LTE PTA EXEC Meeting Minutes

February 24, 2015 Science Lab Room 116

The Executive Board met at LTE and was called to order at 10:01 am. The members present were: Onie, Janene, Alysia, Carrie G., Melissa, Paloma, Constanza, Angela, Carrie S. Brittan, Joanna

Board picture for the yearbook 5 min

Welcome 1 min

Confirm Quorum (8 voting members) – Shelly Penner- Not Confirmed 1 min

Motion required to approve the minutes of the LTE PTA Executive 2 min

Board Meeting held on January 27, 2015. Minutes are posted online.

Motion –

Second –

Discussion

Vote

\*\*\*\*\* Postpone for next meeting\*\*\*\*\*\*

Committee /Officers Report

**President’s Report - Janene Angulo:**  15 min

1. Nominating Committee
   1. The nominating committee is:
      1. Jennifer Forke - Leader
      2. Adrienne Booth
      3. Beth Yoder
      4. Elizabeth Cardle – Alternate/Campus Rep
   2. The nominating committee is currently trying to fill the following positions:
      1. VP Fundraising
      2. VP Membership
      3. Treasurer
      4. Secretary
      5. Booster Chair
      6. Carnival Chair.
   3. Slate of 2015-2016 Officers – March 10th
   4. Election of 2015-2016 Officers – April 14th
   5. Installation of 2015-2016 Officers – May 12th
2. Kinder Roundup – March 25th 3:30pm-6:30pm
   1. Do we want to have a PTA table at this event? Thoughts?
   2. Sign up
3. Summer leadership seminar – July 17th-19th Dallas Hilton Anatole
   1. July 17th-19th Dallas, Hilton Anatole
   2. Who will go?
4. Discussion of hiring a Bookkeeper/Accountant to assist with Treasure  
   Janene - motion to proceed with Sherwood Services with estimate of $528.72 for books. Paloma 2nds. Vote Passes.8 were present to vote

**Principal – Angela Frankhouser:** 15 min  
$1500 entertainment for carnival in works with Biscuit Brothers

**Teacher Liaison – Kerri Newton** 1 min

**Parliamentarian – Shelly Penner:**  0 min

**Programs – Carry Suh:** 5 min

1. The next general meeting is on March 10th and 1st grade performs.
2. Talent Show is on Friday, February 27th at 6:00 pm.
   1. 2/25 Dress Rehearsal
   2. Concessions
   3. The PTA will sell drinks and tickets to break even on our talent show expenses.
   4. DVD

**Booster – Carry Goldsmith:**  3 min

1. Operations update for February
   1. Spirit Wear
   2. School Store

**Fundraising VP – Linda Briscoe:** 5 min.

**Ongoing Fundraisers:**

1. Spirit Nights – Chair, Amy Offield Proceeds Earned
2. September – Chick-fil-A $110.51
3. October – P. Terry’s (combined on Jan check)
4. November – Chick-fil-A on 11-13 $200.22
5. December – All Star Burger on 12-3 ?
6. January – P. Terry’s on 1-14 $893.00
7. February – Chick-fil-A on 2-18
8. March – Mangieris on 3-24
9. April – Chick-fil-A on 4-15
10. May – All Star Burger on 5-20
11. **Box Tops – Myra Agis**

Deposited $658 from Box Tops in the first batch. Approximately $30 more than estimated.

Next deadline – 20 Feb – Estimates of value?

1. **Randall’s Good Neighbor Program**

Received a check for 4th QTR 2014 in the amount of $83.04

**Spring Carnival and Silent Auction – Brittan Chepak**  15 min.

1. APRIL 11TH 2:00 PM – 6:00 PM
2. Silent Auction
   1. 31 items committed for auction; waiting for response on lots more.
   2. Are we going to sell jean passes? NO
   3. Discussion on selling parking spot. NO
   4. Door Prize? Yes - TBD
3. Alison Blake sending out info on Class Baskets next week in Tuesday Folders
4. Melissa Nelson - Food Vendors
   1. Don Marios
   2. Papa Murphy’s Pizza
   3. Rita’s Italian Ice
   4. Mondie’s Snowcones 50% of profits
   5. Another possible vendor – Hot Dogs
5. Attractions – ?
6. Entertainment - ?
7. DJ/MC for Announcements - ? Bowers to handle music
8. Bags – ? Vista Print high $ - check for others
9. Signage – ? PVC Outdoor boards
10. Sponsors to date (need to put on website) $7,250
    1. Nitro
    2. Brown/Tran Family Business’
    3. Partners in Building
    4. Primrose School
    5. Assassin Pest Control
11. Entertainment - ?
12. Wristbands – old ones in closet but not sure if still good or enough
13. Pre-Sales of Wristbands and Tickets?
14. Kardivas – Checking to see if they will be doing hair paint

Total Budget for carnival $11,100

**Volunteer Chair – Constanze Hietkoetter**  5 min.

1. Volunteer hours January: 672
2. Total Hours YTD (1/31/2015): 7017
3. Volunteers of the Month
   1. May - TBD
   2. April – Karla Gailey
   3. March – Adrienne Booth
   4. February – Jennifer Forke
   5. January – Norma Castillo
   6. December – Matt Garcia
   7. November – Tiffany Kerr
   8. October – Sergio Guerrero
   9. September – Jennifer Wright
      1. Nominations for May?
4. Staff of the Month
   1. May TBD
   2. April – Nichole Dann
   3. March – Karla Trevino
   4. February – Aron Forgey, Art
   5. January – Matt Bowers, Music
   6. December – Tina Pena, PA
   7. November – Elizabeth Cardle, Receptionist
   8. October – Kim Wood, Librarian
   9. September – Alicia Martinez Duran, Assistant Principal
      1. Nominations for May?
5. Best Club Members – through end of January 2015
   1. Joanna Hess
   2. Karla Gailey
   3. Hortencia Vargas-Castro
   4. Tiffany Kerr
   5. Laura Guerrero
   6. Jennifer Forke
   7. Norma Castillo-Vega
   8. Constanze Heitkoetter
   9. Oneida Gonzalez
   10. Carry Goldsmith
   11. Linda Briscoe
   12. Adrienne Booth
   13. Alison Blake
   14. Janene Angulo

**Secretary – Oneida Gonzalez** 0 min

**Treasurer – Wendy Martinez (treasurer not present for prev balance)** 15 min

1. Financial Report
   1. December/January Income $ 9,223.48
   2. December/January Expenses $23,574.91
   3. February Income to date $ 500.00
   4. February Expenses to date $ 282.73
   5. Current Bank Balance as of 2/23/2015 is $41,131.59
2. Budget vs Actuals and P&L for boards info/review

**Membership VP – Laura Guerrero:** 5 min

1. Current members total – 325
2. Recommendation for fewer membership meetings in 2015-2016 school yr.
   1. Bylaws only require a minimum of 3 association meetings a year.
   2. Meetings required in what months? Elections, Annual Meeting, others?
   3. Discussion and possibly add to May planning meeting agenda.

**Communications – Alysia Transou/Paloma Rodriguez-Valencia:** 1 min

1. Website - any files that you have created or used this year need to be put in the file section of the website. If you have never done this, directions are in the first box “Website Instructions” on the file page.
2. If you have any copies that need to be made for the beginning of the year, please start turning those in now.

**Health and Welfare – Rebecca Gunn** 2 min

Career Day Update

**Hospitality – Joanna Hess** 2 min

1. February Salsa Contest Feb 17th Winner? Constanza
2. March 10th Fruit and Veggie Bar
3. April 17th Dessert Bar
4. May Teacher Appreciation lunch
5. June End of Year party

The Meeting was adjourned at 11:42am

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Secretary

Oneida Gonzalez

Next General Meeting – **March 10th at 6:00 pm**

Next Exec Board Meeting – **March 24th at 8:30 am**

**Note: 1 week early due to STAAR Testing**