LTE PTA EXEC Meeting Minutes

March 24, 2015 Science Lab Room 116

The Executive board met at LTE and was called to order at 8:50 am. The following members were present: Angela, Alysia, Constanza, Carrie G, Kerri N, Carrie S, Joanna, Laura, Brittan, Onie, Janene

Quorum was confirmed

Board picture for the yearbook 5 min

Welcome 1 min

Confirm Quorum (8 voting members) – Shelly Penner 1 min

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

Board Meeting held on January 27, 2015 and February 24, 2015. Minutes are posted online.

Motion – Laura

Second –Carrie

Discussion

Vote Passes

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. Communications
      6. Booster Chair
      7. Carnival Chair
   3. Election of 2015-2016 Officers – April 14th
   4. Installation of 2015-2016 Officers – May 12th
2. Kinder Roundup – March 25th 3:30pm-6:30pm Tshirts to sell tomorrow by Carrie & Laura
   1. Who is manning PTA table? Laura, Alysia, Onie? Yes
   2. Who will be responsible to assemble handouts?
3. Summer leadership seminar – July 17th-19th Dallas Hilton Anatole
   1. July 17th-19th Dallas, Hilton Anatole
   2. Registration starts April 22nd
4. Budget Meeting – Friday, March 27th at 8:00 am
   1. Janene will distribute up to date reports by Thursday lunchtime.
5. May 19th Board Mtg Conflict – Need to reschedule

Motion- Brit to change mtg from May 19th May 26th

2nd – Angela

Vote Passes

Squire playdate – June 13th 10:00-11:30 playground

**Principal – Angela Frankhouser:** 15 min   
NO Volunteers next Tuesday & Wed for Staar testing

**Teacher Liaison – Kerri Newton** 1 min

**Parliamentarian – Shelly Penner:**  0 min

**Programs – Carry Suh:** 5 min

1. The next general meeting is on April 14th and kinder performs.
2. Any Talent Show Feedback/discussion? A Success brought in $1039

**Booster – Carry Goldsmith:**  3 min

1. Operations update for February
   1. Spirit Wear
   2. School Store
   3. Dates: March 27th, April 10th & 24th and May 15th  
      $4000 up to date of booster

**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 $100.00
6. January – P. Terry’s on 1-14 $893.00
7. February – Chick-fil-A on 2-18 $144.36
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**

1st batch earned $658

Final batch earned?

Is there a box top “party” or reward this year? Nothing was mentioned

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.  
$13250 in donations – 18 sponsors

1. APRIL 11TH 2:00 PM – 6:00 PM
2. Silent Auction
3. Class Baskets – In process
4. Melissa Nelson - Food Vendors
   1. Don Marios
   2. Papa Murphy’s Pizza
   3. Rita’s Italian Ice
   4. Mondie’s Snowcones
5. Attractions – Deposits paid
6. Entertainment – Biscuit Brothers – pmt due April 11th
7. DJ/MC for Announcements – Mr. Bowers
8. Bags – Ordered
9. Signage – Ordered
10. Sponsors to date
    1. A/C Solar – 1800 Solar USA
    2. Artemis Solutions Inc./Natalie and McClain Brown
    3. Assassin Pest Control
    4. Becker Wright Consultants
    5. Champion Martial Arts
    6. Cho Sushi
    7. Gracie Barra
    8. Healthy Home Company
    9. Kid-e-Shack
    10. Lone Star Pediatric Dental
    11. Luxe Salon
    12. Nitro
    13. Partners in Building
    14. Primrose School
    15. Rapid Runway Repair Inc.
    16. The Little Sunshine Playhouse
11. Wristbands – ordered & arrived
12. Pre-Sales of Wristbands and Tickets – going out in Tuesday folder today (3/24)
13. Kardivas – confirmed for hair painting
14. Volunteer Schedule will be posted when?
15. Laptop & tablets – ordered?
16. Spirit Wear table

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

1. Volunteer hours February: 797
2. Total Hours YTD (2/28/2015): 7827
3. Volunteers of the Month
   1. May – Tricia Moon
   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. Suggested Nominations for May – Kathy Langdon
4. Staff of the Month
   1. May
   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?  
           
         Motion – Constanza 2nd: Brittan, Vote Passes
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  
       \*\*\*Kathy Langdon, Alysia Transou, Patricia Moon, Michelle Dent missing from list\*\*

**Secretary – Oneida Gonzalez** 0 min

**Treasurer – Wendy Martinez** 15 min

1. Financial Report
   1. February Income $ 3,475.79
   2. February Expenses $ 3,596.35
   3. March Income to date $ 2,675.20
   4. March Expenses to date $ 4,315.00
   5. Current Bank Balance as of 3/21/2015 $ 42,446.11
2. Budget vs Actuals and P&L attached for boards info/review

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

1. Current members total – 325
2. Class Party? What and When? Laura to follow up with Angela
3. 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.
      1. Sept mtg approves budget for school yr
      2. April mtg elections for next yr officers
      3. May mtg is the annual mtg with budget details

**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.
3. PTA Facebook Page Started

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

Career Day Update

**Hospitality – Joanna Hess** 2 min

1. April 17th Dessert Bar
2. May 6th Teacher Appreciation lunch
3. June End of Year party  
   \*\*May 4-8 Teacher Appreciation Week

This meeting was adjourned at 10:31am

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Signature of Secretary  
Oneida Gonzalez

Next General Meeting – **April 14th at 6:00 pm**

Next Exec Board Meeting – **April 28th at 8:30 am**