

1  **LAKE TRAVIS ELEMENTARY PTA**

***General Meeting
Tuesday 14 September 2010
Lake Travis Elementary School***

Call to Order - 6:00 p.m.

-
-

2 

MEETING AGENDA

- Welcome – *Karen Miller-Kopp*
- Call to Order – *Jeff Linn*
- Confirmation of Quorum – *Lisa Berneburg*
- Pledge of Allegiance – *Jeff Linn*
- Acceptance of Minutes from May 12, 2010 – *Lisa Berneburg*
- Report from the Audit Committee – *Ben Wade, Joel Dobson, Pat Manning*
- Report of the Treasurer – *Sarah McIlheran, Tina Berrum*
- Report of the Executive Board – *Jeff Linn*
- Report of the Vice Presidents
 - Membership – *Erin Leon*
 - Fundraising – *Shannon Blacklock*
- Report of Standing Committees - *Committee Chairpersons*
- Guest Speaker– *Tracy Henry LTEF President*
- Principals Report – *Karen Miller-Kopp*
- Announcements – *Jeff Linn*
- Adjournment – *Jeff Linn*

3 

ACCEPTANCE OF MINUTES

- Lisa Berneburg, Secretary

- Minutes of LTE PTA General Meeting
 - May 11, 2010 - available on-line
- Motion
 - Michelle Dent made a Motion to approve the minutes of the Lake Travis Elementary PTA meeting held on May 11, 2010.
 - Amy Liardon Seconds
 - Questions/Discussion
 - Motion carries
- All minutes are being posted on the web at for review

lte.my-pta.org

4 

REPORT FROM THE AUDIT COMMITTEE

- Ben Wade, Committee Chair

- Auditor's Report – 2009-2010 fiscal year
 - Ben Wade, CPA
 - Joel Dobson, CPA
 - Patricia Manning, Bookkeeper
 - available by request

5 

TREASURER's Report – *Sarah McIlheran*

- 9/11 Initial Balance 46,296
- Liabilities-
 - sales tax/TX PTA 340

- Mini grants approved but not paid 19,961
- Available Funds 21,995

6 **REPORT OF THE EXECUTIVE BOARD**

- **Jeff Linn, President**

- Actions Requiring Approval of General PTA

-
- The Board approved the following mini grants:

- 1. Listening Center Audio Books \$ 644.93 (2nd grade)
 - 2. Up-charges for Weekly Readers \$ 277.57 (All)
- TOTAL \$ 922.50

- Shannon Blacklock made a Motion to approve the above mini grants as approved by the Board.
- Colleen Serfoss Seconds
- Questions/Discussion
- Motion carries

7 **REPORT OF THE EXECUTIVE BOARD**

- **Jeff Linn, President**

- Executive Board met on August 17th and 31st, with quorum present at each meeting.
- Actions Taken not Requiring Further Action of PTA:

- Approved appointments:

Treasurer, Asst. Treasurer: Sarah McIlheran, Tina Berrum

FUNDRAISING CHAIRS:

Great American Catalog: Elishia Vandehey

Otis Spunkmeyer Cookie Dough: Alysis Transou

Spring Carnival – Silent Auction: Holly Dobson

Randalls: Shannon Blacklock

Box Tops: Maria Turner

Chick Fil A Spirit Nights: Alysis Transou

8 **REPORT OF THE EXECUTIVE BOARD**

(continued)

- Coordinated Plans for Back to School Events
 - Welcome Back Teacher Bags/Teacher Luncheon
 - Meet the Teacher Night
 - School Supply Distribution
 - New Spirit Wear !!
 - PTA Membership drive

9 **REPORT OF THE EXECUTIVE BOARD**

(continued)

- Established the following PTA general meeting schedule for the year.

- Second Tuesday of every month at 6pm

Sept 14th Oct 12th Nov 9th

Dec 14th Jan 11th Feb 8th

Mar 8^{th*} Apr 12^{th*} May 10^{th*}

* March 8, 2011 (Nomination of Officers)

* April 12, 2011 (Election of Officers)

* May 10, 2011 (Installation of Officers)

- Amelia Hicks made a Motion to accept the recommendation of the Executive Board to set the

PTA General meeting dates above.

– Sarah McIlerhon Seconds Questions/Discussion Motion carries

–
–

10  **REPORT OF THE EXECUTIVE BOARD
(continued)**

- Motions Required:
 - The motion to designate Class T-shirt Sales as Tax-Free Event
 - The motion to designate Spring Carnival and Silent Auction as Tax-Free Event
 - Motion made by Kim Cook
 - Second by Bertha Huguet
 - Questions/Discussion
 - Motion carries

11  **Report of Vice President, Membership
- Erin Leon**

- 2010-2011 Membership Drive Totals:
 - Total Members: 386
 - Faculty/Staff Members: 100% Faculty, 85% Staff
 - Goal we are trying to reach is 10% Increase Achievement by having 550 members and 100% faculty!!!
 - Members get some cool discounts; cards & details coming soon
- Join Today – Fall Deadline is October 13th!!!
 - PTA Dues -- \$12 per family
 - Membership Open to Parents, Grandparents, Friends, Neighbors -- Anyone with an Interest in the Education and Welfare of our Children!!!
 - There is a membership contest and the class with the highest percentage per grade level wins a pizza party!
 - Current leaders: Dolmanet (4th), Barrett (1st), Retano (1st) !!!

12  **REPORT OF VICE PRESIDENT, FUNDRAISING
- Shannon Blacklock**

- Great American Catalog Sales – Elishia Vandehey, *Chair* - Catalogs will go out on Tuesday, September 21st – VOLUNTEERS NEEDED!
- Chick-fil-A Spirit Night – Alysis Transou, *Chair* – Wednesday October 6th from 3pm-10pm
- Fuss Free – *Shannon Blacklock* – On-going
- Box Tops – *Maria Turner*– Sep 1 through Oct 5

WANTED: CARNIVAL & SILENT AUCTION VOLUNTEERS!!!

- Spring Carnival – *Shannon Blacklock, Chair* – Saturday, April 9th
- Silent Auction – *Holly Dobson* – Saturday, April 9th
-

13  **REPORT OF STANDING COMMITTEES**

- Volunteers – *Oneida Gonzalez*
 - Total volunteer hours through August: 1047
 - Volunteers of the Month for September – *Sabine Hauptmeir & Marlene Geschke*
 - IMPORTANT: Log onto <https://www.v-volunteer.com/> to log your volunteer hours or e-mail Oneida Gonzales oniegonzalez@austin.rr.com
 - Nominations for Volunteer and Staff of the Month can be sent to Oneida Gonzalez, Volunteer Chair
 - Best Club Members – *Ben Wade, Joel Dobson, Ashley Wade, Jeff Linn*
-
-

14  **REPORT OF STANDING COMMITTEES**

- Communications – *Ashley Wade and Paloma Rodriguez*
 - Web-site – LTE PTA website is: lte.my-pta.org.
 - Please REGISTER your name; acceptance gives MEMBER ACCESS
 - Web-site has Volunteer Schedules, with Sign-up
 - Web-site enables E-Mail correspondence from Committee Chairs, individually to all who sign up
 - Web-site has all standard FORMS available
 - PTA newsletter sent home once a month in the Tuesday folders.
 - You can also view it anytime on the LTE PTA website.

15  **REPORT OF STANDING COMMITTEES**

- Health & Welfare – *Amy Liardon*
 - Track and Field Days – VOLUNTEERS NEEDED!!!
 - Tuesday, 10/26 – Kinder & 1st grade
 - Wednesday, 10/27 – 2nd & 3rd grade
 - Thursday, 10/28 – 4th & 5th grade
- Hospitality – *Holly Dobson*
 - Our first "Friday Feast" will be Friday, September 24th and we need your help to make it a success!!

16  **REPORT OF STANDING COMMITTEES**

- Squire Booster Club – *Karina Machnacki*
 - Class Shirt Order forms went out last week! Due next Wednesday! Cost is \$8.00 each – MANDATORY and will be worn on field trip and special event days! NEW DESIGN!
 - Spirit Wear: Ringer T's, Long Sleeve T's, Hoodies, and Zip ups still available. Order forms for the fall Spirit Wear will go out in October!
 - School Store will open on Friday Sept 17th during lunch hours 11am-1pm! Contact Karina Machnacki or Oneida Gonzales if interested in working at the school store each Friday!
 - Fridays are SPIRIT DAYS at LTE!! Wear your spirit shirts to show your school pride!

17  **Tracy Henry – LTEF President**

- Golf Tournament- October 11th at The Hills
- LTEF celebrating 25 years
- LTISD Campus Challenge-donate to become a friend of the foundation
- Mardi Gras Gala-March 5th, 2011 at the Westin at the Domain. Raise the paddle funds will go towards the smart systems. Tammy Reagan is the LTE campus representative.
-
- LTEF provides grants and scholarships for the schools and students in the district. The budget per student is more than the allotted amount given per student by the state. Therefore, LTEF supplements this funding.

18  **REPORT OF THE PRINCIPAL**

- *Karen Miller-Kopp*

-
- Early Release Days @ 11:45am
 - Tuesday, October 7th
 - Tuesday, October 14nd
- LTE is a recognized campus this year without help from the system! We were 1 student away from exemplary. We are closing the gap and challenging all students to progress to next level through tutoring, challenge labs, interventions, etc. which are all in place.

19  **ANNOUNCEMENTS
AND**

ADJOURNMENT

- September:
 - 9/14 – Volunteer Training – Mandatory!!!
 - 9/15 – Class shirt orders are due!
 - 9/17 – School Store opens from 11am-1pm!
 - 9/21 – Great American fundraiser begins!
 - 9/24 – Friday Feast – Baked Potato and Salad Bar!
 - 9/30 – PTA Membership Early Bird Achievement Award Deadline!

20 **ANNOUNCEMENTS AND ADJOURNMENT**

- October:
 - 10/5 – Great American fundraiser ends
 - 10/7 – Early Release Day at 11:45am!
 - 10/12 – PTA General meeting at 6:00 p.m. & PTA Membership Deadline
 - 10/26 – Kinder & 1st grade Field Day
 - 10/27 – 2nd & 3rd grade Field Day
 - 10/28 – 4th & 5th grade Field Day
 - 10/29 – NO SCHOOL! – Staff Inservice

21 **ANNOUNCEMENTS AND ADJOURNMENT**

- IMPORTANT LOCATIONS FOR INFORMATION!!!
- <http://lte.my-pta.org/> - LTE PTA's website! PLEASE sign up to request access to website! Then log in for important information including meeting minutes, forms, calendar, etc.
- <http://www.ltisdschools.org/lte/site/default.asp> - LTE's official website!!!
- <http://www.ltisdschools.org/laketravis/site/default.asp> - LTISD's website!!!
- <http://www.laketraviseducationfoundation.org/> - Lake Travis Education Foundation
- <http://www.txpta.org/> - Texas PTA's website!!!
- <https://www.v-volunteer.com/> - Website to log all of your volunteer hours!!!
- Meeting adjourns at 6:37pm.