**LAKE TRAVIS ELEMENTARY PTA

*General Meeting - MINUTES
Tuesday, October 11, 2011
Lake Travis Elementary School*
*Call to Order - 6:00 p.m***

**MEETING AGENDA**

* Welcome – *Karen Miller-Kopp*
* Call to Order – *Ashley Wade*
* Confirmation of Quorum – Karina Machnacki confirmed quorum for Shannon Eklund
* Pledge of Allegiance – *Ashley Wade*
* Acceptance of Minutes from September 13, 2011 – *Amy Liardon*
* Report of the Treasurer – *Lisa Berneburg*
* Report of the Executive Board – *Ashley Wade*
* Report of the Vice Presidents
	+ Membership – *Holly Dobson*
	+ Fundraising – *Carla Stoltman*
* Report of Standing Committees *- Committee Chairpersons*
* Principal’s Report – *Karen Miller-Kopp*
* Announcements – *Ashley Wade*
* Adjournment – *Ashley Wade*

**ACCEPTANCE OF MINUTES
*- Amy Liardon, Secretary***

* Minutes of LTE PTA General Meeting
	+ September 13, 2011 - available on-line
* Motion
	+ Motion required to approve the minutes of the Lake Travis Elementary PTA meeting held on September 13, 2011.
	+ Motion - Holly Dobson
	+ Second - Karina Machnacki
	+ Questions/Discussion
	+ Motion Accepted
* All minutes are being posted on the web at for review
 **lte.my-pta.org**

**TREASURER’S REPORT – *Lisa Berneburg***

* **ENDING BALANCE 7-31-11**

 CHECKING: $8,039.30

 SAVINGS: $27,075.17

 TOTAL: $35,114.47

* **ENDING BALANCE 8-31-11**

 CHECKING: $9,303.83

 SAVINGS: $27,079.77

 TOTAL: $36,383.60

* **BANK BALANCES AS OF 9-23-11 ARE AS FOLLOWS:**

 CHECKING: $15,688.58

 SAVINGS: $27,079.77

 TOTAL: $42,768.35

 **{BUDGETED EXPENSES FOR 2011-12 IS APPROX. $65,000}**

THIS DIFFERENCE IN FUNDS IS DUE TO THE FOLLOWING INCOME AND EXPENSES:

 **UNRECONCILED INCOME**:

 CLASS SHIRTS-$7,762, SCHOOL STORE-$383.42, SPIRIT SHIRTS-$491.00, FUSS FREE-$238.00,

 PAINLESS FUNDRAISERS (RANDALS $88.00), PTA MEMBERSHIP $3,523.75

**UNRECONCILED EXPENSES**:

 HOSPITALITY-$60.25, TPTA MEMBERSHIPS (514 PAID)-$2,306.25, LEADERSHIP TRAINING-$42.00

 MINIGRANTS-$1,287.60 (4TH GRADE BOOKS), SCHOOL STORE-$562.36, SPIRITWEAR-$1,684,

 GRADE LEVEL AWARDS-$147.31 (ART&MUSIC)

LARGE EXPECTED EXPENSES BY END OF SEPTEMBER:

MINI GRANT (5TH GRADE WEEKLY READERS)-$637.20,
CLASS TSHIRTS- ESTIMATE AT LEAST $4,500

**REPORT OF THE EXECUTIVE BOARD
*- Ashley Wade, President***

* Executive Board met on September 27th, with quorum present.
* Actions Taken not Requiring Further Action of PTA:
	+ Mondie McFaddin approved as the Spring Carnival Chair
	+ Deadline of May 15th was created for the reimbursement of Mini Grants
	+ The submission of a purchase order was added to the Mini Grant process

**Report of Vice President, Membership
*- Holly Dobson***

* 2011-2012 Membership Drive Totals:
	+ Total Members: 522
	+ Faculty/Staff Members: 100% Faculty, 85% Staff
	+ Members get discounts and cards are coming soon
	+ Congratulations to the following classes who get a popsicle party:
		- Womack
		- Angeli
		- Shanafelt
		- Peters
		- Bartley
		- Barrett
		- Padilla

**REPORT OF VICE PRESIDENT, FUNDRAISING
*- Carla Stoltman***

* Cookie Dough Sales *– Alysia Transou, Chair – Started* on **October 4th** – VOLUNTEERS NEEDED!
* Carnival – *Mondie McFaddin, Chair –* Saturday, April 14th
	+ VOLUNTEERS NEEDED!
* Fuss Free *– Carla Stoltman –* Rock Star Sponsor
	+ Any fuss free donation over $100.
	+ You will receive a car decal and recognition.
	+ Tax deductible.
* Chick-fil-A Spirit Night *– Carla Stoltman, Chair* – October 12th starting at 12:00, since it is an early release day.
* Box Tops, Randall’s, etc.. *– Maria Turner, Chair*
	+ October 20th is the first deadline.

**REPORT OF STANDING COMMITTEES**

* Volunteers *– Oneida Gonzalez*
	+ Total volunteer hours through August: 586
	+ Volunteer of the Month for October *– Greg Lawley*
	+ Staff of the Month for September *– Maria Soto Portillo*
	+ IMPORTANT: We are behind on hours!!! Please go to www.lte.my-pta.org 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
* Communications *– Melissa Nelson and Paloma Valencia-Rodriguez*
	+ LTE PTA website is: **www.lte.my-pta.org**.
		- Please REGISTER, so you get MEMBER ACCESS
	+ Web-site has the following Volunteer Sign-up:
		- Track and Field
		- Friday Feast
	+ E-Mail correspondence and reminders are sent through the website to those registered.
	+ 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.
* Health & Welfare *– Jennifer Wright*
	+ Track and Field Days – VOLUNTEERS NEEDED!!!
		- Tuesday, 10/25 – Kinder & 1st grade
		- Wednesday, 10/26 – 2nd & 3rd grade
		- Thursday, 10/27 – 4th & 5th grade
* Hospitality *– Jan Alba*
	+ ***“Friday Feast” will be Friday, October 28th*** and is hosted by 4th grade. We need your help to make it a success!!
* Squire Booster Club *– Karina Machnacki*
	+ Class Shirt – *Shay Rathbun, chair -*  Shirts have already been delivered.
	+ School Store – *Linda Briscoe, chair - O*pen on Fridays during the lunch hours, 11am-1pm! Contact Linda Briscoe, if you are interested in working at the school store each Friday!
	+ Fridays are SPIRIT DAYS at LTE!! Wear your spirit shirts to show your school pride! LTE spirit wear t-shirts are still available.

**REPORT OF THE PRINCIPAL
*- Karen Miller-Kopp***

4th and 5th graders come out to the homecoming parade on Wednesday, 10/12!

Make sure you early vote on October 24th at LTE

STARS test information - contact KMK or your childs teacher with any questions/concerns.

Track & Field

Teacher conferences

**ANNOUNCEMENTS
AND
ADJOURNMENT**

* **October:**
	+ 10/12 – Early Release Day
	+ 10/12 – Chick Fil-A Day and Night
	+ 10/25 – Kinder & 1st grade Field Day
	+ 10/26 – 2nd & 3rd grade Field Day
	+ 10/27 – 4th & 5th grade Field Day
	+ 10/31 – Student Holiday
* **November:**
	+ 11/8 – PTA General meeting at 6:00 p.m.
	+ 11/15 – Language Arts Night
	+ 11/17 – Friday Feast with 3rd grade hosting
	+ 11/21-25 – Thanksgiving Break
* IMPORTANT LOCATIONS FOR INFORMATION!!!
* **www. lte.my-pta.org** - LTE PTA’s website! PLEASE sign up to request access to website! Then login for important information including sign ups, forms, calendar, etc.
* [**www.ltisdschools.org/lte/site/default.asp**](http://www.ltisdschools.org/lte/site/default.asp) - LTE’s official website!!!
* [**http://www.ltisdschools.org/laketravis/site/default.asp**](http://www.ltisdschools.org/laketravis/site/default.asp) - LTISD’s website!!!
* [**http://www.laketraviseducationfoundation.org/**](http://www.laketraviseducationfoundation.org/)- Lake Travis Education Foundation
* [**http://www.txpta.org/**](http://www.txpta.org/)- Texas PTA’s website!!!
* [**https://www.v-volunteer.com/**](https://www.v-volunteer.com/)- Website to log all of your volunteer hours!!!