**LAKE TRAVIS ELEMENTARY PTA

*General Meeting
Tuesday, September 13, 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 – *Shannon Eklund*
* Onie Gonzalez filling in as Parlmentarian - quorum established
* Pledge of Allegiance – *Ashley Wade*
* Acceptance of Minutes from May 10, 2011 – *Amy Liardon*
* Report from the Audit Committee – *Carol Johnson*
* 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
	+ May 10, 2011 - available on-line
* Motion
	+ Motion required to approve the minutes of the Lake Travis Elementary PTA meeting held on May 10, 2011.
	+ Motion: Carla Stoltman
	+ Second: Paloma Valencia-Rodriguez
	+ Questions/Discussion
	+ Motion Approved
* All minutes are being posted on the web at for review
 **lte.my-pta.org**

**REPORT FROM THE AUDIT COMMITTEE (Financial Review Committee)
*- Carol Johnson***

* Auditor’s Report – 2010-2011 fiscal year
	+ Carol Johnson
	+ Kelly Johnson
	+ Julie Ferguson
	+ Dao Tien Tran

Motion to approve audit report

Motion: Elizabeth Cardle

Second: Kim Cook

Question/Discussion

Motion Approved

* + Audit Report available by request

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

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

 CHECKING: $8,039.30

 SAVINGS: $27,075.17

 TOTAL: $35,114.47

**UNRECONCILED MONEY FOR THE MONTH OF AUGUST TO DATE**

**INCOME:**

BOOSTER SPIRIT WEAR: $1,512.00 TOTAL ( BEFORE SALES TAX PAYABLE DEDUCTED $124.74)

 MEMBERSHIP: $1,116.00 TOTAL

 PAINLESS FUNDRAISERS: RANDALLS: $137.62

**EXPENSES:**

 *TALENT SHOW* MAY 2011 (DVD/VIDEOGRAPHER): $200.00

 *AIM* (PTA INSURANCE RENEWAL): $395.00

 *NATIONAL AND TEXAS PTA DUES*: $639.00 (143 MEMBERS PAID)

 *HOSPITALITY*: $700.00

 *BACK TO SCHOOL NIGHT*: $269.99

5/24 executive board meeting Mini Grants that need to be approved:

1.       4th grade – Blazing the Trail w/ books $1287.50

2.       5th grade – Scholastic Weekly Readers up to $700.00

3.       Destination Imagination – registration and supplies $1,220.00

Total $3,207. 50

Motion to approve the 5/24 executive board meeting Mini Grants

* + Motion: Holly Dobson
	+ Second: Amelia Hicks
	+ Questions/Discussion
	+ Motion Approved

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

* Executive Board met on August 30th, with quorum present.
* Actions Taken not Requiring Further Action of PTA:
	+ Approved appointments:

Ongoing Fundraisers:  Maria Turner

* + Helped Coordinate Back to School Events
		- Welcome Back Teacher Luncheon
		- Meet the Teacher Night
		- School Supply Distribution
		- New Spirit Wear!!
		- PTA Membership drive
	+ Established the following PTA general meeting schedule for the year.
	+ **Second Tuesday of every month at 6pm**

 Sept 13th Oct 11th Nov8th

 Jan 10th Feb 7th Mar 20th\*

Apr 10th\* May 8th\*

\* March 20, 2012 (Nomination of Officers)

\* April 10, 2012 (Election of Officers)

\* May 8, 2012 (Installation of Officers)

* + Motion required to accept the recommendation of the Executive Board to set the PTA General meeting dates above.
	+ Motion: Carla Stoltman
	+ Second: Elizabeth Cardle
	+ Questions/Discussion
	+ Motion Approved
* 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: Kim Cook
	+ Second: Aurora Kramer
	+ Questions/Discussion
	+ Motion Approved

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

* 2011-2012 Membership Drive Totals:
	+ Total Members: 146
	+ Faculty/Staff Members: 100% Faculty, 85% Staff
	+ Goal we are trying to reach 576 members and 100% faculty!!!
	+ Members get discounts and cards are coming soon
* Join Today – Fall Deadline is September 28th!!!
	+ PTA Dues -- $12 per family
	+ Membership Open to Parents, Grandparents, Friends, Neighbors -- Anyone with an Interest in the Education and Welfare of our Children!!!
	+ Any class that gets 15 members/bilingual classes with 10 members gets a popsicle party.

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

* Cookie Dough Sales *– Alysia Transou, Chair – Starts* on **October 4th** – VOLUNTEERS NEEDED!
* Carnival - *Shannon Blacklock, Chair –* Saturday, April 14th
* 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* – Held on select Tuesdays: 10/12/11(early release day); 12/7/11; 2/9/12; 4/4/12
* Box Tops, Randall’s, etc.. *– Maria Turner, Chair*

**REPORT OF STANDING COMMITTEES**

* Volunteers *– Oneida Gonzalez*
	+ Total volunteer hours through August: 586
	+ Volunteer of the Month for September *– Michelle Dent*
	+ Staff of the Month for September *– Kathy Norman*
	+ IMPORTANT: Log onto 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 Rodriguez*
	+ LTE PTA website is: **www.lte.my-pta.org**.
		- Please REGISTER, so you get MEMBER ACCESS
	+ Web-site has Volunteer Schedules, with Sign-up
	+ 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*
	+ ***Our first “Friday Feast” will be Friday, September 23rd*** and is hosted by 5th grade. We need your help to make it a success!!
* Squire Booster Club *– Karina Machnacki*
	+ Class Shirt Order forms are due! Cost is $8.00 each – MANDATORY and will be worn on field trip and special event days! NEW DESIGN!
	+ LTE Spirit Wear t-shirts are still available.
	+ School Store will open on Friday Sept 23rd during 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!

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

***Discussed***

* ***STAR test***
* **SOS**
* **National Title 1 Distinguished School Award nomination**

**ANNOUNCEMENTS AND ADJOURNMENT**

* **September:**
	+ 9/23 – School Store opens from 11am-1pm
	+ 9/23 – Friday Feast – 5th grade hosts a Mexican theme lunch
* **October:**
	+ 10/4 – Cookie Dough Fundraiser Begins
	+ 10/4 – LTISD Bond Presentation at 7:00 p.m.
	+ 10/6 – Early Release Day
	+ 10/11 – PTA General meeting at 6:00 p.m.
	+ 10/12 – Early Release Day
	+ 10/25 – Kinder & 1st grade Field Day
	+ 10/26 – 2nd & 3rd grade Field Day
	+ 10/27 – 4th & 5th grade Field Day
* 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!!!

Adjourned meeting at 6:33