

**Barton Hills Elementary PTA
Executive Board Meeting
October 7, 2008**

I. Call to Order, Roll Call and Review Minutes of Previous Meeting- Tina Weaver

The meeting was called to order at 6:41 pm by Tina Weaver. Attendees: Victoria Cannon, Priscilla Hubenak, Lisa Kerber, Chris Campbell, Lita Rosario, Melissa Saucedo, Catherine Dadey, Becky Pursley, Deborah Sterzing, Lynn Williamson, Kelly Tagle, Shannon Eaton, Courtney Perry, Beatriz Mejia, Eleanour Quinn, Mila McCutchen, Kati Achtermann, Tina Weaver, DeAnn Eisenhauer, Veronica Gonzalez, Kathleen Scheeman.

Change the title of General Assembly to Executive Board Meeting. Minutes were passed with noted changes by Priscilla Hubenak.

II. Sister School Program- Matthews Elementary

Kathleen Scheeman presented the sister school program to the board. The program would be a liason between two schools formally and informally.

Amy Kincaide, school principal at Matthews Elementary, presented information on Matthew Elementary.

Matthews Elementary is a small school with a strong PTA program. It is considered a high needs school.

Types of programs needed for the school are a clothing drive, school carnival, Thanksgiving meal and a holiday gift exchange. Matthews Elementary's school enrollment includes the Clarksville neighborhood, children from University of Texas graduate families,

Downtown area, East Austin area and the Childrens' Shelter. The maximum stay for some students is 3 months. There are 420 students enrolled and 78 are homeless living in shelters. It is a very diverse and well supported school. Matthews Elem. would have the same vertical team with Barton Hills Elementary. Having a sister school will help the children and anything Barton Hills Elem. can do to help with partnering .

Tina Weaver moved to have Barton Hills Elem. partner with Matthews Elem. There were no objections.

- III. **CACH Program with Courtney Perry.** Barton Hills Elementary PE teacher, Courtney Perry, presented the CACH program. CACH stands for Coordinating Approach to Child Health. CACH is a program to help educate parents to fight childhood obesity and to promote child health. The concepts include: PE, Food Service (Go Slow and Low), parents, and the classroom. Courtney Perry went over the steps to implement CACH to our school and to parents. Celia Haggert is our parent coordinator. She is planning on future events to help fight childhood obesity. Kelly Tagle mentioned that the Marathon Kids Program is not part of CACH. Lita Rosario suggested for transfer students to park at a school friend's house and walk to school. To educate our children for a lifetime, Barton Hills Elem. is supporting this program.

- IV. **Fundraising Committee Co- chairs, Lita Rosario and Chris Campbell.**

Penny Nanez is also assisting.

Fundraising activities are: Austin Toros basketball team-BHE night may be an ongoing event. Edie Embry contacted Fudrucker's for a BHE night. 20% of sales will go to BHE. Arrangements will be made after Carnival.

Kelly Tagle suggested keeping Fundraising nights consistent.

Another idea: Movie night with an inflatable screen. This will need to be approved by the General Assembly. This event may take place in the spring. Another idea is a school wide garage sale or a parent's night during the holidays- Liability issues still need to be worked out. Bowling event was a hit. Tina Weaver suggested an end of the year bowling event. The next event scheduled is Peter Pan Golf on Thursday, November 13th, 4-6 pm. Skating is scheduled for Thursday, Feb. 12th.

V. Hospitality Chair- Catherine Dadey

Catherine Dadey announced that the luncheon calendar is posted on the BHE website. For October, breakfast tacos, Nov. is a luncheon, Dec. will be the cookie swap, Jan-April- Teacher Luncheon

Lynn Williamson has provided greeting cards and boxes of chocolates to staff members. The costs are: \$383.00 for boxes of chocolates, \$50 for cards, and \$170.00 is left over to be used for weddings, births and memorials. Boxes of chocolates are from Lamme's Candies at \$7.99 per box.

VI. . Book Buddies- Beatriz Mejia

Beatriz Mejia gave an update on the Book Buddies Program. There were two orientations in Sept. Oct. 7th was the first day for Book Buddies. The Book Buddies budget is covered by the library. There are 36 students and 20 volunteers. The grades range from Kinder to 4th. Sarah Nichols sent out emails with assignments. Sept. 24 was the last orientation. This program was started by Celia Haggert and it is in its third year. Eleanour Quinn suggested expanding this program to sister school, Matthews Elem. The commitment is 20 min. a week all year long. Lita Rosario asked if older students could mentor Kinder students. Kati Achtermann responded by

saying that there is value for an adult to read to the student. Beatriz Mejia added that adults have management skills. Becky Pursely said that supervision would be needed if older students mentored. The duration of the Book Buddies Program begins in Oct. thru the beginning of Dec. Resumes in Jan. and ends in April. Volunteers usually stay with the same student the entire school year. Tina Weaver asked if there could be an additional recruitment in January.

VII. Landscaping Update- Lisa Kerber

There is a watering schedule. A BHE Junior Girl Scout troop and parents will be volunteering their services to work on the front area to landscape. The budget is \$ 500:

\$400 from the PTA and \$200 personal donations.

Expenses are \$200 for the memorial of Maya Hubner (a former BHE student), \$80 for the Atrium and \$70 for plants for Maya Hubner's memorial. The dedication is scheduled for November. Becky Pursely added that there may be personal donations to fund the memorial.

Kati Achtermann said that there needs to be a discussion about memorials for families still at school and former students of BHE. Celia Haggert stated that PTA policy amount for memorials is \$25 max. PTA is not able to fund the memorial. Kati said that when the policy was adopted, details were not specified.

Mila added that it is illegal to raise parent funds for personal memorials. The funding will have to stay outside PTA.

VIII. Lego League- Shannon Eaton, coordinator

Lego League has begun. PTA did not pay to start up the games. There are 8 children that can compete. Each member has paid \$50.00. The bare minimum is \$50/competitor to cover registration fees. Shannon is

asking for \$1,000.00 for permanent items (table, robot kit which costs \$350 + shipping).

15 Mind Storm kits have been borrowed. They each cost \$200.00. The Senior team competes. The Junior team has 5 members on each team. 10 students have paid.

Gloria Lee has borrowed an NXT robot from UT which costs \$300.00. One was purchased, one was borrowed for 8 students to work on. The purpose of this program is to promote engineering and science to students at BHE.

There is no corporate sponsorship at this time. PTA purchased a robot with the accessories to correspond to this year's competition theme. Every year the theme changes and new accessory kits will need to be purchased every year. Funding is needed to pay for the initial annual fees. PTA will not have to pay for registration fees if the team qualifies for the 1st stage. There will be another registration fee of a different level of competition at a higher level. The Lego League will need the following funding:

Two \$95.00 Lego kits for the Junior Team= \$ 190.00, plus \$51.00 shipping for each kit = \$ 102.00

\$300.00 a year for the Junior Team.

For the Senior Team \$ 565.00 plus an additional \$10.00.

Kelly Tagle would like to make this program available to all students even if they cannot afford the fees. Melissa Saucedo would like more details on funding. Kati Achtermann clarified that the Lego League was added to the budget line item in July. The program got started without approval. Tina Weaver stated that if we can find corporate support sponsorship, it could cover registration fees every year. Lita Rosario added that it was not too late for sponsorships.

Shannon Eaton said that the goal is problem solving by developing a plan.

Deann Eisenhauer mentioned that PTA does not fund-
Math Pentathlon participants' registration fees. Shannon
Eaton clarified that Math Pentathlon participants register
individually. Lego League registers as a team.

Deann Eisenhauer mentioned that PTA provides funding
for Odyssey of the Mind which registers as a team, but it
is much less expensive.

Tina Weaver recommended that the details are to be
clarified and worked out for next year.

A budget of \$1,000.00 was passed. Kelly Tagle moved to
approve \$1,000.00 budget for Lego League. There were
not enough members to vote. A phone call was made to
Jamie Kaderli. There was a vote and the motion passed.
Catherine Dadey seconded the motion.

IX. Cultural Arts Update-Tamara Carlisle

Tamara announced the budget for the upcoming Cultural
Arts events.

Budget for events: \$2,500.00 + \$250 Pvt. Donations
Expenditures: Ft. Worth Opera, Oct. 30, \$ 550.00 + \$50
for fuel and a private donation for their lodging.

One World Theater, Dec. 4th \$250.00

Upcoming events:

Flying Baklava Brothers, and The Austin Fiesta
Society Tour with Mr. Van Nort.

\$850 will go towards next year's events.

X. Volunteer Coordinator- Deborah Serzing

Deborah needs assistance to create a database
for volunteer sign ups. There is a policy for emailing
personal information. The data base will be
mysignup.com. There is a large number of volunteers.
Deborah invited committee chairs to use the data base if
there was a need to gather volunteers for their special
events. Tina Weaver will promote the tool,
mysignup.com. Deborah requested help from other

committee members to give her descriptive information on their duties and what their committees do.

Deann Eisenhower recommended to issue a new parent handbook for all new parents at BHE.

XI. Carnival Update- Melissa Saucedo

Melissa reviewed the following information for the school carnival: Student Wristbands will be \$30. 900 clay medallions were made and will cost \$4.00 each.

So far, Melissa has not found a cotton candy machine or a popcorn machine. The popcorn machine that we have used in the past from former BHE parent, Bret Schwab, will not be available to us on carnival night. Melissa found a popcorn machine to use, but we will have to purchase the supplies.

There will be a Silent Auction for additional funds.

Mila McCutchen suggested having Silly String for sale. Silly String is a big profit item. One problem is that Silly String destroys inflatables and there will be three inflatables at the carnival. Kati Achtermann also added that Silly String can be dangerous. If it is taken into the maze in the gym, children may have it sprayed in their faces or could be sprayed at the animals in the petting zoo. It is not easy to clean up. Catherine Dadey stated that Silly String is uncontrollable and therefore may not be an item for carnival.

Melissa announced that there are 5 unassigned carnival booths. Catherine Dadey will schedule those booths.

XII. Teacher Update with Becky Pursely

Mrs. Pursely announced that the teachers of BHE are happy with the volunteers they have in their classrooms. The teacher retreat this year was a dinner and everyone had a great time. The school district does not pay for an overnight retreat. Deann Eisenhower will check the policy. PTA can pay for the following items: a meal; space rental for a team building, work related retreat; a presenter for

professional development. A book study was done and found that last year's funds paid for staff development material. Teacher retreats include studying data, setting goals, planning and having a presenter. Deann reminded us that IRS regulations for non profit cannot fund for personal purposes. 25 teachers have joined BHE PTA.

XIII. Principal's Update- Kati Achtermann

Oct. 13 will be Teacher/Parent conferences.

BHE will be an election precinct on November 4. Parent volunteers are needed to help with supervision in the hallways and to manage parking during peak times in the morning and during lunch time.

PTA is supporting the tax increase for teacher raises and increased health benefits.

Holiday Program- There is an attempt to set up a satellite visual or flat screen in the music room to control overcrowding in the cafeteria during the program.

The computer check in software is down. We have been unable to upgrade the new system called VISTA. The school district will be doing the upgrade and it is scheduled to be ready at the end of Oct.

Tree Issue- The trees on campus have been a concern to neighbors. The trees have been looking a little dry, but the trees are fine.

ACPTA Meeting- The principal roundtable has discussed the boundaries of the new Southwest middle school soon to open. Boundaries are being set to relieve Bailey MS and Small MS overcrowding. Some parts of Travis Country may be changed for O'Henry MS. The route may be in that boundary.

XIV. Treasurer's Report- Deann Eisenhauer

Approximately 100 families have participated in the school fundraiser out of 285 families at BHE.

Private donations have been: \$150 for an iPod for the

Carnival raffle, \$250 for Cultural Arts and \$100 for landscaping. \$40 donation for Math Pentathlon, \$436 income from grocery cards, \$7,700 teacher reimbursement usually given after carnival.

Liability Insurance is paid for in different categories. One part is fidelity coverage in case someone embezzles money. The audit team recommends we increase the existing amount from \$10,000.00 to \$25,000.00.

XV. Presidents Report- Tina Weaver

Tina Weaver recommended the need to have an article written in the PTA newsletter for the 100 year anniversary of the PTA. The Reflections coordinator needs assistance. Mila McCutchen and Priscilla Hubenak offered to help. Composite photos of the PTA Executive Board members are due. Please sign up for the annual fund as soon as possible. The meeting was adjourned at 9:35 pm.