



Colonial Trail Elementary School PTA

Executive Board Meeting Minutes

August 30, 2011



I. Call to order

Catherine Curran, CTES PTA President called to order the Executive Board meeting of the Colonial Trail Elementary School PTA at 5:57 pm on August 30, 2011 at the home of Laura O'Brien.

II. Roll Call

The following voting members of the Board were in attendance:

Catherine Curran, President
Veronica Rabenda, VP Student Programs
Laura O'Brien, VP Membership
Christine Landi, VP Ways & Means
Sandy Nixon, VP Volunteers
Joel Silverman, VP Communications
Amy Gauntt, Teacher Representative
Angie Kim, Associate Principal
Emily Goodman, Treasurer

III. Adoption of Agenda

The meeting agenda was presented and adopted. Catherine motioned to approve it and Amy Gauntt seconded the motion. The motion passed unanimously.

IV. Approval of March Minutes

Catherine Curran motioned to approve the May minutes and Amy Gauntt seconded.

V. Principal's Report

The principal's report was given by Angie Kim. There are 12 new additions to the CTES staff. The Open House is scheduled for Friday, September 2, 2011. Back to School Night will be on Thursday, September 22, 2011 at 7:00pm.

VI. Teacher Representative Report

No report from Mrs. Gauntt

VII. PTA President's Report

The office of VP Family Programs is currently open. There are five day programs chair positions available including Lego Robotics and the Rubik's Cube club. After School Enrichment (ASEP) packets will go home the first week of school.



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VIII. Treasurer's Report

Emily Goodman reported that there will be an audit report done for September 30. Kroger and Food Lion programs do not give cash awards, but rather allow you to order items from a catalog. Target and Martin's were taken out since they make the checks out to the school.

IX. New business

1. Veronica Rabenda gave a playground update. The committee met with David Murdock from Henrico County. The playground committee will write up 2 proposals and parents will vote at Back to School Night (1 vote per family).
2. Sandy Nixon gave a membership update. The directories will cost \$10 for non-PTA members. Membership forms will be personalized for returning PTA members.
3. Christine Landi gave the ways and means update. The book fair is tentatively scheduled for October 24. We will receive \$3 in book bucks for every \$50 donation. The school kits have arrived. 100% of the spirit wear is online. Last year's spirit wear will be sold at the open house. Possible spirit nights include Cheeburger Cheeburger, Johnny Rockets, and Café Caturra.
4. Laura O'Brien gave the volunteers update. The PTA purchased nList. The website is www.nListhelp.org. Catherine Curran and Laura O'Brien will present nList to the teachers at the faculty meeting before school starts.
5. Joel Silverman gave the communications update. Articles for the Cub Chronicle must be turned in to Joel the Friday prior to publication. Each program committee will be responsible to do the bulletin board for their event. The new PTA website is up and running.

Next Executive Board Meeting will be Tuesday, September 20, 2011 in Room 202.

X. Adjournment

Catherine Curran adjourned the meeting at 6:07 pm.

Minutes submitted by: _____

[Name]

Minutes approved by: [] As submitted

[] As corrected on _____



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Approval date: _____