

Carmel Middle School
Executive Board Meeting Minutes
January 24, 2023

Attendance: Deanna Pitman, Claude Warren, Sarah Galante, Heather Garrison, Bhavna Thapar, Laura Roth, Jody Kent, Shanell Dominy

Bhavna opened the meeting by welcoming everyone back. A special welcome to Michele Kirby who has expressed interest in serving on the executive board for next school year. We hope attending this meeting will help her with her decision.

Principal's Report

- One grant request from Carly Sauer, media specialist, for \$198.36. She would like to purchase additional copies of the YA book nominees because these books are very popular with students. Heather moved to approve, Bhavna seconded the motion. All in favor and motion passed. Deanna will let Carly know and forward the information to Heather for payment.
- Incoming 5th graders... information night is Thursday, January 26th. Jody is planning to attend as PTO representative.
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 - PTO will have a table and presentation scrolling
 - Elective fair
 - Performing arts playing
 - Scheduling Q&A
 - 5th graders can open lockers and walk the building
 - Cookies and water will be provided
 - Buddy classes will be created for 6th graders to partner up with incoming 5th graders in the spring
 - Orientation in the summer
 - Activity nights throughout the month of January....plan to go back to specific elementary schools coming to Carmel Middle School on specific dates.
- Scheduling updates for next year
 - 8th grade has already scheduled with the high school
 - 5th grade is next
 - 6th and 7th grades will schedule in the next few weeks
- NWEA testing now - tests are being administered in math and ELA classrooms. The hope is that students will take the testing more seriously v. doing the tests in Core+.
- iLearn testing will occur in April/May
- We have hit the ground running since winter break
- Meeting to discuss plans for 8th grade celebration

President's Report

- Pantry Packs update - Merciful Help Center has a bag for each child and pantry packs will supplement to include fresh fruit/veggies. They are able to accommodate allergies. There are still some logistics to work through, but overall setting a good foundation for moving forward.

Vice President's Report

- Committee Updates
 - Dine To Donate has had 5 events and raised \$280. Committee chair Cassie Hall plans to push more on social media since there is no cost to us and could lead to more participation.
 - Wed Jan 25th is staff breakfast
 - Thurs Jan 26th is Thankful Thursday with pastry bar - donations are still being accepted
- The PTO received a thank you card for the amazing Wilson pies as a Thanksgiving treat for staff.
- Plan to showcase teacher grants and club sponsorships on social media to show how PTO funds are used.
- Plan to update the video on Carmel Middle School website
- 5th grade information night on Thurs Jan 26th 5:30-7:00 - would anyone like to join Jody to represent the PTO?

Treasurer's Report

- Claude emailed the P/L report through the end of December for review.
- December's income was \$300 for Pantry Packs as well as a \$500 check from Tri Kappa also for Pantry Packs
- Heather reported on spending as of today:
 - Hospitality \$1100
 - Pantry Packs \$338
 - Clubs (stipends) \$1700
 - 5th grade transition \$2705 (over budget but done spending)
 - Staff Appreciation \$66
- Pantry Packs has \$2645.45 left as of end of December
- Deanna didn't realize the 5th grade transition budget had gone over. The principal account has \$639 remaining that can be used if needed.

Secretary's Report

- November meeting minutes were emailed last night. Please read through and advise on any changes. They will be sent to Shanell to post on the website once approved.

Communications Report

- No updates
- Will post meeting minutes when they are ready
- Will also do a Thankful Thursday post

Meeting minutes respectfully submitted by Sarah Galante