

Carmel Middle School  
Executive Board Meeting Minutes  
April 18, 2023

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

**Principal's Report**

- Grant from Kaylee Houlihan for \$875 for 8th grade science. She attended the national science conference in Atlanta, Georgia with Deanna and learned many new things. The grant is for a sickle cell lab that all 8th graders participate in. Claude moved to approve the grant and Jody seconded the motion. ***All in favor, motion approved.***
- iLearn testing will take place over the next two weeks. The testing window goes until May 12 but we hope to have it finished by then.
- There will be a 6th grade student social on April 27th and a 7th grade student social on May 2.
- Preparations are underway for the 8th grade celebration to be held on the last day of school. The chairs want to make it special since this class ended 5th grade with no celebrations due to covid. Hours are 8-3.
- Working through staffing for next year. Deanna will communicate with Jody. There will be approximately 1050 students next year.

**President's Report**

- Bhavna received an email from Danielle Seifert who is helping to plan the social for 6th and 7th grades. The budget is \$500 per social. She sent Bhavna a list of items they are requesting and will need volunteers for shopping. There will be a sign up genius to help at the socials.

**Vice President's Report**

- Dine to Donate - Lou Malnati's last week. Cassie Hull is working on May.
- Thankful Thursday for March was a nacho bar. April will be a cereal bar. The PTO is taking donations until April 26.
- The slate for executive and committee chairs is filled for next year. Things may change, but this is what we plan to start with. A vote will be taken during the general board meeting.
- Orientations dates are July 31 and Aug 1 - Jody and Michelle have these dates in their calendars. There will be a PTO table with information, and they plan to collect donations on the spot. Claude will plan to have Paypal and Venmo set up. Parents can also link their Kroger account to the school.
- Jody is planning to have a dummy flier that will include a QR code for donations, information about Kroger and other ways to keep in touch on social media. Lynn can take it to the copy center at the high school over the summer.
- Jody would like to have access to the PTO gmail account but needs a code to log in. Bhavna will text Jody and block out some time to get this set up.

**Treasurer's Report**

- Claude sent out the P/L report yesterday, and we are still doing fine.
- Deanna is working with teams on their budgets and spending team money. Lynn reached out for balances for team money, and Deanna will tell them to spend.

- There are three outstanding checks payable to teachers from May 2022. Claude will reach out to them.
- We have not received any PTO or Pantry Packs donations.
- Amazon Smile was approximately \$90.
- The largest expense reimbursement that Heather paid was \$900 for the Pantry Packs gift cards that were distributed before spring break. She also reimbursed \$71.77 for team 6-2 spending. There was one reimbursement at school yesterday that has not been paid. She also has not seen the reimbursements for Chick Fil A or the nacho bar.
- A reminder to get expenses in asap once the school year ends. The books close on June 30th.

#### **Secretary's Report**

- February and March meeting minutes were emailed for review. Please read through and let Sarah know if any changes. She will send them to Shanell to post on the website. April minutes will be typed up and sent out for review.

#### **Communications Report**

- No updates
- Shanell is talking to another middle school that has done the Boosterthon. She will loop Deanna and Jody in when she has more information.

Meeting minutes respectfully submitted by Sarah Galante