

Carmel Middle School PTO Executive Board Meeting

Tuesday, October 17, 2023

Present: Jody, Claude, Michele, Jody, Erin, Deanna, Bhavna, Shanell via phone

1. Welcome–Jody Kent
 - a. Recap general PTO meeting, tailgate event
 - i. Had 3 attend General PTO meeting
 - ii. 470 students attended tailgate
 1. Went well, organized, had fun
 2. Discussed splitting into different grade levels for next year
 - a. 6th grade only
 - b. 7th and 8th combined due to smaller attendance rate
2. Principal's Report–Deanna Pitman
 - a. Cougar culture night-
 - i. Everyone welcome to attend
 - ii. Some parent responded about hosting booth
 - iii. Will provide family resources
 - iv. Planning committee met this morning
 - v. Consider joining forces with feeder schools that do international festivals
 - b. NWEA scores have gone out
 - i. Will test again right before winter break
 - c. 5th grade Open House Night-January 24 5:30-7pm
 - i. Open house
 - ii. Will have performing arts performances
 - iii. Electives info
 - iv. PTO booth
 - v. CaMS t-shirt
 - d. 5th grade Activities Night
 - i. Free ticket to sporting event
 - ii. Popcorn
 - iii. Will be specified by schools
3. PTO President's Report–Jody Kent
 - a. PTO webpage updates
 - i. More transparent with meetings or information
 1. Will post to website right away
 - ii. Dedicated tabs to get more directly involved in school
 1. "Activities"
 - a. List all the ways to get involved
 - b. Media center, book fair
 - c. Every committee
 - b. Committee updates
 - i. Staff appreciation-
 1. School custodian/maintenance week

2. National bosses day
 3. School bus safety week
 - a. Cookies with bus stickers
 - ii. Thankful Thursday
 1. October-apples
 2. November- Pies?
 - a. Still deciding
 - iii. Dine to Donate
 1. Past
 - a. 10/23 Chipotle
 2. Upcoming
 - a. 11/14 City BBQ
 3. Pantry Packs
 - a. Going well with social media push for 5 specific food donations
 - b. Facebook blast is going well
 - c. Fall Break Meals provided by Merciful Help Center
 - i. 27 families
 - ii. 1 week worth of food, plus snacks and gift card
 - d. Planning a food drive at an upcoming basketball game game
 - e. Honey Baked Ham
 - i. Will be reaching out to see if donations are possible
 - f. Northview
 - i. Food drive around Christmas
 - g. Facebook Event in neighborhood
 - i. \$1620 gift card goal for meijer
 - h. Simply Give at Meijer
 - i. Request \$10 gift card at checkout
 - ii. Meijer will match
 - iii. Committee looking into
 - i. Carmel Youth Assistance
 - i. Was selected as beneficiary last year, will not receive this year
4. Vice President's Report–Michele Kirby
 - a. No updates
5. Treasurer's Report–Claude Warren
 - a. Tax return filed
 - i. Provided hard copy for board to review
 - b. PTO fundraiser (PTO and Pantry Pack)
 - i. PTO Donation
 1. \$14,370 collected
 - ii. Pantry Packs
 1. \$3,310 collected

- 2. \$1,114 carried over from last year
 - 3. Received \$500 from anonymous donor
 - 4. Committee would like a monthly update on budget status
 - iii. Principal fund
 - 1. Has money left over from last year
 - iv. Expenses are up to date
 - v. "Square fees" in Square have different code
 - 1. 58431 (Would like clarification on this note)
 - 2. Different line item created
 - vi. \$46,333 in checking
 - vii. \$64,287 in Money Market account
 - c. Treasurer's Report
 - i. PTO
6. Communications Report–Shanell Dominy
 - a. Jody has been learning how to utilize website
 - b. No other updates, but asked about having school dances
 - i. Equity issue
 - ii. Covid
 - iii. Kids didn't participate in dancing
 - iv. Added the other social events-more participation in number as well as engaging in activities, and engaging with each other
 - c. Use form for social media communications
 - i. Can include graphics and what communication needs to mention
 - d. "Hero page"
7. Secretary's Report–Erin Schaum
 - a. Approve meeting minutes-will approve minutes via email
 - b. Will continue to share via email/Google Docs with board
 - i. Board likes ability to add comments directly to document for edits
 - c. Shared feedback from SRE exec board about PTO donation engagement
 - i. Some felt it was unclear what PTO donation fund
 - 1. Jody will put together a graphic detailing how funds are appropriated
 - 2. Will also include list of items not funded by PTO donation (ex: Pantry Packs)
8. Upcoming Dates:
 - a. Bingo 12/21
9. Adjournment