

Carmel Middle School PTO
Executive Board Meeting Agenda
Carmel Middle School PTO – Executive Board
Wednesday, August 13, 2025
8:30-9:30am Pacific – via Zoom

The mission of the Carmel Middle School PTO is to strengthen and enhance our children's education and development through the collaborative effort of parents, teachers, and administrators. We're here to help provide the highest possible educational experience for our students by allowing them to reach maximum potential in all aspects of school life.

In attendance: Dan Morgan, Jen Barnes, Jessicah Hartley, Sarah Brodgen, Amber Manglona, Jessica Ortega, Kristi Khale and Roeya B.

- I. Call to Order: Jessicah Hartley 8:40am
- II. Approval of Meeting Minutes
 - A. Motion to approve: Jessicah Harley, second Sarah Brodgen. Meeting minutes from 08/08/2025 approved.
- III. Treasurer's Report - Sarah Brodgen
 - A. Funds distributed with pre approval from PTO board:
 - 1. Teachers Stipends totaling \$5,500.
 - 2. Leadership & 6th grade t-shirts. \$3,200.
 - 3. \$200 for Staff Bonding event
 - B. 2025-2026 Budget
 - 1. Goal to raise \$60,000 from Cash for Cougars
 - a) 2024-2025 raised ~\$34k with a matching grant of \$20k from Carmel Cares and Carmel Gives (Tim Allen Charity) in March of 2025.
 - b) Teacher grant requests will be reviewed case by case and greatly depends on Cash for Cougars fundraising.
 - 2. Dances
 - a) ASB vs PTO funds
 - (1) PTO to make donations to ASB grant requests for ASB hosted dances/events.
 - (2) Fall dance absorbed to field day on 08/22/25
 - (3) Halloween and Spring dance both budgeted for \$1k each.
 - 3. 8th Grade Gift/Dance/Brunch
 - a) 8th grade gift was t-shirts and fabric markers
 - b) Dance budget adjusted to \$5k.
 - (1) Hosting at habitat cut costs greatly

- (2) Keep things simple with budget in mind.
 - c) 8th Grade Brunch and Beach Party
 - (1) Budget almost doubled due to food cost
 - (2) Loss of discount at safeway for food and sandwiches
 - (3) Reach out to local vendors for potential discounts
- 4. Advisory
 - a) Discussion of bringing t-shirts back with intramural and having a decoration party.
 - b) Keep funds in budget
- 5. MBOE
 - a) Staying in budget
 - b) Roeya will meet with Mr. Steely about t-shirts and sizing.
 - c) PTO to reach out to Fidelity contact who funded the cost of shirts last year.
- 6. Domestic Arts Grant Requests
 - a) Total grants given to domestic arts in 2024-2025 was \$2,300.
 - b) \$1,000 request is to cover groceries, craft supplies and kitchen equipment. Dan Morgan suggested to ask for donation of equipment vs cash.
 - c) Lots of cooking supplies from Chinese program.
 - d) Roeya to follow up with program about specifics and to inform PTO of more information.

C. 2025-2026 Budget proposed and tentatively approved depending on fundraising. The PTO board will meet to make official approval and adjustments at a later date.

IV. Meeting Calendar

- A. CMS PTO meetings to be held at 9:45am via Zoom on the last Thursday of each month as follows: (last Thursday before school breaks)
- B. Schedule does not conflict with River or Tular PTO meetings

September 25th
 October 30th
 November 20th (Jen Barnes Safety Presentation)
 NO December meeting
 January 29th
 February 26th
 March 26th
 NO April meeting
 May 7th: Final PTO meeting. In person at CMS Library 6:00pm

V. Cash for Cougars

- A. Potential Chair: Cynthia Conat

Thursday September 4th: Launch Cash for Cougars

Tuesday September 23rd: Announced fundraising end date. Planned extension for “up to” and matching opportunities/encouragement. Announcement and fundraising extended to Friday 9/26.

Friday September 26th: Fundraiser concluded

Friday October 10th: PTO Thank You Party!

Candy, ice cream and popsicles for students at assembly.

VI. Parent Connection

- A. Three meetings planned for Fall, Winter and Spring
 - 1. September 4th at O’Callahans
- B. Laura Warner & Sarah Brodgen
- C. Lots of new CUSD families
 - 1. Coffee meet up in the works for next week for new families

VII. Communications & Social Media - Amber Manglona

- A. Lots of new social media followers after back to school night presentation
- B. Will post information out regarding Parent Connect
- C. Upcoming posts will be focused on Cash for Cougars and thank you to local donors.
- D. PDF to share with Dan to send out via parent square with QR code, information and timeline.

VIII. Event/Committee Chair Positions

- A. Eighth Grade Dance and Brunch - Sarah Goldsmith
- B. Cash for Cougars - Cynthia Conat
- C. Ohana Day - Looking for Chair
- D. Teacher Appreciation - Shel Lyons (Chair)

IX. School Connect

- A. Due to the district. Roeya to follow up with Jessicah H and will discuss at the next board meeting.

X. Principal’s Report - Dan Morgan, Principal

- A. Back to School Night went well and year is off to a great start

XI. Q & A

- A. None

XII. Adjourn

- A. The meeting adjourned at 9:22am. Motion Jessica Hartley, second Sarah Brodgen.