

Carmel Middle School PTO

Thursday, October 30, 2025

9:45am via Zoom

Carmel Middle School PTO – Executive Board Meeting Minutes

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 allowing them to reach maximum potential in all aspects of school life.

Thursday, 10/30/2025 9:45am – Via Zoom

In Attendance 18 (participants via Zoom): Dan Morgan, Jenn Barnes, Roeya B., Jessica Hartley, Jessica Ortega, Sarah Brodgen, Kristi Khale, Lisa McGill, Shel Lyons, Katrina, Elpida Scott, Chelle Ritterman, Dominique Smith, Haley M., Kristine Andrade, Jack Lagier, Lisa Krooph MD, Alexis.

- A. Meeting called to order at 9:46am, agenda adopted unanimously.
- B. Approval of Meeting Minutes 09/25/2025
 - a. Motion: Sarah Brodgen, 2nd Jessica Ortega
 - b. Approved meeting minutes posted in CMS school office and sent to CUSD to be uploaded to the website.
- C. Treasure's Report - Sarah Brodgen
 - a. Budget Review
 - i. On track without concern, future fundraising opportunities to continue to raise money.
 - ii. Cash for Cougars update
 - 1. \$47,079.00 total raised with company matches that include the following:
 - a. Carmel Gives: \$5000.00
 - b. Matching received from Benevity : \$2132.00
 - c. Fidelity grant received: \$300.00
 - d. Montage Grant: TBD. Still waiting for a response for the grant request.
 - iii. Question from general member to clarify approved PTO Budget.
 - 1. ~\$55,000.00 total budget for 2025-2026 school year. Reviewed and explained the variety of items covered by PTO.
 - 2. Clarified that PTO continues to fundraise throughout the year to cover the gap in expected budget vs actual amount raised to date.
 - 3. Donations to the PTO budget accepted and encouraged throughout the year.

4. PTO 2025-2026 Budget can be viewed attached to these minutes.
- iv. Future Fundraising - Dates TBD and based on availability from participating restaurants calendars.
 1. CPK: Date discussed for after thanksgiving break.
 2. Panda Express
 3. Chipotle
- b. Grant Requests
 - i. Domestic Arts
 1. Requested list for items to be donated to go out to CMS community (Ex: Kitchen Aide mixer, green pans)
 2. Request for additional funding to cover the cost of perishable items. Estimated to be ~\$600.00
 - ii. Ohana Day Sweatshirts for new 8th grade students
 1. As new students join CMS, they receive a sweatshirt
 2. Inclusivity to all students and bringing a sense of unity among the class.
 3. #10 additional sweatshirts requested for a total of \$240.00
 - iii. World Language
 1. CMS French teacher (Ms. Olin) is on sabbatical in France for the 25-26 school year. Sean Durkin is the temporary teacher for French as well as World Language at CMS.
 2. Grant request in the amount of \$395.00 from PTO to cover registration cost of World Language Conference in November 2025 that Mr. Durkin would like to attend. No request for travel expenses or additional costs that he may incur.
 - iv. 6th Grade Study Skills Rewards
 1. SPED request for rewards/prizes for students. In addition to climate and culture funds. The requested amount is \$400.00
 - v. Total amount of grant requests: \$1635.00
 1. Motion to approve: Shel Lyons, 2nd: Elpida Scott
 - a. Total \$1635.00 approved unanimously.
 2. Shared suggestion by general member to use future restaurant fundraisers to highlight each grant request. PTO will highlight grant requests with those fundraisers through social media and email communications.

D. Parent Connect - Sarah Brogden

- a. No new updates
- b. Still planning for the next gathering to be in January of 2026. Information TBD.

E. Principals Report

- a. Fall Sports
 - i. CMS Volleyball coming to a close. 8th grade girls advanced to the Championships upsetting PG with close games, great season overall.

- ii. Boy Soccer has gone undefeated until their last game. Heading to play in the playoffs. Good luck!
 - b. Halloween Dance
 - i. Overall positive feedback from students, parents and staff.
 - ii. 6th grade family generously donated lots of extra decorations for the entrance hallway of the dance. The family set up and took down decorations as well, thank you!
 - iii. Food was a hit
 - c. Red Ribbon
 - i. National anti drug and anti alcohol movement
 - ii. Speaker Dr. Casey Grover will speak to the CMS student body and staff with a focus on the dangers of vaping and fentanyl.
 - d. Halloween is tomorrow: Minimum day
 - i. Students can wear costumes to school
 - e. Music Choral and Strings Concert
 - i. Hosted at CHS.
 - ii. First of many performances by the music department, especially heading into the holiday season.
 - f. Chess Competition
 - i. Congratulations to Milan, the first 6th grader in the past 20 years to win the chess competition at CMS!
 - ii. 37 total students
 - g. GOB: Applications coming up. More information to follow.
- F. Q & A for the principal
- a. PTO Bylaw clarification questions
 - i. Questions and comments by Jack Lagier regarding PTO Bylaws and non executive (general members) PTO member participation in meetings. PTO executive board appreciates requests and clarification discussions. PTO Bylaws are posted on CMS [website](#) and linked [here](#) for individuals to review. Questions and clarifications to be asked if need be if more clarification is needed after an individual reviews.
 - ii. A variety of Bylaws were reviewed and links to specific questions were shared in the chat via zoom by Shel Lyons.
 - b. Vaping/Smoke Sensors asked to Dan Morgan
 - i. Question to see how they are working
 - ii. Dan Morgan shared that the sensors in the bathrooms and locker rooms are installed and working. No sensors have been set off since installation.
 - iii. Usage of vaping has decreased significantly compared to last year.
 - iv. A core group of students who are experimenting with vaping have been identified and intervention with students and families is happening.
 - c. Grades - Quarter vs Semester clarification asked to Dan Morgan
 - i. Transition last year to align closely with CHS grading system, where staff voted to have quarter grades posted, then refreshed. After the year, the

staff decided to mirror CHS where quarter grades are now a progress update, and give students the opportunity to review their progress and make adjustments.

- d. Go Guardian request for parent access
 - i. Jenn Barnes will follow up with the CUSD IT department regarding an update on this request.

G. Events and Committees

- a. Teacher Appreciation: Shel Lyons
 - i. Teachers lounge will be set up with a variety of spooky snacks and themed encouraging messages for staff tomorrow (halloween).
 - ii. The next scheduled date for appreciation is December 12th with more details to follow.
 - iii. Large teacher appreciation events planned for teacher appreciation week in 2026. More details to follow.

H. Motion to adjourn meeting: Sarah Brodgen, 2nd Kristi Khale.

- a. The meeting adjourned at 10:29am.

2025-2026 PTO Budget: Attached