Carriel PTO Meeting Agenda
Wednesday, September 16, 2026
Carriel Library

In Attendance: Christy Martin, Michelle Jackson, Kendra Paulson, Jenn Foster, Liz Collazo, Katie Landis, Julie Dietz, Tunisia Huddleston, Kelley Goeden, Sarah Levinson, Katherine Fischer

Call to Order: 6:32 pm

I. Welcome and Introductions

Each attendee introduced themselves

II. School Administration Report – Mrs. Jackson

1. Mrs. Jackson reemphasized the three key focuses that the school asks from our PTO – open communication, staff appreciation, and volunteer engagement.
2. She shared that she and the staff have greatly appreciated all that PTO has done so far this year, including the snacks, lounge refresh, and the current lounge decorations.
3. Mrs. Jackson reported that students have adjusted well to classroom Chromebooks and said that a survey will soon be sent out to assess the at home device needs of students for e-learning days.
4. KG Designs was praised for their amazing spirit wear designs and the incredibly quick turnaround on orders.
5. The issues with the A/C in the 7th grade hallway are being addressed and will hopefully be resolved soon.

III. Board Reports

1. President – Liz shared the current Vice-President vacancy on the Executive Board and informed attendees how they could submit themselves or someone else as a nominee.

2. Secretary – Christy asked attendees to review the minutes from the August 2026 meeting. A motion for approval was made by Liz Collazo and seconded by Kelley Goeden. All were in favor.

3. Treasurer – Kelley presented a number of documents, which included information regarding our proposed budget, income, expenses, private donor funds, and projected budget.

4. Teacher Liaison – On behalf of the staff, Mrs. Cleary expressed gratitude for the lounge décor and snacks that parents and PTO provided to start the school year. MAP and ELA testing are underway and will wrap up soon. Students and parents are encouraged to make regular attendance a priority. The APEX team is on campus each school day for two full weeks. They will wrap up the fundraiser on Friday, September 25. Sixth grade will have a Hawaiian Glow dance on Friday, September 18 – this will be a fundraiser for the sixth grade Land for Learning field trip. Mrs. Cleary explained that this field trip is an overnight camping trip for sixth graders only in May.

IV. Committee Reports

1. Staff Appreciation – Christy shared what the items for the September mailbox treat would be and asked for help assembling the treats.

2. **Glow Bingo** – Liz shared that the next Glow Bingo event will be February 6, 2027. She reminded the group that we profited just over $9,000 last year and donated it to a library refresh. She stated that Dr. Foehrkolb is still deciding where this year's profits should be directed. Liz asked for anyone interested in helping with this event to add their contact information to her signup sheet.

V. Event/Committee Needs & Updates

1. Staff Dinner – Christy shared that the staff dinner will be October 7 at 4:00 pm. There will be no specific menu and a SignUp Genius will go out Monday, September 21.

2. APEX Color Games Volunteers – A SignUp Genius will be circulated for volunteers to help with all the needs and events on September 25. Due to a corn allergy, APEX will use silly string this year instead of colored cornstarch powder. The silly string is latex free and Carriel has located a facility to recycle the silly string cans.

3. 5K Water Station Volunteers – First, Mrs. Engel invited everyone to join the House Council students at a PTO Appreciation pancake breakfast on Friday, September 25 from 7:30-8:20am. Next, Mrs. Engel asked for volunteers to help with the 8th grade 5K run on October 15. Volunteers will be needed at the EK water station and at the Carriel finish line. A SignUp Genius will be circulated soon. The race will begin at 8:45am. The rain date is October 20.

4. Tattoo a Teacher – Liz shared that some of the tattoo pricing details are still under review. Tattoos will be sold October 26-29, before school. The teachers will display their tattoos on the October 30 House Day.

5. Dietz Pumpkin Patch – The board shared the details of the Dietz Pumpkin Patch, which is generously sponsored by the Dietz family. We explained how the fundraiser works and encouraged everyone to check it out.

VI. Old Business

1. Bylaw Revision Vote – There was a unanimous vote to approve the previously presented bylaw revision in which the positions of Volunteer Coordinator and Fundraising Coordinator will now be officially combined and renamed Community Outreach Coordinator.

VII. New/Additional Business

1. October PTO Meeting Time Conflict – The October PTO meeting was initially scheduled for Wednesday, October 21. The Carriel Choir will be hosting their Fall Concert on that same evening. The October PTO meeting has been moved to October 14, pending administrative approval.

VIII. Open Floor – Questions, Comments, Concerns

1. An inquiry was made regarding pictures of students being shared on social media. Kendra Paulson asked how images were selected for social media and through group discussion, someone presented the idea of a Google Drive folder where it may be possible for more photos to be uploaded for parents to view. Mrs. Jackson stated that she would look into it and follow up on the feasibility of a shared folder.

IX. Vote to Adjourn – The September meeting was adjourned at 7:45 pm.