

**Carmel Middle School PTSA Executive Board Meeting - Minutes May 13, 2024**  
**Carmel Middle Conference Room**

**Attendees:** Kelly Blandford, Paula Buhner, Susan Gagan, Megan Hogan, Becca Klamfoth, Jennifer Melkonian, Heather Nalls, Mr. Plaisance, Susan Prince, Jen Ruiz

**1. Meeting was called to order at 9:28 am (Kelly Blandford)**

**2. Secretary (Jen Ruiz)**

- Approved the minutes from April 2024.

**3. Principal's Report (Mr. Plaisance)**

- Staffing: athletic director opening, retirement in CTE, new tech facilitator open position (11 months position), 8th Grade math opening. Some staff are trying to move schools to be closer to home but nothing official. Interviewing for open positions happening now.
- Celebration for ML students with growth is coming up
- Staff appreciation went well; staff appreciative of all of the food/treats provided
- EOG - proctors needed!
- Chromebooks will stay at school beginning May 28
- Aug 13 - New Cougar Day
- 8th Grade Awards Ceremony June 5 - 8th Grade Dance June 6
- Last Day of School treats will be provided as usual

**4. Financial Report (Kelly Blandford for Megan Hogan)**

- Financials look good.
- 31,600 Invest Total - Discussed goals for next year.
- Discussed need for committee member to help coordinate 8th grade dances

**5. Invest for Success Report (Heather Nalls)**

- Discussed targeted times for invest campaign, maybe a grade level competition or incentives/prizes?

**6. VP of Communications/Website (Kelly Blandford for Jen Melkonian)**

- Still need to evaluate potential change in website, will work on this over the summer

**7. VP of Events (Susan Prince)**

- Jersey Mike's last week and final event; unsure how successful - TBD

**8. Nominating Committee (Kelly Blandford for Pamela Jenkins)**

- Staff appreciation - every teacher received gift cards of \$30-40; Velvet Taco well received. Will provide snacks this week, pancake breakfast & Suffolk Punch May 3.

**10. President's Report/Announcements/Wrap Up (Kelly Blandford)**

- Most of the board is filled for 2024-25. Slate will be sent to PTSA membership this week

- Please send Kelly Braxton award nominations to Kelly this week
- There is a parent trying to organize a Tennis Club for Carmel - more info to come!

Have a great summer!!!

Meeting Adjourned at 10:45 am

Respectfully submitted,

Jen Ruiz

Secretary