

AGENDA

PTO Board Meeting

March 20,2025

PTO Board Members

Andrew	Brandy	Jackie Forte	Melanie C.
Anna	Christa	Jenny	Melanie L.
Ashley	Dana	Kelly	Tiffany
Bianka	Jacqueline Firth	Lauren	Tyra

Topics:

1. Treasurer Report- Bank Account Balance

Date Prepared: 3-17-25		
PTO Accounts	Amounts	Balance
Truist Bank Account		\$ 28,249.24
Venmo Account		\$ 620.00
Club/Group Accounts		
CCA General Acct	\$ 6,050.00	
CCA Sports	\$ 4,382.09	
DECA	\$ 479.89	
Drama Club	\$ 2,267.61	
Cheer	\$ 189.33	
Youth and Government	\$ -	
Student Government Association	\$ 119.66	
Prom Committee	\$ 1,164.32	
Middle School	\$ 968.60	
High School	\$ 429.73	
Girls Basketball	\$ 52.76	
Fellowship of Christian Athletes	\$ 60.00	
CCA Supplies (Nurse)	\$ 534.31	
Science Department	\$ 157.93	
Club/Group Totals	<u>\$ 16,856.23</u>	
PTO Funds Balance		\$ 12,013.01

2. Spirit Nights:

Date	Location	Club/Organization	Amount
8/20/2024	Jersey Mike's	CCA PTO	\$ 937.83
9/10/2024	Dairy Queen	Science Department	\$ 342.70
10/8/2024	Corbett's	Fall Ball	\$ 337.14
11/19/2024	Catherine Ann's	Youth and Government	\$ 215.00
12/11/2024	Zaxbys	Prom Committee	\$ 308.25
1/14/2025	Dairy Queen	Cheer	\$ 189.33
February	Little Caesars	PTO	
3/11/2025	Sarkus Express	PTO	\$ 300.00
4/8/2025	Firehouse Subs	Girl's Soccer	
5/6/2025	Teriyaki Express		

3. Fundraising Events:

Event	Date	Amount
Open House Apparel Sale (PTO)	8-6-2024	\$625.00
Scentsy Fundraiser (PTO)	8-30-2024	\$223.00
Spirit Wear Sale	Sep/Oct	\$887.34
Boo Grams (extra Smencils on sale \$1 each)	Oct	\$40.87
Fall Dance	11-15-2024	\$161.71
Winter Craft Fair	12-7-2024	\$1,108.68
Tumbler Sale (\$5 per Tumbler)	Nov/Dec	\$70.00
Smencil Sales	Dec	\$73.00
8 th Grade Dance	Mar	\$50.00

4. PTO Expenses:

Event	Date	Amount
Classroom Flags and Brackets	Aug	\$161.69
College Application Week	10-29-2024	\$125.18
Senior Room Furniture	10-29-2024	\$762.60
Teacher Appreciation Christmas (Gift Cards)	12-9-2024	\$514.90
Science Department Grant	1-12-2025	\$1,574.25
Teacher Appreciation Week (Lunch)	3-21-2025	\$200.00

5. Recent Events/Updates:

a. 8th grade Theme Dance in March (Jenny Albright is lead)-

Total Tickets Sold	65
\$10 each	
Income Ticket Sales	\$ 650.00
Venmo and Cash	\$ 750.00
Petty Cash	\$ (100.00)
Expenses	
Westlake Rental	\$ 300.00
DJ	\$ 300.00
Total	<u>\$ 600.00</u>
Profit	\$ 50.00

b. Teacher Appreciation week \$200 approved for Lunch

c. PTO Funding Request- Eagle graphic for front entry wall (behind admin desk), Tammy Batton is getting quote

d. Senior Appreciation Events- Dana Miller PTO representative

6. 2025-2026 School Year PTO Board Planning

a. PTO members removed for non-participation:

i. Ashley Anderson (Fundraising/Events)

ii. Tracy Thomas-Joyner (Fundraising/Events)

iii. Suzanne Holden (9th Grade Reps)

b. Member Intent

First Name	Last Name	Volunteer Position	Exec Board	2-Year Term Limit	Term Start
Brandy	Grindle	President	X	X	2024/2025
Tyra	Harding	Vice President	X	X	2024/2025
Ashley	Cox	Secretary	X	X	
		Treasurer	X	X	
Melanie	Coleman	Fundraising Events Co-Chair			
		Fundraising Events Co-Chair			
		Fundraising Events Co-Chair			
Tiffany	Rorer	School Dance Committee			
Lauren	Williams	School Dance Committee			
Christa	Mashburn	Graphics Designer			
Jackie	Firth	Webpage Designer			
Jackie	Forte	Social Media Coordinator			
Jackie	Forte	Spirit Night Coordinator			
		PTO Volunteer Lead			
Dana	Miller	Teacher Appreciation Chair			
Anna	Lucas	Teacher Appreciation Co-Chair			
Melanie	Lasley	Teacher Appreciation Co-Chair			
Andrew	Stone	Faculty Representative			
		SGA Representative			
Kelly	Trasobares	Middle School / 7th Grade Rep			
Jenny	Albright	Middle School / 8th Grade Rep			
Ashley	Cox	High School / 9th Grade Rep			
Jackie	Forte	High School / 11th Grade Rep			
Dana	Miller	High School / 12th Grade Rep			

c. Position Change Recommendations-

- i. Elimination of grade representatives, for those wanting to remain active with PTO, movement to Fundraising/Events or vacant position
- ii. Creation of SGA Representative position- to work with SGA Advisor in regard to CCA PTO support

d. Proposed Meeting Schedule

- i. PTO Board Meetings- 3rd Thursday of the month at 6:30pm
- ii. Fall and Spring School PTO Meeting- 4th Thursday of the month at 5:30pm

Date	Type Meeting	Location	Time
8/21/2025	PTO Board Meeting	School	6:30
8/28/2025	Fall School PTO Meeting	School / Google Meet	5:30
9/18/2025	PTO Board Meeting	Google Meet	6:30
10/16/2025	PTO Board Meeting	Google Meet	6:30
11/20/2025	PTO Board Meeting	Google Meet	6:30
12/18/2025	PTO Board Meeting	Google Meet	6:30
1/15/2026	PTO Board Meeting	Google Meet	7:30
2/19/2026	PTO Board Meeting	Google Meet	8:30
3/19/2026	PTO Board Meeting	Google Meet	8:30
4/16/2026	PTO Board Meeting	Google Meet	8:30
4/23/2026	Spring School PTO Meeting	School / Google Meet	5:30
5/7/2026	PTO Board Meeting	Dinner	6:30

7. PTO Board Member Open Discussion

8. Closing Comments

9. Next PTO Meeting: PTO Board Meeting, Thursday, April 17, 6:30 – 7:30pm, Google Meet Video call link: <https://meet.google.com/cjz-hqxr-fph>