

NOTES

PTO Board Meeting

August 21, 2025

6:30 – 7:30

Meeting called by Brandy Grindle (PTO President)

Meeting Attendance (Check if Present)

Anna	Dana ✓	Kelly ✓	Tiffany	
Ashley	Jackie Forte	Lauren	Tyra ✓	
Brandy ✓	Jacqueline Firth	Lori ✓		
Christa ✓	Jenny	Melanie C.		

Topics:

1. PTO Board Position Commitment for 2025-2026 School Year

First Name	Last Name	Volunteer Position
Brandy	Grindle	President
Tyra	Harding	Vice President
Ashley	Cox	Secretary
Melanie	Coleman	Events Co-Chair
Kelly	Trasobares	Events Co-Chair
	VACANT	Fundraising/Marketing Co-Chair
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Tiffany	Rorer	School Dance Committee
Lauren	Williams	School Dance Committee
Christa	Mashburn	Graphics Designer
Jacqueline	Firth	Webpage Designer
Jackie	Forte	Social Media Coordinator
Jackie	Forte	Spirit Night Coordinator
	VACANT	PTO Volunteer Lead
Dana	Miller	Teacher Appreciation Chair
Anna	Lucas	Teacher Appreciation Co-Chair
Lori	Maynor	Faculty Representative
	VACANT	SGA Representative

2. Review / Discussion for events and fundraising plans

a. Spirit Nights- Monthly (**Jackie Forte**)

- i. Sep 8- Dairy Queen, 4-8 pm, 10%
- ii. Oct 14- Corbett's, 4-8 pm, 15%
- iii. Nov 12- Catherine Anne's, all day, 20%

b. Spirit Wear Design Contest- September (**Brandy, Christa, Tyra**)

- i. 2 Design Winners
- ii. Aug 29-Oct 6: Announcement, Contest, Design Selection, CCA Voting, Winner Announcements

c. Spirit Wear Store (**Tyra, Brandy**)

- i. Select 3 of the current designs, and find a company that will manage an online store for CCA
- ii. Goal is to offer spirit wear at an affordable price

d. Trunk or Treat- (**TBD**)

- i. Friday, October 24, 5:00-7:00 or 6:00-8:00
- ii. Open to CCA Family and Friends
- iii. Offer CCA Clubs and Organizations the opportunity to raise money (food, face paint, photo booth, ...)
- iv. Invite CCA Staff and Parents to sign up for a "trunk" spot
- v. No movie

e. Dance (Middle and High School)- Fall (**Lauren and Tiffany**)

f. Craft Fair- December 5 (**Melanie**)

g. Dance (8th Grade)-Spring (**Lauren and Tiffany ?**)

h. Holiday Grams / Gift Basket Raffle (**Brandy, Tyra**)

- i. Lori will review guidance on whether candy can be included with Gram
- ii. Halloween, Christmas, Valentine's Day, Easter
- iii. Open to CCA Clubs and Organizations- select club/organizations for each holiday

i. Creation of Fundraising / Marketing Position (**TBD**)

- i. Will concentrate on raising money for school expansion plans
- ii. Will work with CCA Administration and School Board
- iii. Creation of CCA School Foundation
- iv. Business Sponsorships- Banners on fence around school
- v. School Raffle- (idea from Tramway)

3. Treasurer Report- Bank Account Balance (Tyra)

Date Prepared: 8-14-25		
PTO Accounts	Amounts	Balance
Truist Bank Account		\$ 45,089.91
Venmo Account		\$ -
Club/Group Accounts		
CCA General Acct	\$ 11,350.00	
CCA Sports	\$ 4,552.09	
DECA	\$ 359.05	
Drama Club	\$ 11,047.82	
Cheer	\$ 189.33	
Youth and Government	\$ -	
Student Government Association	\$ 47.49	
Prom Committee	\$ 2,032.00	
Middle School	\$ 968.60	
High School	\$ 429.73	
Girls Soccer	\$ 156.27	
Girls Basketball	\$ 52.76	
Girls JV Softball	\$ 134.79	
Fellowship of Christian Athletes	\$ 60.00	
CCA Supplies (Nurse)	\$ 534.31	
Science Department	\$ 157.93	
Gym Fund	\$ 1,574.25	
Club/Group Totals	\$ 33,646.42	
PTO Funds Balance		\$ 11,443.49

- Form 990-N e-Postcard for 2024 Tax year filed on August 14, 2025, CCA PTO (Tax year August 2024-July 2025)
- Will break Middle School and High School accounts out by year (2026, 2027, 2028...)

4. CCA Numbers: School Charter: 640 students / 2025/2026 Year: 636Students

6 th 120	9 th 95	12 th 33
7 th 117	10 th 84	
8 th 102	11 th 85	

5. PTO Member Updates

- Addition of Teacher Appreciation line item to budget, requesting \$1,200 (Back to School, Holidays, Christmas, Teacher Appreciation Week)
- How can we generate Parent involvement?
 - Teacher email to student parents
 - Campus Parent Announcement with link to CCA PTO Webpage
 - CCA PTO and School Social Media Posts
 - Email sign-up for announcements
- Post Events on PTO webpage calendar (send information to Jacqueline Firth)

6. Closing Comments

- a. First School PTO Meeting: August 28 at 5:30pm
- b. Next PTO Meeting: Sep 18 at 6:30pm

Video call link: <https://meet.google.com/vwy-zgbe-cxr>

- c. Open for questions and discussions