Attendees: Barbara Bauer, April Boyce, Michele Brown, Angel Canafax, Tori Collins, Brook Christmas, Christine Egan, Suzanne Macy, Kisha Meekins, Chris Rainone, Shauntee Roseboro

Barbara Bauer opened the meeting at 9:35 am.

Administration Report – not in attendance

**Officer Reports**

Co-President – Ms. Brooks received feedback from parents in the Diversity Meeting that parents want the school to be more inclusive. Parents requested a night time PTO General Membership Meeting to provide an opportunity for working parents to participate. The PTO will hold the March 7th at 6:30 PM. Junior Honor Society will provide childcare for younger kids. There was discussion about how to generate more parent participation in the March meeting. The Book Fair is running that week and there was discussion about having an evening Book Fair event in parallel with the General meeting.

Chris Rainone added a volunteer signup blurb to the Courier to provide parents an opportunity to sign up directly with committee chairs. Angel encouraged folks to think about joining the PTO as committee chair. Parents can reach out to the Presidents and Committee leads to learn about roles and opportunities. Angel discussed the need to get a quorum at the May General meeting since we vote on the next year’s budget and officers.

Past President, Angel Canafax – Reported on Special Events: Spirit Week was held in October. Each day the students had a special event and collected money for their teams to use for team events. The total for school-wide collections during Spirit Week was $4065.43. The Pink Out game raised $3600 for breast cancer support. The next Special Programs activity is to collect 8th grade fees for end of year activities which include the 8th grade lunch, powder puff game, dance and field day. Fees will start being collected the first week of February.

Treasurer Report – The PTO Capital campaign is down 50% from last year. The envelope campaign at 7th and 8th grade curriculum generated minimal response. The appeals in the Courier and ConnectEd by Ms. Brooks did not increase response. Tori Collins will send reminders for matching gifts to folks who indicated a match on Pay4Schools but have not submitted a match. She will also include an article in the Courier to remember CHMS during end of year giving. The PTO will focus on growth in other areas to fill the funding gap from the Capitial Campaign:

*The Fall Book Fair* was very successful and was the highest grossing book fair CHMS has ever had. The Book Fair Company changed from Cardinal Lane to Scholastic which brought a lot more and different product. In addition, Ms. Price scheduled every language arts class to come into the library and view the Book Fair.

*Fall Required Reading sales* did very well. We are using Barnes & Noble since Cardinal Lane is no longer in business. Based on volume we earned 25% on the book sales. The fall sale was for the first two quarters. We expect to exceed sales goals once 3rd and 4th quarter sales are complete later this year.

*Rebates* – The Harris Teeter TOE VIC link flier with the homework pass incentive increase the number of links to 518 links. We are receiving a monthly teacher appreciation gift based on our number of links. Hospitality will work with school administration to use those gifts on a monthly basis. The October BoxTops drive was very successful. There are still lots of box tops coming in to school. Kisha talked about having another BoxTops raffle at a home basketball game. Angel will find out from boosters which game is most attended.

VP Fundraising – Tori is following up on matching gifts since there is about $4k in matching gifts that have not been matched. She will include an end of year giving pitch in the Courier in November and December.

VP Communications – Committee Chairs need to let Chris know if you have an article to put in newsletter by Friday at noon. Please send to [commhousepto@gmail.com](mailto:commhousepto@gmail.com).

**Committee Reports**

School Store – Just completed a deposit and an order at same time. School Store is currently ahead of budget. The students are buying a lot of things.

SchoolMates – CHMS sponsored the Fall Festival for Albemarle Middle School. More than 500 people attended. Profits from the Fair support their school. Michelle will submit a Good News story. Schoolmates will be meeting with Albemarle Middle School to determine need. Money from sixth grade dance pays for SchoolMates.

Family Night – The Burger 21 family night was October 14-15. Mr. Kantor had most students attend. The next family night is Zoe’s on January 13.

Meeting Adjourned at 10:18

**Upcoming Dates**

November 18 Staff Fall Treats

November 25-27 Thanksgiving Break

December 10 Staff Holiday Cookie Exchange

December 11 PTO Lunch

December 16 Staff Holiday Luncheon

December 21-January 1 Winter Break