

Socastee Middle School PTO November 2023 Meeting Minutes

Tuesday November 7, 2023 9:00am-11:00am at SMS

- Attending:
 - Rhona Williams, President
 - Cori Lamb, Vice President
 - Ashley Stathos, Secretary
 - Anna Quilter, Treasurer
 - Lisa Melchione, Principal
 - Michelle Wood, Teacher Representative
 - Juliet Midkiff
 - Lyndsay Layton
 - Melissa Martin
 - Melody Spencer
 - Stacye Herriott

Meeting called to order at 9:10 am

- Principal's Report –
 - 1st quarter grade level meetings are complete. Discussed behavior expectations and changes to the dress code. Mrs. Melchione has changed the length of the shirts that girls wear over leggings to more closely match what is required at FMS and SHS. Shirts now only need to completely cover waistbands and cannot show midriffs. Shorts should continue to be fingertip length. She also reiterated the over the counter medicine policy: you cannot bring in over the counter medicine that is not registered with the school nurse.
 - Basketball tryouts were our biggest ever this year. There were 35 boys and 24 girls and unfortunately we had to make cuts this year. The season starts on November 28 and a volunteer concessions sign up has been sent to coaches for the winter sports parent meeting.
 - SMS won the HTC Hometown Cup in football and it was a great, winning season
 - The 1st Quarter awards assemblies will be separated by grade level because of the number of kids who are on Alpha and Beta this quarter.
 - Veterans Day assembly is November 10
 - Principal for a Day is coming up and our visiting principal this year is the General Manager from the Skywheel

- Unfortunately, we will be unable to give each student a book at Christmas this year. The companies we usually buy the books from at a significantly reduced price do not have the stock that they have had in the past so we will not be able to make an order.
- Recitals and band concerts will be in December
- The Winter Dance is now on 11/29
- iReady test will be 11/29, MAP is 12/7
- We will be doing the 12 Days of Christmas for the teachers and students again this year. (Tiffany and Melissa are the chairs of this event.) The schedule will be as follows:
 - 12/4 – Jeans until January begins
 - 12/5 – Little Debbie Day (PTO provides)
 - 12/6 – hot chocolate bar (SMS provides)
 - 12/7 – candy cart after MAP testing (PTO provides)
 - 12/8 – soup luncheon 10:45-12:30 (PTO provides)
 - 12/11 – Caspin coffee truck at 7:15am? (PTO provides) – Nick is the contact and Cori has the contact information
 - 12/12 – Schoolwide PJ pants for \$1 to Angel Tree
 - 12/13 – lunch duty reprieve (SMS provides)
 - 12/14 – popcorn delivery in afternoon (PTO provides) – please deliver also to the advisory board meeting at 12:00
 - 12/15 – holiday wreath slide deck (SMS provides)
 - 12/18 – gift exchange (SMS only)
 - 12/19 – Schoolwide Holiday Sweater Day
- President/ Vice President Report (Rhona & Cori):
 - Membership Update: 131 members
 - October Fundraising update:
 - Spirit Nights: Marco's \$61.16 (PTO)/ Walk On's \$24.20 (PTO)
 - We will not be doing Walk Ons again because they changed their window on us to 2 hours and people who went after the football game that evening were not counted in the spirit night totals
 - November's Marco's Night is designated for Drama Club, which is the same night as Warriors Got Talent
 - B-Team Football Concessions: originally thought that football concessions would be earmarked specifically for B-team football, however the check received is made out to SMS PTO for us to include in our budget to disperse accordingly. This topic was

discussed extensively and is detailed below in the concessions update

- Football concessions totals (October)
 - 10/17/23: \$435.00
 - 10/24/23: \$1001.00
 - Total for season: \$3,026.78
- October 50/50 Raffles: (designated to SMS PTO)
 - 10/17/23: \$97.00
 - 10/24/23: \$76.00
- Pretzel Sales: (does not account for punches used)
 - October Net Sales: \$535.00
 - October Punch Card Sales: \$240.00
- Spirit Wear Sales: \$475.00
- Fall Sponsor Drive: \$1400.00 (closes after 11/03/23)
- Total October Fundraising: \$4,344.36 (estimated)
- Total School Year Fundraising: \$9,352.19 (estimated)
- Winter Fundraising Update:
 - Result of Fall Sponsor Drive, next steps
 - 2 businesses and 4 families purchased sponsorships during the sponsorship drive. There will be two banners in the gym under the scoreboards that will list the businesses with their logos and the families underneath. Rhona suggested purchasing an additional screen banner for the fencing outside similar to what is at SHS. It was decided to table the outside banner discussion for now because of cost as well as location. The HCS School Board voted last night to add fencing to all properties at the school board meeting for further safety concerns so there may be an opportunity in the future to use that fencing for something like this.
 - It was suggested that we have three levels of giving again and not to market them as family or business but rather possibly bronze, silver and gold. The levels suggested would be \$100, \$250, and \$500. Mrs. Melchione suggested starting the sponsorship drive at the end of the school year to go through the summer and have it last longer.
 - Texas Roadhouse Holiday Gift Card Sales: 11/06/23-12/08/23
 - 10% back from all sales to PTO
 - Envelopes sent home 11/06/23
 - Gift Cards delivered to school 12/18/23

- Prizes and incentives offered through Texas Roadhouse
 - Online link to purchase is live.
 - Plan to sell at events, games TBD.
 - January 2024: SMS Spirit Night at Texas Roadhouse, can use gift cards.
 - SHSAA Braves for Others Raffle Ticket Sale: ongoing
 - Tickets available to purchase from PTO through the website.
 - Students can request to sell/ flyers to be sent out.
 - \$3 donated to SMS PTO for every ticket sold from SMS PTO; enter into contest for top organization prize.
- Fall Family Night: DJ Bingo Update (Cori & Anna)
 - The event was well attended and a success
 - 100 items were donated for the Caring Closet through “admission” to the event
 - There were 120 attendees
 - We made \$433.20 in concessions
 - DJ cost was \$250
 - Feedback from the event:
 - It ran a little longer than expected
 - Please do it again in the spring
 - Mrs. Melchione noted that this experience for families is priceless and the point of doing this was not for profit but to get the school community together so having a bonus of concessions profit is just an additional win
- Treasurer Report: (Anna)
 - [October Financial Report](#)
 - [Updated Operating Budget](#)
 - Anna reported that we are on track and suggested revising budget at the next meeting as income is behind but expenses are on pace
- Secretary Report: (Ashley)
 - Vote to approve minutes from October Meeting as written at meeting. Motion was made to approve by Juliet and seconded by Lyndsay.
- Concessions Committee: (Melody & Christina)
 - There was discussion regarding the designation of funds to B-team football (or any specific organization) as it was pointed out that all clubs and sports already have a designated amount promised to them in the

budget and is it prudent for us to provide more than what we have already budgeted.

- It was discussed that concessions should be going to PTO for our budget so that what we budgeted to provide to clubs and sports can be distributed. Clubs and sports can request further funds but we have to have the concessions profits to fund our budget.
- Mrs. Melchione explained that when SMS PTO was formed, it was set up similar to the boosters at SHS where we raise money for the whole of PTO and determine how it is distributed. This allows us to not have so many small fundraisers throughout the year. She will look at the check when it is received from SHS Boosters from B-team football concessions and see where it has to be deposited and if it can be in a discretionary fund or just go straight to PTO.
 - Update: after the meeting, the check was received and was made out to SMS PTO so the funds will be deposited into the PTO account and distributed according to the budget
- Warriors Got Talent Concessions 11/09/23: Drama Club parents have signed up to help according to Rhona
- Winter Dance Concessions: 11/30/23 5:00pm-7:00pm (volunteer list full)
- Basketball Concessions: we are asking for boys' basketball parents to volunteer to help during girls' games and girls' basketball parents to help during boys' games. We are also allowing Beta Club 8th graders to sign up if there is space (up to 2 students per night) for those needing service hours. Students will have to work and put phones away. Melody will not sign forms if students do not work while present. Mrs. Wood suggested giving students a hot dog and water if they are volunteering.
 - Hot dogs and ice cream will be offered during basketball
 - Melody has donated some new racks for set up of concessions
 - Popcorn and hot dogs will be set up outside of the box on the corner
 - A vote to purchase pre-made and pre-packaged hot dogs from Sam's Club/Costco passed with the additional request to see if they would donate any of it or give us a gift card that would then be used to purchase them
- Spirit Wear Committee: (Rebecca & Danielle)
 - Filled 13 orders in October
 - Sold at DJ Bingo (mostly clearance)
 - Update on new winter items

- Rhona/Rebecca would like to introduce new winter items such as a black tie dye hoodie, long sleeve black shirt with logo on pocket/warrior on sleeve, and a beanie with Warriors logo
 - Quotes have been received on a small batch order of 20 for each item through BOLO. The set up fee is the same whether the order is large or small
 - Lyndsay asked about a pre-order rather than purchasing things that we do not know if they will sell. Rhona reported that BOLO prices on quantity and the cost may be more if we did that
 - A vote passed to pre-order hoodies in a couple of colors (black tie dye, pink or black) with just the S logo (so that they could be used when students are at SHS) and black beanies
 - Will sell at Warriors Got Talent and basketball home games
- Pretzel Sales Committee: (Juliet & Lindsay)
 - November sales dates: 11/1, 11/8, 11/15, 11/29
 - December sales dates: 12/6, 12/13
 - 29 punch cards have been sold
 - Plan to promote punch cards as Christmas gifts
 - 10/04, 10/18: ordered 125 and sold out
 - 10/25: ordered 150 with 16 left over
 - 11/1 order was 130 and had about 20 or so left over
 - Looking ahead to next year, Lyndsay asked that punch cards be sold at orientation night since they are crucial to the fundraising amounts
 - Melody suggested that we could sell the pretzel cards at concessions during games and other events using a QR code. We will look into how to make this happen
 - It was discussed that we would look into selling pretzels again at the parent night basketball game
- Spirit Nights: (Lauren)
 - SMS Marco's Night: Thursday 11/09/23 *will go to Drama Club (%15 back)
 - Mon Cafe Spirit Night: 11/15/23, 50% back 3:00pm-close
 - December: will only feature Marco's Night for PTO due to the short month.
 - January: Texas Roadhouse 10% back, can use gift cards from holiday sale.
- Hospitality Committee: (Tiffany & Melissa)
 - We will have the 12 Days of Christmas as outlined in the Principal's Report

- For the coffee day, in the past, we have paid \$5/cup to Caspin coffee truck
 - Little Debbie Day – the PTO purchases these and usually tries to find the Christmas trees/Christmas themed ones and if there are not enough, then other Little Debbie items to fill in
 - Soup Luncheon: December 8 at 10:45, soups can be dropped off by 9:00
 - PTO will supply utensils, bowls/plates, drinks – we will need bowls, we should have enough utensils in storage
 - Parents to donate soups (Rhona to create a sign up for Tiffany and Melissa to send out)
 - Texas Roadhouse will donate salad and bread (need date and time)
 - January 16 2024 (Teacher Workday): Saussy-Burbank will sponsor lunch for staff.
- PTO Website/ Social Media: (Josh)
 - November/ December Social Media calendar
 - It was discussed that the 11/1 pretzel week did not have a post and those posts are crucial to remind parents that we are selling that week.
 - PTO website updates complete by 11/03/23.
 - Continue to send “Meet Your PTO” posts, Melody’s drove a lot of traffic to the page.
- Teacher Reps: no updates

Items on agenda that were not discussed because of time restraints that should be included in next meeting:

- SMS PTO received Bronze Seal of Transparency from Candid, now active. Will link page on PTO website.

Meeting concluded at 11:10am

Next Meeting: Tuesday December 5th, 2023 9:00am-11:00am @ SMS

December Agenda Items & Reports/Unapproved Minutes due by 11/24/23.