



Cupertino Middle School Parent Teacher Organization

Board Meeting Agenda

Wednesday, August 11, 2021 | 6:30 – 8:00pm

Venue: Virtual (Zoom Meeting)

<https://us02web.zoom.us/j/83346425164?pwd=dmkxWjBQOUJrOUNxVFJZbWZocXJmUT09>

Meeting ID: 833 4642 5164 Passcode: cmspto

<p>CMS-PTO BOARD 2021-2022 President – Cindy Klaje Secretary – May Bakken/Manuela Silveira Treasurer – Ronda Gieryn Fundraising – Abha Nulkar Direct Donations Lead - Susan Gao Small Events Lead: Shruti Dixit Large Events Lead: Thushitha Deepak Communications Lead: Raka Agrawal</p>	<p>Principal – Jean Wang Assistant Principal - Anu Iyer Teacher Reps : TBD</p>
--	--

MEETING AGENDA

1. Meeting call to order

2. Unfinished Business

- a. Update on summer projects funded by CMS PTO

3. Officer & Committee Reports

a. President's Report

- i. Vote in Manuela Silveira as co-Secretary
- ii. Discuss new PTO Board meetings time that works for staff and working parents
- iii. Fundraising goal:
 1. Goal: \$85,850 (Direct Donations, Corporate Matching, Business Sponsorships, Fundraising Events, Amazon, Interest)
 2. Fixed yearly spending so far identified: \$72,300 (+ \$8,000 for after school referee)

iv. Request for Volunteers

b. Secretary (May & Manuela)

i. Parent Directory / Konstella

c. Treasurer's Report (Ronda)

i. Fiscal 2020-2021 yea books are almost closed

ii. Refiling with IRS

iii. Proposed 2021 [Draft Budget](#)

iv. Review Checkbook Signature Process.

v. Discuss setting up automatic bill pay from CMS-PTO bank account so we can just cut checks from there rather than handwriting them.

d. Fundraising Report (Abha)

i. Dine Out nights

ii. e-Waste event

iii. Amazon Smiles

iv. Brainstorm other ideas to help raise funds

e. Direct Donations (Susan)

f. Community Events Report (Shruti & Thushitha)

i. Fall Family Night

ii. Book Fair

iii. Brainstorm Spring Event

iv. Speaker series (Elisabeth Stitt, Mark Reineke, Dr Leena Khanzode, Kathi Donnelly, Damon Korb)

v. School Play

g. Communications Report (Raka)

i. CMS-PTO Newsletter

ii. Calendar Update

iii. Facebook Group Update

4. Principal's Report

5. New Business - Including Proposals and Announcements

6. Adjournment

Next Meeting: TBD

CMS PTO Proposals

Item#	Bucket	Requested By	Detailed Information/ Itemized Cost	Total Cost
1		Jean Wang	After school referee cost	Max \$8000
2				
Total Cost of Proposals				