



Parent-Teacher Organization

Meeting Minutes

May 13, 2024

In Person in Staff Lounge

1. Welcome & Roll Call

- a. President – Heather Farley: Present
- b. Vice President – OPEN
- c. Treasurer – Brenda Wood: Present
- d. Senior Party Treasurer – Stephanie Heiberg: Present
- e. Secretary – Jennifer Bharucha: Present
- f. Communications – Heather Farley
- g. Event Coordinator – OPEN
- h. Staff Appreciation – Sarah Fahning
- i. Website / Social Media– Julie Peyer
- j. Fundraising – Heather Farley
- k. Others in attendance: Tes Davies and Prayati Ockenga

2. Approval of Minutes - ACTION ITEM

- a. April, 2024 (attached) – motion to approve the minutes by Heather, 2nd by Stephanie, motion passes.

3. Review Financial Reports – ACTION ITEM - Brenda and Stephanie

- a. April Budget Review
 - i. Will most likely carry over \$7000 of the General PTO balance to next year after paying the food truck, insurance and accountant.
 - ii. We received \$1000 from the Booster to go towards the Food truck. We will have a sign at the food truck saying the lunch is provided by the PTO and Boosters. We have received \$700 in donations from parents so far for the end of the year lunch.
 - iii. Motion to approve the budget by Heather, 2nd by Jennifer, motion passes.

4. Staff Appreciation – Sarah

- a. Food Truck – End of School Year on June 6th
 - i. Sarah will check into the final cost and details and email the group any updates.
 - ii. The PTO will purchase the desserts for the lunch.
 - iii. Tes can help with the food truck and we will send out a SUG to ask for additional volunteers once we know what times are needed.
 - iv. Sarah will check if the food truck will be supplying the drinks.
- b. Staff Appreciation week
 - i. Ice cream treats were set up for all staff on Thursday in the staff lounge.

5. Events

- a. Mental Health Event debrief
 - i. The presentation and information was amazing!

- ii. We didn't have a great turn out so will look at doing the Fall presentation on Zoom and recording it. We may look into doing a zoom presentation quarterly if the Fall event goes well.
- iii. We can also promote other N.A.M.I. online scheduled presentations. They have a list of all online classes going on now and a link to the crisis document.
- iv. Brenda is putting together a summary of the presentation and will add to next week's Parent Post.

b. Champps Social Hour – May 20 7-8:30pm

- i. Dr. Jaysen Anderson confirmed
- ii. Many Administration Staff also attending
- iii. We will add an RSVP link to upcoming communications so we can plan for food.
- iv. We will be collecting hygiene products for the Senior party.
- v. We need to push the info on the this event out to the CMS PTO. We will send a message to Nicki and Felicia.

6. Principal's Update – Nate Gibbs

- a. Graduation planning is going well. Back at Mariucchi. No bags or purses will be allowed so will need to make sure the graduates and parents know this information.
- b. Nerf wars (not an EPHS sponsored event) starts next Monday.

7. Senior Party – Stephanie

- a. 320 students are registered now
- b. Volunteers, especially underclassman parents, are needed.
- c. The final meeting is on Thursday (May 16th).
- d. Sold ~340 yard signs

8. Website – Julie

9. Fundraisers

- a. Gertens will run again in Fall and Winter
- b. The PTO will have a table at the Back to school night and will have flyers for Gertens there.

10. Open Positions for Next School Year

- a. Heather putting blurb in newsletter regarding open positions for next year.
- b. No interest as of yet
- c. Tes will take over Teacher Appreciation
- d. Thank you to all of the outgoing board members: Heather, Stephanie, Brenda, Julie and Sarah!

11. 2024-2025 Meeting Schedule

- a. September 9, 2024
- b. October 7, 2024
- c. November 11, 2024
- d. January 13, 2025
- e. February 10, 2025
- f. March 10, 2025
- g. April 14, 2025

h. May 12, 2025

- i. The new board can plan to meet in September and determine the 2024-25 meeting schedule and meeting times.**

12. Other Business

a. Planters – Sarah

- i. Sarah is working on updating the planters.**

- b. The PTO should look at adding a “Meet the Principal and PTO” event at the Fall conferences in October. We could have this in the staff lounge for an hour window.**

13. Adjourn Final PTO meeting of 2023-24

- a. Motion to adjourn by Heather, 2nd by Brenda, motion passes.**