



Parent-Teacher Organization Meeting Agenda

November 11, 2024

1. Welcome & Roll Call

- a. President – Casse Langford - Present
- b. Vice President – Smriti Srivastava – Not present
- c. Treasurer – Gretchen Meek - Present
- d. Senior Party Treasurer – Renae Conlee - Present
- e. Secretary – Jennifer Bharucha - Present
- f. Event Coordinator – Shikera Kennedy - Present
- g. Volunteer Coordinator - Mehri McLaughlin - Present
- h. Staff Appreciation – Tes Davies - Present
- i. Website / Social Media – Julie Peyer -Present & Sash Nadkarni – Not Present
- j. Fundraising – Amanda Ropchak – Present
- k. Others in Attendance: Heather Farley, Brenda Wood, Fadumo Hassan, Francesca Pagan

2. Approval of Minutes & Agenda

- a. October, 2024 Minutes – Brenda made a motion to approve the October 2024 minutes, Heather 2nd, motion passes.
 - i. Going forward, a link to the minutes saved in the google drive will be sent out to the PTO distribution list.
- b. November, 2024 Agenda – Heather made a motion to approve the November 2024 Agenda, Julie 2nd, motion passes.

3. Review Financial Reports – Gretchen Meek

- a. October/ November Budget Review
 - i. Updated budget was presented and will be added to the Treasurer folder on the google drive. Julie will give everyone access to this folder.
 - ii. We are net positive for this year.
 - iii. We expect ~\$1000 from the 2nd Gerten's fundraiser.
 - iv. Motion to approve the budget by Brenda, Heather 2nd, motion passes.

4. Staff Appreciation – Tes Davies

- a. Chair Massages Recap
 - i. Only 5-6 teachers signed up for 1st week but 11-12 teachers signed up for the 2nd and 3rd week. The chiropractor is willing to do this again next year in October.
- b. December Conference Staff Appreciation Meal Planning (December 16th)
 - i. Meal will be from Buca again this year
 - ii. Same menu as last year, \$2300 for 300 people
 - iii. Will order Caesar salad from Costco
 - iv. Need someone to pick up from Buca at 10am – Gretchen will do this and will pay Buca
 - v. Tes will pick up salads from Costco at 10am

- vi. Tes will request volunteers for 2 shifts (9-11 and 11-1:30) to help set up, serve and clean up. An email will be sent out to the PTO distribution list. Please let Tes know if you can help with either of these shifts.
 - vii. Tes will create a sign up genius for desserts and drinks.
 - viii. Casse will check the Sr. Party closet to see if we have any sternos.
- c. Request from EPHS Moms in Prayer (Casse) – they will be putting together kits for teachers of tissues, hand sanitizer, etc. They may be looking for help with this either \$ or advertising for donations. Casses will get more clarification on this.

5. Events

- a. Brenda and Shikera will work together to plan the event for February.
- b. Fadumo can help promote this event in other communities and help with translation.
- c. Discussed linking the NAMI presentation on the PTO website
- d. We have a \$500 budget for events

6. Principal's Update – Dr. Jaysen Anderson

- a. Finished Q1 Strong
 - i. Record low number of Fs, tardies down 35%, absences down 45%. New systems seem to be working.
 - ii. Looking at a reward system for students who are caught doing something good.
 - 1. Possibly ice cream (\$2/cone) or candy
 - 2. Submitted a grant request to FEPS for this.
 - iii. EPHS Social worker is looking to put together a collection for the Holiday Season for needy students and families. She will put together a 1 pager and submit this to the PTO.
 - iv. The graduation date isn't set yet but should be set soon.
 - v. Discussed the High School calendar and difficulty finding when some of the major events are.
 - 1. Julie contacted the activities office and found out Prom is on May 17.

7. Senior Party – Casse Langford

- a. Kickoff Meeting Wed, Nov 13 at 7pm

8. Website & Comms – no updates

9. Fundraisers

- a. Gerten's Final update – There were 38 orders and we made ~\$1000.
- b. Heather proposed another fundraiser for the spring to work with Queen Bee Garden and Floral. Participants would create their own porch pots and a portion of the fees would go to the PTO.

10. Planters

- a. The planters have been updated and look great! Thank you, Gretchen and Smriti!

11. 2024-2025 Meeting Schedule – Finalized December - May Dates

- a. We discussed meeting times. 9am on Mondays seems to be the best time that everyone on the board can attend so we will stay with that time for now. Casse will look into the possibility of zoom options. The room we are meeting in seems like it should work for a zoom meeting?

- i. NO MEETING IN DECEMBER**
- ii. January 13, 2025
- iii. February 10, 2025
- iv. March 10, 2025
- v. April 14, 2025
- vi. May 12, 2025

12. Adjourn at 10:35am