



Parent-Teacher Organization Meeting Minutes

September 8, 2025

1. Welcome & Roll Call

- a. President – Casse Langford - Present
- b. Vice President – OPEN
- c. Treasurer – Gretchen Meek - Present
- d. Senior Party Treasurer – Renae Conlee – Present
- e. Secretary – Jennifer Bharucha - Present
- f. Event Coordinator – Shikera Kennedy
- g. Volunteer Coordinator - Mehri McLaughlin - Present
- h. Staff Appreciation – Tes Davies - Present
- i. Website / Social Media Communications – OPEN
- j. Fundraising – Amanda Ropchak – Present
- k. Others in attendance: Prayati Ockenga

2. Open Positions

- a. Vice President – would help this year and become the President next year.
- b. Communications Chair or someone to help for now – would help draft messages for PTO newsletter and Principal's newsletter. Also, help with Facebook posts, create Sign-up Genius for volunteers, etc.
- c. Website – need someone to help clean up website and keep up to date.
- d. Fundraising Chair – need someone to shadow Amanda this year so they can take over next year.
- e. Senior Shirts – work with juniors and interns to design and order Senior shirts
- f. Senior Party Treasurer – shadow Renae this year and take over next year
- g. Attend monthly District PTO meetings – most meetings on zoom on the 2nd Tuesday at 11am. Board can take turns attending these meetings or we could find a volunteer to attend.

3. PTO Volunteers – Mehri

- a. We received many new volunteers from ramp up days and from the google form sent in the newsletters.
- b. We are up to almost 60 members!
- c. Mehri is reaching out to everyone individually to see what people are interested in volunteering for.
- d. Discussed having an ongoing sign-up genius that lists all of our events to make it easy for volunteers to sign up and for chairs to see where they need more help.

4. Review Financial Reports – Gretchen

- a. 2025-26 Budget was approved at the May 2025 meeting.
- b. Budgeted \$10,000 for staff appreciation so we will only plan 2 staff meals this year and have grab and go items for most conferences. If we receive more donations from parents, we can look at adding more meals.

5. Staff Appreciation - Tes

- a. For the 1st conferences, we will have grab and go items for the staff. We will ask for donations from parents. 1st conference is on Oct. 7th.
- b. 1st staff appreciation meal will be on December 16th. Tes will need volunteers to help with the meal, and will need donations of drinks, desserts, and grab and go items.
- c. 3rd conference on Feb. 24, we will again have grab and go items for the staff.
- d. 4th conference will be on May 5th (virtual) and we may have grab and go items for staff.
- e. There will be an end of the year food truck on June 9th. Planning for a different food truck than last year. Amanda will check into some food trucks this weekend at the BINGO event.
- f. Tes will need help for all the conferences setting up the grab and go items and serving food in December.

6. Events - Shikera

- a. Meet the Teachers Night, Monday, September 15th (6-8pm)

- i. PTO will have a table at this event in the upper south commons.
 - ii. Will have a QR code to link to our website to help get more donations. Casse will create half sheets with this info and other info on the PTO.
 - iii. Renae and Mehri will help at the table, but we need more volunteers to help.
 - iv. Amanda will be distributing the Gerten's plants during this time by the south entrance.
 - v. May have a few boxes of small chocolate chip cookies from Costco to entice parents and students to stop at our table.
- b. From May 2025 meeting, we discussed having a PTO table at the high school event for 8th graders to recruit parents.

7. Principal's Update – Dr. Jaysen Anderson

- a. It was a good first week with only a few last-minute adjustments.
- b. 1 new dean this year, rest of staff stayed the same. 11 new teachers hired.
- c. The Sandbox room will be more difficult to reserve for the PTO meetings. PTO can meet in the small room at the entrance and continue to offer google meets.
- d. Hitting parking violations hard this year. Invested in better quality boots and issuing tickets.
- e. Meet the Teacher Night is next week. This event isn't usually well attended except by the freshman parents. May need to re-evaluate this in the future.
- f. Senior Sunrise – many seniors didn't know about this since it was only communicated on Instagram. We need to give the Senior info to the Junior families in the Spring. The student council oversees these events.
- g. Senior Pictures are due Oct. 31. Email to families on this due date didn't go out until mid-July. This should be added to the Senior information to get the due date out earlier.
- h. Won't know graduation date until January but hoping for June 6th at the US Bank.
- i. Discussed conferences and staff appreciation meals. The school also provides 1 catered meal for the staff.
- j. We should add donation drives again around conference time. We can add this info to our communications once we know what items are needed by the teachers.
- k. Will continue to have the prize cart to reward students making good choices.
 - i. Will need donations of small gift cards and large candy bars.
- l. There are many new planters that are being used more as a deterrent for cars than planting plants. Gretchen will talk to Andrew Adams about the planters to see if we need to help with them.

8. Website & Comms - OPEN

- a. Website needs to be redone
- b. Need someone to help submit PTO updates for newsletters.
- c. Need someone to help with social media posts.
- d. Prayati has volunteered to help with this but could be split between 2 or 3 volunteers.
- e. Discussed creating a PTO calendar listing our events and other major school events.

9. Fundraisers - Amanda

- a. Gerten's plants will be distributed on Sept. 15th. There will also be a winter Gerten's fundraiser.
- b. Fundraising ideas
 - i. Crew Car Wash, made \$627 last year
 - ii. Look into a Winter market of homemade items – Casse
 - 1. Casse will check with the Art Center and possibly Chamber of Commerce
 - iii. Discussed having the Evereve event twice a year. Amanda will look into a November date.
 - iv. Event with Nautical Bowls
 - v. Bingo night at Fat Pants
 - vi. Senior Stand ups – Renae called Fast Signs to see what they can offer us
 - vii. Create a Fundraiser in GoFan for Staff Appreciation meals – Renae
 - viii. Add updates to newsletters on amount of donations received and amount we still need
 - ix. Volunteer at The Nest (\$15/hr) – need to see if the PTO is on the list of recipients. – Jennifer
 - x. Booster's concession stands – possibly volunteer as a group if we have enough volunteers – Jennifer will check into details
- c. EPHS PTO no longer has a "donation receipt" bin at Kowalski's.
- d. Casse has a way of accepting payments onsite if needed. It would be useful for donations.
- e. PTO President's Council is running district wide quarterly Dine to Donate fundraisers. The money will be split evenly between all the PTOs.
- f. This is Amanda's last year. We need a volunteer to shadow this role this year and take over next year.

10. Senior Party - Casse

- a. 1st meeting will be on Oct. 21 at 7pm.
- b. Senior shirts (fundraiser for Sr. Party), made \$3800 this year, printed only on the front of the shirt, need to send email to all senior families. Interns design shirts and sell them through July. Can use GoFan to sell shirts. Discussed starting earlier for design so Juniors can help with design. We could ask the art department to help with the design.
 - i. We need a volunteer to lead this.
- c. From May 2025 meeting: Interns – need someone to take over the intern coordinator role (Is there someone in this role?)
- d. Eagle News network may cover the Sr. Party.
- e. The interns should plan to attend all the Senior Party meetings if their schedule allows.
- f. This is Renae's last year. We need someone to shadow the Sr. Party Treasurer role so they can take over next year.

11. Adjourn 10:42am