



Parent-Teacher Organization Meeting Minutes

Apr 13, 2026

1. Welcome & Roll Call (Casse)

- a. President – Casse Langford - Present
- b. Vice President - **OPEN**
- c. Treasurer – Gretchen Meek – Present online
- d. Secretary – Jennifer Bharucha - Present
- e. Senior Party Treasurer – Renae Conlee - Present
- f. Communications - Prayati Ockenga - Present, Rachel Seppman
- g. Event Coordinator – Shikera Kennedy
- h. Volunteer Coordinator - Mehri McLaughlin
- i. Staff Appreciation – Tes Davies - Present
- j. Fundraising – Amanda Ropchak – Present
- k. Others in Attendance – Jean Hafdal

2. Financial Reports (Gretchen)

- a. Finances look good. It helped to spend less on teacher appreciation events.
 - i. Donations in GoFan along with the tracker were successful. We should continue to do this. Renae can help train someone on how to set this up. Thanks Renae!
 - ii. Adding more communications on donation status and more social media also helped bring in more donations. Thanks Rachel and Prayati!
 - iii. Discussed next year's teacher appreciation events. We should look at having pizza in Q1, Q2 Medbox again, Q3 maybe sandwiches (from Von Hanson's, Buca, Jersey Mike's, etc) and Q4 end of year food truck. We also need to add more money to the budget to plan for drinks and desserts since donations have been down this year.
 - iv. We should budget \$400 for parent community events for next year.
 - 1. Discussed having a coffee event for new families to meet each other, could also be 9th grade families. Discussed having a spirit wear clothing swap event at beginning of the year.
 - 2. We should reach out to the CMS PTO to invite to events and introduce them to our group. Casse will find the contact info and reach out.
 - v. We need to look at the website fees and see if anyone in the district can help with the website. The website needs to be revamped but would be better on a different platform than word press. Gretchen will have the District PTO bring this up at tomorrow's meeting.

3. Staff Appreciation (Tes)

- a. End of year food truck for teachers and staff will be Camion Mobile Kitchen (formerly Wingman Matt)
 - i. Tuesday June 9th
 - ii. Will serve chicken or tofu rice bowls or Philly beef sandwiches with fries. A cookie and water will also be provided.
 - iii. Will be ~\$3000 before tip.

4. Events

- a. Community Coffee Hour
 - i. Will continue doing these monthly events.
 - ii. Next coffee hour is May 1st at People's Organic at 10am.
 - 1. Will need to create a Facebook event and publicize.
- b. Will look at doing a event with Washburn next year.

5. Fundraisers (Amanda)

- a. Jackie Hoey will be doing both Gerten's fundraisers next year. She will attend the next PTO meeting on May 11th. Welcome Jackie!
- b. Jean Hafdal is interested in the fundraising position. Amanda and Jean will meet to go over the responsibilities.

6. Website & Comms (Prayati / Rachel)

- a. Please like all of the wonderful posts that Rachel is posting on Facebook and Instagram.
- b. If anyone has info this week to be put in the school's weekly communication, please format it and send to Casse to approve and add.
- c. Prayati is unable to continue the Communication role next year.
- d. Discussed documenting all positions to make it easier to explain the responsibilities and time commitments to new and potential volunteers.
- e. Discussed texting parents with important info. We don't have access to phone numbers and also don't have a platform to easily text from. May be something to look into further...

7. Volunteer Needs for Next Year:

- a. The following positions are open for the 2026/27 school year.
 - i. **President**
 - ii. **Vice President**
 - iii. **Teacher Appreciation chair**
 - iv. **Fundraising Chair**
 - v. **Communications**
 - vi. **Website**
 - vii. **Senior Party co-chair**
- b. We need to fill the President and Vice President roles soon so these positions can be voted in at the May 11th meeting. Casse will stay on as President to help out but we need someone to take on this role soon. Casse is also the Senior Party Chair and plans to continue in this role. She is in need of a co-chair for senior party.
- c. Without volunteers to fill these key roles, it will be difficult for the PTO to continue and be successful. At this time, the Senior Party is under the PTO so that could be impacted if the PTO no longer exists.
 - i. Please help us communicate these openings. Most of the positions only take a few hours a month. At this time, we meet during the day but the meeting times can change to evenings to accommodate the board members' schedules. Lots of flexibility!
 - ii. The main role of the PTO at this time is teacher appreciation (providing lunches and snacks on their long conference days) and planning events to bring parents together.

8. Senior Party

- a. Renae set up an online auction for the 2 "A" lot parking passes (fundraiser for the senior party)
 - i. Both tickets have bids at or above \$350. The auction will run a few more weeks.
- b. We have sold 305 senior party tickets and 263 graduation signs.
- c. Senior Standouts – Amanda will check with the company and Sara Anderson to make sure all the standouts have their names on the back to help us identify them at the end of the party. Will also make sure that the standouts will be delivered to the school before the party and then seniors will pick up as they leave the party.

9. 2025-2026 Future Meeting Schedule

- a. May 11, 2026
 - i. **In person:** 9am @ Eden Prairie HS front office conference room
Online: <https://meet.google.com/hah-thnq-gku>

10. Adjourn