



Parent-Teacher Organization Meeting Minutes

May 11, 2026

1. Welcome & Roll Call (Casse)

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

2. Approval of Agenda - **ACTION ITEM** (Casse) – Gretchen motioned to approve the agenda, Prayati 2nd, motion passes.

3. PTO Overview for Newcomers (Casse)

- a. Welcome to Jaclyn! She will oversee Gerten's fundraisers next year. Casse gave a brief introduction of the PTO and Senior Party.

4. 2026-27 Officers discussion & vote

- a. List of open positions for next year: **President** (Casse will stay on until we find someone), **Treasurer** (Gretchen can only stay on through October), **Vice President** (Mehri may be able to consider this position), **Communications**, **Website Coordinator**, **Staff Appreciation** (Shikera is able to plan the teacher appreciation events, Casse will connect Tes and Shikera), and **Senior Party Co-Chair**.
- b. The board (President, VP, Secretary and Treasurer) will be voted in at the September meeting.
- c. Casse will look into doing a survey to see what the community feels the PTO should focus on.

5. Financial Reports (Gretchen)

- a. Ending the year in a good position. We should start the GoFan event for donations at the end of this year and run through the end of next year. We should continue to use the thermometer and update parents on the progress.
- b. We will receive \$839.02 from the Dine to Donate District events. Gretchen will ask for this to be broken down by line item. Unsure if the \$500 Fidelity donation is in that. Also, unsure if we still owe the district \$300 for insurance and accounting fees.
- c. Already received the \$1600 check from Chick fil a for the 3 day fundraiser for the senior party. Have not received the check from the 1st one day fundraiser the PTO did in February.
- d. Next year, we should set the thermometer for \$12000 to cover all of the staff appreciation meals and possibly add in some mini grants.
- e. The Budget will be voted on at the September meeting. The budget can be amended and voted on throughout the year.

6. Staff Appreciation (Tes)

- a. End of year food truck for teachers and staff will be Camion Mobile Kitchen (formerly Wingman Matt)
- b. Tuesday June 9th
- c. Will serve chicken or tofu rice bowls or Philly beef sandwiches with fries. A cookie and water will also be provided.
- d. Will be ~\$3400 plus 10% tip.
- e. Gretchen will pay the food truck on the 9th.

7. Events

- a. Gretchen suggested having a spirit wear swap and snacks at our 1st meeting in the fall.

8. Fundraisers (Amanda)

- a. Thank you to everyone who attended the fundraiser at Nautical Bowls on Saturday.
 - i. Amanda will stop by Nautical Bowls to pick up the check.
- b. Jean is interested in helping with fundraising next year and Jaclyn will be doing the Gerten's fundraisers (Fall and Winter). Amanda will meet with Jean and Jaclyn in the near future.

9. Website & Comms (Prayati / Rachel)

- a. Casse will send out an email from the PTO to all parents on the PTO accomplishments and also thank the board members, volunteers and parents for their help, support and donations.
- b. Prayati set up a drive and emailed everyone a couple weeks ago to add their position's responsibilities to help with recruiting new volunteers and passing down the information.

10. Volunteer needs (Mehri)

- a. President's Council attendance – Mehri will attend the meeting tomorrow.
- b. Need volunteers for the PTO table at Ramp Up day on August 26th from 10am to 7pm to promote the PTO and hand out the Senior Shirts.

11. Update from Principal Andersen

- a. Thanked everyone for being on the PTO this year.
- b. There are only 21 days of school remaining for 9-11 graders and 17 days remaining for seniors.
- c. New this year is Spirt week. 5-6 leadership groups planned this and there are different themes every day this week.
- d. AP testing is in process.
- e. Construction will be starting this summer to build a new culinary kitchen on the 2nd floor and to remodel the existing kitchen on the 1st floor. This will allow the school to offer more culinary and hospitality courses.
- f. Hiring is in process. Hired a new associate principal and have an opening for an instructional coordinator.
- g. Prom is this Saturday (May 16). Students are encouraged to purchase a parking pass for a lot next to the venue ahead of time which will be cheaper and also have security patrolling the lot. A security walk through of the venue occurred recently and the team will do another walk through this week.
- h. Graduation (June 6th, 3PM at US Bank) plans look good. Ceremony will last 1.5 hours since more lines were added for the students to enter. There will be ~800 students graduating. A small ceremony for those students and families going to the State Track Meet will be held during the rehearsal. Buses will leave EPHS North Entrance at 11:15AM. Students will enter the North Entrance and gather in the gym before going to the buses The senior party committee has asked that students not enter through the Activity Center doors.
- i. Casse will find a time to do a walk through for the senior party with the team.
- j. Discussed "hiring" a student to create a new website on a new platform for the PTO. They could be given service/volunteer hours and we could offer a college recommendation letter. If someone could write a short blurb with contact person, project parameters and a detailed description, Principal Anderson can advertise this.
- k. Tes discussed the food truck for teachers and staff on June 9th.

12. Senior Party (Casse, Renae, Jennifer, Tes)

- a. ~330 attendees so far. Ticket sales end May 23rd. Need to sell more tickets to break even. Food may be able to reduce costs since most graduates will have eaten dinner beforehand. But not sure of their numbers yet.
- b. Open Positions Needed ASAP
 - i. Communications – send emails to seniors and parents on party logistics. Communicate website changes needed for this year's logistics.
 - ii. Contest and Games – organize and run ping pong and pin guard tournaments
 - iii. Coffee Room – Unsure if someone is doing this.
- c. Sign up Genius for underclassman parents and senior parents are on the senior party website.
- d. Last meeting is Tuesday, May 19th at 7PM in the south commons.

13. Adjourn @ 10:35AM – Gretchen motioned to adjourn, Prayati 2nd, motion passes.