



EastmarkPTO

EIN #84-2022664

Date: January 10, 2022

Call to order: 6:00 p.m.

Present:

Paul Gagnon
Shanna Herzfeld
Liz Murray-Davis
Willow Torres

Amanda Errington
Cori Gagnon

No attendees

Absent:

Guillermo Lopez
Marie Jew

Secretary's Report

- Willow motioned to accept the last meeting minutes (12/13/21), seconded by Amanda, and approved by all.

Old Business:

Treasurer's Report

- Shanna provided the Treasurer's report.
 - PTO bank account balance, \$8,324.07.
 - Venmo's \$120.00 balance was transferred today.
 - Shanna moved \$450.00 to teachers lunch and \$400.00 to staff birthday cakes.

President's Report

- BJ Johnson resigned from the PTO Board.
 - Amanda will announce the opening on social media (via email to PTO group first).
 - Cori recommends being specific on fundraising needs, to narrow duties of the position.
 - The position is only until the end of the school year.

- Amanda reviewed the Bylaws to research how to amend our Minutes for corrections. There was nothing about making amendments.
 - The PTO Board would need to revise the Bylaws to create an amendment process.

- Christmas Giving Tree:
 - 18 children received \$100.00 in gift cards each.
 - Debby sent an email to Amanda that the families were appreciative.

- Senior Scholarship:
 - Amanda reached out regarding someone from the Air National Guard assisting with application review, no response yet, she will follow up.
 - Amanda reached out to Legacy Sports Complex regarding an Eastmark Firebirds Legacy Senior Scholarship proposal for \$2,000.00.
 - Legacy asked her to send them a formal letter.
 - The \$2,000.00 would cover a \$500.00 scholarship for four years.
 - Amanda is working on criteria, due by 3/1/22.
 - Amanda is writing a letter to Legacy to ask someone to sit on the application review board.
 - Applications due by 4/15/22.
 - Decisions by 5/4/22.
 - EHS is having a Senior Scholarship Awards Ceremony on 5/4/22.

- Teacher Appreciation Review:
 - December All Staff lunch:
 - Cori dropped off the additional balance due to Baci's.
 - Sponsored by Annette Davis and Wing Orthodontics, Baci Italian Bistro, went well.
 - Snack cart:
 - Sponsored by Focus Church, went normally.
 - Staff birthday cakes:
 - 12/3/21 combined November & December birthday cakes.
 - Marie picked up and delivered the cakes.
 - Went fine.
 - Staff T-Shirts:
 - Amanda received a request to buy 4 more shirts for new teachers.

- Amanda will send out a vote by text for additional funds to buy the extra shirts.
 - Coffee Stations:
 - Wing Orthodontics dropped off some supplies.
 - MacDonald Orthodontics will be doing coffee and donuts this Thursday.
 - There is a cup shortage.
 - Cori put up signs in the break rooms: "Mug Monday" Tumbler Tuesday."
 - **Cori motioned to spend not more than \$150.00, including money already donated to the coffee station, to buy coffee, and creamer. Shanna seconded, and all approved.**
 - Cori would like to have another Caffeinate & Educate coffee drive in February.
 - Amanda suggested using the Amazon Smile account to make a wish list, so that people can buy needed items and have them sent directly to the school.
 - One Keurig machine has died.
 - Cori will call out to see if anyone wants to donate one (new or used).
 - Must have a large reservoir , usually the "classic Keurig" meets the schools needs, which is about \$150.00.
- PBIS update:
 - Cori met with the PBIS team and created a menu of options.
 - For the teacher's store it will be online/digital, no inventory, no cost. Teacher's create their own stores. PBIS committee is holding teachers to it.
 - The school store will be at the bookstore, students can use (PBIS) Firecards, or real money to buy things. Vanessa, the book store technician, will run it.
 - zero cost items will require certificates, or as we get donations, or as the PTO donates money or physical items.
 - Vanessa put a sign in the book store window stating the "PBIS store coming soon".
 - Principal Gagnon will give her the biweekly prizes to put in the window.
 - Cori will contact Anna V. to see if she was able to obtain any items from retailers.
 - Cori would like the PTO to provide \$400.00 to the PBIS program to get them through the end of the school year:
 - \$100.00 for 3rd quarter prizes
 - \$100.00 for 4th quarter prizes
 - \$100.00 for pencils, chips, misc. (it was suggested to ask for these items on the Amazon Sime wish list. Amanda will do this)
 - \$100.00 to give the cafeteria for the free snack certificates.
 - It was suggested to see if the district has funds available to schools.
 - Cori needs a parent volunteer to assist with PBIS.

- Cori will help with PBIS for the rest of the school year.
- Cori will research Queen Creeks PBIS store for suggestions.
- Cori will ask in town for donations for the store.
- The PTO Board did not want to provide all \$400.00 at this time since we were missing two members, and we may be on the hook for the remaining three all staff lunches (\$2,250.00), about \$200.00 for gifts (\$50.00 each) and the \$500.00 Senior scholarship.
- **Amanda motioned to spend not more than \$200.00 for PBIS 3rd quarter prizes, Shanna seconded, all approved.**
- 3rd quarter assembly is on 2/18/22.
- By the 2/14/22 meeting, if there is still a need, the board can vote on quarterly PBIS prizes.
- The PTO still has the follow T-shirts left:
 - Gray, X-small and small
 - Splotchy teal, XL
 - Peach swirl, L & XL
 - Gold swirl, all sizes

New Business

- Teacher Appreciation:
 - January 12 - All Staff lunch:
 - Sponsored by Focus Church.
 - Cori has the check.
 - Amanda and Cori will pick up Salad & Go and drinks.
 - January 26 - Snack Cart: (usually 4th Wednesday of every month).
 - Sponsored by Focus Church.
 - **Cori motioned to spend not more than \$150.00 that Focus Church donated on the January snack cart. Willow seconded and all approved.**
 - January 28 - Monthly birthday cakes:
 - **Cori motioned to spend not more than \$50.00 that Wing Orthodontics donated on January birthday cakes. Amanda seconded, all approved.**
 - Amanda will pick up the cakes.
 - The PTO is always looking for volunteers to pick up the cakes from COSTCO and deliver them to EHS.
 - Monthly volunteer SignUp Genius:
 - Not discussed in this meeting.
 - February 9 - All Staff lunch: (2nd Wednesday of every month).

- Sponsored by Katie Darby, Realtor.
- **Cori motioned to spend not more than \$750.00 of PTO funds to pay for the February All Staff lunch until Katie Darby's check comes in. Seconded by Amanda, and approved by all.**
- Raising Canes.
- March 23 - All Staff lunch: (2nd Wednesday of every month).
 - Moved from 3/2/22 to 3/23/22 (in place of the snack cart) because of the March break.
 - No sponsor yet.
- Fundraising Ideas:
 - Liz gave the PTO permission to sell T-shirts at the wrestling match at 4 p.m.
 - Next year we should consider adding a yard sale to our fundraising ideas.
 - Elevate is not profitable during the week.
 - Long sleeve T-shirts, Amanda will get a price quote.
 - Amanda offered 2 new fundraising ideas: (Amanda will send out a request to the parent volunteer list.)
 - Shoe drive:
 - Amanda will find out what the percentage we would receive.
 - We collect shoes and the organization picks them up from us.
 - Put a box out for anyone to donate shoes.
 - Prom dress:
 - We ask for prom dress donations, and set up a boutique for people to buy the dresses cheaply.
 - End of April.
 - Graduation is 5/17/22.

Principal's Report

- Bond:
 - Principal Gagnon is getting a list together for support for Bond.
 - Everyone on the board.
 - Cori, Amanda, and Liz on board, with efforts social media wise, or canvassing the area, to get the word out.
 - Shanna volunteered.
- Substitute teachers needed:
 - If anyone knows of anybody who is sub-certified, who is able to read a lesson plan, please refer them to EHS.
- Recognize the power of 1, employee, volunteer recognition.
 - 3/1/22 at 6 p.m.
 - Need four gifts (gift baskets):
 - 1. volunteer

- 2. certified
- 3. classified
- 4. district support
- Also something separate, which Liz won last year, will need a gift valuing \$35 - \$50.00.
 - The PTO will vote on this gift purchase in the February meeting.
 - Principal Gagnon would like a PTO member to be there to hand out the gift, it will be the first thing after the start of the meeting.
 - Please email the principal with volunteer suggestions.

Open Forum

- Nothing this meeting.

Upcoming Events

- January 12th - All Staff lunch
- January 17th - No school, Civil Rights Day
- January 26th - Snack cart
- January 28th - Birthday cakes
- January 31st - Executive PTO Board meeting
- February 3rd - PTO budget meeting
- February 9th - All Staff lunch
- February 14th - PTO General Board meeting
- February 21st - No School - Presidents Day
- February 23rd - Snack cart
- February 25th - birthday cakes

Other Business

- Contact the PTO at EastmarkPTO@gmail.com to volunteer.
- Teachers please contact Marie, PTO VP, with your needs.

Next Meeting

General Board Meeting - February 14th, 6 -7 pm at EHS.

- Will discuss Jeep Raffle.
- Discuss upcoming fundraising.
- Try to keep to one hour meeting time, if we need more time we must vote on it, and the meeting cannot go over 1 ½ hours total.
- Amanda will send the Agenda out a week before the meeting.

Reimbursements

None.

Meeting Adjourned

Marie made a motion to adjourn at 7:05 p.m., seconded by Willow, and approved by all.

Willow Torres

Eastmark High School PTO
Secretary