



EastmarkPTO

EIN #84-2022664

Date: April 12, 2023

Call to order: 6:02 p.m.

Present:

Amanda Errington	Liz Murray-Davis
Jamie Penkhus	Willow Torres
Marie Jew	Kraig Leuschner

Absent:

Guillermo Lopez
Dr. Tom Swaninger

Secretary's Report

- Willow motioned to accept the last General PTO meeting minutes (2/8/23), seconded by Marie, and approved by all.

Treasurer - Financial report

- February PTO bank balance, \$9,559.54.
- March PTO bank balance, \$10,557.81.

- Amanda has a couple of checks to deposit.
- March balance includes the Focus Church All Staff Lunch donation check.
- Jamie has not checked Venmo.
- GoDaddy renewal processed (**Guillermo motioned to spend \$25.17 to renew the name and website builder for another year on 2/19/23 via GroupMe chat, Amanda seconded and all approved.**)

New Business:

President:

- **Senior Awards ceremony**
 - 5/10/23, 7:30 - 8:30 p.m.
 - Tami S. running it again this year, per Liz. Amanda will contact Tami.
 - Jamie will check if we have received the State Farm matching \$500.00 scholarship, if not the PTO will have to cover it.
 - PTO Scholarship Committee meeting Thursday, 4/20/23 at 2:30 p.m.
 - Jamie suggested opening applications earlier in the year, because the second semester is very busy for students, maybe the first semester. We currently started the end of December and ended Spring break.
- **Librarian book request:**
 - Monica approached Amanda and asked if the PTO would purchase books for the school library.
 - **Amanda motioned to spend no more than \$200.00 on books for the library, Marie seconded and all approved.**
- **AZ Corp Commission**
 - Due by 5/17/23
 - \$9.00
 - Won't renew until we vote in the new PTO Board members on 5/10/23.
 - **Amanda motioned to spend not more than \$20.00 on the AZ Corp Commission renewal, Jamie seconded and all approved.** (\$9.00 annual fee and \$10.00 late fee).

Fundraising:

- Passive fundraisers:
 - **Box Tops:**
 - In need of a Box Tops coordinator to share information on Social Media regarding offers to earn more with bonus offers.
 - **Amazon Smile:**
 - Program stopped at the end of February.
 - PTO received a donation for \$200.03 for the October 1 - December 31, 2022 time period. We should receive one more donation.
 - **American Furniture Warehouse:**
 - This year's donation was for \$1,253.75. This is for the entire school year.
 - **Fry's Community Rewards:**
 - Currently 76 households are linked to EHS.
 - Last donation was \$256.85.

Teacher Appreciation:

- **Restaurant Night:**
 - **Pazzo Gelato, April 26, 2023, 11 a.m. - 11 p.m.:**
 - 5482 S. Power Road, Gilbert
 - 20% of the sales will be given to the EHS PTO.
- **Caffeinate & Educate:**
 - Jamie said we need coffee pods and vanilla creamer. (We have Hazelnut creamer).
 - Jamie said coffee and creamer prices went up at Costco.
 - We spent all of the \$250.00 we previously approved for coffee supplies.
 - **Jamie motioned to spend not more than \$250.00 of PTO funds for coffee purchases, Amanda seconded and all approved.**
- **Snack Cart -Wednesday, 4/19/23:**
 - Snack cart sponsors are Jackie Kutchey & Ryan Eastman.

- **Marie motioned to spend not more than \$250.00 donated by Jackie Kutchey & Ryan Eastman to purchase snack cart items. Jamie seconded and all approved.**
- Volunteers:
 - Marie, Prudence and Marie will ask Jen L.
- **PAST All Staff Lunch - Wednesday, 2/15/23:**
 - Was sponsored by **Focus 314 Church.**
 - Lunch went well.
 - **Focus 314 Church** ordered and donated new table clothes to the EHS PTO for the All Staff Lunches - THANK YOU!
- **Monthly Birthday cakes - Friday, 4/28/23:**
 - Sponsored by **Wing Orthodontics.**
 - **Amanda motioned to spend not more than \$50.00 of the money Wing Orthodontics donated to purchase the last 2 birthday cakes of the school year. Jamie seconded and all approved.**
- **Teacher Appreciation Week in May:**
 - May 1st, Monday: Massages by **Back Fit**
 - The message company is gifting us 120 free 10 minute massages.
 - They will set up at 7:30 a.m.
 - Massages between 8 a.m. and 2:30 p.m.
 - Clean up and leave between 2:30 - 3 p.m.
 - Massages will be on a sign up basis only (no walkins).
 - Amanda will ask Michelle to send out another email advertising the events and giving teachers a last opportunity to sign up for a massage.
 - May 2nd, Tuesday: **Pazzo Gelato**
 - For all staff members, up to 120 servings.
 - Sponsored by the EHS PTO.
 - During lunch periods, 10 a.m. - 12 p.m.
 - Prepackaged gelato
 - We will disperse the gelato from the decorative trailer a parent donated for the event.
 - **Marie motioned to spend not more than \$500.00 of PTO funds to pay for the gelato for Tuesday's, 5/2/23 all staff event. Liz seconded and all approved.**

- Marie will contact Amanda if she needs her to advertise for volunteers for the event.
- May 3rd, Wednesday: All Staff Lunch
 - EHS parent will be sponsoring this event.
 - for 120 people
 - Catered by **Walk on Sports.**
 - Marie will order the food, make the salad, fruit, and dessert.
 - There are drinks left over from the snack cart that can be used for the lunch.
- May 4th, Thursday: **Soda Rush** truck
 - Sponsored by **Wing Orthodontics.**
 - Renae from Wing Orthodontics will provide tickets the week before the event. We are still deciding the most efficient way to distribute the tickets, so the teachers still have them the day of the event.
 - This event will be for teachers only.
 - Renae will provide flyers for the break rooms and a large one for the A-frame for the day of the event.
 - The Soda Rush truck will set up in the circle on the east side of the school. There is a part that does not have a curb that the truck can go up on.
 - The truck will be set up by 10 a.m.
 - Each teacher will receive a 24 ounce customizable drink.
 - Amanda will ask Michelle to send us a list of teachers' names.
 - Jamie can come to the school early that morning to pass out tickets.
 - Amanda will ask Renae for a drink menu.
 - Amanda does not think we will need a volunteer for this event.
- May 5th, Friday: **gift card** giveaway
 - Just for teachers, about 90 people.
 - Amanda has a prior commitment this day and cannot attend.
 - The PTO could make a box that the teachers stick their hand in and pull out a gift card, to reduce the prep time. There could be a few boxes so multiple teachers could draw at the same time.

- Amanda is advertising for donations via Venmo or cash or check dropped in our PTO lockbox, the PTO (Amanda and Marie) will purchase the giftcards.
- We will call teachers up to pick by teams.
- Need music for the event.
- Volunteers: Guillermo, Marie, Willow

Public comments/questions

- None.

Next Meeting

General Board Meeting - May 10th, 6 -7:00 p.m. at EHS.

- PTO Board Nominations are open until 5/9/23 4 p.m.
 - Nomination form available on the PTO website.
 - All positions are available for nominations.
 - We will vote in the new board at this PTO meeting.

Executive Board Meeting - TBD

- We need to discuss how much money we want to leave in the bank for next school year so we know how much can be spent on Teacher Appreciation week.
- Purchasing T-shirts for next school year in May so we can have them for July back to school night and school registration.
- Discuss if the PTO is having a last day breakfast.

Upcoming Events

- 4/19/23 - Snack cart
- 4/28/23 - April birthday cakes
- 5/1/23 - Teacher appreciation - Back Fit massages
- 5/2/23 - Teacher appreciation - Pazzo Gelato
- 5/3/23 - Teacher appreciation - All Staff Lunch - Walk on Sports
- 5/4/23 - Teacher appreciation - Soda Rush truck
- 5/5/23 - Teacher appreciation - gift card giveaway
- 5/9/23 - last day to submit PTO Board nominations

- 5/10/23 - General PTO Board meeting - vote in new board members
- 5/19/23 - May and June birthday cakes
- 5/25/23 - Last day for students
- 5/26/23 - Last day for teachers - provide breakfast??

Meeting Adjourned

Amanda made a motion to adjourn at 7:01 pm, seconded by Willow, and approved by all.

Willow Torres

Eastmark High School PTO
Secretary