



## EastmarkPTO

EIN #84-2022664

**Date:** May 11, 2023

**Call to order:** 5:35 p.m.

### Present:

Amanda Errington - President  
Marie Jew - Vice President  
Jamie Penkhus - Treasurer  
Guillermo Lopez - Historian/website  
Willow Torres - Secretary  
Liz Murray-Davis - Teacher representative  
Prudence Sanders - President elect  
Diana Crebs - Teacher appreciation  
elect

### Absent:

Dr. Tom Swaninger

### Secretary's Report

- **Willow motioned to accept the last General PTO meeting minutes (4/12/23), seconded by Jamie, and approved by all.**

## Treasurer - Financial report

- Jamie transferred Venmo, \$1,197.03.
- Current PTO bank balance, \$9,581.36, not including Venmo transfer.
- April 30, 2023 PTO bank balance was \$12,155.19.
- We received the following deposits:
  - Last Amazon Smile, \$74.49
  - Coca Cola, \$119.97
  - Fry's, \$256.85
  - Pazzo Gelato, \$75.00
  - American Furniture warehouse check, amount not mentioned.
  - Lunch sponsor donation, \$1,000.00 cash plus \$200.00 by Venmo.
  - Anonymous sponsor, \$1,500.00 towards teacher appreciation.
  - Check donation of \$50.00 for the gift card giveaway.

## Introduction of new EHS PTO Board

- **President** - Prudence Sanders
- **Vice President** - Marie Jew
- **Treasurer** - NEED VOLUNTEER
- **Website/Historian** - Guillermo Lopez
- **Secretary** - Willow Torres
- **Teacher Appreciation** - Diana Crebs
- The PTO Board follows Roberts rules for voting.
- The PTO is a 501c3 Non Profit, we follow Bylaws and report to the IRS/AZ Corporation Commission (done once a year on May 17th, which is where the new board members' names will be added).

## New Business

- **Principal:**
  - Graduation request:
    - SRO Lanter asked for a donation to the Mesa Police Cadet program which is for ages 14-21. Dr. Swaninger will split the donation with the PTO (\$125.00 each).

- **Amanda motioned to donate \$125.00 of PTO funds to the Mesa Police Cadets. Jamie seconded and all approved.**
- Signage request:
  - Ms. Morgan asked the PTO to pay for 3 rolls of vinyl to change the signage around the school.
  - Amanda found the rolls priced at \$16.50 per roll.
  - Liz will cut the vinyl.
  - **Amanda motioned to spend not more than \$100.00 to purchase vinyl for EHS to replace signage throughout the school. Marie seconded, and all approved.**
- **President:**
  - Transportation appreciation week is next week.
    - There are about 100 people that run the transportation office.
    - This Tuesday Amanda will pick up subs and deliver them.
    - All the PTO's got together and agreed to pool PTO funds to sponsor the transportation appreciation week food.
    - EHS is the Northside, which includes GPA and Silver Valley Elementary.
    - DME is purchasing everything and will then divide the cost by the 10 PTO's.
    - Once Amanda is told the amount the board can vote on disbursing the funds.
- **Fundraising:**
  - Leftover T-shirts:
    - Sell this year's leftover T-shirts for cost next school year to try to get rid of them.
    - Jane Butler is the PTO contact from Heart N Skull where we order the T-shirts we sell. She would deliver the T-shirts.

- **Teacher Appreciation Events:**

- Caffeinate & Educate:

- Last school break Jamie descaled the Keurig machines by herself and it took about 6 hours.
- The Keurigs will need to be cleaned again once school ends.
- Jamie will try to use up our remaining coffee supplies for the last couple weeks of school, but we may need to buy more creamer.
- If we do use all our supplies, we could vote on another \$100.00 to get through the summer.

- Birthday cakes:

- May 19th will be the last birthday cakes of the school year for the May and June birthdays.
- The birthday cakes have been graciously sponsored by Wing Orthodontics all school year.

- **Teacher Appreciation week debrief:**

- All staff lunch - staff enjoyed the meal and variety.
- Back Fit Massages, Pazzo Gelato and Soda Rush truck were all hits.
- For next year's gift card giveaway, make gift card purchases over a couple days. Safeway rule is you can only buy 20 gift cards or no more than \$2,000.00 in gift cards in one day. Whichever comes first, the 20 cards or the \$2,000.00 value.
  - Safeway offers a 10% discount for bulk Safeway gift card purchases.
  - Visa gift cards have a \$5.95 activation fee that the PTO had to pay for.
  - One teacher name was left off of the list we were provided so we had to purchase an additional gift card for that teacher.
  - The teachers that were not at the gift card giveaway event will receive a gift card in an envelope that Jamie will deliver on Monday.

- **PTO Scholarship:**
  - The State Farm person who was working on the State Farm matching scholarship switched departments and the grants have not been dispersed. Tez Adams is working to make sure EHS gets the funds.
  - Tex will also provide a scholarship next school year.

## Public comments/questions

- None.

## Next Meeting

General Board Meeting - Next school year - TBD

- Looking for additional PTO volunteers.

Executive Board Meeting - TBD

- Discuss purchasing T-shirts for next school year's sales.
- Discuss next school year's budget.

## Upcoming Events

- May 19th - Monthly Birthday cakes
- May 25th - Early release - last day of school for students
- May 26th - Last day for teachers

## Meeting Adjourned

**Amanda made a motion to adjourn at 6:01 pm, seconded by Willow, and approved by all.**

*Willow Torres*

Eastmark High School PTO  
Secretary