

**CREST PARENT GROUP**  
**March 25th, 2019 Executive Planning Meeting Minutes**

**Attendees:** Lisa Lisk, Jan Bailey, AJ Pratt, Darla Giuffre, Mary Schmelzeis, Phil Howardell, Cindy Interdonato, Amy Frink, Mike Markovsky, Susan Finks, Amy Santoni, Shefali Desai, Carrie Toppenberg, Carla Gibson, Todd Giorza, Jennifer Schwartz

**Location:** Crest Building

**President's Welcome (Lisa):** The meeting was called to order at 6:04 pm by President Lisa Lisk  
Welcome Lisa:

- Appointment of new Board- Motion passes to accept new slate.
  - President- Mike Markovsky
  - Vice President- Stacy Mendez
  - Treasurer- Valerie Volanti
  - Secretary- Susan Finks
  - Senior Banquet- Allison Reynolds and Jan Bailey
  - Fundraising chair- Carla Gibson, Todd Giorza
  - Hospitality- Kay Waxler Amy Santoni, Sarah Diestler
  - Communications: Cindy Interdonato
  - Social Media- Jan Bailey
  - Carpool- Amy Frink
  - ComSci Track Rep- Todd Hammer, Chavonne Yee
  - Bio Science Track Rep- Amy Frank , Desira Amiday
  - Engineering track rep/PTO: Sarah Banks and Cindy Interdonato
  - UPC: Melissa Schwartz
  
- Share contact info between old and New Board Members.
- PTO updates: Board Elections coming up 4/8: staff appreciation lunch 5/9

**Vice President- Jan Bailey**

- Updates: Membership forms updated on website and anything new will go into next year's budget.

**Secretary-AJ Pratt**

- Approval Of minutes

**Treasurer- Sarah Lindquist**

- Finances updated

**Report from CREST Coordinator Phil Howardell:**

- AzSEF 4/5 16 projects 37 students
- Calendar updated on website.
- 3/29 CREST Advisory Board
- 4/3-5 AZ Science and Engineering Fair

- 4/12-13 Az Skills USA Championships
- 4/17 Senior Banquet
- 4/22-24 HOSA SLC
- 4/29 CREST New Student Orientation
- 5/15-16 CREST spring project symposium
- 5/23 Last Day of School
- Recruiting Applications
  - Bioscience 50 confirmed
  - Computer science 35 confirmed
  - Engineering 50 confirmed

**Fundraising chair: Kelsea Patton**

No updates

**Hospitality Chair Update (Mary Schmelzais):**

**Update:**

- Plan for Freshman night 4/29 6pm
  - CPG handouts
  - T-shirts/stickers, square
  - Refreshments
  - Signs- Cindy to help
  - CPG will speak and cover 2 tables
  - Volunteers: Cindy, Darla, AJ, Amy, Lisa, Mike, Carrie, Mary, Susan and Carla.
- Ice cream social at end of year 5/14 2:10-3pm
- Project Symposium Nights 5/15 and 5/16 (incoming hospitality Helpers)
- Teacher Appreciation lunch and gift cards: Track Reps to Facilitate

**Communications Chair: Cindy Interdonato**

- Newsletter info needed. Will do April/May Newsletter the first week of April.

**T-Shirt and Sales: Carrie Toppenberg**

- Will take shirts home and inventory
- Will have t-shirts at freshman orientation

**Carpooling Chair: Amy Frink**

- Carpool info sent now with Acceptance letter
- Working on getting it all together. Going well!

**Track Representatives: Shilpa Manage, Cindy Interdonato, Emma Fuentes and Sarah Banks**

- Track reps to coordinate staff appreciation lunch

**Senior Banquet- AJ Pratt**

- Reservations coming in. Still about 13 students who have not responded.
- Still need pictures for slideshow
- Met with Catering Manager at Orange Tree; all good
- Helpers- Jan Bailey and Cindy Interdonato

**UPC update: Jennifer Schwartz for Melissa Schwartz**

- Nominations for outstanding teacher.
- LINC- good for booster clubs, vendors come in and can meet with them.
- 3/13 Dr David C Berliner. -public schools the facts
- Next Meeting April 17<sup>th</sup> Social Media how to keep our kids safe and happy.
- New board elected April 17<sup>th</sup> inducted in May
- Jerry Morgan Award- Nominations – to recognize volunteers look on website [pvupc.org](http://pvupc.org)

**Old Business:** None

**New Business:**

- Amend bylaws at the next meeting in April.

**Next general meeting is:** 4/15/2019 at 6pm

Adjournment 7:07

AJ Pratt; Secretary

**CREST PARENT GROUP**  
**Approved 2018-2019 Budget**

| <b>SOURCES OF FUNDS:</b>                 | <b>2018-2019<br/>BUDGET</b> | <b>COMMENTS:</b> |
|--|-----------------------------|------------------|
| Parent Donations                         | \$3,800.00                  |                  |
| Corporate Matching Fund                  | \$1,500.00                  |                  |
| Shirt Sales/ Promo items                 | \$1,000.00                  |                  |
| Various Fundraisers                      | \$1,000.00                  |                  |
| JJ's Deli                                | \$300.00                    |                  |
| eScript/Albertson's                      | \$0.00                      |                  |
| Auction                                  | \$1,000.00                  |                  |
| Banquet Ticket Sales                     | \$4,000.00                  |                  |
| Interest Income                          | \$0.00                      |                  |
| <b>Total Income, NET:</b>                | <b>\$12,600.00</b>          |                  |
| <b>USE OF FUNDS:</b>                     |                             |                  |
| Student Club Support                     | \$1,875.00                  |                  |
| Teacher Requests                         | \$700.00                    |                  |
| Teacher Appreciation                     | \$450.00                    |                  |
| Senior Banquet                           | \$7,000.00                  |                  |
| Hospitality                              | \$1,500.00                  |                  |
| PTO Annual Dues                          | \$75.00                     |                  |
| Office Supplies/Website                  | \$100.00                    |                  |
| PayPal Fees                              | \$50.00                     |                  |
| Square Fees                              | \$50.00                     |                  |
| Miscellaneous                            | \$50.00                     |                  |
| Cost of T-shirts/Promo Items             | \$750.00                    |                  |
| <b>Total Expenses:</b>                   | <b>\$12,600.00</b>          |                  |
| <b>Carryover from the 2017-2018 year</b> | <b>\$6,300.15</b>           |                  |