

GREAT HEARTS CICERO PREP

Parent Service Organization (PSO) Board Meeting

Tuesday, September 15, 2026 | 8:03 AM – 8:59 AM

ATTENDEES:

<u>PSO Officers</u> ☐ Kristen Hirst (President) ☒ Tatiana Hensley (Exec VP) ☒ Alyssa Hurtgen (Treasurer) ☒ Amber Eilers (Secretary) <u>Administration</u> ☒ Christa Reichert (Headmaster) ☒ Ginger Brooks (Office Manager) ☒ Leanne Grogan (Family Giving Officer) <u>Additional Attendees</u> ☐ (add as needed)	<u>PSO Directors</u> ☒ Craig Reilly (Athletics) ☐ Michelle Fowler (Lunch Lead) ☐ Robert Brackett (Lunch Coordinator) ☐ A.J. Steeber (Dad's Club President) ☐ Colleen Riske (Mom's Club, Prep Lead) ☐ Stacey (Hospitality) ☐ Madeira (Used Uniform) ☒ Talisha Sauer (Communications) ☒ Parisa Gorg (Passive Fundraising) ☒ Brenda Vandik (MS VP) ☐ Veronica Cleveland (Spiritwear - NEW)
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Previous minutes (Aug 18 mtg) approved and action items reviewed.

BOARD + COMMITTEE REPORTS:

Report	Owner	Notes
President	Kristen (absent, Tatiana standing in)	Going quiet next week for the Community Investment launch — no asks of parents or students Working on getting the Instagram account running
Executive VP	Tatiana	Opening reminder of why we serve and the lives we are impacting Junior Blazer Ceremony was a success — Jana did a great job organizing the breakfast Organizing senior parents in a GroupMe; assigning initial families to help with all meal-related logistics Note to parents grades 6–12 recruiting dance help, yearbook photo request should not have gone out this way (staff handles yearbook); Atwood photographer doesn't want to be paid, but considering having parents pay for downloads as preferred vendor Capstone vision to be cast; roles assigned
Treasurer	Alyssa	Received Workday access; processing summer activity Upcoming events to budget for: Quarterly Commons, Homerathon (lock-in Nov 10, juniors and seniors), HOCO, Shane, Hijack, Field Day, Beowulf, Fall Teacher Appreciation Lunch, 10th Grade Breakfast (changed to a pizza lunch), and Landmark (a treat requested by Christa — 7th hour event, no parent meeting)
Secretary	Amber	Flyers in progress Dine Arouds, note: double-booked with Archway on Sept 22 Carnival Kick-off success, next core team meeting is 9/30

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		Spirit items conveyed to Veronica for sale at HOCO
Prep Communications	Talisha	Revamping the grade level websites, will include dates only, no details; pulls info from Instagram and emails Instagram credentials being shared
Athletics	Craig	Homecoming Week: started with a volleyball activity for Archway (~75 scholars); JV won 2-0, Varsity won 3-0. Blackout theme MS volleyball Wednesday, run by Varsity; cheer uniforms look great HOCO tailgate: 6 of 7 spots sold; swag table, games, and music, will DJ Juicy Lucy (giving back \$100); Kona Ice, checking with Amanda on a give-back Big dance Saturday, a few items still needed but requests have gone out Meeting with Chase at 10:30am, not in attendance but will receive notes HOCO Shirt sales via QR code; Amanda to be present to distribute and sell Still need parking lot and merch volunteers
Lunch Lead / Coordinator	Michelle / Robert (absent, update relayed)	Christa: lunch leads need to know they cannot open the door to a vendor during a lockdown, info sheet to go on the back of the door; Oct 2 Safety & Security training; lunch leads training has been implemented Revenue: \$710 per family this period vs. \$1,100 last year; cash sales as of 9/11 were \$586; lunch expenses were \$791 Still need a Wednesday volunteer. Still need cabinet locks.
Middle School VP	Brenda	No major updates; thought GLT meeting went well Next grade-level team meeting: Oct 28, 8am; not joint with Archway; held in the MPR. Tatiana wants to send info in advance so teams can use most of the meeting time to work.
Hospitality	Stacey (absent, update relayed)	Collaborating with Archway (Erin and Tara). Christa suggested fall decor in the teacher area since it's just a lunch, pumpkin theme
Moms/Dads Clubs	A.J. (absent, update relayed)	New flyer for joining Dad's Club; upcoming Buffalo Chip event; placement in the newsletter
Community Investment	Leanne	Big week ahead! Easier to reach Archway; driveline and texts to non-donors; letter from the Headmaster Quarterly Commons coming up; individual communications planned; formal lunch with the Headmaster Prizes next week; coloring contest; Needos; Polaroids with the astronaut; film. Parissa, Talisha and Amber to help
Passive Fundraising	Parisa	Helping with Carnival donors Will stand up at Quarterly Commons to be introduced

UPCOMING DATES:

Sept 15/16	7th and 6th Grade Quarterly Commons
Sept 15	Senior Parent Meeting
Sept 18*	Homecoming Football Game (*needs support)
Sept 19	Homecoming Dance
Oct 2	PSO General Meeting: Safety and Security
Oct 6	8th Grade Landmark Event
Sept 18, 25, Oct 2	Senior Capstone Lunches (GLT and Jana organizing)

Next meeting TBD — previously Oct 20; possibly shifting to Oct 27, 9–10am. Stand-by for update.