GREAT HEARTS CICERO PREP

Parent Service Organization (PSO) Board Meeting

Thursday, October 22, 2026 | 8:05 AM – 9:12 AM

ATTENDEES:

PSO Officers	**PSO Directors**
☒ Kristen Hirst (President)	☒ Craig Reilly (Athletics)
☒ Tatiana Hensley (Exec VP) - via video	☒ Michelle Fowler (Lunch Lead) - via video
☒ Alyssa Hurtgen (Treasurer)	☐ Robert Brackett (Lunch Coordinator)
☒ Amber Eilers (Secretary)	☐ A.J. Steeber (Dad's Club President)
Administration	☐ Colleen Riske (Mom's Club, Prep Lead)
☒ Christa Reichert (Headmaster)	☐ Stacey (Hospitality)
☒ Ginger Brooks (Office Manager)	☐ Madeira (Used Uniform)
☒ Leanne Grogan (Family Giving Officer)	☒ Talisha Sauer (Communications)
Additional Attendees	☒ Parisa Gorg (Passive Fundraising)
☒ Mr. Esau (GH Corporate, Executive Director of Upper Schools, AZ - special guest)	☒ Brenda Vandik (MS VP)
	☐ Veronica Cleveland (Spirit Wear)

Previous minutes (Sept 15) approved (motion: Brenda, second: Craig; motion carries), action items reviewed.

BOARD + COMMITTEE REPORTS:

Report	Owner	Notes
President	Kristen	HOCO dance was a success! New committee to form for the winter formal (Jan 23); Kristen will solicit parents through all HS grades to volunteer Instagram: Kristen and Talisha working to set it up; currently locked out Taste of Cicero (Feb 1): Kristen, Parisa and Leanne will meet to plan, will submit as lead on the 9th grade lunch flyer
Executive VP	Tatiana (via video)	GLT meeting next week (Oct 28): Tatiana will lead and send an email in advance so teams can talk within their grade team and use it as working time. Leanne will speak at the meeting; Christa will say hi as well. Senior class lunches are under control and organized. Jana is leading all of them for the grade levels and working with each GLT depending on the grade. All of last year's breakfasts are now lunches. Ginger and Kristen discussed logistics. Ginger: the field is being reseeded until Prep Field Day, so lunches will be held in the quad. Will print a roster and check off kids as they come through to avoid feeding kids in multiple grades. Christa offered a walk over to the Memorial area. The meals include presentations from College Counseling, Deans, etc., so this is worth considering while the field is closed; it changes what you do for food if it depends on presentations being in the quad. She trusts PSO to prioritize if parents want to put out a spread while keeping other kids away Will submit as lead on the 11th grade lunch flyer

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Treasurer	Alyssa	Has been meeting often with Janine at corporate to get all treasurer details and integrations on Workday (from Concur); still working on Configio and Square. Total income from July 1 to date: $7,734, expenses $4,479 Lunch income is lower than in the past. Used uniform has been quite a bit of revenue, along with vending machines and snacks at lunch. Raising uniform prices had no impact; people love that they don't have to buy new online. Q2 events coming up: Quarterly Commons, Shane, Teacher Appreciation, 8th Grade Hijack Day, Dine Arounds, flowers for the concert, Beowulf, Homer-a-thon, HS Grade Level Lunches
Secretary	Amber	Very few flyer requests, pretty much none, but happy to help when needed. Will make flyers for the 9th grade lunch (Kristen lead) and 11th grade lunch (Tatiana lead). Will get Ginger the flyer on how to add to Dad's Club Carnival: talent show will be incorporated into the carnival. Ginger would like a branded carnival flyer; branding is not finalized yet (Amber working on). Carnival meeting next week, committee taking shape.
Office Manager	Ginger	Coffee House is being postponed due to playoffs and the packed schedule. Proposing the first week back in January (MacIzzac). It is a HS event; 8th grade is invited to the one in Q4. Beowulf event and set up questions: Heidi is picking up keys for 8th grade and handling this
Prep Communications	Talisha	Keeping the grade level teams website updated Working with Kristen to set up Instagram (currently locked out); Talisha may also help with flowers for Fine Arts Night
Athletics	Craig	MS volleyball starts playoffs at Veritas tonight; if they win they go to championships this weekend. Varsity volleyball will go to playoffs too Football game tomorrow night at NPX, 7pm game time. All the cheerleaders have a choir event; contact MS cheer to see if they can come. MS cheer will be at flag football in Buckeye early Saturday AM. Fall sports banquet Tuesday, Nov 10, 5 to 7:30pm, dress semiformal. Official team photos go in the yearbook. Uniform returns Monday, Nov 9. Sports professional photos have been eliminated from the yearbook, photographer wasn't making enough sales to continue shoots. Craig will follow up with Athletics; concern raised about a non-team uniform photo in the yearbook may not be well received.
Lunch Lead / Coordinator	Michelle (via video); Robert absent	Sales are up from last month but down for the year. Robert and Michelle met with MHL before break. Registration is 35% with only 9% participation. Michelle would like to send a flyer and offerings to families (sent and requested Oct 12); MHL will reach out to stagnant families to register and potentially a coupon. Need 25 orders per vendor, so a second vendor per day will not be added. Looking for a smoothie vendor for Fridays Presale for cash items so people can buy daily for sale items. Cash sales $888; Robert deposited 20 lbs of coins! Lunch leads team is pretty well set. Had to buy 3 new microwaves Cabinet locks are on and the work order is closed. The church is renting for at least another month on weekends
Hospitality	Stacey (absent)	PSO will have poinsettias for the stage at Fine Arts, used for Teacher Appreciation, and then given to the office and staff as gifts.

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Moms/Dads Clubs	Colleen & Val / A.J. (absent)	Dad's Club Buffalo Chip event had about 15 people. No broken bones ;) Colleen cleaned up the Remind App roster. Mom's Club event for October was a walk around the lake, NOV will be a service project.
Community Investment	Leanne	Looking for testimonials for Giving Tuesday Nov 7 Gala is coming up at Hangar 1 this year; so far no attendees from Cicero Prep and about 6 families from Archway. Funds support a merit bonus for teachers. Val is helping out with Gala for Cicero as she has in past. Chase will send a tax credit email to all coaches to forward to all families. Tax credits: $75k goal, $3k to date. CI is at $50k of our $231k goal; 17% of families giving Conferences were a great place to meet families; she should be there talking to families and have a table next year
Spiritwear	Veronica (absent)	Meeting will be held next week with both prep and archway presidents, Veronica, Amber and others. Will sort out house shirts, spirit wear, etc
Passive Fundraising	Parisa	Started making a draft for Carnival to get sponsor interest going ICE promo code: emailed per GH corporate. Plan to pick an informal Cicero Family night to attend; waiting on a code from JW Marriott Flowers for Fine Arts (Dec 9): Christa asked if we are doing them as passive revenue. Parisa will report back and talk to Laurie about how this could be better and whether we should do it. Talisha may help and pre-purchase; could send out in advance. Parisa has a vendor she will talk to about a give back. Taste of Cicero ideas: bubbles and charcuterie. Feb 1. Parisa, Leanne and Kristen will meet to plan
Headmaster	Christa	Notes for Fine Arts Night: Concert programs: suggested a Canva program with a QR code, because paper programs are expensive ($700 to $900). Art Show at 5pm: students dropped off at 4, quad open to families until 5, music starts at 6; 20% give back would be great! GH corporate is coming to film senior stories, and 2 alumni are coming to film on Tuesday. Building a library of stories on how Cicero shaped their 8th to 12th grade experience, for use at Cicero (not the GH wide network) Marketing and enrollment: Civic Center events Dec 5 and Jan 30 at the Scottsdale book festival; PreK opportunities Cicero Advisory Council begins soon. Christa will share budget, academic benchmark testing, the AD budgets, and talk through enrollment and community investment/tax credits. Includes the Arnolds, Grogans and one other family; meets 4 times a year

UPCOMING DATES:

Oct 29	Beowulf 8th – 12th Event
Nov 7	Gala at Hangar 1
Nov 10	Fall sports banquet, 5 to 7:30pm (semiformal) Homer-a-thon Lock in
Nov 17	Next PSO Board Mtg Scheduled
Dec 9	Fine Arts Night
Jan 23	Winter Formal (HS Dance)
Feb 1	Taste of Cicero