

CFES PTO MINUTES – OCTOBER 7, 2020

Attendance: Jeff Ellison, Meredith Petruccelli, Amy Day, Hoang Nguyen, Christina Condelles, Amanda Frake, Michelle Boyle, Danielle Clark, Kara Hyman, Jessica Lang, Elisa Maas, and Jen Panaro. (12)

- **Meeting Started at:** 9:35 a.m. virtually on **Zoom**
- **Meeting Minutes:** Christina Condelles presented the **September** meeting minutes. They were reviewed and approved.
- **Review and Approve Budget:** Hoang Nguyen presented the **September 2020** budget and operating expenses so far.
Expenditures included: \$7,942.03 for new library furniture, \$204.98 in teacher grants, \$500.00 for assignment books, \$301.68 for PTO operating funds including a Zoom membership and PTO stickers.
Income included: \$865.00 from spirit wear.
The budget was approved.
- **Principal's Report:** Danielle Clark presented several updates:
 - (1) New family tours are tonight, 10/7. There will be three groups at a time, all socially distanced. The PTO will greet families outside.
 - (2) CFES is opening in brick and mortar on 10/12. There will be new bus and car drop-off procedures to be emailed to parents. Teachers will be emailing about school supplies.
 - (3) The UCFSD Wellness Council is meeting February 10th and May 5th. Looking for two more volunteers from CFE to attend.
 - (4) An Equity Council is being formed new this year, led by Tim Hoffman. We're also looking for a CFE volunteer to be a part of it.
 - (5) CFE's Core Essentials are underway. Integrity is October's trait. Students who demonstrate the traits will be highlighted in the monthly newsletter.
 - (6) The second Chat with Clark will be on 10/28 on Zoom. Topics will include the current hybrid model and how to create special moments for kids this year.
- **Buddy Breakfast:** Meredith Petruccelli shared plans on this year's event. She is looking into purchasing donut vouchers so students can buy a donut on their own. Parents will also be able to upload photos from their buddy breakfast.
- **Passive Fundraising:** Jessica Lang shared updates on this year's fundraisers. CFE had good turnout at P.J. Whelihan's. We raised \$146.00. Mod Pizza is next on 10/22. Square 1 Art and Bev Michel photography fundraisers are starting next.
- **Spirit Wear & Book Fair:** Kara Hyman shared updates for both. An email is going out for spirit wear sales this month. Items include pajamas, a blanket, a mug, and shirts. The

book fair is virtual. The dates have been pushed back to November 2nd through November 16th. The school will receive a 25% profit in Scholastic dollars.

- **3rd Grade Read-A-Thon:** Jen Panaro presented an update on plans for the event. The committee chairs have met with the 3rd grade teachers. The time frame will be October 19th through November 20th. They plan to order t-shirts for the kids and are they are still deciding on the book choice.
- **Art Show:** Jeff Ellison and Meredith Petruccelli shared plans for taking the show virtual. It will be in an auction format over one long weekend, a Thursday to Sunday. It will be a professional experience and we'll be able to market to a wider audience. We'll need a lot of volunteers to run the auction. The goal is to make a \$10,000 profit for CFE.
- **Foreign Language Club:** Elisa Maas says there are four signups so far. They can extend the deadline to get a few more registrations. They need 9 students for each session.
- **Mitchell School Donations:** Jeff Ellison says this fundraiser for our sister school in Philadelphia was very successful. 1,200 pairs of underwear and socks were raised for Mitchell. This was the first time we used an Amazon wish list. 75% of the donations came from there.
- **Meeting Adjourned at:** 11:25 a.m.