

CFES PTO MINUTES – NOVEMBER 5, 2025

Executive Board: Virtual Meeting

- **Welcome:** Call to order at 7:35 PM by Jessica Eldridge and Steph Maurer, PTO Co-Presidents.
- **Treasurer's Report – Sam Johannessen:**
 - \$13,391 was raised during *Ready, Set, Charge Week*.
 - Teacher and Enrichment Grants are currently being used.
 - The In-Kind Fund needs additional funding. Of the \$300 budgeted, \$175 has already been used. A vote was approved to increase the In-Kind Fund to \$600.
 - Any reconciliation with an error greater than \$99.99 should be brought to the Board's attention. This will be added to the by-laws.
- **Principal Meeting Recap:**
 - The Winter Workshop will be held in the Science Lab.
 - Scheduling for karaoke and Rita's is being coordinated with teachers and staff.
 - We can reach out to the Art Teachers regarding PNO and showcasing student work.
 - Principal Clark will speak with staff about the Winter Auction.
 - Secret Snowflake: The PTO will give the school a deadline to determine if PTO support is needed this year. The school must notify the PTO by the December meeting so a vote can be taken if necessary.
 - *Ready, Set, Charge Week* was a success. Principal Clark is ready to collaborate again next year.
- **PTO Advisory Committee Recap:**
 - Current plans for the new middle school were shared. It will be built to the left of current school, on the softball fields. Additional parking will be added where the current building stands. The January School Board meeting will provide further updates for those interested.
 - Enrichment Grants: Each school manages its own grant process and timeline. The PTOs are requesting district guidelines on what

qualifies as an enrichment grant. The UCF Education Foundation will also fund requests from teachers and students.

- **Ready, Set, Charge Week:**

- \$13,391 was raised, with a net income of \$12,189 after expenses.
- \$1000 will be donated to each food bank – Delaware County and KACS. The remaining \$189 (over our \$10,000 goal) will go into the Community Service budget.
- For next year: A more collaborative communication plan will be developed. The school will be smaller, what is a reasonable goal? Start planning over the summer. Add it to the PTO magnet.
- Piggy Bank and Color Wars should be held on the first day of the week so students can bring in coins and keep the piggy as a class pet all week all week.
- The timing of the event will be reviewed — options include keeping it near Halloween, aligning it with Buddy Breakfast, or holding it at the beginning of the school year. Dates will be proposed to Principal Clark to confirm what works best for the school.

- **Book Fair:**

- The most successful Book Fair to date.
- Profit split: \$2,500 in cash and \$1,858.90 in Scholastic Dollars.
- Kristen will reach out to Mrs. Price for a library wishlist to determine how to use the Scholastic Dollars.

- **Committee Status Round Robins:**

- Yearbook – Cover artwork has been submitted by the 5th graders. Students and staff will vote on the final design.
- Read-A-Thon – Still need 5 to 7 volunteers. Final push to 3rd grade will occur tomorrow, followed by outreach to 2nd grade. Mongiovi Orthodontics is sponsoring the t-shirts this year. Students collected hygiene products for Cradles to Crayons for the service project. The kids will be assembling hygiene packs in school this Friday.
- Hospitality – The staff lounge will not be stocked with snacks, but coffee, tea, and candy will continue to be provided. Monthly hospitality treats (lunches, coffee truck, sweet treats, gifts, etc.) will resume.
- Winter Workshop – First committee meeting is tomorrow.

- Parents Night Out – The committee will contact Art Teachers about displaying student work at the event and compile a list of sponsors to help offset costs and reduce ticket prices.
- Spirit Wear – Working with the committee to get started.
- Art Show – Working with the committee to get started.
- 5th Grade Leave Behind – Committee will meet to begin brainstorming ideas.
- Community Service – MLK Day planning meeting on December 4th. The district will be involved this year.

- **Meeting Adjourned: 9:27 PM**

Next Quarterly Meeting will take place Wednesday, January 14 at 6:30 in the CFES Library.