

CFES PTO MINUTES – FEBRUARY 4, 2026

Executive Board: Virtual Meeting

- **Welcome:** Call to order at 7:33 PM by Jessica Eldridge and Steph Maurer, PTO Co-Presidents.
- **Treasurer's Report – Sam Johannessen:**
 - \$50,000 in income against a budget of \$65,000
 - A separate line item will be created for the Winter Auction
 - 1099s are needed from vendors
- **Principal Meeting Recap:**
 - Mrs. Clark has the list of Winter Auction winners
 - Mrs. Clark does not anticipate many (if any) teachers attending Parents' Night Out (PNO); art teachers should receive complimentary tickets in recognition of their extra efforts
 - Discussion held regarding Art Show and PNO setup
- **Winter Auction Recap:**
 - Total profit raised: \$4,556.64
 - 482 total bids
 - All winners have been notified, and fulfillment is underway
- **Bingo Night Recap:**
 - Higher spending on prizes this year; note to request prize donations next year
 - Consider refreshing prizes for each round instead of displaying all prizes at once
 - Question raised about blocking off the pull-up bar next year
 - Suggestion to have Chad stationed in the lobby when students arrive
- **MLK Day of Service Recap:**
 - One large Amazon wish list was created and shared across all schools; this worked well
 - Wish list was not sent early enough—recommend pushing it out immediately upon return from winter break
 - Facilities did an excellent job clearing snow so the event could proceed as planned

- Supplies were delayed due to snow, resulting in a surplus; student ambassadors will be contacted to see if additional soup and birthday kits can be made
- **Parents' Night Out:**
 - Brandywine River Museum has been booked
 - Ticketing site is in progress and expected to be sent out this week
 - Pricing: \$100 for high-top tables; \$120 for table seating
 - Invitation and logo have been sent
 - Businesses are being contacted for auction donations
 - Mr. Miller will be performing
 - Chad will attend at the beginning of the event only
 - Tasks were divided among team members
- **Sponsorships (Family and Community):**
 - Sponsors will be offered a choice (in a single outreach) between supporting the Art Show or PNO
 - Tier levels will be aligned between the Art Show and PNO
- **5th Grade Items:**
 - Waffle Breakfast
 - 5th grade requested \$300 from the PTO for waffles, fruit and maple syrup
 - Motion passed to approve the \$300
 - Leave Behind
 - Follow up with Danielle regarding proposals submitted by Kim Saxman
- **Committee Status Round Robins:**
 - **Yearbook:** 34 sold to date. Discussion needed on total quantity to order. Vote passed for PTO to cover inserts again this year (MayFair, Talent Show, Spring Concerts).
 - **Hospitality:** Coffee truck booked for Monday; arrival at 7:45 AM with setup on the basketball court
 - **Art Show:** Sold out! Jess will participate in a Zoom interview airing on NBC10. Exploring whether student classes will be offered again.
 - **Talent Show:** Sign-ups will be included in the next newsletter
 - **MayFair:** Communication sent to the committee; planning is underway

- **Spirit wear:** Inventory review needed
- **Meeting Adjourned:** 9:36 PM

**Next Quarterly Meeting will take place Wednesday, April 15 at 6:30.
It will be virtual. Information will be shared via email.**