

CWE PTO Board and General Meeting Minutes April 16, 2026

BOARD MEETING

ATTENDANCE: Heidi McKillop, Bernadette Silang, Kelly Grinsell, Scott Grinsell, Elizabeth Bauerle, Michelle McShane, Chris Lindblom

CALL TO ORDER 1808

1. Review of meeting agenda
2. Approval of previous meeting minutes
 - a. March meeting minutes - APPROVED
3. PTO Business
 - a. K-3 Assembly – Galvan is organizing. Storybook theater to come out 5/8 to give assembly. \$900
Needs gymnasium (Conflict with CCAT equipment?)
 - a. APPROVED
 - b. CHRIS to arrange time with KYLE GRAY.
 - b. Staff Appreciation – Chelsea Breeze, Kelci Trine and Sanna Beedle have all reached out with interest. Elizabeth will coordinate. Budget is almost half coffee cart. Friday Lunch needs to be less than \$400.
 - c. Ice cream truck ask
 - a. Field day set for 5/29. HEIDI confirmed truck availability
 - b. How to address funding the truck if we don't meet the ask?
 - i. BERNADETTE and KELLY to do an audit of spend versus budget by May 4
 - ii. If we have definitive room, the ask will go out
 - d. Musical updates
 - a. Tickets are available to cast families. Pay what you can is resulting in \$7.50 (versus \$5 asked in previous years).
 - b. HS is much more procedural this year. Costs for tech are higher. Access limited to after 4:30.
 - c. TECH rehearsal will be 4pm walk over with 4:30 start
 - d. Concessions
 - i. Suggestions to limit to water, flowers, and mementos
 - ii. Limited food?
 - iii. Cash Only line to help move the line?
 - iv. NOTE – for 2027 candygrams in addition to flowers
 - e. Board Vacancies
 - a. Dani is interested in being a member at large

- b. Bernadette is asking to support president's role – either VP or Member at Large
- c. McShane offered hot water for the mini mingles that Bernadette, Dani and Elizabeth have been doing.
- d. PTO plans to have a table at Night Market 6/4
- e. Kinder Play date plan?? Previous officers led with incoming Kindergartners. No Kinder officer kids last year, so no play dates.
- f. Focus on asking for committees and specific dates
- g. Host Meet and Greet with new Principal
 - i. CHRIS has invited the principal to the Night Market and Kinder Open House
 - ii. July is official Start
- h. Maximize email tools – current gmail list is out of date.
- i. Plan to provide pizza and arrange a high school age caretaker for meetings for next year.

f. Fundraising

a. Dine & Donates

- i. April & May – BERNADETTE followed up with SKOG HAUS and Bahn Mi Bites – both want letters outlining the program.
- ii. Elizabeth will follow up with Third Place Books immediately after PTO Meeting

e. EVENTS

Skate Night 4/20

4. Treasurer's Report

a. Current bank account is ~\$38K

- i. Spend is overall lower than budget
- ii. Musical tech costs are much higher
 - 1. Ask if CWE PTO is still being recognized as a district entity for cost level
- iii. Janitorial costs for Harvest Fest and Winter Bazaar also higher.

5. Good of the Order

Elizabeth noted that there are only 2 reams of green PTO paper left.

Next mini mingle is 4/17/2026 with Bernadette, Dani, Elizabeth

MEETING ADJOURNED 1937

Submitted by Elizabeth Bauerle, Secretary