

Canal Winchester Elementary PTO
Meeting Agenda
April 21, 2026

I. President/Vice President Welcome

A. Open Board Positions for next school year

B. Events / Secretary / Outreach and Appreciation / Fundraising

1. More emails have come in in the past few days (CJ and Tricia are calling and following up with those). Will work on finding roles that suit them for anyone that has applied.
2. We will post about openings if we have any at the beginning of the 26-27 school year

II. Events

A. Spring Fest

1. Thursday, April 30th 6pm-8pm (Rain date Friday May 1)

a) Volunteers starting to come in as early as 5:30 with areas ready to go at 5:45

- Sign up genius is out there if you would like to volunteer - we still need volunteers for Hula hoop lasso stations
- There are a few volunteer spots at 4:30 to help Devin get set up (from the Supply Closet)
- Maps will be made and distributed for station volunteers

b) Bounce Houses

- Parking lot (first choice?)
- Have one area for older kids and one for younger kids (age limit) on it
 - (a) We would put this on the volunteers
 - (i) Lifetime Fitness (two volunteers) may need more?

c) Live music and merch

- In front of the 500 wing

d) Other Activities

- Candy Jar, Spinner, Card Table, Bubble Station, Tattoo Station

2. Tables

a) For Trunk or Treat we used about 6-8 cafe tables

b) We will also need trashcans for:

- Crafts
- Tattoos
- Food area

III. Fundraising

A. School Supply Fundraiser Kits

1. Start advertising

2. Questions

a) Preschool - did we have a list? They have a list built for us but we are still waiting for confirmation from Brett about the prek list.

b) Markup Pricing

- List prices ranges from 65 - 99 (before markups)
- Mark ups between \$1-5 to get everyone to the next 0/5.

B. Columbus Blue Jacket Tickets \$290

1. April 4th ticket raffle winner- Casey Smith was the winner of CBJ swag bag.
- C. Classroom Support Campaign
1. Applications end May 8th
 - a) Send one last reminder during staff appreciation week
 - b) Kendra approved the most recent applications that were submitted
 2. Viva! La-Yogurt \$218
 - a) A potential for coming to events (asking for Spring Fest)
 - b) Maybe align it with the school musical / other events to increase attendance
 3. Wigwam - April 25th
 - a) Flyers will go out tomorrow at the schools
- IV. Treasurer
- A. Remaining APEX Funds
1. Waiting on exempt status with website Gopher Sports (could save \$400)
 2. IT Recess + PE = \$4376 (\$6623 Remaining)
 3. WT Recess + PE = \$3776 (\$2823 Remaining)
 - a) Suggestion to purchase drums for Music Department
 - o Cost about \$6,000 - got around \$1,500 from the bookfair fundraiser
 - o We voted affirmative - to match the bookfair donation of \$1,500 for the music teachers at WTES
- B. Website Subscription Renewal
1. 3 year renewal is going from \$10 to \$23.50 per month
 2. The lowest package that still serves our needs is \$17 per month
 - a) Locked in about it for three years
 3. Canva
 - a) Having an account for the PTO (pro)
- V. Outreach and (Staff) Appreciation
- A. Staff Appreciation Week May 4-8
1. Days of the week
 - a) M: donuts
 - o Need to get a check (from Olivia)
 - b) T: taco bar from chartwells for elementary
 - c) W: CW Pens
 - d) TH/F: Porters (but they are already coming one of the days from Hazel - so we are going to check back in) // Snack Cart
 - e) Pizza for the custodians, Donuts for the bus department
 2. Spirit Days
 3. Decorating on Friday (May 1)
- VI. Special Ed + Inclusion
- A. April 22nd Canal Winchester Library 6-8 pm
1. 18 registered
- VII. Spirit Wear
- A. Kelly has asked how much we have sold this year and asking our cut off date for the year
- VIII. Social Media
- A. Social media will be moving into other departments for graphics next year // Sidney handling actual social media