

**Cragin PTO Meeting Minutes**  
**September 4<sup>th</sup>, 2025**  
**5:15pm on via Zoom/Person- Library**

**Attending:**

Juanita Briseno (parent)  
Michelle Bustamante (sibling) Secretary  
Olivia Yescas (staff)  
Brandi Mitchel (parent) Secretary  
Bridget Paterson (parent) President  
Kathleen Shooshtari (parent) Treasurer  
Chase Virgin (parent)  
Jeanette Apaez Gutierrez (staff) Principal  
Ari Kanto Parent  
Kacey Bodmer Parent

**Meeting called to order:**

5:24 Meeting Start  
Motion to approve: Brandi Mitchel  
Second to approve: Katie Shooshtari

**Treasurer's Report:**

DATE	EVENT	DEBIT	CREDIT	BALANCE	PENDING BALANCE
09.01.25	START OF MONTH			1519.12	1519.12
09.01.25	PTO BANNER				
09.01.25	SQUARE (TSHIRT SALES)		43.19	43.47	43.19
09.01.25	CASH DEPOSITS (TSHIRT SALES)		256	256	256
09.01.25	ALBERTSONS (MOVIE NIGHT DRINKS)	-40		-40	-40
09.01.25	PTO BANNER AND SUPPLIES	-95.67		-95.67	-95.67
09.01.25	OTTERPOPS RESTOCK	-10.81		-10.81	-10.81
09.01.25	PETER PIPER PIZZA NIGHT (CHECK PENDING)		596		596
				1672.11	2267.83

**Principle's Report:**

- Update on sewer: requested emergency funding from the district, everything is on hold
- A/C continues coming in and out—quick response from staff and students
- Working on a diagnostic test in the beginning of the school year through iReady. Students are also being tested for Dibbles

- Reposted Library position- expanded for six hours to have more instructions
- First PAWS assembly-monthly focused on behaviors. Staff were encouraged to nominate students.
- Newsletter for Parents from principle: instead of a weekly newsletter we can start sending out monthly/ bi-weekly. Confirmed to keep weekly

#### **Meeting Schedule:**

1. Introductions and review of first month
2. Recap of PP fundraising
3. Different projects around school and shirt sales
4. Treasurer's Report
5. Principal's Report
6. Upcoming Events
7. Movie Night:
  - a. Organization
  - b. Budget & Food Menu
8. Spooky Reading Night
  - a. Theme
  - b. Organization
9. Long-Term Fundraising
  - a. T- Shirts (Budget and brainstorming images)
10. Charity Calendar
11. Cragin Pride Fridays
12. Open Floor & Questions

#### **Secretary Notes:**

1. Looking at the freezer for November, it seems to be broken and leaking water
2. Prizes for Movie Night: One large one dog man basket and smaller ones
3. Food for movie night: all drinks are purchased. Popcorn to be purchased. Most likely throwing away old cheese and buying good cheese. Two cheeses needed will be using crock pots instead of warmer.
4. Will purchase a griddle for hot dogs to keep warm.
5. 6 volunteers needed, one for placing orders and drinks, one for funding, one to two for popcorn, and three for food prep
6. Need to make menu and stations

**Meeting Adjourn: Brandi  
second by Katie**