

Birnham Woods Elementary PTO Meeting  
May 11, 2023  
Room A3

**Present:**

**Stephanie Christian, President**  
**Cecy Camacho, VP of Hospitality**  
**Christie McQueen, Spirit Night Coordinator**  
**Jennifer Mathewson - Volunteer Coordinator**  
**Jessica McCarty, VP of Fundraising**  
**Krissi Famolaro, Parliamentarian**  
**Kristen Michael, Treasurer**  
**Larisa Grensted, Secretary/Communications**  
**Shanna Myers, VP of Sponsorship**  
**Tristian French, Fundraising Co-Chair**

Participants: Dr. Barnes, Faith Trepl, Anjanette Paul, Tacoria Rofe, Jennifer Martindale, Molly Shearer, Brandon Lowrey

**I. Meeting called to order at 9:08 a.m. by BWE PTO President Stephanie Christian.**

**II. Principal's Report - Dr. Barnes, Principal**

a. Updates.

- i. Have had an amazing Teacher Appreciation Week so far. Lots of great stops and sponsors. Students have been following along with the gift recommendations.
- ii. End of year awards and celebrations.
  1. Starts on May 19th with kinder crossover and pre-k celebration.
  2. 1st grade - May 22nd, 9 a.m.
  3. 2nd grade - May 23rd, 9 a.m.
  4. 3rd grade - May 24th, 9 a.m.
  5. 4th grade - May 25th. 4th grade awards will start earlier (8:30 a.m.), adults will go outside for the clap out, then get them to the playground for the party.
- iii. GT Expo on May 15th at 1:30 p.m. on campus. 2nd-4th grade GT students will be there.
- iv. Volunteer appreciation on May 15th in room A3 at 9:30 a.m.

- v. GOHS senior walk on 18th at 9:00 a.m.
- vi. Thank you for teachers on May 26th with coffee truck.
- vii. Another surprise on the 16th (student appreciation day) sponsored by PTO during recess time.
- viii. Last day of school is May 25th. Early release at 12:10 p.m.

### **III. Treasurer's Update - Kristen Michael, Treasurer**

- a. April Cash Report.
  - i. Beginning balance: \$35,572.86.
  - ii. Income: \$7,525.29.
  - iii. Expenses: \$2,898.34.
  - iv. Ending balance: \$40,199.81.
  - v. *Krissi Famolaro motioned to approve April cash report. Seconded by Jennifer Mathewson. Cash report approved.*
- b. Budget Updates.
  - i. Budget is currently a "working budget." For the purpose of having funds available for the summer (e.g. Popsicles with the Principal, Spirit Wear, etc.), need a vote to approve the budget as discussed at the board meeting, with intentions to amend the budget after May 31st.
  - ii. *Krissi Famolaro moved to approve the current budget. Seconded by Jennifer Mathewson. Budget approved.*
- c. If you have checks, please cash them ASAP. Fiscal year ends May 31st and it's too hard to reclassify things.
- d. Audit committee is in June. Need at least 2 board members (1 new, 1 returning). Will send out something soon to lock this date in.

### **IV. Recap of meeting with Dr. Barnes - Krissi Famolaro, Parliamentarian**

- a. Dr. Barnes, Ms. Gardner, Ms. Davidson, Ms. Clark, and Ms. Gregory were present. Really good meeting earlier this week, talking about potentials and principal's budget line, etc.
- b. School is growing inside, so we will be losing our PTO room. Will need a bigger storage room (climate control). Need to be out by June 2nd inside the school. Need board members and others to move the room.
- c. Krissi and Jennifer will be having one-on-one meetings with all the board members regarding their plans for the coming year.

### **V. End of year update - Jennifer Mathewson, Volunteer Coordinator**

- a. Room parents and teachers will be in communication for class parties.

- b. Decorations for awards ceremonies going up Wednesday, May 17th. Need all hands on deck all day.

**VI. Silent Auction Recap - Jessica McCarty, VP of Fundraising**

- a. Fantastic auction. Biggest yet. Brought in \$17,788.
- b. Tristian shared stats from previous years:
  - i. 2020 - 55 items, \$4,449.
  - ii. 2021 - 45 items, \$5,150.
  - iii. 2022 - 148 items, \$12,032.
  - iv. 2023 - 133 items, \$17,841.

**VII. Mother's Day cakes update - Christie McQueen, Spirit Night Coordinator**

- a. Sold 104. Get \$4 from each sale.

**VIII. Spirit Night updates - Christie McQueen, Spirit Night Coordinator**

- a. Previous Spirit Nights:
  - i. Chick Fil A - \$211.79.
  - ii. Chipotle - \$188.12.
  - iii. Handels - \$75 (\*numbers came in after the meeting).
  - iv. Jax - \$150 with an extra \$50 "bump" from Jax to total \$200 (\*numbers came in after the meeting).
  - v. Surpassed the goal for the year. Currently at \$6,958.93. Goal was \$6,000. This is without the Handel's, Jax or upcoming spirit night checks.
- b. Upcoming
  - i. GAC/Marble Slab and Main Event on the last day of school.

**IX. Open for questions and concerns.**

- a. Brandon Lowrey addressed the broken restraint procedures within CISD. Wants current "best practice" to be written policy.
- b. Dr. Barnes addressed the room and stated the above was not a PTO related concern and could no longer be discussed on PTO meeting time.

**X. Meeting adjourned at 9:45 a.m.**