

Birnham Woods Elementary PTO General Meeting  
January 11, 2024  
BWE Room A3

**Present:**

**Jennifer Mathewson, Vice President**  
**Cecilia Camacho, Hospitality**  
**Christie McQueen, Spirit Night Coordinator**  
**Faith Trepl, Volunteer Coordinator**  
**Jessica McCarty, Parliamentarian**  
**Larisa Grensted, Secretary**  
**Shanna Myers, Sponsorships**  
**Stephanie Christian, Hospitality**  
**Tristian French, Fundraising**

**Participants:**

- I. Welcome - Jennifer Mathewson, Vice President**
- II. Meeting called to order at 9:35 a.m. by BWE PTO Vice President Jennifer Mathewson.**
- III. Approval of meeting minutes - Larisa Grensted, Secretary**
  - a. Holding - technical difficulties.
  - b. *Will vote to approve meeting minutes from December 12, 2023 at next board meeting.*
- IV. Open - Jennifer Mathewson, Vice President**
  - a. Parking lot. We want to hear your questions/feedback. Please use sticky notes. We will circle back at the end if you have any questions or comments.
- V. Treasurer's Report - Jennifer Mathewson, Vice President**
  - a. Beginning balance: \$106,450.80
  - b. Income: \$1,047.04
  - c. Expenses: \$17,712.59
  - d. Ending balance: \$89,785.25
  - e. *Motion to approve September cash report by Stephanie Christian. Seconded by Tristian French. Motion carried.*

## **VI. Principal's Report - Dr. Barnes**

- a. Turned floor over to Mrs. Drake, who said thank you for the door decorating contest. The teachers loved it and loved the competition. Doors looked so good! Please pass this on to the room moms.
- b. Staffing Updates (back to Dr. Barnes)
  - i. Mrs. Stevenson retired. Mrs. Moreno took over (previously PEMS clerk (school finances secretary)). Hired new PEMS clerk to fill Moreno's position - Ms. Reardon (?). Was at Bradley and comes with lots of experience.
  - ii. Life Skills.
    - 1. Mr. Wyatt resigned. Ms. Derek (aid) returned to be the teacher. Kids love her already and knew who she was which made for a smooth transition.
    - 2. Philips left for industry change. Left us with vacancy. Had Ms. Mercer, long term para sub. Able to hire to fill this position. Has lots of experience.
  - iii. Jenkins, 2nd grade. Transitioned from 2nd to Spec Ed. Spec Ed team is finally complete. Able to hire Kala Smith (student teacher in Jenkins' classroom) and took over as teacher to fill Jenkins' spot. New team lead is Orozco.
- c. Students
  - i. 905 - continues to go up.
- d. Events
  - i. Jan 25. 100th day of school. Most classes will incorporate this number in their classes. Pre-K and Kinder will have 100 day parade on Jan. 25th.
  - ii. Monday Jan. 15th is a holiday. Three day weekend.

## **VII. Committee/Events Reports - Various**

- a. Spirit Wear Sale - Jennifer Mathewson, Vice President
  - i. Listed all inventory remaining from 2023-2024 on cheddar up. 30% off. Need to move what's left.
- b. Hospitality - Cecy Camacho, Hospitality
  - i. Grinch day was a success and lots of fun! Kids loved it.
  - ii. Started off day with Buca de Beppo for teacher lunch.
  - iii. Cookie exchange.
  - iv. Gift - windbreaker jacket with embroidered logo and paw print.
  - v. Working on teacher treat for next month.
- c. Yearbook - Cecy Camacho, Hospitality

- i. Will be handing out the flyer to Top Dogs to create cover art. School votes on favorite for the cover. If you have a Top Dog, be on the lookout for the flyer.
  - ii. Ads and dedications. We are with TreeRing (like last year). Ads are now called “dedications.” They are 1/8th of page that goes into everybody’s yearbook. Personalized pages are ONLY in personal books. You get two pages free, but can pay for extras at \$1 per two pages.
  - iii. Be on the lookout on Facebook about purchasing, dedications, personalized pages, sharing pictures, etc.
  - iv. Last day to order is April 7th. Custom pages are due April 7th.
- d. Bulldog Store - Larisa Grensted, Secretary
  - i. Next week 16th and 17th. 4th graders will shop on Tuesday due to field trip.
- e. Spirit Sticks - Jessica McCarty, Parliamentarian
  - i. Going really well. Had a great sale last time. Jenny made a new order. Did change the date so we can sell Valentine’s spirit sticks. Will do the 6th and 7th in February.
- f. Spirit Nights - Christie McQueen, Spirit Nights
  - i. We have big spirit nights this semester.
  - ii. March is Marco’s Pizza. Kids will decorate a pizza box here at school. Then it goes to Marco’s and you can order a pizza and it’ll be delivered/picked up in their pizza box. Entire week. March 4-8.
  - iii. Spring Creek April.
  - iv. Ice cream in May. And last day of school spirit day.
  - v. February spirit day will probably be Crust pizza.
  - vi. School has spirit night for January at Kanga’s (not PTO).
    - 1. Kanga’s has partnered with school for free passes. Giving these out for students who get SAEs.
- g. Mother Daughter Update - Christie McQueen, Spirit Nights
  - i. Last Friday of this month, January 26th. Mr. T. leading this. We donate the paint brushes back to the school.
  - ii. Paint has mostly been bought. Canvases are in.
  - iii. Have sold 113 tickets. Only have 400 tickets. No wiggle room, so get your ticket if you want it.
  - iv. Board can help out if you have a son. Would love adult help.
- h. Father Daughter Updates - Stephanie Christian, Hospitality
  - i. February 9th from 6:30-8:30. Theme is Mardi Gras ball. Needs help decorating, ideas, etc. Meeting immediately after this meeting to help plan. Need volunteers that day!

- i. Boostherthon items - Tristian French, Fundraising
  - i. Got new picnic tables and benches and they are being used! Two benches on soccer fields are apparently being used as well. Bought new door mats. Working with company to design window purse - stickers where you can see out but not in. Second set of doors in the lobby. Car rider numbers will get permanent stickers. Gym shades are coming on the 19th approximately in stock, then installed the following week. Shanna and Tristian meeting about bathroom motivation makeovers. Only thing left is the letters over the stage which is in the works - have \$3k left.
  - ii. Book vending machine being delivered week of 27th. Looking to have a ribbon cutting ceremony. Working to see if local news crew would be interested in covering it and inviting Dr. Curtis Null. Narrowed down to cafeteria, just deciding which wall. Need electrical outlets.
- j. Silent Auction - Tristian French, Fundraising
  - i. Taking care of experiences purchased last year. Music is done, PE is halfway through, art still working on, library is halfway through, party with the PTO is happening soon. Starting in February.
- k. Penny Wars - Tristian French
  - i. February 26th through March 1. Working on theme. Decorations will be minimal. Hopefully to go to short throw projectors in specials.
- l. BWE Alumni Scholarship - Jennifer Mathewson and Larisa Grensted
  - i. Reaching out to local high school counselors and will send them application. Students have until April 1st to apply. PTO partners with the school to match what teachers donate. Give two \$1,000 scholarships. Redacted to read and then PTO board members vote. Only for graduating seniors that were once Bulldogs.
- m. Carnival - Jennifer Mathewson, Vice President
  - i. Anjanette Paul is non-board lead. March 2nd, from 3-6 p.m. Planning meeting on Jan. 23rd from 10-11 in A3 and needs help.

## **VIII. New and Old Business - Jennifer Mathewson, Vice President**

- a. P.E. Shades
  - i. See above. Kristen working with vendor. These are automatic so teachers can use remote to put them up and down. Install later this month.
- b. Teacher 10% back to the classrooms from Boosterthon.

- i. Each year a portion of class earnings goes back (10%) for teachers to select items that STAY in the classroom. By end of month, everything will be in and distributed.
- c. Bulldog Blast
  - i. This is a resource that is updated regularly. Dr. Barnes sends out weekly. Use this as a tool for what's coming up. Send people to these places for the latest info.
- d. Website [bwepto.org](http://bwepto.org)
  - i. See notes under Bulldog Blast. Only difference is website is run by PTO with Lindsey Newsome's assistance.
- e. Parking lot
  - i. Is there anything we can do for leap day? Feb. 29th. Ideas? Will collaborate with the board.
  - ii. Can we do two semesters of silent auction? Answer: Likely not. Too much to coordinate with the teachers and swag bags.
  - iii. Remaining music programs - no music teacher, as Mrs. Love-Rock had her baby and is out. Long-term sub was a retired music teacher, but that didn't work out. Will have award ceremonies and a musical presentation POSSIBLY if she comes back, depending on how kids are progressing, etc.
  - iv. Dr. Seuss day - can we buy 10 books/stuffies from Kohl's to donate to library. Answer, board says yes to purchase.
  - v. Plants at the front by the marquee are a hot mess. Who takes care of this? Answer: Cub Scouts donated these. They intend to come out to take care of them.

**IX. Meeting adjourned at 10:30 a.m.**

Upcoming dates:

Jan 15 - no school

Jan 15 - Kanga's spirit night

Jan 17 - 4th grade field trip to Minute Maid Park

Jan 16-17 - Bulldog store

Jan 26 - Mother-daughter paint night 6-8 p.m.

Feb 5-9 - National School Counseling Week

Feb 7 - 3rd grade field trip to Minute Maid Park

Feb 9 - Father-daughter dance, 6:30-8:30 p.m.