

Birnham Woods Elementary PTO General Meeting  
November 9, 2023  
BWE Room A3

**Present:**

**Krissi Famolaro, President**  
**Jennifer Mathewson, Vice President**  
**Cecilia Camacho, Hospitality**  
**Faith Trepl, Volunteer Coordinator**  
**Jessica McCarty, Parliamentarian**  
**Larisa Grensted, Secretary/Communications**  
**Shanna Myers, Sponsorship**

**Participants:** Lindsey Newsome, Andrea Ibaraa Charles, Elsa Martinez-Krivosik

**I. Meeting called to order at 9:33 a.m. by BWE PTO President Krissi Famolaro.**

**II. Approval of meeting minutes - Larisa Grensted, Secretary**

*a. Motion to approve meeting minutes from October 26, 2023 by Jessica McCarty. Seconded by Cecy Camacho. Motion carried.*

**III. Open - Krissi Famolaro, President**

- a. Had last Nerf event last weekend.
- b. Veterans event tomorrow morning in cafeteria. Different than the past, but looking like it will be fantastic!

**IV. Treasurer's Report - Krissi Famolaro in lieu of Kristen Michael**

- a. Beginning balance: \$45,675.74
- b. Income: \$138,467.84
- c. Expenses: \$17,949.76
- d. Ending balance: \$166,193.82
- e. *Motion to approve September cash report by Jennifer Mathewson. Seconded by Shanna Myers. Motion carried.*

**V. Committee/Events Reports - Various**

- a. Bulldog Store - Larisa Grensted, Secretary
  - i. Will be out of town next week during the Nov. 14th and 15th Bulldog Store. Need liaison for Lindsey Cormier. Jennifer Mathewson will fill this role. Need volunteers to work it.
- b. Decorating Committee - Jennifer Mathewson, Vice President

- i. Finishing today for 4th grade program and Veteran's Day.
  - ii. Meeting on Tuesday Nov. 14th at 10:30 for 3rd grade program for planning.
    - 1. Decorations go up on Dec. 4th for the program on the 7th.
  - iii. Nov. 27th and 28th for holiday decorations.
  - iv. Cecy and Stephanie are decorating A3 on Nov. 27th.
- c. Class Shirts - Jennifer Mathewson
  - i. Went out Friday. Drone picture will go out Friday in Bulldog Blast.
  - ii. Parent link will be sent out Friday so they can order. Will come directly through company. Gray with black writing. Nothing on the back.
- d. Spirit Nights - Krissi Famolari in lieu of Christie McQueen
  - i. CFA coming up Dec. 4th. All day. One of our bigger spirit nights. Go get your breakfast, lunch and dinner there!
    - 1. May need PTO runners for teacher orders. Will let everyone know when it's finalized.
  - ii. Had Jax on Nov. 2nd. Waiting on check.
- e. Hospitality - Cecy Camacho, Hospitality
  - i. Oct. recap: Salads and sandwich bar (parent sponsored). Teacher birthdays provided by PTO.
  - ii. Nov. look ahead: Sonic drink next week. Teacher birthdays next week on Tuesday, Nov. 14th - Lindsey Newsome and Krissi Famolaro will bake.
  - iii. Dec. look ahead: Dec. 5th is student gift day ("Grinch Day"). This is a surprise. Krissi will be dressed up as the Grinch and going classroom to classroom and having "fun" and getting a goody bag. Dec. 7th teacher gifts will go out (still working on this). Giving windbreakers that will be embroidered. Dec. 12th is the annual cookie exchange, via sign up for parents to bring a treat for teachers to enjoy.
  - iv. Admin has asked for nice serving ware and hospitality can make use of it as well, so we purchased them. Will have variety of utensils in lounge for hospitality and school to use. Split cost from principal's funds and PTO supplies.
- f. Yearbook - Shanna Myers, Sponsorships
  - i. Purchase on treering.com. Pictures are starting to come in. Having a meeting today with Cecy and Larisa for planning.
  - ii. Andrea said some parents have told her they were confused with dedications versus free pages. Yearbook team offered to do a demo video for confusion on personal pages, etc.

- g. Holiday Party Info - Faith Trepl, Volunteer Coordinator
  - i. Thanksgiving celebrations next Friday. No room parents except for 3rd grade (teacher decision).
  - ii. Christmas planning meeting on Nov. 29th at 9:30 for room parents for Christmas decorating, themes, parties. Teachers want room parents to “run” the holiday parties.

**VI. New Business - Krissi Famolaro, President**

- a. Turkey Trot
  - i. Mrs. Elizondo reached out to ask if we can purchase an arch for \$79.99. Can come from Nerf event leftovers to create new line item.
- b. Sunshine Club
  - i. Teacher run club for the teachers to spread joy/sunshine throughout the year. They will have a contest for door decorating over the holidays. One winner will be picked per grade level. Also having a staff Christmas party at Sawyer Park. Asked by Sunshine Club leaders Sunday and Drake if we can splurge for a prize for them like a coffee gift card. (They are low on funds. Staff is asked to give \$25 to fund for the whole year for food and things, baby, bereavement gifts, etc. About  $\frac{2}{3}$  of staff gave, but they can't force people to donate.) They would be happy with anything we can give them.
  - ii. Discussion/suggestions: Can we make Sunshine Club a sponsorship in the future? Can we take leftover Nerf money and make a sign say that says “sponsored by Premier Martial Arts” as they were the Nerf sponsors. Can we make a “donate \$10 to Sunshine Fund” as an alternative option at the bottom of the cookie sign up?

**VII. Meeting adjourned at 10:18 a.m.**