

PTCO Meeting Minutes

Black Forest Hills Elementary

December 17, 2025 at 9:00am



In Attendance:

Sumi Chai, Julia Villalobos, Caitlin Doeden, Seema Kana, Brandon Tullio, Kelly Bruetsch, Marylisa Cruz, Abbie Maras, Johanna Burl, Ellen Artz, Stevi Fields

Call to Order: Sumi Chai/Ellen Artz at 9:05 am

Board Members and Chairs in Attendance:

- Sumi Chai, Co-President
- Julia Villalobos, Co-President
- Caitlin Doeden, Co-Treasurer
- Seema Kana, Secretary

Old Business: Sumi Chai

- Approve Minutes from meeting on Nov 19, 2025 - motion to approve - Sumi Chai/Ellen Artz
- Outdoor education bid update
 - Invoice for 50% has been paid
 - Ordering for equipment, etc for the space to start soon, possibly after winter break
 - Tentative/rough rendering shared in recent Hooties

Principal's Update: Brandon Tullio

- "Working Hard" assembly took place 12/16
- Choir concert held last night
- Budget
 - District to manage \$35 million in cuts;
 - Staff movement to different schools
 - Open positions need approval prior to posting
- Discussion on how or if future PTCOs can use funds raised to support things district cannot purchase/fund

Bylaws/Budget/Financial Updates: Sumi/Julia

- Updated Bylaws - motion to approve - Sumi Chai; second - Ellen Artz (Bylaws posted on PTCO website for community review/feedback prior to approval)
- TA salaries for the 25-26 school year have been paid thru PTCO budget and Fund 22
- Budget reconciliation and Revtrak funds - will table to next meeting
- Cheyenne Mountain Zoo payment complete

Upcoming Spirit Nights: Sumi/Julia

- January 14, 2026 - Panda Express Night
 - Thank you to Abbie Maras for setting up our Spirit nights

Events Updates

- Thankful Pies - went well this year
- Holiday Shop this week - positive feedback so far; goes thru Thursday
- School Dance - Feb 20
- Spring Auction: May 2
 - Ellen Artz and Jen Lopez are reaching out to businesses for potential sponsorship
 - PTCO will look at budget for the event
 - Looking for auctioneer to help with event

Other Items

- Book Fair Share the Fair funds were used to help fill holiday assistance baskets for families

Reminders

- Next PTCO meeting: Jan 28 at 5:30pm - will include Q&A session to learn about joining the PTCO or ways to help

Open floor for Questions and Comments

Adjournment at 9:31am - Sumi/Ellen