

**PTCO Meeting**  
**Black Forest Hills Elementary - Library**  
**November 13, 2024 8:45am**

**In Attendance:**

1. Amy Hester
2. Sumi Chai
3. Julie Jochems
4. Caitlin Doeden
5. Ashley Flake
6. Seema Kana
7. Julia Villalobos
8. Jeannette Bui-Kraft
9. Brandon Tullio
10. Kelly Bruetsch
11. Whitney Bressler
12. Colleen Alabado
13. Jen Lopez
14. Johanna Burl
15. Abbie Maras

**Meeting Minutes:**

Call to order: Amy Hester/Sumi Chai

- Board Members and Chairs in attendance
  - Amy Hester, Co-President
  - Sumi Chai, Co-President
  - Julie Jochems, VP Communications
  - Caitlin Doeden, Co-Treasurer
  - Ashley Flake, Co-Treasurer
  - Seema Kana, Secretary
  - Julia Villalobos, Events Committee Chair
  - Jeannette Bui-Kraft, Events Committee Chair

Old Business

- Motion to approved Meeting Minutes (Aug 28, 2024 and Sept 11, 2024) by Amy Hester and Jeannette Bui-Kraft

Principal Updates: Brandon Tullio

- Veteran's Day Assembly
  - Good turn out
  - Add to next year's event - possibly include Boy Scouts, Choir
- New Mission/Vision for the BFHE - working with teachers to get input as well as from Guiding Coalition
- Plans for new flooring and pipe work from the District
- Teachers working with language arts and math coaches to help with planning and teaching processes
- Brandon spoke with the American Heart Association for ways to team up in the spring
  - Plan to have an Assembly
  - Students can complete modules online to learn about heart health, CPR, etc.
  - Prizes awarded for completing modules, donations
  - Kids that complete each module get entered to win tickets to the Superbowl
- Congratulations to Julia Villalobos on being nominated as BFHE's exceptional volunteer!

### Bylaw/Budget/Financial Updates (Amy/Sumi)

- Community vote to approve Bylaws - Still out for community voting until 11/22; major changes include community vote for spending greater than \$1000 (vs current \$500), but most changes are editorial

### Grants

- 5 teachers have requested grants - all approved
- Ms Knowlton - clay approved
- Ms. Monarch - 5th grade field trip to orchestra
- Third grade - alternative seating requested
- ILC should get approval

### Fun Run Final Update

- Money raised: \$71,627.25 total; \$14,000 from sponsors, \$2000 from business match
- 17 classes met 90% registration goal and have earned a Donut party - 12/13
- Ms Yamaguchi - top earning class - extra recess
- 1st and 4th grade - top earning grades - earned popcorn/movie day
- Have pivoted from spin the wheel since it is a game of chance/gaming
  - Will instead have a game truck and art truck for those who earned this prize
    - Likely will happen during school, permission slips needed
- Movie Theater prize - 12 students earned
- Lucky Strike package - 4 students earned
- Poster winner - 2nd grade - extra recess
- Feedback received
  - Include a smaller track for next year to better accommodate Pre-K/Kindergarten
  - Move towards kids running only once per day for 30 mins; 2 times a day since not as feasible
  - Move date earlier in the school year so that it is not as close to Trunk or Treat/Carnival
- Thank you to Julia and Jeannette for their hard work in making the event a success

### Other Events

- Butter Braids due 11/13, distribute 11/21
- Holiday Shop - week of 12/16-12/20
  - Kids can shop during school hours, view items early in the week and buy later in the week - exact times to be determined
  - Will look into 1 free item per student
- Maker's night with Ms. Knowlton - 12/11
- Winter Dance - Feb 21st
  - Theme - Winter Wonderland
  - Get-ready station for kids (with signup) with cosmetology students
  - Sell Tickets
  - No drop off event - parent/guardian must be present
- Book Fair - planning during conference week if possible
  - PTCO will check with Scholastic regarding tax-exempt option for teachers and other incentives for teachers
- Taste of Black Forest - 4/11
  - Cultural night to showcase different the cultures/foods
  - Plan to include a silent auction during the event

- Spirit Wear - want to sell current items before transition to new logo next year, move to online sales platform vs physical sales

#### Community nights for spring

- Dion's
- Coldstone
- Kona/HipPops - already contracted remaining dates for the school year but we will likely move to other trucks/offering next school year

#### Ideas for items to purchase with funds raised

- Marquee - Kelly received a few bids for a new marquee that also have better functionality
- Replace pebble playground with something more spongy - Brandon will check with district if they have plans to replace and some options
- Document cameras for classrooms - there a number of document cameras that do not work or do not function well
- Author visit - Abbie has reached out to 2 authors
  - Peter Raymundo - worked for Disney
  - Danielle - local author
  - Abbie to get more information from Authors - possibly split cost/time with another Elementary school
  - Will try to have author come in early in the week during Cherry Creek Reads in March

Next PTCO meeting - Dec 11 at 8:45am

**Adjournment:** Caitlin Doeden/Whitney Bressler