



PARENT TEACHER ORGANIZATION MINUTES

March 11, 2026

Middle School Commons 6:00 PM

Start: 6:36 PM | Wrap Up: 8:09 PM

Christiana Sparks called the meeting to order at 6:36 pm.

President: Christiana Sparks

1. Shoutouts – Thank you to Raegan for Qdoba catered dinner, to Shelly for her time with elections and nominations, and to Kelley Marie & Cat for updating the PTO webpage.
2. Calendar Updates – Provided updates on upcoming events.
3. Elections – Can nominate a friend or self. Look at possibilities and check out the website for more information.

Vice President: Andrey Flanigan was not present- reported by Christiana Sparks

1. Volunteer of the Month: Cari Jordan
2. Monthly Gift Card went to Pamela LaGrava.

Treasurer: Shannon Reddy

1. Balance as of 3/8/26
 - a. Checking: \$67,590.90
 - b. Savings: \$27,832.03
2. Recent payments received:
 - a. King Soopers: \$1,800
 - b. Longmont: \$115.50
 - c. Spirit Wear: \$280.08

Social Coordinators: Vanessa Wilson & Abby Jensen

1. Check-In Process for Events
 - a. Concern raised about the slow check-in process for events.
 - b. Idea proposed: send a specific wristband home with the oldest child in Thursday folders.
 - c. E-tickets suggested by Kelley Marie.
 - d. Consensus: try e-tickets for the Mother/Son event since it is a smaller event.
2. Parking Lot Flags – Flags are here. Curtis overseeing install and they will be put up by Spring Break.
3. Mother/Son Event – April 25th
 - a. Location: Colorado Battle Zone. Cost: \$35/mom-son pair payable on My School Bucks.
 - b. Two-week sales window; April 6-April 19. Attendees will receive an email after payment with sign-up for 3 time slots.



- c. Limited to 50 time slots per time. One hour of play with pizza included.
 - d. Discussed having Hi Pop truck: \$8 extra per popsicle paid at truck.
4. Open Social Position – Frank Fest position is open.

Fundraising Coordinator: Erin Wiley

1. 15th Anniversary Celebration
 - a. Will recognize families, staff, and teachers who are still here from beginning (around 20).
 - b. Silent Auction for parking spots (less asks) – April 9th–23rd
 - c. Will have bounce houses, obstacle courses, hamster balls, silent disco, nine square, and Sandy Candy.
 - d. Every bulletin board at BFA should be a celebratory board. Emails went out to teachers.
 - e. T-shirts will be sponsored by PTO for the celebration and Field Day (carnival theme).
2. Front Row Musical Auctioned Seats – Anyone who purchased tickets for this year will be offered seats for next year. Being worked on.

Room Parent Coordinator

1. Middle School Room Parent program was approved. Will send proposal with details to Diana Simpson soon.

Secretary: Shelly Jonasen was absent – reported by Christiana Sparks

1. Vote Log – Shelly will email it out.
2. PTO Elections – Election nomination open after spring break from March 22nd - 29th.
 - a. Shelly is working on nomination form.
 - b. Intent to return forms went out last month and most people would like to come back to their roles.
 - c. Exec positions open: Vice President, Fundraising Coordinator.
 - d. Committee Chairs Election: Birthday, Teacher Appreciation, Used Uniforms, Virtues, Yearbook. These are currently filled, and these people would like to come back, but these are elected positions so anyone can run.
 - e. Committee Manager positions open: Spirit Wear, Franklin Fest, Bulletin Board, Sponsor, Spring Social, BENefit Bash Support Roles, and Website.
 - f. Please look on PTO Website for more information on these roles.
 - g. Position Shadows needed for RaiseRight and the PTO Newsletter (reported by Christiana) – shadow role so when those position managers leave after next year they can take over the role.

Committee Reports

- Spirit Wear – Gen Townsend: 19 orders for this round; under \$1,100 in sales; about \$230 in fundraising money collected. Opened to new families. Early April delivery expected. Issues with a link have been resolved – website updated.
- Rebate – 100-day push for Box Tops. Lots of milk caps. Should do a flyer in the newsletter.
- Welcoming Committee – Raegan Hedlund: No updates.
- Spirit Rock – Jamie Kroese: No Updates.



- Spirit Night Committee – Dana Smith: Shake Shack brought in \$223.80. Mici's: next event March 25th all day and will give 20%. Skate City in April 15th from 4-6 pm.
- Used Uniform Committee – Erica Reece and Katie Graham: Getting ready for sale next month. Getting volunteer SignUp Genius ready and yard signs made. Need volunteers to sort inventory. Asked when a good time for a sale is – feedback that earlier might be better. Could set up the night before if sale is at 9 am.
- Bulletin Board – None.
- Sponsor Committee – Flyer will go out in Thursday folders with logos and QR code. Electronic sign updated. Teacher Appreciation Sponsor Day May 7th: goody bag, food, and shopping with Brooke from Suburban Girl Boutique. Logos will go on shirts for 15-year celebration/Field Day. Flags to go out at end of year for early bird sponsors (usually sign up before beginning of year). Kelley Marie will schedule science room.
- Teacher Appreciation – Lindy had to leave so Raegan reported: Celebrate end of trimester with Take A Break Candy and "B" keychains. Thank an Aide and Support Staff on March 25th with Santiago Tacos, coffee, and juice. Teacher Appreciation Week May 4–8: 90's theme, Tom's Coffee Truck, Qdoba lunch for Cinco de Mayo, Suburban Girl Boutique, Girl Scout cookies, and Dirty Pop truck.
- Ben's Brigade – Curtis: Successful Guys' Night Out. Flags will be put up. Painting for Mrs. Savoy behind gym (date TBD); if additional painting is needed the same day that would be great. Clean up fence for 8th grade graduation.
- Baking Committee – No update.
- Yearbook – Lara: There is a surplus of yearbooks ordered; when it runs out it runs out – no difference on user end per Abby. Lara, Shayla, and Kelly Marie are looking through photos that middle school students put together to make sure they are appropriate. Last-minute request from teacher for Sponsor Page.
- Raise Right – reported by Christiana: Rebecca asked if we can move it earlier, to get teacher gifts to them. Suggest Thursday before Teacher Appreciation week through the next Friday. Will get to teachers by the last day of school.
- Virtues – Kit wasn't able to come so reported by Kelley Marie: Took over Bolts Bulletin Board for the month for March Madness Board for no absences. May take over Lexia Level Up Super Stars Board.
- Birthday – No updates.
- Sweetheart Ball – No updates.

Meeting adjourned at 8:09 PM.



Attendance- 31 people present

Name	Role	Present Y/N
Christiana Sparks	BFA PTO President	Y
Andreya Flanigan	Vice President	N
Shannon Reddy	Treasurer	Y
Shelly Jonasen	Secretary	N
Erin Wiley	Fundraising Coordinator	Y
Abby Jensen	Social Coordinators	Y
Vanessa Wilson	Social Coordinators	Y
Alyssa Gale Freund	Room Parent Coordinator	Y
Cara Brzezici	Birthday Committee Chair	N
Dana Smith	Restaurant/ Spirit Night Committee Chair	Y
Lindy Busbee	Teacher Appreciation Committee Chair	Y
Katie Graham	Used Uniforms Committee	Y
Erica Reese	Used Uniforms Committee	Y
Kit Ansay	Virtues Awareness Committee Chair	N
Lara Chatterton	Yearbook	Y
Shayla Riggins	Yearbook	N
Sage Felux	Baking Committee Manager	N
Brady Golinski	Ben's Brigade Co-Committee Manager	N
Curtis Anderson	Ben's Brigade Co-Committee Manager	Y
Anna Larson	Bulletin Board Committee Manager	N
Sara Dawson	Franklin Fest Committee Manager	N
Cat Cichon	Marketing – Flyers	Y
Briauna Smythe	Marketing / Newsletter	N
Rebecca Mullenix	Raise Right / Teacher Gifting	N
Jamie Kroese	Spirit Rock Committee Manager	Y
Gen Townsend	Spirit Wear Committee Manager	Y
Cassie Roberts	Sponsor Committee Manager	Y
Melinda Schmalzer	Sponsor Committee Manager	N



Emily Swanson	Spring Social Committee Manager	N
Chantel Greske	Sweetheart Ball Committee Manager	Y
Devi Nallappan	Digital Co-Committee Manager- Web & Online Store	Y
Kelley Marie Paulson	Digital Co-Committee Manager- Social Media	Y
Raegan Hedlund	Welcoming Committee Manager	Y
Anneke DelPiccolo	Rebate Committee Manager	Y
Trent Ongert	Board Liaison	Y
Teressa Lopez	General Member	Y
Ashley Bohn	General Member	Y
Beverly MacDonald	General Member	Y
Nikki Busto	General Member	Y
Tonja Fucile	General Member	Y
Chelsey Erlanyer	General Member	Y
Mandi Fox	General Member	Y
Kelly Ott	General Member	Y
Cari Jordan	General Member	Y