



# Franklin PTO



Meeting Agenda

January 7, 2025 @ 6PM

Board Members: Maggie Luth, Lauren Kozak, Danielle Winwood,  
Brittany Balmat, Monica Goetz, Samantha Martin, Nikki Holbrook

## Attendees:

Nikki Holbrook, Maggie Luth, Lauren Kozak, Dani Winwood, Susan Smerekanich, Beth Keck, Mrs. Kelly, Dawn Tonge, Jianna Jinks, Brittany Balmat

**Call to order:** 6:05pm

## Principal Report:

- Mrs. Kelly is working with the STEM Committee to create supplies requests for upcoming projects - plants and growing supplies.
- Donuts with Grown Up is next week
- Teacher Request - Teacher door sign for all of the Teachers in the building. PTO supplied these at one time, and it would be wonderful if all teachers had one for their classrooms. Timeline for request: before May 2025.
- Mrs. Kelly Request - Water Cooler for Staff that supplies hot and cold water. Request has been tabled for future a meeting
- Ten new student teachers started in the building today 1/7/25. All teachers have STEM PD in February.
- Mrs. Kelly is currently focused on staff observations.
- There will be a lot of indoor recess with the cold weather. If anyone has games, puzzles, etc. to donate it would be greatly appreciated.
- Request to change Gaga Ball line item on PTO budget to "Recess Budget" so that new balls, etc can be purchased for use on the playground.
- Special Person Lunch - visitors will need to bring their lunch from home - no buying school lunches for adults that day. Kids can still buy lunch that day.
- Mrs. Kelly will be presenting a new Design Process to the students at Monday assemblies, and will focus on steps to problem solving. The process will be on the red Franklin folders that go home with students in the future.

**Staff Report:** None

## Board Reports:

### President - Maggie Luth

- Attended the Elementary Counseling Advisory Meeting - held twice per school year, great way to hear about things happening across the district. Mrs. Neuman spoke very highly of Franklin PTO involvement for care and support of students: backpack connection, personal supplies, clothing, washer and dryer, etc.
- District Cavs Night is January 30th against the Atlanta Hawks, presale tickets only at <https://cavaliers.group/Wadsworth>

### 1st Vice President (Volunteers) - Lauren Kozak

- HS volunteer help has been working well. If you need HS help, let me know in advance so I can advertise it!

### **2nd Vice President (Membership) - Danielle Winwood**

- Current members: 70

### **Secretary - Brittany Balmat**

- Approval of December meeting minutes. Motion: Lauren Kozak Second: Dani Winwood
- Planning a Surprise Soup Day for teachers and staff. Will work with Mrs. Kelly for a date in January

### **Treasurer - Monica Goetz**

- Ending December balance: \$8,989.32
- Please send all digital receipts to: [franklinelementarytreasurer@gmail.com](mailto:franklinelementarytreasurer@gmail.com)

### **Treasurer-Elect - Samantha Martin**

- View current budget:  
[https://drive.google.com/file/d/1fkqf5USXVI6PYUOJPzyZliBRNhaB\\_bt7/view?usp=sharing](https://drive.google.com/file/d/1fkqf5USXVI6PYUOJPzyZliBRNhaB_bt7/view?usp=sharing)

### **Committee Head/PTO Liaison - Nikki Holbrook**

- Thank you Beth Keck for signing up to Chair our Wellness Week April 28 - May 2. We need ideas for 3 days - Farmer's Market and Walk-A-Thon are already planned for the week.

### **Recaps:**

- Holiday Shop: Spent: \$136.88; Income \$767.70; Total Profit: \$630.82, Thank you all volunteers for helping!n Suggestion to try a week later next year (not the week after Thanksgiving). Potentially look into a different vendor for a change in stock/margins.
- Staff supplies purchased
  - Colored & white cardstock, Scotch tape, scissors, staples, plastic folders, push pins, staplers, pencil top erasers, paper clips: \$305.27
  - Large rolled paper: \$1,000 credit ready to be used. Mrs. Kelly can place orders as needed.

### **Committee Reports/Updates:**

- Winter Farmers Market: Jenny Neforos & Shauna Morrison
  - Decision: January 17 at 12:30pm
    - Cauliflower, grapefruit, cranberries (fresh and dried). Still need some donations - Facebook posts will go out and will send in PTO email.
    - <https://www.signupgenius.com/go/10C084AABAA2BA7FFC61-52318825-farmers>
    - Jenny will be there to set up decorations. Shauna will be there on the day of directing volunteers.
    - Nikki purchased cups and bamboo forks.
- Educational Assembly with Outback Ray: Monica Kallai & Tiffany Wagar
  - Decision: January 17 at 9:30am (K-2) and 10:30am (3-4)
    - \$850 - Monica G will be cutting the check and giving to Monica K ahead of the event
    - Monica K will be attending to greet Ray, take pictures, and give him the check

- Restaurant Night: Lauren Kozak
  - Decision: January 28 from 4-8pm
    - Sub Station 15% donation with [presented flyer](#)
- Conference Meal: Brittany Balmat
  - Decision: February 6
    - Donation from Chick-fil-A 1 large platter of chicken nuggets (feeds 25). Order placed: 1 tray of wraps, 1 tray of grilled chicken sandwiches, additional tray of nuggets, gallon iced tea, gallon lemonade. Paper products will be donated by Chick-fil-A. Will also serve mac-n-cheese from Sandridge donation and provide a large tossed salad.
- Bingo Night: Brittany Balmat & Lauren Kozak
  - Proposal: February 18 from 6-7:30pm - **Date Change to February 12**
    - Need bingo callers, refreshment workers, and greeters - will contact Ms Linn to request student council help
    - Propose to for it to be a Free Event - Votes Dani/Susan
    - Play up to 2 games per card
    - Prizes for winners
    - Refreshments: water, juice boxes, popcorn, chips
    - <https://www.signupgenius.com/go/10C084AABAA2BA7FFC61-52318878-bingo>
- Book Fair: Maggie Luth, Lauren Kozak, Dani Winwood & Nikki Holbrook
  - Proposal: February 21-27
    - February 21: set up after 11am
    - February 24: 11:50 1st grade special person lunch
    - February 25: 11:00 3rd grade special person lunch; 12:15 4th grade special person lunch
    - February 26: 11:25 2nd grade special person lunch; 12:40 k special person lunch
    - February 27: staff shop; last minute shoppers/order rectified; deliver wish lists; tear down; last minute student shopping
  - Circus Theme - committee will decorate on February 21 during school day - borrowing decor from Lincoln Elementary. Requesting 4 volunteers to help
  - Will need extra volunteers for all 4 registers and help with shopping/keep the fair looking organized
- Box Tops: Maggie Luth
  - Currently at: \$329.30
  - Sign up using referral code BWXD7415
  - Link your Walmart account & sign up for the January bonus challenge
- Backpack Connection: Katie Heiple
  - Amazon wish list: <https://amzn.to/3ZKxOGV>

## Other Business & Announcements:

- Decision on 4th grade field trip bus - \$2,000 - hold for now
- Field Trip Reimbursement - \$385 - Motion: Brittany Balmat Second: Nikki Holbrook
- By-Laws Annual Update - Lauren proposed the Board review first and bring suggestions to the rest of the PTO. If other PTO members have suggestions, please send them in

before the next meeting on 2/7/25. Vote to approve any changes will be at the March PTO meeting. A copy of the Bylaws can be found on our PTO website, or you can email Lauren Kozak to request a copy.

- Variety Show: The dates we are requesting were already booked by Valley View. Chairs will check to see what dates are available in March. Lauren has volunteered to help with any Google forms or sign-up creations that are needed to help coordinate the event performances, volunteers, etc.

## Questions? New Ideas?

**Closing:**7:50pm Motion: Mrs Kelly Second: Susan Smerekanich

## Next Meeting Topics: 2/7/25 @ 9:30am

- Book Fair - Maggie Luth, Lauren Kozak, Dani Winwood & Nikki Holbrook
- Bingo Night - Brittany Balmat & Lauren Kozak
- Spring Spiritwear - Lauren Kozak
- Variety Show- Jenny Neforos & Susan Smerekanich
- Spring Dance - Monica Kallai & Kim Hewit

## Upcoming Dates

- 1/14: Donuts with Grownups K & 1st 8:10a
- 1/14: McDonald's Night 5-7p
- 1/16: Donuts with Grownups 2nd, 3rd & 4th 8:10a
- 1/17: [Winter Farmers Market 12:30p](#)
- 1/20: No School
- 1/21: Educational Assembly with Outback Ray
- 1/28: [Sub Station Restaurant Night 4-8p](#)
- 1/30: [WCS Cavs Game 7:30p](#)
- 2/6: Conferences 4:30-8p
- 2/7: PTO Meeting 9:30a
- 2/14: Class Parties
- 2/17: No School
- 2/12: [Bingo Night 6-7:30p](#) **Date Changed**
- 2/24-2/27: Book Fair and Special Person Lunches
- 3/4: Franklin PTO Meeting 6pm
- 3/10-3/21: Franklin PTO Spirit Wear Sale
- 3/21: Franklin Variety Show 6pm - OJ Work Auditorium
- 3/24: Franklin Variety Show In-School Performance
- 3/26: STEM Night & 3rd Grade Wax Museum 6pm
- 3/31-4/4: No School Spring Break