



Franklin PTO

Meeting Minutes

November 10, 2025

Board Members: Maggie Luth, Lauren Kozak, Danielle Winwood,
Brittany Balmat, Samantha Martin



Attendees

- In Person: Lauren Kozak, Brittany Balmat, Mrs. Kelly, Nikki Holbrook, Jill Munyon, Dani Winwood, Haley Mack, Mrs. Laib, Mrs. Neumann. Online: Nita Kollar, Dawn Tonge

Call to Order

- 9:35am Motion: Haley Second: Dani

Principal Report

- **Recap:**
 - STEM Mural - up and love it!
 - Michael Albert Epic Collage - 4th grade was really good, K & 1st were a little more challenging
- **Upcoming:**
 - STEM visit (Nov 20) - said it was the best application they have ever read, want to put together a presentation for the board of education on what they have to do to keep this STEM accreditation
 - Put together a poster that Franklin PTO is a partner of Franklin
 - After the STEM visit, Mrs. Kelly would like to hold an open house/tour at the school so families can see what the students and staff have been working on.
 - Staff responses to survey of things needed at the school. Mrs. Kelly presented it to them as "Dream big ideas"
 - Playground (equipment, balls, painting, etc.)
 - 75 lbs of clay for art
 - Musical instrument
 - Sensory room
 - 2 paper cutters (one for main office, one for art room)
 - Book vending machine
 - Binoculars
 - Slant writing boards
 - Chair Bands
 - Wiggle Seats
 - Weighted vests

Staff Report

- Halloween costumes for the parade - very helpful, could use bigger sizes
- Mrs. Neumann: Red ribbon week - students had to create a puzzle piece about their healthy choice, scavenger hunt around the building; Haircuts Nov 21; would love help with her bulletin board!!!

- Ms. Crowley: conference meals were amazing. Thank you!!!
- 2nd Grade Problem Based Learning (PBL) Presentation - several 2nd graders joined the meeting to present their proposal for 2 permanent soccer goals to be added to the Franklin playground.

Board Reports

President - Maggie Luth

- Booster Update: 2 of 23 paid
- Committee Chair Openings: Spring Dance, Spring Fundraiser, Staff Appreciation Week
- WCS Board PTO President Meeting - Dr. Hill is getting us access to the Google account so we can utilize Google Meet for meetings and not get kicked off after 60 minutes
- Eagle's People Helping People - \$1,500 donated

1st Vice President (Volunteers) - Lauren Kozak

- Booster verbiage update - remove permanent as we want the booster to help the classroom (sans consumable)
- Lincoln mentioned wanting to do a joint educational program - waiting to hear back from them on more details as they had something in mind already

2nd Vice President (Membership) - Danielle Winwood

- Current members: 50 family members, 23 staff members, 73 total
- \$5 per family per year per building to join
- Membership link: <https://bit.ly/4dohJeM>

Secretary - Brittany Balmat

- Approval of October meeting minutes. Motion: Jill Second: Haley
- Thank yous: conference meals, read-a-thon donations, The Frosty Gator

Treasurer - Samantha Martin

- Ending October balance: \$14,717.22 (includes our \$3k balance requirement)
- Proposed Budget Changes
 - Add a budget line for Backpack Connection
 - \$200 proposed budget
 - Voted in favor
 - Make the spring dance a free event
 - Original budget was \$1,000 income, \$500 expense, net profit of \$500
 - Voted in favor
 - Staff Supply Closet
 - Mrs. Kelly said the closet is currently pretty stocked, except there may be a need for construction paper. Mrs. Kelly to report back. This has been ordered via the credit we had with the supply company
 - We have \$50 left in our "Supplies" line to spend this year; propose increasing the total budget by \$50 to give us \$100 to spend in the Spring.
 - Voted in favor
 - Mrs. Crookes is retiring this year
 - Increase Staff Appreciation Outreach by \$50 to accommodate a retirement party. We are currently \$63 under budget on this line item
 - Voted in favor
 - Mrs. Crookes spent \$309.54 on two chairs for a special needs student. PTO reimbursed her for those chairs under Recess and/or Building Needs.
 - Still have \$340 to spend under this line item.
 - Outdoor Recess Equipment and Supplies
 - 2 Soccer Goals

- WASA might be able to donate or heavily discount 2 goals for us as they are updating their goals. Some of the 2nd Graders are presenting at the WASA Board Meeting 11/11/25.
 - Soccer Balls (\$30/each) - need 6 (\$180)
 - Footballs (\$21/each) - need 6 (\$126)
 - Basketballs (\$30/each) - need 6 (\$180)
 - Volleyballs (\$32/each) - need 6 (\$192)
 - Playground/Gaga balls
 - Jump Ropes (heavy duty) - need 10
 - Funnel/Fun Ball Hoop (\$750-1550 + install)
 - Seesaw - no to this
 - Shaded area item - no to this
 - Finalize the total costs for balls, jump ropes, goals, and funnel hoop then vote in December meeting
 - Paint the blacktop with cute things that have faded (four square, hopscotch, bases for kickball, map of the US, etc)
 - Possibly look into some of the HS art students into designing/painting for us and we cover supply costs.
 - Lauren will reach out to our contact at the High School
 - Frame the artwork that the students made with Mrs. Likens
 - \$1,177.74
 - Voted in favor
- Please send all receipts to franklinelementarytreasurer@gmail.com
 - Make sure to include the following information in your email
 - Event your purchase is for & payment method (PTO Card, personal card, cash, etc.)

Recaps

- Chipotle Night: \$644.33
- Conference Meals: Jimmy John's (\$149.89), Sub Station & salad (\$270), Book's BBQ (\$340) & Sandridge (donation)
 - For future meals please include more foods options to accommodate different dietary needs
 - Getting a list from Mrs. Kelly to see if we can accommodate
- Book Fair: \$7,131 total Fair, Earned \$2,955 in scholastic dollars, purchased each classroom 2-3 books, purchased school birthday books, \$5,228.80 is the new Scholastic dollar balance, Spent \$38.27 PTO funds
- Read-a-Thon: \$6,510.09 raised, 35,828 minutes read as a school, 28% participation in fundraiser, 48% participation in logs, most minutes read 1,690 by Liam Caruso
 - Ride in with a cop date TBD
- Fall Fest: ~170 kids, ~20 trunks, \$30 from The Frosty Gator

Committee Reports/Updates

- Backpack Connection (Katie H)
 - Amazon wishlist: <https://amzn.to/3ZKxOGV>
 - Donation link: <https://bit.ly/3ImBRmz>
 - 18 students this year
 - Would like to make dinners
 - In need of monetary donations to purchase missing items
 - Mrs. Kelly can promote as an individual email if one of us can write it for her

- Veterans Day Assembly (Dani)
 - November 12 at 9:45a
 - Keeping it similar to the past
 - Could use help today after the meeting or tomorrow to blow up balloons
 - Decoration spend \$56.44
 - Food spend \$77.57
- Holiday Shop (Jill)
 - December 8-12
 - Set up Friday 12/5 (After PTO Meeting); Shop Monday 12/8-Friday 12/12; Teardown Friday 12/12
 - Volunteer sign up: <http://bit.ly/42OZTxE>
 - Theme: arctic animals and snowflakes
 - Need decor help after the December meeting - using all the blow ups!
 - Decor spend \$153.27
 - Doing the \$5 coupons for backpack connection students
- STEM Mural Plaque (Brittany)
 - Working with Mrs. Kelly on this

Vote to Close

- 10:40am Motion: Haley Second: Dani

Next Meeting Topics

- Holiday Shop
- Cavs Game
- Tailgators Restaurant Night
- Farmers Market

Upcoming Dates (PTO led events/initiatives are noted - other items are Franklin or district-led)

- **November**
 - Veterans Day Assembly: November 12 at 9:45a
 - No School - Thanksgiving: November 27 - December 1
- **December**
 - No School - Thanksgiving: December 1
 - PTO Meeting: December 5 at 9:30a
 - Holiday Shop (PTO): December 8-12
 - Class Parties: December 19 starting at 2:15p
 - No School - Winter Break: December 22 - January 5
- **January**
 - No School - Winter Break: January 1-5
 - PTO Meeting: January 9 at 9:30a
 - Cleveland Cavaliers Game (PTO): January 10 at 1p
 - No School: January 19
 - Donuts with Grownups: January 22 at 8:15a
 - Tailgators Restaurant Night (PTO): January 26 from 5p-9p
 - Farmers Market (PTO): January 30 at 10:45a