



Franklin PTO

Meeting Agenda

January 9, 2026

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



Attendees

- In Person: Maggie Luth, Lauren Kozak, Danielle Winwood, Haley Mack, Brittany Balmat, Jill Munyon, Samantha Martin, Susan Smerekanich, Jessica Sulzener
- Online: Dawn Tonge, Nita Kollar, Beth Keck, Nikki Holbrook, Trisha Cerveny

Call to Order

- 9:32am Motion:Haley Second: Dani

Principal Report

- McDonald's Night - Tues 1/13 from 5-7p
- Donuts with Grownups - Thurs 1/22 from 8-8:40a
- Variety Show - March 12 at 6p
 - Dates - in school practice is the same time as book fair and special person lunches. In school practices will be in the cafeteria (lunches will be over)
 - Location - we think we're on track for it to be scheduled WIS. Franklin will be our backup location if needed.
 - Sign up form and flyer - this will be sent out next week
- Special Person Lunches - during book fair (Feb 23-25)
- Right to Read Week - Teachers and Student Teachers will be working together on this (Feb 23-27)
- Student teachers need shirt sizes - will collect sizes today
- Valentine's Day Decoration - Mrs Kelly will be working with the student teachers to decorate the hallway.
- 4th Grade Columbus Trip - it has become too expensive (transportation, admissions, etc.), so a different field trip plan will be made for 4th grade. This will be announced in next week's Newsletter.
- School Virtual Tour - video was sent out yesterday. If you want to know more about educational programs that are happening at the school - you'll want to watch!

Staff Reports

- n/a

Board Reports

President - Maggie Luth

- Booster Update: 3 of 23 paid, working on booster education. We anticipate Art to submit requests soon.

- Committee Chair Openings: Spring Fundraiser & Staff Appreciation Week - please reach out if you have any questions about what these openings would entail
- Framed Mural update: framing will be completed this month
- If you have a student at WIS, or if you're a 4th Grade family, they are looking for a Lip Sync Battle shadow. Email the Franklin PTO email if you have questions.

1st Vice President (Volunteers) - Lauren Kozak

- Cavs Game tomorrow: <https://cavaliers.group/WadsworthPTO>

2nd Vice President (Membership) - Danielle Winwood

- Current members: 52 family members, 23 staff members, 75 total
- \$5 per family per year to join
- Membership link: <https://bit.ly/4dohJeM>

Secretary - Brittany Balmat

- Approval of December meeting minutes. Motion: Lauren Second: Haley
- Thank yous - please let me know if you have any that you want sent out

Treasurer - Samantha Martin

- Ending December balance: \$14,886.42 (includes our \$3k balance requirement)
- Possible Purchases
 - Musical instrument \$2,300 - Vote to purchase: Vote failed
 - Funnel/Fun Ball Hoop (\$750-1550 + install) - Samantha is researching prices to see if they have changed
- Please send all receipts within 3 days of your event/activity 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

- Holiday Shop: Jill, Nikki, Haley did an amazing job! We had a lot of wonderful volunteers who helped. The kids had a great time. The Vendor won't send the invoice until February.
- Grizzly Arcade Day: the owners were very appreciative of the business Franklin families provided!
- Supply purchases: wiggle seats, chair bands, slant boards, binoculars, body socks, cutting boards, jump ropes & gaga balls - \$1,518.28
- Outdoor equipment purchases: soccer balls, footballs, basketballs, volleyballs - \$712.02
- Staff Outreach: is ongoing throughout the school year. Birthdays and Half-Birthdays are included. Mrs Kelly would like to change this up for next year to make it more of a full staff appreciation and not focus on individual birthdays.

Committee Reports/Updates

- Backpack Connection (Katie H)
 - Amazon wishlist: <https://amzn.to/3ZKxOGV>
 - Donation link: <https://bit.ly/3lmBRmz>
 - 19 students
 - Katie is looking for volunteers to help this month - Haley and Trisha have signed up to help with these - thank you!
 - Motion to vote for \$200 donation from PTO: Motion: Jill Second: Haley

- Tailgators Restaurant Night (Lauren)
 - January 26 from 5p-9p
 - 20% goes to PTO with flyer
 - Dine in or Carry Out (no Door Dash or Uber Eats)
 - Coloring page created, \$34.19 for crayons (300 - 3pack crayons)
 - Lauren is working with the owners to make a fun promo video for social media
- Farmers Market (Nikki & Jill)
 - January 30
 - V8 Juice, lemon slices, rainbow carrots, and beet chips
 - Volunteer link: <https://bit.ly/3N47HGE>
 - Confirmed that the schedule is the same as last time and will be held in the Art Room. They have a fun slide show and kids will be voting after they sample the foods.
- Conference Meal (Brittany)
 - February 19 - Water Main Grille
 - Evening Conferences - will deliver food at the end of the school day
 - Create a sign up for drinks, chips and other munchies/snacks staff mentioned they like
- Book Fair (Maggie and Samantha)
 - February 23-26 - paired with Right to Read Week and Special Person's Lunch
 - Friday, February 20: Set up
 - Monday, February 23: Kindergarten & 2nd Grade Special Person Lunch
 - Tuesday, February 24: 4th Grade Special Person Lunch
 - Wednesday, February 25: 3rd Grade & 1st Grade Special Person Lunch - will block 2 hours of time for additional student shopping
 - Thursday, February 26: staff and last-minute shoppers, deliver wish lists, tear down
 - Will need extra volunteers for all 4 registers and help with shopping/keep the fair looking organized - sign ups will be marketed towards the end of January.
 - The theme for the Bookfair will be Outer Space. We will also do a Teacher Wishlist again for this bookfair.

Other Business, Announcements & Questions

- By law review (Lauren)
 - Proposals: Voting will happen next month. Current by-laws can be found on our website.
 - More clearly define the Reimbursement process to shorten it and get members reimbursed in a more timely manner (receipts submitted within 3 days of event, and check written within a week after that)
 - Remove \$5 membership fee for staff - they'd still receive \$100 for their booster. Also remove the \$5 membership fee for families - but still collect membership on a Google Form (Other schools in the district are moving in this direction)
- PTO Closet clean up will be done sometime in the next few weeks - if there is something you want to make sure is kept, please go in and take it out before the closet is cleaned out.

Vote to Close

- 10:35am Motion: Susan Second: Lauren

Next Meeting Topics

- Conference Meals
- Book Fair
- Spring Dance
- Testing Snacks

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

- **January**

- **1/10:** PTO Cleveland Cavaliers Game 1:00pm
- **1/13:** Student Council McDonald's Night 5:00pm-7:00pm
- **1/16:** STEM Committee Meeting 8:10am
- **1/19:** No School Martin Luther King Jr. Day
- **1/22:** K-4 Donuts with Grownups
- **1/26:** PTO Tailgators Restaurant Night 5:00pm-9:00pm
- **1/30:** PTO Winter Farmers Market 12:00pm

- **February**

- **2/3:** Variety Show Auditions 6:00pm-7:00pm
- **2/6:** PTO Meeting 9:30am
- **2/13:** Class Valentine's Day Parties
- **2/16:** No School Presidents' Day
- **2/19:** Conferences 4:30pm-8:00pm
- **2/23:** Variety Show In School Practice 1:30pm-3:00pm
- **2/23-2/27:** Franklin Right to Read Week
- **2/23-2/26:** PTO Book Fair
- **2/23-2/25:** Special Person Lunches (during Book Fair)
 - **Monday February 23rd:** Kindergarten Special Person Lunch 11:00am
 - **Monday February 23rd:** 2nd Grade Special Person Lunch 12:15pm
 - **Tuesday February 24th:** 4th Grade Special Person Lunch 11:50am
 - **Wednesday February 25th:** 3rd Grade Special Person Lunch 11:25am
 - **Wednesday February 25th:** 1st Grade Special Person Lunch 12:40pm

- **March**

- **3/2:** Family First Day (no homework!)
- **3/3:** Variety Show Practice 6:00-8:00pm
- **3/6:** PTO Meeting 9:30-10:30
- **3/11:** Variety Show Dress Rehearsal 6:00-8:00pm
- **3/12:** Variety Show 6:00-8:00pm
- **3/13:** Variety Show In School Performance 9:30-11:30am
- **3/26:** STEM Night & Open House 6:00-7:30pm
- **3/30-4/3:** Spring Break