



Franklin PTO

Meeting Agenda

February 6, 2026

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



Attendees

- In Person: Danielle Winwood, Beth Keck, Susan Smerekanich, Nikki Holbrook, Kelly Laib, Mandy Simmons, Brittany Balmat, Samantha Martin, Jianna Jinks, Sarah Crowley, Meagan Neuman, Jessica Chada, Maggie Luth
- Online: Dawn Tonge, Nita Kollar, Tinetta Serdinak, Lauren Kozak

Call to Order

- 9:31 Motion: Beth Second: Samantha

Principal Report

- Thank you to the PTO - our Staff and Students are so thankful for all that you do!
- Variety Show - March 12 at 6p. We have 30 students/acts participating this year! Location will be determined after 2/14/26. The Variety Show will be at the High School or WIS.
- Special Person Lunches - during book fair (Feb 23-25)
- Right to Read Week - Teachers/Student Teachers lead this (Feb 23-27).
- 4th Grade Trip Update - it's going to be an amazing project. The Zoo is challenging the kids to make an enrichment toy for either a chinchilla or a skink. Students have a list of approved supplies and budget to work with.
- 3D printer request - some of the current printers are nearing the end of their life
- See you at the Valentine's Day parties next week!

Staff Reports

- Ms Laib - we are so grateful for the items provided to kids in need: halloween costumes, etc. There is a request for some Valentine's Day cards to be donated. Vote to spend \$20:
Motion: Brittany Second: Dani
 - Maggie will buy after today's meeting and deliver to the school
- Microwave request - for a second microwave, with a higher wattage. \$200-\$250 would be the cost for a nicer option.
- Boys pants & underwear - PTO reached out to Discovery Church and they graciously met the request! We will also contact them with a request for hats/gloves.
- 3 sensory station areas - Mrs Crooks & Mrs Casey - for students with sensory needs and sensory processing disorders. We no longer have a designated room. Sensory Walk: Utilizing the hallway by the cafeteria/playground. Heavy Work area: stairway area by Marias' room. Sensory Room area: room to be used to store the tools students can use to regulate, and need supplies to organize it. Would love help to make it inviting to the students. Our Occupational Therapist will be training the staff on how to use all of the

resources available in these areas. This needs to be done by Spring Break. If you want to help with this project, contact Mrs Kelly

- Mrs Neumann - thank you for all of the goodies this week. She will be sending out a reminder for haircuts, with a Google form, in the next newsletter that is sent out. This event will be open to all Franklin families.

Board Reports

President - Maggie Luth

- Booster Update: 5 of 23 paid
 - Booster paid for clay for art \$77.93
- Booster meeting with staff
- Framed Mural - not completed yet
- Nominating Committee - Board positions are up for renewal, with the exception of Treasurer which is a two-year term. Maggie, Mrs Kelly and Susan will be the 3 members of the nominating committee. If you want to be on the board, write an email to any of them, or the PTO email, to let them know you want to be on the board and the position you're interested in.

1st Vice President (Volunteers) - Lauren Kozak

- Boxtops Check - \$353.30, cash by June 8; Huntington can see if there are funds available for us before we cash. Dawn helping us look into this
- United Business Supply - \$493.77 credit available to be used

2nd Vice President (Membership) - Danielle Winwood

- Current members: 52 family members, 23 staff members, 75 total
- Membership link: <https://bit.ly/4dohJeM>

Secretary - Brittany Balmat

- Approval of January meeting minutes. Motion: Samantha Second: Nikki
- Thank yous - please let me know if you have any that you want sent out

Treasurer - Samantha Martin

- Ending January balance: \$14,100.54 (includes our \$3k balance requirement)
- Possible Purchases
 - Funnel/Fun Ball Hoop (\$5,699 - \$780 funnel, \$4,086 install, \$180 crating fee). Mrs Kelly and Staff will check with the District to see if we can utilize the Compact Department for installation
 - Vote to purchase \$780 + \$180 Crating Fee Motion: Nikki Second: Dani
- Send all receipts within 3 days of your event/activity to franklinelementarytreasurer@gmail.com
 - Include the event your purchase is for & payment method (PTO Card, personal card, cash, etc.)
- 3D Printer Request and Supplies - \$960.41 Motion: Dani Second: Susan
- Microwave Request \$250 - \$200 Motion: Brittany Second: Susan

Recaps

- STEM apparel order: \$345.70 invoice, \$308 income, \$37.70 paid (budgeted \$100 cost)
- Holiday Shop: income \$3,460.50, \$2,569.25 invoice, \$153.27 spent, \$737.98 profit
- Tailgators Restaurant Night: Very busy, \$642.90 income
- Closet Cleanout: HUGE thank you to Jill, Nikki, Haley, Lauren, and Maggie! 10+ trash cans to the dumpster, donated ice cream truck to Lincoln & Easter eggs to Overlook

- School Counselor Meeting: Brittany attended the annual meeting. Great opportunity to learn how stakeholders are collaborating together to promote the well-being of all students. Mrs. Neumann recognized the Franklin PTO for its support of many programs including backpack connection, voucher programs and haircuts for students.
- Additional slant boards: \$132.96 (4 more as they were out of stock in the initial order)

Committee Reports/Updates

- Backpack Connection (Katie H)
 - Amazon wishlist: <https://amzn.to/3ZKxOGV>
 - Donation link: <https://bit.ly/3ImBRmz>
 - 19 students
- Conference Meal (Brittany)
 - February 19 - Water Main Grille (deliver at end of school day)
 - Gyro Bar - chicken and traditional with all the toppings provided. Mac-N-Cheese and buffalo chicken dip from Sandridge donation.
 - Stock the Lounge Donations: <https://bit.ly/4aZpM2x>
 - Request for additional budget: \$85. This year, we've received far fewer food donations compared to last year. Last year, we received a full meal donation from Swenson's and a large donation from Chick-fil-A. Neither of these companies responded to our requests this year. Motion: Samantha Second: Beth
- 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 - plus additional student shopping
 - Thursday, February 26: staff shop, deliver wish lists, tear down
 - Volunteer: <https://bit.ly/4qYir8m>
 - eWallet: <https://bit.ly/3NmBbQa>
 - Donate: <https://bit.ly/4sUXBbD>
 - The theme is Outer Space. We will have Teacher Wishlists
 - Scholastic dollars: \$5,260.82
 - Three volunteers are helping Dani with prep before the set up. If you are interested in volunteering to help decorate for the book fair, use the sign up link above.
- Scholarships (Beth)
 - The district will be asking us to apply and then send the applications
 - Need 3-4 to join to vote for 2 recipients
 - Date will be determined after we receive the applications (historically in March)
 - District Scholarship Night save the date: Thursday, May 14th at the High School
 - Current volunteers to join team - Brittany, Dawn, Jessica
- Spring Dance (Katie P)
 - April 10 from 6p-7p
 - DJ is booked (\$200)
 - Food Truck - Dirty Robber - Lots of family friendly options. He will send us a menu as we get closer
 - Theme - Dance the Night Away: PJs, popcorn, sleepover party feel

- Proposal: Lauren - Photo Booth idea - local vendor who does them for WIS events. Her discounted cost for schools is \$250. This includes printed take home pictures for families. Vote to approve an additional \$100 Motion: Beth Second: Brittany

Other Business, Announcements & Questions

- By law changes vote (Lauren)
 - Receipts submitted within 3 days of event & check written within a week after that
 - Remove \$5 membership fee next school year - staff still receive \$100 booster. Still collect membership info on a Google Form
 - Motion: Nikki Second: Beth
- Educational assembly for 2026-2027 (Nikki)
 - BMX Biker/Motivational Speaker Cost \$997 + \$100 Travel Fee
 - Super You- Similar to the Double Dare TV show Cost \$750 with no Travel Fee. If we split into 2 assemblies the cost is \$825
 - Super You was selected - 2 sessions - A date in late September to be coordinated with Mrs Kelly
- Holiday shop new vendor for 2026 (Nikki) - will be booked for Dec 7 - 11, 2026
- 4th-Grade event at the arcade (Lauren) - Plan is at the Grizzly Arcade during school hours. Proposed date: Mon 5/18 11a-2p. Will send permission slips home right after Spring Break
- STEM mural plaque (Brittany) - Request reimbursement for purchase of the plaque \$27.82 Motion: Samantha Second: Dani

Vote to Close

- 10:46 am Motion: Dani Second: Samantha

Next Meeting Topics

- Spring Dance
- Testing Snacks
- Walk-a-Thon
- Staff Appreciation Week

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

- **February**
 - **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
 - **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 9:30am
- **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
- **3/26:** STEM Night & Open House 6:00-7:30pm
- **3/30-4/3:** Spring Break

● **April**

- **3/30-4/3:** Spring Break
- **4/10:** PTO Meeting 9:30am
- **4/10:** PTO Spring Dance 6-7pm
- **4/14:** Kindergarten Prom
- **4/16:** State Testing - No School K-2
- **4/23:** State Testing - No School K-2
- **4/30:** Career Day