

# Johnstown

## Parent Teacher Organization Inc.

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*Johnstown Elementary & Johnstown Intermediate (JES & JIS)*

JES & JIS PTO Meeting  
April 15, 2024 at 5 PM  
JES Library

### **Members:**

Ashlea Wentzel, President  
Amanda Knicely, Vice President  
Jasmine Gentry, Treasurer  
Alisha Wheeler, Secretary

### **Staff:**

Roben Wagoner, JES Principal  
Ben Jagger, JIS Principal  
Amanda Douglass, Dean of Students

### **Guests:**

Amanda Postle  
Taryn Stover

### **Call to Order**

- The meeting was called to order at 5:04 pm by Ashlea Wentzel.

### **President's Report: Ashlea Wentzel**

- Ashlea Wentzel gave an update on the 4/8 school board meeting presentation where she presented an overview to the board of the PTO and related events. Dr. Philip Wagner stated the hope was to expand the PTO to all schools in the district (adding in the Johnstown Middle School and potentially the Johnstown High School. Based on this potential expansion, the nominations for officer positions and bylaw discussions will be delayed to the May meeting with voting in the June meeting.
- The next order of business was to discuss the annual Teacher Appreciation event which is tentatively scheduled for May 10. The PTO will provide lunch as well as gifts to all teachers and staff at JES and JIS. Ashlea Wentzel pulled together a catering option from Uncle Johnnies who is offering 10% off and can setup anytime after 10:15AM on the requested day. The plan is to select the build your own burger option with fries (regular or sweet potato) as well as salad options. The JES lunch will be setup in the upstairs lounge while the JIS lunch will be set up in room 104.
  - The team will be confirming the setup time between 10:30-10:45AM with teardown after 12:20PM. The drinks will also need donated.
  - The gift cards will also need to be purchased.
- Initial discussions for the Walkathon kicked off as the tentative date is set for September 6<sup>th</sup> which is earlier than 2023.
  - The team will need to start deciding on the inflatables and book those soon as Main Events is less expensive however their schedule fills up quickly.
- Amanda Postle provided a final wrap-up on the Spring Carnival which was held Saturday, March 16 from 10AM-2PM at Johnstown High School (JHS).
  - Amanda covered the highlights of the Spring Carnival.
    - The bubble machines were a highlight and a fun way to enter the event.
    - There were 97 cakes which ran out early so the group thought 150 cakes would be the goal for donations next year. There were also suggestions to potentially as local businesses for donations or a local group like the girl scouts or 4-H group.
    - There should be more than one game per room to help streamline and more prizes. The prizes are mostly gone therefore there will need to be a significant number of prizes purchased for next year. The suggestion for an Amazon wishlist so parents could donate instead of volunteer if that is easier for them.
    - There was some disappointment with the replacement of face painting however the volunteers supported the change due to the clean-up required. A new idea could be sometime like a cotton candy cart.

- The softball volunteers were a huge help so recruitment of sports teams or other groups would result in an increase of guaranteed volunteers to ensure a smooth event.
- One of the proposed keys to success would be to create a committee for planning and splitting out the key areas (raffle baskets, games, volunteers, etc.).
- The potential date for next year is 3/13/2025 for setup and 3/15/2025 for the carnival.

#### **Vice President's Report: Amanda Knicely**

- Amanda Knicely provided an update on the t-shirts. She has been successful in contacting the Johnstown Chamber so they can send out the letter to businesses. She will have additional updates on sponsors by end of week. Amanda plans to attend the next Chamber meeting. Once she has more updates, the team can decide on timing of the t-shirts for this school year or next.

#### **Treasurer Report: Jasmine Gentry**

- Jasmine Gentry provided an update on the financials for the PTO; amounts are as of 4/2/2024:

##### **Financial Report:**

JES/JIS:	\$19,765.36
General:	\$5,267.95
OVERALL:	\$25,033.31

- The spring carnival budget went slightly over mainly due to a 4% credit card fee; Jasmine noted to pay in check for future rentals to reduce the cost.
  - The spring carnival budget was \$6,000 (spent \$6,257) while revenue was just over \$10,000 resulting in a profit of a little under \$4,000.
  - There will need to be an additional budget for prizes as they are nearly depleted.
  - Jasmine proposed to create clear signs to indicate the cash vs credit card lines as there was confusion with parents having to change lines.
  - There was also a brief discussion for presales in future years if that is possible and also bringing back the sending of free tickets with kids to promote attendance. However this would be potentially 800+ packets to send home with kids.

#### **Secretary Report: Alisha Wheeler**

- Alisha Wheeler provided the meeting minutes for the prior meeting to be reviewed.
  - **Motion:** Ashlea Wentzel made a motion to approve the meeting minutes. Amanda Knicely seconded the motion. All votes were in favor of the motion. The motion carried.

#### **JES Principals Report: Roben Wagoner & Amanda Douglass**

- Amanda Douglass provided an update for STEAM day and evening events:
  - STEAM night is scheduled for April 25<sup>th</sup> from 6-7:30 with the Works.
    - COSI donated 250 connection kits which have 5 experiments as well as a free ticket in the kits. These will be given out to the first 250 families arriving for STEAM night.
    - JES also purchased 5 STEAM kits as raffle prizes; these will be reimbursed by the PTO at the next meeting.
  - There will be 2 assemblies on the 25<sup>th</sup> during the day for kids with 5 stations provided by the Works.
- Roben Wagoner noted that state testing for 3<sup>rd</sup> graders was happening 4/16 and 4/17.
- Roben Wagoner also noted there were 2 staffing changes for the upcoming school year.
  - Katie Shaffer is moving to fill the 5<sup>th</sup> grade science teacher position.
  - Ms. Snowden is retiring so there will be an opening posted as well.
- The team will be providing the total costs so Jasmine Gentry can cut a check for the Sunshine Slushies (Jodi Graber) for student of the month awards (piloting during 2024).

#### **JIS Principals Report: Ben Jagger**

- There are multiple events being scheduled through the end of the year for the Intermediate School:
  - Field day planning started today (4/15). The teachers suggested 10 minute rotations were a bit rushed and should be extended slightly. The hope is to utilize the PTO budget for bounce houses and/or a dunk tank. There are other activities being planned however most will utilize the Physical Education budget available as the equipment can serve both.
  - The 5<sup>th</sup> grade camp will be held at the Heartland Outdoor Classroom in Sunbury. All but 4 students are signed up and Principal Jagger hopes to get potentially one more through a day camp offering (instead of overnight). None of the 4 are because of funds.
    - There is a request for the zipline fee for each student which is \$10 per student totally \$1,170.
      - **Motion:** Ashlea Wentzel made a motion to approve \$1,170 for zipline fees at camp. Amanda Postel seconded the motion. All votes were in favor of the motion. The motion carried.

- Principal Jagger also would like to have a end-of-year grill for the staff and a picnic for the students which are still being coordinated.
- There is a Talent Show planned for the end of the year as well.
- Ashlea Wentzel requested the principals from each school let her know how many popsicles were needed for the field days. There are some leftovers so the requests will be made once the total counts are complete.

**Open Forum**

- There was no other business to discuss.

The next meeting will be by May 6, 2024 in the JES Library at 5pm.

Schedule:

June 3, 2024

The meeting adjourned at 5:43pm.

Respectfully Submitted,

Alisha Wheeler, Secretary