

Johnstown

Parent Teacher Organization Inc.

Johnstown Elementary & Johnstown Intermediate



November 6, 2023

5 pm

JES Commons

Executive Board Members:

Ashlea Wentzel, President

Amanda Knicely, Vice President

Jasmine Gentry, Treasurer

Paula Rosser, Secretary

Roben Wagoner, JES Principal

Benjamin Jagger, JIS Principal

Members & Guests:

Amanda Douglass, JES Dean of Students

Taryn Stover

Alisha Wheeler

Laurie Clark

Jennifer McGinnis

Diana Camden

Call to Order

- The meeting was called to order at 5:01 pm by Ashlea Wentzel.

President's Report

- Ashlea Wentzel asked chairperson Diana Camden for an update on Winter Art Show
 - Diana Camden informed everyone that Meredith Harrison will assist as co-chairperson.
 - The Winter Art Show theme will be "Holiday Books" and presented the flyer for event.
 - Diana Camden informed us that they are currently working on emailing teachers, creating a Sign-Up genius for volunteers, donating cookies, and for Raffle Baskets.
 - Diana Camden informed us that the teachers and Art teachers will be working together. Teachers can showcase an author or a book. Bookmarks will be the craft.
 - Some suggestions were made to move the check-In table back, use maps or arrows, stations, book wish list, book giving tree, ways to speed up the hot cocoa line, and a separate line for cash and credit card donations.
 - Ashlea Wentzel asked about the Building Request, reminders for carpet down in gymnasium, dividers to be used to hang items, gluten free options, and we have raffle tickets from last year.
 - Ashlea Wentzel informed us that last year's budget was \$1000 and suggested that this year we should make the budget \$2000 due to the large turn out last year and able to purchase books.
- Ashlea Wentzel asked for a chairperson for Sponsor Shirts and Amanda Knicely volunteered.
 - Ashlea Wentzel suggested contacting local businesses and Don Harvey from Elite Team Sporting Goods. Ashlea Wentzel will email the tax-exempt letter for businesses.
 - Both Roben Wagoner and Ben Jagger said they are currently getting shirt sizes for students.

- Ashlea Wentzel informed us that we purchase items for the Holiday Shop for Teachers during “Black Friday Sales” and would need to get a wish list from teachers or grade level wish lists.
 - The dates for the Holiday Shop for Teachers will be on December 8th for JES and December 11th for JIS. We usually set up for this event at 7am.

MOTION: Ashlea Wentzel moved to increase the Winter Art Show budget from \$1000 to \$2000. Paula Rosser seconded the motion. All votes were in favor of the motion. The motion carried.

Vice President’s Report

- Amanda Knicely did not have anything to report.

Secretary Report

- Paula Rosser informed everyone that all approved meeting minutes and agendas are now on the Johnstown Monroe school website. Once we approve each meeting minutes, Paula Rosser will get these uploaded onto the Johnstown Monroe school website each month.
- Paula Rosser reviewed the updated Bylaws and made several suggestions.
 - Paula Rosser updated the correct school names and address. (Art. I Sect. 1 Name and Art. II Sect. 1)
 - Paula Rosser added Vice Principals and Dean of Students as a voting member of the Executive Board. All were in favor of adding these to the executive board. (Art. III Sect. 1 Executive Board)
 - Paula Rosser asked if we should delete “Office positions can be shared” since it was crossed off the original document. All were in favor of removing this. (Art. III Sect. 1 Executive Board)
 - Ashlea Wentzel suggested changing the “Term of Office” from beginning in July of each year to beginning in August of each year. All were in favor of changing to “beginning in August of each year.” (Art. III Sect. 2 Term of Office)
 - Paula Rosser asked if we need to change the voting limit of no more than \$100. All were in favor of leaving the amount of more than \$100. (Art. III Sect. 4 Executive Board)
 - Paula Rosser suggested adding another seat on the executive board for a Communication & Fundraising Chair. All were in favor of adding a Communication & Fundraising Chair. (Art. III Sect. 4 Executive Board)
 - Paula Rosser suggested increasing the “Ending Balance” of each fiscal year from a minimum of \$1500 to a minimum of \$3000. All were in favor of changing the minimum to \$3000 at the end of each fiscal year. (Art. V Sect. 4 Ending Balance)
 - Paula Rosser informed that she would have these changes completed at the next PTO meeting so everyone will be able to sign and complete the new Updated Bylaws.
- Paula Rosser reviewed the October 2, 2023 meeting minutes. Paula Rosser informed us of an error and that a change will be made to the time of the Art Show from 6-7:30pm.

MOTION: Ashlea Wentzel moved to approve the October 2, 2023 meeting minutes with the time changed for the Winter Art Show to 6-7:30pm. Diana Camden seconded the motion. All votes were in favor of the motion. The motion carried.

Treasurer Report

- Jasmine Gentry informed us that the Walk-a-Thon total donations were \$30,678.40 plus some last-minute cash donations that were just received.
- Jasmine Gentry and Ashlea Wentzel reviewed the yearly budget. Ashlea Wentzel suggested that we stay with the Projected A Budget.
- The official financial report is attached to the minutes for reference.

Financial Report:

JES & JIS:	\$26,971.06
General:	\$4,785.14
OVERALL:	\$31,756.20

MOTION: Ashlea Wentzel moved to approve the Projected A Budget for the 2023 – 2024 school year. Paula Rosser seconded the motion. All votes were in favor of the motion. The motion carried.

Principals Report: Mrs. Roben Wagoner

- Roben Wagoner expressed her appreciation for a great trick or treat event and was pleased with all the staff and parents showing up.
- Roben Wagoner informed us that Friday November 10th at 1:30 pm JES will have a Veterans Day Assembly and will have 65 veterans attending. There will be a reception with cookies and punch.
- Roben Wagoner requested \$2012 for the 2nd Grade Field Trip to the Works. Cost is \$8 per student and wanted to see if PTO could cover half the cost and parents will pay the remainder half.
- Roben Wagoner requested \$700 for dinner for teachers to be able to eat on Parent Teacher Conference Nights on November 21st and November 30th. Amanda Knicely and Taryn Stover will reach out to local business donations for dinner.

MOTION: Ashlea Wentzel moved to approve \$700 to purchase dinner for teachers on Parent Teacher Conference nights at JES and JIS in November. Paula Rosser seconded the motion. All votes were in favor of the motion. The motion carried.

Principals Report: Mr. Ben Jagger

- Ben Jagger expressed his appreciation for a great Fall Party event. The Barbie get-together and music outside was a blast.
- Ben Jagger informed us that the Works field trip is cancelled due to being unable to schedule dates.
- Ben Jagger informed us that the request for the Art teachers registration fee for the OAEA Conference is no longer needed because there was not enough time needed to register.
- Ben Jagger requested \$800 for 4th and 5th grade a 40-minute performance of Mr. Scrooge from the Columbus Childrens Theatre that will be at the PAC Center in December. Ashlea Wentzel informed Ben Jagger that was within the assembly's budget for JIS of \$1200.
- A request was made for \$200 by Jennifer McGinnis and Annette Price to pay for gifts to use for the White Elephant Persuasive writing assignment. Ashlea Wentzel informed both Jennifer McGinnis and Annette Price that this event was within the 5th Grade Persuasive Holiday Project budget of \$300.
- A request was made for \$230 by Jenny Cartwright for the sponsorship of souvenir bags for the fourth grade Ohio Statehouse field trip in May 2024.
- A request was made for \$150 by Jenny Cartwright for the sponsorship for the Fruit & Seed presentation for the fourth grade in March 2024.

MOTION: Ashlea Wentzel moved to approve \$230 for the sponsorship of souvenir bags for the 4th grade Ohio Statehouse field trip. Paula Rosser seconded the motion. All votes were in favor of the motion. The motion carried.

MOTION: Ashlea Wentzel moved to approve \$150 for the sponsorship for the Fruit & Seed presentation for the 4th grade. Amanda Knicely seconded the motion. All votes were in favor of the motion. The motion carried.

EVENTS

- Winter Art Show – December 7th at JES from 5:30 – 7pm
- Holiday Shop for Teachers – December 8th at JES
- Holiday Shop for Teachers – December 11th at JIS
- Winter Holiday class parties – have not been scheduled yet.

The next meeting will be December 4, 2023 in the JES Commons at 5pm.

The meeting adjourned at 6:25 pm.

Respectfully Submitted,

Paula Rosser, Secretary