Johnstown Elementary PTA (JEPTA)

Meeting Minutes – November 17, 2026

Location: Pleasant Avenue Elementary School
Meeting Time: 3:00 PM
Call to Order: 3:05 PM

Attendees: Kristin Michaels, Jamie Sedal Ammann, Ashley Valik, Katie Warner, Amanda Bunker, Natasha Allen, Siobhan Wood, Jessica Hayner, Julia Barringer, Bridget Rocco, Ashley Savage, Jen Friers, and Nicole DeConenzo.

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1. Call to Order

The meeting was called to order at 3:05 PM.

2. President's Welcome

- The Pledge of Allegiance was recited.
- Jamie thanked everyone for their continued support and dedication during the recent fundraisers and school events.

3. Secretary's Report

- Thank-you cards are being sent to everyone who helped with or donated to the JEPTA Bowling Tournament.
- Thank-you cards were also sent to those who volunteered at the Scholastic Book Fair.
- October's meeting minutes are posted on the school website. November's minutes will be posted shortly after the meeting.

Approval of Minutes: The October minutes were available on the school website.

4. Treasurer's Report

The Treasurer's Report was reviewed and can be accessed here:

View Treasurer's Report

Motions:

- Amanda Bunker and Julia Barringer participated in the motion regarding the Treasurer's Report.

Holiday Helpline Donation:

- JEPTA will be assisting a family with three students through the Holiday Helpline.
- A donation of approximately $100 per student was proposed, to be taken from the Community Events/Outreach budget.
- The group would like to consider amending a budget line in the future so this can become an annual contribution.

Budget Motion: Siobhan Wood and Amanda Bunker participated in the motion regarding this contribution.

5. Principal's Reports

Pleasant Avenue

- The Veterans Day Assembly was very well attended.
- All grade levels have Thanksgiving activities planned.
    - First Grade: Charlie Brown Thanksgiving – November 24
    - Pre-K: Friendship Trail Mix – November 24
    - Kindergarten: Thanksgiving Feast – November 24
- JEPTA would like to contribute to classroom celebrations when given advance notice.
- Parent-teacher conferences are scheduled for next week. Monday, November 23, and Tuesday, November 24, will be half days.

Warren Street

- The Veterans Day Breakfast was well attended and was a wonderful event.
- ParentSquare messages have been sent encouraging families to talk with their children about school safety. The school appreciates parents taking the time to read and discuss these messages.
- Thank you to all Scholastic Book Fair volunteers for their help and support.
- A Toys for Tots toy drive will take place at both buildings through RAAD Dance Academy.
- Classroom teachers will be holding their own Thanksgiving celebrations.
- Second Grade will host a student-only Balloon Parade on November 24.

6. Fundraising Updates

Apparel Sale

- Apparel orders are expected to arrive before Thanksgiving break.
- Parents should watch for apparel orders coming home with students.

- Hats for crossing guards and umbrellas for Board of Education members were purchased using apparel funds.

Wreath Fundraiser

- Current profit: approximately $1,600.
- This is less than last year, partly because Knox was included in this year's fundraiser.
- Volunteers will be needed to help make ribbons.
- Wreath orders were due Friday, November 13.

Winter Catalog Fundraiser

- Projected sales are expected to exceed $8,000.
- This amount represents total orders, not profit.
- Final numbers will be included in next month's Treasurer's Report.
- This continues to be a very successful fundraiser that requires relatively little volunteer effort.

Scholastic Book Fair Recap

- Overall, both book fairs went very well at Pleasant Avenue and Warren Street.
- Volunteers did a wonderful job, and both locations worked out successfully.
- Scholastic invoices are still being processed. Final financial numbers will be available soon.
- Volunteer goodie bags were well received. A huge thank-you to everyone who helped make the book fairs successful!

Spring Book Fair Discussion

- The possibility of holding a spring BOGO (Buy One, Get One) Book Fair was discussed.
- Scholastic does not always offer the BOGO option unless sales reach $2,500 at each building.
- Book fairs are most successful when scheduled alongside evening school events, as these events bring in the most sales.
- The Pleasant Avenue Spring Book Fair will be held in conjunction with the Art Show.
- The group discussed whether a corresponding evening event could be planned at Warren Street.
- It was also suggested that JEPTA explore access to the building calendars to better coordinate events, including the possibility of future PTA leadership by someone who is not a teacher.

Bowling Tournament Recap

- The basket raffles were very successful.
- The 50/50 raffle winnings were donated back.

- Overall, the event was a great success. Even with only one volunteer shift, the fundraiser generated approximately the same profit as last year.
- A HUGE thank-you to all participating teams and families! Everyone had a wonderful time.

7. Upcoming Events and Discussions

Most Wonderful Time of the Year

- Date: December 17
- Time: 4:00–6:15 PM
- Point Person: Jamie
- Volunteers are encouraged to sign up and help!

Holiday Shop

- The Holiday Shop will be run through C&H, a local business, and will be different from the Penguin Patch program.
- The group discussed inviting high school students from the Future Business Leaders of America (FBLA) class to volunteer as "budget helpers" to assist younger students with shopping.
- Additional planning, structure, and volunteers will be needed.
- Point Person: Bridget Rocco
- A brief follow-up meeting will take place after the PTA meeting to discuss dates and details.

BINGO Night and SPARK Night

- The possibility of combining BINGO Night and SPARK Night was discussed.
- Concerns included parking availability and the different activities involved in each event.
- SPARK Night will feature Misci and a traveling planetarium.
- JEPTA would only be responsible for organizing BINGO Night.
- Both principals agreed that combining the events could create scheduling and logistical challenges. Members agreed that these two events really do not mesh and it would be conflicting nights.
- **Decision:** JEPTA will give its scheduled date to SPARK Night and reschedule BINGO Night.

Battle of the Buildings

- Warren Street won this year's Battle of the Buildings!
- A small prize will be awarded to the winning building.

PTA Membership

- Membership numbers remain lower than hoped:

    - Warren Street: 17 members
    - Pleasant Avenue: 14 members
    - Total PTA membership: 70 members
- The group discussed ways to increase membership and encourage more family participation.
- Suggestions included sending out another membership reminder and exploring additional ways to reach families.

8. Future Meeting Dates

The group discussed switching to virtual meetings during the winter months. Virtual meetings have had better attendance in the past and may be more convenient during the colder months.

Next Meeting:

- December 9 at 6:00 PM
- Format: Virtual

9. Comments and Questions

A secondary meeting will take place immediately following the PTA meeting for members involved in the holiday committees.

10. Adjournment

The meeting was adjourned at 4:03 PM.

Thank you to all of our JEPTA members, volunteers, and families for your continued support and involvement. Your time and dedication make a difference in our school community!