



FOREST RIDGE PTA BOARD MEETING AGENDA

August 8, 2023 @ 7pm @ Tracy's House

*****Please bring a laptop if you have it*****

*Tracy Zerinskas, Katie Bowman, Katie Jacobson, Kristen Siergiej, Dawn Omiecinski, Regina Tarchala,
Kim Tresch, Brittany Rodman*

1. Call to Order - Welcome Pledge at 7:18pm
2. Executive Committee
 - A. President's Business
 - i. Introductions
 - ii. Open elected positions
 - i. Ideas how to recruit-Meet & Greet (Informal PTA Meeting to meet board members & recruit people for this year. Light appetizers & pop/soda- August 31st @ 7pm possibly @ Oliver's would be included.
 - ii. 2024 & beyond - we will lose Regina, Katie Jacobsen, and Dawn.
 - iii. 2-Ridge Co-V.P.'s
 - iv. 1- Foster Co-V.P.
 - v. 1-Hille Co-V.P.
 - vi. Membership Chairperson
 - vii. Dine Out Chairperson
 - iii. Communications/ Social Media for PTA
 - i. GroupMe (PTA Board, Committees, Families)
 - ii. Facebook
 - iii. Twitter
 - iv. Instagram
 - v. Website
 - vi. Newsletter
 - iv. Binder
 - i. A-Agenda & minutes
 - ii. B-Budget
 - iii. C-Calendar (PTA)
 - iv. D- District calendar & Building Use Forms
 - v. E- Elections
 - vi. F- Treasurer's Report
 - vii. G- Teacher Grants
 - viii. H- Fundraising & Dine Outs
 - ix. I- Favorite Things
 - x. J- Check Requests/ Cash Box Requests
 - xi. K- Cash Count Worksheet
 - xii. L- Check Requisition Form & Square
 - xiii. M- Membership
 - xiv. N- Newsletter
 - xv. O- Open House

- xvi. P- Programs & Events
- xvii. Q- Code Of Conduct
- xviii. R- Robert's Rule of Order
- xix. S- Scholastic
- xx. T- Tax Exempt
- xxi. U- School Supplies (schooltoolbox.com)
- xxii. V- Volunteers/ Classroom Parties
- xxiii. W-Wix.com
- xxiv. X- Santa Secret Workshop
- xxv. Y-
- xxvi. Z- Extra Info

v. Open house planning

- i. Chalk the Walk 1st day of school - we would do this August 23rd
- ii. Teacher & Staff Meeting- Monday, August 21st (7am-PTA, 7:15/7:30- Families, Staff-7:30 & 7:45-8:15 breakfast)
- iii. Ridge- Meet & Greet- Thursday, August 24th during day (specific times will be sent out)
- iv. Kerkstra- Tuesday, August 22nd evening (usually 6-7:30)
- v. Foster- Tuesday, August 22nd evening (usually 6-7:30)
- vi. Hille- Thursday, August 24th 6pm-7:30pm

B. Treasurer

- i. Treasurer's Report & proposed budget
- ii. Update bank account
- iii. Square-Log Ins
- iv. Cheddar Up, Square, PayPal Charity, MemberHub-Updates
- v. Taxes

C. School Vice President Reports

- i. Ridge
- ii. Kerkstra
- iii. Foster
- iv. Hille

D. Committee Reports

- i. Communications Chairperson
 - i. Facebook, Twitter, Instagram, Website
- ii. Membership Chairperson - looking for someone to help with this.
- iii. Dine Outs
- iv. Smencil & Fidget Committee - Katie Bowman and Kristen Speedbury
- v. Skating Committee - Dawn
- vi. Art Committee
- vii. Savers Clothing Drive
 - i. Chairperson
 - ii. Members
- viii. Trunk-or-Treat/ Pumpkins & Pizza
 - i. Chairperson
 - ii. Members
 - a. Concessions
 - b. Candy
 - c. Trunk-or-Treat

- d. Pumpkins - Dawn
- e. Pizza - Regina
- f. Volunteers
- ix. Ornament Night
 - i. Chairperson
 - ii. Members
 - a. Volunteers
 - b. Concessions
 - c. Smencils - Katie Bowman/Kristen Speedbury
- x. Teacher Hot Cocoa
 - i. Chairperson - Katie Jacobson
 - ii. Members - Dawn and Tracy
- xi. Domino's Slice The Price
 - i. Chairperson
 - ii. Members
- xii. Paint Night
 - i. Chairperson - Kristen Siergiej
 - ii. Members
 - a. Concessions
 - b. Smencils
- xiii. Sock Hop
 - i. Chairperson
 - ii. Members
 - a. Concessions
 - a. Pizza
 - b. Beverages
 - c. Candy
 - d. Chips
 - b. DJ
 - c. Smencils
- xiv. Kenootz Take & Make Pizza Kits
- xv. Family Fun Night
 - i. Front Door (including Goodie Bags)
 - ii. Bounce Houses -
 - iii. Games
 - iv. Raffle & Silent Auction - Heather
 - v. Fish
 - vi. Ice Cream - Dippin Dots - Maybe let PTA Board members order some in advance.
 - vii. Volunteers
 - viii. Concessions - Regina
 - ix. Smencils
 - x. Entertainment (ex: Face Painter) - Kim
 - xi. Local community tables?
- xvi. Spring Book Fair
 - i. Chairperson
 - ii. Members - Katie Bowman, Brittany Rodman
- xvii. Sneaker Recycling Drive

- i. Chairperson
 - ii. Members
 - xviii. Popus Popcorn Fundraiser - Kim
 - xix. Earth Day Program
 - i. Chairperson - Kim
 - ii. Members
 - a. Smencils
 - b. Popus Popcorn Pickup
 - xx. Summer Bash Committee
 - i. Bounce Houses
 - ii. Police & Fire
 - iii. Volunteers
 - iv. Games
 - v. Permits
 - vi. Food Vendors
 - vii. Concessions
 - viii. Smencils
- 3. Representative Reports
 - A. Teacher Representatives
 - B. School Board/Administration Representative
- 4. New Business
- 5. Closing and Adjournment - 9:30pm