



FOREST RIDGE PTA BOARD MEETING MINUTES

September 4th, 2025 at Durbin's Midlothian & Zoom 7pm

Sara Durkee, Kim Tresch, Gloria Salem, Yvonne Mackowiak, Heather Kotnour, Jamie Jennson, Michelle Kermer, Bryant Green, Mike, Katie Bowman, Michelle Young, Kristen Spreadbury, Kelsey Dagenais, Josh Dagenais, Kasey Keyser, Dr. Roth, Val Padgen, Kim Anzilloti, Corina & Sister (Foster 3rd grade)

1. Call to Order – Welcome Pledge
2. Executive Committee
 - A. President's Business
 - i. Introductions
 - ii. Approval of the August 8th informal meeting minutes
 - i. Motion: ____ Kim Tresch ____
 - ii. Second: ____ Kristen Spreadbury ____
 - iii. Open elected positions
 - i. Executive Secretary-Mandatory Fill (Possibly Laura Wedgbury)
 - ii. 1-Hille Co-V.P.
 - iii. Dine Out Chairperson (Possibly Christy Korpai)
 - iv. 1-Co-Fundraising Chairperson - Paige Norkus Priest
 - iv. Vote in the following members
 - i. Kayla Boesenburg - Hille Teacher Rep
 - a. Motion: ____ Kristen Siergiej ____
 - b. Second: ____ Kristen Spreadbury ____
 - v. Board Member Addresses: Please fill in your address on my computer
 - vi. Communications/ Social Media for PTA
 - i. GroupMe (PTA Board, Committees, Families)
 - ii. Facebook
 - iii. Instagram
 - iv. Website
 - v. Newsletter
 - vi. Parent Square
 - vii. MemberHub
 - vii. Expectations
 - i. Bylaws
 - ii. Code of Conduct-Everyone needs to read & sign the code of conduct.
 - iii. PTA Board Signature & Initial Log-This is something that we compare
 - iv. when we do our audit to compare signatures. We need everyone to sign it & initial it next to their name
 - viii. Teacher Grants- We have a budget of \$2000 & discussed during the budget committee to keep it higher & to still do the \$250/teacher or \$500 for a

department. If they are a department, everyone needs to be a PTA member. I will send an email out after meeting to the principals to share with their team. Motion to approve the teacher grant for the 2025-2026 year with the grant amount of \$250/person & \$500 for a department while keeping all requirements the same.

- i. Motion: _____ Kristen Spreadbury _____
- ii. Second: _____ Kelsey Dagenais _____
- ix. Stipends- \$3,500 per school. I will also reach out to the principals with this information so they can pass it along.
- x. School Supply Kits 2026-2027 - Do we want to stick with the same company? If so I will go in & sign the contract. We raised \$747 between all four schools. I feel as though this is a quick & easy fundraiser for us so we should keep it.
- xi. Tax Exempt Form- I emailed everyone a copy of our tax exempt form with today's agenda. Remember it is for PTA purchases & you can not pay for personal items on the same order as tax exempt. We did upload this into the google drive under helpful info for PTA board, or search Tax Exempt & it will come up.
- xii. Open house planning & recap
 - i. Chalk the Walk Wednesday August 20th: All the schools had a great turn out & thanks to the weather our chalk lasted the whole first week of school!
 - ii. Teacher & Staff Meeting - Monday, August 18th: Majority of our teachers & staff signed up for their memberships!
 - iii. Ridge - Meet & Greet- Thursday, August 21st: Ridge went great, we got a good number of sign ups & met some potential new board members.
 - iv. Kerkstra - Tuesday, August 19th 5:30: Went well, a lot of sign ups
 - v. Foster - Tuesday, August 19th 5:30: Foster went great!
 - vi. Hille - Locker Drop Off Thursday 14th, 9-11am & 5-7pm: Many people stopped at the table & we had a good amount of sign ups!
 - vii. Hille - September 10th 5:30-6:45pm: Who can be here for this? Do we want to have a table here? NO table
- xiii. Curriculum Night Planning: We are not having tables at curriculum night. We will make sure flyers are distributed to teachers & staff appropriately.
 - i. Ridge - Thursday September 4th, Pre-k AM 5pm, Pre-k PM 5:30pm & Kindergarten 6pm NO table
 - ii. Kerkstra - Thursday September 18th 5:30 NO table
 - iii. Foster - Thursday September 18th 5:30 NO table
 - iv. Hille - October 22nd 5:30pm NO table
- xiv. PTA Member T-shirts: Does anyone have any ideas? New design & color. Add design/PTA to the back

B. Treasurer

- i. Treasurer's Report & Approval of proposed budget
 - i. Motion: _____ Gloria Salem _____
 - ii. Second: _____ Josh Dagenais _____

- ii. Update bank account: Need to get Yvonne on & Tracy off still.
- iii. Square-Log Ins: Password has been changed, if you aren't already logged in please see Sara, Kim, Gloria, Yvonne or Jamie
- iv. Cheddar Up, Square, PayPal Charity, MemberHub-Updates: \$86 from cheddar up
- v. Taxes: Looking into getting someone else to do our taxes. - Gloria & Kim will give info to Jamie about some Tax people options.
- vi. Audit Committee

C. School Vice President Reports

- i. Ridge: Curriculum Night was tonight PK AM 5pm -5:25pm PK PM 5:30pm - 5:55pm Kindergarten 6pm -7pm. Picture Day Friday, September 5th. Our meet and greet went very well. Josh and I spent the morning meeting many new parents and getting those sponsorships. Focus on Families is a great program for families with children from birth to 3 years. They have play groups, the lending library, and field trips. Want more information or want to join, reach out to Kasey Keyser. The Spiritwear store is now open until 9/11. Nurse Hille is asking that all medical forms be brought to the Ridge office at your earliest convenience. Please remind your children no sharing food at lunch and no food items are allowed at/during classroom parties, birthday celebrations, or other celebrations throughout the year. If you are visiting or volunteering please make sure that you have a Driver's license or state- issued ID. Please make sure you label everything that your kids take to school just in case it gets misplaced and finds itself in the lost and found box.
- ii. Kerkstra: Nothing from Nendza
- iii. Foster: The start of the year has been fairly smooth, and procedures and protocols are being taught to help all of the students get back to good school habits. Fall School Pictures were 9/3/25. IReady testing has started and will continue through the next 2 weeks. FastBridge Benchmarking has started and will be completed this week. We are wearing yellow on 9/9/25 for pediatric cancer awareness. We are wearing red, white and blue on 9/11 for Patriot Day. Choir and intramurals start soon. Spirit wear due 9/21 9/18 Curriculum night
- iv. Hille: - Our cross country team begins practice this upcoming week and cheerleading tryouts will be shared soon! We also have our yearbook and art club starting soon and information about student council elections should be shared within the next few weeks. iReady has replaced MAP testing. Testing will still occur three times a year; in the fall, winter and spring. The testing is on mathematics and English/Language Arts. Our fall testing window is September 2nd-12th.

Important Dates in September

9-1 No School - Labor Day

9-2 iReady Testing Begins

9-10 Open House

9-15 FALL PICTURE DAY

9-16 Board of Education Meeting

9-23 Bus Evacuation Drills in PE

D. Committee Reports

- i. Communications Chairperson: Breanna - Make any flyers as needed!
 - i. Facebook, Twitter, Instagram, Website - we will not be using instagram or twitter/x anymore.
- ii. Membership Chairperson: 182 members so far, all board members need to sign up!
- iii. Dine Outs
 - i. Rainbow Cone Recap: Waiting for someone to be back in the office to give us an update. 9/5
 - ii. McTeacher Night - September 25th: Please sign up if you can be there. I sent a reminder email to the secretaries to pass it along to all staff that we are in need of more 7-8pm volunteers.
- iv. Smencil & Fidget Committee: All good with what we have.
- v. Skating & My Kids Play Chairperson
 - i. Skating Party Confirmed for September 17th: \$5 admission includes skates. \$1 will be donated back to the PTA
- vi. Art Committee: Calendars are in and went out to everyone last week. I've started thinking of ideas for this year's theme.
- vii. Savers Clothing Drive
 - i. Chairperson: Michelle Kermer
 - ii. Members: Kristy Moran
- viii. Trunk-or-Treat/ Pumpkins & Pizza
 - i. Chairperson: Yvonne
 - ii. Members
 - a. Smencils: Katie Bowman
 - b. Concessions: Kristen Spreadbury
 - c. Candy: Kelsey D
 - d. Trunk-or-Treat Layout: Kristy Moran
 - e. Pumpkins: Breanna H
 - f. Pizza: Jamie J
 - g. Volunteers: Students aren't always able to sign up on sign up genius with their student emails.
- ix. Ornament Night
 - i. Chairperson:
 - ii. Members:
 - a. Volunteers
 - b. Concessions
 - c. Smencils
- x. Nothing Bundt Cake Fundraiser
 - i. Chairperson:
 - ii. Members:
- xi. Teacher Hot Cocoa
 - i. Chairperson:
 - ii. Members:

- xii. Domino's Slice The Price
 - i. Chairperson:
 - ii. Members:
- xiii. Paint Night
 - i. Chairperson:
 - ii. Members:
 - a. Concessions
 - b. Smencils
- xiv. Sock Hop
 - i. Chairperson:
 - ii. Members:
 - a. Concessions
 - a. Pizza
 - b. Beverages
 - c. Candy
 - d. Chips
 - b. DJ
 - c. Smencils
- xv. Kenootz Take & Make Pizza Kits
 - i. Chairperson:
 - ii. Members:
- xvi. Family Fun Night
 - i. Front Door (including Goodie Bags)
 - ii. Bounce Houses
 - iii. Games
 - iv. Raffle & Silent Auction
 - v. Fish
 - vi. Ice Cream
 - vii. Volunteers
 - viii. Concessions
 - ix. Smencils
 - x. Entertainment (ex: Face Painter)
 - xi. Local community tables?
- xvii. Soap Detergent Fundraiser
 - i. Chairperson:
 - ii. Members:
- xviii. Spring Book Fair
 - i. Chairperson:
 - ii. Members:
- xix. Sneaker Recycling Drive
 - i. Chairperson:
 - ii. Members:
- xx. Popcorn Fundraiser
- xxi. Earth Day Program/STEAM (Scholastic)
 - i. Chairperson:

- ii. Members:
 - a. Smencils

xxii. Summer Bash Committee

- i. Bounce Houses
- ii. Police & Fire
- iii. Volunteers
- iv. Games
- v. Permits
- vi. Food Vendors
- vii. Concessions
- viii. Smencils

xxiii. Coat Drive (Tentative)

- i. Chairperson:
- ii. Members:

xxiv. Birthday Book Program (Tentative)

- i. Chairperson:
- ii. Members:

3. Representative Reports

A. Teacher Representatives: Still would like to get another Foster rep. Kayla Boesenburg will be our second Hille rep.

B. School Board/Administration Representative: Dr. Roth - Thank you! Great start to the school year! Teachers had a wonderful first day back. Intro to agriculture has been added to the middle school. Positive future for all schools!

- 4. New Business
- 5. Closing and Adjournment