



FOREST RIDGE PTA

BOARD MEETING Minutes

June 6, 2024 @ 7pm @ Durbin's & Zoom

Kim Tresch, Sara Durkee, Gloria Salem, Jamie Jensson, Allie Simon, Mike Bowman, Michelle Kermer, Katie Bowman, Kristy Moran, Ms. Zander, Ted Westerberg

1. Call to Order -Welcome Pledge-Call to order @ 7:04pm
2. Executive Committee
 - A. President's Business-Tracy Zerinkas-first, I would like to say thank you so much for everything that everyone has done this year. We had to pivot on some things but everyone adjusted & always came through in the end. We had very successful & well run events. It truly does take a village for what we do & I see all of the hard work you have put into this. I am looking forward to next year. I hope you enjoy your summer break! Can everyone please go around & introduce yourselves & your position
 - i. Approval of May 2, 2024 minutes. SAY...Has everyone had a chance to look over last months minutes? Does anyone have any questions? Can I get a motion to approve the May 2, 2024 PTA Board Minutes? Motion: Katie Bowman Second: Sara Durkee. All in favor & no one opposes
 - ii. Voting in for open positions for 2024-2025 school year-Vote in Breanna Hoffman a communications These are our open positions & we'll be voting in Breanna Hoffman (read positions below) Can I get a motion to vote in Breanna Hoffman as our communications chairperson-Motion: Jamie Jensson. Second: Sara Durkee.. All in favor & no one opposes
 - i. Executive Secretary-OPEN-(1 position)
 - ii. Ridge V.P's-OPEN (2 positions)
 - iii. Hille V.P.-OPEN (2 positions)
 - iv. Communications-OPEN-Breanna Hoffman
 - v. Dine Outs- OPEN (1 position)
 - vi. Bank account Update for 2024-2025 school year. This will be the bank account for the 2024-2025 school year (read below) Can I get a motion to approve the following bank account for the 2024-2025 school year. Motion: Michelle Kermer Second: Mike Bowman All in favor & no one opposes
 - a. Keep the following PTA Board Members on the Forest Ridge PTA Bank Account for the 2024-2025 school year
 - a. Tracy Zerinkas-Executive President
 - b. Kim Tresch-Executive President Understudy
 - c. Jamie Jensson-Executive Treasurer
 - b. Add the following PTA Board Members on the Forest Ridge PTA Bank Account for the 2024-2025 school year
 - a. Sara Durkee-Executive Vice President



- b. Gloria Salem-Executive Vice President Understudy
- iii. Summer Committee Meetings
 - i. Calendar Committee 2024-2025 (Tracy, Kim, Sara, Gloria, Mike, Kristy, Katie B., Michelle K., Heather, & Breanna). Make sure everyone that is listed on here has access to this GroupMe
 - a. Events for next year potentially. Lets go over them really quickly to see if we want to keep or take things off. Just remember this is up to the calendar committee. This is just recommendations for them as they plan for next year. We will not be discussing in great details about each events. The calendar committee chooses what we're doing & the specific committees will be going into further detail about the events as they come closer. I really recommend taking a look at these & picking some committees to sit on
 - a. School Supply Kits-
 - b. Open House
 - c. Meet & Greet (September)-worked out good please consider next year. Stay @ Olivers
 - d. Teacher Grants (Give Back)-This year we did \$5000
 - e. Skating Parties (Fundraiser) did 2 last year over breaks-consider an event on a non break day or a $\frac{1}{2}$ day
 - f. Trunk-or-Treat & Pumpkins & Pizza (Give Back)-look at a higher budget for candy.
 - g. Ornament Night (Give Back)-Consider Hawaiian Fluid Art come out to do this. Did in person this last year & didn't have a lot of attendance (& also didn't sell as many as we did for take & makes.
 - h. Paint Night (Give Back)-Consider Hawaiian Fluid Art come out to do this if Mrs. Siergiej or Ms. Mueller didn't want to do it. Still need to look into cost of this & if there is a limit to how many people we can have for it @ Hille
 - i. Sock Hop (Give Back)
 - j. Family Fun Night (Fundraiser)
 - k. Earth Day Program (Give Back)
 - l. Summer Bash (Give Back)
 - m. Dine Outs (Fundraiser-Rainbow Cone, Raising Canes, Nicky V's, Bubbakoos Burrito, Nonna's, Kenootz, Pepe's, Culver's, Crumbl Cookie)-Consider Crave, Jack Frost, Chic-fil-A, McDonald's (McTeacher Night), Taco Bell
 - n. Smencils & Fidgets (Fundraiser)
 - i. Sell At Events
 - ii. Holiday Sales-We can send out pre-order forms & have a bundle pack for the holidays (winter, valentine's day, & spring). They would get 5 pencils for \$5.00



- o. Domino's Slice the Price (Fundraiser)
 - p. Saver's Clothing Drive (Fundraiser)-just soft goods this time & no household items
 - q. Blanket (Fundraiser)-the company reached out to us saying if we buy \$12.50 Large or the \$15 Extra Large by June 15th get them in by Mid August & we'll get 10 additional blankets for free)can talk in discussion about this one-Picnic Blanket/Beach Blanket. Go with now & reach out to other companies if goes well
 - r. Popcorn Sale (Fundraiser)-Kim would look at different local companies to see what they have to offer
 - s. Spring Scholastic Book Fair (Fundraiser)-Local businesses to put on marquis
 - t. Sneaker Recycling Drive (Fundraiser)-don't have to do it at Nicky V's. Can pick another place to have as a drop off
 - u. Soap Bucket (Fundraiser)-Michelle Kermer would answer any questions about this if anyone has any questions about this
 - v. Any additional ideas. Regina recommended a suggestion for the budget next year. After working on the 8th grade dance, the process of begging for donations was a lot. I was thinking that maybe in future years, the PTA could donate \$50 or so towards the dance. These kids follow the PTA through all their activities throughout the year. It would be nice as a thank you to the 8th grade class to give a donation.
 - i. Lock in
 - ii. Movie Night with Park District or Library
 - iii. Delta Sonic
- b. PTA monthly meetings-we are going into the summer months so we will have calendar & budget committee meetings. Those committees are in discussion when they are having them. We will have our informal PTA meeting on Tuesday, July 23rd @ 5pm (5:30 start) @ Tracy's house. Kids are welcome to attend. Bring swimsuits & towels. Reminder message will go. We'll have some food & drinks there.
- ii. Budget Committee 2024-2025 (Tracy, Kim, Sara, Gloria, Jamie, Mike, Michelle K. , Heather, & Breanna)-We set up GroupMe. Is there anyone who wasn't on it? Jamie's good for all total events & what not to. See total in full
 - a. Discussion on allocation of funds for the 2024-2025 school year
 - iii. July/August Informal Meeting-Tuesday, July 23rd arrive between 5pm-5:30-pm. Meeting will start @ 5:30 at Tracy's house. Kids are welcome. Bring swimsuit & towels. Light appetizers & drinks will be served



- iv. Bylaws Committee-we will meet closer to the beginning of the school year to look over our Bylaws. Who would like to sit on the committee? We recommend new members to sit on this. You don't need to know anything. It's a good way to see the rules we need to follow. Michelle & Mike
- iv. Communications/Social Media for PTA
 - i. GroupMe (PTA Board, Committees, Families)-New GroupMe was set up for the 24-25 Board members. Please text Tracy if you didn't get it & she will add you on.
- v. Teacher Grants-no new teacher grants
- vi. School Supply Kits for 2024-2025 Update-flyers went out a few weeks before school ended. We will add the flyer & reminder in the July newsletter
- vii. Principal Appreciation Day Recap-Mr. Beringer liked it & was taken back by it & was touched
- viii. Staff Appreciation Week Recap
 - i. Ridge-It was good. Sara was geeked for our staff @ Ridge & it was really cute & went really well
 - ii. Kerkstra-no updates
 - iii. Foster-No updates
 - iv. Hille-no updates
- B. Treasurer-Jamie Jensonson
 - i. Treasurer's Report
 - ii. Turn in Money-remind everyone to have their reimbursements & deposit their checks by June 15th
 - iii. Square-Log Ins
 - iv. Cheddar Up, Square, PayPal Charity, MemberHub-Updates
- C. School Vice President Reports
 - i. Ridge-Sara Durkee & Allie Simon
 - ii. Kerkstra-Michelle Young & Kirsten Spreadbury-Noting from Nendza
 - iii. Foster-Mike Bowman & Michelle Kermer-Field Day went great! Ms. Capouch and all of our Field Day Committee really did a wonderful job of setting up a marvelous experience for the students. A big thank you needs to go out to all of the volunteers who supported throughout the day. Our awards assembly was held on June 4th, and was a fine end to our super school year. Foster students and staff would like to thank the wonderful PTA for all of the support you have given us over the year! We could not do the things we are able to do without the PTA, through your financial support and volunteer support. We are blessed to have such a great group of people working tirelessly for the benefit of our kids!!
 - iv. Hille-Dawn Omiecinski
- D. Committee Reports
 - i. Communications Chairperson-Katie Jacobson-Nothing to update regarding communications besides the website will be updated to reflect the upcoming dine outs soon. I will be changing the account passwords and giving them to Tracy soon.
 - i. Facebook, Twitter, Instagram, Website



- ii. Membership Chairperson-Tracy Zerinkas-We will be working on getting a new form for next year. We ended with 304 members for the 2023-2024 school year. We are hoping to increase that a little next year
- iii. Dine Outs-Robetra Seifer
 - i. April Dine Out -Nicky V's-\$212.44
 - ii. May Dine Out-Culvers recap-\$450.02 & should get the check in a couple of weeks
 - iii. June Dine Out-Crubml Cookie June 4th from 11:30pm-6pm @ Tinley Park location Recap-raised \$476.68 & that's after flyers getting lost twice & the power being down for 2 hours during the event. They did extend the time frame to 10pm when they closed instead of until 6pm which was nice
 - iv. McTeacher Night @ McDonald's-pick a date in September for it
- iv. Smencil & Fidget Committee
 - i. Chairpersons: Katie Bowman
 - a. Summer Bash Recap-went well
- v. Skating Committee: Committee Chairperson: Dawn Omieciński-no updates at this time
- vi. Art Committee:
 - i. Committee Chairperson-Kristy Moran
 - ii. Members: Kristen Siergiej & Kristen Spreadbury
- vii. Sneaker Recycling Drive-we have to get together to bag everything up & send it out
 - i. Chairperson-Sara Durkee & Kristy Moran
 - ii. Members
- viii. Summer Bash Committee-Recap-Overall it went good after the rain. The 30 minute "rain delay" worked out good to get things set up. Thank you to everyone who weathered it out with us to get it up & going within the time frame we had.
 - i. Bounce Houses-Tracy Zerinkas-the bounce houses worked out well. We had an issue with the state permit for the event. When the city entered their info to the state for the event, the state came back saying they needed the bounce house company to have a state certificate for each bounce house there (meaning that an inspector had to come out of the company's business to inspect the bounce house & say it passed inspection.) The original company didn't have that certificate they needed so we had to find a new company that can get us the certificate of insurance & the certificate of inspection. Kim called several bounce house companies & found one that was available, within our price range, & can get us what we needed within 24 hours.
 - ii. Volunteers-Kristy Moran-having administrative support was great. It truly helped with the kids at the park area
 - iii. Games-Dawn Omieciński-We had to pivot on where we were doing the games. We moved all games (except kickball) to the parking lot & it worked out great.



- iv. Permits (Police, Fire Department, Road Closure, & Sanitation License)-Tracy Zerisnkas & Kim Tresch-everything worked out great with this. Having 2 emergency management people there helped keep the street blocked off safe. Officer Tracy was able to stop by for a bit too.
- v. Food Vendors-It worked out great that we were able to stage them in the no parking zone by Ridge until the parking lot got cleared. Once the rain left we got them in position. All locations seemed to have a steady line which was nice for all
- vi. Concessions-We didn't sell as much concessions as we did in the past. This was due to th weather & not as many people attending. Tracy went in to look over what we have left. The candy is good until next year. We do have some pop that will expire right around when we're doing Trunk or Treat. Those that are expiring before that Tracy brought to her house. If anyone wants to buy any of it we can talk about price. I think we paid \$4 or \$5 per case of pop. Tracy will post pictures later on what's left. The cases of diet coke that expired in March was thrown out (3 cases total)
- vii. Smencils-Kristen Spreadbury & Katie Bowman
- ix. Blanket
 - i. Chairperson: Kristen Spreadbury
 - ii. Members: Kristen Siergiej
- 3. Representative Reports
 - A. Teacher Representatives-Kasey Keyser, Elizabeth Boersma, Carmelina DeSabato, Christine Michalik, & Kristen Siergiej
 - B. School Board/Administration Representative
- 4. New Business
- 5. Closing and Adjournment

Respectfully submitted by Kim Tresch