



## FOREST RIDGE PTA BOARD MEETING Minutes

*November 2, 2023 @ 7pm @ Durbin's & Microsoft Teams*

*Katie Bowman, Kim Tresch, Regina Tarchala, Jamie Jensson, Sara Durkee, Allie Simon, Michelle Young, Kristen Spreadbury, Dawn Omiecinski, Kasey Keyser, Carmelina DiSabato, Kristen Siergiejs, Roberta Seifer, Kristy Moran, Jamie Garcia, Gloria Salem, Brittany Rodman, Tracy Zerinskas*

1. Call to Order -Welcome Pledge-Call to order @ 7:02 by Kim Tresch
2. Executive Committee
  - A. President's Business-Kim Tresch
    - i. Approval of October 5, 2023 minutes. Has everyone looked over the October 5th minutes? Any questions about it? Can I get a motion to approve the October 5, 2023 minutes? Motion: Katie Bowman Second: Jamie Garcia All approved & no one objects
    - ii. Vote in the following board members: Motion to vote in Gloria Salem as the Co-Fundraising Chairperson: Dawn Omiecinski Second; Allie Simon. All those in favor & no one opposes
      - i. Co-Fundraising Chairperson-Gloria Salem
    - iii. Communications/ Social Media for PTA-Please make sure everyone is on the GroupMe PTA Board & their respective position(s)/committee GroupMe. If they are not on it, have them text Tracy to have them added.
      - i. GroupMe (PTA Board, Committees, Families)
    - iv. Teachers favorite things-Please make sure you are taking a picture & creating an album on your Facebook Pages
    - v. Teacher Grants
      - i. Noelle Dempsey Update- Flex seating for classroom-Allie, Sara, & Tracy delivered the chairs on Oct. 16th to Mrs. Dempseys class & they were excited to have them. The kids wanted to use them right away.
      - ii. Hille 6th Grade Team-Coverage for bus for the field trip-The 6th grade team is looking for money to help with the cost of a field trip to the Shedd Aquarium. Discussion: They are asking for full amount. We are going to limit it to \$500. Tentatively approved but still need details. We also need to make sure that the entire team has PTA memberships. In order to receive the grant, all need to have a membership.
      - iii. Jamie Voss & Jason Phelps-Hille Gym Teachers-Obstacle Course for Field Day-They are looking to get an obstacle course for the field days. Discussion: They are looking for \$500. We are waiting for final pricing.
      - iv. Kayla Judge & PBIS Team @ Hille-PBIS Incentives-They are looking to get prizes for the PBIS Store. They are taking a google survey to see what kids are buying & what they might want to see in there. Discussion: They are looking for \$500. We are waiting for final pricing.

- vi. Wix.com account & Plans
  - i. Follow up if we choose to renew for another 3 years @ discounted rate- the automatic renewal is turned off and the plan remains active until the expiration date. After canceling, you can still change your mind any time before the expiration date by turning the auto-renewal back on.  
Discussion: Keep it the same. Table until next renewal date.

vii. Fall Book Fairs

- i. Hille: Nov., 8th-10th ( $\frac{1}{2}$  day on the 10th). Teachers have an assigned time during their Lit/LA time. Delivery 11/1 & pickup window 11/13-11/17.
- ii. Kerkstra-Delivery scheduled 11/3, 11/6-11/9, Veteran's Day Assembly 11/10 @ 10:30am, Grandparents Day 11/15 from 1-2:30, Family Reading Night-11/16 from 6-7pm, Parent Teacher Conf. 11/20 from 1-7:30pm, & 11/21 from 8am-2pm Scheduled pickup 11/27-12/1
- iii. Ridge Delivery Scheduled 11/6-11/10, Family Reading Night 11/14 from 4:30-6pm, Parent Teacher Conf. 11/20 from 1-7:30pm, & Nov. 21 from 8am-2pm. Scheduled pickup 11/27-12/1
- iv. Foster-Delivery Scheduled 11/6-11/10, Student Buy Day from 9am-3pm, Family Reading Night 11/16 from 6-7pm, Parent Teacher Conf. 11/20 from 1-7:30pm, & Nov. 21 from 8am-2pm. Scheduled pickup 11/27-12/1

B. Treasurer-Jamie Jensson

- i. Treasurer's Report- went over Treasurer's Report Discussion: Sent out prior to the meeting for all to review.
- ii. Turn in money
- iii. Square-Log Ins
- iv. Cheddar Up, Square, PayPal Charity, MemberHub-Updates
- v. Taxes-We scheduled our taxes for (making call tomorrow) they are due 11/15

C. School Vice President Reports

- i. Ridge-Sara Durkee & Allie Simon - Thank you to all the parents & staff for their help with organizing our Halloween parties! Our Pre-k students also had their first field trip to Konow's which wouldn't be possible without our amazing chaperones! This month we have quite a few important dates to look forward to! Our Veteran's Day Program is on Nov. 10th, Family Reading Night Nov. 14th, Parent Teacher Conferences on Nov. 20th & 21st, and our Book Fair being held on the 14th, 20th & 21st as well! Focus On Families also has important dates coming up with Lake Katherine on Nov. 9th & Heritage Park on Nov. 17th pending weather! Focus On Families also started their Lending Library program which is every Wednesday from 10:50-11:50, this is available to all Focus Families & Pre-K students! We are gearing up to start planning our Winter Parties & we have a sheet going home next week to collect parent/guardian information! Mrs. Zander touched on talking to our children about violence, conflict & war. Also the importance of bus training for the kindergarteners & using the crosswalks for all other students! Students are still going outside when the weather allows it so it is important to send our kids to school in appropriate attire that is labeled with their names! Thank you to Mrs. Zander & Mrs. Kasey for all their help this past month & the months to come!
- ii. Kerkstra-Michelle Young & Kirsten Spreadbury - Thank you to the 1<sup>st</sup> grade families for a beautiful lunch last Wednesday. Trunk or Treat - Thank you to all the PTA volunteers for all of the hard work that went into making it such a great night for well over 1,500 community members. Kerkstra would be happy to host

again in 2024. Veterans Day 11/10 - Students are hard at work preparing our tribute to Veterans both near and far from Oak Forest. Over 25 veterans will be in attendance, and more will be celebrated during our photo slide show. Family Reading Night 11/16 - We're excited to welcome author and educator Joe Sweeney to our night to share his book "JJ's Toad - All Great Adventure." Grandparents Day 11/15 - We are excited for an afternoon of memory making, bingo, crafts, and visiting the book fair with our special seniors. We'll also have a professional photographer there to take pictures of grandparents and their grandchildren. Parent Teacher Conferences 11/20-11/21. Winter Clothing - Outside recess is such a benefit for students to get out the wiggles, fresh air and time to socialize. Please have students bring coats, gloves, and hats. Please put your child's name on their clothing items. Book Fair - A pre-book fair thank you to all of the hard work that PTA fair families put in to organize and run this fantastic event. The book fair will be open at Grandparents Day, Veterans Day and Parent Teacher Conferences.

- iii. Foster-Katie Bowman & Ashton King - We had a great Halloween parade. Thank you to all the parents who came to the parade and those who helped out with the class parties. We are gearing up for parent / teacher conferences and the book fair. We will be hosting a Veterans Day program for Veterans on November 10th, at 10 am. Thank you to the PTA for an awesome Trunk or Treat! Student Council sponsored Red Ribbon Week and put together a great spirit week. Student Council is now holding a food drive for Redeemer's Little Food Pantry. Foster Family Reading Night will be November 16, from 6 pm to 7:15 pm. No school for students November 20 through November 24.
- iv. Hille-Dawn Omiecinski 11/1 girls basketball game, 11/2 girls basketball game, 11/3 quarter 1 report cards, 11/7 girls basketball game, 11/8 8th grade cap and gown measurements, 11/9 girls basketball game, 11/8-11/10 book fair, 11/14 girls basketball game, 11/10 Veterans Day assembly. 11/15 8th grade graduation pictures, 11/16 girls basketball game, 11/17 PBIS pm assembly BB game, 11/20-11/22 parent/ teacher conference, 11/20-11/24 thanksgiving break

#### D. Committee Reports

- i. Communications Chairperson-Katie Jacobson-everything is being updated regularly. We are finalizing Book Fair Flyers which will be added once they are complete. If you need me to make a flier just let me know
  - i. Facebook, Twitter, Instagram, Website
- ii. Membership Chairperson-Jamie Garcia We are at 299 members. We will be doing membership or at least calendar sales at all of our events until they are gone.
- iii. Dine Outs-Roberta Seifer
  - i. Raising Cane's Recap-we made \$167.40
  - ii. Nicky V's Dine Out-Oct. 17th 11am-8pm \$263
  - iii. No Dine Out November
  - iv. December Dine Out-BubbaKoos Burritos-once Tracy gets back from vacation, we will set up the date with them.
- iv. Smencil & Fidget Committee
  - i. Chairpersons: Kristen Spreadbury & Katie Bowman
    - a. Trunk-or-Treat Recap - The croc shoe keychain was a hit.
    - b. Inventory-We need to do an inventory of what we have & then order more for the next event. Tracy can help show them how to place the order

- v. Skating Committee: Committee Chairperson: Dawn Omieciński
  - i. Next skating party we are going to get Wed., Nov. 22nd from 6-8:30pm  
Still needs to be confirmed.
- vi. Art Committee: We will meet once Tracy gets back to go over themes for next year & start the whole process - No update right now.
  - i. Committee Chairperson-Kristy Moran
  - ii. Members: Kristen Siergiej & Kristen Spreadbury
- vii. Savers Clothing Drive: It's going great! The trailer is completely full, Dawn has a trunk full & Tracy has a full minivan full of items. Our committee will meet on Sun., Nov. 12 @ 10am to organize & count the bags & boxes. We are dropping it off at Savers on Wed. Nov. 22nd @ 11am so any committee member available to help with that would be greatly appreciated
  - i. Chairperson: Tracy Zerinskas
  - ii. Members: Jamie Garcia, Kristy Moran, Brittany Rodman
- viii. Trunk-or-Treat/ Pumpkins & Pizza Recap-Went over committee report for recommendations for next year. Need to come up with a way to identify those that are not part of the district.
  - i. Chairperson-
  - ii. Members
    - a. PTA theme - possibly Mario Kart for next year
    - b. Concessions-Jamie Garcia - it was very chaotic. Pizzas ran out and some were smashed. Blue hugs and white Gatorade were a hit. People asked to buy a full pizza.
    - c. Candy-Roberta Seifer - make sure we have more
    - d. Trunk-or-Treat Layout-Brittany Rodman - will revisit the flow and rework it for next year.
    - e. Pumpkins & Pizza-Regina Tarchala
      - a. Pumpkins-Dawn Omiecinski - went well. Pumpkins were large.
      - b. Pizza-Regina Tarchala & Sara Durkee - Concession pizzas were smashed and not cut correctly. For next year, have a lantern to help see the names on the list.
    - f. Volunteers-Brittany Rodman - We did okay but needed more.
    - g. Smencils-Kristen Spreadbury & Katie Bowman - Croc keychain was a hit.
    - h. Signage-Brittany Rodman - QR code was good. Not all signs went up due to the weather.
    - i. Trophy's-Dawn Omiecinski - They were easy to make and they looked awesome. They were expensive to make.
- ix. Ornament Night 11/28 4:30-6:30 -We met yesterday & decided on what ornaments we are going to do. Started to do pricing for the 4 ornaments. Maximum capacity 350 for this. 11/21 will be the day that ornament packages are put together. Brittany will host from 4-8 for any that can be there.
  - i. Chairperson-Jamie Garcia
  - ii. Members-Kristy Moran
    - a. Volunteers-Kristy Moran
    - b. Concessions- Gloria and Sara. They can also help with Smencils.
    - c. Smencils-Kristen Spreadbury & Katie Bowman will not be able to be there

- x. Teacher Hot Cocoa-We will be looking out for sales for that. Katie will come up with a cute flyer to attach.
  - i. Chairperson: Dawn Omiecinski
  - ii. Members: Dawn Omiecinski
- xi. Domino's Slice The Price: We are prepping for Domino's Slice the Price Fundraiser. We are getting the class count size & adding 4 more kids to it because we seem to run out of flyers. It will start when we get back from Winter Break
  - i. Chairperson-Gloria Salem
  - ii. Members: Jamie J.
- xii. Paint Night-Some ideas were exchanged on what we can do. We will sit down really soon to pick which one we want to do & get everything ready to go
  - i. Chairperson: Kristen Siergiej
  - ii. Members: Kristy Moran
    - a. Concessions-Jamie Garcia
    - b. Smencils-Kristen Spreadbury & Katie Bowman
- xiii. Sock Hop-No update
  - i. Chairperson
  - ii. Members
    - a. Concessions-Jamie Garcia
      - a. Pizza
      - b. Beverages
      - c. Candy
      - d. Chips
    - b. DJ - we have DJ Matt
    - c. Smencils
- xiv. Kenootz Take & Make Pizza Kits-Gloria Salem- No update
- xv. Family Fun Night-Tracy Zerinkas, Brittany Rodman, & Kim Tresch. Still need committee chairpersons for some of the categories. If you are not signed up on a committee please do so. Games, Raffle & Silent Auction, & Concessions are our biggest areas that we need the most help. I need a couple people to learn how to do the kitchen & games
  - i. Front Door (including Goodie Bags)-Jamie Jenson
  - ii. Bounce Houses-Jamir Garcia
  - iii. Games: Kim Tresch & Dawn Omiecinski
  - iv. Raffle & Silent Auction: Heather Kotnour & Kim Tresch
  - v. Fish-Dawn Omiecinski
  - vi. Ice Cream (Dippin Dots) - Allie Simon
  - vii. Volunteers-Katie Jacobson & Kristy Moran
  - viii. Concessions-Regina Tarchala
  - ix. Smencils-Katie Bowman & Kristen Spreadbury
  - x. Entertainment (ex: Face Painter)-Kim Tresch
  - xi. Local community tables? - Not doing this
- xvi. Spring Book Fair-No Update
  - i. Chairperson
  - ii. Members-Katie Bowman & Brittany Rodman
- xvii. Sneaker Recycling Drive-No Update
  - i. Chairperson
  - ii. Members
- xviii. Popus Popcorn Fundraiser-Kim Tresch-No Update
- xix. Earth Day Program-No Update

- i. Chairperson-Kim Tresch
- ii. Members
  - a. Smencils-Kristen Spreadbury & Katie Bowman
  - b. Popus Pick Up:-Kim Tresch
- xx. Summer Bash Committee-No Update
  - i. Bounce Houses-Jamie Garcia
  - ii. Volunteers
  - iii. Games
  - iv. Permits (Police, Fire Department, Road Closure, & Sanitation License)
  - v. Food Vendors
  - vi. Concessions
  - vii. Smencils-Kristen Spreadbury & Katie Bowman
- xxi. Blanket-Need to call the company to get things started. We will do 100 blankets & have all 4 schools on there. Kristen Siergiej started a design already
  - i. Chairperson: Kristen Spreadbury
  - ii. Members: Kristen Siergiej
- xxii. Urban Air-Jamie Garcia
  - i. We need to pick a date: SIP Days: Jan. 31<sup>st</sup> (all believe this date is good), Feb. 28th (concern w/ this is it's close to Family Fun Night), April 17th-good esp if we get a donation from them for Family Fun Night. They can host a Fundraiser night Monday-Thursday (depending on the date) from 4pm-8pm. The way it would work is our guests would purchase an activity pass (see below) and we would keep track and send a check out after the fundraiser night is over. Guests can come in anytime between 4pm-8pm on the night of your hosted fundraiser. Guests have the option of purchasing the following admission tickets: **Deluxe Attractions:** \$22.99 per person. *Access to: Drop Zone, Pro Zone, Battle Beam, Wipe Out, Apex Main Trampolines, Tumbler Track, Dodgeball, Hoops, Climbing Hill & Tubes Playground. Ultimate Attractions:* \$28.99 per person. *Access to: Deluxe Attractions plus Climbing Walls, Leap of Faith, Ropes Course & Sky Rider. Platinum Attractions:* \$33.99 per person *Access to: Ultimate Attractions plus Laser Tag & Bumper Cars* Urban Air Mokena will give back 20% of Admission back to your organization! The day of, if you wish to have a check in table, we can put one in the front for you to greet your guests. We'll keep track of those who are here with your organization. They can either mention 'your organization or bring in the flier. Also, if you send me your logo, I can get a flier created for you and we can get it up on our Facebook page as well.
- xxiii. Group Tickets for Sporting Events (Ex. Wolves, Cubs, Sox)-Jamie Garcia
 

Sox Outing: Nick from the Sox said adding the choir is not a problem for the National Anthem. Pre-paid parking is cheaper than parking on the day of. I mentioned one day on the three weekends in March/April will be best. Sunday also has overall discounted parking in general. They are finalizing pricing and will get back to me on the cost for the 6 days and we can iron out the best day for this event.-This following info is just so we have a better reference: Can set up a fundraiser through Fevo app, no up-front cost or commitment, only need for advertisement. Fevo has the ability to create customized ticket offers and we can throw \$x to every ticket that's purchased and will get sent back to D142. Will have a link to invite friends. Can Layer in field activities. Band for national anthem, will

find out about choir also. 1st pitch opportunity 500+ tix. Shoutout on board, plan ahead to get a logo pregame parade 250+ tix. Future co-branded apparel after 1st year, still working this out. May/April of 2024 best time to book as it's the cheapest and can work in the national anthem part. Choir can be involved. Prepay parking is cheaper. Sunday is even cheaper.

#### Representative Reports

- A. Teacher Representatives-Kasey Keyser, Elizabeth Boersma, Carmelina DeSabato, Christine Michalik, & Kristen Siergiej - everyone thanks the PTA for all they have done so far.
- B. School Board/Administration Representative - none currently
3. New Business - none currently
4. Closing and Adjournment @8:33pm