



FOREST RIDGE PTA BOARD MEETING MINUTES

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

Sara Durkee, Kim Tresch, Josh Dagenais, Kelsey Dagenais, Jamie Jansson, Yvonne Mackowaik, Katie Bowman, Mike Bowman, Daisy Diaz-Diaz, Kristy Moran, Kim Anzilotti, Kristen Siergie, Katy Czech, Michelle Kerner, Lauren Enright

1. Call to Order – Welcome Pledge
2. Executive Committee
 - A. President's Business
 - i. Approval of November 6th, 2025 Meeting Minutes
 - i. Motion: ___ Mike Bowman _____
 - ii. Second: ___ Katie Bowman _____
 - ii. Vote in Super Volunteers
 - i. Paula Kubilius
 - a. Motion: _____ Katie Bowman _____
 - b. Second: _____ Kim Tresch _____
 - iii. Open elected positions
 - i. 1-Hille Co-V.P.
 - ii. Communications Chairperson
 - iii. Foster Teacher Rep
 - iv. Communications/ Social Media for PTA
 - i. GroupMe (PTA Board, Committees, Families)
 - ii. Facebook
 - iii. Website
 - iv. Newsletter
 - v. Parent Square
 - vi. MemberHub
 - v. Expectations
 - i. Bylaws
 - ii. Code of Conduct
 - iii. PTA Board Signature & Initial Log
 - vi. Teacher Grants
 - i. Mr. Hill took the girls basketball team to their first tournament & it was a great experience
 - ii. Mrs. Cramer received her teacher grant & her students are already utilizing their new goodies.

- iii. Ms. Thielen: \$80.73 to buy pouches for her students that will hand on their chairs to hold pencils, water bottles, etc.

Things falling on the floor have been a huge distraction & students losing pencils is out of hand! The pouches would help keep supplies close by without cluttering the desks. The pouches come in packs of 3 on amazon so a total of 9 sets is needed to make a full class set.

- a. Approval:

- a. Motion: Mike Bowman
- b. Second: Josh Dagenais

vii. Stipends

- i. Foster- Used part of their stipend to pay for intramurals. The check has been delivered to the District Office already.
- ii. Hille- Used part of their stipend to pay a teacher for Gaming Club

viii. Winter Party Planning

- i. Ridge- Struggling with a class, it's been tough securing head parents but it's going okay.
- ii. Foster- Having some issues with helper parents.
- iii. Kerkstra-

ix. Holiday Shop Updates

- i. Kerkstra- Next week Monday/Tuesday
- ii. Foster- Foster has had their two full days of shopping this week! We ordered two restocks, one of which was delivered & pretty much wiped out today! Tomorrow will be our make up day to allow any last minute shoppers time.

x. Scholastic Book Fair Recap

- i. Hille- \$3,604.72 in sales. \$1,294.12 in Scholastic Dollars.
- ii. Kerkstra- \$15,101.81 in sales. The cash profit is \$3,399.96
- iii. Foster- \$8,430.99 in sales. The cash profit is \$1922.99
- iv. Ridge- \$2,582.80 in sales. \$925.04 in Scholastic Dollars.

B. Treasurer

- i. Treasurer's Report
- ii. Update bank account
- iii. Square-Log Ins
- iv. Cheddar Up, Square, PayPal Charity, MemberHub-Updates
- v. Taxes
- vi. Audit Committee- Audit was completed 11/14. There are a few things Heather wants to discuss before it is signed off on.
- vii. Reimbursements: Get them done ASAP!

C. School Vice President Reports

- i. Ridge- Book fair was a huge success. We were able to donate about \$83 worth of books back to the Library. 11/24 - 12/5 - Help Veterans

in Need! Early Act Club is asking for donations of essential items. (Hat, gloves, body care items etc) 12/4 - 12 Days Before Break activities begin. A letter was sent out with each day's activities to celebrate the last 12 days before winter break. 12/9 - PTA sponsored Ridge Staff Lunch Josh and I are still working out all the details but it will be great! 12/18 - Afternoon preschool classes celebrate at their PTA sponsored Winter Party 12/19 - 1/2 Day Kindergarten Attendance Morning Preschool and Kindergarten classes celebrate at their Winter Party. All Head parents have been contracted and given their list of helper parents. An email was sent out to all the teachers informing them about all of this. 12/22 - 1/2 - Winter Break 1/5 - School Resumes. No Left-Hand Turns in to the Ridge Parking Lot. Please make sure you are using the cross walks when crossing the streets. Focus on Families has a coffee chat on Friday December 5th and a play date on Friday December 12th. Also if you know any family with younger Birth to 3yr old please each out to Kasey. If you know any family having a hard time during this time please reach out to Ms. Mimi or Ms. Carlson as they do have community resources to pass along.

- ii. Kerkstra-
- iii. Foster- Family Reading Night, "Reading is Sweet", had over 230 people RSVP. Attendees traveled around the building, listening to reading, having family photos, making crafts, trading in books and going to the book fair. Thank you to N.S. Zora, a former student and author, attendees were able to come away with mini-books of his Marlo the Marshmallow Series. We also held a basket raffle to raise some funds for the Foster library. Parent Teacher Conferences were very well attended, both in person and virtually this year. Foster School came in 1st place in the National BlueStreak Math Contest! December 10 is the Foster/Kerkstra Choir show at Hille, at 6 pm. The last day before winter break is December 19. It is an 11:50 dismissal.
- iv. Hille- Upcoming fundraisers for Cheerleading will be posted on PSquare so please have them check it out and support if they can! We have a Hille fb page now, please join!

D. Committee Reports

- i. Communications
 - i. Chairperson-
 - a. Facebook, Twitter, Instagram, Website
- ii. Membership
 - i. Chairperson- Katie Bowman
- iii. Dine Outs
 - i. Chairperson- Christy Korpal

- a. No November Dine Out
- b. Culver's Dine out on December 17th 5-8pm. Sales less than \$2,500- 5% donated back. Sales greater than \$2,500- 10% donated back. January Dine Out is possibly Bartolini's, more information to follow.
- iv. Smencil & Fidget Committee
 - i. Chairperson- Katie Bowman
 - a. Ornament Night Recap
- v. Skating & My Kids Play Chairperson
- vi. Art Committee
 - i. Chairperson- Kristy Moran: Paint Night: We have it narrowed down to 2 paintings. We'll make a final decision and get the flyer started. We're hoping to have it done and ready to go out before break. Art Contest/Expo: The World Through Your Eyes is our theme for this year. I will work on getting the flyer together. We need to still talk about dates for this.
- vii. Savers Clothing Drive: 4200lbs of clothes were donated. We will get about \$850 back from Savers. \$846.75 to be exact.
 - i. Chairperson- Michelle Kermér
 - ii. Members- Kristy Moran
- i. Drive-Thru Beverages
 - i. Chairperson: Sara Durkee
 - ii. Members: Kelsey, Paige, Kristy, Daisy & Josh
- viii. Ornament Night Recap: It was a success. 70 kits were not picked up at the end of the night but they will be delivered to the schools soon. A lot of people that were take & make did stay to do their ornaments so seating at tables with table clothes was limited. We made \$47 cash between concessions & smencils.
 - i. Chairperson- Josh Dagenais
 - ii. Members- Kristy Moran
 - a. Volunteers
 - b. Concessions
 - c. Smencils
- ix. Nothing Bundt Cake Fundraiser: This is going to need to be postponed. We can possibly have orders sent out & collected before break & then pick up after Winter Break
 - i. Chairperson- Kelsey Dagenais
 - ii. Members
- x. Teacher Hot Cocoa: Frozen Theme, cups have been ordered. Going to check to see if there are hot chocolate packets at kerkstra. We need to discuss the budget.
 - i. Chairperson- Michelle Kermér
 - ii. Members- Heather Kotnour

- xi. Domino's Slice The Price: I will be emailing over the class count lists to our coordinator soon & then all of our supplies will be mailed to us ready to go for pass out!
 - i. Chairperson: Jamie Jenson
 - ii. Members
- xii. Paint Night: Throwing around a couple ideas, have it narrowed down to two. Forms need to be sent out by December 12th & due date is January 6th.
 - i. Chairperson- Kristen Siergiej
 - ii. Members- Kristy Moran
 - a. Concessions- Mike Bowman
 - b. Smencils- Katie Bowman
- 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, Paige, Michelle, Kim, Sara, Yvonne: Heather will be editing the letter we send out soon. There will be some sort of zoom meeting planned soon to discuss our tactics for fundraising this year. Michelle & Kim have already secured a few donations & we are excited for Paige to experience the silent auction madness!
 - v. Fish
 - vi. Ice Cream
 - vii. Volunteers
 - viii. Concessions
 - ix. Smencils
 - x. Entertainment (ex: Face Painter)
 - xi. Local community tables?
- xvi. Soap Detergent Fundraiser
 - i. Chairperson
 - ii. Members

- xvii. Spring Book Fair
 - i. Chairperson
 - ii. Members
- xviii. Sneaker Recycling Drive
 - i. Chairperson
 - ii. Members
- xix. Popcorn Fundraiser
- xx. Earth Day Program/STEAM (Scholastic)
 - i. Chairperson
 - ii. Members
 - a. Smencils
- xxi. Summer Bash Committee
 - i. Bounce Houses
 - ii. Police & Fire
 - iii. Volunteers
 - iv. Games
 - v. Permits
 - vi. Food Vendors
 - vii. Concessions
 - viii. Smencils
- xxii. Coat Drive (Tentative)
 - i. Chairperson
 - ii. Members
- xxiii. Birthday Book Program (Tentative)
 - i. Chairperson
 - ii. Members

3. Representative Reports

A. Teacher Representatives

1. Katy Czech (Ridge): Still recruiting more families to join the Focus on Families program. Totally supports donating any future kits that are not collected from ornament night/paint night.

B. School Board/Administration Representative

4. New Business

5. Closing and Adjournment 7:57