

PTO Meeting Minutes

November 19, 2025

Meeting called to order at 6:06 pm by Catherin Glidden.

RLW motioned and DC seconded, to approve the meeting minutes from the October meeting.

Attendance

Catherine Glidden: President

Trisha Kocanda: Superintendent

Elisabeth Reigle: Vice President - IS

Aga Macoch: School Board

Yoon Chung: Vice President - Preschool

Stacie Brown: Spiritwear

Rosa Lopez-Washington: Vice President - MS

Courtney Billittier: Parent Liaison

Danielle Coughlin: Treasurer

Monica Trent: Yearbook

Jennifer Knop: Secretary

Guests:

Amber Rychlik: IS Teacher Representative

Aileen Veldhuizen

Amanda Monico: MS Teacher Representative

Griselda Santana

Chloe Erkman: ES Teacher Representative

Krista Lee

Reports:

President's Report: Catherine Glidden reported. PTO assisted the Middle School with their Operation Gratitude campaign. Each of the grades exceeded their fundraising goal and together raised more than \$3500. This will allow them to provide Honor Flight of Lake County with the funds to send two Veterans to Washington DC. There was also lots of positive feedback for the Reading Rally and both book fairs are going well.

The PTO helped bring some joy to a Fremont family that recently suffered a house fire. The family was able to pick out some books from the book fair for them and their younger sibling.

The handbook committee met recently. There is now a policy in place for families that receive financial assistance to also receive access to membership toolkit as well.

Vice Presidents' Reports:

Lincoln School: Yoon Chung reported. Conferences are next Monday. Winter party host emails went out this morning.

Elementary School: No report.

Intermediate School: Elisabeth Reigle reported. All party hosts have been assigned and notified. So far, so good.

Middle School: No report.

Treasurer's Report: Danielle Coughlin reported. The balance available is actually higher than what is reflected here. We are also in better shape than this shows as the district membership checks have been deposited since this report was generated.

Mundelein Comm. Checking Balance as of 10/31/25	22,976.15
Mundelein Comm. Savings Balance as of 10/31/25	48,114.67
Less: Committed Funds	71,072.40
Uncommitted Funds as of 9/30/25	18.42
Balance available for 2025/2026:	18.42

Principal's Report: Trisha Kocanda reported for Katie O'Brien. The Reading Rally was well-attended. Thank you for the Halloween parties. Once again this year during conferences, there will be an opportunity for parents to write appreciation notes to teachers and staff.

Middle School: Thank you for supporting Operation Gratitude. We were able to sponsor two Lake County Veterans for Honor Flight. Thank you also for supporting the Middle School Book Fair. We will be set up during parent-teacher conferences as well.

District and School Board Report:

Aga Macoch reported. The last Board meeting was Monday. At this meeting, we approved the school calendar for next year. It is very similar to this year's calendar. There was a levy presentation as well as a safety and security presentation in regards to upgrades to campus. At the meeting, we honored Specials teachers.

Trisha Kocanda reported. Fremont School District was recently recognized as a 2025 Top Workplace from the Chicago Tribune. This is a tribute to our staff for the work they do and it also helps with recruiting. We also recently learned that Nick Atchley was named Lake County Assistant Principal of the Year. He will now be in the running for the next level of competition, that ultimately culminates at the state level. November is school board appreciation month - we recognize the hard work and dedication of our school board members. The Lincoln school calendar is not approved yet due to needing to collaborate with other districts with very different school calendars.

After the recent winter weather, the district is now looking into the idea of building a 2-hour late start option as a possibility. This wouldn't be an automatic default, but would provide another option in lieu of e-learning. The board is working through what that will look like and hopes to finalize plans in December.

The Board has been chipping away at items on the long range facility plan. Bids have come in for next summer's work - and the good news is that they appear to be coming in on budget. These items include expanding the cafeteria and building out a classroom into a STEM/STEAM lab. Also on the list is renovating all three school vestibules for safety purposes. We have not received bids yet, but we are also still looking to

approve an additional entrance/exit for Fremont Center road. There is a new edition of the Fremont Digest that should be hitting mailboxes in the district soon.

Monday, November 24, is the next Village of Mundelein board meeting. There will be Superintendents from 4-5 area districts - including Fremont, Hawthorn, Diamond Lake, Mundelein, and potentially Stevenson in attendance. We plan to unitedly share our concerns on the recent impact fee legislation. We will then be communicating the reaction to all constituents.

Teacher Reports:

IS: Amber Rychlik reported. Halloween parties were great. Truck or Treat was fun. The Reading Rally also went really well. It was a lot of fun to see the students - both current and past. Thankful for the Book Fair - teachers were grateful to be able to pick out books for their classrooms.

MS: Amanda Monico reported. Thank you for the Book Fair. The students always love to go shopping. Thank you for supporting Operation Gratitude! It was so fun watching the students and how excited they were to participate and cheer on the teachers as they were taped to the wall. It was also fun to watch the monitors as they were updated with the donation amounts as they came in.

ES: Chloe Erkman reported. Thank you for the Book Fair!

Committee Reports:

Art Awareness – Yoon Chung reported. Working on revamping projects in the art awareness library. Parents are in classrooms though, and are posting projects on the group facebook page. The goal is to have projects and supplies from January to the end of the school year set up to make it easier for parents.

Birthday Board – No report.

Communications - Aimee Briggs reported via email. The stand alone PTO email gets about 2,000 views, while principal emails get about 10-15 views.

Fundraising – Rosa Lopez-Washington reported. Culver's raised \$437.79 in October. We are looking into doing another Culver's event in May and will plan to invite teachers to sign up much earlier in the process. November's dine and share was yesterday at Luke's in Mundelein and raised \$100. Next up is California Pizza Kitchen on December 18. That one will be all day, and is for all sales that day (no mention needed). Flyers will be coming out for that soon.

The Charleston Wrap fundraiser just finished. Most of the sales were done online this year. With extending the deadline, we raised \$1600. Looking ahead, we are bringing back sports fundraisers! The first one will be at the Chicago Wolves hockey game on January 17. There will also be an opportunity at the Windy City Bulls game on March 8.

Elisabeth Reigle reported. The Happy Little Flame candle sale raised \$882.

Hospitality – Stacie Brown reported. The winter luncheon planning is underway! "Smiling is my favorite" is a little hint to the theme. The luncheon will be on December 17.

Membership Toolkit - April Huckstadt reported via email. Membership Toolkit has been fairly slow and we haven't had any issues. .

Parent Liaison - Courtney Billitier reported. Since our last meeting we've held two Parent University events. October's topic was on strategies for Handling Emotional Escalations. It was nice to see a lot of parents attending and asking great questions. November's topic was Understanding the IEP Journey, and was held via zoom. This event was recorded and will be great for parents to be able to use as a reference. They will be meeting to map out the spring events and are considering bringing back the Book Club.

Picture Day and Yearbook - Monica Trent reported. All parents that were affected by the mailing issue have been contacted at this point. They were asked to complete a Google form. Treering will update their records. Composite pictures should be coming in January. We will start contacting the room parents to encourage them to work on their yearbook page.

Room Parents - No report.

Special Events – no reported.

Field Days – No report.

Spirit Wear - Stacie Brown reported. PTO Spirit Wear has now been delivered to all teachers, staff and PTO. There will be another Spirit Wear sale after the holidays. Orders will be timed to arrive before Spring Break.

Old Business: none.

New Business:

Funding Requests:

1. \$831.96 requested by Lindsey Miska for 4 Chomp Saws (cardboard cutters) for use by all Middle School art students. Motion made to approve by Elisabeth Reigle, seconded by Rosa Lopez-Washington. Request approved.
2. \$1075 requested by Kelly Valentino and Amber Rychlik for the Storm Science assembly for all 3rd grade students. The price has increased as this year they will be bringing a tornado chamber. This amount requested is in addition to the \$800 Cultural Arts budget for third grade. Motion made to approve by Danielle Coughlin, seconded by Elisabeth Reigle. Request approved.
3. \$2400 requested by Jennifer Parmley for the Elementary School author visit. This amount is in addition to the \$1500 budgeted amount. Motion made to approve by Elisabeth Reigle, seconded by Rosa Lopez-Washington. Request approved.

Adjournment: 6:40 p.m. Motion made to adjourn meeting by Rosa Lopez-Washington, seconded by Yoon Chung.

PTO minutes submitted by: Jen Knop