



General Meeting Minutes

Wednesday, March 18, 2026

7:00 pm in the LMC and on Zoom

1. Welcome / Call to Order
2. Meeting Ground Rules
 - a. We are all volunteers, and we try our best.
 - b. Everyone is treated with respect.
 - c. Participation is encouraged - everyone's input is valuable.
 - d. Remember the mission of the PTA in all that we do: "To make every child's potential a reality by engaging and empowering families and communities to advocate for all children."
3. Principal's Report - **Ann Buch/Cara Giacomini-Ferris**
 - a. Looking forward to spring break
4. Teacher's Report - **Margaret O'Grady/Katherine Redmon**
 - a. Thank you for conference lunches, snacks, etc
 - b. Will get going on Pack the Piggies in April
 - i. Reward will be teacher blow-up costume races if we raise over \$600.
5. Treasurer's Report - **Marsha Mitchell**
 - a. Income:
 - i. Parent Night Out raised \$9,269.46
 - ii. Book Fair raised \$2011.68
 - iii. We raised \$388 from the Westgate Night at the Wolves Game
 - iv. We have been receiving money for Knockout Registrations and Membership Payments
 - b. Expenses:
 - i. Room Rep receipts have been coming in
 - ii. Supplies have been purchased for Art Club
 - iii. Westgate Cares postage for the letters that were sent out
 - iv. Payment for the conference luncheon
 - v. The 3rd Grade Magic Show has been finalized.
6. Secretary's Report - **Karen Radek**
 - a. Review & Approval of 1-28-26 minutes [01-28-26 General Meeting Minutes pending approval](#)
 - i. *Karen: I move that the minutes from January 28, 2026 be adopted as presented.*
 - ii. *Abby: It has been moved by the Secretary that we adopt the minutes as presented. Are there any questions or discussion about the minutes? Do we have a second? All those in favor say Aye. Opposed? Motion passes/fails.*
 1. Motion passes unanimously
 - b. Membership - **Samme Nowakowski**
 - i. 2025-2026:

1. 435 members in Givebacks
 2. 7 new members since mid-January; will load to Givebacks (to pay state dues) end of May
 - ii. 2026-2027:
 1. PTA member registration/dues collected during D25 enrollment process, usually beginning May 1; will market this in PTA post in late April
 2. *Looking for a new membership & directory spot committee chair* (requires experience/hands-on in Google Sheets/Excel)
 - a. Reach out to Samme if interested
 - c. Directory Spot - **Samme Nowakowski**
 - i. March stats
 1. Users logged in at least once: 414
 2. Users logged in this week (Mon - Sun): 34
 3. Users logged in this month (March): 183
 4. Total Users: 739
7. Vice President Social & Enrichment - **Julie Hansen**
- a. Art club: **Karen Radek and Christine Conway** report that the art club has finished all of their regular meetings. Starting to put up black paper backgrounds and art for gallery event on 4/15/26. Invitations are being distributed to all parties. Each grade level will be holding 2 bonus art club mini meetings for kids to wrap up old projects and help with gallery prep. Thank you to Mrs. Miller and Dr. Buch for their cooperation.
 - b. Reflections: **Karen Radek** reports that Westgate had 4 submissions move on to the state level competition! Plus another student's artwork received honorable mention at the regional level. Congrats and good luck to these Westgate artists! All of the Reflections projects will be displayed at the celebration of the arts gallery on 4/15.
 - c. Room Reps: **Shelly Daley** reports that the Valentine's Day parties were a great success! Thank you to all of the parent volunteers!
 - d. 4th grade Glow Party: **Katie Smith** reports the committee is off to a great start planning the event for Friday, April 10th. The registration for the event will go out to parents soon along with volunteer opportunities for the event. We are staying in budget and looking forward to a successful event!
 - e. Cultural Arts: **Dori Nagy** reports that the Indian dancing assembly was rescheduled by the performers to May 4, instead of February, due to an emergency.
 - i. Multicultural night is April 30 - actively looking to add families. Up to 20 families so far. Can PTA post to solicit? Yes.
 - f. Bike/Walk/Roll to School Committee: **Colleen Palmer** reports that the annual Bike & Roll to School event is coming up on Wednesday, May 6! The committee is getting "geared" up for another year of fun - stay tuned for more details in the near future!
 - g. Kindergarten Committee: **Samme Nowakowski** (2025-2026) & **Abby Wolf** (2026-2027) report that 2025-2026 committee has found new committee members for 2026-2027; the new team is gearing up for upcoming incoming kindergarten events like the information night April 9 (will have PTA table, capture parent info, opt in for kinder yard signs and pass out PTA and supply kit information) and screening days in May; requested Spirit Wear store add "Class of 2032" to the listings
 - i. If anyone has not yet registered their 5 year olds please do so. As of right now we have a solid 4 sections.

- h. 5th Grade Committee: **Becky Jehl** reports that the 5th grade mixer event is on track and on budget.
8. Vice President Ways & Means - **Alison Smazik**
- a. Westgate Cares: **Meredith Czaplewski and Kirsten Boyce** report Westgate Cares helped pack food for Feed My Starving Children in February. We had 38 participating Westgate students and their family members. Combined with other participants, our session helped pack over 17,000 meals, feeding 47 kids a daily meal in the next year. Westgate Cares also partnered with the Westgate Garden Club to donate lettuce, which the club had been growing in its hydroponic garden, to the Wheeling Township Food Pantry. The food pantry noted that the lettuce was a much appreciated fresh option to distribute to pantry clientele.
 - i. Hydroponic garden is owned by foodservice, rotates through the district.
 - ii. Donna Hynek and Abby Horn do a really nice job with this club.
 - b. Scholastic Book Fair: **Kelly DeGuia, Alison Smazik and Hillary Walker** report the following: Thank you to the Westgate volunteers and families who came out to support the fair this year! Total funds raised from the fair: \$2,011.68. Families rounded their purchases up to donate funds to Share the Fair. Combined with the existing Share the Fair and earned Scholastic Dollars, the book fair was able to purchase \$367.67 worth of books for Westgate! An additional \$200 Scholastic Dollars were earned during the fair, which have been made available for two new teachers to spend on books/items for their classrooms. A special thank you to Mr. Greg for helping to ensure that the fair set up and tear down was successful.
 - c. Dine Outs/Fundraising: **Becky Jehl** reports Remaining Dine out/fundraisers as follows: Chipotle on 3/31/26, Barre on 4/14/26 (adults only), Cubs game on 4/19/26, Lou Malnatis on 4/20/26, Beer on the Wall on 5/3/26, Coolest school at Capannari's on 5/14/26, Portillos on 6/3/26 and Berry Yo from 6/4-6/7/26.
 - d. Teacher Appreciation Week: **Kelley Balmer and Leia Bradley** report that we are organizing our week of celebration for staff. There will be a sign up genius going out to families for some support.
 - i. Back to the 90's theme
 - ii. Some new things, some items back by popular demand
 - e. The Parent Night Out Committee: **Kelley Balmer, Alison Smazik & Blair Waring** report we are so excited for our best event yet! Thanks to all 150+ people who attended our event and participated in the silent auction. We raised over \$9200!!
 - i. Looking for additional committee members for next year.
 - ii. Could consider different venue to accommodate numbers.
 - iii. Thank you to the teachers for their donated events.
 - f. Knockout: **Shelby Gajos** reports that we have had 2 AWESOME Knockout events so far and the 3rd one is going on now in the gym :) Thank you to all of those that participated and a HUGE thank you to all of our volunteers!
9. President Elect's Report - **Samme Nowakowski**
- a. No updates 3/18/26
10. President's Report - **Abby Harkey**
- a. The ABC25 foundation is hosting a Top Golf fundraising event on Sunday, March 15th. Although the deadline has passed to purchase tickets, the silent auction items are available and you do not need to be present to win. Silent auction items link: <https://abc25foundation-2.betterworld.org/>

- b. Arlington Heights Council of PTA's/D25 Scholarship. There are 12 scholarships available, \$1500 each; 7 Achievement, 3 Power of Courage, 3 Marybeth Anderson. Westgate has four readers (Abby Harkey, Kim Hedstrom, Debbie Lysicatos, Karen Radek) and will be reviewing 71 scholarships this year! Winners announced on April 11th.
 - c. Nominating Committee: **Kelley Balmer** is the committee chairman and will present the slate for the 2026-27 school year.
 - i. Samme Nowakowski for President, Julie Hansen for President Elect, Colleen Crandall for treasurer, Nicole G for secretary, Kim Kudrone (sp) for VP Ways and Means, Colleen Palmer
 - d. Be on the lookout in our weekly newsletter for the fun events coming up in April & May!
 - e. Don't forget about our monthly community newsletter.
 - f. No meeting in April. Come out and enjoy the Art Show!
11. Unfinished Business
12. Raffle Winners! Dr. Buch and Mrs. O'Grady won gift cards to Peggys!
13. Adjourn- HAVE A WONDERFUL SPRING BREAK!
14. Please join us following tonight's meeting for a social gathering at Peggy's 🍀