

**Hiteon PTC General Meeting Minutes
October 5, 2016**

**The Hiteon PTC enhances student education and builds community
through volunteer & fundraising efforts.**

Board attendees: Michelle Hill, Amy Johnson, Wendy Fatz, Melynda Stitt, Jen Carlton, Christie Savage, Courtney Covington, Beth Kohler, Tammy Green and Julie Lover

General Attendees: Jennifer Ashley, Jennifer Klingner, Monica Arbow, Kristin Glover, Michael Curtin, Stephanie Moffett and Mary Pat Janowski

Welcome

Introductions

Review/Update Norms:

- **Time limit to questions**
- **Limit side conversations**
- **Information seek first, then ask questions**
- **Assume good intent**
- **Open forum format where people feel comfortable to share**

Parent Education: Safety Response Protocol Officer Daniel Cotton

- Standard response protocol is our system for an emergency in or out of the school to maintain safety for the children.
- English:
<https://www.beaverton.k12.or.us/depts/pubsafety/Pages/Standard-Response-Protocol.aspx>
- Spanish:
<http://iloveguys.org/srp/SRP%20K12%20Poster%20Spanish.pdf>

-Lockdown, locks, lights out, out of sight!

-Lockout secure the perimeter, everyone inside

-Evacuate to announced location

-Shelter Hazard and safety strategy

-Non emergency phone # 503-629-0111

-Talk with your kids about this

Susan from Super Play

-They are available for fundraising, teacher appreciation, field trips etc. They are very willing to work within budgets.

Principal's Report Monica

- Early release will start next year 2017-2018. Teachers association voted and approved for more teacher collaboration time.

-Every Wednesday starting 2017-2018 we will be released at 1:05pm. All schools and grades district wide.

-Three year plan is to add 9 student contact days.

-FAQ is on district web page to answer many questions parents may have.

<https://www.beaverton.k12.or.us/PS/Pages/Early-ReleaseTeacher-Collaboration.aspx>

-Will this be on top of PYP collaboration time? As of now we do not have that answer.

-What are Hiteon's actual instructional minutes for the students with the PYP collaboration and if we are approved will that collaboration time go away?

Treasurer Jen Carlton

- Current enrollment is down to 674
- Room party budgets will go down to reflect the enrollment. It will still remain \$6 per child but the budget will be \$4044.
- Grade level funds have been used for Scholastic/Studies Weekly enrichment.
- Funds have been spent on Art literacy, bulletin boards, math labs and passport.
- Popcorn sales brought in \$93.
- Hiteon t-shirts were purchased as gifts for the new staff members.

Presidents Michelle and Amy

- Walk and Bike Information

Total Participants: 471

Walk: 227

Bike/Roll: 46

Bus: 126

Carpool: 72

Upcoming Events

Oct. 6 - Picture Day

Oct. 7 - Principal's Coffee

Oct. 11 - Vision Testing

Oct. 11- Pizzicato

Oct. 14 - No School - Staff Development

Oct. 20/21 - No School - Conferences

Oct. 24-28 - Book Fair

Oct. 26/27 - Passport

Nov. 1 McTeacher night

Open Forum

Adjourn 8:03pm