

Hiteon PTC General Meeting Minutes
February 1, 2017 7:00pm

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

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

General Attendees: Monica Arbow, Traci Chelf, Jennifer Klingner, Jennifer Ashley, Kristin Glover

Welcome

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: PYP Traci Chelf

- How students benefit at Hiteon
- Common language
 - Teacher guided - Student driven
 - High engagement
 - Quality
 - Skills for learning: social, communicating, researching, thinking and self-management.
 - PYP at Hiteon on Facebook
 - <https://www.facebook.com/PYP-at-Hiteon-Elementary-674935039379810/?fref=ts>
 - PYP assessment will be May 22nd and 23rd.

Principal's Report: Monica Arbow

- Robotics after school program is underway and will Start Monday March 6th- June 5th for 3rd-5th graders
- New specials schedule will also be in the newsletter.

-February 3rd Day 6

-March 2nd Day 4

-March 3rd Day 5

-March 10th Day 4th

-April 28th Day 5

-June 22nd Day 3

- Our enrollment is currently at 684 enrollment

Treasure: Jen Carlton

- Jen will be doing teacher letters to let them know what is in their account.

President:

- Change in Bylaws - there are 3 bylaws that will be voting on in March to change

-The board wants to change the minimum required amount of meetings

Article V: Section 3: Proposed

The Executive Board shall meet a minimum of six times from September to June, inclusive. The Executive Board shall meet at the call of the President in July or August. Special meetings of the Board may be called by the President or upon the request of two members of the Executive Board. Four members of the Executive Board shall constitute a quorum.

Article X: Section 6: Proposed

Regular general membership meetings of the Organization shall occur a minimum of six times from September through June, inclusive. Provided previous notice stating and limiting the purpose of a special meeting, the general membership shall also meet at the call of the President, the Executive Board, or the request of ten members of the Organization.

-The board wants to approve the budget in the spring not fall

Article V: Section 4: Proposed

It shall be the duty of the Executive Board to prepare a recommended budget for the next fiscal year. The budget for the next fiscal year is to be reviewed and approved at a general membership meeting prior to the end of the current fiscal year. It shall also be the duty of the Executive Board to monitor variance in the budget.

-The board wants to up the check writing limit to \$300 without having a second signature.

Article IX: Section 6: Proposed

Two signatures shall be required for checks that are more than \$300.

February:

- 3 Restored School Day (previous Grading Day)
- 10 Coffee w/ Principals
- 16 Lost and Found Clean Out
- 17 Popcorn Friday with the new procedures
- 20 No School - President's Day
- 22/23 Passport Check
- 24 Bingo Night

March:

- 2 / 3 Restored School Days (previous Conference Day)
- 9 Science Expo
- 10 Restored School Day (previous Staff Development Day)
- 16 Lost and Found Clean Out
- 17 Popcorn Friday
- 22/23 Passport Check
- 23 Kindy Orientation in the Evening
- 27-31 No School - Spring Break

April:

- 3 Fun Run Assembly
- 13/14 Fun Run

Open Forum

Adjourn 7:59