

HITEON PTC BOARD MEETING MINUTES

January 7, 2015

9:00 am

Board Attendees: Stacie Ayers, Cathy Manor, Erica Ediger, Ilirija Encinas, Christy Weaver, Mary Pat Janowski, Melynda Stitt, Sue Smith, Julie Lover

Call to Order and Welcome – 9:06 am

TOPICS –

- **Budget Update – Erica**
 - Printer is up and running in BLC classroom/ Jennifer Black’s grant request
 - Received 11 room winter party reimbursements
 - Labels for Education/Box Tops raised \$1211 (the goal was \$1250) (14,850 Label points)
 - Have enough funds to purchase recess equipment
 - Give Labels for Education information/login to Mrs. Hamilton to purchase the needed recess equipment
 - Book Fair – Mrs. Paldino gave Cathy the invoice from the book fair. Will use proceeds in Scholastic Dollars.

- **Upcoming Events –**
 - **PTC General Meeting** on January 14th at 9:00am
 - Jenny Takeda, the BSD head of library services, will speak about the new library software program, “Destiny”
 - **Popcorn Friday – January 23rd**
 - **Science Fair Kick-Off Assembly– Friday, January 30th**
 - There will be three 1-hour OMSI “React-O-Blast” assemblies

- After the assemblies, there will be classroom presentations on the Science Fair
 - The Science Fair boards have been ordered
 - Making buttons for Science Fair participation
- **Dining for Dollars** – Scholls Ferry Baja Fresh and Boardwalk restaurants
 - Over the weekend: January 23rd - 25th
 - Need to mention that you're purchasing on behalf of Hiteon
 - Includes both dine-in and dine-out orders
 - Will advertise in Hawk Squawk
- **McTeacher Night** – Thursday, February 12th
- **Clothes Closet** – Wednesday, January 28th
 - Volunteers needed from 9:30am – 4:15pm
 - Melynda got permission from Ms. Warren for Clothes Closet collection box in the school entryway. It will be out/available for collecting donations on Thursday, January 8th. It will be advertised in the Hawk Squawk.
- **Action Items & Follow Up –**
 - **Arts for Learning Grant** – incorporating art in learning
 - This was suppose to be our year to come on board, but it was deferred until this month
 - Teachers will have training on this
 - **Color Printer** for Office – PTC purchased a color laser printer to replace the color printer that was no longer working. The printer arrived today, but has not been set up yet.
 - **Hiteon T-Shirts** – Sue and Illirija are exploring options for ordering Hiteon t-shirts online
 - **STEM Dollars** –
 - PTC asked for teacher input on how to spend the STEM dollars (\$5,000)
 - Mrs. Klingner sent out an anonymous survey
 - There is teacher interest in having science materials (i.e., a reusable library) to support grade level curriculum
 - We need more feedback from teachers to narrow down what would be most useful

- Review of **2015-2016 PTC Board Positions** to be filled – major turnover
- Review of **2015-2016 PTC Chair Positions** –
 - Updated list of committee chair positions that will be posted –
 - Removed Historian position
 - Changed Kopy Kats Chair to Workroom Trainer Chair
 - Moved the Hospitality Chair responsibilities under the 2nd VP Board position
 - Added Hiteon PTC Website Chair
 - Added Technology Support Chair
 - Added Family Art and Culture Night Chair
- **Hearing Screening** – still working on date
- **February Conference Dinner** – Wednesday, February 18th
 - Trying to keep within \$200-300 budget
 - Melynda and Mary Pat will organize
- **Shared document** updates - [PTC Action Items 2014-2015](#)
- New **Youth Services Librarian** from the Murray/Scholls branch will speak at the February PTC General Meeting to introduce herself and discuss the resources the library offers parents, children and schools.
- **Dude Event** is on the calendar for Wednesday, February 4th
- **Other Comments/Questions** –
 - **Hiteon PTC website visits**
 - December: 1278 unique visits
 - Staff’s “Favorite Things” posting was/is being well-utilized
 - January (as of Jan. 5th): 228 unique visits
 - **Volunteer Hours Decline**
 - As of January 5th: 4329 volunteer hours
 - Last year (in comparison): 5336.64 hours

- **Meeting Adjourned** – 10:23 am
- **Next PTC General Meeting:** Wednesday, January 14th, 2015 at 9:00am