

HITEON PTC BOARD MEETING MINUTES

January 8, 2014

9:00-10:57 am

Board Attendees: Cathy Manor, Stacie Ayers, Erica Ediger, Christy Weaver, Ilirija Encinas, Sue Smith, Barbra Jorgensen, Melinda Stitt, Julie Lover

Call to order: 9:09 am

Topics Discussed:

- **PTC Meeting next Wednesday, January 15, 2014**
 - Mrs. Hansmann will discuss:
 - Kindergarten Round-up
 - OAKS testing
 - CPT- working to create a volunteer after school, one-on-one program for students to receive help with math/reading/homework
 - Add to meeting discussion topics:
 - Mrs. Oordt would like help with "Readers Across America"
 - Mrs. Oordt would like to start a program with upper-grade level students reading with first graders for 15 minutes before school starts
 - Need volunteer to assist with early morning time
 - *Christy W. will talk to Mrs. Oordt and post it on Help Counter*
- **Past Events –**
 - Winter Parties
 - Went well
 - Receipts need to be submitted for reimbursements
 - Families in need
 - Families received some help
 - Gift cards were given
 - Holiday PTC Luncheon
 - Went well
 - Thank you, Cathy!
- **Upcoming Events –**
 - Valentine's Day Party
 - No room parent meeting beforehand necessary
 - Bingo Night
 - Plans going well
 - Could sell t-shirts since there will be excess (or these could be sold at the Kindergarten Round-up?)

- Discuss with Bingo Committee
 - Science Fair
 - Stacie A. talked with Frank this morning
 - Added to registration form: check-off box if student is interested in participating in District Science Fair in May
 - Ordered shirts and check was given for them
 - This year, the number sold will be tracked for more precisely determining next year's t-shirt order
 - Science Fair Kick-off is next week, January 16th
 - Two Mad Science Assemblies
 - Assembly for K-2nd grade
 - Another assembly for 3rd-5th grade
 - Let A.M. kindergarteners know there is a Mad Science assembly next Thursday at 12:30-1:00pm
 - *Melynda S. will ask Frank to let A.M. kindergarteners know*
 - Kindergarten Orientation – March 6th, 9:00-10:00am
 - Include PTC Welcome letter (with background check information)
 - *Christy W. will talk with Helen about background check information for new parents*
 - *Cathy and Stacie will write a PTC Welcome Letter and advise new parents to check PTC website for updates and information*
 - PTC to provide treats for orientation
 - *Barbra J. will get treats*
 - PTC board is encouraged to attend orientation, if available
 - Fun Run –Ilirija E.
 - Fundraising goal: \$41,000
 - Many have already signed up for interest in helping with Fun Run
 - 5 people have signed up for the Fun Run Planning Committee
 - Next action item: email the group of interested volunteers
 - Need a theme and then the Board will approve
 - Need to decide incentive for the school reaching its goal
 - Need to decide how to promote Fun Run
 - Make posters for the kick-off assembly
 - Prizes: if you raise \$50, you get a prize
 - Dining for Dollars –
 - Ilirija E. and Sue S. will work on getting the dates for Red Robin and McMenamin's
 - McTeacher Night on Thursday, March 20th
 - Drop January's Dining for Dollars night
- **Grant Approval –**
 - 2nd grade grant was approved at impromptu voting on December 20, 2013
 - Grant buys book for all 2nd graders for their PYP rainforest lesson

- **Names will no longer be put in PTC meeting minutes to protect legal liability of individuals**
- **Staples** – if you're buying office/school supplies, use the Staples Rewards #
 - There are 2 rebate checks that need to be used before expiration dates
- **Insurance** –Erica E.
 - Coming up for renewal in February, Erica will pay then
 - Erica will give 1099 forms (for the dance party DJ, the coffee cart) to Crystal/accountant
- **Student Testing** –OAKS
 - Begins the end of January and continues through May
- **The Children's Librarian**, from the Washington County Library System, would like to attend a PTC general meeting
- **Box Tops** – raised over \$800!
- **Action Items and Follow-up:** shown above in italics
- **Meeting Adjourned:** 10:57am
- **Next PTC Meeting: Wednesday, January 15, 2014**