

## HITEON PTC BOARD MEETING

February 12, 2014

9:00-10:26am

**Board Attendees:** Cathy Manor, Erica Ediger, Ilirija Encinas, Sue Smith, Melynda Stitt, Julie Lover

**Other Attendees:** Courtney Covington

**Call to Order and Welcome:** 9:09am

### TOPICS DISCUSSED:

- **Bingo Night** – Friday, February 28<sup>th</sup>
- **Kindergarten Roundup** – Thursday, March 6<sup>th</sup> at 9:00am
  - Average attendance of 60 students
- **Science Fair** – Thursday, March 13<sup>th</sup>
  - Applications due February 13<sup>th</sup>
    - Update: deadline extended to February 18<sup>th</sup>
  - Frank will send a reminder
- **McTeacher Night** – Thursday, March 20<sup>th</sup>
  - This will be included in the newsletter
- **Valley Cinemas** – Begins Saturday, March 1<sup>st</sup>
  - \$8 for 8 movies
  - Hiteon will still receive \$3/ticket
  - Next week there will be a flyer sent home about it
  - This will also be included in the newsletter
- **Beaverton Children’s Librarian** –
  - At next week’s general meeting, February 19<sup>th</sup>, a Beaverton Children’s Librarian will discuss library resources and information
- **Fun Run Committee** – Ilirija
  - This year’s theme: “Race of Wonders”
  - Courtney Covington has been working with Amy Keck on the logo
  - There will be a teaser in the newsletter to get students thinking about it
  - Need to finalize shirts: selling vs. fundraising prize
    - For fundraising: If you raise \$100 or more, you get a free t-shirt

- Waiting for shirt pricing – still working on
  - Budget is approximately \$4,100
    - This does not include hospitality or decorations. Hard to determine food and drink budget for volunteers.
  - Courtney will check with Nike about possibly donating hats
  - Prizes need to be finalized by the end of month
  - Raffle drawing needs to be solidified by Spring Break
  - Each grade level will be assigned a continent. Each class will get a “Wonder of the World”.
  - Powerpoint of the continents for assembly
    - *Erica will work on this.*
  - There will be a bulletin board with the continents and how much each class has raised to encourage fundraising/involvement
- **OBOB –**
    - 51 teams (each team has 4-5 students)
    - Currently they are doing classroom battles. Next they will have grade level competitions. Then a 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> grade team will compete for the Hiteon Team.
    - The final competition will be during an assembly, on stage
  - **PTC Transition to Next Year – Cathy**
    - There is a Leadership Transition Meeting on Monday, February 24<sup>th</sup>. Cathy will be attending. Board members are welcome to attend.
    - Need to begin transitioning after Spring Break.
    - Elections to be held in May.
    - Need to communicate the PTC positions earlier. The PTC website will aid in that.
    - *Need to create timelines/to-do lists for each position.*
  - **Internet Safety Night – Cathy**
    - The Beaverton Police Department will speak with Hiteon parents about internet safety
    - This will be an adults-only, evening meeting
      - 1.5 hour presentation
      - Will likely be held in May. *Cathy is working with them on dates.*
  - **Vacuum Cleaner in Art Literacy Room**
    - Thank you, Cathy, for your donation!
  - **Budget – Erica**
    - Insurance will be submitted today
    - Taxes have been submitted
      - We exceeded our budget slightly (\$1,415 > \$1,400). Science Fair went over budget.

- **Box Tops/Labels for Education –**
  - Starting to get low on playground balls
    - Follow up with Mrs. Hamilton to get specs
  - *Melynda will contact Wendy Fatz*
    - Update: Melynda spoke with Wendy. The last ice cream party, from the last competition, will happen Thursday, February 20<sup>th</sup>. The new competition for Spring will be for a popcorn party. Wendy will provide a handout for the teachers to post in classrooms.

*\*Please note: action items are italicized*

- Meeting Adjourned: 10:26am
- Next PTC General Meeting: **Wednesday, February 19<sup>th</sup> at 6:30pm**