

HITEON PTC GENERAL MEETING

May 21, 2014

9:06 – 10:39am

Board Attendees: Ginny Hansmann, Stacie Ayers, Cathy Manor, Melynda Stitt, Ilirija Encinas, Erica Ediger, Sue Smith, Julie Lover

Other Attendees: Heidi Brown, Kellie Stellingwerf, Katie Thomas, Mary Pat Janowski

Call to Order and Welcome: 9:06am

TOPICS –

- **Open Board and Committee Chair Positions –**
 - Co-VP 2 (Community Events) possibly needed
 - Co-Volunteer Coordinator needed
 - If non-essential committees (e.g., Dude Event) do not get chairs by Fall, we will have to remove them from PTC calendar

- **June Hawk Squawk –** to be published Friday, June 6th
 - If you wish to submit an article, it needs to be in by Tuesday, June 3rd (5:00pm)
 - *Cathy will talk to Shannon Duffy*
 - Attach document with chair position descriptions to the June Hawk Squawk

- **PTC Website Update –**
 - Consistently ~400 unique visitors each month
 - Website renewal fees
 - \$14.99 for renewal of domain name
 - \$107.88 for website host
 - If you have input, send to Stacie at the website email address. Stacie will update website periodically throughout the summer.
 - Stacie is working with BlueHost regarding the BSD emails not forwarding
 - PTC board: please check your @hiteonptc boxes

- **Fun Run Update –**
 - We exceeded our goal of \$41,000!
 - As of this meeting, \$46,621.37 raised!
 - Students who raised more than \$100 (193 students or 28% of the school) will receive their Fun Run t-shirts by Tuesday, May 27th
 - Idea proposed to have students (who earned Fun Run shirts) wear their Fun Run shirts for a designated day next year to promote the event for 2015's Fun Run
 - 672/694 students (94% of students) ran in the Fun Run
 - Total laps ran: 28,065 (877 miles)!

- Top boy and girl runners will participate in Water Balloon Toss on Field Day
- Top fundraising classes (Sonnen, Hastings, Maddux) will have their parties on Friday, May 30th
 - Sign up with Sue and Ilirija if you can help
 - *Have teachers notify class parents if they would like to help*
- Top fundraisers receive gift card of choice
- Top fundraiser will have their day as the principal on Monday, June 9th
 - The top fundraiser collected \$531
- Prize process (including the drawing, assembly and pick-up) went smoothly

- **Art Lit Night** – Thursday, May 22nd
 - Low on volunteers, please sign up at stations (especially at the later/evening session)
 - Provide a sign-in sheet to get a better feel for the number of attendees at each session

- **Budget Review** – Erica
 - **Current Budget 2013-2014** –
 - Income Items:
 - Income: everything is mostly on target
 - Fundraising: \$59,341.09 (excluding Red Robin Dining for Dollars and corporate matching)
 - Expenses:
 - PTC Website: exceeded budget due to setup and renewal fee occurring in same school year. Board agreed to pay this since it is within the \$500 limit of the by-laws. Next year will not have this issue as there will be just one renewal expense.
 - OMSI Golly-Ology Assemblies: there are 3 assemblies scheduled for Monday, June 9th
 - The cost exceeded budget by \$25. Board approved this overage as it is within the \$500 limit not requiring approval at a General Meeting.
 - Community Event: costs for the Art Night will come out of this line item
 - Approximately \$250-\$300
 - **Draft Budget Review 2014-2015** –
 - Income –
 - Broke out Amazon Smile, Fred Meyer Rewards and McTeacher Night
 - McTeacher Night funds goes to the specific staff who participated via their staff funds (this money does not roll over year to year, it must be used during the school year or it is rolled back into the big pot)
 - 5th Grade Party will be removed from our budget. We will let them set their own goals.
 - Not planning for additional t-shirt sales (there are both Hiteon and science fair t-shirts left over)
 - Goal for our major fundraising will be \$40,000
 - Expenses –
 - Lowered PTC Misc. and moved the \$150 to PTC supplies
 - Increased website costs to \$125

- Increased tax budget up by \$25
- Lowered tech fund to \$10,000
 - This \$5,000 will be split between:
 - Library support (updating materials and books)
 - A new line item to support the cultural component of PYP which will begin this next school year
- Dude Event will be removed from budget
- Increased Family Dance as it is well attended and is one of the two primary community events at the school
- 2014-2015 budget will not be finalized until the September General Meeting
- The proposed budget will be presented at the June General Meeting (per by-laws). Input encouraged.

PRINCIPAL'S REMARKS –

- Thank you for Staff Appreciation Week! All felt appreciated!
- **Staffing Information:**
 - Will not be shared until the next newsletter
 - Decisions were based on teacher preference (via survey) and principal's input
 - Retirements: Jackie Jones, Jane Paxson, two IA's in BLC, and Kevin Ronacher
 - Reception on Thursday, June 5th at 3:00pm
 - Social Committee is planning, but *Cathy will check with Fouts*
 - PYP Language/Culture will be Mandarin with Tina Strub teaching F/T
 - K: Sonnen (F/T), Griffith (1/2), Rogers (a.m. & p.m. classes)
 - 1st: Hassold, Carlton, Christenson, and one opening
 - 24 students/class
 - 2nd: Maddux, Walker, Brooks, Schmidt
 - 29 students/class
 - 3rd: Hastings, Snell, Castor, Wong, Nace
 - 25 students/class (has been 31 students/class)
 - 4th: Fouts, Chelf, Marr, and one opening
 - 29 students/class
 - 5th: Chamberlin, Humphrey, Steiwer, Klingner
 - 32 students/class
 - Additional .5 PE teacher and .5 Music teacher
 - PE and Music are attached to the curriculum and to learning targets
 - Will be hiring new PE and Music teachers for those .5 positions
 - 5 or 6 day rotation will begin next year with (1) double the current PE and Music, and (2) addition of .5 Mandarin/Chinese
 - The time out of the classroom for Specials will be almost identical to now, students will just get more PE and Music
 - More information to come on Mandarin and the cultural/language component of PYP
 - Job openings posted today. Interviews during the first of June
- PYP application: approved!
- New principal will be here for staff meeting on June 10th and possibly the PTC meeting

ADDITIONAL TOPICS –

- 1" button maker purchase
- Young Writer's Program
 - Ricky Strong is an author and proposed this program. Looking into this. Teachers' plates are full, but we will look at how we can integrate something.
- PTC Board positions open for Conestoga Middle School for next year
- Rewards for Better Choice Program: UPC labels on organic products
 - Lori Squire and Wendy Fatz will head this up
- Purchases:
 - Laser color printer for the office
 - Gift cards for expectant teachers (Nace and MacNab)
 - 2 extension cords
 - Dry erase easel board
- Grant Application – Belisle and Beaty request \$500 for calming tools for students
 - To be purchased this year
 - Motioned. Seconded. All approved.
- 3 Grant Applications received from 3rd grade team for 20 Spelling Ace/Thesaurus portable devices
 - Submitted May 21st
 - \$18.49/each, \$369.80/total
 - Tools help students achieve proficiency in spelling and maximize vocabulary
 - Motioned. Seconded. Approved via email by the Board.
- Looking Back/Looking Forward – How did we do this year? What can we change/add for next year?
 - Change: budget for offering a cultural event focusing on our new culture/Mandarin

UPCOMING EVENTS –

- Art Night: Thursday, May 22nd
- BSD Clothes Closet: volunteer on Wednesday, May 28th
- Last PTC meeting on Wednesday, June 4th
- Field Day: Friday, June 6th
- Assemblies: 3 different ones (two grade levels at each)
 - 9:20-10:20 – K & 1st
 - 10:50-11:50 – 4th & 5th
 - 12:35-1:35 – 2nd, 3rd & K-p.m.

ACTION & FOLLOW UP ITEMS –

- Fred Meyer program: up and running
- Directory distribution email – no need to use Helen's time. Can have and distribute from our Hiteon PTC email address

MEETING ADJOURNED: 10:29 am

**Please note: action items are italicized*

Next PTC General Meeting: Wednesday, June 4th at 6:30pm