

HITEON PTC GENERAL MEETING

June 4, 2014

6:30 pm

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

Other Attendees: Shannon Duffy, Wendy Fatz, Heidi Brown, Tamela Backstrom, JoLanda Starke, Stephanie Moffett, Anita Eng

Call to Order and Welcome: 6:34 pm

PRINCIPAL'S REMARKS –

- Class size range for 2014-2015 school year: 24 – 32 students
- Will be adding .5 PE and .5 Music
 - Music Task Force and School Board approved more school time for PE and Music
 - In a 5 (or 6) day rotation, students will now get more PE and Music district-wide
 - Theoretical rotation scenario: PE, Music, Library, PE, Music, Technology
 - To accommodate additional .5 PE: use of cafeteria before lunch time and share gym
 - To accommodate additional .5 Music: use of a Headstart classroom (as Headstart is being relocated and will no longer be at Hiteon)
- Will be adding the cultural component of PYP: Mandarin
 - To accommodate Mandarin: use of additional Headstart classroom
- School Board voted to give Hiteon a F/T counselor beginning 2014-2015 school year
 - BSD's 5 most highly populated, non-Title I schools (including Hiteon) will now have 1.0 counselor (instead of the current .5 counselor)
- Still working on room assignments for next year. They will be subtle changes (with 1st, 2nd and 3rd grade rooms)
- Still working on Specials' schedule. Despite the Specials' content changes, the amount of time allotted for Specials remains the same
- New hires will be announced as soon as they are decided upon (via email). Mrs. Hansmann has been interviewing for 1st, 4th, PE and Music teachers the last 3 days.

TOPICS –

- **Past Events –**
 - Art Night –
 - Thank you to Erica and Heidi for all of their hard work!
 - We received a lot of very positive feedback
 - Thank you to Mrs. Hansmann for attending both the afternoon and evening sessions

- **Upcoming Events –**
 - Menchie's Dining 4 \$'s: June 4th- 6th
 - Staff Retirement Party: 3:30pm, students are welcome to attend with parents
 - Field Day: Friday, June 6th
 - Still need volunteers, especially for the afternoon
 - OMSI Golly-ology assemblies on Monday, June 9th
 - Students will learn about Chemistry, Physics and Mathematics in a fun presentation with juggling and circus-like theme
 - 3 assemblies for smaller sizes

- **Executive Board Vote – for July 1, 2014 – June 30, 2015 school year –**
 - PTC Co-President – Cathy Manor - All Approved
 - PTC Co-President –Stacie Ayers - All Approved
 - PTC Co-1st VP Fundraising – Ilirija Encinas - All Approved
 - PTC Co-1st VP Fundraising –Sue Smith - All Approved
 - PTC Co-2nd VP Community Events –Melynda Stitt - All Approved
 - PTC Co-2nd VP Community Events –Mary Pat Janowski - All Approved
 - PTC Treasurer – Erica Ediger - All Approved
 - PTC Secretary – Julie Lover - All Approved
 - Volunteer Coordinator – Christy Weaver - All Approved

- **Other Chairs/Committees –**
 - If non-essential programs and events (e.g., Dude Event) do not get chairs by Fall, they will be removed from the PTC calendar and budget
 - Open Board, Committee Chair and Co-Chair positions will be posted on our PTC website
 - Current open Board positions: Co-Volunteer Coordinator
 - Current open Committee Chair and Co-Chair positions: Family Dance, Fun Run, Historian, Hospitality, Passport, Reader Board, Science Fair, 3rd Grade Math Labs, 4th Grade Math Labs
 - Library Liaison: Lori Squire
 - We want to leave space in calendar for additional events (e.g., cultural, STEM and writing workshop events)

- Bank account signers –Erica, Stacie, Ilirija – will remain the same for next year

- **Budget –**
 - Submit reimbursement requests as soon as possible, no later than Thursday, June 11th
 - Any remaining reimbursement check(s) will be left at the front office with Helen through Friday, June 13th. Uncollected checks cannot be mailed.
 - Checks must be cashed by June 30th, as July 1st marks the beginning of PTC's new fiscal year
 - **Draft Budget (2014-2015) –**
 - Income –
 - Fundraising will remain pretty much the same
 - Added Amazon Smiles and Fred Meyers Reward Program as additional fundraising line items

- Changed Major Fundraiser (Fun Run) goal to \$40,000 (rounded amount)
 - Book Fair is approximate
 - Directory Sales remains the same
 - Lisa Kraemer and Lorie Squire will manage this again
 - McTeacher Night: goes to specific teacher's fund, not the General Fund
 - Hiteon T-Shirts: not planning to print T-shirts
 - Science Fair T-Shirts: no specific sales
 - Expenses –
 - PTC Expenses increased by \$50 (to cover website expense)
 - Staff and Classroom/School Support –
 - Added PYP Cultural Support (for Mrs. Strub)
 - Increased Staff Accounts to include the additional 3rd grade teacher next year
 - *Talk to Mrs. Hamilton and Mrs. Henry about expenses for next year*
 - Reduced Technology line item from \$15,000 to \$10,000
 - This \$5,000 will be divided between Library and PYP Cultural Support
 - Programs and Events –
 - Will remain mostly the same, except for:
 - Removal of the Dude Event expense
 - Increase of \$200 for Family Dance expense (to include Photo Booth)
 - Hope to bring in a program for STEM (Science, Technology, Engineering, Math). We did not use this year, but plan to next year
 - Possibly a 3D Printing (Makerbot Printer: approx. \$1,500)
 - Each student could make something for approx. \$0.20
 - May be really neat to have at school for a Science Night
 - Services –
 - Have not allocated any \$ for t-shirt printing as we are not planning on having that expense
 - Consideration of raising classroom party budget
 - Currently it is \$6/child per school year (or \$2/child per class party)
 - *In order to better assess the need for increasing budget, email room parents to find out if the fund is enough*
- iPad Cart Support Grant Request –
 - Erica spoke with Scott Richards, who has been working with Mrs. Klingner to update our approximately 40 iPads
 - Scott created a proposal, requesting approximately \$300, to support the updating of iPads
 - 4th and 5th grades are applying for a BSD grant for additional iPads

