

PTC Board Minutes  
January 11, 2016  
8:05am

Board Attendees: Amy Johnson, Courtney Covington, Jen Carlton, Wendy Fatz, Sarah Heinrich, Michelle Hill, Mary Pat Janowski, Christie Savage and Julie Lover

The Hiteon PTC enhances student education and builds community through volunteer & fundraising efforts.

**Treasurer – Jen**

- Review Budget
- \$55,000 currently in budget
- Technology funds \$10,000 classified to Hiteon staff/technology committee to use (might look different than in past since district took on chromebooks, etc)
  - The PTC will fund to supplement what the district isn't providing. (ie. projectors and bulbs)
  - Room party reimbursements have gone out
  - We received Box Top check for \$838

**Presidents – Amy & Courtney**

- Mascot proposal from Monica Arbow (vote)
- Voted with a unanimous approval
- The purchase price of \$1160 for the mascot will come out of special purchases line item
- Laser Color Printer for PTC Use in PTC Room(looking up about \$250)
- Courtney and Amy will look into pricing and further information about the necessity of the printer. The price would be between \$230-\$250 for color laser printer (Costco pricing for ink \$94 for color black \$82)
- Can we hook up to the network so we can print from the office
- Email will be sent with information
- Fish Tank Proposal – vote
- Voting and making it a new line item at next PTC meeting for \$800
- Jen Klingner will be the purchaser for all items
- Dishwasher for Staff Room
- We have the space and plumbing we have been asked to purchase and install. Research for pricing will be done as well as other options
- Cafeteria has a dishwasher that can be used and the staff can be trained
- Discuss idea of Grade Level Funds
- Instead of grant funds. There would be grade level funds for curriculum. Combine grant funds and STEM money. It would be grade wide and there will be an approval process from Meghan.

-\$2000 per grade level

-This would help streamline the process and timeline of teachers being able to plan and purchase curriculum without having to write a grant and wait for PTC approval.

- School Supplies – from Sept. General PTC Meeting

- Is there anything that is a non consumable products that we as a PTC can purchase and take it off the parent list. What items can we purchase that can stay in the class for future years. (ie, clipboards, scissors,) or do we purchase consumable items that are common across the grades.

-Wendy will make a list of all the common items across the grades

- Chair Appreciation - February – Date TBD- morning muffins and juice (or cookies):  
8:00-9:30

-February dates, morning after drop off with cookies, muffins and juice & coffee in cafeteria

### **Volunteer Coordinators – Wendy**

- Communication of New Volunteer System

-New volunteer system will go live February 1st. Everyone needs to complete the signup process and submit a new background check

-Push to have everyone to sign up. A paper flyer maybe needs to go home as well as email communications continuing.

- Chromebooks

-We will purchase 2 more for login. The cost will come out of the volunteer coordinators budget.

### **VP1s:**

- McTeacher night- Feb. 9

-Sign up sheet will be available for teachers to sign up during the teacher work day on Friday January 29th. Teachers who were not a part of the November McTeacher Night will have first pick on volunteer spots for the upcoming Feb. 9th night.

- Valley Cinema- Feb (more details to come)

- Waiting on Valley Cinema to email us with the information

- Pizzicato- March 8

- Fun Run- Barbara had a meeting in December.

- Will follow up with Barbara on progress and any updates

-The cost of printing the Fun Run shirts will be \$1.30/shirt. So in total, it will cost us \$1,170 for printing.

### **VP2s:**

-Staff appreciation will be taken on by PTC since there is not a committee chair

-Art/Culture night coordinator-we still need one

-An email to go out to all volunteers stating we need a coordinator or we will not be having it.

- Family dance numbers, there were 680 people and 303 pairs of socks donated. Almost \$1000 raised for 5th grade
- Popcorn is going well
- Passport has been going well
- Winter parties- not everyone signed in, there were way more people in the building/classes than were signed in.
- People who are attending class parties need to be there to help not watch. Need to talk with Meghan about this protocol.
- Follow up is needed with the teachers and room parents about how it went.
- Art lit training was canceled, no complaints or issues have been raised.
- Dude event- coming up 1/21- need volunteers
- Popcorn friday 1/22- need volunteers
- Reading incentive- we need to follow up on prizes. Does Amy E. still need help. Do we need to seek out prizes in the community.

Adjourn 9:18am