

General PTC Meeting – January 13, 2016

6:30PM

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

Attendees: Courtney Covington, Amy Johnson, Shannon Duffy, Heidi Brown, Wendy Fatz, Christie Savage, Lerin Mosser, Tara Baune, Jen Carlton, Betsy Willing, MP Janowski, Courtney Walker, Sandy Griffith, Julie Lover, Michelle Hill, Jennifer Klinger, Meghan Warren

Welcome

Handwriting Without Tears – Lynne Carlton - Special pencils reinforce the correct pencil grip, crayons are also long lasting and “flip” crayons with multiple colors. Songs help teach the children how to write. Program is offered from Kindergarten - Third, followed by cursive, & “Keyboarding” without tears. There is a hope that this program will be purchased for all 1st grade. \$300 per classroom kit and \$9.50 for each child’s book. Teacher training in Portland is \$300

Build Norms for PTC Meetings:(write-up on poster board) Time-limits for questions & replies, Questions could always be tabled if they reach the limit, tabled items should be done so with “next steps” for that action being clearly communicated, Parking lot list of outstanding items added to the bottom of the agenda with status updates, avoid side-conversations while someone is talking so that everyone can hear, open forum format where people feel comfortable sharing, designated time on the agenda for open sharing for new attendees who have a concern that they want to talk about. Seek to understand before seeking to be understood, and assume good intent. Presentations by teachers/staff/local community members are great learning opportunities for parents. Publish upcoming presentation topics on website so parents can plan ahead to attend. The words “resolved, and approved” will be used more effectively on minutes per non-profit standards.

How to get on the PTC Agenda: You can use the suggestion box on our HiteonPTC webpage, please make sure it’s submitted before end of school day Tuesday prior to General Meeting. Also please make sure that you have your email and your name on the suggestion. The board meetings are usually the Tuesday before the PTC General meeting. Link to our minutes/agenda

<http://hiteonptc.org/about-page/ptc-meetings-and-minutes/>

Principal Update – Meghan Warren We have a new wall near the front office in “Hiteon Blue” with the dragon (a project from last spring’s Art&Culture Night is hanging in the front office (behind Marti’s desk), per PYP standards involving our language studies etc. We have also created a new sign-in station for volunteers. All background checks must be redone per Beaverton standards. Parking lot challenges, “Bridletrail and

Brockman” is a very dangerous intersection with several near misses and Beaverton police have been asked to provide extra support. New custodian has been hired, Henry, current custodial foreman from Cooper Mountain. Plan is being worked on for indoor recess for rainy days. Today (1.13) was a practice lockout drill. Final stages of swipe entry installation, Hiteon was one of the first elementary schools to install this system. Student count is currently 722

Budget – Jen Carlton: The Box Tops check, which funds recess, came in, it was \$808. We printed the directory for \$135. The largest expenditures since last meeting were out of the grant fund for the 2nd grade dictionaries and reading A-Z.

Fish Tank - Would like to have the Fish Tank be a separate line item to make sure we track the true cost of the fish tank. Move to approve having the line-item added: Line item motion was APPROVED. \$800

Reimbursement for Winter Party - Please let party room parents know that the checks are available for pick-up in the PTC room.

If a teacher would like to know how much they have left on their staff account they can email Jen Carlton

New Volunteer System – Better Impact <https://www.beaverton.k12.or.us/depts/CCI/volunteer-engage>

Please spread the word to people who haven't signed up yet, we have roughly 424 volunteers and only about 150 have signed up. The new website will require you to log-in with a password so try to remember it! It is important to log-in your volunteer hours is that the district uses them to submit for grants and more money for our schools. We need to be logging hours in order to get this. We are also in competition with the other elementary schools. Even 20 min. of emails should be accounted for. Logging hours also shows us how much energy/effort are put into events and if they are worth continuing.

Past Events:

Winter Parties: Positive feedback was received

Passport: The snow created some side issues but it went ok, possibly add the list of countries to the website for the kids to study since we can't add the maps. Interactive map might be available on “Passport Club”

Upcoming Events:

January 21: Dude Event 7:30-8:00AM: Looking for volunteers for this event!

January 22: Principals Coffee and Popcorn

February 1: OMSI Assembly Kickoff: 3 assemblies

February 3&4: Passport: Sign-up to volunteer!

February 9: McTeacher Night 5-8PM Sign-ups will be during staff development day

February 17: PTC Meeting 6:30PM

February 26: BINGO Night

Valley Cinema – February

April 14th & 15th: Fun Run-Be a part of the Planning Committee! Hiteon's biggest fundraiser and in need of lots of support

****Chair Need: Art & Cultural Night**