

## Hiteon PTC Board Meeting Agenda March 4, 2020

**Present:** Kim Rivers, Amy Fabian-Crump, Joni Epstein, Rebecca Kanarek, Carrie Tillotson, Danielle Kolp, Brenda Montgomery, Aaron Sarver

### Discussion Topics

1. Budget Update
  - a. **Action: Treasurer will send out account balances to staff persons with money to spend.**
  - b. Balances look good, everything is on track.
  - c. Treasurer would like to start searching for another bank to host our accounts, one with fewer fees, and mobile deposit. If we choose to go with a different bank, would transition over the summer.
  - d. Key Bank is charging fees \$3 monthly for bank check images, and \$6.50 per month retroactively for past 3 months.
    - i. **Decision: Motion approved to pay for bank charges of \$3 per month for bank check images, and \$6.50 per each of 3 retroactive months needing check images.**
  - e. Selling flowers for Julia McGarrity at the school musical this week.
    - i. Money earned from flower sales would go toward funding the play for next year.
    - ii. Discussion about whether and how PTC should support this request.
    - iii. **Decision: Get more information from school principal during general meeting on this request.**
2. Technology support request
  - a. School requesting funding for additional Apple TV set-ups, possibly a \$10,000 grant to fund all remaining set-up needed.
  - b. Currently we have budgeted \$2000 for Technology.
  - c. The Board is wondering what the district's plans are for supporting technology district-wide.
  - d. We are considering pursuing grant funding from BEF (has to be initiated by a Hiteon staff person), part of money from PTC, and part of money from Hiteon.
  - e. **Action: President and Treasurer are meeting with school principals, and will discuss this request in more detail.**
3. Staff meeting food basket support request
  - a. 1st and 3rd Tuesday of the month at 2:45PM, 40 or so employees

- b. School wanting to create a relaxed atmosphere, makes staff feel cared for.
  - c. Discussion about providing some funds, but would request that the school staff be in charge of getting the food and requesting reimbursement.
    - i. **Decision: Motion approved to add \$250 budget line item for staff meetings under hospitality for the 2019-2020 school year, and bumping to to \$500 for next school year (pending budget review), for teachers/staff to purchase food themselves and submit reimbursement requests.**
4. Kindergarten Orientation Prep
    - a. April 9<sup>th</sup>, Thursday, from 6-7:15pm
    - b. PTC Board members will have representation at orientation.
    - c. **Action: VP2 Amy will put together background check information, and flyer about volunteer opportunities**
  5. Special Topics Dates
    - a. Would like to have special topics presentations with school resource officer/Codie Christensen
      - i. Wednesday, April 8<sup>th</sup> – Internet Safety with school resource officer
        1. General meeting will start at 7pm with internet safety presentation, followed by 30 minute meeting at 7:30pm.
        2. Will move board meeting to Wednesday, April 1.
      - ii. Possibly for Wednesday, April 22 or 29<sup>th</sup> – Social/Emotional Learning with Codie Christensen
  6. Staff Conference Dinner
    - a. Coming up in April, waiting for confirmation on which night staff wants dinner.
  7. Put-In-Cups Design Introduction - Kristen Glover
    - a. Did not discuss. Board will discuss via email.
  8. Volunteer Lapel Pins - Kristen Glover
    - a. Did not discuss. Board will discuss via email.
  9. Upcoming Events:
    - Science Fair - 3/12
    - Popcorn Friday - 3/13
    - Spring Break - 3/23-3/27
    - Art Lit Training - 3/31
    - Dining 4 \$ at McMenemy's – 4/7
    - PTC April Board and General Meetings - 4/8
    - Kindergarten Orientation - 4/9