

## Hiteon PTC Board Meeting Minutes November 18, 2020

**Present:** Kim Rivers, Kristin Glover, Joni Epstein, Ashleigh Hendrick-Horner, Danielle Kolp

### Discussion Topics

1. Update from Principals Meeting
  1. Co-presidents met with principals. Two custodians are retiring this month- Henry Lewis and Kyle Hagestad. How can PTC celebrate their retirements?
    1. **Action: Co-president Kim to purchase retirement card, gift card and drop off at Hiteon.**
  2. Discussion on return to school. The tentative February 8 date for return to school (in person hybrid model) is a flexible date and may change depending on Governor's health metric requirements and if BSD meets the criteria.
2. Budget Update
  1. Discussion on current budget. We currently have \$64k in bank account. This is significantly lower than what we had at this time last year.
    1. Primary spending has been on teacher staff accounts and also \$2k on curriculum support for online subscriptions.
    2. **Action: Treasurer Joni to reconcile quarterly bank statements. Co-president Kristin to assist Joni with second review.**
3. Review Bylaws
  1. Discussion on proposed change regarding term limits.
    1. Board member or committee chair to commit to at least one year term with preferred minimum of two years.
  2. **Decision: Not all board members present at meeting, so will review Bylaws at the next PTC meeting.**
  3. **Action: Co-president Kim to propose change in Bylaws. Kim will send out a reminder to review Bylaws prior to next PTC Board meeting in January 2021.**
4. Read-a-thon
  1. Discussion on whether PTC should have both a read-a-thon and the Fun Run (virtual or in person if allowed) or just focus on one major fundraiser.
  2. Uberthon was the vendor we used last year.
  3. Cooper Mountain elementary PTO used Pledgestar for their virtual fun run this fall.
    1. When choosing an online vendor, we need to consider the families who do not want pictures or names of their kids publicized. Vendor should have that option available to keep families who choose to remain anonymous.
  4. We do not have current committee co-chairs for Fun Run and it may end up falling on PTC board members to take over.

5. **Decision: We should focus on one fundraiser as not to overwhelm the students/Hiteon community. Fun Run will be our major fundraiser.**
  6. **Action: VP-1 Danielle to reach out to previous Fundraising chair/Fun Run committee chairs for more information on previous Fun Run.**
5. Open Discussion
1. Discussion on Dining 4 dollars.
    1. The first D4d event was cancelled last minute (day of the event) due to location closing.
      1. Chipotle is giving a generous monetary donation in response to the cancelled event to make up for the percentage of sales we would have raised that evening.
      2. **Action: Co-President Kristin to include in Presidents' letter a mutual apology for the cancellation and also give props to Chipotle for their donation.**
    2. Next D4d is 12/14/20 at Mod Pizza.
      1. **Action: VP-1 Danielle to confirm with D4d chair Tiffany this date so information can go out in upcoming PTC newsletter.**
    3. Hiteon was selected for McMenamins fundraiser last year but it was cancelled due to covid.
      1. **Action: VP-1 Danielle to look into whether we will get to have D4d at McMenamins this year due to it being cancelled and/or get signed up for lottery to be selected for next year.**
  2. Discussion on how do we reach Hiteon community as we are not having a lot of traffic to the website or the facebook page.
    1. Suggestions of sending out information during library book pick up (though not everyone takes part in this.)
    2. Is there a different form of social media we can use? This would further require community members to sign up for another site/app that they may not want or even use.
    3. **Decision: Board needs to discuss and come up with other ideas.**
  3. Suggestion to send out a reminder to use AmazonSmile for holiday shopping.
    1. **Action: VP-2/Communications Chair Amy to include AmazonSmile information in next newsletter prior to the holidays.**