

**Hiteon PTC Board Meeting Minutes
September 22, 2021**

Present: Kristin Glover, Danielle Kolp, Megan Mumford, Stradivari Sibulboro, Ashleigh Hendrick-Horner, Rebecca Kanarek, Lisa Sarver

Discussion Topics

1. Principal meeting update
 - a. No update. Did not meet this month.
2. Budget updates
 - a. Discussion on budget
 - i. Box Tops
 1. PTC is still receiving money. Should we increase from \$0 to \$50?
 - 2. Decision: Keep line item and change to \$50 to account for money received.**
 - ii. Popcorn Fridays
 1. Postponed until at least winter break. Will reevaluate after winter break.
 - 2. Decision: Keep line item.**
 - iii. Back to School event
 1. Did not have one this year due to covid restrictions.
 - 2. Decision: Keep line item and change to \$0**
 - iv. Fall event
 1. Will not be having a family dance or a trunk-or-treat. Still planning to have a virtual pumpkin carving contest on PTC Facebook page.
 - 2. Decision: Decrease from \$1500 to \$500.**
 - v. PTC will vote in the budget for the 2021-2022 school year at the general meeting.
3. Spirit wear
 - a. President Kristin spoke with Adams Screenprint in Sherwood to set up Hiteon spirit wear online shop like last year.
 - b. Place orders on the website from October 1-18.
 - c. Orders will be shipped out beginning of November directly to customer.
4. Dining for dollars
 - a. D4\$ night will be set up for early October.
 - b. Will have one set up for early November and also early December so as not to interfere with holidays.
 - c. Discussion on having D4\$ extended over multiple weeknights.

- d. Details to follow.
- 5. Vaccine verification for volunteers
 - a. Reminder to upload covid vaccine card to My Better Impact page.
- 6. Birthday cards for staff
 - a. Discussion on purchasing birthday cards for Hiteon staff.
 - i. \$35 for 80 cards. Expense will be in "special purchase."
 - ii. **Action: President Kristin will purchase cards and get list of staff birthdays from Marti.**
- 7. Diversity and Inclusion
 - a. Update from Stradivari.
 - i. D&I committee will be meeting with the social justice committee next Monday on Zoom. Second meeting will be 10/5 on zoom.
 - b. Recipes needed for cookbook.
- 8. Walk and Bike to School Day
 - a. Walk and Bike to School Day is October 6
 - b. PTC will promote it in the newsletter and on Facebook page
 - c. If provided items to hand out, will need to set up 3 different tables at the 3 entrances for the students.
- 9. Book Fair
 - a. Book Fair will be virtual this year.
 - b. Dates TBD; at the end of October.
 - c. **Action: VP-1 Danielle to get in contact with Laura Yarnell and MaryBeth Sadlouskos regarding details and to confirm dates.**
- 10. Put-in-Cups
 - a. President Kristin has ordered the put-in-cups and is waiting on shipment.
 - b. Hawk logo with the phrase "Go Hawks!"
 - c. Will go on the chain link fence by the bus parking lot.
 - d. Once they arrive, we will pick a time to assemble.
- 11. Open Discussion
 - a. Discussion on Picture Day which is October 14.
 - i. A Lead for Picture Day is needed; Jenny Davis has volunteered.