

**Hiteon PTC Board Meeting Minutes**  
**October 20, 2021**

**Present: Kristin Glover, Danielle Kolp, Joni Epstein, Megan Mumford, Stradivari Sibulboro, Ashleigh Hendrick-Horner, Rebecca Kanarek**

Discussion Topics

1. Principal Meeting Update

- a. President Kristin met with Assistant Principal Jenny Read-Emslie.
- b. Discussion on class parties.
  - i. As of now, volunteers are still not able to be in the school building. Winter class parties are tentatively not happening. We may be able to have room parents prep crafts or activities for students to do in the classroom.
  - ii. Hiteon is starting to bring in a minimal amount of volunteers for necessary events such as cafeteria help and picture day help.
- c. Discussion on Senate Bill 13 and diversity in the classroom.
  - i. Several staff including Assistant Principal Jenny Read-Emslie, Mrs. Logan, and Kayla Verseman are undergoing training thru BSD to roll out individual lesson units on tribal history/shared history in the elementary level classrooms.

2. Budget Update

- a. Current PTC budget is \$52414.91.
- b. Recent expenses include:
  - i. \$300 for the D&I committee for the Museum at (Our Place) installation of Native American artwork.
  - ii. \$400 towards Specials class expenses.
  - iii. \$100 for purchase of Hiteon spirit wear t-shirts for staff and community gifts.
  - iv. \$1800 payment to the CPA for taxes and filing.
  - v. \$3000 towards curriculum support.
  - vi. \$1000 in special purchases including Put-In-Cups.
- c. Recent income:
  - i. \$60 from Fred Meyer rewards.
- d. Discussion on Bottledrop income and what/how to report.
  - i. **Decision: Net income is all that is needed to report.**
- e. Discussion on adding a staff account.
  - i. There is an additional staff member at Hiteon that we were not aware of, Tim Ribner, who is the new social worker. Would like to add one staff account to the budget for him.

**1. Decision: Agree to add a staff account for social worker Tim Ribner in the budget. Will vote into the budget at the next meeting.**

- f. Discussion on full time vs part time staff account allotments.
  - i. Decision: Leave at \$225
- 3. Conference care packages
  - a. Discussion on ideas for conference care packages for teachers.
    - i. Typically provide dinner for teachers when in person conferences but cannot this time due to covid precautions. Would like 45 care packages for teachers.
    - ii. Need ideas. Candy, granola bars, cozy socks?
    - iii. This will come out of staff hospitality account-
    - iv. **Action: President Kristin will put together conference care packages and deliver them to school.**
- 4. Dining for dollars
  - a. Mod Pizza D4\$ event was last night and had a great turnout.
  - b. Next month, D4\$ event is being set up with Chipotle. Details to follow.
- 5. Vaccine verification for volunteers
  - a. If you're having trouble uploading your covid vaccine card to the My Impact Page, please reach out to Vol Coordinator Rebecca.
  - b. It is unclear whether you will need a physical card with you when in the school to volunteer. At minimum, keep a digital (photo) copy in your phone to have with you.
  - c. Former vol coordinator Laura Harding emailed that she still is admin on the My Impact Page.
    - i. **Action: Vol Coordinator Rebecca to remove Laura from admin and add co-Vol Coordinator Lisa to admin.**
- 6. Birthday cards for staff
  - a. President Kristin has staff birthday cards for October and November ready. For July, August, and September birthdays that have already passed, Kristin will send in cards on their half birthdays.
- 7. Diversity and Inclusion
  - a. Next meeting will be on Zoom on October 26
  - b. Discussion on Museum at (Our place).
    - i. D&I committee funded an outdoor mini-exhibition/museum as a set of waterproof lawn signs that will be placed outside of Hiteon. This makes it accessible to Hiteon students and hopefully will lead to a broader outreach in the community.
    - ii. There is a super curriculum that goes along with it given to teachers for their individual class.

- iii. D&I hopes to use this as a tool for multiple years. Will revisit in the future if extra budget is to be used to replace our set or purchase a second set for safe keeping.
  - c. D&I committee would like to feature Hiteon families and their family traditions and celebrations on a monthly basis in the newsletter. If anyone is interested in sharing their family tradition, let D&I know. 2 photos and a few sentences about these traditions is minimum needed to add to the newsletter.
    - i. Action: VP-2 Stradivari to send an example from a previous newsletter to Co-VP-1 Joni so she can share with a Hiteon family that may be interested.
- 8. Walk and Bike to School Day- October 6
  - a. Teachers surveyed students and those who walked or biked to school were entered in a raffle. Raffle winners have been drawn and prizes from BSD have been handed out.
- 9. Book Fair
  - a. Book Fair chair Laura has 2 people interested in co-chairing the Book Fair. It will be virtual this fall. There possibly will be an in person Book Fair in the spring. Details to follow.
- 10. Pumpkin Decorating Contest
  - a. VP-2 Stradivari is working on it. Question: Is PTC including lower EGC and upper EGC separately? Or include those students in their grades?
    - i. Action: President Kristin to email to get an answer. Need to know by Friday because the contest starts next Monday.
  - b. PTC board will vote via email/google form.
  - c. If contestants do not have a facebook account or do not want to post on Facebook themselves, entries may be sent to [president@hiteonptc.org](mailto:president@hiteonptc.org).
- 11. Open Discussion
  - a. Discussion on Bottledrop fundraising. Need to get the word out to the Hiteon community that bags are available to fill and drop off at Bottledrop.
    - i. Decision: Green team will be part of Bottledrop fundraising and will get information out.
  - b. Discussion on the Green team.
    - i. The Green team applications will be going home with 4th and 5th grade students in the next couple of months. The goal is to have a Green team for 2021-2022 school year. Will meet via Zoom for the foreseeable future.
      - 1. The Green team successfully facilitated silverware now being in the cafeteria for Hiteon students.
  - c. Discussion on Amazon wish list for staff.

- i. Nancy Ryles made an Amazon wish list for their school community to purchase items to restock the teachers' pantry with snacks.
- ii. VP-2 Stradivari is coordinating an Amazon wish list for Mrs. Hassold's class and is willing to make one for Hiteon teachers' "snack cart."
- iii. **Decision: Board will discuss further.**