

**Hiteon PTC Board Meeting Minutes**  
**January 19, 2022**

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

**Discussion Topics**

1. Principal meeting Update
  - a. President Kristin met with Principal Meghan.
  - b. Discussion on how Hiteon is dealing with the district wide sub shortages and covid.
    - i. Principals are making sure they have coverage for all classrooms each day whether it be using Paraeducators or subs.
    - ii. Threshold for quarantining an entire class is if there are at least 5 positive cases in a class.
    - iii. When a whole school goes remote, it's due to a large majority of staff or students being out. If resources were low on subs, then Hiteon would consider combining classrooms as a last resort. If it gets to a point with too many teachers out, they will have to go remote.
2. Budget Update
  - a. PTC has received D4\$ checks from Mod Pizza and Chipotle which were over \$1k raised.
  - b. Received check from Box Tops about \$80. Currently have received \$350 so far from Box Tops.
  - c. Treasurer Megan is starting to receive reimbursement requests for expenses for classroom winter parties.
3. Dining for dollars
  - a. Next D4\$ is a "Dessert for Dollars" event at Crumbl Cookies.
  - b. Crumbl Cookies at Barrows Rd location in Progress Ridge on January 27, 3-8PM.
  - c. Discussion on purchasing Crumbl cookies during D4\$ as a token of appreciation for Hiteon staff. We can use staff appreciation funds or hospitality funds.
    - i. **Decision: PTC will purchase Crumbl during D4\$ using staff appreciation or hospitality funds to bring to Hiteon staff the next day.**
    - ii. **Action: President Kristin will purchase 5 dozen Crumbl cookies during D4\$ and will deliver to the main office Friday morning.**
4. Diversity and Inclusion

- a. Discussion on donations for Blanchet House. Bins will be set outside the Front Office at Hiteon. Items are being collected to create care kits for Blanchet House. There is a list of items being collected on the PTC website and facebook page. We are collecting until the end of the week Friday January 21.
  - b. Next meeting will be on Tuesday February 8.
- 5. Book Fair
  - a. Discussion on what is going on with the Book Fair.
    - i. Unfortunately, Scholastic is not running virtual Book Fairs right now.
    - ii. Tentative dates for an in-person Book Fair are May 11-18.
- 6. Science Fair
  - a. Seth Epstein is planning the virtual assembly.
    - i. There will be two assemblies split into k-2 and 3-5 to tailor to topics appropriate for each age.
    - ii. Virtual assembly is tentatively scheduled for the middle of February.
  - b. Discussion on Science Fair. There was a need to push dates out from original planned dates. Virtual science fair projects will be due April 6. Science Fair will be published virtually the week of April 11th.
- 7. Fun Run
  - a. Discussion on whether PTC will do a major fundraiser this year. Do we still hold a virtual Fun Run this year? We can do a virtual read-a-thon in place of it. Tentative dates are for the first week of May.
    - i. Decision: Will wait to see how the current pandemic situation plays out going forward. Will talk and decide next month.
- 8. Open Discussion
  - a. Discussion on using PTC funds to restock the teacher lounge.
    - i. PTC doesn't typically stock the lounge with snacks and drinks for the staff.