

Hiteon PTC Board Meeting Minutes

January 10, 2024

Present: Stradivari Sibulboro, Teresa Fear, Carmem Pfiefer, Megan Mumford, Ashleigh Hendrick-Horner, Jen Weibel, Nicole Goldsbury, Julie Nielsen, Kristal Cinque

Discussion Topics

1. Guest
 - a. 5th Grade Representative - Julie Nielsen
 - i. Bingo Night update
 1. Raffle baskets are rolling. We have 5 amazing baskets for Bingo Night.
 - a. Recent raffle basket just added: 5th grade Hiteon parent that is a photographer is offering a family portrait session.
 2. Discussion on contingency plan if Bingo Night gets cancelled due to weather on Friday.
 - ii. Discussion on 5th grade party.
 - iii. Discussion on See's Candies online fundraising.
 1. Will try to get it up and running before Valentine's day.
2. Continuing Business
 - a. Sewing project
 - i. Tracking Spreadsheet Updated
 - ii. Proof Magnetized Curtain for Narrow Exterior Door Windows
 1. Will discuss at next meeting
 - b. Sensory path
 - i. Sensory path templates were placed near basketball hoops.
 - ii. Principal Maza approved the use of the long walkway (fire lane) by lower wing doors.
 - iii. Still waiting on teacher feedback.
3. Board Member roles
 - a. Please submit write ups to Co-President Stradivari.
 - b. Due at next board meeting.
4. By-law revision
 - a. Signatures will need to be collected
 - i. Will discuss and complete at next meeting.
5. Board member updates
 - a. VP 1 Fundraising - Carmem
 - i. Piccolo Mondo Toys fundraiser

1. We have not received a check yet.
- ii. Holiday Bonus Bottledrop 2023
 1. Bottledrop matched 20% of Hiteon's donations from November 15-December 2.
 2. Action: VP1 Carmem will check amount of funds raised.
- b. VP 2 Community Events- Teresa
 - i. Discussion on classroom heating/cooling concerns/support.
 1. Custodian Jonathan would like to request a grant from PTC to purchase space heaters for classrooms.
 2. Action: Treasurer Megan will look into Donors Choose as an alternative.
 - ii. Dining 4 Dollars
 1. New D4\$ chair is Brittney McCoy and the transition is complete.
 2. Next D4\$ is Wednesday January 17 at Society Pie.
 3. Action: ParentSquare reminder to be sent out.
 - iii. Spirit Wear
 1. Spirit Wear store will remain open until inventory sells out.
 - iv. Future of Breakfast Club Event
 - v. OBOB Budget Question
 - vi. 5th Grade Walking School Bus Plan (\$500 Grant)
 1. Monthly or bi-monthly walking school bus led by 5th grade parent volunteers in order to receive a \$500 grant.
 2. VP-2 Teresa and 5th grade rep Julie to reach out to 5th grade party planning committee to get 5th grade parents to sign up to lead the walking school bus.
 - vii. Staff Appreciation Week
 1. Coffee cart planning
 - a. Where's Coffeegirl is booked for Tuesday May 21.
 - b. Reserve your coffee runner spot now!
 - viii. Discussion on 2023 Fun Run Status
 1. Have we completed our intended projects? Do we need to add a new project or just focus on the sensory path?
 2. New water fountain
 - a. Principal Maza & Jonathan submitted request for ADA compliant fountain with water bottle refill support
 3. Sensory Path
 - a. Items needed: paint, painting supplies, duct tape, pressure washer (can come from district work order or

borrowed from Horner family), cones to prevent usage while drying.

b. Waiting for a patch of dry weather over a weekend/break to complete project.

c. Treasurer - Megan

i. Budget update

1. Current balance \$71,646.29
2. Checks written for teacher accounts and winter class party reimbursements.
3. Received \$2000 donation from Cambia health.

d. Volunteer Coordinator - Jen

i. Champions Team as Volunteers Update (how do they want to be involved)

1. Champions sent an email that they would like to volunteer at Hiteon events.
 - a. 2 signed up for Bingo Night. 1 is registering with BetterImpact.

ii. Winter Class Party Report Out - how did it go? Changes for the end of year?

1. Winter class parties were a learning experience.
2. Registered volunteers vs non-registered volunteers.
3. There were some classes that had small numbers of volunteers but it all worked out.

e. Presidents - Stradivari & Kim

i. Discussion on Project 48

1. Donation to Author Jelani Memory's wife's foundation in lieu of author visit fee
2. **Action: Co-president Kim to do due diligence on Project 48.**

ii. Carnival Listening Session - Wednesday, January 24, 2024

1. Play Fit Fun or Champions to provide on-site child care
2. Dinner will be provided.
 - a. Will need an RSVP.
3. Goal is to gather ideas from the Hiteon community and assemble a committee for the Hiteon Carnival in April.

6. New Business

a. Fun Run Planning Committee

- i. A survey will be sent for students to vote on a theme.
- ii. Sponsors request email will be sent out.
- iii. Next Fun Run planning meeting is Wednesday, January 31 at 6pm in Room A118.

- b. Bingo Night
 - i. Vol coordinator Jen is working on organizing the volunteers for Bingo Night.
 - ii. Discussion on consolation prize if a student wins bingo twice.
 - 1. PTC has multiple copies of Carrie Tillotson's latest book, *B is for Bedtime* that will be offered as a consolation prize. Books will be possibly signed by the author.
 - c. Girl Scouts - Troop Leader for the Day - Wednesday, January 24, 2024
 - i. Beaverton City Library
 - 1. Asking if we can advertise in PTC Hawk Squawk.
 - 2. **Decision: No, will not advertise because it is not happening at Hiteon Elementary.**
 - d. Newly appointed Member at Large
 - i. Nicole Goldsbury
7. Upcoming Events
- a. January
 - i. Carnival Listening Session - January 24, 2024
 - b. February
 - i. Science Fair Assembly - February 5, 2024
 - ii. Hiteon PTC Board & General Meeting - February 7, 2024
 - iii. Breakfast Club - February 14, 2024
 - iv. Art Literacy Training - February 15, 2024
 - v. Popcorn Friday - February 16, 2024
 - vi. Green Team - February 16, 2024
 - c. March
 - i. OBOB Regionals - March 2, 2024