

Hiteon PTC Board Meeting Minutes

October 11, 2023

Present: Stradivari Sibulboro, Carmem Pfeifer, Teresa Fear, Megan Mumford, Ashleigh Hendrick-Horner, Jen Weibel, Danielle Kolp, Nicole Goldsbury

Discussion Topics

1. Guests

a. Nicole Goldsbury

- i. Nicole will be taking over the Treasurer position for the 2024-2026 school years.
- ii. She will be shadowing Treasurer Megan for the remainder of this school year.

b. Green Team- Danielle Kolp

i. Discussion on Bottle Drop

1. Bag distribution

- a. Blue bags will be available in the front office at the volunteer sign in station.
- b. Blue bags will be distributed at Trunk or Treat.
- c. Action: Jen to include Bottle Drop information in upcoming Hawk Squawk newsletter.
- d. Action: Make a laminated sign with steps on how to use Bottle Drop. Sign will be displayed in the front office with blue bags.

2. Bottledrop Holiday Give 2023

- a. November 15 thru December 2, 2023
- b. 20% match to any Bottle Drop donations received = \$0.12 instead of \$0.10
- c. Action: Register by November 14.

3. Discussion on solar panel demonstration.

2. Continuing Business

a. Hiteon Elementary School Directory

- i. Directory is finished but has not been distributed yet.
- ii. Distribution date TBD

b. Sewing project

- i. Still ongoing.

c. Sensory path

- i. Sensory path templates are available at Sexton Mountain elementary.

1. Action: VP-2 Teresa will pick up the templates next week.

- ii. Further details to come.
 - d. Board Member roles
 - i. Review and revise member roles.
 - ii. **Action: Each board member to complete this before the end of term.**
- 3. New Business
 - a. By-law addition
 - i. Member-at-Large
 - 1. Another board member(s) who can fill in when needed and add support. At least 3 positions.
 - ii. Edie Yi is interested in the position.
 - iii. **Action: Amend By-laws to include addition of Member-at-Large.**
 - b. Parent Teacher Conferences - November 2 & 3, 2023
 - i. Stock the Staff Room - Staff Appreciation Team
 - 1. Sign Up Genius will be sent out for donations of treats and beverages.
 - 2. Information will be sent home via a flyer and in the PTC newsletter.
 - ii. PTC will provide the staff a dinner and a breakfast during conferences.
 - 1. **Action: VP-1 Carmem will plan dinner.**
 - c. QR code & Bitly
 - i. Currently Bitly is free but caps out at 4 free QR codes per month.
 - ii. \$8/month (\$96 annually)
 - 1. 5 QR codes/month
 - 2. 100 links/month
 - iii. **Decision: Will keep the free amount and Vol Coordinator Jen will sign up for a Bitly account.**
- 4. Board member updates
 - a. VP-1 Fundraising -Carmen
 - i. Discussion on Krispy Kreme Digital Dozens Fundraiser
 - 1. **Action: VP-1 Carmem to email Nancy Henry about starting Krispy Kreme fundraiser for October**
 - ii. Piccolo Mondo Toys Holiday Shopping Fundraiser
 - 1. Huge success last year. Get a head start on holiday shopping.
 - 2. 15% of your purchase amount will be donated to Hiteon PTC.
 - 3. Dates: Sunday, November 12 thru Friday, November 17
 - 4. Where: Piccolo Mondo Toys Progress Ridge location

5. Decision: Yes, PTC will participate in Piccolo Mondo Toys fundraiser again this year.

6. Action: Carmem will register for Piccolo Mondo Toys fundraiser

iii. Langers Entertainment Center

1. Make a difference Monday- All proceeds for bowling and shoe rentals go to Hiteon PTC.

2. Decision: Will discuss further.

iv. Discussion on [DonorsChoose.org](https://www.donorschoose.org)

1. Fundraising for teachers' projects.

2. Another resource for teachers that PTC can advertise.

b. VP-2 Community Events -Teresa

i. Scholastic Book Fair was successful!

1. Earned \$10k.

2. Page for e-wallet was super helpful.

ii. 5th Grade Committee

1. Action: VP-2 Teresa will reach out to Julie, Kim, Kristy, Misty to get things started.

iii. Clothes for Kids clothing drive

1. Dates: October 23 - 26, 2023.

2. We will be collecting new and gently used clothing and shoes to help support BSD's Clothes for Kids program as well as Hiteon's emergency clothing supply in the front office.

3. Event kicks off at Trunk or Treat- drop off donations when you check in for Trunk of Treat.

iv. Clothes for Kids volunteer sign ups

1. Will need Hiteon volunteers to sign up for shifts on MyImpact under BSD District wide volunteer activities.

c. Co-President Stradivari

i. Don't forget Trunk or Treat is next Friday, October 20.

5. Upcoming Events

a. October

i. Trunk or Treat - October 20, 2023 from 5:00PM - 6:30PM

ii. Clothing Drive - October 23 - 26, 2023

iii. Pumpkin Decorating Contest - October 23 - 31, 2023

b. November

i. Stock the Staff Room - November 1, 2023

ii. Ruby Bridges Walk to School Day - November 14, 2023