

Hiteon PTC Board Meeting Minutes

Date: April 10, 2025

Time: 7:02 – 7:48 PM

Location: Hiteon Elementary School

I. Attendees:

In Person: Teresa Fear, Jen Weibel, Megan Mumford, Carmem Pfeifer, Stradivari Silbuboro, Ashleigh Hendrick-Horner, John Ceccarelli.

On Zoom: Becca Schuch

II. Call to Order

The meeting was called to order at 7:48 PM by Megan.

III. Ongoing Business

- 1. Edie - Update on Board Member Donations from Cambia**
 - Edie not present.
 - 2. PTC By-Law Revisions**
 - Teresa encouraged the group to continue adding comments to the Google Doc.
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IV. New Business

- 1. PTC Board Update**
 - Samantha Patterson's child no longer attends Hiteon and therefore she is no longer a PTC Board Member-At-Large.
 - 2. Staff Appreciation**
 - Teresa noted that planning is coming along for Staff Appreciation Week.
 - 3. Tentative Conestoga PTO President Visit - Andy De Mars**
 - He was not available to attend.
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V. PTC Board Updates

1. Treasurer

- Nicole noted her large spends this month have been for Science Fair and Carnival expenses.

2. VP1 Fundraising

- Kristal is not in attendance, however Carmem discussed Bottle Drop Day on April 14th and stated she would send a Parent Square message about Earth Day and Bottle Drop Day.

Action Item: Carmen will create and send a Parent Square message about Earth Day and Bottle Drop.

3. VP2 Committees

- Julie is not in attendance, however she sent a message that one parent, Sarah Finseth, is interested in becoming a Member-At-Large next school year.
- Her message also included that Cynthia Hedgecock has not confirmed whether or not she will run Art Lit next year and also mentioned several openings next year due to 5th grade parents leaving.
- The group agreed that Julie will need to send a Parent Square about the open Committee positions.
- The group discussed the possibility of each event being led by no less than 3 people so the planning doesn't fall on just 1 person.

Action Item: Julie will create and send a Parent Square message regarding open Committee positions that need to be filled next school year.

4. Volunteer Coordinator

- John and Jen discussed the success of the Carnival.

5. Members-At-Large

VI. Upcoming Events

- Stock the Staffroom Apr 23, 2025
- Conference Dinner provided by PTC, April 24, 2025
- Fun Run Kick Off Assembly Apr 28, 2025
- Staff Appreciation Week May 5th-9th
- Hiteon PTC Board Meeting May 7, 2025
- Fun Run May 14, 2025
- Volunteer Lunch May 21, 2025

- Fun Run Prize Assembly May 27, 2025
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VII. Adjournment

The meeting was adjourned at 7:48 PM.

Minutes prepared by: Megan Mumford, Secretary

Action Items and Decision Summary:

Action Item: Carmen will create and send a Parent Square message about Earth Day and Bottle Drop.

Action Item: Julie will create and send a Parent Square message regarding open Committee positions that need to be filled next school year.