

Hiteon PTC Board Meeting Minutes

Date: March 5, 2025

Time: 7:03 – 8:46 PM

Location: Hiteon Elementary School

I. Attendees:

In Person: Julie Niklas, Teresa Fear, Jen Weibel, Nicole Goldsbury, Kristal Cinque, Megan Mumford, Carmem Pfeifer, Stradivari Silbuboro, Ashleigh Hendrick-Horner, John Ceccarelli.

II. Call to Order

The meeting was called to order at 7:03 PM by Megan.

III. Ongoing Business

1. Hiteon Sound System Upgrades:

- Teresa noted that it's done and now we have Bluetooth capability in the gym. They now have rechargeable microphones and everyone is very happy with the upgrades.

2. Edie - Update on Board Member Donations from Cambia:

- Edie not here today
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IV. New Business

1. Request from Ms. Carlton:

- Teresa ran into Ms. Carlton and she requested something to boost teacher morale. Megan suggested Pie day on March 14th. Stradivari and Ashleigh suggested Crumbl Cookie. Stradivari suggested a sign that said "We'd Crumbl Without You". Teresa stated that we should ask for a donation first from Crumbl and then cover the rest. Teresa will email the Crumbl owner and ask about donation and Julie can help out if necessary. The cookies will be delivered on March 14th.

Action Item: Teresa will bring Crumbl Cookies to Hiteon staff on March 14th and inquire about donations before purchasing.

2. Kindergarten Orientation:

- It is next Thursday, March 13th. Teresa requested help selling t-shirts and Nicole said she can help and will get a cash box.

Action Item: Nicole will get a cash box for Kindergarten Orientation on March 13th and help Teresa with t-shirt sales.

3. PTC By-Law Revisions:

- Jen talked about splitting the duties of VP2 Committees by creating a position that takes point on some of the smaller events/committees off their plate. Or perhaps divide it by more fun events vs. educational events.
- Ashleigh suggested having each of the Members at Large choose a VP or Board member to offer their help to specific Board members.
- The PTC President has been signing the Cub Scout Pack 827 charter every year. If we agree to incorporate this into our Bylaws, we need to own their bank account because they are using our Tax-ID. Nicole suggested that we need to be much more intentional about following the guidelines laid out in the Cub Scout charter.
- Jen suggested adding a General Meeting to the first 10 minutes of an upcoming Board meeting to be able to vote on ratifying the bylaws.
- John suggested having everyone read through the Bylaws and comment on the Google doc before we conduct a vote in April.
- We will put a blurb in the Newsletter that the first part of April's board meeting there will be a vote on the bylaws.

Decision: We will add a shortened General Meeting prior to April's Board Meeting in order to have a vote on our bylaws. This will be mentioned in April's newsletter.

V. PTC Board Updates

1. Treasurer:

- Nicole provided a summary of recent expenditures and fundraising. We have currently spent around \$33k. Some significant

expenditures were OMSI Science Fair assembly, Carnival & Trunk or Treat.

- The Classroom Supply fund is exhausted, and Nicole will ask Marti to send an email letting teachers know.

Action Item: Nicole will ask Marti to send an email to teachers letting them know that the Classroom Supply Replenishment budget has been depleted.

- Brian got back to Julie about what expenditures that 3-D printing club and Brian doesn't think it will exceed \$100. John suggested he fill out a grant request for those funds, the group agreed.

Decision: 3-D Printing Club will fill out a Grant Request for any additional purchases necessary this school year.

- The group mentioned a connectivity issue with the Venmo during Bingo night and John suggested putting a sign encouraging people to get on the BSD wi-fi to help with that issue, the group agreed.

2. VP1 Fundraising:

- Kristal stated our next fundraiser is March 15th, Parent's Night Out and we currently have 12 kids signed up. Teresa suggested sending a Parent Square tomorrow, and Stradivari noted that Hiteon's Newsletter is going out on March 7th and we could add to that too, the group agreed.

Action Items:

- Kristal to send a Parent Square message tomorrow reminding parents about Parent's Night Out on March 15th.
- Stradivari to add a reminder in the March 7th Newsletter about Parent's Night Out on March 15th.
- There is a dining for dollars at Panera Bread on March 17th from 4-8pm and you will need to mention the flyer.
- The next event is McTeacher Night on April 9th. Megan noted that parents will need to bring cash for cookies, but we can have a Venmo sign for donations only. Teresa suggested sending out a notification on Spring Break, the first week of April and the week of the event.

- Kristal stated we are still working on the logo for the Fun Run. Megan will add a Name section to the Google Form instead of just having the company name.

Action Item: Megan to add a Name section to the Fun Run Sponsor Google Form.

3. VP2 Committees:

- Science Fair is next week!
- March 21st is a popcorn Friday.
- Lollipop day again? May 23rd thoughts? The group agreed to this proposal

Decision: Lollipop Friday will be on May 23rd.

- Jen noted that the classroom coordinator role was wrapped up into the Volunteer Coordinator Board position so that is no longer a role that needs to be filled.
- Website Committee: The group discussed whether or not we need it and it was decided that we absolutely do. Julie noted that there are several Committee leads who are 5th grade parents and will need to be replaced next year.

Decision: The PTC needs a Website Committee.

4. Volunteer Coordinator:

- Carnival is desperate for volunteers. Jen suggested heavily recruiting youth. Teresa noted that high school counselors could get the message out to 9th graders in BSD who are required to have 40 hours of volunteering this school year.

5. Members-at-Large

- No update at this time.

VI. Upcoming Events

1. Author & Alpaca Visit March 7, 2025
2. Science Expo March 12, 2025
3. Kindergarten Orientation March 13, 2025
4. Parents Night Out March 15, 2025
5. Winter Walk & Roll Day March 19, 2025
6. Popcorn Friday March 21, 2025

7. Spring Break March 24-28, 2025
 8. Spring Carnival April 4, 2025
 9. Hiteon Clothes for Kids Days April 8-9, 2025
 10. McTeacher Night April 9, 2025
 11. PTC Board Meeting April 10, 2025
 12. Fun Run May 14, 2025
 13. Volunteer Lunch May 21, 2025
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VII. Adjournment

The meeting was adjourned at 8:46 PM.

Minutes prepared by: Megan Mumford, Secretary

Action Items and Decision Summary:

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Action Item: Nicole will get a cash box for Kindergarten Orientation on March 13th and help Teresa with t-shirt sales.

Action Item: Nicole will ask Marti to send an email to teachers letting them know that the Classroom Supply Replenishment budget has been depleted.

Action Item: Kristal to send a Parent Square message tomorrow reminding parents about Parent's Night Out on March 15th.

Action Item: Stradivari to add a reminder in the March 7th Newsletter about Parent's Night Out on March 15th.

Action Item: Megan to add a Name section to the Fun Run Sponsor Google Form.

Decision: We will add a shortened General Meeting prior to April's Board Meeting in order to have a vote on our bylaws. This will be mentioned in April's newsletter.

Decision: 3-D Printing Club will fill out a Grant Request for any additional purchases necessary this school year.

Decision: Lollipop Friday will be on May 23rd.

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