

Hiteon PTC Board Meeting Minutes

Date: November 21, 2024

Time: 6:11 – 7:45 PM

Location: Hiteon Elementary School

I. Attendees:

In Person: Julie Niklas, Teresa Fear, Jen Weibel, Nicole Goldsbury, Kristal Cinque, Samantha Patterson, Megan Mumford. Becca Schuch, Nancy Henry & Carmem Pfeifer arrived at 6:18 p.m.

On Zoom: Stradivari Sibulboro

II. Call to Order

The meeting was called to order at 6:11 PM by Megan.

III. Principal's Update

No update was provided as principals were not present.

IV. Ongoing Business

1. Flags for Events

- All the flags are here and are super cute and we will get to use them for the first time on Bingo Night.

2. Sound System Update

- Teresa noted that Joanne thought someone said that because our sound system is so old it may be something that the district will now pay for. We need to find out the timeline on the purchase of this new sound system.

Action Item: Teresa to find out if the district is going to be funding the replacement of Hiteon's current sound system.

3. 3D Printer Club

- We have a parent (Brian Rowland) that has an interest in starting a new club at Hiteon. Teresa stated some of the hurdles to starting a new club. Teresa created a form to address some of the hurdles and went through the questions with the group.
- Becca asked if there is an adult to student ratio that is necessary for after school clubs. Other questions from the group are will we need a computer? Will the club focus on design of things to print or will they be given designs? Or a mixture of both? Jen suggested Brian create a club charter/mission. Julie remembered that she had to sign a waiver for her kid to participate in Green Team, so if this club had that it might handle the insurance aspect.
- Next steps? Teresa has notes and suggested that Brian come to the next meeting so he can introduce the club and answer any questions.

Action Item: Teresa to invite Brian to our next meeting to discuss the 3-D Printer Club.

Becca Schuch, Nancy Henry & Carmem Pfeifer arrived at 6:18 p.m.

4. Fish Fry

- No update at this time, per Jen.

V. New Business

1. 5th Grade Fundraising & Dining for Dollars

- Nancy noted that 5th grade plans on doing baskets for Bingo and also concessions in the cafeteria and serving pizza. We discussed the necessity of having a parent get their food handlers license and decided it would be necessary.
- Nancy is requesting a Dining for Dollars exclusive event to raise funds for the 5th grade party in addition to the See's candy fundraiser. Megan suggested waiting until after Bingo night to see how that night's fundraising goes.
- We also discussed the possibility of setting up a Venmo account for the PTC.

Decision: Volunteers selling food at PTC events will need to get their food handler's license (paid for by the PTC).

2. Winter Food Drive

- Teresa set up an Amazon Wish List for the food we need for this drive.

- Teresa noted that one parent benefactor bought all the meals for families in need.
- This is happening the first week in December (2-6)

Nancy Henry left the meeting at 6:53 p.m.

3. Teacher Supplies & Snack Supplies (PTC Sponsored)

- Stradivari said that the 5th grade classrooms need noise cancelling headphones for all the classes. This is within the remaining budget for the Classroom Supply Replenishment line item, so Megan advised Stradivari to inform 5th grade to make the purchase and submit a reimbursement request.

Action Item: Stradivari to inform 5th grade teachers to move forward with purchasing headphones and submit a reimbursement request listing Classroom Supply Replenishment as the category.

4. Visit from Hiteon Youth Services Officer (Jan. 15th) - Diego Balderas

5. Spring Music Performances (Baird)

- Mr. Baird is interested in doing a spring concert, after school event for 2nd grade and 4th grade.

6. Spirit Wear

- Spirit Wear is launching with a limited run with 2 new colors and launching over Thanksgiving break.

7. Feed My Body, Feed My Brain

- This is an initiative by the Beaverton School District to raise money to feed needy students. We're not interested, we would need to donate by December 5th and that is not enough time.

Decision: PTC will not donate to BSD's Feed My Body, Feed My Brain fundraiser.

8. 5th Grade Kindness Drawing/Next Lollipop Friday

- Kindness project where 5th graders write out little notes that can be attached to the lollipops before they get delivered during the next Lollipop Friday.
- Next Lollipop Friday is still TBD.

9. January General Meeting (agenda topics, childcare)

- Carnival, Fun Run, Brainstorming.
- We will have a sign up for the Fun Run & Carnival Committees
- The group suggested having pizza during this meeting.

Decision: Pizza will be provided at January's PTC General Meeting.

VI. PTC Board Updates

1. Treasurer

- Nicole noted that the largest costs were the other half of the Planetarium assembly and Trunk or Treat. The EGC went to the pumpkin patch, and it was funded by the PTC.
- Nicole will follow up with Brittany about the Mod Pizza check that we have not yet received.

Action Item: Nicole to follow up with Brittany regarding the Mod Pizza Dining 4 Dollars check.

2. VP1 Fundraising

- Carmem noted that she has passed the baton to Kristal for email management.
- The Bottle Drop is going well and we have several bags of cans.

3. VP2 Committees

- Julie stated that Gentry asked if anyone has shown interest in taking over Bulletin Boards and Jen noted that it has still not garnered any interest. Julie will let Gentry know and Jen will include one more push in the next Volunteer Squawk.

Action Items:

- Julie will let Gentry know there has not been any interest in Bulletin Boards yet.
- Jen will include another push for interest in Bulletin Boards in the next Volunteer Hawk Squawk.

- We are good for Lollipop Friday tomorrow.

4. Volunteer Coordinator

- Not much to report, winter parties are happening soon and Jen is just making sure that all parties are accounted for.

5. Members-at-Large

- Nothing to report.
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VII. Upcoming Events

- Lollipop Friday November 22, 2024
 - Winter Food and Clothing Drive December 2nd-6th, 2024
 - Winter Parties December 16-20, 2024
 - Art Lit Training January 15, 2024
 - Hiteon PTC Board Meeting: January 15, 2024
 - Hiteon PTC General Meeting January 22, 2024
 - Dining for Dollars Chuck E Cheese January 24, 2024
 - Author Visit February 14, 2024
 - Bingo Night February 24, 2024
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VIII. Adjournment

The meeting was adjourned at 7:45 PM.

Minutes prepared by: Megan Mumford, Secretary

Action Items & Decisions Summary:

Action Item: Teresa to find out if the district is going to be funding the replacement of Hiteon's current sound system.

Action Item: Teresa to invite Brian to our next meeting to discuss the 3-D Printer Club.

Action Item: Stradivari to inform 5th grade teachers to move forward with purchasing headphones and submit a reimbursement request listing Classroom Supply Replenishment as the category.

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