

Hiteon PTC Board Meeting Minutes

Date: October 1, 2025

Time: 7:08 – 8:27 PM

Location: Hiteon Elementary School

I. Attendees:

John Ceccarelli, Teresa Fear, Sarah Finseth, Nicole Goldsbury, Megan Mumford, Julie Nicklas, Carmem Pfeifer, Becca Schuch, Stradivari Sibulboro, Jen Weibel & Erika Brown (shadowing the Treasurer).

II. Call to Order

The meeting was called to order at 7:08 PM by Megan.

III. Ongoing Business

1. PTC Trunk Planning

- The trunk's theme will be Bluey. We have sent sign ups and have enough coverage for the entire event.

2. Social Media – Instagram – Website

- After some discussion the group has decided to pause our presence on Social Media as we do not have anyone interested in its management.
- Megan and Stradivari stated they will do the bare minimum to keep the website updated.

3. SEL Academic Night - Grant Request & Participation Request

- Nicole spoke to Jenny Schmidt regarding our denial of their grant request and was open to the suggestion of applying for a BEF Grant.
- Speaking of Grants, Teresa stated that she filled out a grant through OnPoint Community Credit Union to go towards a Culture Night.

4. PTC Assembly Update

- Jen provided an update on the Traveling Theatre who are coming in February and they're on track to be approved by Risk Management.
- We are having 3 performances, one of them being in the evening.

5. Culture Night Update

- Jen noted that there was interest from 3 people at the General Meeting. It was also mentioned that Hiteon staff are excited for this event.
- Teresa mentioned that she has a food truck connection.

6. PTC Info Email Address Management

- Stradivari and Sarah have commenced their management of the info@hiteonptc.org email.

7. Opt In Student Directory

- Stradivari and Teresa will brainstorm on this individually at a later date.
- Teresa stated that after roughly half participation (currently 473 students) we could move forward publishing a directory.

8. Budget - School Supply Fund

- The group spoke in the summer about this fund and we needed more clarification on how this would be used.
- Teresa wanted to float ideas to the group:
 - Headphones are needed
 - Pencil sharpeners
 - Snacks
 - Sanitizing wipes
- Megan will buy \$150 worth of snacks and headphones. There are already wipes from Fun Run in the PTC room. She will email the teachers to let them know they are available upon request.
- Megan will also send out an email for interest in a large Bonfire order for teachers so they can split the shipping costs.

Decision: Our Trunk or Treat theme this year will be Bluey.

Decision: The PTC is pausing our Social Media presence this school year.

Action Item: Stradivari and Teresa will brainstorm ideas on how to move forward with the Opt In Student Directory.

Action Item: Megan will purchase \$150 worth of headphones & snacks. She will email teachers and let them know that headphones, snacks and wipes will be available upon request.

Action Item: Megan will also send out an email for interest in a large Bonfire order for teachers so they can split the shipping costs.

IV. New Business

1. General Meeting Reflections/Feedback

- It was well attended
- Too much pizza

2. Clothing Drive Benefiting Clothes for Kids - Timing

- Sarah needs to move up the clothing drive to the 27th-30th of October. Nobody objected to this date change.
- Sarah will write up something about this change to be included in Hiteon's newsletter that will go out this Friday.

Decision: Order less pizza for January's General Meeting

Decision: Clothing Drive will be moved to October 27th - 30th.

Action Item: Sarah will write up something about this change to be included in Hiteon's newsletter that will go out this Friday.

V. PTC Board Updates

1. Treasurer

- Our bank balance is \$81,575. Biggest spends are Scholastic, Curriculum Support, and the OMSI assembly for Science Fair.
- Krista Dorr's rug that we approved ended up having high shipping bringing the total to \$50 more than the other rug we approved.

- Megan motioned to approve extra \$50 cost
- Sarah seconded the motion
- Motion passed unanimously
- Tanner spent his own money on toilet paper and didn't save the receipt.
 - Megan motioned to approve reimbursement of Tanner's expense
 - John seconded the motion
 - Motion passed unanimously
- Spirit wear replenishment
 - Nicole suggested picking 2-3 colors to reorder and get some more short sleeve shirts.
 - The group suggested ordering royal blue and gold/yellow and purple. Nicole will send out an email with colors and size suggestions to the Board.

2. VP1 Fundraising

- Stradivari noted that Pico Mondo reached out to state that their shopping days would be sometime in November.

3. VP2 Committees

- Julie noted that Libby Sanford is going to help lead the Walking School Bus. She will shadow Teresa next week and we are still hoping to get more volunteers.
- Picture Day is on October 14th and our volunteer shifts are full.
- The trunk-or-treat meeting this week went well. The group discussed having one flow and having people enter wherever and not have a line.

4. Volunteer Coordinator

- John needs a few more volunteers for 5th Grade concession at Trunk or Treat.
- Marti is working on figuring out badge printing for volunteers.
- John will be sending out a "what to expect" for Book Fair volunteers.

5. Members-At-Large

- Sarah stated that we are working on a clothing wish list for the front office to stock the room for students that have accidents during the school day.

Action Item: Nicole will inform Tanner that he can submit a reimbursement request for his toilet paper expense without his receipt.

Action Item: Nicole will send out an email with colors and size suggestions for new Spirit Wear to the Board.

VI. Upcoming Events

- National School Custodian Day Oct 2, 2025
 - Book Fair Oct 6 - Oct 9, 2025
 - Int'l Walk + Roll to School Day Oct 8, 2025
 - Hawk Squawk Content Due Oct 9, 2025
 - Stock the Staffroom Oct 8 - Oct 14, 2025
 - No School (SDD) Oct 10, 2025
 - Picture Day Oct 14, 2025
 - Hawk Squawk October Oct 15, 2025
 - Parent Teacher Conferences Oct 15-17, 2025
 - Art Literacy Training Meeting Oct 24, 2025
 - Trunk or Treat Oct 24, 2025
 - Student Directory Opt In Deadline Oct 30, 2025
 - No School (Grading Day) Oct 31, 2025
 - Hiteon Musical Performance at BSD Board Meeting Nov 4, 2025
 - No School (SDD) Nov 10, 2025
 - No School (Veteran's Day) Nov 11, 2025
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VI. Adjournment

The meeting was adjourned at 8:27 PM.

Minutes prepared by: Megan Mumford, Secretary

Action Items & Decisions Summary:

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