

Hiteon PTC Board Meeting Minutes

Date: December 10, 2025

Time: 7:11 - 8:30PM

Location: Hiteon Elementary School/Zoom

I. Attendees:

John Ceccarelli, Teresa Fear, Sarah Finseth, Nicole Goldsbury, Julie Nicklas, Carmem Pfeifer, Becca Schuch, Stradivari Sibulboro

II. Call to Order

The meeting was called to order at 7:11PM by Teresa.

III. Ongoing Business

1. Opt In Student Directory

- Student directory in progress, 185 responses. When are we sending the first round out? Teresa suggests before 12/19/25. Nicole will put together the Directory and email out to the families who opted in.

Action Item: Nicole will put together the Directory and email out to the families who opted in.

2. Budget - School Supply Fund Update

- Will add to January's agenda when Megan is back.

3. Food Boxes & Support

- The group reviewed the status of food box donations, which included contributions from a school food drive and BSD, with Rachel Spooner managing distributions to families in need.
-

IV. New Business

1. New 5th Grade Party Fundraiser/Dining for Dollars

- Teresa provided an update about a new dining for dollars event being organized by the 5th grade committee, which will donate 15% of proceeds to the school.
- Teresa & Carmem agreed to handle the Parent Square and Dining for Dollars aspects of future events.

Decision: Teresa & Carmem agreed to handle the Parent Square and Dining for Dollars aspects of future events.

2. Walking School Bus - Budget Request (Small)

- The team also discussed the Walking School Bus program, where Libby and Marge are now leading it, and approved a \$50 prize budget for the program.

3. PTC January General Meeting Planning

- They plan to cover topics from January to March, including the Fun Run kickoff.

4. Winter Party Supply Donations/Inventory

- Teresa reported that winter party planning is ongoing, with challenges in coordinating teacher lists.
- Carmen mentioned creating an inventory of party supplies stored in bins, which will be returned to the front office next week.
- They discussed potentially finding a storage space at the school for party supplies.

5. Cans in PTC Office (reminder)

V. PTC Board Updates

1. Treasurer

- Nicole reported the current balance of the organization to be just under \$75,000, with major expenses including new colored t-shirts for spiritware and donations for the food drive.

- Grant Request from Molly Nelson to purchase new scooter wheels for approximately \$100.
 - Motion to approve by Teresa
 - Motion seconded by Julie
 - Motion passes unanimously

2. VP1 Fundraising

- Carmen shared that the Society Pie fundraiser raised approximately \$420.
- They discussed plans for the Chuck E. Cheese event on January 23rd.
- Nicole and Carmem discussed the results of a can collection initiative, which raised about \$120.

3. VP2 Committees

- Julie provided updates on the Science Fair, where Becca volunteered to take over from Seth.

4. Volunteer Coordinator

- They reviewed upcoming events like Culture Night, Science Fair, and Fun Run, with John coordinating volunteer needs.

5. Members-At-Large

- Stradivari shared details about Culture Night, including performances and food trucks.

VI. Upcoming Events

- OBOB Team Meeting - Dec 12th
- Student Directory Opt-In Deadline - Dec 14th
- Classroom Winter Parties - Dec 15th thru Dec 19th

- Vision Screening December 16th
 - Winter Break - Dec 22nd thru Jan 2nd
 - Staff Development Day - Jan 5th
 - OBOB Meeting - Jan 7th
 - PTC Board Meeting - Jan 8th
 - PTC General Meeting - Jan 14th
 - Fun Run Kickoff - Jan 21st
 - Art Lit Training - Jan 23rd
 - Dining for Dollars Chuck E Cheese - Jan 23rd
 - Bingo Night - Jan 30th
-

VI. Adjournment

The meeting was adjourned at 8:30PM.

Minutes prepared by: Megan Mumford, Secretary & Teresa Fear, Co-President (AI Notes on Zoom)

Action Items & Decisions Summary:

Action Item: Nicole will put together the Directory and email out to the families who opted in.

Decision: Teresa & Carmem agreed to handle the Parent Square and Dining for Dollars aspects of future events.

