

## **Hiteon PTC Board Meeting Minutes**

**Date:** February 4, 2026

**Time:** 7:06 – 8:25 PM

**Location:** Hiteon Elementary School

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### **I. Attendees:**

John Ceccarelli, Teresa Fear, Sarah Finseth, Nicole Goldsbury, Megan Mumford, Julie Nicklas, Carmem Pfeifer, Libby Sanford (guest interested in being a Member-at-Large), Becca Schuch, Stradivari Sibulboro, Jen Weibel

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### **II. Call to Order**

The meeting was called to order at 7:10PM by Megan.

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### **III. Ongoing Business**

#### **1. General Meeting Thoughts?**

- It was quick, there were less people than the fall, however turnout was still pretty good. Jen saw new faces.
  - Teresa noted interest in a new Member-at-Large from the last general meeting, her name is Ashley Meisner and she is a dula and this is the only role she can commit to with her schedule.
  - Becca suggested increasing attendance by sending out a survey to parents about what they want out of a PTC meeting. Jen mentioned that nobody fills those out. Teresa will consider this.
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### **IV. New Business**

#### **1. PTC Winter Gathering Ideas**

- No ax throwing
- Escape Room
- Bowling
- Breakside Brewing
- White Elephant
- Benihanna

- Fogo de Chao
- Trivia Night
- Big AI's
- Taplandia
- Carmem will start a Doodle Poll and John will look at upcoming dates.

**Action Item:** Carmem will start a Doodle Poll and John will look at upcoming dates for a PTC Winter gettogether.

## **2. PTC Board Structure**

- Not to tackle tonight, we'll revisit later.
- Teresa stated that we need to amend and update the ByLaws before the end of the year. Carmem suggested creating an SOP and amending that instead of the ByLaws because it's easier to amend an SOP versus the ByLaws.
- We discussed the need for a Field Trip Committee member that also handled events that needed teacher coordination.

**Action Item:** Add PTC Board Structure to next month's Board Meeting agenda.

## **3. EventSafe/Raptor**

- Teresa stated that BSD has created this EventSafe category and now if we're having a large event, we have to have people pre-register in EventSafe to attend the event.

## **4. Facilitron Update**

- Facilitron feeds into ParentSquare as an FYI, so we can't put dummy dates in Facilitron because it's published.

## **5. Admin Update**

- Teresa found out that JRE news is not going out to families because it's temporary.

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## **V. PTC Board Updates**

### **1. Treasurer**

- The current bank balance is just over \$72,000.
- Nicole noted that the next months will be our big spending months.
- Big spends this month: Bingo Night and Book Fair books.
- Total earned for 5th grade at Bingo Night: \$2,992

## 2. VP1 Fundraising

- Picolomondo will let us know what we've earned at the beginning of March.
- Chuck E. Cheese brought in \$650.
- Next Dining for Dollars is McTeacher Night. Carmem is sharing a flyer for us to review.
- La Real: March 10th
  - Carmem suggested doing one ParentSquare on the 1st and the 8th of March.
  - Teresa can coordinate with Becca so we don't overload parents with Mc Teacher and Science Fair.
  - Megan will do the blasts, create the flyer, communicate with staff, etc.
- Carmem does not recommend doing Crumble this year.
- We have 4 Fun Run Sponsors already! Gatti Law Firm, Lifeflight, British Swim School, Vanguard Wheel

## 3. VP2 Committees

- Jen for Culture Night: Jen says 15 families have signed up for booths and we have several performers and there's lots of arts and crafts. Food trucks will be out front.
  - Jen checked in with John about volunteers because Jen needs 14 volunteers for 2 shifts to make the arts and crafts portion of the night happen. John said he can handle it.
- The other thing on Jen's plate is Children's Theatre: there will be 2 daytime performances for kids and an evening performance.
- Julie is wondering if we want to mention a dress code for middle school volunteers at Science Fair.
  - Per Teresa, JRE already addressed this and said we really can't say anything to students unless it's egregious.
- Teresa noted that she is waiting to hear back from Pedal Heads about potentially sponsoring Fun Run, she's keeping in touch.

- Libby suggested giving a recap email saying how many volunteers it took to make Bingo Night possible, the cost, etc.. Teresa warned about overloading parents with emails. She noted it could possibly be part of the Hawk Squack. John suggested making it more celebratory thanking all the volunteers.
- Bingo Night Recap: We were at capacity, we have permission next year to add more tables in the gym and more spots for concessions so it's not like a bottle neck, we need more prizes, we will need to order more bingo cards next year.
- Becca for Science Fair:
  - The Culture Night flag will go up first and then on Feb 20th it will switch to Science Fair.
  - We have OMSI coming on Monday and Thursday/Friday we'll be doing classroom presentations that will be done by Mrs. Rivera's music room.
  - She has only had 2 volunteers sign up for classroom presentations as of yet.
  - She has confirmed that Vintage Tektronix will be coming again.
  - She'll have fun STEM activities, Snap circuit kits, or Kineticx.
  - She was given some money specifically for Science Fair and is wondering which of those to spend it on.
  - It was suggested to reach out to BASE and Rachel Carson to see if they would like a booth at our Science Fair.

#### **4. Volunteer Coordinator**

- John is working on getting volunteers for all upcoming events including Culture Night, Science Fair and Carnival.

#### **5. Members-At-Large**

- Megan suggested looking into a Lost & Found fashion show.

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### **VI. Upcoming Events**

- SEL Family Night - Feb 5th
- Science Fair Kickoff Assembly - Feb 9th
- Science Fair Classroom Presentations - Feb 10-12th
- Culture Night - Feb 19th 6-8pm
- McTeacher Night - Feb 25th 6-8pm

- Bright Star Family Theater Evening Performance - Feb 26th 5:45pm
  - Art Literacy Training - Feb 27th
  - PTC Board Meeting - March 4th
  - Dining for Dollars @ La Real - Mar 10th
  - Science Fair - Mar 11th
  - PTC General Meeting - Mar 18th
  - 3rd Grade Performance at Hearthstone
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## **VI. Adjournment**

The meeting was adjourned at 8:25PM.

**Minutes prepared by:** Megan Mumford, Secretary

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### **Action Items & Decisions Summary:**

**Action Item:** Carmem will start a Doodle Poll and John will look at upcoming dates for a PTC Winter gettogether.

**Action Item:** Add PTC Board Structure to next month's Board Meeting agenda.

