

Hiteon PTC Board Meeting Minutes

Date: March 4th, 2026

Time: 7:07 – 8:34 PM

Location: Hiteon Elementary School

I. Attendees:

John Ceccarelli, Teresa Fear, Sarah Finseth, Megan Mumford, Julie Nicklas, Becca Schuch, Jen Weibel

II. Call to Order

The meeting was called to order at 7:07PM by Megan.

III. Ongoing Business

1. Culture Night Review

- Megan read the responses from the staff survey. It was generally well received by the Teachers. Janet LOVED it.
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IV. New Business

1. Last General Meeting of 2025-2026

- Facilities - what do we need? President, Co-President, Secretary, VP2 Committees, VP1 Fundraising Shadow,
 - Teresa created a to-do list for the next General meeting and all the things before the meeting.
 - Sara agreed to make copies of the meeting agenda.
- Food - what should we offer?
 - Jimmy John's is what we are choosing for this meeting.
 - Jen Weibel will order and pick up the Jimmy John's and drinks.
 - Pat will bring sides, fruit, chips, etc.
- Volunteers - how to collect names?
 - Treat it like church, and pass out a clip board. Shame them into signing up!

- Ask for questions/topics ahead of time? Comment card?
 - Spotlight Topics
 - Start calling volunteers “helpers” because that term is more palatable.
 - Consider creating a TaskRabbit app for small tasks that need done by the PTC to possibly get more engagement.
 - We searched and found out that there are fees for Task Rabbit. John is convinced that he can have an AI create an app that will allow this service
 - John is vibing on this idea and will dive down that rabbit hole.
 - Possibly sending out a survey to parents about Bingo Night & Culture Night.
 - Becca proposed having the questions/discussion at the beginning of the meetings as opposed to the end of the meeting. Megan will give people this opportunity at the beginning of the next General Meeting.
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V. PTC Board Updates

1. Treasurer

- Nicole was absent.

2. VP1 Fundraising

- Piccolo Mondo - \$199.83!
- McTeacher Night
 - sold: 790 cookies (\$395) - teachers keep 50% (\$197.50)
 - Cash donations on site: \$116
 - Venmo purchases: \$144
 - Total for the teachers: \$457.50 - that is pretty good.
 - The board will decide how to split up revenue between teachers and how much profit to give each teacher.
- Fun Run update
 - Sponsor total \$5,800!
 - Libby is a big reason for us exceeding our goal with her fundraising efforts.
- VP1 Shadow for next year

3. VP2 Committees

- Confirm open board positions for next year.
 - Julie will create a list to have at the General Meeting of the Committee leads that are going to be open next year.
 - We discussed only having the major events to have a committee lead.
 - We discussed front loading the dining for dollars at the beginning of the year
 - We could let Janet know she can get rid of SEL and Academic night because the PTC does so many events throughout the year.
 - We discussed alternating Carnival with Culture Night to divide up two very big events to not be during the same school year.
 - John suggested maximizing the month of September because that is the best month for outdoor events.
 - Teresa reminded the group of her desire to have an outdoor movie night in September.
 - Jen suggested sending out an email to parents to vote on a bunch of events and select the top 4 events to do on top of the staple events we will do either annually or biannually (Bingo Night, Trunk or Treat, Carnival, Culture Night, Science Fair)

4. Volunteer Coordinator

- We need volunteers for the Science Fair per John.
- Teresa noted that Marti will be sending out a Parent Square tomorrow and Teresa will send a flyer.
- John will load the Carnival shifts into Raptor.

5. Members-At-Large

- No members-at-large positions will be advertised next year.

Decision: No members-at-large positions will be advertised next year.

VI. Upcoming Events

- Green Team - Mar 6th
- Dining for Dollars @ La Real - Mar 10th
- Science Fair - Mar 11th 6-7:30pm

- 3rd Grade Performance at Hearthstone - Mar 12th
 - Hawk Squawk Content Due - Mar 13th
 - PTC General Meeting - Mar 18th
 - Art Lit Training - Mar 20th
 - Spring Break Mar 23rd-27th
 - PTC Board Meeting Apr 1, 7pm
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VI. Adjournment

The meeting was adjourned at 8:34PM.

Minutes prepared by: Megan Mumford, Secretary

Action Items & Decisions Summary:

Decision: No members-at-large positions will be advertised next year.

