

Sunset High School PTO Meeting

January 8, 2024 - 7:00pm

Minutes

Attendees

- Tristan Baker (Co-President)
- Sara Thorn (Co-President)
- Hannah Wood Donohue (VP Communication)
- Angie Mitlehner (Treasurer)
- Elisa Schorr (Principal)
- Claudine Slater (Secretary)
- Cori Anger (Volunteers and Staff Appreciation)
- Tara Blair (VP Merchandise)
- Chris Barbero (VP Fundraising)

Committee leads

- Rachelle Leffler (CCC)

Community attendees

- Brianna Bilton
- Sheryl D'Souza

7:02pm - Call to order

Tristan Baker/Sara Thorn, Presidents

- Approved minutes on website

7:03pm - Principal's report

Principal Elisa Schorr

- There is a new security button in the vestibule to enter the school.
 - Signage will be added to clarify use. Tardy students line up and it looks worse than it is, they get through quickly and off to class in the morning.
- February 7th is curriculum night.
 - Feedback was to do it once and it will be in person. New courses will be offered such as CTE architecture, mindful studies and we hope to add some course work around mental health careers.
- Cram the Stands is the week of Feb 5.
 - Led by student leadership and benefits pediatric cancer research. Girls basketball game on the 6th. Boys basketball game on the 9th. Winterhawks are partnering with us since we have students that are also players on their team.
- Bali Hai is February 24th.
 - Holding another formal wear drive and will include tuxedos.
- Testing season is around the corner
 - ACT testing is before spring break and will not conflict with IB testing. Sophomores and juniors will take pre-ACT tests. State assessment testing for juniors is in April and many kids opt out. We are working to change the narrative around getting students to

participate in testing because they had historically been told it didn't matter so they didn't need to take them. Low testing leads to low data points for our school so we will continue to encourage students to take the tests.

- Opportunity week
 - Teachers will be using this week to help students prepare. There should be something meaningful planned for every class. Even if a student is getting high grades in every class they should come and participate. Being proficient is good but repetition is helpful no matter how high your grades are. This is a shift from past communications. The term is coming up and hopefully students are getting ready

7:14pm - President's report

Tristan Baker/Sara Thorn, Presidents

- Cram the Stands
 - Leadership is looking to the PTO to see if there are any business owners who would like to sponsor. Look for principal Schorr's email with details. Leadership also sells t-shirts to raise money and they will be on our merch site this year. A shirt category will be added to the square doohickies to ensure funds make it to the leadership account. Sara will confirm who can do this so Tara can start pushing sales of the shirts. We raised \$5500 last year.
- Purple tablecloths
 - Thanks to Margie who donated 16 round and 2 rectangle purple tablecloths. They can be used for events like teacher appreciation events.
- Additional WiFi box \$50/mo - \$600/yr
 - More WiFi router boxes are needed around campus. Current connectivity is poor in some areas of the school. There was discussion around ultimately where the funds for all the WiFi needs should be kept. Currently there are several line items in the budget. Tara suggested it be budgeted from one bucket rather than several. Vote to approve budget for additional WiFi boxes. Sheryl D'Souza made a motion to approve and seconded by Tristian. Vote approved.
- Open Positions
 - There are several positions open for next year. Suggestions on changing the name and duties of positions next year.
 - President - Open position(s) for next year!
 - VP Fundraising - This is a work intensive position requiring a lot of responses to lots of people. This position should be tracking spending through the year even though Angie says she does this as part of her job. There should be some thought about this and more discussion in March. Should we rename this position to VP Apollo Fundraising and incorporate the grant process? If so it will require a change to the bylaws according to Hannah.
 - VP Communications - Hannah is willing to stay in this position if no one is interested. She is amazing.
 - Concessions - Looking for co-VP to help Susan. Hanna asked if the VP of concessions should remain a board position because it already requires so much work. Something to consider and discuss next time. If this is approved it will also require a change to the bylaws.
 - Grad Party - We need new leads for next year. Angie may be the grad party treasurer but will talk with Amber Ferschweiler about it.

- Parking/Badges - Should we incorporate into the volunteer coordinator role? It is a committee position but maybe Cori will take it on? She said she will think about it after looking into what it entails.

7:32pm - Treasurer's report

Angie Mittlehner, Treasurer

- Not much to report. We are outspending our internet funds, but have money to cover from other buckets. We had some additional funds come in from Intel. No additional funds have come through for Apollo giving since the last meeting. Angie paid for our business license, our group is 63 years old! The SHS PTO used to be the booster club.

7:35pm - Major projects proposal

Tristan Baker/Sara Thorn, Presidents

- Major project spending options:
 - Bleacher wraps for track (\$8326) - 5 yr warranty, \$23 savings for pkg deal, volunteer install. While the warranty is for 5 years the wrap will most likely last longer. Tristan will look into the average lifespan of these wraps. Cori asked if we are required to get multiple bids and Tristan said we have to go with the BSN company. The wraps block the wind and that is a good thing. There was questions around the lead time and completion date. Unknown, the track coach is in charge of this and the bid didn't include this information. Tara Blair made a motion to approve, and Claudine Slater seconded the motion. Vote passed.
 - Digital bleacher mount scoreboard table (\$8799). This is for internal use and there were questions around what is wrong with the one we have. It is old and cumbersome and on its last legs. Chris mentioned being worried we will spend all the funds and then something will be asked for later and we won't have money to cover it. The group agreed we have ample money for this and future requests and that it is widely communicated to the school that there are funds for needs to submit requests. Brianna Bilton, a parent of a wrestler, asked how the team could get funds for new mats. She was told to have the coach apply for an Apollo giving grant. Chris Barbero motioned to approve and Hannah Wood Donohue seconded. Vote passed.
 - Paint surround for new softball scoreboard (TBD spring). The position of the scoreboard has aged the surrounding area. There is a request to paint the surround to freshen up the scoreboard. Principal Schorr said a BEF grant may also help pay for this.

7:47pm - Committee and board updates

- Concessions met to define a model for boys basketball where a parent rep helps recruit parents for concessions shifts. Girls basketball, wrestling, and track are still looking for leadership.
- Staff appreciation -Appetizers were provided for staff prior to the holiday band/choir concert. Planning event for Counselors Week in February.
- Merch December sale. Pricing out new nylon/fleece Sunset blankets for spring.
- Tara said we sold 54 items during the flash sale and would like to come to the basketball game to sell more items. She will make a sign to promote sales and there are two games coming up where she can get started. She is not planning on buying more items for this Spring but can if needed. She may sell the blankets in the concession stands during the track and baseball games. We don't have great storage for the inventory and we don't want a repeat of the rat issue. Discussion around whether to screen print on the nylon side or embroider on the fleece

side. Tara will get details on options and pricing. Spring can be cold and we anticipate blanket sales to be strong. Leadership will order the Cram the Stands t-shirts and Tara will help with sales.

7:50pm - Apollo giving requests review and voting

Tristan Baker/Sara Thorn, Presidents

- PTO has approved \$5406 in Apollo Giving grants
- Review 4 new grant requests (Leadership mics, Leadership lights, IB calculators, Choir NYC funds)
 - Grant requests below.
 - \$1980 to cover registration and transportation of 30 latino students to attend the Caesar Chavez Leadership Conference at Western Oregon University. We budgeted \$15,000 this year. If we go over we have funds we can pull from other buckets.
 - \$490.23 requested from leadership for lavalier microphones.
 - \$750 requested from the IB department for T184 graphing calculators.
 - \$160 requested from leadership for high-powered flashlights for the Cram the Stands events. Agreed that these can be used by other departments like the wrestling team for matches.
 - \$2500 requested to support scholarship funds for the choir NYC Carnegie Hall trip. They are still fundraising and may not need this full amount as is often the case.
 - Claudine motioned to approve all the requests as one vote. Tristan seconded. Vote passed.

8:02pm Adjournment

Next Meeting Dates (posted on sunsetpto.com):

- Monday, March 4, 2024
- Wednesday, May 29, 2024

Apollo Giving Grant Requests - January 8, 2024

Name: Gina Sanchez Roletto

Email: gina_roletto@beaverton.k12.or.us

Department (if staff): Administration

Request: In connection with our school improvement goal of belonging, my goal is to work with staff to increase our community activities for our Latino students. One resource has been the historic Cesar Chavez Leadership Conference that is held at WOU. It will be April 12th this year. Unfortunately, Sunset has had poor showing at this conference and my goal is to take 30 Latino students. I have met with student leaders this year and they have a desire to unify their affinity group.

Migrant Education traditionally has funded students going but this year they can only fund identified migrant students and not non-migrant students. I am hoping to be funded to take 30 students at \$66 per student. (\$35 registration, \$31 for the bus). It would be open to all Latino students coupled with a robust recruiting effort by myself and some staff.

Total Cost: \$1980.00 Date Needed: February 09, 2024

Name: Miles Galvin (student)

Department (if staff): Leadership

Request: \$490.23 for Lavalier microphones and audio equipment

Date Needed: January 02, 2024

In the first AT of the week, teachers show their students the week's morning announcement video. These videos inform students of events, sports, athletic achievements, and anything else that is requested to be shared along with a fun skit to start the video. ... We request funding to purchase high-quality Lavalier microphones, and the equipment we need to utilize them while filming the announcement videos. This would benefit all students in the student body, as it would be easier to hear and understand what's happening in the announcements. It would be nice to have the microphones by 12/14/2023, but they are needed by 1/2/2023.

Name: Jill Boeschstein
Department (if staff): International Baccalaureate (IB) Program
Request: \$750 for TI84 Graphing Calculators
Date Needed: March 29, 2024

Each year, we have several students who do not have their own graphing calculator to bring to the IB exams that require a calculator (mathematics, sciences, business management, economics). Our math department has a limited number of calculators available for classroom use, but do not have enough to loan them out for IB exams, and we scramble every year to find enough calculators (typically personal loaners from staff). I would like to purchase six (6) Texas Instruments (TI) 84 calculators (most commonly used calculator) to expand the availability of loaner calculators to students who cannot afford to purchase one on their own. The cost for Texas Instruments 84 (most common calculator used) is around \$105-115.

Name: Peyton Kennedy (student)
Department (if staff): Leadership
Request: \$160 for high powered flashlights
Date Needed: January 09, 2024

Each year we have been renting spotlights for Cram the Stands which cost us approximately \$700. We are requesting funds to purchase 2 flashlights for use throughout the year. By purchasing them we can utilize the flashlights for multiple events. Each flashlight including a battery costs \$80.

Name: Christopher Rust
Department (if staff): Choir
Request: \$2500 for Choir Scholarships - NYC Carnegie Hall visit
Date Needed: March 1, 2024

Request scholarship fund for our upcoming NYC trip to Carnegie Hall (April 3-8, 2024). Currently 75 students and 16 adults signed up for the trip. Students have been fundraising throughout the year with a combination of wreath sales, coupon book sales and concerts; including an all Alumni Apollos Unplugged event last November that raised over \$1500! Request funds for \$500 (one student scholarship) to \$2500 (five to ten scholarships). The total cost of the trip is \$1350 plus food. At this point, the choir has fundraised close to \$25,000! A number of families are struggling to make payments toward the trip. Scholarships would be helpful.