

**Sunset High School PTO
Annual Meeting Minutes
June 13th, 2022, 7:00pm
Meeting Held In Person and via Zoom**

Attendees: Kristin Hamann (Secretary), David Butler (President), John Huelskamp (Principal), Hannah Wood Donohue, Tristan Baker, Amber Ferschweiler (Treasurer), Jennifer Gordon, Sara Thorn, Kim Lozito, Chris Barbero, Breanna Smith (VP Merchandise), Amanda, Bradie Knight Gates (VP Volunteer Coordinator), Diana Du, Dawn Hanavan, Heather Hoxie, Susan Vistainer, Raelynn Swan-McDaniel & Leslie Hmura. Note: Some names were pulled from Zoom profiles.

Call to Order & Acceptance of May Minutes

David Butler, President

- Meeting called to order at 7:05pm
- May Minutes were accepted as submitted.

Principal Report and Q & A

Principal Huelskamp

- **New Principal Elisa Schorr:** She will be here tomorrow, coming from Portland Public Schools. We're so excited to have her! Her official start date is July 1, 2022.
- **Graduation June 10th:** Was great in spite of the over 2 inches of rain that day, breaking a record that had stood since 1947! Everyone in attendance had amazingly positive attitudes. Will we continue to have Graduation in our stadium, as it rains often in Oregon? The district makes the decision for where graduations are held. The previous venue, the Chiles Center, has lots of restrictions including only 4 tickets allowed per graduate vs. the 8 that were available by meeting here. And costs were significantly less to use our space. So for now, the district plans to hold the 2023 graduations at the schools. It was mentioned that there was an issue with people standing in front of seated sections, which then blocked their view of the stage, and how would that be handled in the future? This is a challenge as we don't have the ushers that a venue like the Chiles Center has. However, we will do better in monitoring this so everyone can at least see the stage.
- **Remaining days of school:** This is Finals/Opportunity Week. Tuesday & Wednesday: Full Days; Thursday & Friday: Early Release/Half-Days. Next Monday is a Holiday (celebrating Juneteenth), and Tuesday is an Early Release/Half-Day and the Last Day for Students.
- **End of the Year gathering for Staff next Tuesday:** Pizzas, salads and Sodas provided by the PTO.
- **Staff Changes:** 3 staff are retiring. 2 new math teachers will be coming from PSU. Assistant Principal Chris Bick will be transferring to Southridge High. Malindi Zimmer (coming from Beaverton High) will join our assistant principal group.
- **Gratitude:** Many people thanked Mr. Huelskamp for his wonderful service to the Sunset Community these past 11 years. He promised to still be around next year as a parent to his senior son.

President's Report

David Butler

- **Bylaws, PTO Website & Google Workspace:** All been updated. Thanks, Hannah. Amazing work!
- **Finances:** Very stable, which is awesome.
- **Returning Board Members:** Thank you!
- **Mr. Huelskamp:** You. are. Incredible.

Treasurer's Report

Amber Ferschweiler

- **Monthly Financial Report:** Ending the year in a good place. \$17k from Apollo Giving + \$16K from Matching funds ==around \$35K in income. Concessions had \$12K profit, going to next year's general fund.

- **Presentation and vote on 2022-23 Budget:** Next year's budget is on our PTO website. Jennifer Gordon made a motion to accept the budget as presented, for 2022-2023. Kim Lozito seconded. Vote taken. All in favor. Motion passed.
- **Apollo Giving Final Reporting 21-22:** Paid \$8,000 of the \$10,000 budgeted. One additional item (Art Rack—approved last month) is still outstanding. Tristan Baker made a motion for \$500 for Teacher Appreciation Day lunch on the Last Day of School. Jennifer Gordon seconded the motion. Vote taken. All in favor. Motion Passed.

Committee Updates and Reports

Various

- **Jennifer Gordon (2022 Grad Party):** 350 kids registered; 335 attended. Went to Top Golf from 10pm to 1am. Raised over \$40K. Top Golf was \$30K. Remaining amount went to prizes, scholarships, etc. Issues: No place to change out of wet clothes after the graduation ceremony. Only 6 of 7 buses showed up at first. Class gift from last year and this year combined: Water bottle filler by the stadium. Need someone to run the 2023 Grad Party.
- **Jennifer Gordon (Concessions):** Need a VP of Concessions next year. Already have 2 buyers. Fairly easy to do with a solid team.
- **Jennifer Gordon (College & Career Center):** Need someone to lead this next year. Hopefully it will be better with in-person visits for students.
- **Breanna (Merchandise):** Thank you all! You are greatly appreciated. Next year will be even better with what we've learned this year. Tricia Buell and her Leadership team are really excited for what's to come.
- **Bradi Knight Gates (Volunteer Coordinator):** Wild this year. So grateful for Jennifer Gordon's help with staffing Concessions. Background check renewals will be done automatically by the district. Also looks like the district will retain the Covid vaccination requirements to volunteer. Unfortunately that did influence how many volunteers that could or would volunteer.

Election of New Board Members for June 2022 - June 2024

David Butler

- **CO Presidents - Tristan Baker & Sara Thorn**
- **VP Concessions - No Candidates**
- **VP Fundraising/Matching Funds - Dr. Chris Barbero**
- **VP Communications - Hannah Wood Donahue**

Jennifer Gordon made a motion to accept the slate of candidates as presented. Bradi Knight Gates seconded the motion. Vote taken. All in Favor. Motion passed. New members are effective as of June 13, 2022.

Returning Board Members – Terms ending June 2023:

- **Treasurer: Amber Ferschweiler**
- **Secretary: Kristin Hamann**
- **CO VPs Merchandise: Breanna Smith & Diana Du**
- **VP Volunteer Coordinator: Brandi Knight Gates.**

Committee Members – Terms ending June 2023:

- **Staff Appreciation: Sarah Sullivan**
- **College & Career Center: TBD**
- **Name Tags, Parking Passes & Wednesday Work Crew: Carrie Fox**
- **Concessions Buyer: Susan Visintainer**
- **Website: Hannah Wood Donohue**

Miscellaneous / Announcements

Board Members

- **Apollo Merchandise:** will be sold at Apollo Preview days: Aug 23, 24.

- **Flowers/Cards:** Board & Committee Chairs, please pick them up–Thank you from the Staff.
- **Receipts:** Turn in as soon as possible so the books can be closed out.
- **Next meeting will be in September, TBD**

Adjournment: 8:25pm