

Sunset High School PTO Meeting
February 7th, 2022, 7pm
Held via Zoom
Meeting Minutes

Attendees: David Butler (President), Kristin Hamann (Secretary), John Huelskamp (Principal), Kara Yunck, Hyun Birdsall, Tristan Baker, David Yokoyama-Martin, Julie Gupta, Amber Ferschweiler, Hannah Wood Donohue (Webmaster), Sara Thorn, Bradi Knight Gates (Volunteer Coordinator), Leslie Hmura, Kathryn Riley, Kristi Wallace Knight, Lauren Tompkins, Olivia, Kim Lozito. Note: names captured from given Zoom profiles.

Call to Order & Acceptance of January Minutes **David Butler**

- Meeting called to order at 7:01pm.
- January PTO Meeting Minutes accepted as submitted.

Beaverton School District Bond Proposal **Kara Yunck, BSD Representative**

- A video and lots of other information about the Bond can be found on the district's website.
- Bond not replacing the most recent 2014 Bond.
- One benefit Sunset will receive if Bond passes: adding A/C to the Auditorium's HVAC system.

Principal Report and Q & A **Principal Huelskamp**

- **End of first semester & grading scale:** Discussed grading practices at Sunset.
- **Sunset Campus Tours:** well-attended on Zoom–Thursday afternoons.
- He's attending Tumwater Middle School's PTO meeting this Thursday.
- **Covid-19 update:** Early March, mandatory masking will be revisited. At our peak, students' absence rates were 15%. Now down to 5%. Similar numbers for staff absences. Kids are doing a great job. Covid Testing still happens each morning as needed.
- **Cram the Stands:** Outside this year.
- **Bali-Hai:** Postponed to sometime in early Spring. **Prom:** at Providence Park!
- **Graduation:** At our main stadium, Saturday, June 11th.
- **ACT testing:** Coming up. Juniors, start studying/prep now!
- **State testing:** can be opted out.
- **Forecasting:** Online in Course Showcase format (Zoom), and recorded. Can be watched any time. Current 8th graders: Last week in February. Current 9th-11th graders: First week in March.
- **Students' Last Day:** Tuesday, June 21st. Also Early Release day. Note: Monday, June 20th, no school due to recognizing Juneteenth (Holiday).

Treasurer's Report **Amber Ferschweiler**

- Quiet due to no Concessions' sales. Some Merchandise sales, Matching funds & Apollo giving.

President's Report & Business **David Butler**

- **Cram the Stands:** Merchandise & donations live on PTO website. Way to go, Breanna & Hannah for getting the store up and running!

Major Projects Committee Report/Vote on Project(s) David Butler

- **\$15,000 in our Budget.**
- **6 projects considered by the committee, and brought to the membership for a vote.**
- **Committee’s criteria when evaluating each project:** How many people will it reach? How many Students? Can these projects still happen without PTO funds? Can the project be finished this Spring?
- **The chart below shows each project.** The three above the orange line were determined to best fit the committee’s criteria listed above.

Potential Project Description	Total Estimated Cost - Budget of \$15K	Who does project Impact and # of people	Potential to be funded by BSD?	Can the project be completed in spring 2022?
#1 Outdoor Directional Signage plus Indoor Large Maps	\$15,000	Thousands / Multi Year	No	Yes
#2 Courtyard Upgrades	\$1000 / Ten Umbrellas	Thousands	No	Yes
#3 Staff Room Furniture Update	\$15,000	Hundreds / Multi Year	No	Yes
#4 Outdoor Stage - graduation	\$15,000	Thousands / Less Frequency	Yes / No	
#5 Blinds for windows in T Building	\$5000 Est	Students / 200+	No	Yes
#6 Large TV's in Common Areas	\$10-\$15K	Thousands / Multi Year	No	Yes

- **Motion** was made by Kim Lozito to **Vote** on the following: **Funding #2** Courtyard Upgrades at \$1000, and choosing **Either #1** Outdoor Directional Signage plus Indoor Large Maps at \$14,000 **Or #3** Staff Room Furniture Update at \$14,000. This would use the entire \$15,000 budgeted. **Seconded:** Kristin Hamann
- **Vote Result: Majority approved Funding #2 Courtyard Upgrade at \$1000 and #1 Outdoor Directional Signage plus Indoor Large Maps at \$14,000.** Thank you everyone for voting!

Bylaws Committee Report - Vote on revisions at March 14th Meeting Hannah Wood Donohue

- **Hannah and David continue to work on Bylaw revisions.** Draft sent to Board and interested community members for review. Feedback will be reviewed. New draft will be presented on the website and be ready for vote at the March meeting. Update 2-17-22 A new draft will be presented at

the March meeting with an opportunity for discussion and input. Revisions will then take place and a final draft will be distributed. Voting for final approval is now anticipated to be at the April meeting.

- **Major changes to Bylaws include:** adding VP of Fundraising (to oversee Apollo Giving campaign and matching funds effort) and Director of Communications (to oversee PTO communications through the school, on the website, and via social media).
- **Other changes include:** requiring a minimum number of community meetings and identifying a threshold of expenditure that requires a community vote.
- **Interested community members can:** email Hannah (webmaster@sunsetpto.com) if they'd like to review the latest draft.

Apollo Giving Requests Review and Voting

David Butler

- **Current Apollo Giving Available Budget: \$7750**

- **Request #1—APPROVED at \$500**
Requestor: Prabhuli Kapadia
Department: Student Leadership
Request: Clothes Closet Remodel
Requested Amount: \$500
Motion to approve the full requested amount of \$500 was passed with a majority vote.

- **Request #2—APPROVED AT \$600**
Requestor: Christina Burns
Department: Lit / Comp 9 - entire Freshman Class
Request: 80 Copies of American Born Chinese
Requested Amount: \$1000 (Actual amount currently on Amazon w/Multibuy Discount \$593.46 - New)
Motion to approve the purchase of the books up to the amount of \$600 was passed with a majority vote.

- **Request #3—APPROVED AT \$199**
Requestor: Giselle Pardo de Rincon
Department: World Languages - IB Spanish
Request: IB Spanish Toolkit
Requested Amount: \$199
Motion to approve the purchase of the Toolkit in the amount of \$199 was passed with a majority vote.

- **Request #4—APPROVED AT \$1500 FOR AS MANY LICENSES AS THAT WILL COVER**
Requestor: Several teachers requested funds for padlet licenses. See below for additional information.
Request: Padlet Licenses
Requested Amount(s): \$1500, \$2000, \$1000
Motion to approve the purchase of Padlet licenses up to the amount of \$1500 was passed with a majority vote.

- Total **APPROVED** for Apollo Giving this month: **\$2799**. Total remaining for the year: **\$4951**.

- **2022/2023 Board Planning -**
 - **Open Positions**
 - **President**
 - **Concessions**
 - **College and Career Center**
 - **Fundraising / Matching Funds**
 - **Grad Party**

David thanked everyone for attending. Meeting Adjourned at 8:29pm. Next meeting: March 14, 2022 at 7pm.