

Sunset High School PTO Meeting
October 11, 2021 7:00pm
MEETING MINUTES

Attendees: David Butler (Zoom), Kristin Hamann, Hannah Wood Donohue, Bradi Knight Gates, Sarah Sullivan, Amber Ferschweiler, Kimiko Matsuda, John Huelskamp, Tristan Baker, Breanna Smith (Zoom), Julie Gupta (Zoom), Raelynn Swann-McDaniel (Zoom) & Jennifer Gordon (Zoom)

7:00 PM

Call to Order & Acceptance of September Minutes

President: David Butler

- David called the meeting to order at 7:04pm
- September minutes approved as submitted.

President's Report (via Zoom)

David Butler

- Homecoming Concessions team knocked it out of the park. Great Job!
- PTO board members & Committee chairs: Please use your PTO email address when sending out messages. Good for retention of information for future Boards.
- David's goal is to move all PTO documents to the PTO's Google Workspace.
- **Bylaw Committee Creation**
- A Bylaw Committee was created to review and suggest changes to the Bylaws. David will lead the committee and Hannah Wood Donohue volunteered to assist. We are looking for a few more volunteers to join the committee.
- David is working with the ParentSquare application to become more familiar with it.
- **Major Projects Committee Creation**
- Committee led by David Butler and includes Principal Huelskamp. Purpose: How to spend the \$15,000 previously allocated for Large/Capital Improvement Projects. Mr. Huelskamp would like to have representatives from each grade. If interested, please email David. An email will also be sent to the at-large Sunset community to see if anyone else is interested. A Parent in attendance asked for more clarification on this committee: What's the time commitment, what sort of major projects would be considered? Mr. Huelskamp indicated this is a visionary group vs. the one that will follow through and implement the project. More information including examples of major projects will be included in the community email.
- The PTO needs help with our Social Media presence. David is in communication with a parent for that.

Treasurer's Report (see attached)

Amber Ferschweiler

- \$10,000 received through Apollo giving already this month!!! This was also before Employee matching funds have been applied. This exceeded our goal, which is great! Someone asked if there's a deadline on Apollo giving? Not really, we'll always take \$ through Paypal. There will be one last push to show success with "cutoff" for the end of October.
- The "Pass-through" account on report--what is it? The PTO partnered with the Leadership team to help them offer credit card sales to students for the Homecoming Dance. Money in this account will be distributed to the Leadership team in the form of a check.
- **Review Updated 2021-22 Budget.** The reason we're not balanced is because of the past year's carryover. Everyone seems to be on target for income vs. expenses.
- Vote for final acceptance of 2021-2022 Budget.
- **Motion to accept the 2021-2022 budget as presented:** Amber Ferschweiler motions to accept. Tristan Baker seconded. All in favor? Yes. Against? None. **Motion PASSED.**
- Parent Question: There's a discrepancy between income & expenses? This is intentional. The budget is negative overall as we are planning to use excess cash from last year's carryover of funds.

Matching Funds Coordinator**Julie Gupta (via Zoom)**

- Almost \$4,000 has been received from matching funds. However they aren't reflected in the budget yet. It takes time to process them, and there was a change in some banking information.
- New companies are participating.

Volunteer Coordinator Report**Bradi Knight Gates**

- Covid 19 Vaccination information must be uploaded into the District's Volunteer system by October 18th (next Monday). You will not be able to volunteer with students or staff if you aren't vaccinated. You can still volunteer remotely, i.e. projects at home, but anything that involves students or staff is not allowed. Right now, only 20% of our Sunset community have uploaded their vaccination info.
- A volunteer shows up to help at your event, but their information is not online. Text or email Bradi.
- More info on how to log volunteer hours & upload vaccination info is coming.
- District personnel are verifying/approving the vaccination requirement, so it's taking a bit of time.
- Any events created in MyImpact (the Volunteer system) after Oct. 18th, need the vaccination requirement in place. This prevents someone from registering for the event if their vaccination information is missing.
- Will the school be fined if someone volunteers after October 18th, and is not vaccinated, or not exempt for medical or religious reasons? Yes. It's a hefty fine. So make sure when you're creating your event in MyImpact that you include that requirement.

Concessions Report**David Butler for Jennifer Gordon**

- Varsity Football has been well covered with regards to Volunteers, but they're still needed for other sports. Discussions are currently in place with these coaches to encourage their spectators to help out.

Merchandise Report**Breanna Smith**

- Will probably have to place another order, as they are selling out :) Continuing to work with Team Uniforms, which is going well. Also working with the Leadership team at the school's Student Store, with good success.
- Still working on a platform for a Holiday Sales event online. Potential for trial run at the end of November to make sure inventory is accounted for, etc.

College and Career Center**David Butler for Jennifer Gordon**

- Training new volunteers by email right now.

Staff Appreciation**Sarah Sullivan**

- Asked for a higher budget (\$2500), so they can do more for the staff. 7 events planned for the year. First one went well, and the teachers were very happy. October (Halloween theme), November (Thanksgiving), December (Holiday), January (Break). End of the year (May) -- Teacher Appreciation.

Grad Party**David Butler for Jennifer Gordon**

- Pie Orders due by Oct. 22nd. Link on their webpage.
- MOD Pizza (Cedar Hills) fundraiser Oct. 20
- Bethany Pub fundraiser Oct. 27
- Chipotle (Cornell Rd.) fundraiser Nov. 17th, 5-9pm

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

- This past weekend was the first time in 20 months that ALL STUDENTS could come together for the Homecoming Dance. Had to limit it to outside and only Sunset students. All 1200 tickets were sold. Every student that Mr. Huelskamp checked with, loved it. They stayed to the very end. A Parent said thank you that we did it open to all

students. Tricia Buell & Leadership team worked so hard to make it great--Safety vs social opportunity. Got lucky with the weather, but for that reason, will move it earlier in the school calendar next year.

- Sunset Apollo Marching Band & Auxiliary competed on Saturday at the Liberty Classic. Took 1st place in their Division and took 4th overall (out of 12 bands!). Sunset Classic is this Saturday, Oct. 16th, hosted here at Sunset.
- Club Fair is coming next week in person, on Thursday, Oct. 21st. We have over 60 clubs at Sunset, and if you don't see one you love, start your own!
- We've had some positive Covid cases with students & staff. Every morning, any staff and students that show symptoms will be tested onsite. Parents will be notified if a student is being tested.
- PSAT is this Saturday, Oct. 16th. Now at Stoller Middle School (instead of Tumwater). Sunset is hosting ACT and SAT Testing later on this year.
- Is the district opening a drive-thru Covid testing clinic at the district office? Yes, at some point.
- Back to School night kicked off Wed. Oct. 6th. Was all virtually done due to Covid protocol. Each teacher provided a video on their Canvas page to have students and parents sit down together.
- Weekly testing for Covid (as announced in ParentSquare) is a directive from the district, through OHSU--Completely voluntary!!!
- Great job with Homecoming/Alumni events!!! Tricia Buell & crew did an amazing job.
- Why do we still do this "archaic" event (Homecoming Court)? Because at Sunset, it's not a popularity contest, but it's about character & culture :)

Apollo Giving Fund Requests

Hannah Donohue for David Butler

- Mr. Huelskamp gave some history of Apollo Giving--what does it mean? Throughout the year, we'll get numerous needs/requests, so we don't want to spend it all in October. Mr. Huelskamp will be working with teachers on where the most appropriate Ask should come from: district vs. PTO vs. school budget.
- \$10,000 is the current budgeted amount to be distributed to Apollo Giving Requests this year. Mr Huelskamp informed the Board that he is expecting an increase in Apollo Giving requests this year to fund academic programs that would have normally been covered in his site budget. He suggested holding back \$5,000 of the budgeted amount to fund these future requests.

- **#1 \$500 PARTIAL APPROVED BY VOTE**

Requestor: Kelly Elkins

Department: Grad Mentor Program

Amount: \$1000

Hello Sunset PTO! Thank you so much for your generosity in 2019! You gave us \$1000 that we used to purchase numerous cases of water bottles, granola bars, fruit snacks and beef jerky and stocked them in the Grad Mentor Office for our students. Our goal every year is for students to stop by and grab something quick to eat or drink so we can have a quick connection moment with them to check in and see how they're doing. This approach has proven to work over the course of our program. We also use the money you provide to buy pizzas, McDonalds and donuts as incentives/rewards during finals week or when students stop by and show us they are writing assignments in their planners. Any and every opportunity to say "Hello!" and connect with students is an opportunity to see how they are doing personally and academically because connections matter, especially to teens. We are requesting the same amount this year and would be grateful for whatever amount you can give. Thank you again for supporting the students at Sunset High School and the Grad Mentor program.

- **#2 DECISION: DECLINED BY VOTE DUE TO LIMITED IMPACT**

Requestor: Brian Everett

Department: World Language

Amount: \$745

I would like to purchase a monthly subscription of 100 scholastic magazines (online) for students in IB Spanish SL 1. The magazines are immersive, enriching, and teach students about a variety of topics and events in the Spanish speaking world. I think this would be very beneficial for all of the kids who are going to take the IB test and go for the diploma but I also think it would be great to get any kid more interested in reading in Spanish. <https://classroommagazines.scholastic.com/spanish.html>

- **#3 DECISION: \$1500 PARTIAL APPROVAL BY VOTE**

Requestor: Rebecca Larson

Department: Language Arts 10th Grade Team

Amount: \$2913.49

Over the last few years, we have been teaching a food and culture unit in our 10th grade Literature and Composition classes, studying stories and recipes of our families and communities. Students write food narratives about memories they have and read food blogs and reviews to learn how to write informational text to be read by real audiences. Through this unit, we study all aspects of writing, and this year, we'd like to expand it more to reading. There are several new books out that center on food and reflect the different cultures of our students. We'd like to purchase them to have book clubs as part of this unit, so our 630 sophomore students can immerse themselves in a story, centered on food. The request is for \$2,913.49 for 230 books for our sophomore class, ordering through our local bookstore Jan's Paperback in Beaverton.

We do realize this is a large ask, so if there is a portion that you would be willing to donate, please let us know and we can adapt our purchase to fit what's available.

Thank you so much for considering this purchase for our students. We know how fortunate we are to have your support in our school community.

Warmly, Language Arts 10th grade team

- **#4 DECISION: DECLINED BY VOTE DUE TO LIMITED IMPACT**

Requestor: Colette Casinelli

Department: Library

Amount: \$2,000

We would like to invite a local Young Adult author to visit our school for a special Library event where the author visits some English/Language Arts classes to talk about the writing process and publishing. Then the author would host an event in the Library during Apollo Time that would be open to all students. I have reached out to Young Adult Author April Henry. Her speaking fee is \$1500 for a 1/2 day visit and we would also purchase some of her books for the library and classroom libraries.

- **#5 DECISION: DECLINED BY VOTE DUE TO OTHER FUNDING OPTIONS AVAILABLE**

Requestor: Lynn Horihan

Department: Social Sciences

Amount: \$1600

My request is a travel grant for Lisa Miosi, a staff counselor and myself, Lynn Horihan, a social sciences teacher to attend the "Learning and the Brain Conference" in Boston, Massachusetts from November 19-21, 2021. The

Beaverton School District will reimburse the tuition for the conference but is unable to support airfare, lodging, or other travel expenses.

The purpose of the conference is to bring back real, science-backed tools to help students re-engage after a difficult time period, create and maintain spaces that foster wellness, mental health, and mindfulness while supporting students who are returning to active learning. The keynote speakers are Drs. Judson A. Brewer and Bessel A. van der Kolk, two professors who are at the forefront of researching brain development and anxiety. I would encourage parents and community members to also consider attending either through Zoom session or as part of a small cohort and attend with us. There is also a session about supporting teachers in balancing stress and resiliency during a pandemic. I believe our staff would also benefit to hear of tools and information regarding how our brains are processing during this pandemic. Upon our return, I'd like to have a community night to share our findings and present these tools to staff, students, and families. We would also provide on-going support to staff members throughout the year. My goal is to make connections with the researchers and psychologists in the field as this area of study will continue to demand our attention for the foreseeable future. The date needed for approval is as soon as possible as flights and hotel prices continue to change.

Cost includes a 3-night hotel stay of \$850 dollars for two adults to share one hotel room. Receipts of booking can be done ahead of time or for reimbursement.

Air Travel Per person is currently \$375 round trip through Alaska Airlines.

Thank you for your consideration.

- **TOTAL APPROVED FOR OCTOBER APOLLO GIVING REQUESTS: \$2000**

David closed by thanking everyone who attended in-person & online. Thanks for all the work everyone's been doing. Meeting adjourned by 8:36pm.