

Sunset High School PTO Meeting
September 13, 2021 7:00pm
MEETING MINUTES--In Person & Zoom

Attendees: David Butler, Kristin Hamann, Jennifer Gordon, Hannah Donohue, Sarah Sullivan, LJ Whipple, Breanna Smith, Kimiko Matsuda, Bradi Gates, Tristan Baker, Julie Gupta, Kim Lozito, Selena Doman, Belen Santos, Leslie Hmura & John Huelskamp. In addition, 26 parents attended via Zoom.

7:00 PM

Call to Order & Acceptance of June Minutes President: David Butler

- Meeting called to order at 7:02pm
- June Minutes accepted as published

President's Welcome and Introduction David Butler

- Confirmation vote needed for new Board Members
- Motion to approve 2021-2022 Board slate: Tristan Baker made motion. Sarah Sullivan seconded. All in favor. Vote passed.
- Introductions of all Board members
- New to Sunset? The PTO has many committees, in addition to the PTO Board (which is the organizational umbrella). PTO runs Concessions for all of Sunset's activities. We also have a Graduation Party committee that falls under the PTO umbrella.
- One of our goals this year is to get a majority of our documents and items online, so they are easy to find and access.
- The PTO Budget Process will be different this year. Due to the last meeting being done on Zoom, the Preliminary budget will be reviewed tonight, and voted on at the October meeting.

Treasurer's Report Amber Ferschweiler

- See attached treasurer's report.
- Apollo Giving Campaign has been launched. \$6000+ has been donated already.
- Concessions sales are already underway.
- Reimbursement forms are now online. So much easier! Bought something for your event and would like to be reimbursed? Use this form.
<https://www.sunsetpto.com/reimbursement>
- Teachers will be using them as well for their reimbursements.
- Amber went through the Preliminary Budget report and asked for requests, changes.
- Mr. Huelskamp indicated he may be coming to PTO this year, to offset some unexpected costs in the school budget.

Matching Funds Coordinator

Julie Gupta

- Julie explained what the Matching Funds program is. Many employers like Intel, Nike, & Starbucks will match employee monetary donations. Some companies will also match volunteer hours. The new PTO Apollo Giving webpage has all the info on how to donate.

Volunteer Coordinator Report

Bradi Knight Gates

- The District Volunteer website (MyImpactPage) has a section for Sunset High School, which lists all of the available Volunteer Opportunities. One note: PTO Board members, remember to log your PTO volunteer hours under the PTO portion (like this meeting!)
- Bradi (and the Board) thanked the previous Volunteer Coordinator, Lori White (who was not present) for all of her hard work. One of Bradi's goals is to work with the Committee chairs to determine which Opportunities currently listed for Sunset (on MyImpact) are still relevant, as some things have changed over the years.
- Also New this year: When volunteers sign up for a shift, they will receive a helpful reminder, prior to their shift.
- Very Important: As of Oct. 18th, 2021, proof of Covid Vaccination (or proof of Religious/Medical Exemption for the vaccine) will be required in order to volunteer. This is not just at Sunset, but District-wide. Volunteers will need to upload a copy of their Covid-19 vaccination card, or Exemption form to their My Impact profile.
- If I'm new to the District, how do I get started to volunteer? Go to Sunset's PTO website, and you'll find info about signing up, including how to get a background check--which is required for all volunteers.
- If I'm new to Sunset, how do I see the Opportunities for volunteering at Sunset? Go to the PTO website, where you'll find an email link to add your profile to Sunset.
- Do I need a Badge to Volunteer? Most of the time, yes (except for Concession sales)! You can find them in the main office. Our Name Badge Coordinator, Carrie Fox, is currently working on all of the new ones, but they should be ready soon.
- How do I track my Volunteer hours? If volunteering at Sunset during school hours, stop by the main office, and sign in to the volunteer computer. You can also use the My Better Impact application to record your volunteer shift times.

Concessions Report

David Butler (on behalf of Jennifer Gordon)

- Concessions are open. Mainly do Football games, but there are other events that we are selling at as well. Candy prices have been raised. Need more volunteers!!! Sales are down. Not able to sell more big ticket items like hot dogs, pretzels (only pre-packaged food), due to Covid 19 restrictions.
- Don't have to check-in with the main office when volunteering for Concessions sales. Don't need a badge. Don't have to pay if you are volunteering. Tell ticket booths you are volunteering.

Merchandise Report**Breanna Smith, Diana Du**

- Apollo Preview days were so much fun!!! Record breaking sales.
- Merchandise will be for sale at every Home Football game.
- Gear is also available at the Student Shack at every lunch period, off the Lower Commons. Cash/Credit only (no checks).
- Gear may at some point be for sale online, but right now just at games/Student shack. Also there's a possibility of Gift Cards to buy merchandise in the future.

College & Career Center**David Butler (for Jennifer Gordon)**

- Nothing to report at this time.

Staff Appreciation**Sarah Sullivan**

- First event is Sept. 28th--Welcome back Breakfast for Teachers & Staff (160 people). Sign up through Sign-up Genius to bring items (only purchased/no homemade for now).
- Most activities are done around Grading days & holidays.

Graduation Party (Celebrate our 2022 Seniors!)**LJ Whipple**

- Many fundraisers are going on right now. Check out the PTO website for more information, as well as Instagram, Facebook & Twitter.
- Big draw are Dippin' Dots, sold at the Football games
- Willamette Valley Pie Company fundraiser. Order by Oct. 22nd, and pick up at Sunset on Sat. Nov. 6th
- Beer & Wine tasting fundraiser Nov. 6th--Topsy Tailgate
- Bottle Drop fundraiser--ongoing
- Dinner Night out -- Nov. 17th Chipotle
- Graduation party is right after Graduation. Kids are bussed to a secret location and then bussed back to campus.

PTO Website**Hannah Donohue, Webmaster**

- More info will be added to the website, including Fundraisers, Meeting minutes, etc.
- Any questions, please reach out to her at webmaster@sunsetpto.com
- Reimbursement forms are now online.
- Need to contact a PTO Board member or Committee Member? All contact information is on the PTO website.

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

- Thanks for joining us! Great turn-out with 26 members online, as well as those here in-person. Meetings are usually just an hour, but this is the first of the year, with new Board members & Committee members, so a bit longer.
- He's not only our principal, but also a Sunset parent.
- **Safety:** How to keep our students safe? Everyone in Masks! Required physical space is just not available to keep us safe, so we have to be masked up. 2055 students

enrolled. Some of the classes are at 50+, which is huge. And unfortunately that is our norm. But we've had some help from the district to get some additional teachers & staff.

- **Quarantine/Covid info?** Best place to find info regarding this is to visit the District's FAQ page, as procedures/guidelines are constantly changing. We also have an Isolation Room on campus where students can go if symptoms appear during the day. Parents are contacted and a rapid COVID test will be administered. If there's a positive COVID test, a letter will be sent to the Sunset Community (without names). All staff will need to be vaccinated by Oct. 18th.
- **Social:** Students need to be in-person for well-being. How to balance safety/social? How do we do lunch--safe but not sterilized? "I want to eat lunch with my friends!" Tons of extra eating spaces, including outdoors & down hallways have been created. We've asked the district to put in a "Party Tent" over the old tennis courts, for outdoor dining & outdoor classes (Choir/Band). We may end up going to 3 lunches if necessary, but would like to minimize the spreading out of friends through multiple lunches.
- Our Teachers are top-notch! We are at the top of the district in regards to teachers caring for each other & their students. Link crew--current Juniors & Seniors--do orientation for incoming freshmen & two-year freshmen (this year's Sophomores) & the Link Crew is Here to Help! Our students really Care about each other :)
- Energy in the building: People are smiling and so happy to be here!
- There is the possibility of returning to fully CDL (Remote Learning) if Covid numbers go bad (No hybrid combo).
- Parent Question: Why are class sizes so big? My child has 50+ students in their class. The district changed how they allocate for teachers vs. students. Now based on poverty levels for each school. Schools with higher poverty levels get more teachers, which results in smaller class sizes.
- Parent Question: Can the PTO fund teacher positions? PTO money can't buy teachers.
- Parent Question: What does a 10 day quarantine look like for a kid who is at home? All assignments are online with Canvas, but no teacher video interactions are available. Students are also not counted as absent.
- Parent Question: Are all teachers using Canvas? Yes.
- Parent Question: Will kids get lockers? Anyone can get one from the front office. Most students don't use them. Information about them will come from the AT (Advisory) classes.
- Parent Question: Who do I contact about class sizes? Contact School Board members.

Closing Remarks

David Butler

- Apollo Giving campaign is active
- Any questions, please reach out to the Board.
- Meeting adjourned at 8:50pm