



## Minutes for PTA General Meeting of 10/20/2020

### Attendees:

Angela Dahrea, Marie Blakley Arthur, Amy Korb, LeAnn Tuupo, Lori Garth Green, Meghan Landon, Melissa Stefani, Melissa Valdez O'Connor, Michelle Larson, Lina Flores, Jenny Latham, Echo Peacock, Galit Scandrett, Alex Wu, Neetu Uthaman, Pallavi Sharma, Bess Cothrun, Claudia Huzar, Asa Watts

1. Meeting called to order at 7:05 pm by Angela Dahrea, second by Amy Korb.
2. Motion to approve the last month's meeting minutes made by Amy Korb, seconded by Melissa Valdez O'Connor, and were approved by the 17 voting members present at the time of the vote.
3. Auction Update from Alex Wu:
  - a. Good turnout for auction planning committee meeting the previous week but still looking for more to join, help with procurement, any help will be appreciated.
  - b. Theme is around culture, art, museums, an "around the world in 80 days" feeling
  - c. Will have an online auction in Spring (actual timing TBD but probably mid-April) with an in-person auction pushed to the fall and which is scheduled for November 5, 2021
4. Principal's Report: LeAnn Tuupo, Principal
  - a. Thank you from LeAnn for the partnership between school and PTA; excited about the first all school assembly coming up in November. Classes are working hard to earn their Sockeye's for that. Will distribute pompoms for the assembly to celebrate. *[Please note: After the PTA meeting it was decided to move the all school assembly to December. PTA is purchasing finger lights instead of pompoms at a cheaper price]*
    - i. Michelle Larson had an idea to combine advertising/branding for the Auction that could be used by the kids throughout the year.
  - b. Where we are now after 6+ weeks of school:
    - i. Registrations are increasing and LRC2 students are coming to Sunset.
    - ii. Remote school is going strong and teachers/staff had a very productive professional development day on October 19<sup>th</sup> with 3.5 hours spent on additional student support training with other half of day to plan on how to incorporate the professional development for their students

- iii. Planning continues for kindergarten and 1<sup>st</sup> grade to return to classrooms but waiting for message from Dr. Thiele and the District for update on October 21<sup>st</sup>.
  - c. Reminder to all that District is providing meals to all children/students. Pick up times are between 4pm and 6pm each Monday and Thursday at Sunset and our November package pickup will coincide with the Thursday meal pick up time
  - d. There were lots of good questions for the evening Zoom chat with LeAnn, worked very well to have questions in advance of the call and the next one will be mid-November in a morning time slot. Video of the Zoom is available and was sent out in weekly email.
    - i. Lori Garth-Green suggested a FAQ – LeAnn had sent a FAQ in eNews and will confirm it is on the website. Also included link for tech platforms as teachers are facing some barriers about tech programs, working on onboarding package for new families to help with this. A good intro to Sunset and what we are using at the school in the class.
  - e. Everyone is working hard and trying to find balance. Lots of attention on self-care for teachers and staff with some fun ways to promote self-care (scratch tickets and rewards!)
  - f. Please send any questions in!
- 5. Teacher's Report: Marie Arthur Blakley
  - a. Shout out to all the Admin and Staff!
  - b. Everyone is working very hard and teachers say thank you! Marie asked teachers if they had any questions for PTA, none were mentioned. Teachers are still trying to figure out how to use Room Parents, 2<sup>nd</sup> Grade team will be discussing, not worrying about it right now, everyone is settling into the year, routines, feeling ready to start to try some new ideas with 2<sup>nd</sup> Grade Team.
  - c. Sending reminders to staff to join the PTA and should have some good orders for spirit ware. Teachers are always welcome to join our meetings!
- 6. Treasurer's Report: Meghan Landon
  - a. There have been a few tweaks to budget primarily pertaining to the auction (moved the facility rental to 2021/2022 school year, decreased some other auction items related to live auction) and also some changes for onsite programs at the school that we are not able to do due to Covid (decreased art walk, science fair, increased assemblies budget for potential virtual assemblies as way to engage kids)
    - i. LeAnn brought up safety items in the budget, had thought it would be taken out but have asked if any room in budget to bring it back for some additional safety items that would be required for bringing kids back to school
    - ii. Amy Korb asked about ISD paying for school budget, ISD covers a lot in school budget (all basic PPE) but doesn't cover Sunset specific procedures or equipment which are above the minimum safety standards such as social distance ropes for littler ones.

- iii. Lori Garth Green asked how these items are covered for schools that do not have the PTA funding that we have, LeAnn said other schools would use their school budget from ISD to cover needs
- iv. Jen Latham brought up discussion around some PTA's have closed or do not have funding, LeAnn said that District is funding a lot, Sunset's layout makes some spaces/safety standards more challenging
- v. Jen Latham also brought up question about how budget is being spent on other needs such as books and supplies, other needs instead of supplies for school assemblies or other non-essential items. Angela Dahrea confirmed that PTA has discretionary ability to fund these items, she feels that might be frivolous spending. LeAnn wants to make sure that our students are feeling supported and encouraged around their Tier 1 learning, some fun items around learning and rewards for their hard work.
- vi. LeAnn said that we are meeting our students needs, no one is going without on the core learning items such as computers, internet, school supplies.
- vii. Jen Latham said we spent \$600 on stickers and said that many felt it was frivolous – it is optics on how to spend, cautioning everyone to be aware of how it looks and not to ask for money if we don't need it in our community
- viii. Amy Korb asked to confirm that Sunset PTA makes donations to the Issaquah Schools Foundation, Meghan confirmed that we do make donation but that our PTA is supposed to fund programs for our school/community; perhaps we look at donating more to the ISF. All funds in budget were collected prior to Covid, we are trying to use the funds in a manner that aligned with the collection. PTA will keep offering different things and resources available and that is the best we can do for our families.
- ix. Meghan brought up Book Fair and purchasing books for kids that cannot afford them, we typically do that for the in-person fair (\$600 was spent last year). This year we had no requests for book purchases for kids that need it even with Lynsey Burge and teachers reaching out. Library checkout was also starting around the same time which might have impacted this.
- x. Lori Garth Green asked about teachers reaching out for additional technology such as screens, webcams – LeAnn confirmed that teachers have all they need, able to check out anything that is in their class or what they would have at school.
- xi. Melissa Valdez O'Connor also shared she is happy to talk to anyone who is interested in learning more about Sunset Cares, a program which helps with needs of Sunset families.

- b. Motion to approve the budget was made by Amy Korb and seconded by Melissa Stefani, 11 approval votes, no no's and no abstentions noted. Budget was approved.
7. PTA General Updates:
- a. Grants: Angela Dahrea: PTA have applied for grants from the ISF in the past. Each year there are funds available that teachers/staff/admin can apply for with parents helping to write them. Grants are up to \$10k and Sunset has used for wobble chairs, ESL books, anything that might help students.
    - i. Have about a month to write the grants, due November 19<sup>th</sup>. Jen Latham volunteered to help with the process, do not need any experience with grant writing, Foundation will have an online class on how to write on October 29<sup>th</sup>.
    - ii. LeAnn said that there were grants that were written but not turned in last year, would like to submit those this year.
    - iii. Thanks to Jen for helping with this and Angela will help coordinate with teachers to get process started
  - b. Communications: Lina Flores, Room Parent Coordinator: Still working on room parent recruitment, not much response from Curriculum Night. Not sure if teachers are feeling comfortable to reach out and ask parents, some issues in the past getting emails for families from teachers, what are the rules for that? Perhaps an email could be drafted for teachers to send to parents asking if they are ok with their emails being shared? Possibility of Grade Room Parents.
    - i. Angela brought up online directory, Echo discussed possibility of digital directory.
    - ii. Charlene Gaston is working on directory, thought we could do online/digital directory, send to everyone even if not on PTA, only have kids by grade level, not by class.
    - iii. Questions around digital access, would the directory have code for access and would need to have parents confirm they want to be included. Discussion around sharing this info by emails. People are looking for other students in their class, PTA to look at doing print copy of directory to hand out at package pickup to all families.
    - iv. Discussion around Harvest Parties for classrooms, hearing that teachers are putting together their own ideas for classes such as art projects and distribution bags, concerns from LeAnn and others about handing out packages to students and also want to make sure that Grade Levels are doing the same thing in their classes to create equitable experiences.
    - v. Many other schools passing on parties, other ideas are costume parades, drive byes. Best to have kids staying safe, staff and teachers will work on ideas on how to encourage fun activities in the class that are Covid appropriate.
    - vi. PTA will send a list of simple ideas for Teachers to celebrate, scavenger hunts, making costumes, etc. Teachers might be busy with the assembly that day.

- vii. Suggestion for grade level events on Zoom so students can see their friends in other classes, important for feelings of connectivity.
- c. FACE: Melissa Valdez-O'Connor: New family partnership program, been in ISD for some time, worked with LeAnn last year to host about 20 families to discuss the school, questions about Sunset, any concerns. Open to any new Sunset or ISD, great turnout and very positive event, had wanted to do on in March 2020.
  - i. Looking for FACE rep to work with PTA, LeAnn, staff to work with the other schools and learn more about what they are doing for FACE. Reach out to Melissa or PTA if interested in hearing more.
- d. Sunset Cares: Melissa Valdez-O'Connor: Melissa worked with Marissa Ballard last year, working with Lynsey Burge this year to support Sunset families in need. Last year had put together Friday power packs, not able to distribute this year but looking for ways to help families.
  - i. Trying a Coat Drive this year with Ashley Carbonatta and Lynsey Burge as there are about 18 coats that are needed this year for families. Collecting coats from friends and neighbors to distribute in November supply pick up.
  - ii. Would like to try and put a list together of needs that could be distributed to PTA members interested in helping, Melissa is working on that with Lynsey
  - iii. If interested in learning more about Sunset Cares, contact Melissa
- e. Holiday Gift Barn: Amy Korb and Melissa Stefani: Issaquah Foodbank is asking for gift certificates only this year, Amy and Melissa will put together some advertising about that shortly.
  - i. Holiday Gift Barn usually the first week of December, will work on getting gift cards during November
  - ii. Lori Garth Green asked if possible to donate through Venmo/PayPal. Food bank is just looking for gift cards this year, would it be possible to make donations through Sunset or to drop off gift cards at school to give to Food Bank.
  - iii. Discussion around collection of funds by PTA to donate, best to make donations directly to Issaquah Food Bank.
  - iv. Galit asked if possible to collect gift cards at supply pick up, LeAnn said yes, could collect at school and then PTA could pick up and take to Food Bank. Would have to be November, maybe Room Parents could help collect for Food Bank. Willing to ask families to help but also getting close to holidays and families might want to give to teachers and staff.
  - v. PTA wants to let families know that there is a need at Food Bank, can make donations if they would like.
- f. Other Community Activities:
  - i. Week of October 26<sup>th</sup> PTA will share meal and recipe ideas for a home "Spooky Spaghetti". Will encourage families to participate and send photos of the kids in costume or cooking their meals. Looking for ways to get kids involved and celebrating a Spooky Week.

1. Will work on a collage of photos, would like to do a drawing for a few gift cards.
- ii. LeAnn reminded everyone that it was Spirit Week that week as well.

Motion to adjourn the meeting at 8:33pm was made by Angela, seconded by Asa Watts, all present approved.

[https://us02web.zoom.us/rec/share/Xlm38LwVOTsRfoVpwoYDy-MojzV3a7vEW6P16wQN8gTPwPZ\\_ukb68sAYgx0VipUb.DaUQ4XyZAL6FqR7d](https://us02web.zoom.us/rec/share/Xlm38LwVOTsRfoVpwoYDy-MojzV3a7vEW6P16wQN8gTPwPZ_ukb68sAYgx0VipUb.DaUQ4XyZAL6FqR7d)