

Tyee PTSA BOD Meeting Minutes

Feb 15th, 2024

Zoom

TYEE PTSA
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Minutes Stand As approved on Mar 21, 2024 BOD meeting

1. Call to Order 7:41pm

1.1 Attendance & Quorum

Quorum met & Attendance (See Appendix 1)

Stella, Lesley, Sandy, Yan, Elizabeth, Peggy, Kelly, Sarah, Xiao, Lalitha, Jenny, Valeri

2. Approval of Minutes

3. Previous month's actions:

4. Treasurer's Financial Report – Treasurer(s)

- We received \$1,650 in donations from the Lunar New Year sponsors.
- Everything is under budget or as planned at this time.
- Budget for next year should be prepared so we can get the approval in the May general meeting for all members.
- Kelly and Xiao will start a draft first based on the current financials. A lot of programs we didn't have any expenses yet like cooking club, chess club. We will remove the programs without expenses yet from the next budget. Will review the draft in the next board meeting.
- Xiao - can Lalitha help put together a list of programs that we will have next year? Lalitha to email club chairs to see if the club will continue and whether they think the budget for next year is similar as this year.
- Lalitha - can we invite the club chairs to the last board meeting before the end of the year? Maybe have a volunteer appreciation every first 10-15 mins of the meeting since they never interact with the board. Sandy - we will have a volunteer appreciation event later on. Lalitha - they can also Sarah - that would be welcome to the General Meeting too so people can voice their concerns/have an open conversation with the board before we discuss budget items. Stella - can we ask for feedback from the chairs and see whether they prefer to join a board or general meeting to discuss any concerns.

5. Standard Business

5.1 Principal's Report

5.2 President's Report

- Congratulate all the LNY event committees which came up with such a successful event. Everyone did a great job and it was a very successful event this year.

5.3 Reports from:

- Staff Appreciation - Valeri:
 - Proposing to help host a panelist of parents and possibly students, and Mr Lillie added in staff members as well, from a parent's perspective how to support your student's well being in middle school <- first goal. The parents should have kids that have gone through Tyee. Next goal is for 8th grade parents - supporting them in that transition to high school. That's where the student's perspective would be helpful. It would be useful for the 8th grade parents so they could learn from it. This would be best done after the Mar 7 HS registration meeting over at Newport. Maybe early March. We don't want to just target 8th graders. It can also include the whole aspect of middle school. Want to recruit parents from different backgrounds, AL parents, IEP parents, etc give a little bit of parent education through first hand experience of other parents, students and staff. Does this sound like a good idea? We could figure out a date. In-person or virtual. Questions like how do you support your kids, what do you wish you knew back when the middle schoolers started now that your kid is in high school.
 - for 8th graders, how do you manage workload and schedule, how do you choose subjects and courses etc.
 - Earlier this year, Principal Lillie was talking about mental health. In Newport, there are elevated numbers around mental health. How do you support your child in a stressful time which increases in high school. Valeri knows some Odle parents who might want to join and want to run this at Odle too. The goal is to support the wellbeing of our kids.
 - Lalitha - this would be really helpful for the current 8th grade students so they can learn more about what is expected in high school. Valeri - it might be interesting if the board wants to think about this and gather some questions to direct the conversations and make it relevant. The goal is how to support our kids' wellbeing. We should hear it from other parents who have gone through it and from students - what do they wish they knew in middle school, e.g. take lower grades as an opportunity for growth. Valeri - can the board work on questions and we can recruit parents. Make a decision on the date and virtual vs in-person.
 - Elizabeth - email Carmen Pong at the front office for possible dates and times. And then fill out the building use application form so that we can figure out the logistics and set up. We should get that squared away earlier so the dates are

more set. Past open houses seem to have been offered on Tues/Thurs usually. We should also involve Mr. Lillie since he has great ideas. Valeri - yes we have, he also has ideas on which staff members to involve. Glow Dance is on Mar 8. Cannot enter the school before 4:45 pm. For the Newport High School kids, Wed is easier. Sarah - do you think this is something that might be worth collaborating with Odle PTSA and combining the 2 would be easier? Valeri - with mid-winter break and the timing, it might be harder to get a combined one ready in time. We could encourage them to do something similar. We could invite Odle parents since they have similar programs to Tyee. Lalitha - maybe we could do a separate session just for the students themselves to ask high school students more questions. Valeri - there's a lot of good topics around course selection, how to support your child when you see concerns about your child or friends.

- **Everyone please send Valeri 2 questions. From the questions she can figure out the topic. - she can figure out the date and speak to Carmen. Also check with Mr. Lillie to see if there is a plan to do Family University.**
- Ways and Means - Jenny:
 - We're still planning some restaurant fundraising. Will discuss with the team. No updates for today.
 - We have some ideas for goodwill - we got a lot of stuff from goodwill. Is it possible to do a yard sale or hold a secondhand goods sale in the Tyee Commons? April 22 is the goodwill date. We might have to run it in the parking lot. Sandy - now the goodwill is very strict. Some parents left some stuff there but the goodwill cannot accept their items. The school would not allow us to use the common area for this. We could possibly have parents donate a portion of their sales to Tyee PTSA.
 - Stella - how will we run it? Do we ask the parents to stay there to sell their stuff? Jenny: Yes.
 - Sandy - will talk to Carmen to see if it's possible to use the parking lot for this idea in mid-April. Similar to the Holiday Bazaar.
 - No update for other things.
- Programs - Lalitha:
 - No update from the other club chairs
 - Robotics club has a good update - This year we had 3 teams, 2 went to semi-finals. And then 1 team went to the state finals for the first time. Unfortunately they did not get chosen as the state champions. We are thinking of having a meeting every Thursday for 2-3 months. Have the groups meet and prepare for the next year. All the kids did a really great job.
 - Python Bytes club - had an issue with the door not being opened once recently but not in the last 2 months.
 - Staff Appreciation - cards were made by the kids, the donations were plenty and nice. We hope the staff were happy with what was given to them.
 - Debate club and Science club - any more updates from them? Lalitha tried to contact the club chairs via email but did not get any responses. Some complaints from school admins about those particular clubs. We just want to ensure there

are no further issues. Debate club is doing much better and is more organized after splitting the kids up into smaller groups. They found a new co-chair.

- Python Bytes - Reji - issue with getting custodian to open the door in time. Does anyone else have this same issue? Sandy - Normally the custodian opens the door in time or up to 10 minutes before the start time. Reji mentioned parents were there 5 minutes before the class but sometimes they do not see anyone holding the door. Lalitha will ask Reji to address it directly with Carmen and the custodian. Ideally she should have a parent volunteer arrive 10 minutes before 5pm and hold the door open for kids. Lalitha to ask Reji to speak to Carmen since it is not happening every single time and we do not have the custodian's number.
- Communications - Peggy
 - No updates.
- Student Socials - Elizabeth
 - 7th Grade Event - talked to Mr. Lillie - there won't be a field trip. Talked to him about a 7th Grade carnival, where we hire someone to set up the equipment, monitor it, etc. We got a quote from someone for inflatable games. Bellevue school district doesn't allow large inflatables or bouncy houses. The inflatables are more like soft games where they bounce on colored lights with their hands, hitting things on a target. It's within our budget for the 7th grade event. It will be in the gym on Friday - likely May 31st. Could be 6 - 8pm or 7 - 9pm.
 - Will be meeting with Mr. Lillie with Lesley about the Glow Dance, 7th Grade Field Trip, Maker's Market and Beach Party.
 - Lesley in charge of Glow Dance.
 - Maker's market - Valeri and Sirisha are working on it. We have a Microsoft form for Arum to send out to the kids to sign up and host a table at the Maker's Market. We also have a separate sign up link for the performers and send it out to kids so that they can start making things.
 - Need someone to run the Beach Party - Sarah O'Brien volunteered.
 - My goal is to get someone else to lead the event and show them the ropes so they can take over and learn how to run it.
 - Glow Dance - we have the images for the posters ready. Yim is getting the QR codes ready so we can print out the posters with the QR codes and hang them up around school. We'll buy some more blacklights, backdrops, and decorations for the gym. No food and water allowed in the gym. Mr. Lillie wanted us to use these foam LED sticks. Arum made a Microsoft form to collect Dance Contest signups. She is sending reminders about the dance thru Teams and also making morning announcements.
- Membership - Sarah
 - 415 active memberships and just checking on 4 more memberships to see if it is active or not.
 - all board members are listed with the PTSA and Sarah will send out the membership cards with everyone. Email is an automated service so everyone can use their PTA cards for discounts like travel and Great Wolf Lodge.

- Will check if Mr Burke is continuing on with the Member at Large position. We will use a donation for membership for Mr. Lillie then so he can remain a member at large.
- Yan - Sarah were you able to update the WA PTSA membership password? Sarah - yes, was able to login and update the current board on that.
- Grants - Yan
 - During our last general meeting, we approved a sum of \$5075.21 to be added to this year's grant budget, bringing the total to \$15075.21. We've received 11 grant applications in total. The first 10 applications are now covered in the budget. The last application is the attached Future Problem Solver's grant application.
 - The club has 88 students. Firstly, the number of students who would benefit from funding for state or international competition trips seems quite limited. Our criteria for approving applications should ideally aim to benefit the greatest number of students possible.
 - Secondly, I believe our priority should be addressing regular school needs before considering funding for extracurricular activities, including after-school clubs.
 - As a suggestion, perhaps we could explore offering scholarships to assist students from families facing financial challenges to participate in any school activity or field trip. However, establishing criteria for such scholarships might present some complexities.
 - If the majority of board members choose to support the FPS club's grant application, it will be important to determine the funding amount.
 - Sandy - this is an after school club activity, but not a teacher grant. For the science bowl club, students also traveled to competitions but did not request additional support. Other clubs also travel for competitions and pay registration fees just like the robotics club. Ideally we support the majority of the students and teachers.
 - Yan - The number of students benefiting from here is small. But for next year maybe we can create a scholarship to support individual students who need help with these fees. On the bottom of the response email, we also have other grants to the school totaling about \$20k which includes Global Goals and other programs that benefit the students.
 - Stella - The justification for the grant money (travel costs) is something that can apply to all the other clubs. To treat the other clubs equally we would need to budget the same amount for them too. There can be alternative ways to support the families in need going forward.
 - Lesley - it's a lot of money for not a lot of students. I think it makes more sense to do a scholarship fund so we can help the people who actually need more help like free and reduced lunch students.
 - Yan made a motion to approve all the grant applications from 1 - 10, excluding the Future Problem Solvers (FPS) grant application #11. Sarah seconded the motion. Votes were unanimous and motion carried.
 - Yan made a motion to decline the grant application for Mr. Pearson's FPS grant application. Sarah second the motion. Votes were unanimous and motion carried.

- Yan to send a notice to Michelle and the teachers about the grant applications.
- Yan - can we add scholarships to the next year's budget and allocate some money for this. Kelly will take a note on that. Sarah mentioned that we should contact Anna Lewis, the family engagement specialist and let them know we have this fund for families, how the scholarship could be granted and how the application can work for next year. We can also get some ideas from her on what is a good way to do this scholarship idea.

6. New Business

6.1 Bellevue Schools Foundation donation

- Sandy - Kelly can you check if we donate \$1500 to BSF? There is a March 30 fundraising dinner. Tyee PTSA will host 1 table and usually donates \$1500. We encourage Tyee families to attend and donate as well while they are there (e.g. \$100 check). For the whole school, we will ask Peggy to include it in the Tyee Times and ask parents to register to attend and donate.
- Yan - there is an existing item in the budget A610 - BSF budget is \$1500.

7. Announcements & Upcoming Dates

Mar 2024

- 3/8 - Glow Dance

8. Adjournment

The meeting was adjourned by Stella Chen at <9:22> pm on Feb 15th, 2024.

9. Submitted by

Lesley Tay-Chung, Tyee PTSA Secretary, on Mar 12th, 2024.

Appendix 1: Attendance



BOD Meeting Sign-in Sheet

Zoom
Feb 15th, 2024

Quorum: 8 Total Attendance: 12 Majority Vote: 7

EXECUTIVE COMMITTEE		SIGNATURE
Stella Chen	Co-President	X
Sandy Zhang	Co-President	X
Jenny Chen	Co-Vice President – Ways & Means	X
Ting Li	Co-Vice President – Ways & Means	
Lalitha Subramanyam	Co-Vice President - Programs	X
Prasetha Warriar	Co-Vice President - Programs	
Peggy Wang	Co-Vice President - Communications	X
Sarah O'Brien	Co-Vice President - Communications	X
Xiao Liu	Co-Treasurer	X
Kelly Wong	Co-Treasurer	X
Lesley Tay-Chung	Secretary	X
BOARD OF DIRECTORS		SIGNATURE
See EC Above	See EC Above	See EC Above
Sarah O'Brien	Membership Chair	X
Yan Shen	Grants Co-Chair	X
Iris Huang	Grants Co-Chair and President Volunteer Service Award	
Peggy Wang	Advocacy Chair	X
James Burke	At-Large Board Member	
Elizabeth Lindquist	Student Socials Chair	X
SCHOOL REPRESENTATIVES		SIGNATURE
Byron Lillie	Tyee Principal	
James Burke	Staff Representative	See BOD Above
COMMITTEES		SIGNATURE
Jingyuan Luo	BSF Ambassador	

Lesley Tay-Chung	Book Fair Chair	X
Christin Aminoto	Spiritwear Chair	
Valeri Makam	Staff Appreciation Chair	X
Lynn Zhang	Staff Appreciation Chair	
Chu Chen	Volunteer Coordinator	
Christin Aminoto	Walk About Chair	
CLUBS		SIGNATURE
Eun Bae	Chess Club	
Li Jin	Chess Club	
Joanne Wang	Competition Math Club	
Dongbin Xu	Competition Math Club	
Dora Yin	Competition Math Club	
Carolyn Li	Competition Math Club	
Lily Yin	Cooking Club	
Reji Dasan	Python Bytes	
Prasetha Warriar	Robotics Club	
Li Li	Speech and Debate Club	
Johannes Grad	Programming Competition	
Katherine Ma	Science Bowl	
Grace Yu	Science Bowl	
Yiwen Sun	Science Bowl	
VISITORS (Print Name)		SIGNATURE