

Tyee PTSA BOD Meeting Minutes

Jan 16th, 2025
Zoom Conference Call

TYEE PTSA
YOU BELONG • STAY CONNECTED



Minutes Stand As approved on Feb XX, 2025 BOD meeting

nicole, yan, nina, sung, darcie, lalitha, kelly w, danielle virata, peggy, lesley, lynn

1. Call to Order

The meeting was called to order by Lynn Zhang at 7:06 pm on Jan 16th, 2025.

1.1 Attendance & Quorum

Quorum met & Attendance (See Appendix 1)

2. Grant Plans - Yan and Nina

- Planner grant request - \$3900 - planners for all students. An option is to give it to the AVID students (100 students); or all 6th graders (350 students). We noticed many 7th and 8th graders do not use the planners.
- Biology textbook printing request - \$3500 - all textbooks will be printed from the BSD front desk. We received feedback from some students that they don't need to have the textbook printed. Ms Williams suggested we can buy the printers and the materials and she can print by herself. This would cost around \$2000. Another option is to print 20-30 books, and if students need it, they can take it from Ms Williams.
- Marching Drums \$4557 - we received around \$2000 donations from parents for the marching drums and the balance is \$6700 - 2000 = \$4557.
- Kelly - the books are unique to each student. Sung - I have a question about the biology book, it's a book of the students' notes. Since many students are not interested in the textbooks, is there a way to have the students who do want it to pitch in for the cost of printing the textbook. My unofficial data collection is that most students do not care. Nicole - my understanding is that if we were to purchase the printer and something went wrong, BSD IT will not support it. Yan - yes I agree and if she asks for a printer, then other teachers will want to ask for a printer too.
- Library - Lesley to help with stocking the games with donated games.
- Sung - how does the Marching Drums request get affected by the Music Program Booster club? Peggy - it needs 2 months to get it started, and can help for next school year.
- Planner - Lesley maybe we can fund the planners for AVID and 6th graders plus some extra for kids in the other grades that do need it. This year we have 380 kids in 6th grade. Kelly - we may need to ask Bill how the price changes if we have to print less than

1000. Lesley - may be better to fund more for the planners than less in case some more kids ask for them.

- Danielle - with the planners we like to provide the students with an opportunity to get organized. We teach students a good system to stay organized with the planners and any amount the PTSA can fund would be great. Yan - do you think the amount of money is ok? Danielle - we can definitely survey the kids to see.
- We can add back the library request for \$100 since we are still under budget.
- Sung - I'm surprised we didn't get any request from the art teacher. Yan - it does vary every year. Last year we got requests for microscopes.
- Biology textbook - board did a vote. 6 voted no. We would like to be able to support more students with the funds.
- Lesley made the motion to approve the list of grants for the total of \$13618.57. Nicole seconded. Motion passed with unanimous votes.
- Lynn - tomorrow morning we have a meeting with Danielle at 10am at school. Anyone who wants to join can come along.

3. Approval of Minutes

We reviewed the minutes for Sep 12th, 2024 GM and BOD meetings were approved. Peggy made the motion to approve and Yan seconded the motion. Motion passed with unanimous votes.

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

- Not much activity in January. We got the corporate matches back and got \$13,957.00 which is over our expected amount of \$10k.
- The 8th grade party income is \$11,816. We have pretty good gross profit so far.
- Expenses - we don't have much expenses in January. The -\$1860 is from donations for the band.
- Net revenue is \$93k.
- For 6th grade - we have \$2500 still for the 6th grade field trip.

5. New Business

None

6. Standard Business

6.1 Principal's Report - Danielle Virata

- Our overall district budget is about \$400million. We need to keep about 5% in reserve. When the budget was finalized from last school year, the district was estimated to have a remaining fund balance of \$17million. The actual fund balance was \$8million. This made budget cuts this year and next year urgent. The

goal this year is to make \$10million back and next year \$16million in cuts for next year.

- How this impacts Tyee: we have a certain amount of materials and operating costs for our budget. Every school has a 30% cut in our MSOCs. Every year schools can carry over a certain amount of funds. For every school this year, those carryover funds were frozen. The district is doing some listening sessions to figure out our priorities.
- Tyee's enrollment this year is significantly more than last year. The budget is always related to the number of students.
- Estimated budget cut is \$16million as a district. This week we had our chief of schools and Superintendent come to do some staff listening sessions. There's a community one, Tues 21st from 4 - 5:30 at Odle. Another on Wed from 5 - 6:30 at Wilburton Instructional Center. Those are opportunities for families to give their opinion on what their priorities are.
- PE shirts question - the district puts out a fee schedule to let us know what we can and cannot charge for. And PE uniforms were placed as an optional item.
- Peggy - do you want to schedule a principal coffee in case parents have questions about the budgets? Danielle yes, we can schedule one for Feb 28th.
- Nicole - is it possible to do a virtual principal's coffee? Danielle - yes we can try.
- Enrollment has stayed steady with some growth in January. The main thing we want to inform families about and help staff think about is that we are going into some tough times with the budget.

6.2 President's Report

- This end of month Jan 31 Fri 7 - 9pm is the Lunar New Year event. We will be selling food during the event and will be cash only. The event is free for families.

6.3 Reports from

- **Programs - Lalitha** - Science, Speech and Debate, Rocketry clubs are going well. I met with Valeri on the Rocketry club. There are no problems so far. They are hoping to go for the competition sometime during March/April. Robotics club have 2 teams competing this Sat and we hope they will move onto the next stage. Maybe for next year the Robotics club can start earlier.
- **Finance Club - Sung** - I have to pay the vendor but not sure how to do that. Lesley: You can get reimbursed if you pay with the credit card first. Peggy: Or you can request the treasurer to write a check directly to the vendor. So far 25 students have enrolled. Sung: start date is on January 27th on Mondays. Finance club is not a competition club.
- **Communications - Nicole** - we are posting the information sent out by BSD about the budget deficit. It would also be good to post more info about what items the PTSA funds so more parents are aware. Will add info about the items funded by the grants.
- **Lalitha - question** - what do we do when someone comes up with an idea to start a new club? How do we evaluate whether to start the club or not? Peggy: Lynn and Lalitha can connect with people who are interested in starting a new club in

Tyee. Ask them to check the classroom availability and help them fill out the POA. Lalitha: I'm wondering when we get a request what can we check to know that the club idea is good. Do we need to reach out and see if the club is a good idea? Or do we let them start a new club themselves. Peggy: I think so long as the idea and the budget is good (i.e. they fund themselves) then there's no issue with starting the club. Lynn - we should also make sure new clubs are added into the website and budgets so everyone knows about it. Lalitha and Lynn to discuss more about a detailed

- **Membership - Sung** - no update. Peggy - have you logged into the new membership system? Givebacks? Sung - I didn't know that. Peggy to email Sung how to do it.
- **Ways and Means - Jenny and Ting** not here
- **Student Socials - Darcie** - it might be useful for the PTSA to get a megaphone. Peggy - we can purchase it for the Lunar New Year celebration since we still have some budget left, and this will definitely be useful for the event. March 4 - Tues - a high school panel will provide advice to 8th grade students for registering for high school classes. It will be an in-school event and available online as well. Maker's Market - going well and contacted a few vendors. Lynn - could we combine the Arts Night with Maker's Market? Peggy - Arts Nights is an ASB fundraiser. Do we charge the vendors or students for the Maker's Market? Darcie - yes we charge the vendors a fee and charge a discounted fee to students.
- **Lalitha** - how can parents or students get in touch with the PTSA to bring up a concern? I have not gotten any emails so far. I wonder if we can get more feedback from the students about the club. Lynn - it's a good idea to get students' feedback. Peggy - last year some parents had some complaints about the debate club and they reached out to the front office. Lalitha - how can we get a survey to the students? Peggy - email the link to Arum at the front office and she can get the link out to the students via Teams. Lalitha - I'm just worried if there is a problem with the coach or the chair and the students don't know who they can speak to about any issues. My main goal is to get feedback from the students. Nicole: You can also ask for any suggestions for improvements, and what's working well. Sung: oversight and would it discourage volunteers and coaches? Peggy - we don't want many negative comments. Lynn - can you draft a set of question and email it out to the board so the board can review and we can see how to send it out.
- **Staff Appreciation - Noi and Le** - sent Nicole and Preethi the sign-up genius link for a breakfast of thanks (11/27 7:45am). We plan to do a continental breakfast with coffee, tea, oatmeal, and bagels. Got 1 business for sponsorship - from a juice bar in Redmond. She doesn't open til 9 or 10am. We've agreed between Ms Virata and the owner that we will feature her the day before (11/26) to help promote her business. Also will feature her in the newsletter and social media. We have another upcoming International Staff Appreciation and will also reach out to more small businesses and see what we can do.
- **7th Grade Carnival - Sita** - joined the meeting to find out more about what needs to be done for the 7th grade carnival. The POA was approved last Sep but she will

double check with Darcie if there is more to do there. The inflatables have already been prepaid and they only need to purchase snacks for that time. The event is in May 2025.

7. Announcements & Upcoming Dates

Jan - Feb 2025

- Jan 31 (Fri): Tyee Lunar New Year Celebration
- Feb 17 - 21: Mid-Winter Break

8. Adjournment

The meeting was adjourned by Lynn Zhang at 8:45 pm on Jan 16th, 2025. Next BOD meeting Feb 13, 2025.

9. Submitted by

Lesley Tay-Chung, Tyee PTSA Secretary, on Feb 8, 2025.



BOD Meeting Sign-in Sheet

In Person
Nov 14th, 2024

Quorum: 8 Total Attendance: X Majority Vote: X

EXECUTIVE COMMITTEE		SIGNATURE
Peggy Wang	Co-President	X
Lynn Zhang	Co-President	X
Jenny Chen	Co-Vice President – Ways & Means	
Ting Li	Co-Vice President – Ways & Means	
Lalitha Subramanyam	Co-Vice President - Programs	
Prasetha Warriar	Co-Vice President - Programs	
Darcie Durr	Co-Vice President - Programs	
Preethi Chandrasekhar	Co-Vice President - Communications	
Nicole Hepworth	Co-Vice President - Communications	X
Yan Zhou	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
Sung Kim	Membership Chair	X
Yan Shen	Grants Co-Chair	X
Nina Chen	Grants Co-Chair	
	Advocacy Chair	
James Burke	At-Large Board Member	
Christin Aminoto	At-Large Board Member	
SCHOOL REPRESENTATIVES		SIGNATURE
Danielle Virata	Tyee Principal	
James Burke	Staff Representative	See BOD Above
COMMITTEES		SIGNATURE
Jingyuan Luo	BSF Ambassador	
Lesley Tay-Chung	Book Fair Chair	

	Spiritwear Chair	
Noi Paraso	Staff Appreciation Co-Chair	X
Le Au	Staff Appreciation Co-Chair	
Chu Chen	Volunteer Coordinator	
	Walk About Chair	
Yim Cheng	Website Administrator	
CLUBS		SIGNATURE
	Chess Club	
Dongbin Xu	Competition Math Club	
Dora Yin	Competition Math Club	
Carolyn Li	Competition Math Club	
Yan Zhou	Competition Math Club	
Jinchi Han	Competition Math Club	
Sung Kim	Finance Club	
Johannes Grad	Programming Competition	
Ting Wu	Python Bytes	
Prasetha Warriar	Robotics Club	
Valerie Shah	Rocketry Club	
Jing Yang	Speech and Debate Club	
Katherine Ma	Science Bowl	
Grace Yu	Science Bowl	
Yiwen Sun	Science Bowl	
Programs/Events Chairs		SIGNATURE
	Reflection	
Demi Wang	6th Grade Meet and Greet Co-Chair	
Lin Zhang	6th Grade Meet and Greet Co-Chair	
Sita Whitaker-Robinson	7th Grade Carnival	X
Hongyan Yang	8th Grade Party	
Katherine Ma	8th Grade Party	
Sonja Ross	Maker's Market	
Lesley Tay-Chung	Glow Dance Party	
Sarah O'Brien	Beach Party	
Ting Li	Lunar New Year Celebration	
VISITORS (Print Name)		SIGNATURE
Lanlan		X