

Tyee PTSA BOD and GM Meeting Minutes

Dec 10th, 2024
Zoom Conference Call

TYEE PTSA
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Minutes Stand As approved on Jan XX, 2025 BOD meeting

1. Call to Order

The meeting was called to order by Lynn Zhang at 6:00 pm on Dec 10th, 2024.

1.1 Attendance & Quorum

Quorum met & Attendance (See Appendix 1)

2. Approval of Minutes

Last GM meeting minutes were approved on Nov 14th 2024.

3. Club Registration Change Proposal - Mr. Burke

- Mr. Burke discovered the system for registration for PTSA clubs is first come, first served. He finds it a little bit inequitable for the variety of different types of families and students we have in the community. His main goal is perhaps we can make the process more fair and equitable for students to sign up for PTSA clubs. Especially for the families who have bad internet, or do not even have internet, or do not have tech-savvy parents.
- Rocketry Club trialled a new way of student registration. They created a system of initial barriers to ensure a high quality of students. We then gave everyone who qualified and submitted an application on time a chance to join via a lottery. Everyone was given a number and numbers were picked at random. People not associated with the project drew the numbers out of the hat.
- Not suggesting that every club should do that, but perhaps make it a system for popular clubs. It would be good to have a more equitable way to get access to those spots for students. Just want to raise this concern and look into creating an official change. Does not need to be decided tonight. Happy to have further discussion through email. There is a huge demand for the clubs he participates in. And it would be good to offer equitable access to all qualified students.
- Should keep barriers to these clubs as the clubs are academically rigorous and need dedicated students who really want to compete e.g. for robotics competition.
- Sung - some of the clubs do have such a high demand. Is there a way to increase the number of students we accommodate? Mr. Burke - limitation we have is space available. For example in Robotics club, 4 seems to be the max we can run in his classrooms.

Having it in his classroom allows us access to the building on Saturdays. Normally we wouldn't be able to do this because of Korean School, but because we can self-contain in the 1300 building, the robotics club can also meet on Saturdays and any other day we would like to. If the group gets larger, we can't run it out of Mr. Burke's 2 classrooms. I also try to run both Rocketry and Robotics on the same nights so that he doesn't have to stay at school late the whole week. And the students in the club can use the tools and equipment in his workshop. We did increase Robotics to 4 this year and it's pushing us but it's doable.

- Sung - so capacity is more about equipment and space? Mr. Burke - I like the students having access to the advanced equipment in my space. But if the PTSA finds another space to hold these clubs, he's happy to also let the PTSA take over hosting these clubs at another location.
- Sung - What if we had another set of 4 teams? Would they be able to operate in your classroom? Mr. Burke - no, unless you found another teacher. But it wouldn't be an equitable team 1 and team 2 perhaps. Before we tried to do a varsity and junior varsity type of idea in the robotics club and take the top 4 to the competition. But it is a very tough call to make, especially in a club where parents have a short amount of time to get to know other kids etc, and it may create issues where parents have paid money but their kid does not participate in the actual competition. We did 8 teams before and it was too difficult.
- Nicole - I do agree with Mr. Burke. It will be more equitable to have barriers and a lottery for qualified applicants for the club rather than first come, first served. Mr. Burke - barriers could be agreeing to attending the club meetings (e.g. only allowed to miss 4 meetings for example), behavior agreements for example. Those people who agree to the terms can be placed in the lottery. Sometimes kids are placed there because their parents view the club as a babysitting service instead of a competition club. The competition clubs Mr. Burke run takes lots of time and commitment. And we want kids who are serious about competing. Especially as parent volunteers and coaches give a huge commitment. Mr. Burke is just an adviser and ensures things are running smoothly.
- Another thing we need to be thinking about is letting the community know that we have a set of standards for competition clubs and another for enrichment clubs. Parents have to be prepared to be asked to participate or your kid cannot be in the club.
- Yan - would you have a dropbox for kids to put their names to enter into the club lottery? Mr. Burke - Ideally kids would fill up their own application forms. We're currently also letting past year members be able to sign up earlier for the clubs and then remaining spots are done by lottery. So that we have club members building up knowledge every year.
- Lynn - since this proposal is for next year's class, we'll give more parents a chance to share comments and club chairs to discuss and make a decision later for next year's club registrations.

4. Grant Updates - Yan

- Received 14 applications so far. Total amount of grants requested is currently over the budget. There is a large budget request from AVID for student planners for next year, as

well as binder restock and wiggle seats. Couple of requests from library; health department; math department. Ms Williams requested the same as last year to print Biology student textbooks for \$3500. We have requests for scientific calculators. We have a request from Drama for a production class showkit purchase. From music, we have a request for 2 violins. We have a request from PE for equipment replacement purchase. They do prefer to have a slot in the annual budget but Yan prefers to have them ask as a grant. The band teacher Mr Backus tried to request \$6702 from the BSF for marching band drums but it has been denied.

- All the requests except for Ms Williams request will benefit students in multiple grades.
- Kelly - For the PE equipment, what kind of equipment will they buy this year? Last year it was used for badminton and tennis rackets. Yan - not sure as we usually wait to get an invoice from them. No specific equipment mentioned, but they replace different equipment each year.
- Lesley - I emailed Holly, the librarian, to ask if the book requests she has here could be covered by the Scholastic dollars raised by the book fair. I can follow up with her.
- Yan - not sure what the planner purchase is for as well. They never requested that before and it is a large budget item. Lesley - I feel like the planner is a good use of money since every kid gets one compared to the Biology textbook which is only for a small number of kids. What did the Biology textbook look like? Yan - I agree with you. We haven't seen what it looks like as my daughter did not receive it last year.
- Darcie - for the library board games request, perhaps we can ask the community to buy those board games in the form of a wishlist. Also for Ms Mechling's request, the showkit is the script for the Drama production class. And it will benefit the whole school since they can't do the production without the script.
- Kelly - Mr Backus tried the BSF already for the marching drums request but was denied.
- Lesley - will the school planners be a yearly ask? If so we could pull it out of the grants and add it as an annual expense so it doesn't take away from grants that are more like a one-time ask. Yan - yes we can check about the planners.
- Mr. Burke - they cut our budget 30% this year at the beginning of the semester last year, and they cut it again by 30% this year. That's why you might see an increase in the requests this year. The school district is out by \$10million and you guys are helping make up the deficit. There are teachers that are also holding turning things in since they want to make sure PTSA can fund other teachers' requests. We also really don't know what's gonna happen with the budgets next year since the cuts are likely not done yet.
- Lesley - all of the requests are reasonable since most of them benefit all the kids in the school and they are items that can be used over and over again. If we are able to get donations to offset the Band marching drums request, that would be helpful. The only item I have concerns about is the Biology textbook. Yan - I agree, we had a big discussion about the Biology textbook last year. Mr. Burke - is this book an optional? Yan - it's Ms Williams idea to have students create/draw their Biology books for memories. They have to request the school district to print the student drawings. And she already asked the students to start drawing. The electronic version will cost way less. Yan will check the emails with the Biology teachers and ask them to do an electronic version.
- Yan - the amount for Band is quite large but not sure if we can fund the entire amount. Kelly said a lot of band parents said they are interested in donating and can find

matching funds. Jessica is interested in helping out with fundraising for the band marching drums. They may be able to get around \$2k from donations.

- Mr Craig replied back to Mr Burke - need volleyballs, pickleball paddles, badminton rackets and birdies. Also PE department has been told that they cannot require families to pay for the PE shirts from now on. So they may need help from PTSA for this.

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5. New Business

None

6. Standard Business

6.1 Principal's Report

6.2 President's Report

6.3 Reports from

- **Grants - Yan** - discussed above.
- **Ways and Means - Jenny and Ting** not here
- **Programs - Lalitha** - not here
- **Communications - Nicole and Preethi** -
- **Membership - Sung** - no update.
- **Student Socials - Darcie**
- **Finance Club - Sung and Olga** - parents are ok to coach the finance club. Do not need to hire a coach. Approved the Finance Club POA.
- **Staff Appreciation - Noi and Le** -
- **7th Grade Carnival - Sita**

7. Announcements & Upcoming Dates

Nov - Dec 2024

- Nov 14 (Fri): Glow Dance 7 - 8:30pm
- Nov 27 (Wed): Staff Appreciation - Breakfast of Thanks
- Nov 28-29 (Thu - Fri): Thanksgiving Holiday - No School
- Dec 12 (Thu): In person combined BOD and GM meeting @ Tyee

- Dec 23 - Jan 3: Winter Break

8. Adjournment

The meeting was adjourned by Peggy Wang at 8:36 pm on Nov 14th, 2024. Next BOD meeting Dec 12, 2024 in person at Tyee.

9. Submitted by

Lesley Tay-Chung, Tyee PTSA Secretary, on Nov 14th, 2024.



BOD Meeting Sign-in Sheet

In Person
Dec 10th, 2024

Quorum: 8 Total Attendance: 11 Majority Vote: 6

EXECUTIVE COMMITTEE		SIGNATURE
Peggy Wang	Co-President	
Lynn Zhang	Co-President	X
Jenny Chen	Co-Vice President – Ways & Means	X
Ting Li	Co-Vice President – Ways & Means	X
Lalitha Subramanyam	Co-Vice President - Programs	
Prasetha Warriar	Co-Vice President - Programs	
Darcie Durr	Co-Vice President - Programs	X
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	X
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	
Valeri Shah	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	
Valeri 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	
Noi Paraso	Maker's Market	
Lesley Tay-Chung	Glow Dance Party	
Sarah O'Brien	Beach Party	
Ting Li	Lunar New Year Celebration	
VISITORS (Print Name)		SIGNATURE

