

# Tyee PTSA GM Meeting Minutes



Sep 14th, 2023

Dial-In Conference Call: Zoom meeting

*Minutes Stand As approved on Jan 25, 2024 GM meeting*

## 1. Call to Order

The meeting was called to order by Jennifer Lee at 7:05 pm.

### 1.1 Attendance & Quorum

Quorum met & Attendance (See Appendix 1) for BOD

## 2. Approval of Minutes

Minutes for May 25, 2023, GM meeting were approved. (Sent electronically to all BOD members for review).

## 3. Financial Report – Treasurer(s) – Xiao Liu, Kelly Wong

- 23 - 24 Financial Budget was approved. We will continue with prior years' programs.
- Aug 23-24 revenue is increasing as expected, expenditures are behind as reimbursements have not been submitted yet. Please submit your reimbursement requests as soon as possible to help us update the financial report.
- From July until today we received \$20K in donations already. Hope to continue this trend and reach our donations target.
- Lalitha asked if corporate matching and volunteer hours are counted. Yes this is anticipated in budget already.

## 4. Standard Business

4.1 Principal's Report (Principal Lillie was not present)

4.2. President's Report - Present the Tyee PTSA 2022-2023 Volunteer Awards (see attached list) - Jennifer Lee

- Expressed deepest gratitude to all these individuals who dedicate their time and effort to support the Tyee PTSA. We acknowledged teachers, staff, and volunteers with an Unsung Hero Award in recognition of you making a difference in Tyee students' lives. The Timberwolf award is in recognition of the outstanding service and commitment to the Tyee community and is awarded to PTSA board members and executive committee members.

4.3. Reports from

- Ways and Means – No update
- Programs – Lalitha

Lalitha is helping a potential chair for the Spelling Bee Club learn more about the role and what responsibilities it entails. (more updates below when POAs are discussed).

- Communications – No update
- Membership – No update
- Grants – No update
- Advocacy - No update

## 5. New Business

5.1 Nominate, vote and approve incoming PTSA President - Stella Chen and Sandy Zhang, Treasurer(s) - Xiao Liu and Kelly Wong, Co-VP of Programs – Prasetha Warriar, Co-VP of Ways and Means – Jenny Chen, Advocacy Chair - Peggy Wang

Review of roles as of September 5, 2023:

Elected officers (Executive Committee Members) –

President(s): **Open**

Secretary(s): Lesley Tay-Chung

Treasurer(s): **Open**

VP(s) of Program: Lalitha Subramanyam

VP(s) of communication: Peggy Wang and Sarah O'Brien

VP(s) of Ways and Means: Sandy Zhang and Ting Li

Appointed Chairs –

Grant Chair(s): Yan Shen

Membership Chair(s): Tracy Daguitera

Advocacy Chair(s): **Open**

Board-at-Large Members –

Student Social Chair(s): Elizabeth Lindquist

Byron Lillie, Tyee Principal

James Burke, Tyee teacher

Any above position may be held jointly by two (2) people. Each position holder shall be entitled to voice and one vote at the meetings.

We would like to have more 6th and 7th grade parents join positions such as the Grant co-chair so that they can get more

Lesley made a motion to nominate vote and approve incoming PTA President Stella Chen, Co-President Sandy Zhang, Treasurers Xiao Liu and Kelly Wong, VP of Programs Lalitha Subramanyam, Co-VP of Programs Prasetha Warriar, VP of Ways and Means Jenny Chen, Advocacy Chair Peggy Wang. Yan seconded the motion. Motion was carried by unanimous vote.

## 5.2. Change the Tye PTSA bank account signers to the new President(s), and Treasurer

Lesley motioned to replace the bank signers Jennifer Lee, Catherine Cheung, and Iris Huang with Stella Chen, Sandy Zhang and Xiao Liu. Motion was seconded by Elizabeth and was carried by unanimous vote.

## 5.3. Plan of Action (POA) review, vote and approve for PTSA Clubs, Programs and Events – VP of Program or Chair will present the POAs.

Questions in the chat regarding the process to enroll into the Tye PTSA clubs. First you need to join the Tye PTSA as a member and sign up to receive the Tye Times weekly newsletter. We will post all the info on the newsletter. Each club will hold an information night. Then we will post the registration date and registration link. Keep an eye on the Tye Times for the registration date. First come, first served. Once you receive the registration link you need to complete the payment for the club. Then the club chair will let you know when the club starts.

### **Joanne Wang, Dongbin Xu - Math Competition Club - POA presentation**

- Math Club registration Fee - \$60/student. Target to enroll 90 students. Income of \$5400.
- Expenses (total \$5400) include competition registration fees \$3200; \$700 for end of year party and competition meals. Meals are needed for comps such as MIT and Masters which take the whole day. We need to provide pizza and water for all the students (approx \$200). \$600 for T-shirts - \$6-7 per tshirt. Printing and copying costs of \$250 - many materials need to be printed. Will be using the Bellevue District copying machine.
- Appreciation gift for school staff and coaches - for the AMC 8 and AMC 10, AMI competition. We need 2 Maths teachers as our competition managers. We have 12 high school students as regular coaches and 2 head coaches. We plan to provide math classes every Fri in 6 classrooms to provide different levels for the students.
- Jennifer - all clubs need to contact Carmen asap to reserve the rooms. Due to staff shortage in custodians, they may not be able to let as many rooms be used for clubs.
- Sarah motioned for the Math Club POA to be approved. Lalitha seconded the motion. The motion was carried out by unanimous vote.

### **Katherine; Grace; Yiwen - Science Club**

- Info night Sept 26; Registration to open later. Will have a sister club - Science Olympiad Club limited to 15 students first to trial this. We will hold regular meetings each Tuesday from Oct - Mar 2024. During regular meetings, we will do 2 written tests to form up to 3 teams to send to the Science Bowl. Last year we sent 3 teams to the regional round. The Olympiad club will only take students from the Science Club.
- Budget: plan to take 60 students with a fee of \$30/student. Sister club - \$10/student. Major expense this year for our club is for a buzzer system used to mark competitions for the Science Bowl. Old one doesn't function well. Other expenses include end of year parties and appreciation gifts. We will have 8 coaches and open 4 classrooms.
- Lesley motioned for the Science Club POA to be approved. Lalitha seconded the motion. The motion was carried out by unanimous vote. \$1800 expected income \$1800 expenses.

### **Johanes Grad - Programming Competition Club**

- Participating in the ACSL competition and USACO competition. Expect to have about 25 members, \$50/member. Income \$1250; Expenses \$1100. Spend money on the software licenses, prizes and awards, pizza at every monthly in-person meeting.
- Lesley motioned for the Programming Competition Club POA to be approved. Sarah seconded the motion. The motion was carried out by unanimous vote. \$1250 expected income \$1100 expenses.

### **Reji Desan - Python Bytes Club**

- Focus on building up programming skills for students; Course for beginners entirely focused on Python; Level 1 beginners (fundamentals of Python) and level 2 (for experienced students) working on slightly more advanced projects running in parallel.
- Club meets every Wed 7 - 8:30pm in-person. Club capacity is 50 kids; first come first served. Income \$2500 @ \$50/student fee. Expenses \$2,500 which student accounts in online portals; online study materials; 1:5 coach-student ratio; events for year end party and volunteer recognition. Sent the BUA to Carmen, she said will get back Sept 22 but not before. If we don't get a room, we will go back to being online.
- Lesley motioned for the Python Bytes Club POA to be approved. Sarah seconded the motion. The motion was carried out by unanimous vote. \$2500 expected income \$2500 expenses.

### **Eun and Sean - Chess Club**

- Students will play chess, learn chess and be given information about and encouraged to participate in local chess tournaments. Coaches will give different techniques to students. We expect to recruit 20 students, no maximum.
- Membership fee is \$20/student; Income \$400 Expenses \$400; \$200 tournament registration expense is for any students who need help with these fees; \$200 for snacks. If not all \$200 is spent for tournament registration, we might allocate those monies for buying more chessboards. Info night is on Oct 9th virtually by Zoom. The club will meet Mon 7-8pm from Oct 16 to May 20. Plan to hold it in the commons similar to last year.

- Lesley motioned for the Chess Club POA to be approved. Elizabeth seconded the motion. The motion was carried out by unanimous vote. \$400 expected income \$400 expenses.
- Speech and Debate club chair is Lili ; Cooking Club and Finance Club do not have chairs yet. Post to Peggy will post in the Tyee Times. Other POAs needed are for Reflections and Student Socials.

#### **Lesley - Book Fair POA**

- Previous book fair was held in December. This year holding it on Oct 17-19 instead as Dec was too busy. Mr Lillie allowed us to reserve the library for 3 days Tue - Thur. The book fair will be open only during lunchtime for sale during the 3 lunch periods. The book fair does not make any income, we just pass the earnings through to Scholastic and the school receives Scholastic dollars to spend online to buy books or any items/supplies the library needs. Currently the school has a \$1000 Scholastic Dollars balance.
- Elizabeth made the motion for the Book Fair POA to be approved. Sarah seconded the motion. The motion was carried out by unanimous vote. \$500 expected income \$500 expenses.

## **6. Announcements & Upcoming Dates**

Friday, September 15, 6<sup>th</sup> Grade Ice Cream Social, 7 – 7:45 PM  
 Monday, September 18: After School Tutorial & Activities begin  
 Monday, October 2: Curriculum Night

**Next GM Zoom Meeting will be sometime in March, TBD.**

## **7. Adjournment**

Jennifer Lee adjourned the meeting at 8:54 pm on Sep 14th, 2023

## **8. Submitted by**

Lesley Tay-Chung, Tyee PTSA Secretary, on Sep 14, 2023

Appendix 1: Attendance



## GM Meeting Sign-in Sheet

Zoom – Dial In  
Mar 23<sup>rd</sup>, 2023

Quorum: 10                      Total Attendance: 31                      Majority Vote : 14

<b>EXECUTIVE COMMITTEE</b>		<b>SIGNATURE</b>
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
<b>BOARD OF DIRECTORS</b>		<b>SIGNATURE</b>
See EC Above	See EC Above	See EC Above
Tracy Daguitera	Membership Chair	
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
<b>SCHOOL REPRESENTATIVES</b>		<b>SIGNATURE</b>
Byron Lillie	Tyee Principal	
James Burke	Staff Representative	See BOD Above

<b>COMMITTEES</b>		<b>SIGNATURE</b>
Jingyuan Luo	BSF Ambassador	
Lesley Tay-Chung	Book Fair Chair	X
Christin Aminoto	Spiritwear Chair	
Hongyan Yang	Staff Appreciation Chair	
Dandan Jiang	Staff Appreciation Chair	
Chu Chen	Volunteer Coordinator	
Christin Aminoto	Walk About Chair	
Elizabeth Woody Lindquist	Student Social Chair	X
	8 <sup>th</sup> Grade Party	
	Field Trips	
	Outreach (FACE)	
	Directory	
<b>CLUBS</b>		<b>SIGNATURE</b>
Eun Bae	Chess Club	X
Li Jin	Chess Club	X
Joanne Wang	Competition Math Club	X
Dongbin Xu	Competition Math Club	X
Dora Yin	Competition Math Club	
Carolyn Li	Competition Math Club	
	Cooking Club	
	Finance Club	
Reji Dasan	Python Bytes	X
Prasetha Warriier	Robotics Club	
	Speech and Debate Club	
Johannes Grad	Programming Competition	X
Katherine Ma	Science Bowl	X
Grace Yu	Science Bowl	X
Yiwen Sun	Science Bowl	X
	Spelling Bee	
<b>VISITORS (Print Name)</b>		<b>SIGNATURE</b>
Jennifer Lee	Past Co-President	X
Christine Lee		X

Jenny		X
Ken		X
Nestor Duldulao		X
Nicole Ding		X
Qingmei		X
SOO		X
Sophie		X
Yun		X