



September 23, 2021 Meeting Minutes- DRAFT

of Directors Present (out of 10): 6

of Members Present (including directors): 43

Minutes Submitted By: Kelly Tilford, FOSB Secretary

Time	Topic	Leader	Notes
7:00pm	Welcome and Acknowledge ancestral lands and review meeting norms	Shawna Sullivan	
7:05	Introductions of Officers and Directors		
7:10	Staff Spotlight: Jenny Melnick	Jenny!	
7:15pm	Admin Intros Building Leadership Team (BLT) Intro Racial Equity Team (RET) Intro		
1-2 minutes ea.	<u>Committee Updates:</u> After School Program After School Theater Auction Committee Bike/Walk to School Direct Giving EDI Committee Finance Committee Funding Equity Committee Gardening Committee Legislative Committee -need a chair Parent Information Exchange Rock for Fosb -need a chair Special Education Disability Committee		
7:35pm	Open FOSB Positions	Shawna	<ul style="list-style-type: none"> • Open Committee Chairs • Open Director positions
7:45pm	Volunteer Coordinator Update	Jodi Russell	
7:55pm	Upcoming Special Meeting Agenda items: -Equity Fund -Meeting and Communication Formats -Roles and Responsibilities	Shawna	
8:00pm	Votes: <ul style="list-style-type: none"> • Approve June Minutes • Approve Jackie Thai as Middle School Co-Chair 	Shawna	
8:10pm	Wrap Up of Official Business	Shawna	
8:10-8:30pm	Officers & Directors remain to discuss and vote on Secretary position		

Next meeting/event: Thursday, October 21, 2021 at 7:00 pm

Welcome

Thanks for being here! Our parent-teacher organization, Friends of Salmon Bay (FOSB), is here to support the school and community. Any adult associated with a student at Salmon Bay is automatically a member of FOSB. Learn more at friendsofsalmonbay.org and follow us on Facebook, [@FriendsofSalmonBay](https://www.facebook.com/FriendsofSalmonBay).

Acknowledgement of Duwamish ancestral lands: *Seattle Public Schools recognizes that much of the land upon which we serve students was once inhabited primarily by the Duwamish tribe. As we start our meeting, we acknowledge that we are on the traditional, ancestral lands of the Duwamish people. We honor the strength and resilience of the first inhabitants, whose children we serve today.*

FOSB Meeting Norms

Before the meeting:

- Read the agenda so that things are less likely to surprise you.
- Review accompanying documents so you are prepared to participate.
- Participate in agenda development if you have news to share.

During the meeting:

We ask Salmon Bay students to be safe, kind, and responsible. As role models in this community, we ask the same of ourselves. At FOSB meetings, we aspire to:

- Speak respectfully to each other as we engage in constructive, honest discussions.
- Maintain a focus on student benefit.
- Listen to understand other's ideas, not to contradict them.
- Share our experience and expertise to help create workable solutions.
- Honor time by communicating clearly and working efficiently and effectively.
- Trust and respect that the Co-Chairs will make appropriate choices about how much time to spend on a given topic.

Staff Spotlight & Garden Committee Update

Jenny Melnick joined us to talk about how glad she is to be able to spend time with the kids in person and tell us a bit about the newly re-formed Gardening Committee. Ideas include stormwater rain gardens and outdoor classrooms. There is some grant funding through the city and the county for a rain garden, but we will need to jump through District hoops.

Administration Update & Intros to the Team

- School District is planning a night to discuss COVID protocols to give parents a better feel for mitigation procedures in place.
- Introduction to Principal Dixon, Darren, and Mr. Suro

BLT Intro

- Cynthia Anderson (present) and Lafcadio Darling are the parent representatives on the Building Leadership Team, which includes a mix of staff, parents, and administrators. The BLT is largely in charge of the professional development plan, budget, and strategic planning. This is where the school's budget starts. Transparency is the goal. The BLT will use a racial equity lens.

RET Intro

- SB is doing the Racial Equity Team on its own. This year, RET will look at how we define racial equity and what it means to our school. The RET meets next week.

Committee Updates

- Information about FOSB Committees may be found on our website here <https://www.friendsofsalmonbay.org/about-fosb/committees-activities/>
- FOSB committees provide an opportunity to build community, fundraise, and enhance our learning environment at the school. You can contribute as much or as little as you wish. Your volunteer time is always welcome.

After-school program

- This is Jodi Russell's 13th year at Salmon Bay; she is the Volunteer Coordinator (VC). The VC acts as a liaison to the parent community. She manages some event planning and the winter enrichment program. She's also the one who sends all the emails.
- We are seeking a few more volunteers to join the after-school program committee. We are currently discussing the program's structure and logistics. After school classes for fall are currently on hold due to health and safety concerns related to the pandemic.
- The after-school program properly belongs to FOSB and not Salmon Bay School. We want to ensure that there are proper supports and volunteers and transfer it back to FOSB. Jodi will host a meeting to discuss with anyone who's interested.
- Volunteer requests are about to ramp up. Look for more info in the weekly Bulletin. It takes a few weeks to get the paperwork through the District. If you're interested, therefore, now's a good time to submit your application.
- Book Fair in November- What will this look like? Interested in helping? Reach out to Jodi.
- Contact Jodi Russell jrussell@seattleschools.org.

After-school Theatre

- Elijah, parent to a student in Xena's class, talked about how great this program is. This committee creates, supports, and produces content for the after-school drama program. If you want to participate, please reach out.
- Contact Biz at sbatterschooltheatre@gmail.com.

Auction Committee

- The auction committee is discussing how to safely gather our community together to raise funds and celebrate our community. While last year's auction was a lot of fun to produce, we had hoped there wouldn't be a need to hold another virtual/hybrid auction. However, given the pandemic's continuation, the committee is exploring ways to build on last year's learnings and will likely recommend producing a virtual/hybrid option for 2022. If you are interested in being a part of the auction planning, please contact Shelby to be added to committee communications.
- Contact Shelby Benny Reynolds at shelby@ShineEventDesign.com.

Bike to School

- May is Bike to School month.
- Contact Heather Darval kultervals@gmail.com.

Direct Giving

- The Direct Giving committee has a new chair this year (Mary Ulrich led it for years, but kids have graduated) and the committee has met to review processes followed in previous years. We're putting together a draft plan for this school year and will meet again on Monday, Oct 4 at 2p via Zoom. Please reach out to Caitlin Collins if you're interested in joining us or supporting this effort.
- Contact Caitlin Collins caitlincollins37@yahoo.com and Jessemine Fung jesseminep@gmail.com.

Equity Diversity and Inclusion

- This committee is different from RET as it is parent-led and supports parents.
- Contact Phoenix Johnson fosbdiversity@gmail.com.

Finance

- The Treasurers are developing an online form for teachers to submit reimbursement requests. This should streamline the process for reimbursement.
- Contact fosbtreasurer@gmail.com

Funding Equity Committee

- The 2018-19 school year had a temporary committee set up to explore the idea of setting up a collaboration a 'sister school' of sorts. The committee was led by Lauren Wilson (kid graduated) and included 7 other parents, at varying levels of involvement. A summary of the committee's work was presented at the May 2019 FOSB meeting. If anyone is interested in taking this committee on for this school year, please reach

out to Julie Schneider at kajulie@hotmail.com for additional background and details to help with history and context. It might also take a vote by FOSB to reinstate the temporary committee.

Garden Committee

- Please see Jenny Melnick's Staff Spotlight above.
- Contact: SBGardencommittee@gmail.com

Legislative Committee - OPEN -

- This committee needs a chair. The legislative committee helps parents stay apprised of legislative issues in public education at the local, state, and national level.
- Contact: FOSBChair@gmail.com

Parent Information Exchange (PIE)

- The PIE committee will have our first meeting to talk through ideas for the year sometime the week of Sept 27. Likely Tues 9/28 during the day or Wed 9/29 in the evening. Please be in touch if you'd like to join us and we'll work out a mutually available time. Even if you can't make the meeting but have ideas you'd like the committee to consider, please reach out to Julie!
- Contact Julie Schneider at kajulie@hotmail.com.

Rock fer FOSB - OPEN -

- This committee needs a chair. In before times, Rock for FOSB, was an annual event where parents gathered to listen to other teachers and parents play music.
- Contact: FOSBChair@gmail.com

Special Education Disability Committee (SED)

- Special ed ptsa for a few years. Designed to be resource for the parent community. Kristi DeVadder's set up a series of events, including a rep from ARC to explain the 10 steps to acquiring an IEP.
- Contact Cheryl Jenrow at cjenrow@gmail.com

Open FOSB Positions

- Open Committee Chair roles (now): Legislative Committee, Rock fer FOSB
- Open Director positions (Nov. election)

Volunteer Coordinator Update

- Volunteer opportunities will continue to open up as we move further into the school year. We currently have a need for additional support during recess and lunch. Interested individuals should reach out to Jodi Russell, Volunteer Coordinator at jrrussell@seattleschools.org
- Watch the school newsletter for more information on additional volunteer needs.

Upcoming Special Meeting Agenda Items

- Equity Fund- There may be a special meeting on the \$15,000 Equity Fund that we vote in last year.
- Communications- FOSB needs to discuss how to manage its communications (emails, in-person meetings?)
- Non-profit duties- FOSB will do a deeper dive into the roles and responsibilities of serving on the Board.

Votes

- Approve June 2021 meeting minutes. Meeting minutes are posted on our website. Please review them prior to each meeting. ☒ Approved.
- Approve Jackie Thai as middle school co-chair. ☒ Approved.

Wrap Up

Officers and Directors Discussion and Possible Vote: Quorum was established. Per Article 5 § 7 of the bylaws, Melissa Carthum and Kim Flin will serve as co-secretaries for the remainder of this academic year.