

Springdale Park Elementary PTO
Board of Directors Meeting
March 8, 2010

Attendees: Elizabeth Lieberman EL, David Rein DR, Kris White KW, Clare Richie CR, Aaron Danzig AD, Guido Sacchi GS, Lynne Kushner LK, Jenna Mobley JM, Prin. Michael Cooper, Karine Stephens, Tim Langan

Getting to Know Prin. Cooper and Ms. Stephens

Extra information – Elizabeth Lieberman

Local School Council – we by law need to have a local council. Ms. Brown tried to establish this earlier this year and there was no response, no interest. EL would like to get clarification as to what is the difference between the PTO Board and this council, how it is established and how they work together. Ms. Stephens has some of this information and will share it with the group via email. Questions – should the board and the council share roles? CR also has some experience with the council and thinks they take an active part in school business such as the parking issue. That in Clare’s opinion would be a role the council could take on. GS also said that the PEC program could be a focus of the school council. We need clarification and then can perhaps tie in the nomination of this council with PTO elections for the 2010-2011 school year.

Student Government – Will be a focus of next year. We were not able to get it on our agenda this year. With the rising 5th graders, it makes sense to set it up for next year. Maybe coordinate the 5th grade committee with getting elections done this year?

Milk survey results are in and chocolate milk is OUT. Jenna wants some help and advice on how to get this information to the parents and children without there being a revolt or uprising. David Rein will help her and get a communication bulletin out about this topic.

Immediate Action - Board

Jenna Mobley – 1st - Library needs book labels to support the AR points program. Also needs labels for genres and awards – total is \$100 for the labels she needs. She needs the funds immediately in order to get the library up to status before the end of the year. APS pays for the bar codes only but not for any color coding/labeling. AD moves to approve, DR seconds and all voted in favor of the “grant”.

2nd teacher request for next year – The upper grade teachers would like an Elmo visual projector. It is used for projecting items on a table onto the promethean boards – science experiments, money counting, even student papers can be manipulated from the table for the class to see. There are no overhead projectors in the school and they need at least this one that they can share. Teachers prefer the Elmo verses a regular overhead projector. This request needs to go through the technology committee. JM will submit the request to GS for review by the tech committee.

Elizabeth Lieberman – Sheri Dillard need \$100 for supplies and chapter books for the book swap. There is a lack of books for older children. We need to discuss this at the next meeting. Discussion was tabled.

Treasurer's Report – Guido Sacchi

One page report – facts about our budget to date. Current amount in 59,700 is the bank including reserves of \$15k for “rainy day fund” and \$5k earmarked for playground.

Thus far 52.5k came in and 44k went out. Started with 52k 7/31/2009. We recvd 9850 in general donations/contributions. SPARK after dark income was 9450, book fair raised 8800 scholastic dollars (maybe 2k actual cash equivalent), mother earth 2350, spirit gear 2240 net, dine outs 2000, PTO membership 1780, publix 540, directory 320 net.

Expenses have included media center/library 10,000, instructional software 6950, garden 1760, Community Building/decor 5670, transportation and safety 1300 bag tags, grants 2000, clubs 500

Media center concerns/book fair funds: Scholastic catalog, dollars choices are limited what they can spend the dollars on....so next year we may get cash – the deals are potentially not the best great with the SDs - The Board expressed concerns that we are just buying things. GS Need to have a plan for training, for buying and for regeneration of items that get used. CR – board is only seeing the final expenses and not in the know about what is needed at the library – it is not all just buying, it is a build up situation...what about training to use all of the technology that we have here that we are not even using now. We have a benchmark now, so let's plan accordingly for next year.

SPARK is in good financial shape. We can possibly do more, support more so we need to come up with an idea of what we can do. In closing, GS would like to spend some money on training in the technology arena so we utilize all that we have at our fingertips. We need input from teachers to see where we are lacking. Maybe tie in to the curriculums more, especially in the older grades. Maybe have more feedback between teachers and the librarian in order to address needs the children may have to support their work.

VP / Communications – David Rein

Jenna is working on a quarterly notice. Still having issues with paper going home in the backpacks. School/Ms. Brown has specifically requested that parents/PTO not send out fliers in the backpacks and we have worked to enforce this policy. When APS sends paper out through backpacks this undermines the board's ability to enforce the policy with parents.

The reason the School/Ms. Brown requested we limit backpack fliers was to support the green mission of the school. DR noted that it's fine for the school to revisit, amend the policy but then the same ability to send fliers home should extend to the parent volunteer community. Communications would be smoother if SPARK admin coordinated with SPARK PTO communications committee on fliers to be sent home and on information they wanted to send home in the Spark-e. We can tailor the spark-e for special school

notices; it just has to be coordinated better and in a more timely manner. We support the school's goal of reducing flier's going home. Its just frustrating to enforce it and then see inessential items from APS go home, etc.

DR clarified the methods of communication worked out with Ms. Mobley and included in our communications policy.

Weekly bulletin – classroom specific, Spark-e – pto community, aps uses flyers? Need to use a digital means to get the messages out – can we generate these notices from ms. Browns email? From the parent tree email system? How can eliminate the paper flyers? Need to fine tune and harmonize the communication channels

Campus Operations – Clare Richie

Tim Langan – heading the playground group, presented playground committee update and request to the board. There are 6-10 parents/individuals working on the playground committee. There are multiple phases to playground design and implementation. Equipment geared to older grades can be installed this school year – basketball goal, painting 4 square courts & hopscotch, and 2-3 tether balls. Set up possibly after spring break. Long term: Committee to finalize plan design with pricing in order to set fundraising/donation goals. Issue of drainage on the field, pool forms after every rainfall and stays for days. Will be addressed in overall plan and discussed with SPARK Transportation & Safety Stakeholders on 3/10/10.

Proposals for funds for basketball goal, painting and tether ball: Basketball goal option 1 seems the best from longevity and durability for \$2450. The committee is still deciding between plexiglass and aluminum backboard. Basketball goal is a 10-15 year investment. Positioning - pole has to be out of the fire lane in the back parking lot – with major overhang so we can avoid the curb aAt recess, teachers must monitor the children because this is a fire lane near the parking lot. Hop scotch & 4 square– 2 ideal spaces for it, outside of the way of the basketball goal and another “sport” for those not interested in basketball. Costs \$150 each spot. 2 Tether balls in tire with concrete are \$300 plus supplies. GS we would like to approve a budget of \$3500 to get it all done – basketball, painting, 2 hop scotch and 2 tether ball “courts”. PTO had set aside \$5,000 for playground so there are additional funds should costs exceed \$3,500. AD motion, DR second, all in favor. Granted to committee. GS once final quote is in, submit to GS and have the vendors invoice the PTO directly.

Additional Issues:

Creation of the school calendar for the rest of the year. Then once that is established, start to create template for the school calendar 2010-2011 going forward. We will post on NING and we need to all add our dates to it this week.

JM - One date to mark on our calendars all day earth day April 30th right after CRCT.

Volunteer Recruitment – Still need a system in place. Need to evaluate the jobs we had filled by volunteers this year – need to see if our committee heads list is how we want to structure things going forward. Evaluate all positions listed and see if it was just a time

issue if the position was never filled, lack of volunteers or lack of need for this year. JM – do we need descriptions of each position? Yes it would be helpful but don't want it to be limiting. It can help offer clarification for future recruitment – keep it broad and open. Overall issue of WHO does volunteer recruitment, especially who gets people involved when there is no interest. JM- we got more volunteers for the wellness committee only after we defined the responsibilities and duties of the positions for which they needed volunteers. We need to fine tune or needs, define them and set it up for next year as we enter board elections for 2010-2011. Committee heads need to be defined first and foremost.

Temporary Parking – it is going forward. Church submitted final waiver language to APS for review. Parents will sign a church waiver and a PTO waiver. CR thinks this the temporary agreement will carry into the next school year as more work remains on the permanent agreement negotiations, such as design, construction, community posting, etc.. Accepting this temporary program is a step in the process toward a permanent agreement and has not harmed our leverage in getting the parties to set up a permanent agreement. We just need to be realistic about when we expect the permanent agreement to be in place. . We can do a SPECIAL SPARK-e announcing the parking program and having the appropriate paperwork attached. CR / DR – we have committed to this so let's get it home in the backpack and we can email as well.

Campus Programs – Aaron Danzig

Grants Program – documentation is there but full program is not in place. He proposes pushing it to the fall as we have other commitments to follow up on and get in place before the end of the year. EL – let's get the proposal program out to the teachers for ideas, review input and we will set it up for use in the fall. Let teachers think about it for next year. He does have more to do in terms of getting volunteer parents and teachers in place to implement the program. Applications can come in but there will be a start date...he will do all over the summer to run it all immediately for a fall grant. Then we can decide if we allocate more funds for addtl grants each year base don the experience we make in the fall. GS – just a thought, couldn't a teacher use this grant to purchase this Elmo projector jenna proposed? Like the teacher applies, tests the Elmo and if it works other teachers could apply for the same grant as well.

Teacher Appreciation – kicked off this week. Plan is every week to plan or provide something for the teachers. Lead has 10 volunteers for the 10 remaining weeks of the school year. Tonya (lead) thinks it would be nice to have a coffee maker for the teacher lounge.....and create a fund to provide the coffee, drinks and supplies for the teachers. She also needs some funds for the end of the year party for the teacher. We can collect change for drinks from the teachers as well to keep the lounge stocked. Tonya will submit a budget going forward. Teacher appreciation week – proposal for the week after the CRCT – first week of May. 3 weeks of school left, close to the end of the year but still an active time for the teachers. AD would like to get Ms. Brown's approval on the dates and then we can plan the week of events and come up with a budget. LOUNGE is done and looks amazing – teachers are thrilled!!

Lastly, according to the school by-laws we need to announce the April meeting soon as possible where we will begin PTO board nominations / elections at that time.

Fundraising – Lynne Kushner

SPARK after dark was great.

End of the year- GOLD party fundraiser, original works program has launched – flyers went home and info will start to go out next week. 2 boxes are up front with sample items for the original works programs – Lynne would like to set them up somewhere for parent exposure or at the 5% day at Wholefoods we can set them up at the SPARK table set up there.

May day is May 1st....First committee mtg set for March 17th. Will coordinate SPRING SPARK gear with this event.

SPIRIT gear – would love tips and contacts to get other bids, to reduce costs and have more profit. Quality is great with the current company but we could be making more money.

Field Day – still thought on the table....For September – would be great for first event, good community builder..in the meantime have a mini event one Friday after school this year....wellness committee has a volunteer for it..what do we think? During the school day? Not a fundraiser if done during the day??

DONOR plaques? No one is working on it – EL and LK will work on it and get it done. Could tie it in with the school/gym dedication when that happens...maybe in April we could do our own event? There is spring break, CRCT and may day? Perhaps end of the year is better? We are still with the idea of creating a donor tree with leaves as the plaques of recognition. Lynne and Elizabeth will work on this together.

Special Projects

5th grade committee's next mtg at the end of March

Student Enrichment – EL for Elizabeth Mothershed in her absence

After school programs are running good- some logistical issues to work out but all and all very successful.

Gym to be done in April – it will depend on the walk way getting complete.

Afterschool classe wants to remain for next year. She would like to hear feedback if we hear any about the program to make sure it is the right choice for us to have at SPARK. Parents are asking about transportation back to haygood and MES next year – this year was the exception and this will not be extended to next year.

Special Events committee is coming together and needs 2-3 more enthusiastic volunteers so please spread the word.

Fall 2010 science night will be September 21 & 22, 2010 – Jherusa Lambert will lead this next year.

Need to discuss volunteer recruitment STILL.

PTO dates for April / May:

March Date will be March 25, 2010. April date will be after the spring break and there we need to make the PTO Board nomination application announcement at that meeting and digitally so we follow the by laws. Then the final vote will be at the May meeting.

Next PTO Board meeting April 12th, 6:30 pm.

Board decided that the SPARK PTO budget year is June 1st through May 31st.
