

SPARK 2010/11 PTO BOARD MEETING
Monday, October 4, 2010 6:30-8:30 pm

MINUTES

I. Pending items or new small requests needing a vote (6:30 to 6:45, if needed)

- a. Celeste Smith requested \$150 to decorate courtyard for Halloween. Up to \$150 approved to purchase Halloween decorations, with the request that reusable items be reused, to the extent possible.
- b. David previously approved \$80 for ½ page advertisement for Ms. Blessingame for the Teach of the Year Awards Ceremony.
- c. Purchased meal for teachers on Wednesday for local foods week.

II. Administration reports (7:00 to 7:30)

- a. Administration (Ms. Brown)
 - i. Update on enrollment – 101 in k; 90 in 1st; 84 in 2nd; 74 in 3rd; 61 in 4th; 57 in 5th. Total is 467.
 - ii. Lockers ready – all 5th grade students got letters today with policy, agreement form, and rules. Everyone will be asked to bring in \$5 for locker use fee to be put in miscellaneous account. Will have locker orientation for all kids.
 - iii. Leveling – We have more kids than anticipated. APS has leveled several schools. (Review schools that are over or under enrollment.) We were predicted at 356 students, and now have an additional teacher (as of last week), Kimberly McWilliams, the former Challenge teacher from Hope Elementary. Ms. McWilliams will do early intervention small group pull-out for students in grades 3 through 5 who need additional help in reading and math.
 - iv. Gym – No additional information on when we will be able to use the gym. No certificate of occupancy for the walkway – missing the handrails and the lights, which will take several weeks. District has petitioned the church for the children to still use the walkway. Before that can happen, there is one area of the fence that is open/unsafe and needs to be fixed. It should be fixed by Friday. We have requested the church to allow us to use the walkway once the fence repair is complete. Discussion about walking through the parking lot and having guards at each

entrance. Request for formal “open house” for the parents to look at the gym when it is complete.

- v. Tomorrow is bus safety program. On Tuesday, 10/5 all children will do bus evacuation drills.
- vi. After-School Programs – The school, and Ms. Blackwell specifically, will be taking over the after-school programs. Suggestions should be e-mailed to Ms. Brown or Ms. Stephens.
- vii. Organizational Chart for Springdale Park – Circulated at the meeting and will be posted on the website. Who’s who at Springdale Park?
- viii. Local School Council – First meeting last Wednesday to establish officers and focus for the year. Two vacant parent seats, and one vacant teacher seat. Will have 4 additional meetings throughout the year. Will post a document describing roles and responsibilities of Local School Council, which is student achievement. Does not typically focus on enrichment, although it can if it improves student achievement. They focus on data and test scores. Ms. Stephens is the contact person. SPARKe will post information about the two vacant seats and bios of those who are interested. Parents can vote electronically, as well as at the school. Hope to have process complete by the end of October.

III. Director Reports (7:30 to 8:30)

- a. Director of operations/technology (Guido)
 - i. Technology Plan 2010, including discussion/vote needed on funding for Hirsch building's technology as per options presented at meeting. Guido circulated parents’ input to the technology plan. Good first meeting with agreement on several priorities. One urgent item is outfitting the two Challenge classrooms in the Hirsch Building. The option that best fits the technology footprint of the school and infrastructure is a portable promethean board that will fit in the smaller classrooms. Received quote from APS-approved vendor, and total for both classrooms is \$10,000. Guido requested that they look for a stop-gap measure for a less expensive alternative. Solution at a lower price to help Challenge classrooms would be approximately \$1,500 (projectors that connect to software). Latest proposal is to have one kit and share it with the two classrooms, with the stop-gap measure. Guido proposed that he will investigate the usefulness of these proposals. Discussion about various alternatives and fundraising ideas. The

board is interested in purchasing this item for the Hirsch House but needed to do additional work to evaluate the impact of such a purchase on the PTO's budget. Additional information will be provided as it is received by Guido and other Committee members.

ii. Transportation and Safety, including a number of issues that require Ms. Brown's input, including gym, parking, and carpool. Question about parking, and whether the parents can park where the property has allegedly been purchased by APS. There has been no confirmation of this purchase. Update from the Playground Committee – targeting winter break to install equipment, possibly swing set and surfacing. The remainder will be installed during spring break and summer break. Committee has raised approximately \$49,000, and they will soon hit the \$50,000 threshold to get an additional \$5,000 from the PTO. Goal to raise between \$25,000 to \$30,000 from brick campaign. They changed their policy on whether prior donations would count toward bricks. They are soliciting from neighborhood businesses and the corporate community. The Committee is talking about various other fundraising options, including coin drive for one brick/class; baseball clinic with Greg Tanner; and proceeds from Beehive in Edgewood, which is owned by a SPARK parent.

iii. Book fair, including votes needed on Maria's requests. Maria Rein is in charge of the book fair on Wednesday, October 27th. Maria is talking about flyers with Aleta. Three or four volunteers will work with translation. Board providing budget for food for Family Night. Book fair will be a costume party. Request for the Board to fund \$300 to \$400 for food. PK spent \$150 on the food from Sam's. Elizabeth has asked Whole Foods, and they will be getting back to us. Approved to spend \$200, which will be taken from profits. Board voted to get profits in cash. Ms. Rein wants to buy 25 clipboards for Browse by Day. Determined that Ms. Rein can borrow clipboards from Ms. Pinto and Ms. Mobley. For the Teacher Review Party, Committee would like to solicit parents to provide food to the teachers.

b. President (David)

i. General PTO meeting on Wednesday, October 13th at 6:30 p.m. The meeting will include presentation by Ms. Russo on bullying and disruptive behavior in the classroom, as well as what steps to take if your child is bullying or being bullied. We will also have a budget update by Cameron.

c. VP/Communications (Aleta)

- i. Still trying to schedule Lindsey Jordan regarding a secure site. Mr. Jordan is looking at his calendar for available dates within the next week.
 - ii. Homework piece of the website – do we want to post homework on the website? Do we want to require or give teachers the opportunity to have websites? Technology Committee brought this issue up last year. Most teachers did not want it at the time, particularly given the constant maintenance that would be required. Ida Centner willing to post the homework for all grade levels, with naming requirements. Ms. Brown will determine whether the teachers have interest, input, and/or feedback regarding websites for each class and teacher.
 - iii. School Directory is scheduled to come out in approximately two weeks. The printer that is printing the directory has offered to provide printing services that will then be billed to the PTO directly so that parents do not need to come out of pocket for copies.
 - iv. Concerns about reading SPARKe – There is a small group of people that do not receive the SPARKe by e-mail. There was a discussion about whether highlights should be sent home with those students whose parents are not receiving the e-mail updates.
- d. Campus enrichment (Liam) – Liam was not present at the meeting, and the report was presented by Jenna.
 - i. Local Foods Week is this week. On Wednesday, one of the farmers of the locally grown beef will be on campus. Press releases have been sent out to the media. Option of local main dish on Wednesdays, while local sides are an option every day.
- e. Secretary/5th grade committee (Deborah)
 - i. Fifth Grade Committee working with Ms. Stephens on date in March for the 5th grade dance at the school gym.
- f. Teachers (Jenna)
 - i. Teachers loved food on Monday morning.
- g. Treasurer (Cameron)

- i. We have 331 paid PTO memberships. We have \$12,414 received for the general fund through PTO donations, which includes amounts from the VHMPA fundraiser.

h. Fundraising (Elizabeth)

- i. We have two fundraising chairs, and one chair for next year, Dawn Bell. Dawn is chairing SPARK After Dark on February 5, 2011. The goal to spend as little money as possible and the concept is going to be art and experience. Auction is going to include art projects from each class to be auctioned during a live auction. They are going to be focused on experiences, like “Be a Kindergarten Teacher For a Day.” Thinking about different options for venues and fundraising options and thinking about asking parents to donate items.
- ii. Community Building - There are a lot of ideas that are not necessarily fundraising events, but are more related to community building. Consider creating a Community Building Committee. The Board did not vote to create such a committee at this time.

- i. Director of student enrichment (PK) – PK was present during the beginning of the meeting, but left early and did not make a report.

IV. Meeting adjourned at 9:00 p.m.