

SPARK 2010/11 PTO BOARD MEETING
Monday, March 14, 2011
6:30 - 8:00 pm

MINUTES

1. Pending items, intra-meeting votes or new small requests needing a vote:
 - a. Between meetings, the Board authorized \$400 for the Playground Committee to purchase new basketballs, other recreational/PE equipment, cage for balls (current has a broken leg and needs replacement) and two signs for the parking lot (to try and avoid trucks backing up into the basketball pole/rim);
 - b. Between meetings, the Board also authorized a request to allocate \$1,000 from the budget to playground and PE “operational expenses” on an annual basis. This allows the PTO to plan for equipment, wear/tear, mulch, etc.
 - c. Between meetings, the Board authorized \$300 to sponsor the Fifth Grade Basketball Challenge. The money will go toward helping to pay for the 5th grade trip for children who cannot afford to go on their own.
2. Report of Principal Brown/Administration
 - a. Architects and APS were at the Grounds Committee meeting. We are not moving carpool to where the parking lot is located, as it would not be a safe environment, and Ms. Brown believes that carpool should be an option to parents. We discussed that we want to protect the parking lot and identify it as SPARK property. Ms. Brown asked for an electronic board with announcements, a gate so that it can be locked off during

evening hours and so that we have the ability to use parking lot as a fundraiser. APS is going to review the connection from the parking lot to the main property. Ms. Brown believes it needs to be ADA compliant, and APS is going back to review the plans in light of that need. APS anticipates that by the first day of school the parking lot will be open. There will be approximately 60 parking spaces, with approximately 3 staff supervising the lot. Ms. Brown made APS aware that we will need another building. APS took all of our recommendations.

- b. We do not have a gymnasium update.
- c. Ms. Brown brought the updated proposed enrollment numbers. It is anticipated that we will have 503 students enrolled next school year. We will likely need to add a kindergarten teacher and possibly others. There have been no final decisions around staff, and Ms. Brown is working with APS on our staffing needs. Space is a concern, and we will have to make decisions about how to structure the 5th grade classes. David asked Ms. Brown to talk with Jim Martin about technology so that teachers' resources can reach further.
- d. Ms. Brown was asked about an Assistant Principal. The District has not made decisions about administrative staff, including the Assistant Principal. In addition, Ms. Brown reported that the federal funding source has been pulled. The Assistant Principal position is state funded for schools with a student population above 500 for twenty consecutive days.

- e. We are revamping the registration process, including requiring everyone to re-register. The school will communicate the new process.
- f. Third and fifth graders will not take Iowa Test of Basic Skills. The Georgia DOE does not require schools that receive federal funds to have testing that compares children to other testing. First and second graders will not be taking the CRCT this year. Those students will be administered a test during the week the other students are taking the CRCT.
- g. Ms. Stephens is looking for two parent volunteers for the Award Recognition Ceremony in May.

3. Director Reports

a. President (David)

1. David requested that we start working on the After School Clubs for next year. Elizabeth Mothershed volunteered to work on the committee, together with Ms. Blackwell, Ms. Brown, Ms. Stephens, and Ms. Mobley. Ms. Mothershed will select other members to assist. We discussed having background checks, manuals for parents, transportation, and procedures for signing children out of after school clubs. Ms. Mobley reported that the Wellness Club is planning to create clubs next year.
2. Inman Middle had a big meeting about its overcrowding issues. Ms. Rae attended the meeting. Inman wants to plan out 3 years and manage their overcrowding fears and was seeking input on

solutions to the problem. Springdale Park was identified as a model for a new school resulting from rezoning. There is going to be another meeting at Mary Lin, from which we only pulled 20 children when we opened. We're at 460 students today. We are built for 450 students and are anticipated to be over 500 next year.

b. Treasurer (Cameron)

1. Cameron was not in attendance, but David presented her report. Accounting for structural things for the rest of the year, we have about \$20,000 to spend. We would like to budget curriculum enhancements for next year, which should leave us with about \$10,000. We would like to spend money on additional lockers and academic programs, including those programs we use this year, as well as extras if possible. Ms. Brown reported that we should add to Saxon Phonics, including the third grade maintenance kit, which will increase the cost slightly. We need to buy Study Island. Ms. Cofield's budget will pay for Accelerated Reader.
2. The Playground Committee presented to the Druid Hills Civic Association, which gave a \$5,000 donation toward the playground. The Civic Association has asked for volunteers for the Artist Market Home Tour at the end of April.
3. We anticipate that the middle part of the playground will start to be installed in the next month. The Committee asked permission to send e-mails out through the room parents for final brick sales for

this year. The bricks will be installed over the summer so that they will be ready for the Fall. **The Board approved approaching room parents to ask for classroom brick purchases and one additional appeal for bricks in the Spark-e.**

c. Director of Student Enrichment (PK)

1. PK reported that they decided on a joint event with the Community Building Committee on April 22nd. The location is the park in front of Belly and Bill Hallman. The event will start with a fashion show at Bill Hallman at 7:00 with wine and cheese. They are looking for 15 families to do the modeling – they will need to commit to rehearsals, hair, and make up. We will walk across the street to do the movie night – we will have the movie and King of Pops. PK is looking for food donations. **The park has asked for a donation of \$300, and the motion was unanimously approved by the Board.**

d. Director of Operations/Technology (Guido)

1. Guido did not attend the meeting. Ms. Brown reported that the portable promethean board has been delivered to the school and that it will be installed this week.
2. As reported by Ms. Brown, the School Grounds Committee met and is working on the parent input to APS on construction of the new building site.

e. VP/Communications (Aleta)

1. No formal report.

f. Teachers (Ms. Mobley)

1. Ms. Mobley reported that the parents want Saxon Phonics. We have been doing the kindergarten open houses for prospective kindergarten parents. Ms. Mobley indicated that there seems to be a lot of enthusiasm from the prospective parents and asked for a contact for someone to receive e-mails over the summer.

g. Secretary/5th Grade Committee (Deborah)

1. Deborah reported that Ms. Rousso has indicated that a fourth grade parent has been involved with the Fifth Grade Committee and that they believe they have sufficient resources in place for a smooth transition next year.

h. Fundraising (Elizabeth)

1. No formal report was given, other than through Anna Palmer, as reported below.

i. Community Building (Liam)

1. Wellness Committee is trying to come up with dietary guidelines for outside food. They will be raising this issue next year. David suggested open community meetings and an open process, as well as a presentation at a General PTO Meeting.
2. Teacher Appreciation Day is May 9, 2011. They are trying to determine the best place to have it.

3. Committee Presentations

- a. Nicole Foerschler Horn attended the PTO meeting. She will have a kindergartener here next year and presented on the Step Up and Step Down Program created by parents (of which Ms. Horn is an organizing member). They are a monitoring organization that follows APS and how they are progressing. APS put a plan together to get the accreditation issues addressed by April 30th and fulfill the six requirements. They are meeting every week and have hired a search firm and a mediator, put out an RFP to hire a governance expert, and are clearly making progress. The organization is on Facebook, has signs, and posts summaries on stepupboardofed@gmail.com.
- b. Ann Palmer represented the Fundraising Committee at the meeting. May Day Festival is scheduled for May 1, 2011. The Committee agreed that the event should be at SPARK, and the suggested location was discussed by the Board. We need a chair for the Committee/event. Ten people are on the Committee, but we do not have a chair. Anna suggested a SPARK-e going out and a communication to the room parents. There are costs associated with having it at the school, including fees and permissions. The Board is going to try to assist in a reach-out campaign to potential chairs.
- c. Anna raised the issue of Original Artworks. We need a chair for the committee. Anna reported that we have made more money off of the Target, Publix, Georgia Natural Gas programs than we did last year.

Elizabeth is going to call the organizer of Original Artworks and
determine what the time commitments will be for parent volunteers.

4. The meeting was adjourned at 9:00 p.m.