

**Springdale Park Elementary School**  
**PTO Board Meeting**  
**Sept 16, 2014**  
**SPARK Cafeteria**  
**Submitted by Tahmida Shamsuddin**

<b>Board Members</b> (Present represented by X)	
X	Yolanda Brown, Principal
X	Jennifer Lockwood, Teacher Representative
X	Karri Hobson-Pape, Co-President
X	Meredith Smith, Co-President
	Jennifer Hardwick, Vice President
X	Tahmida Shamsuddin, Secretary
X	Holly Painter, Treasurer
X	Stephanie Brawner, Director - Communications
X	Ingrid Wilkerson, Director – Community Outreach
	Todd Sharp, Director - Operations
X	Lisa Marie Smith, Director - Fundraising
X	Heather Moore, Director - Enrichment
<b>Others Present</b>	

<b>Proceedings</b>	
1.	<b>Call to Order</b> was at 7:32 pm by Karri Hobson-Pape.
2.	<b>Agenda and Minutes.</b> Karri motioned to approve the meeting agenda. Meredith seconds. Motion was approved. Approval of meeting minutes were postponed.
3.	<b>President's Update</b> <ul style="list-style-type: none"> <li>Cafeteria update – Ms. Adamo created new policies, no electronics are allowed. Current issue is about volunteers for 1st and 2nd grades. The kids need help getting food from hot food line. That is 120 volunteer slots until the end of the year. 1 hour 40 minutes each day.</li> <li>Ingrid – this is an operational issue. Parents shouldn't be asked to volunteer for this. It's a design and a staffing piece the school needs to work out. We need a more permanent solution that can't be resolved with parent volunteers.</li> <li>Security – Jen Hardwick is talking to Ms. Adamo and will assist her with security plan for the school. Ms. Adamo is putting a lot of new policies in place.</li> <li>Inman LSC – the expansion is on hold/dead for now. Centennial is capping middle school enrollment at 85. So the extra students will come to Inman. 7 additional classrooms is not enough anymore. Redistricting might be on the table again as well as creating a 6th grade academy.</li> </ul>
4.	<b>Fundraising</b> <ul style="list-style-type: none"> <li>We need to raise at least \$82k this year.</li> <li>FunRun planning is going well. There will be No DHUMC parking.</li> <li>Early morning conditioning in the gym for students will be offered to get ready for FunRun.</li> <li>Mr. Waites will be the contact for the school for communications for FunRun.</li> <li>We need 4 volunteers per grade level</li> <li>Parent opt-outs need to be clear and communicated to the teachers.</li> <li>Ms. Lockwood will be the teacher rep</li> <li>SPARK After Dark – have a committee, need to schedule the first meeting soon.</li> </ul>
5.	<b>STEM at SPARK</b> Update on STEM week's activities, which includes: <ul style="list-style-type: none"> <li>Big Thinkers assembly and in-class programming</li> </ul>

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	<ul style="list-style-type: none"> <li>• STEM Fair - display of student projects</li> <li>• Family STEM Night</li> </ul> <p>Tahmida shared that there will be help needed on the day of Family STEM Night starting at 4 pm.</p>
6.	<p><b>Enrichment</b></p> <p>Heather gave an update on the Book Fair:</p> <ul style="list-style-type: none"> <li>• Week of Oct 20</li> <li>• Open Mon-Thurs, shut down on Fri</li> <li>• Thurs is family night</li> <li>• Bar Meatball will have food</li> <li>• Use free and reduced price lunch list for vouchers/scholarships for students</li> <li>• Custodial help – Ms. Brown will request</li> </ul> <p>Career Day will need to be planned for some time in the spring.</p> <ul style="list-style-type: none"> <li>• Need a minimum of 29 volunteers from different career paths for all of the classrooms</li> <li>• Meredith and Heather will meet with Ms. Watkins to figure out next steps.</li> </ul>
7.	<p><b>Communications</b></p> <p>We need to make this language clear: To be on the PTO is \$5, to be a SPARK Supporter you have to give \$25 and then you are also a PTO member. Stephanie will communicate this to everyone.</p>
8.	<p><b>Teacher Support Update</b></p> <ul style="list-style-type: none"> <li>• Biweekly newsletter got good feedback from teachers</li> <li>• Meredith and Jen Hardwick will work on a copier solution</li> <li>• Teacher breakfasts on Mondays will be served at 7:15 from now on</li> <li>• SPARKle committee – staff social club/boost morale etc. \$30 dues to join.</li> </ul>
9.	<p><b>Principal's Update</b></p> <ul style="list-style-type: none"> <li>• Enrollment is currently at 670, 27 kids in each K class still, today interviews were done for a new teacher from 105 applicant and interviewed 7. Experienced teacher, 12 years in teaching and has been an instructional coach in APS. Hopefully she will be here by next week and will start officially Oct 1. The new class is up to 20 kids now. We'll get a gift-card for \$250 for the new teacher.</li> <li>• We earned a part time special-ed teacher that we'll share with Mary Lin.</li> <li>• APS got grant money for after school at High Museum for 10 weeks – on Fridays, for 30 kids. After School Classe was going to send 30 kids. The High reached out to the Art Teacher and involved her in the process. So we had 2 sets of 30 kids. So a random drawing was done to choose the final 30 kids.</li> <li>• Volunteers for the Rutland Building – Ingrid has a few people willing to volunteer.</li> <li>• AR – this year there will be two celebrations/AR Parties for the year and two literary events for the whole school for the year, maybe author visits, etc.</li> </ul>
10.	<p><b>Community Outreach</b></p> <ul style="list-style-type: none"> <li>• Volunteer Forms – get them from your committee members and send to Ingrid</li> <li>• Grandparents day – lunch with kids and ask for money – maybe plan for it in the spring</li> </ul>

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11.	<p><b>PTO Meeting Dates for the rest of 2014-2015 School Year</b></p> <ul style="list-style-type: none"><li>• Karri motioned to approve the PTO meeting dates. Tahmida seconds. Motion was approved for the following dates:<ol style="list-style-type: none"><li>1. Tues Oct 21 @ 6:30 PM</li><li>2. Tues Nov 18 @ 6:30 PM</li><li>3. Tues Dec 16 @ 6:30 PM</li><li>4. Tues Jan 13 @ 6:30 PM</li><li>5. Tues Feb 10 - General PTO Meeting @ 6:00 PM, PTO Board Meeting @ 7:00 PM</li><li>6. Tues Mar 10 @ 6:30 PM</li><li>7. Tues Apr 21 - General PTO Meeting @ 6:00 PM, PTO Board Meeting @ 7:00 PM</li><li>8. Tues May 12 @ 6:30 PM</li></ol></li></ul>
12.	<p><b>Meeting adjourned</b> by Karri at 9:31 pm.</p>