

Springdale Park Elementary School
PTO Board Meeting
Nov 18, 2014
SPARK Conference Room
Submitted by Tahmida Shamsuddin

Board Members (Present represented by X)	
X	Yolanda Brown, Principal (by phone)
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
X	Todd Sharp, Director - Operations
X	Lisa Marie Smith, Director - Fundraising
X	Heather Moore, Director - Enrichment
Others Present	

Proceedings	
1.	Call to Order was at 6:39 pm by Meredith Smith.
2.	<p>Agenda and Minutes. Stephanie motions and Heather seconds to approve the agenda. Agenda was approved.</p> <p>Stephanie motions to approve the meeting minutes from August. Heather seconds and the motion was approved. Heather motions to approve meeting minutes from Sept. Holly seconds and the motion was approved.</p>
3.	<p>President's Update</p> <ul style="list-style-type: none"> CINS update from meeting on 11/13/14 - see PPT deck on the CINS website for more details City Annexations Update: <ul style="list-style-type: none"> Concern about North Druid Hills annexation Outcome: 2 schools (Fernbank and Briar Vista) will become APS school Alex wan has been involved in conversations. The city's perspective "we are not coming for you, but we will receive you." It's easier for Atlanta city services than schools... GA Legislature meets Jan-early April... variety of things could happen There is a map on the DHCA website... based on this map, would bring additional \$45-50M to APS. This would be crippling to DeKalb County school system. Cameron Stoeckel, our CINS rep shared her notes from the CINS meeting: <ul style="list-style-type: none"> Next CINS community meeting 12/17 8:30 am at Hope/Hill – Topic: GA Milestone Testing I brought up our computer issue. Christa Martin (Grady Rep) said they were having lots of technology problems at Grady and they finally figured out the issue was related to an IP address change. Once they got that corrected, their problems have been solved. None of us in the room were techies, but thought I would pass that info along in case our issue happens to be the same. APS operational model task force finished the job they were tasked with. Most committee members (including Claire Richie and Janet Kinard) will continue with the next phase of work when it begins after the holidays. They do not have details on this yet. CINS and other similar groups from other clusters are drafting a letter urging the city to repay APS the TAD monies we are owed (related to the Beltline). The city should have begun repaying APS starting in 2013, but they have not done that to date. CINS grants: CINS will do these this year – in fact by asking the question I got myself appointed to be in charge of the process. I will be getting information on this in the coming

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	<p>weeks and will keep you posted on the timing and process. Apparently CINS does not have much funding this year, so grants will likely be limited to only \$500.</p> <ul style="list-style-type: none"> • Playground Committee <ul style="list-style-type: none"> ◦ Todd/Jen Keenan & Jen Ilkin will work on it. Need a plan in place for maintenance of the playground surface. • Teacher recognition wall <ul style="list-style-type: none"> ◦ Holly work with Jen Hardwick to get it going. No specific deadline.
4.	<p>Budget Update</p> <ul style="list-style-type: none"> • Questions from parents in response to the budget vote email raised concerns about our reserves. We will put this item on Agenda to discuss in Jan/Feb. • Staff Holiday gifts – Meredith will talk to Rebecca about communicating with room parents about gift policy and any additional supplements PTO might have to do for some classes.
5.	<p>FunRun Update</p> <ul style="list-style-type: none"> • FunRun made \$59k and our portion we keep is \$39.5k. Sara Zeigler did an amazing job running the event and the pre-training went well as well. We made more than we projected and more than last year.
6.	<p>Community Outreach Update</p> <ul style="list-style-type: none"> • Volunteer Appreciation night will be on Dec 2 at the Warren • SPARK Skate night – need to get a date on the calendar • SPARK Spirit Night Thursday at Surin • Principle's Tea – Dr. Naman and Ms. Adamo will be there and will speak about testing
7.	<p>Operations</p> <ul style="list-style-type: none"> • Technology – Todd is connecting with APS Technology staff and is in the process of determining what would be appropriate. Todd suggested buying machines similar to the Surface with keyboards which would be around \$150 each. Could the PTO contract with a separate technology maintenance and monitoring service outside of APS since PTO would be paying for the machines anyway. Todd is looking at quotes from third party tech companies. • TechBridge could potentially help with IT support • Hoping to get it done by Jan so 4th graders can have practice before GA Milestones start in April • Clean school signage – Todd will ask Preston Ladd to help clean it. The quote was too much. • Artificial Turf – LSC didn't get to it last time but will talk about it at next meeting • Transportation – Ms. Adamo is now the point person for transportation. Todd and Mary will create a Transportation Play Book for some other volunteer to take over next year and be Transportation Chair.
8.	<p>Fundraising Update</p> <ul style="list-style-type: none"> • SPARK after Dark location will be decided by this week. Possibly new date. Planning committee in place. Anyone is welcome to join the committee. • Matching challenge raised \$18k. • Supporter calling campaign is scheduled on Jan 8 • Donor appreciation event on 1/15 @ Wisteria for anyone who gave \$165 and above this year • Partner banner still needs to be updated – Karri is working on it

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9.	Enrichment <ul style="list-style-type: none"> • Soft launch of broadcast studio will be in January. Heather and Mr. Jackson are working on it. • Career Day scheduled for Feb 25 – we need volunteers. Ms. Lockwood will try to get info from Ms. Russo, former Counselor, about how she used to do it.
10.	Communications <ul style="list-style-type: none"> • Please remind everyone that the deadline is Fridays at 5 PM for submitting stories to SPARK-e for the following week. • Everyone should use the newsletter submission form to submit stories. • How can we improve communications, making it timelier, more efficient? Need to brainstorm ideas going forward.
11.	Spirit Wear <ul style="list-style-type: none"> • Plan is to sell at Teacher staff meeting on Dec 2 • At other events coming up – have fire sale at \$5 for old designs • Need someone to take it on and lead the effort • Stephanie and Ingrid can do it at the Principal's Tea
12.	Principal's Update (by phone) <ul style="list-style-type: none"> • Principal Tea on 11/21 at 8:15 am <ul style="list-style-type: none"> ◦ Several teachers will be there - Ms. Brown, Ms. Adamo, Dr. Naman, someone from APS as well. Need to encourage parents to attend (which we are doing via SPARK-e, but we should personally encourage people as well). • CINS Meeting this Wed @ 6:30pm, in the Cafeteria <ul style="list-style-type: none"> ◦ Please be there if you can; Ms. Brown will be there. • Fall CAAS Scores – Great results. Tested in mid-late Sept. January will be a big time to see if there has been progress, value added. • New lunch room monitor <ul style="list-style-type: none"> ◦ We are in the process of bringing on a new lunchroom monitor. Mr. Steve – our crossing guard in morning @ St. Charles/Briarcliff. The person that does APS HR process has not been in office, so still needs to be processed. • Communications about Whole Child – Ms. Brown will give final edits on Friday. All info have been verified. She will work on the letter about testing next. • Directory & Mr. Waites - Ms. Brown will connect with Mr. Waites. He will work with us to generate necessary reports. • Courtney Wagner's Ride and Read idea – Ms. Brown will speak to instructional leadership team about feasibility. She asked for details from NC school. • Fernbank Field trips – We need to know who has scheduled and who has not yet. Ms. Brown is sending reminder to teacher leads • LSC - Todd continuing as Chair, Heather Hallet as Vice Chair. • SPARKle Committee event at Atkins Park was a success. Trying to have something at Fernbank next. We are one of few schools that do not have a holiday celebration, so trying to make that happen. Connecting teachers with different SPARK Partners to host happy hours throughout the year.

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	<ul style="list-style-type: none"> • Kiln - Ms. Brown talked to Ms. Hutchinson on Friday. Met with east region school person – Mr. Parsons walked space, now waiting for Mr. Smith to go through the process. It is a “done deal” from our perspective; just going through the APS process now to figure out how to vent to outside. Will require bit of construction to vent. Little hold up but Mr. Parsons is on top of it. • Ms. Berry Class - Mr. Serveild will be there on Nov 10. Ms. Brown asked for him to come 2 weeks before Thanksgiving and 2 weeks before Christmas. Ms. Brown is using her sub money from the budget. We are going to go ahead and have him there for 4 weeks of transition to know the kids well. Ms. Adamo and Ms. Brown are working on communications. She is not out on FMLA yet, just out sick. • Student Activity Fees at Morningside (\$70 for field trips and consumables in August) – This is not a good model for SPARK at this point. • Status of Technology purchases <ul style="list-style-type: none"> ○ Media Center & Check out Computers - APS needs specifics from Todd ASAP. Ms. Brown forwarded him key contact information. Justin is the person to connect with to move forward. ○ APS computer lab – expecting answer about how to move forward with this. Needed before GA Milestones – APS will need to figure out what they are going to do. They haven’t provided any labs. ○ We have 18 working computers right now!! It’s a problem. If not moving by this Friday, LSC would write a letter (Todd Sharp – Chair, Heather Hallett – Vice Chair) • Idea of working cross-cluster for curriculum purchase – would principals be able to do this/know this? When would we start? <ul style="list-style-type: none"> ○ Working on a cluster plan now – when we decide what path Grady is going to take. Then, we can begin talking about cross-cluster planning. We will need to standardize SOME stuff. E.g. Hope Hill just invested in Saxon. Next steps: we put together chart with our current curriculum (LSC) and PTO can indicate what is paid for by PTO. Then, begin conversations across other schools to save on cost through economies of scale. • Any parents crossing radar to ‘recruit’ for PTO next year? – We will keep eyes open. • Computer lab update – APS is moving forward and is in design phase. Should be done by April, before the GA Milestone test • Inclusive school week – kids will hear and learn about inclusion • Moving forward with Duke TIP program for the 4th & 5th graders • Current Enrollment: 664
13.	Meeting adjourned by Meredith at 9:12 pm.