

Springdale Park Elementary School
PTO Board Meeting
March 8, 2016
SPARK
Submitted by Jeff Anderson

Board Members (Present represented by X)	
	Yolanda Brown, Principal
X	Dr. Dawn Stoner, Assistant Principal
x	Jennifer Lockwood, Teacher Representative
X	Jennifer Hardwick, Co-President
x	Mary Thurman, Teacher Representative
X	Stephanie Brawner, Co-President
X	Shawna Mahony, Vice President
X	Jeff Anderson, Secretary
	Beth McCormack, Treasurer
X	Traci Sinitiere, Director – Communications
X	Karen Zgonc, Director – Community Outreach
X	Karin Greeson, Director – Operations
X	Courtney Wagner, Director – Fundraising
X	Sara Zeigler, Director – Enrichment
Others Present	

Proceedings	
	<p>Agenda and Minutes</p> <ul style="list-style-type: none"> Meeting called to order at 6:38pm by Jennifer Hardwick
	<p>Principal's Update</p> <ul style="list-style-type: none"> Dr. Stoner provided update on current SPARK enrollment <ul style="list-style-type: none"> K – 110 1st – 124 2nd – 108 3rd – 114 4th – 105 5th – 88 Total - 649 Dr. Stoner provided update on 2016/2017 registration process <ul style="list-style-type: none"> Will have registration with rising K, rising 6th, rising 9th. All other grades will not need to re-register K registration will be next week – ACTION: Need date/time for calendar Now have traffic officers Monday, Wednesday and Friday (am and pm). Tuesday and Thursdays, handled by Dr. Stoner and Ms. Walker. ACTION: Jennifer Hardwick to send W9 forms to Dr. Stoner for officers to complete for payment.
5.	<p>Fundraising Update</p> <ul style="list-style-type: none"> Spark After Dark on Saturday, 3/12. Strong ticket sales, auction items and parent volunteer participation. ACTION: Need volunteers to transport tables from SPARK to Ponce City Market. ACTION – Courtney Wagner to provide Traci Spark-e language around remote mobile voting Haircut fundraiser had minimal results. No updates on Partners and Supporters at this time. ACTION: Karen Zgonc to reach out to Ana Rosa to get Supporter/Volunteer forms to follow up with

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	potential volunteers
	Co-President's Update <ul style="list-style-type: none"> Board Roles – <ul style="list-style-type: none"> ACTION: Board to provide updates to their job descriptions for next year's Board – be honest on role and time commitment expectations Suggestion made to have committee leads in place by April and if no interest, cut program. Nominating committee – committee established and moving forward well. ACTION: Board to let Stephanie know about plans to re-run by Saturday, 3/12. Currently asking parents 1x per week (for a total of \$1200 per student) over the course of the year – which is not insignificant. Suggestion to develop a team that puts together a (perhaps quarterly) combined SPARK/Teacher/PTO "asks" calendar to better coordinate efforts – and ensure they are aligned with school's mission and vision. ACTION: Ms. Thurman to connect with Ms. Brown about a May post-planning session to determine what to start, change, stop programs. May Board meeting confirmed for 5/10 without new Board (will meet to transition separately)
	Vice President Update <ul style="list-style-type: none"> No updates
	Teacher Representatives Update <ul style="list-style-type: none"> Rising 3rd Grade Panel – 5/4 at 4:00. Will include highlights for the year and Q&A with teachers and current 3rd grade 4th grade will schedule experience day for rising 4th grade, but no parent event (will handle at Sneak Peek) Talent Show – still to be determined if this will move forward. ACTION – Ms. Brown, Ms. Thurman and Ms. Lockwood to meet and align on plan to move forward – and what PTO support (parent committee) might be needed.
	Operations Updates <ul style="list-style-type: none"> APS/Transportation/Bus Update – received a very minimal response following parent meeting – with no solutions to current challenges. Jennifer Hardwick sent follow up with meeting notes and specific questions to be answered – and ACTION: Jennifer Hardwick will be escalating to LSC and asking them to push forward. ACTION: Karin Greeson to provide topline update to bus captains. 216 walkers on Back to School Day. Public Health Officer to give high-fives and kids loved it. For future reference – can get free public safety signs from Ceasar Mitchell's office. ACTION: Karin Greeson to pick up signs.
	Fundrunners <ul style="list-style-type: none"> Developed case letter / legal brief which will be submitted to appropriate parties –which will help determine if the State will prosecute. Received around 100 copies of receipts. ACTION : Jeff Anderson to help Sara Ziegler compile e-mails for submission.
	Enrichment Update <ul style="list-style-type: none"> Career day went well. Teachers suggested shifting to May after milestones due to lost

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	<p>instructional time – and prefer kids to be able to see multiple professions. Some communication issues with sign-up sheets.</p> <ul style="list-style-type: none"> • Fine Arts Night – scheduled for 3/17. Full night agenda in progress – ACTION: Traci Sinitiere to reach out to Ms. Turgeon to develop communication about the schedule for the evening for Spark-e, Facebook and possibly • Broadcast studio – moving forward • Cultural Exposure – considering during milestones • Sound System – Ms. Turgeon and Ms. Pirnstill to examine vendors over the next month. ACTION: Jennifer Hardwick to ask s. Turgeon to develop RFP and provide quotes to PTO for review/approval.
	<p>Community Outreach Updates</p> <ul style="list-style-type: none"> • Kindergarten ambassadors in great shape. Open house – 3/22 from 8:30-10:30 • Next Spirit Night is at Harry & Sons on 3/24. Turnouts have been less than stellar – reconsider level of investment in these in 2016/2017 • Fernbank Volunteer Appreciate Night – planning in process including collecting full list of volunteers (which can be tedious). Consider having full list of volunteer needs for the following year at the event to allow parents to sign up.
	<p>Communications Updates</p> <ul style="list-style-type: none"> • Special Spark-e going out tomorrow including updates on SPARK budget, Go-Team and social studies change in curriculum for 6th grade. ACTION: Karin Greeson to send Traci Sinitiere links to changes.
	<p>Secretary Updates</p> <ul style="list-style-type: none"> • Eleven Spark Supporters provided inputs for MSA ads – Jeff Anderson rotating monthly for visibility • ACTION: Jeff Anderson to follow up with Jen to get revised Bi-Laws moving • ACTION: Jeff Anderson to e-mail January, February, March notes and calendar. • ACTION: Consider MSA sign-up at front office.
	<p>Treasurer Updates</p> <ul style="list-style-type: none"> • First in Math came in under by \$1700 • Suggested having teacher/parent software committee • Reminder to Board to get updates from Beth on what committees have spent against budgets.
	<p>Adjourn – adjourned by Jennifer Hardwick at 8:35</p>