

**Springdale Park Elementary School**  
**PTO Board Meeting**  
**January 12, 2016**  
**SPARK**  
**Submitted by Jeff Anderson**

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

<b>Proceedings</b>	
	<p><b>Agenda and Minutes</b></p> <ul style="list-style-type: none"> <li>• Meeting called to order at 6:32pm by Stephanie Brawner</li> <li>• Agenda approved unanimously by Board</li> <li>• 12.1.15 minutes will be circulated after meeting for e-mail approval</li> </ul>
	<p><b>FundRunners Update</b></p> <ul style="list-style-type: none"> <li>• Detective Sutton leading the independent investigation and has been responsive – APS involved. No specific timing defined yet, but investigation is progressing.</li> <li>• Very limited parent feedback from SPARK-e update and most other input has been very positive, empathetic - or offers to help.</li> <li>• <b>ACTION</b> – Sara to confirm if it makes a difference if any donations were made from out of state</li> <li>• Moving forward: <ul style="list-style-type: none"> <li>○ National, APS and SPARK Facebook pages exist criticizing FunRun-type fundraisers and Board has heard some negative conversation about this type of fundraising effort in general.</li> <li>○ <b>ACTION</b> – Board to revisit fundraising approach overall as part of 2016/2017 planning – particularly if we should be using 3<sup>rd</sup> party vendors.</li> <li>○ Board has begun to develop a process for vetting vendors moving forward. Considering School Tool Box as a test case – key items are bonded, insured, references, examination of Glass Door – and ideally a publically traded company.</li> </ul> </li> </ul>
	<p><b>Budget</b></p> <ul style="list-style-type: none"> <li>• Primary focus of the Board meeting was to review 2015/2016 budget and discuss possible solutions to offset the likely event that we will not recover FundRunners revenue this school year. <ul style="list-style-type: none"> <li>○ Identified possible risk areas for income</li> <li>○ Identified any additional expenses likely to be incurred</li> <li>○ Identify possible areas to cut budget</li> </ul> </li> <li>• Deeper exploration is required on a number of specific items – and Stephanie Brawner provided</li> </ul>

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	<p>separate communication with specific follow-up tasks for Board to completed in order to establish and vote on an updated budget for 2015/2016.</p> <ul style="list-style-type: none"> <li>• <b>ACTION</b> - Beth to send updated budget sheet by Monday, 1/18, Board to send follow-up task results to Beth by 1/26, . Beth to update budget by 1/29, and vote on by send ahead of Feb meeting.</li> </ul>
	<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Beth met with rising K parent who is interested in helping with fundraising for SPARK – could be a fundraising lead. <b>ACTION</b> – Beth to connect her to Courtney</li> <li>• <b>ACTION</b> - don't be afraid to ask to donate money or items for the auction (ask Tameda first)</li> <li>• Go Team – elections moved to March – and will likely coincide with Board vote. Agreed that Ms.Brown should take lead in communicating Go Team information to community.</li> <li>• PTO Board elections - will need to establish nominating committee – <b>ACTION</b> – Board to let Jennifer and Stephanie know about preferences to run again and if there were desire to hold any specific positions. Shawna to include note in tbeachers newsletter now to identify people. Will add in Spark-e.</li> <li>• Bus Meeting scheduled for 1/13 – Board to send positive notes about bus drivers to Shawna in advance to ensure we're recognizing the good and the bad.</li> <li>• <b>ACTION</b> - Co-presidents to follow up with Ms. Brown on audit results for safety audit</li> <li>• Boarding considering supplementing school budget with PTO funds to pay for traffic officer at Briarcliff.</li> </ul>
	<p><b>Adjourn</b> – meeting adjourned by Jennifer Hardwick at 9:20</p>