

Springdale Park Elementary School
PTO Board Meeting
Date

	SPARK PTO BOARD MEETING MINUTES 8/16/2016
Board Members (Present represented by X)	
X	Mr. Harness, Principal
	Dr. Dawn Stoner, Assistant Principal
X	Jennifer Lockwood, Teacher Representative
X	Mary Thurman, Teacher Representative
X	Jeff Anderson, Co-President
X	Karin Greeson, Co-President
X	Catherine Lewis, Vice President
X	Carla Lee, Secretary
X	Susan Lin, Treasurer
X	Traci Sinitiere, Director - Communications
X	Brooke Talley, Director – Community Outreach
X	Steve Gregg, Director - Operations
X	Suzanne Macpherson, Director - Fundraising
X	Emily Heberlein, Director - Enrichment
Others Present	
X	Sara Ziegler, GO Team

Proceedings	
1.	Call to Order was at 6:36PM by JEFF ANDERSON
2.	Follow up from last meeting: <ul style="list-style-type: none"> • PTO 7/20 Meeting Minutes approved unanimously. • Treasurer update <ul style="list-style-type: none"> - Susan presented June/July P & L. - Loss in July reflects spending on curriculum, with income beginning August 1 at Sneak Peak.

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3.	<p>Updates/New Business</p> <ul style="list-style-type: none">• Briarcliff/Ponce Safety Letter<ul style="list-style-type: none">- Sara Ziegler of the GO Team presented letter to be sent to APS regarding traffic safety measures on Briarcliff, including issues with drivers driving through Hawk Signal and crossing guard absences<ul style="list-style-type: none">- Discussion of possible use of parent volunteers to support crossing guard needs and better communication with guards- Letter will be signed by all PTO members and GO Team and will be sent by Nicole Foerschler Horn as head of GO Team- Action plan from APS will be requested within 30 days- Spark-e to include an article stating that a request for immediate action has been made regarding Briarcliff safety<ul style="list-style-type: none">- Possibly include in Nextdoor as well, to keep greater community involved/informed• MOTION Jeff Anderson motions for PTO to support and sign letter (with revisions)<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• Go Team Update<ul style="list-style-type: none">- Sara Ziegler updated board on positions designated within GO Team<ul style="list-style-type: none">Chair Nicole Foerschler HornVice Chair Mindy Mailman- Discussions within GO Team and administration have been around setting goals, moving different 'bands' of students in order to appropriately serve all students, recognizing possible weakness in social studies.• Wellness, Diversity, Gifted Committee Update<ul style="list-style-type: none">- Sara Ziegler updated board on Wellness Committee.<ul style="list-style-type: none">- Preplanning with faculty was successful, wellness page on website is up and current. However, the information is not being disseminated through the classroom and to parents.<ul style="list-style-type: none">- need to send letter provided directly home to parents and will also link on Spark-e- Jeff Anderson updated on Diversity Committee. Proposals are in place and being considered.- The Gifted Committee was updated through Mr. Harness.<ul style="list-style-type: none">- Due to new APS schedule for challenge testing, the challenge faculty will use more time testing.<ul style="list-style-type: none">- Wednesdays will act as a day of planning and testing.- The new testing process will be communicated to parents at Back to School.
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4.	<p>Discussion Items</p> <ul style="list-style-type: none">• Principal's Update<ul style="list-style-type: none">- There are 670 SPARK students. May need to open a new Kindergarten class due to enrollment.- A new autism class will move from Mary Lin to SPARK, a K-5 functional class- Ms Riggins has been promoted. There is a new hire fro 4/5 Reading in the works.- Ms Clay has been promoted. New 4/5 EIP will be hired, person is TBD.• Teacher Representatives Update<ul style="list-style-type: none">- Mary Thurman thanked the board for the curriculum support and noted that several items came in under original budget.• Co-President's Update Goal-Setting for SY2017<ul style="list-style-type: none">- Budget Planning<ul style="list-style-type: none">- Co-Presidents are working with Mr Harness to asses data/needs so that we can push resources needed most efficiently.- They are setting up a template to be adopted.- Parent-Initiated Proposals<ul style="list-style-type: none">- Tech Turn Off Week<ul style="list-style-type: none">- Jeff Anderson will send proposal digitally.- Mr. Harness updated the board on Family Fun Night, which will be every Wednesday. Students will not have homework and will be encouraged to spend time with family.<ul style="list-style-type: none">- Discussion of possible social media push, with photos and official #hashtag.- Add to website, as well as social media.- Diversity<ul style="list-style-type: none">- Diversity proposal has been developed by a parent group.- Basketball courts<ul style="list-style-type: none">- Jen Hardwick and Courtney Wagner are exploring adding basketball courts, to be paid for from reserves.- Sunshades for garden<ul style="list-style-type: none">- Board will look for Druid Hills liaison to help understand requirements to add sunshade on rooftop garden.- Sneak Peak Recap<ul style="list-style-type: none">- Parent response was generally positive.- Suggest to push online registration for Afterschool Classe at the end of the school year to avoid long lines for 2017 Sneak Peak.- Back to School Night<ul style="list-style-type: none">- Agenda for the night was reviewed.<ul style="list-style-type: none">- 5:00 Admin Team (Mr Harness, Dr Stoner, Ms Watkins)5:15 Co-Presidents Presentation with video5:30 Time for parents to explore tables/donate6:00 First Classroom Session (45min)7:00 Second Classroom Session (45 min)- Tables present for Partners, Spiritwear, PTO, MSA (10 computers)- Donation Form to be available on tables, possible use of QR code.- Mr Harness will contact Druid Hills church for permission to park that night.- PTO's copy person to assist in stuffing folders.
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- Officer Round-up
 - VP
 - Catherine Lewis updated noting that Allie Shields is running teacher breakfasts and dates are set, Teacher Appreciation leads are set, Teacher PTO Newsletter will be on an as needed basis, Teacher focus group will be set up for feedback, Teacher training has been dramatically under budget in the past (opportunity exists).
 - VHCA grant asking for \$3500 was presented. Grant will be used for garden support.
 - Secretary
 - Carla Lee updates board on MSA, which has 203 confirmed as of 8/16, 14 new families since last Spark-e and 331 total families (432 Students, 69 faculty)
 - Dates Needed were Garden Clean-up (on website), Red Ribbon Week (Oct 24-28)
 - Treasurer
 - Susan Lin noted that we closed last year with a report.
 - PTO elected to publish P&L against the budget, once we approve budget.
 - Fundraising
 - Supporters Update: Will push for donations by the end of November, Donor party set for mid/end of January (possibly at Wisteria)
 - Partners: Current leads are honing in on next year's leads
 - Small Tall Ball discussed as a fund raiser, possibly in February.
 - Spark After Dark-Dates discussed (3/4 or 3/25)
 - Shop and Earn (Kroger)
 - Enrichment
 - Emily Heberlein sent update digitally
 - Met with Mr Jackson and his budget lines from last year were sufficient. APS will start paying for Renaissance Learning materials in November – minimal impact on this year's budget because subscriptions are already paid.
 - Book fair contracts are signed far in advance. Carla connected Little Shop of Stories with Mr. Jackson as a possible Scholastic alternative for next year.
 - Courtney Forster (sp?) chair for A/R parties (I need to confirm), will align rewards with wellness policy
 - Mr. Jackson is faculty lead for STEAM week/family night. He confirmed the dates and that the science fair projects will be judged that week and displayed in the gym. He will seek faculty input on in-school activities/vendors, survey to be sent out. Jen Hardwick confirmed co-chair. Jen and Emily will meet with Steve Gregg, Mr Harness and Dr Stoner to recap last year's success and plan for this year.
 - Longer term goals/wish list of Mr. Jackson include doing more with the Broadcast studio (we'll solicit for volunteers with expertise) and more drama/theater production enrichment activities
 - Streets Alive (Sept 25)-committee to be set up for activity/table

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| | <ul style="list-style-type: none">- Communications<ul style="list-style-type: none">- Traci Sinitiere announced the website has been launched.- Room Parent Orientation is set for 9/8 6:30-8:30 at Atkins Park.- Outreach<ul style="list-style-type: none">- Brooke Talley is heading Book Fair committee. Family night will require food truck & volunteers, otherwise they are set.- Brave ticket sales have been strong, with PTO investment already paid off.- Operations<ul style="list-style-type: none">- Steve Gregg presented a Fulton Co outreach grant supporting safety that offers school presentation.- Walk to school day is Oct 5, PTO will encourage wearing SPARK spirit wear.- Bus 583 has been routinely 10-15 min late. Will go to APS for a route review. |
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6	<p>Decision Items</p> <ul style="list-style-type: none">• MOTION Jeff Anderson motions Social Studies Weekly (4th grade) totaling \$785.40<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions mailing supplies totaling \$45<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for King of Pops totaling \$300<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for temporary bag tags and reordering totaling \$222.50<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for iPad for Sound System totaling \$530<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for 2 additional teacher start up funds (new 4th grade and new EIP) totaling<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for i LY Southeast office expense totaling \$25.46<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for July bookkeeping (includes fiscal year end) totaling \$225<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for Printing costs totaling \$282.37 for supporters flyers and \$663.24 new school year<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor• MOTION Jeff Anderson motions for Additional shirts based on pre-paid orders totaling \$1080<ul style="list-style-type: none">- Brooke Talley seconds, all present in favor
	<p>Upcoming Dates</p> <p>August 17 - Principles Coffee @ 7:00AM August 21 - Braves Game @ 1:35PM August 25 - Back to School Night September 2 - Hat Day September 5 - Labor Day No School September 23 - Sparket September 25 - Streets Alive Highland Ave September 30 - Movie Night</p>
7	Meeting Adjourned at 8:55 PM by JEFF ANDERSON