

Springdale Park Elementary School

PTO Board Meeting

Date

SPARK PTO BOARD MEETING MINUTES 1/17/2017

Board Members (Present represented by X)

X	Mr. Terry 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
	Catherine Lewis, Vice President
X	Carla Lee, Secretary
X	Susan Lin, Treasurer
X	Traci Sinitiere, Director - Communications
	Brooke Talley, Director – Community Outreach
X	Steve Gregg, Director - Operations
	Suzanne Macpherson, Director - Fundraising
X	Emily Heberlein, Director - Enrichment

Others Present

X	Sara Zeigler, GO Team rep
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Proceedings

1.	Call to Order was at 6:35 PM by Karin Greeson
2.	Follow up from last meeting: <ul style="list-style-type: none"> PTO 12/13/16 Meeting Minutes entered into record. MOTION Karin motioned to approve <ul style="list-style-type: none"> Steve Gregg seconds, all present in favor.
3.	Updates/New Business <ul style="list-style-type: none"> Principals Update <ul style="list-style-type: none"> Staff changes <ul style="list-style-type: none"> Autism teacher is on roster, but will remain at Mary Lin through end school year. Ms Barrett hired to replace Ms Siembieda (writing teacher) Special ed teacher hired to share with Morningside (3, 4,5 grades). K para resigned due to scheduling and will need to be replaced. School Tours <ul style="list-style-type: none"> Mr Harness would like to have some sort of brochure to give prospective parents. Harness and some PTO members plan to tour Paidea as a comparison. Mr Harness offered an office for the PTO (currently Afterschool Classe office) Registration <ul style="list-style-type: none"> Kindergarten 'round up' day- tour the halls, cafeteria, possibly a bus need to assemble Kindergarten ambassadors APS Budget <ul style="list-style-type: none"> lost an EIP teacher, lost RTI support part time employee 4 teachers were assigned to 2nd grade, GO Team has proposed purchasing a 5th Orchestra/Band: Proposal to increase allocation for music so we don't have to share with orch/band with Mary Lin and Morningside.

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- Teacher Representatives Update
 - PTO Innovation grants-proposals due Feb 3, advertised in Spark-e and website
 - Mid-year funds-discussion on date to distribute, possibly have Susan Lin office hours and buy directly online or bring receipts for reimbursement. (\$125)
 - Grade level 'grants' will be changed to grade level 'funds' and the process will be formalized.
- GO Team Update (Sara Ziegler)
 - Safety issues: Superintendent is working on the needed improvements. Equipment is ready for speed and school zone signs, now we must wait for the law to change the speed limit is changed.
 - an officer was assigned to give tickets @ the HAWK signal
- Treasurer's Update
 - Susan Lin presented current P&L.
 - consolidated budget to be published (actuals vs. budget)
 - Girl scouts will count box tops as a service project.
 - We need to spend money before the year end-possibilities mentioned include a camera for the weather station, teacher training
- Fundraising Update (emailed by Suzanne in advance of meeting)
 - SPARK After Dark
 - Business sponsorships \$12,000 and family sponsorships \$1,500.
 - Donation solicitation going well. If anyone as a chef/restaurant contact or knows a parent who does please let Suzanne know. It would be great to have a dinner to auction off.
 - List of sponsors so far. If board can think of any other local business or parent owned businesses please let Suzanne know!
 - Atlanta Orthodontic Specialists
 - Moody Williams Orthodontics
 - Phoenix Renovations Group, Inc.
 - Ansley Eye Care
 - Druid Hills Civic Association
 - Panacea Plastic Surgery
 - Highland Eye Boutique
 - Midtown Bank, A Division of First Landmark Bank
 - Buckhead Pediatric Dentistry
 - Ashley Bynum Intown REALTOR
 - Website is live and tickets are on sale. Board please, please talk up the event and encourage people to come. Would Mr. Harness also consider doing an "experience"? Maybe allowing a student to be principal for the day? **(Harness agreed to in meeting, as well as Stoner & will ask Inman principle)**
 - Teacher experiences – sign up genius is live and I have asked Ms. Thurman and Ms. Lockwood to forward on to teachers.
 - Teacher tickets are complimentary and can be "purchased" on the website using the discount code "SPARK teacher".
 - Thoughts on doing a "fund a project" portion at the end of live auction? I have found this to be successful with other auctions. Usually people come expecting to spend a certain amount and if they haven't "won" anything then are willing to donate at the end. We would need to be funding a specific project. **Idea to auction a puppy instead as end of auction.**
 - Small/Tall Ball is February 10th in the gym
 - Courtney Wagner, Carmen Coe and Kim Ryan are committee
 - Flyers will go home in folders and in this week's Spark e with volunteer sign up.
 - trying to find a DJ but budget is slim, securing a photographer
 - There will be refreshments and cookies, etc... at the dance.
 - tickets go on sale on 1/23 - \$5 per couple/ \$10 per family unit
 - SPARK Partners
 - Looking for next year's leads. Any ideas from the board?
 - Plan to reach out to partners in February and March for next year.
 - Box Tops - 5th grade Girl Scout troop has reached out to ask if they could do the collection this year and then use the funds toward upkeep of the roof top garden.

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4	Discussion Items <ul style="list-style-type: none">• Budget Responsibilities to spend money• Spark After Dark (in above update)• Next General Board meeting<ul style="list-style-type: none">- in March, possibly streamed on Facebook Live- Need interesting topics for meeting• Master Calendar (projects/in school events)<ul style="list-style-type: none">- needs to include major testing dates, major projects, out of school field trips,- add grade level chairs to current Google calendar• Semester of Service<ul style="list-style-type: none">- Name may not be used publicly due to copyrights- February - Valentines for the Homeless suggested as project of the month- March - Hands on SPARK, i.e. "dad's day" to do handyman work• Teacher/Staff Appreciation<ul style="list-style-type: none">- Valentines, St. Patrick, Testing days• Recruiting for next year's PTO<ul style="list-style-type: none">- Available positions:<ul style="list-style-type: none">- Need Partners Leads ASAP- Kindergarten Ambassadors- 5 Board members will need to be replaced (Jeff, Karin, Traci, Brooke, Emily)																																																				
5	Decision Items <ul style="list-style-type: none">- None																																																				
	Upcoming Dates <table><tr><td>January 28</td><td>- Reading Bowl</td></tr><tr><td>January 28</td><td>- Chinese New Year</td></tr><tr><td>February 1</td><td>- GO Team Meeting</td></tr><tr><td>February 2</td><td>- Principal's Coffee</td></tr><tr><td>February 3</td><td>- Hat Day</td></tr><tr><td>February 8</td><td>- CINS Presents: State of Grady Cluster</td></tr><tr><td>February 9</td><td>- SPARK School Tour</td></tr><tr><td>February 10</td><td>- Sparket</td></tr><tr><td>February 10</td><td>- Small Tall Ball (6-8 PM)</td></tr><tr><td>February 13</td><td>- Co-President's coffee</td></tr><tr><td>February 13-17</td><td>- School Bus Driver Week</td></tr><tr><td>February 14</td><td>- Valentine Flower Sale</td></tr><tr><td>February 17-21</td><td>- Winter Break</td></tr><tr><td>February 20</td><td>- President's Day</td></tr><tr><td>March 1</td><td>- GO Team Meeting</td></tr><tr><td>March 4</td><td>- Spark After Dark</td></tr><tr><td>March 9</td><td>- School Tour</td></tr><tr><td>March 10</td><td>- Sparket</td></tr><tr><td>March 10</td><td>- Basketball Challenge</td></tr><tr><td>March 12</td><td>- Purim (Jewish holiday) begins</td></tr><tr><td>March 12</td><td>- Daylight Savings Begins</td></tr><tr><td>March 13</td><td>- Co President's Coffee</td></tr><tr><td>March 14</td><td>- Semester midpoint</td></tr><tr><td>March 16</td><td>- Art Show</td></tr><tr><td>March 17</td><td>- NO SCHOOL Professional day</td></tr><tr><td>March 27</td><td>- AR Party</td></tr></table>	January 28	- Reading Bowl	January 28	- Chinese New Year	February 1	- GO Team Meeting	February 2	- Principal's Coffee	February 3	- Hat Day	February 8	- CINS Presents: State of Grady Cluster	February 9	- SPARK School Tour	February 10	- Sparket	February 10	- Small Tall Ball (6-8 PM)	February 13	- Co-President's coffee	February 13-17	- School Bus Driver Week	February 14	- Valentine Flower Sale	February 17-21	- Winter Break	February 20	- President's Day	March 1	- GO Team Meeting	March 4	- Spark After Dark	March 9	- School Tour	March 10	- Sparket	March 10	- Basketball Challenge	March 12	- Purim (Jewish holiday) begins	March 12	- Daylight Savings Begins	March 13	- Co President's Coffee	March 14	- Semester midpoint	March 16	- Art Show	March 17	- NO SCHOOL Professional day	March 27	- AR Party
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7	Meeting Adjourned at 8:28 PM by JEFF ANDERSON																																																				