

SPARK PTO Agenda
February 12, 2019 @ 6:30 p.m., SPARK Conf. Room

Attendance X Terry Harness - Principal Dr. Jennifer Toney - Assistant Principal X Susie Fellows - Teacher Representative Kimberly Muhlheim - Teacher Representative X Julie Kimble - Co-President X Cat Hoelker - Co-President X Amanda Curran - Fundraising X Chad Estes - Secretary X Becca Kirby - Volunteer/Outreach X Preston Ladds - VP X Scott Newman - Treasurer X Carrie Pursifull - Operations X Jenny Reiner - Enrichment X Julie Witten - Communications		
Meeting Call to Order:		6:30pm

Topic	Speaker	Time
Principal's Update • <i>Budget discussions are in progress</i>	Harness/Toney	15 minutes
Teachers' Update	Fellows	5 minutes
Follow up from last meeting: 2. International Night Recap <ul style="list-style-type: none"> • Set up thoughts? • <i>Kids loved the event</i> • <i>The A/V setup isn't working good enough - sound was poor for the volume of people. We need somebody who could operate and support an A/V setup (even a 3rd party team)</i> • Food donated vs. selling? • <i>Location of food could have been better for visibility</i> 3. Board Roles document <ul style="list-style-type: none"> • Nomination suggestions + committee needs • <i>We need nomination suggestions</i> • <i>A few key fundraiser related events are being redistributed into different board roles to share the effort</i> • 		15 minutes

<p>New business:</p> <p>3. Enrichment Update (Jenny)</p> <ul style="list-style-type: none"> • Fine Arts Night (3/28) • <i>Open mic to cafeteria?</i> • <i>Money for lights/sound system</i> • <i>5:30pm - 7:30pm</i> • Combine talent show w/ May chorus night • <i>No do not combine</i> • <i>Target talent show for April 19th</i> • Update on APS-wide petition to remove styrofoam trays on Earth Day • <i>Approved for PTO to fund the day of Earth day to not use styrofoam on this day + fund Hope Hill Elementary as well (total of \$200-ish across both schools)</i> • Earth Day activities • <i>Want to have some other fun ideas for Earth Day like special guests for morning announcements</i> <p>5. Operations Update (Carrie)</p> <ul style="list-style-type: none"> • Sports Court delay – mtg. tomorrow at 4 • Gym shade quote • <i>Recent meetings with provider for motorized shade for the west side of the gym and possibly some heat shield film</i> • LED school sign quote • <i>This would potentially replace the marquis sign on Briarcliff so we wouldn't have to manually change out the letters.</i> • Playground equipment update • <i>We have some new equipment for recess such as hoola-hoops, jump sticks and other outside materials. Ideally we would store this in a shed or a rolling cart we would have to purchase.</i> <p>4. Fundraising Update (Amanda)</p> <ul style="list-style-type: none"> • SPARK After Dark update + needs 	<p>Board</p>	<p>55 minutes</p>
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<ul style="list-style-type: none"> • <i>We are pleasantly surprised by the amazing support and donations from parents and partners to date, but we still have a long way to go!</i> • <i>WE NEED MORE AUCTION ITEMS and SPONSORS!</i> • Push ticket sales and awareness! • <i>SPARKe communications needed for additional promotion</i> • Run of night, expectations • <i>We have a limited time for loading materials in ahead of time</i> • <i>Need helium tank for balloons</i> • <i>Need help with electronic signage on the TVs (agenda, slideshow of items, and giftsmart updates, SPARK logo, etc) - this needs to be a laptop per TV because of dynamic giftsmart data (CHAD to own)</i> • <i>Donuts needed. LOTS of Donuts. Like 450+ donuts.</i> • <i>Giant photo banner/backdrop needed for storage and delivery and setup including sandboxes</i> • <i>iPads needed for volunteers to use for raffle tickets, etc to sign up people that don't do it themselves</i> • <i>We need a volunteer sign-up sheet covering all prep time, event time and breakdown time (BECCA)</i> <p>8. Needs on Horizon</p> <ul style="list-style-type: none"> • General Attendance at remaining school events! • 3/9 SPARK After Dark volunteers • 3/28 Fine Arts Night volunteers • Website management and migration to APS 		
<p>Upcoming dates:</p> <p>2/14 - 5th Grade Valentine Flower Sale</p> <p>2/18-2/22 - Winter Break - No School</p> <p>3/1 - 5th Grade Basketball Challenge</p> <p>3/7 - Principal's Coffee</p>		

3/9 - SPARK After Dark 3/21 - 4th/5th Band/Orchestra Concert 3/28 - Fine Arts Night 4/1-4/5 - Spring Break 4/15-4/19 - Teacher Appreciation Week 5/1 - Milestone testing begins		
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Meeting Adjourned:		8:30pm
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