

# Meeting Minutes

## Springdale Park Elementary

Date: 09/30/2020

Time: 6:30-7:30

Location: Zoom Video Conferencing Meeting:

<https://us02web.zoom.us/j/83933143293?pwd=ZHM5YXVTSzUvakhxajZ5bzAwTjZ2dz09>

I. Call to order:

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Terry Harness	Present
Parent/Guardian	Jenny Reiner	Present
Parent/Guardian	Honora Handley	Present
Parent/Guardian	Cat Hoelker	Present
Instructional Staff	Jessica Correa	Present
Instructional Staff	Nathan Stephenson	Present
Instructional Staff	Corrie Madlem	Present
Community Member	Brian Knight	Present
Community Member	Elise Blalock	Present
Swing Seat		Choose an item.
Student (High Schools)		

Guests: Tony Kearney, Otto Depenbrok

Quorum Established: [Yes]

### III. Action Items

- a. **Approval of Agenda:** Motion made by: [Elise Blalock]; Seconded by: Nathan Stephenson  
Members Approving: All Members  
Members Opposing: None  
Members Abstaining: None  
**Motion [Passes]**
- b. **Approval of Previous Minutes:** List amendments to the minutes: None  
Motion made by: Cat Hoelker; Seconded by: Elise Blalock  
Members Approving: All Members

## Meeting Minutes

Members Opposing: None

Members Abstaining: None

**Motion** [Passes]

#### IV. Discussion Items

- a. **Discussion Item 1:** Newly Elected Go Team Members: Mr. Harness shared the results of the GOTeam Elections. Below are the newly elected members.

**Instructional Staff:** Jessica Correa, Corrie Madlem

**Parent:** Jenny Reiner; Honora Handley

Jenny Reiner, is relinquishing her role as the Swing Seat Member.

#### Action Item 1: Election of Swing Member Seat

Due to Jenny Reiner becoming a parent member, the Swing member position is now open. Mr. Harness is nominated Tony Kearney. There were no other nominations. Mr. Kearney introduced himself to the team.

**Nominee: Tony Kearney**

Members Approving: All Members

Members Opposing: None

Members Abstaining: None

#### Action Item 2: Election of Officers

##### 1. Chair: Nominee: Honora Handley

Members Approving: All Members

Members Opposing: None

Members Abstaining: None

##### 2. Vice-Chair: Nominee: Elise Blalock

Members Approving: All Members

Members Opposing: None

Members Abstaining: None

##### 3. Secretary: Nominee: Nathan Stepenson

Members Approving: All Members

Members Opposing: None

Members Abstaining: None

- b. **Discussion Item 2:** Budget Update

Mr. Harness shared the following update with the team:

Last year, SPARK, lost some initial funding from reserves for the 2020-2021 school year due to the COVID-19 Pandemic. We've been fortunate that our PTO has

## Meeting Minutes

stepped up and supported us by funding most of our operational budget. This has allowed SPARK to devote most of its budget to funding staffing. After the ten day student count, SPARK was initially informed it would be losing roughly \$400,000. This was due to the underenrollment of students. SPARK had been projected to have 809 students. After the ten day count SPARK had 712 students. The school receives roughly \$4,400 per student. However, we have received an update from the district saying the budget will only be cut \$1,024. Mr. Harness noted this substantial decrease in budget cuts means the school will not have to make any major changes especially with staffing.

c. **Discussion Item 3: Face to Face – Return & Learn Update:**

Mr. Harness shared the following update about the return to Face to Face learning:

The board will be holding a meeting on October 5, 2020 to decide how to proceed with in person learning. Knowing this information Mr. Harness said that he has been working with his administrative team to come up with a comprehensive safety plan. He first started by identifying four potential scenarios to consider and how we plan differently for each potential scenario.

1. All teachers & students return in person.
2. Teacher remains virtual & all student remains virtual.
3. Teacher in person with some students virtual and some students in the classroom.
4. 1 Teacher remains virtual with some students virtual, some students in person served by a different teacher.

Mr. Harness said he wants to be able to be as transparent as possible about what the return to in person will look like for students and their families. When we return back to school it will be drastically different for staff and students. Many activities that we think about when we think of school will be completely different. There continue to be two main data points which drive our planning: 1. Which teachers will be coming back? 2. How many families will choose to send their person back for in person learning vs. remaining virtual. He shared that he had conducted an informal poll of staff members to gauge their comfort level in returning in person. 100% of teachers answered the survey. 24% of teachers said they did not feel comfortable returning in person. Three teachers out of six in one grade said they did not wish to return in person. Obviously this will impact our planning. In addition to this plan he will be hosting Principal Coffee talks and hosting two Town Halls to deliver more information and answer any questions from families. Mr. Harness walked through SPARK's "Return to Learn" COVID-19 Safety & Facilities Manual that has been developed so far. The plan considers the following topics and details who the school plans to deal with these issues: A daily

## Meeting Minutes

health checklist for students; Students who may need medical attention due to COVID-19 symptoms; Protocol for staff members who develop symptoms during the day; Employee absences; Providing PPE; Face coverings and masks; Procedures to ensure frequent hand washing; Educating students how to cough or sneeze; Difficult to clean classroom materials; Protocols for cleaning facilities; Ventilation; Being prepared for long term, COVID-related, districtwide shutdowns; Maintaining physical separation; Separating classes within the school; Utilizing outdoor spaces; Staff meetings; Prohibition on gatherings and field trips; Avoiding clusters and grouping; Eliminating unnecessary entry into school buildings; Parent/Caregiver meetings and visits to school; Policy on tutors and school volunteers; Safe administration of medicine; Transportation procedures; Food and nutrition services; Coordination with public health officials; Emergency building closure policy; Emergency cleaning and disinfection protocol; Communication procedures; School-Based procedures for documentation; Employee communication and training; Ongoing Education for adults; Student education

Mr. Harness was asked the following questions:

1. Will teacher assignments change? A: Yes, it is a possibility based on the number of teachers who are not able to return for face to face instruction. The district may need to reassign teachers based on school needs.
2. Is the district sharing any initial reads on the parent survey concerning intent to return? A: No.
3. Will every teacher keep their current teacher? A: Again, this depends on the responses of both teachers and families on their intent to return for face to face instruction.
4. Comment: Parents are very concerned with the plan for Wednesdays. Mr. Harness said he understands parent concerns, but wanted to note that teachers will be expected to work longer days if we return. Teachers will be staying with their classes during specials, lunch, and recess. This will not allow teachers anytime to make plans for instruction. Allowing Wednesday to be asynchronous, will give teachers time to plan. Wednesday will also be used a day to deep clean all facilities.
5. Is this plan final? A: No, the district has just proposed this staggered return plan. We should continue to learn more information about potential planning at the next school board meeting.
6. Will schools/clusters get to develop their own plan or will this be district decision? A: This will be a district decision.

## Meeting Minutes

7. Will schedules return to the normal school time? A: We don't know, but I'm assuming that we would return to our traditional schedule.
8. Will teachers have to change physical classrooms? A: We aren't sure, everything is possible.
9. Will teachers have to teach both virtually and live in person? A: Again, we aren't sure, but possibly.
10. Will teachers be wearing masks while on ZOOM because it can be hard to hear them? A: Yes. Teachers will have to always wear a mask while in the building.
11. Can parents/the PTO purchase additional PPE? A: We want to try and have equitable schools across our district. Therefore, we cannot use school funding to purchase additional PPE.
12. Will the district still be offering bus service? A: Yes, but I would encourage people to try to get to school other ways if possible. So the students who need to take the bus will not be crowded.
13. How would outside learning be possible if teachers are continuing to teach students virtually in addition to in person? A: It's a good question, and something we would need to think about.
14. Will the school be doing contact tracing? A: No, this will be done at the district level in conjunction with the County Health Department.
15. When parents answer the survey, is this decision binding? A: Honestly, I'm not sure, but for planning purposes it would be difficult if parents continually change.
16. Will the district continually share public health data? A: Again, I'm not sure how that will work. I'm sure we'll learn more.

### **V. Adjournment**

Motion made by: [Honora Handley Seconded by: Elise Blalock

Members Approving: All Members in Favor

Members Opposing: None

Members Abstaining:

**Motion [Passes]**

**ADJOURNED AT 8:10**

---

**Minutes Taken By: Nathan Stephenson**

## Meeting Minutes

**Position: Secretary**

**Date Approved: [10/21/2020]**