

Springdale Park Elementary PTO
Board Meeting Minutes
November 8, 2023

Remote Meeting

Attendance: Dr T, Batya Smith, Nina Millar, Rebecca Duren, Viral Dave, Sara Pruett, Eden Kaye, Barbara Smith, Niku Desai, Christi Motlagh, Kelly Downs

1) Principal's Update (Dr. Toney and Mrs. Pruett)

- a) Upper admin came to visit SPARK and they were very impressed with all the STEM add-ons, and Dr T felt very positive about the visit.
- b) Need some more level 3 volunteers (good for 2 years), especially to give teachers an hour break at the end of the semester.
- c) Fun Run was great, and kids loved being slimed.

2) PTO Coffee Talk Recap and Takeaways

- a) Kelly K & Viral put together a great state of the union style budget info page to membership
- b) General timeline of how Go Team & PTO come together to fulfill needs will be shared
 - i) Initial budget revealed in January, followed by a meeting between Go T and PTO will clarify roles, in an effort to daylight numbers
 - ii) If there is additional money Dr T spends that PTO can cover, let PTO by March so they can plan for next year (planning for potential losses next year)
 - iii) One-page document for public is good, but what info goes on it needs a vote
 - iv) Establish that a goal of 2-years worth of operating expenses in reserve going forward
 - v) signage more present in our supportive businesses

UPCOMING / POST EVENTS

3) Book Fair

- a) Need more volunteers
 - Posted on social media
 - still need many slots filled
 - Nina will pick up and drop off cash box
- b) Scholarship Dollars and Visual
- c) Book donations to classes with stickers
- d) Are we "selling" retired library books?
- e) Literacy Night activities - 4:30-6:30
 - i) Author reading/signing
 - ii) Classroom activities
 - iii) Winterfest lanterns
- f) revenue will go to Media Center, but teacher libraries/book room will have an ask too
- g) possible new vendor for next year, preferring a more local vendor (early summer)

4) Thanksgiving Luncheon

- a) PTO Merch Sales/Volunteers

- b) SPARK up the Holidays
 - Formerly known as Angel Tree
 - Should be set up for luncheon visitors
 - Digital version available
- 5) All Fired Up (12/1 3pm-8pm) and Virginia Highland Books (12/6 8am-10am)
 - a) ViHi morning coffee and pastries social hour aspect
- 6) Fun Run Recap
 - a) Wrap-up for this year
 - b) Looking ahead to next year- Batya advocates for pre-fall break date, but admin prefers a friday. Avoiding the week of Halloween is a busy time.
 - c) more parent involvement means Booster will take less %
- 7) Teacher Appreciation/Room Parent
 - a) Holiday gifts/parties
 - i) Some parent felt like missed opportunities - wanted to be involved, but some classes still had bigger parties. Just room parents. Ways to create consistency with classes
 - ii) Dr T said she saw great streamlined activities, and Alison Gordon did a great recess treat
 - iii) Teacher Appreciation budget from line item in budget
 - This is where level 3 volunteers would allow teachers to relax for an hr

ROUND ROBIN UPDATES

- 8) Co-Treasurer Update- Viral and Kelly K.
- 9) Communications Update - Christi
- 10) Teacher Update- Katie Steigerwalt
- 11) Swag Update- Kati P.
- 12) SPARK Supporter Update- Sara R.
- 13) Business Partners- Elise B.
- 14) Enrichment Update- Kelly D. and Nina
- 15) Fundraising/SAD- Veronica