

Springdale Park Elementary PTO  
Board of Directors Meeting  
February 8, 2010

**Attendees:** Elizabeth Mothershed, David Rein, Kris White, Clare Ritchie, Elizabeth Mothershed, Guido Sacchi, Jenna Mobley, Lynne Kushner

**How to help the PTO work better with the committees and with each other**

*Possible “overheard” frustrations from the community* – Long lines at movie night, movie problems, etc.

*Lessons learned from Spark-tacular* – DR posted on NING all comments, there were safety issues and we had a lack of volunteers that didn't help the situation to keep things under control. The free dinner bought so many people out we just need to organize better with more help. We are learning as we go – event was great just need to fine tune what and how we organize things. We have special circumstances with being on Ponce, it was dark, playground is far away... Better communication to the parents about the expectations for the event, their involvement, and the behavior of the children. GS- we need to come up with a checklist for all events at the school to assign someone responsible for the categories – a point of contact. We need a transportation plan, safety plan, food plan, check-in/instruction/parent contact plan, etc. We were too late with our planning – we can not staff an event with volunteers in a week. We need to have a few weeks to get an event together, to cover all of the bases, etc.

Special events coordinator – PK Trettel has volunteered – form a committee of people who want to do special events and then assign leads for each of the events. PK wants some guidance from the PTO about what we would expect, what the responsibilities would be. The PTO board's goal is for community and spirit building, not fundraising. Science nights, Spark-tacular, in house school events. We need to provide her with a calendar of events that she can work on...

How to really find more people to help with events – Start with Mayday and organize now, create the volunteer list and start to work on it now. We can get volunteers but we need a coordinator of those volunteers, push people to join and sign up, etc. etc. Create a volunteer pipeline? Another model for recruitment? Set it up like having a leader and then the co-chair who then would do it the following year, etc. This is like an on-the-job educational training to prepare someone else to do it in the future.

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*Spark after dark fundraiser* – LK event is planned. There are 26 RSVPs not including the ones that are at the teachers' desks. We have \$1100 in donations. Auction is in place, event organizer has everything set and ready. She does not need anything else in terms of volunteers, support, etc. The message to send out is that we need to make money for the school.

We need to get the word out and get 100-150 invitees to RSVP – we will send out emails to our personal contacts and get the word out there...

There have been some negative comments about the \$50 price – we want to raise money for a great cause. This is our main winter fundraiser and you get a nice evening for supporting the school that still needs a lot! We need to get that message out and get people excited about the event.

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*5<sup>th</sup> Grade Committee Meeting and support* – KW We had our first committee meeting. Ms. Rousso is the lead, Mrs. Reddick is the teacher Liaison, and the 2 parent co-chair volunteers are Patti Winkeljohn and Karen Vanatta. We brainstormed about what the 5<sup>th</sup> grade year will include - what traditional events, team building exercises, Fundraising events and the class trip. We want all activities to tie in together and with the vision of the school as well as with the curriculum. We need to raise money to pay for the transportation for the class trip and to be able to provide scholarships to those kids that may not be able to afford to pay. One idea is “spirit gear” that the 5<sup>th</sup> graders can sell recycle rubber bands, pencils, erasers, etc. We want to sell them after school and at May day this year. I asked the PTO for a loan of \$300 to buy the bands and they agreed to lend us the money.

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*Budget update* – GS we have 45k in the bank, all is good. We have received \$1100 for Spark-after-dark which is not included in this budget. We need a vote to okay items that have gone over the budget that we allocated to that category so we need approval to allocate the budget. He needs to allocate an additional \$1500 to community building events. DR made the motion to allocate the funds, CR second the motion and all voted yes. We need to watch for extra costs that are not in our budget – like the garden supplies – we budgeted \$1500 but wound up spending \$1800 due to \$300 in shipping. How do we avoid this happening in the future? Do we need to set a process in place for when people go over their budget – requiring prior approval? If shipping is 20% of the total does that make sense? GS recommends that when we assign a budget, that that is the number they are to work with and if it is more, prior approval is required.

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*Parking Update* – CR all parent input has been accumulated for the permanent agreement. Norm Richie, parent volunteer (parking committee), is helping with the APS and the church negotiations on the permanent and temporary parking agreement. The parent “wishes” have been expressed. The church and APS have agreed to terms for a temporary parking agreement in the DHUMC playground lot with entrance on Ponce (NOT the lower lot). The parking committee suggested that the PTO put into place a parking decal program – a family gives a \$20 deposit that is refundable signs a waiver, is educated on where and when we can park in the playground lot and receive a sticker for their car (semi-permanent) – first time you mess up you lose your deposit, second time you lose the privilege to park in the lot and open up the possibility to receive a ticket or get towed / booted. Mary Stouffer and Norm Richie have agreed to administer the decal program and monitor the lot a few times a week. The Board has questions - Who gets a decal? How do we control the people who do it illegally now and probably won't get a decal anyway? CR - Putting this measure in place is more a show of good faith (toward the permanent agreement). Most board members are concerned that this will not stop those that park illegally and this may make the church angry? CR – there are volunteers that want to do this –

the question is do we want temporary parking or not for the rest of this year? The Board supports a temporary parking alternative however we do not want to be the administrators and financial supporters of the program. That should lie with APS. Most Board members felt there would be a tremendous amount of work required to get this decal program into place and this is only for 2 months this year – the energy requirements seem to outweigh the benefits at this stage. The Board is open to creating this system for the 2010-2011 school year. The information will be available on day one for the parents and they will benefit from the program for an entire year. CR will go back to the parking committee and tell them we will support a temporary parking system for implementation next year. It is too much to administer for the remainder of this school year – financially and physically.

In a subsequent conference call on Thursday 2/11/10, the board discussed the parking plan again and decided to proceed. The board agreed to pursue the temporary agreement because they agreed this would be of value toward the permanent agreement, would help some parents with parking during the school day for remainder of this school year, and already had the volunteers committed to administer the program. It was also established during this call that Norm would re-send the parent input for use in the permanent parking agreement negotiations (that had been drafted by Mary Stouffer, Kelly Fortin, and Clare Richie and previously shared with the PTO Board) for the PTO board to have another chance to add input within a certain timeframe.