

Sparks Elementary PTA



September 14th Meeting Notes

Date: September 14, 2022

Time: 7:00pm ET

Present at the meeting:

Matt Barr (Treasurer), Corinne Roth (Executive VP), Erin MacDougall (1st VP), Rebecca Franklin (Financial Secretary), Valerie Zeender (Corresponding Secretary), Meredith Heyl (2nd VP), Maggie Klaes (Secretary), Magan Chyko-Leigh (Principal), Meredith Alvarez (Assistant Principal), April Papst, Bastian Liebermann, Becky D., Cassie Jackson, Chris Hirsch, Christine Hooper, Cox Fam, John Maple, Kerri Brozene, Lindsay Rowe, Nabila Syed, Natalia Adamson, Rebecca, iPhone 11.

Agenda:

1. **President's Welcome/Introduction of Board Members** (Corinne Roth)
2. **School Updates** (Ms. Chyko-Leigh & Ms. Alvarez)
3. **Board & Committee Updates**
 - a. **Treasurer** (Matt Barr)
 - i. Budget Report and Approval Vote
 1. After reviewing the budget line items, those present were asked to vote for approval of the planned 2022-2023 budget:
 2. Vote:
 - a. Yay: 13
 - b. Nay: 0
 3. Planned 2022-2023 budget was approved.
 - b. **Executive VP** (Corinne Roth)
 - i. PTA Involvement Opportunities/Membership Tool Kit
 1. Reminder provided for everyone to sign up for Membership Tool Kit as it contains great ways to be connected to members in our community and to get involved!
 2. The PTA packet will be sent home soon in the blue folders containing a lot of information about the PTA, including a way to participate in Direct Donation.

3. Rita's Spirit Night was a huge success! We had a great turn out from families and were able to raise \$579.28!
- c. **Corresponding Secretary** (Valerie Zeender)
- i. Direct Donation Information
 1. Direct donation provides an opportunity for families to directly contribute money towards the PTA budget. This in turn is used to support the budget spent throughout the year in supporting the school, teachers, and students.
 2. Direct donation also provides an opportunity to create an equitable process to apply money and funds equally to teachers and support areas without reliance on fundraising or continuing to ask families to contribute money throughout the year.
 - ii. Facebook & Twitter
 1. Feel free to send messages through social media - please expect a 24 hour turnaround for responses
 - a. If a more immediate response is needed, you may want to consider reaching out to someone on the PTA directly or the school
- d. **1st VP Family Events** (Erin MacDougall)
- i. Upcoming fall events:
 1. Hereford Mini Golf Night - 10/7/22
 2. Chick-fil-A Spirit Night - 10/17/22
 3. Barnyard Halloween Extravaganza - 10/28/22
 - ii. We will need volunteers for these events, so be on the look out for sign up sheets or email Erin directly!
erin.macdougall@yahoo.com
- e. **2nd VP Volunteer Coordinator** (Meredith Heyl)
- i. Volunteer notifications will be sent out in the next two weeks!
 - ii. Room parents should be notified in the next week.
 1. If you want to help out in the classroom, notify your teacher.
 - a. There may be take home (e.g., cutting out laminated sheets) or in school (e.g., making copies) activities also available
- f. **Financial Secretary** (Rebecca Franklin)
- i. Annual Financial Audit
 1. Every fiscal year closed on June 30th
 2. The closed ledger must be sent to the local and national PTA - this is due by the end of October
 3. There are no concerns with meeting this expected deadline.

- g. **Hospitality** (Erin MacDougall)
 - i. The hospitality committee is a great way to get involved!
 - ii. Plans for this fall include:
 - 1. Special thanks to Mr. Richard for Custodian Appreciation Day
 - 2. A fall-themed thank you for the teachers
 - iii. If you would like to get involved, please email Erin directly!
erin.macdougall@yahoo.com
 - h. **Spirit Wear & School Supply Kits** (Kerri Brozene & Maggie Klaes)
 - i. There were 71 School Supply kits sold this year
 - 1. This was slightly less than prior years
 - ii. Spirit Wear:
 - 1. Sold at three events this year and currently available online (thru 9/16/22):
<https://sparkselementary2022.itemorder.com/shop/home/>
 - 2. Purchased \$2,100 of inventory, sold \$3,200 to date. All current inventory will create a profit.
 - 3. Next sale will be targeted to be around November 1st. We are hopeful for some new designs!
 - i. **Reflections** (Cassie Jackson)
 - i. This year's theme is "Show your voice"
 - j. **Recess Equipment** (Matt Barr)
 - i. Received notification from a teacher that recess equipment is needed
 - ii. Last year, the PTA organized a google form to ask teachers individually what was needed for their class. Then, the requests were put into a sign up genius and sent out to the community to fulfill. This worked really well and it is recommended that we take a similar approach this year.
 - iii. Volunteers to assist with this project:
 - 1. Natalia Adamson (nadamson@kippbaltimore.org)
 - 2. Christine Hooper (cmchooper@gmail.com)
4. **Announcements/Questions**
- a. Questions:
 - i. When will shiver colors be announced?
 - 1. The shiver kick off will be at the end of the month (September)
 - ii. Do shiver colors remain the same during your time at Sparks?
 - 1. Yes - keeping the same shiver color allows for children to build communities within the school building across grade levels
 - iii. Can children ride the bus some days? How does that work?

1. Every student who requested the ability to ride the bus was assigned a bus (so they are able to ride it to/from school)
 2. The schedule for when the student rides the bus vs. is picked up in parent loop should be managed by the parent; changes to the pick up arrangements should be communicated to the teacher
- iv. How does a parent obtain a copy of the school's progress plan?
1. The Sparks administration worked hard this summer at putting together the school's progress plan, which includes goals and action steps toward those goals. The published report will be posted on the school website. In the meantime, if there are any questions, they should be directed to Mrs. Chyko-Leigh.
- v. When will volunteers be approved?
1. Mrs. Alvarez participated in a meeting today (9/14/22) to review the requirements for approving volunteers at Sparks. She will now begin processing the volunteer applications and will communicate out to those who are approved to volunteer in the next 2 weeks.
- vi. Do you need to be an approved volunteer to volunteer for off-site events?
1. No - the volunteer approval is only needed for on-site (at Sparks) activities
- vii. Will American Education Week be in person this year?
1. Yes! The official schedule for American Education Week activities is forthcoming.
- viii. Will there be an after school theatre program this year?
1. The prior theatre director has not completed paperwork necessary to run the after school program for the 2022-23 school year.
 2. We are all hopeful to have something similar available for Sparks students in the future!
- ix. How do we provide feedback to Baltimore County?
1. If you have feedback on a Baltimore County decision/direction, you can:
 - a. Send a message to Dr. Williams, BCPS Superintendent:
https://www.bcps.org/superintendent/e-mail_dr_williams
 - b. Send a message to Kathleen Causey, BCPS Board Member for District 3: kcausey@bcps.org

- x. What are the enrichment courses? Does this mean my child gets an extra/double special period?
 - 1. The enrichment courses (which are scheduled once per week for each student) are an opportunity for students to receive an engaging experience with a specials teacher
 - a. Examples include: outdoor time, STEM activities, etc
 - 2. It is not a second special (i.e., it is not a second CSI or Music class) on their schedule.
- xi. How do revisions to the budget get approved?
 - 1. The PTA follows the by-laws outlined by the local and national PTA, which includes recommending the change publicly at the PTA meeting and allowing participants at the meeting to vote in agreement/disagreement with the change.

5. **Adjournment**