

**Spark Academy of Advanced Technologies**  
**Admissions Committee**  
**Minutes for 12.02.20**

Present: Susan McGowan, Kim Lavalley, Crystal Chretien, Althea Barton, Patty Humphrey,

Recap of Coffee with Director – for next session let’s introduce attendees. Great turnout. Let’s get 9<sup>th</sup> grade parents involved.

Discussion about Yard Signs – reordered by Kim, should arrive next week. We should email list of towns to Patty and she will provide guidelines as to each town’s policy for posting signs. Sue will email Denis re: arranging parent pick up of signs. Sue will get list of towns and send to Patty.

Discussion about Virtual Open House – zoom link should be provided on website and social media. Email before link is creating a barrier.

Kim proposed a food drive with media coverage. Would involve parents/students and photos, press release to be provided. Kim can get info for news/media outlets to send to.

Great way for students to give back.

Will send email to Denis.

Crystal can create flyer for social media.

Discussion about use of hashtags. If we send ideas to Crystal she can check to see if they are available – perhaps students can vote for use of Spark hashtag.

Parents can be conducting reviews on google business. Let’s create link and have sent to parents.

Reminders to send to Spark to continue checking “admissions” over holiday break.

Discussion about Admissions newsletter each week to new applicants. Used to invite them to events. After new year.