

**Spark Academy of Advanced Technologies**  
**Admissions Committee**  
**Minutes for 12.09.20**

Present: Susan McGowan, Kim Lavallee, Crystal Chretien, Patty Humphrey

Recap of next virtual open house. Zoom link will be present on website, both on the banner and the calendar. Zoom link will be placed on facebook two days prior to the open house. This has been approved by Denis.

Review of virtual open house protocol.

Kim to touch base with Denis prior to next open house.

Recap of Coffee with Director – only a few 10<sup>th</sup> grade parents in attendance due to program. Great feedback and discussions. Will schedule more after the first of the year.

Discussion about Yard Signs – should be in this week. Will speak with Denis about best way to distribute these. Patty continuing to gather info about guidelines.

Discussion about Program of Studies needing to be updated. This will be updated and voted on by the Board in January.

Discussion about production of a Q&A section on the website. Crystal to work with Denis on this project which can hopefully be uploaded prior to the next open house.

Next meeting will be Wed. Dec. 16<sup>th</sup> @8:30am