



Parent Support Committee Minutes **December 2, 2021 at 6:00pm**

1. Meeting Called to Order:

Called to order by Katie McQuaid at 6:00pm

IN ATTENDANCE: Katie McQuaid, Susan McGowan, Colleen Decato, Incoming Director John Tuttle, Jennifer Larochelle, Heather Noon, Edlyn Lopez, Samantha Simino, Michelle Lambert, Scott Rienert.

2. Introductions:

Parents introduced themselves and shared a bit about their charter school experience.

Mr. John Tuttle introduced himself as the incoming director and thanked the parents for their willingness to be involved in the future of Spark Academy.

3. Roles & Responsibilities of Parent Support Committee:

Katie presented the information surrounding the formation of the committee from the school's charter and shared how charter schools are funded, thus the need for fundraising.

- a. One parent per grade level

Ideally, we will have at minimum one parent from each grade level as representatives

- b. Annual Fund

The need for general fundraising was discussed and several ideas were presented by parents.

c. Activities & Events

Parents are most interested in activities that promote community. Get togethers for students and parents are highly desired.

A need for a school store with apparel and other items containing the school logo was discussed. This has been discussed by the student council.

Jennifer made the committee aware that the student council is eager to be involved – Katie suggested that a representative from the student council attend our meeting to facilitate communication between our committee and the student body.

4. Holiday Lunch for Staff:

Parent will be checking and reporting to Katie with some monetary information concerning Tidewater Catering providing a meal. A tentative date of Wednesday, December 22nd has been decided upon.

Parents have volunteered to monitor students while staff enjoys lunch.

5. Next Steps

Katie will arrange to have monetary donations received for both this lunch and future activities/fundraising.

Jennifer stated that she could add a blurb in the newsletter about monetary donations and could reserve a section in the newsletter for news from the Parent Support Committee. Katie will create announcement and send to Jennifer for publication.

6. Next Meeting: January 6, 2022 @ 6:00pm

Meeting adjourned at 7:00pm