

## **MEMBER HANDBOOK**

### **Updated Winter 2024**

Please keep this book for future reference  
as some information will NOT be repeated in your  
Quarterly Class Catalogs.

**4825 Troost Avenue, Room 113, KCMO**

**Phone: 816-235-2870**

**E-mail: [spark@umkc.edu](mailto:spark@umkc.edu)**

**Visit our Website: [LifelongSpark.org](http://LifelongSpark.org)**

**or Web search: [UMKC SPARK](http://UMKC SPARK)**

**SPARK is an affiliate of the University of Missouri-Kansas City**

## Mailing Address

***SPARK, PO Box 300362,  
Kansas City, MO 64130***

**Classes are held at 4825 Troost, KCMO 64110  
unless indicated otherwise.**



## Our Mission

SPARK's mission is to provide lifelong learning opportunities through intellectually stimulating academic, cultural, and social experiences which enhance the quality of life for SPARK members.

## Our Values

- Commitment to excellence in programming that maximizes potential and well-being of members.
- Commitment to Inclusivity and Cultural Diversity.
- Cultivation of an environment that is welcoming and enjoyable for all.
- Respect for the viewpoints of instructors and participants. Create opportunities for social and cognitive engagement.

SPARK stands for *Senior Peers Actively Renewing Knowledge*. SPARK has been offering non-credit classes and other activities in the Kansas City area since 1993 and been affiliated with the University of Missouri—Kansas City (UMKC) since 1995.

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## CLASSES

- Are Hybrid (participants can attend in-person or by Zoom) unless otherwise noted
- All Hybrid classes are recorded unless otherwise noted.
- SPARK classes are not for credit or CEU
  - ⇒ No Grades
  - ⇒ No Tests
  - ⇒ Very little homework

## TOURS

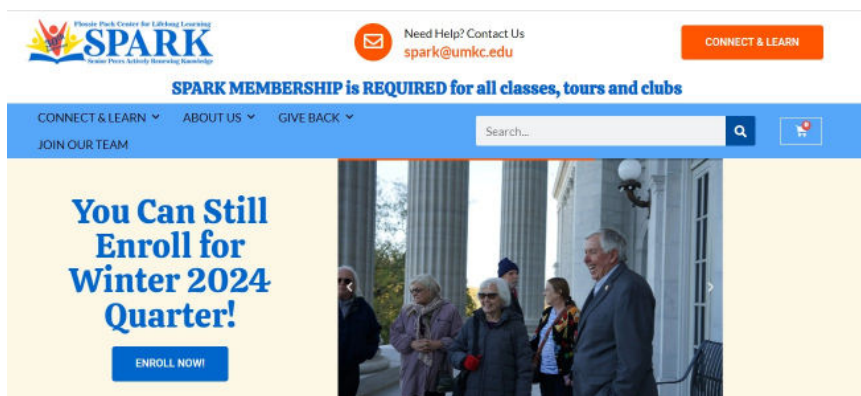
- Are held at various locations.
- Limited enrollment
- Are In Person only (No Zoom Component)

## MEMBERSHIP (Required to participate)

Annual Membership - \$50

INDIVIDUAL Quarter Winter, Spring, Summer or Fall) - \$15.00.

# SPARK WEBSITE



**SPARK's Website has answers to many of your questions and makes enrolling easy!**

**FAQ**—<https://lifelongspark.org/faq/>

**Enroll online**—[lifelongspark.org/course-offering/](https://lifelongspark.org/course-offering/)

**Membership**—[lifelongspark.org/product/spark-annual-membership/](https://lifelongspark.org/product/spark-annual-membership/)

**Parking Passes**—[lifelongspark.org/product/umkc-parking-tags/](https://lifelongspark.org/product/umkc-parking-tags/)

**Donate**—<https://lifelongspark.org/donation/>

**Volunteer**—<https://lifelongspark.org/volunteer/>

## SPARK CATALOGS & REGISTRATION

## CLASS Catalogs

SPARK mails class catalogs prior to each quarter via U.S. Mail about 3 weeks prior to the start of each quarter. Email [spark@umkc.edu](mailto:spark@umkc.edu) to be added to the mailing list.

The online catalog can be found at  
<https://lifelongspark.org/course-offering/>

**Pre-registration is RECOMENDED for all SPARK classes (especially tours).**

The enrollments in some classes and tours may be limited

- If a class is closed due to maximum enrollment, subsequent enrollees will be added to a waiting list.
- A class with low enrollment may be cancelled.
- Enrollees for cancelled classes will be given a choice to receive a refund or convert the cost of the cancelled class to a donation to SPARK.

If your class has a ZOOM option, you will receive an email with the **Join Meeting** Link at enrollment when using the online option or one week prior to your class or within 2 business days after payment is received if using the USPS method.

## MEMBERSHIP and CLASS FEES

**Annual Membership..... \$50**

**Quarterly Membership.....\$15**

*You must be a member to enroll in classes and activities.*

**Classes (In-Person/Hybrid/ZOOM) (4-6 weeks) \$40**  
**(1 week) \$10**

**Tours \$10 – \$25**

*The enrollments in some classes and tours may be limited*

**Past recorded classes... \$25 per 4-6 week class**

<https://lifelongspark.org/online-catalog/> for options/to enroll.

# ENROLLMENT PROCEDURES

## ENROLLMENT PROCEDURES

**SPARK** has several ways to enroll in classes:

**Option One: Enroll Online.** Fastest and easiest!

Pay by credit card or mail a check to:

**UMKC SPARK, PO Box 300362, Kansas City, MO 64130**


**Option Two: Enroll by U.S. Mail.** Use the Enrollment Form in the Quarterly Catalog or print out the form from our website.

Complete the form and mail it with a check to:

**UMKC SPARK, PO Box 300362, Kansas City, MO 64130**

**Option Three:** Enroll In-Person at the SPARK Office. Call ahead when classes are not in session. Pay with cash, check or charge

## Paying with a credit card on the SPARK Website using the PayPal Platform.

**PayPal**  \$30.00 USD

**No PayPal Account?**

**No Problem!**

Pay with PayPal English

Email

Password

**Log In**

[Having trouble logging in?](#)

or

**Pay with Debit or Credit Card**

**New. Faster. Easier.**

Welcome to the new PayPal checkout!  
The security you rely on – now even faster.  
It's everything checkout should be.

Skip the log in boxes and choose the "Pay with Debit or Credit Card" option!

[Cancel and return to SPARK](#) [Policies](#) [Terms](#) [Privacy](#) © 1999 - 2023

# FRONT DOOR ACCESS and HEALTH PROTOCOLS

## Front Door Access



The doors to the building we call home are now locked for safety.

During classes, we have volunteers stationed at the door to let you in. If you arrive at a time when no one is manning the door, SPARK members must use the videophone to call the SPARK office and get buzzed in.

At the south entrance, a videophone is mounted on a column to the right of the doors. Scroll down on the little video screen, find “SPARK”, and tap our name on the phone icon. That action will call the SPARK office. When someone answers the phone in our office, they will be able to see and talk to you on their videophone. (Your videophone is mounted at an ADA-approved height, so you may need to step back so the person in the office can see your face.) When they recognize you, you will hear a 5-second tone telling you the right-hand door has been unlocked. If you have difficulty with the videophone and have a cell phone with you, please call the office phone number: **(816) 235-2870**.

## Health Protocols

**Members attending in-person events and classes need to know the following:**

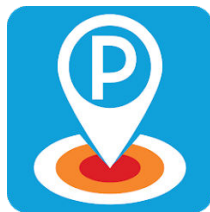
- Class enrollments will be limited only by the number of chairs in the classroom. Students will not be separated from each other per “social distancing” standards.
- SPARK allows individuals to assess their own risk and make their own decision regarding wearing masks. Those uncomfortable with this should access classes via ZOOM.
- If you are not feeling well for any reason, please stay at home and watch the class on ZOOM, if available.
- These guidelines may be altered to conform to the rules of UMKC and/or the recommendations of local public health authorities.

# PARKING

University regulations require everyone parking on campus on an irregular basis (like SPARK) to have a guest parking pass. This includes those using handicapped parking. The fee is \$3 per day for SPARK members and can be purchased online or in our office. Guest passes are either mailed via USPS or picked up in the office.

You will need one for each day you will be in class. The guest pass enables you to park in any lot on the UMKC campus including the one at 4825 Troost and must be placed on the rear view mirror facing the front windshield **with the Month, Day and Year clearly scratched off.**

You may also purchase metered parking using the “**AMP Park**” app which you can download to your smart phone by searching your App Store. This app allows you to park for your desired amount of time in the spots designated for metered parking and will even send you an alert if your time is about to expire! Cost is \$1.25 per hour.



Free parking is available across Troost at the Anita Gorman Discovery Center.

## PARKING TICKETS

SPARK will resolve one parking violation per member at the rate of \$20 paid to SPARK. A member who experiences additional violations will be obligated to contact the UMKC Parking Department to resolve the ticket on their own. The contact information for that department is on your ticket.

*It should be noted that the University sets all parking rules and regulations. SPARK and its members are required to follow those rules and regulations. Parking tickets for current UMKC students, faculty and staff cannot be resolved by SPARK. Contact the UMKC Parking Department at (816) 235-5256 or [parking@umkc.edu](mailto:parking@umkc.edu) for information.*

# PURCHASING PARKING TAGS

There are two ways for you to purchase **Parking Tags** from SPARK:

1. Add parking tags when enrolling by mail or online.
  - Purchase as many tags as you will need to attend your classes.
  - One tag will be mailed to you so you have it for your first day of class.
  - You will pick up the remaining tags in our office when you arrive for class.
  - Only checks and credit cards are accepted for online purchases.
2. Purchase at the SPARK office.
  - During the quarter or anytime the office is open.
  - Pay using cash, check or credit card.

*NOTE—Guest passes must be mailed via USPS or picked up in the office. SPARK is not currently issuing electronic guest passes for classes.*

## HANDICAPPED PARKING

Handicapped parking is available in the UMKC parking lot. You will need to display a State Disabled Parking Placard as well as a UMKC Parking Tag. You do not need a UMKC Disabled Parking Permit.

## CLASS ACCESSIBILITY

Our classrooms are on the first floor eliminating the need to navigate stairs.



# ACTIVITIES and PROGRAMS

## What does SPARK offer its members?

SPARK sponsors a variety of classes and special activities throughout the year to continue to meet the interests of all its members. Annual Members also have access to the Miller Nichols Library Community Lending Program (see page 11)

## Classes and Tours

Classes are relaxed, informative without tests or grades.

- Classes are offered by SPARK four times a year beginning in January, March, June and September. Each class is scheduled for 4-6 weeks and meets once a week for 2 hours .
- A schedule of classes is published on the SPARK website 4-5 weeks prior to the beginning of the next quarter, and catalogs are mailed to members.
- Most classes are conducted at the SPARK office on the UMKC Campus, at 4825 Troost Avenue, Room 113, Kansas City, MO. All classes are Hybrid (in-person and simultaneously via Zoom) unless otherwise noted.
- The type of classes offered vary with each quarter. Some popular classes have included:
  - \* American and World History
  - \* Art Appreciation
  - \* Constitutional Law
  - \* Civil Rights
  - \* Philosophy
  - \* Great Composers
  - \* Mah Jongg
  - \* Literature

Tours of local area attractions are offered each quarter and featured in the current class catalog. Enrollment for tours is limited so enroll early online or by calling the SPARK office.

# MEMBER BENEFITS

## SPARK Annual Member Benefits

- Year round ability to enroll in classes.
- UMKC's Miller Nichols Library Community Lending Program at no additional charge.
- Year round participation in SPARK Clubs (see Page 13 for details)

Contact the SPARK office at (816) 235-2870  
or email [spark@umkc.edu](mailto:spark@umkc.edu)  
to receive a SPARK Member card  
and start taking advantage of these benefits

***Annual Membership must be current to maintain access to these benefits.***

## SPARK Quarterly Member Benefit

Quarterly members can access the following **ONLY** for the quarter of their membership (Winter, Spring, Summer or Fall).

- Enroll in classes
- Participate in clubs

**Quarterly Membership must be renewed each quarter to maintain access.**

NOTE—If you plan to participate 3 quarters or more, the annual membership is a better value. The cost of a quarterly membership cannot be applied to an annual membership later.

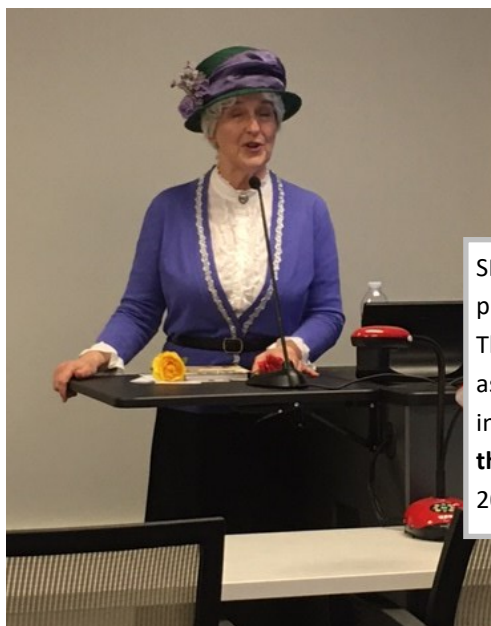
# CLASS INSTRUCTORS

SPARK's Instructors bring a wide range of knowledge and experience to their classes. Instructors include former teachers, college professors, professionals and other qualified individuals who are experts in their fields of interest.

A common denominator among instructors is a passion for their topics and willingness to volunteer their time and talents with SPARK members.

Please refer to page 5 for class fees and registration information.

Parking Permits are available to purchase for on-campus parking. See page 8 for details. Parking for classes or tours held off-site will be announced in the class schedule.



SPARK members enjoyed a presentation by Wendy Thompson appearing in character as suffragist Carrie Chapman Catt in the GEM class **Last Round in the Fight for the Vote** in January, 2022.

# CLUBS and GROUPS

**Current SPARK Membership is required  
for all clubs (see page 11)**

## **“LET’S EAT OUT” GROUP**

This lively group meets for lunch on Fridays at 11:30  
throughout the year at local restaurants.

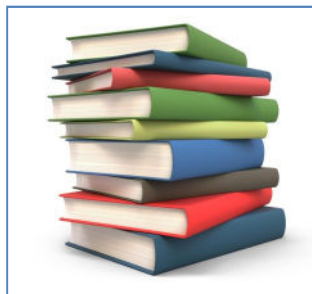
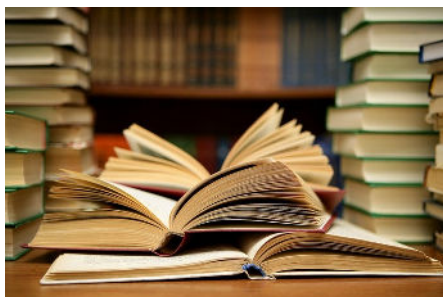
Please contact our **facilitator Lynn Lieberman, 816-223-1658**, or  
[lynnlee2001@yahoo.com](mailto:lynnlee2001@yahoo.com) for further information.

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## **MARGARET STURGES’ MONDAY BOOK CLUB**

Meets on the third Monday of each month at 1:00 p.m.

To join this club, contact **facilitator Laura Sloan,**  
**913-634-3264**, or [dalelaura40@hotmail.com](mailto:dalelaura40@hotmail.com).



## **THURSDAY BOOK CLUB**

Meets on the fourth Thursday of each month at 12 noon  
(except November and December due to holidays)

To participate, contact **facilitator Sue Habiger,**  
**816-616-2636**, or [shabiger22@gmail.com](mailto:shabiger22@gmail.com).

## 2024/2025 LEADERSHIP TEAM

| Board of Directors                                                                                                                                                                                                                                                                                                                                                                                                 | Committees / Publications                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>President:</b> LeeAnne Hays</p> <p><b>President Elect:</b> Barbara Dooley</p> <p><b>Secretary:</b> Carolyn Rowe</p> <p><b>Treasurer:</b> David Jeter</p> <p>Bill Eckhardt</p> <p>Patty Fuller</p> <p>Gary Hindman **</p> <p>Bud Nolker</p> <p>Margie Paxton</p> <p>Alan Perry</p> <p>Nancy Pirkle</p> <p>Randy Rhoads</p> <p>Carolyn Rowe</p> <p>Diana Taylor</p> <p>Tim Thomas</p> <p>** Past President</p> | <p><b>~~ Committee Chairs ~~</b></p> <p><b>Curriculum:</b> Nancy Powell</p> <p><b>Marketing:</b> Jan Parks **</p> <p><b>Member</b></p> <p><b>Hospitality:</b> Barbara Dooley &amp; Nancy Pirkle</p> <p><b>Class Catalog:</b> Margie Paxton</p> <p><b>SPARK STAFF:</b></p> <p>Lori Williams—Coordinator</p> <p>Francesca Perlingiero—Office Assistant</p> |

## SPARK Annual Member Benefit !!

**Current annual members can now access UMKC's Miller Nichols Library Community Lending Program at no additional charge.**

**Contact the SPARK office at (816) 235-2870  
or email [spark@umkc.edu](mailto:spark@umkc.edu)  
to receive a SPARK Member card  
and start taking advantage of this benefit!**

**Annual Membership must be current to maintain access to the Miller Nichols Library Community Lending Program Benefit.**

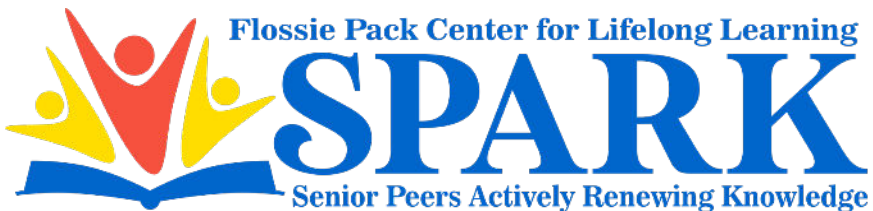
# DONATIONS and SCHOLARSHIPS



## **There are several ways to give to SPARK**

- ♦ Donations to SPARK contribute to expenses associated with maintaining and improving delivery of SPARK programs.
- ♦ Gifts to the Frances McLaren Scholarship Fund are used to subsidize class fees for those who would like to participate but need monetary help.
- ♦ Memorial Donations in memory of someone, or Honor Donations to celebrate a special person.
- ♦ In-Kind Contributions. (non-cash donations such as gift cards for instructors, equipment, supplies, etc.).
- ♦ Planned Giving—sustain SPARK with a legacy gift

**Many thanks to those who have contributed  
to these funds during this past year!  
Your continued support is very much appreciated.**



# MEMBER PARTICIPATION

***SPARK is only as strong as your commitment!!***

As a peer-directed organization, SPARK depends on talented volunteers to assist with its operations. Help us deliver quality programs by volunteering to assist in the following ways:

**Member Hospitality Committee**—Volunteer to support our members and ensure that they fully experience our excellent program.

- Be a **greeter** at the front door and help members learn how to gain access to the building.
- Be a class, GEM or tour coordinator to assist the instructors and tour guides.
- Welcome new members to SPARK and introduce them to our members.
- Reach out to SPARK members and help them fully enjoy the social aspects of our program that we say “make us unique”.

**Curriculum Committee**—Help develop the curriculum of courses and tours we offer our members each quarter.

**Teach a class** or give a GEM presentation. Our instructors include members sharing their passions for subjects they developed over their lives. Offer to share your knowledge or life experiences with your fellow members by teaching a class or leading a discussion group.

**Marketing Committee**—Help raise community awareness of SPARK in order to recruit new members and to help keep members informed about upcoming activities.

Each of these important committees is supported by a Chair Person and other dedicated SPARK members. Reach out to the SPARK office at (816) 235-2870 or [spark@umkc.edu](mailto:spark@umkc.edu) for more information.



# MEMBER PARTICIPATION MEMBERSHIPS & AFFILIATIONS

## Spread the Word!

- Share information about SPARK with your friends.
- Give your paper copy of the catalog to a friend.
- Tell them about our website at [LifelongSpark.org](http://LifelongSpark.org).
- Invite them to attend one of our events **for free**.
- **Bring them as a guest to one of our classes.**

## Keep Your Thinking Cap On!

Share your ideas on how we can improve SPARK with a Board member or committee chair.

## SPARK MEMBERSHIPS & AFFILIATIONS



## ***FRANCES McLAREN SCHOLARSHIP***

SPARK is aware that some SPARK members may need financial assistance for class fees.

**The Frances McLaren Scholarship Fund** was established in memory of Frances by her niece, Carol McCavitt in recognition of Frances' love of learning. Carol has been an instructor for SPARK since the early 2000s. This fund is supported through donations.

All requests for assistance are confidential. If you would like more information or to request assistance, please contact: Jan Parks at [parksj3271@gmail.com](mailto:parksj3271@gmail.com) or (816) 523-1723.

If you are interested in donating to the fund, visit [LifelongSpark.org/donation/](http://LifelongSpark.org/donation/) or contact the office at [spark@umkc.edu](mailto:spark@umkc.edu) or (816) 235-2870.



# CONTACT INFORMATION



## HOW to CONTACT SPARK

**If you have questions or need help enrolling,  
contact SPARK Staff during office hours.**  
(When class is in session M-Th 9am to 4pm)

**Phone: (816) 235-2870**

(messages are checked daily and returned  
M-F from 9am to 4pm except for holidays)

**Email: [spark@umkc.edu](mailto:spark@umkc.edu)**

**Mailing Address:  
UMKC SPARK  
PO BOX 300362  
Kansas City, MO 64130**

**Website: [LifelongSpark.org](http://LifelongSpark.org)**

**Web search: [UMKC SPARK](#)**

**Facebook: [facebook.com/SPARKatUMKC](https://facebook.com/SPARKatUMKC)**

**Instagram: [instagram.com/SPARKatUMKC](https://instagram.com/SPARKatUMKC)**

**YouTube: [@thesparkflossiepackcenterkcmo](https://@thesparkflossiepackcenterkcmo)**

**Classes are held at  
4825 Troost, Room 112,  
Kansas City, MO 64110  
unless otherwise noted in catalog**

# CALENDAR

## Class Schedule

### **Winter 2024 (6 weeks)**

Tuesday, Jan. 16 – Monday, Feb. 26, 2024

### **Spring 2024 (6 weeks)**

Monday, Mar. 25 – May 3, 2024

### **Summer 2024 (4 weeks)**

Monday, June 3– Friday, June 28, 2024

### **Fall 2024 (6 weeks)**

Monday, Sep. 23 – Friday, Nov. 1, 2023



## **Board Meetings 2024 / 2025**

The Board *usually* meets on the third Friday  
of even-numbered months  
at 12:30 p.m. at the SPARK office:

February 16, April 19, June 21, August 16,  
October 18, and December 13

Members are always welcome to attend  
Board and Committee Meetings.

Contact the SPARK office for more information at  
(816) 235-2870 or [spark@umkc.edu](mailto:spark@umkc.edu).