



Sedgefield Middle School 2019-20 PTO Board Agenda

November 22, 2019 10:00 am – 11:00 am

- I. Call to Order 10:10 am at SMS Media Center. Attendance: Lindsay Jones, Courtney Reynolds, Kiley Thiel, Amy Watson, Meredith Murchison, Lynne McDonald, Erik Turner, Eric Tornfelt. Guest: Tara Scott with Freedom Within Walls Minutes. Katie motioned to approve the minutes. Courtney seconded. Minutes were approved.
 - a. Guest Tara Scott spoke about feeding program option for Sedgefield Middle School snack meals and dinner meals. Snacks and dinner meals expected to meet USDA requirements; reporting required. First priority would be to offer after school snacks. Coaches/advisors would supervise students eating snacks in the cafeteria before activities begin. To explore flexibility to fund one-off dinner meals for students as part other programming.

- II. Parent and student activities updates
 - a. Mr. Turner introduced Mindfulness Meditation Program Spring 2020. Proposal to do 8 weeks of mindful children program with students in ISS 8 weeks of mindful children program (maybe through a club). Initial estimate of \$2450. Dr. Tornfelt and Ms. Sherer working on revisions to plan and will revisit in next board meeting.
 - b. Lynne presented clothing assistance needs for children receiving assistance through social worker. To clarify whether specific items to be purchased or general clothing closet to be stocked. Once know, will advertise in Spartan Express.
 - c. Justin Perry in contact about holding a professional development event with teachers about trauma-informed schools. Date TBD.
 - d. Mental health awareness event in January for families proposed by Ms. Sherer. Plan to include dinner. Perhaps can be funded in part by Freedom Within Walls.

- III. AR Committee update from Ms. Peterson.
 - a. Funding and volunteer support needed for AR store.
 - b. Ms. Peterson to decide on items to purchase and send to Courtney after Mr. Turner approves. Ms. Peterson will send Lynne the list of times volunteers are needed. Volunteer sign up to be published through Spartan Express.

- IV. Treasurer update
 - a. Budget changes approved.
 - i. MakerSpace (\$5k) and novel room furniture (\$3k) will not be spent this year because the drama class has moved to the novel room. The novel room storage has moved to the makerspace. Executive Board voted to approve these changes:
 1. Novel room furniture \$3k will remain in the ELA category and be used for other literacy support.
 2. MakerSpace \$5k will be redistributed: \$3k will be moved to the Principal's Fund and \$2k to be Clubs.
 - b. Procurement Festival to be planned with department heads to complete paperwork for items supported through Empowering Extraordinary. Mr. Turner to schedule this working session.

- V. Empowering Extraordinary
 - a. Tax letters in process.
 - b. Sponsor signage in process.

- VI. Prospective families update from Lindsay.
 - a. Open house well-attended November 7. Tour schedule is full, adding tour guides. Sedgefield students returned to Dilworth and Eastover to appear on the school news and/or meet with fifth graders.



- b. Current students and staff participated in pep rally with incoming fifth graders.
 - c. Parent events TBD; to include one at a community destination.
 - d. January 8 is second open house; scheduled for evening.
- VII. Treasurer update from Courtney.
- a. Empowering Extraordinary receipts \$114,628. All of personal donations received. \$2800 in corporate sponsorships outstanding.
 - b. Spent \$1357 since last meeting. Below expected budget.
 - c. Approved ordering 5 more HAC bags.
 - d. Cash on hand of \$86,735.
- VIII. Nominating update from Amy.
- a. Nominating committee slate approved via vote: Amy Watson, Lynne McDonald, Jen Ford.
- IX. Staff Support
- a. Woo-hoo cart held this morning.
 - b. Lynne to follow up with Ms. Allgood about staff holiday party.
- X. President's update from Lindsay
- a. The board discussed the PTO calendar; Lindsay and Mr. Turner to discuss December 12 activities and schedule
 - b. Costa Rica academic Spring Break experience – Spring 2021, Ms. Buitrago will have an interest meeting for parents
 - c. Spartan Express staff profile – Ms. D will be the next staff member profiled
 - d. Feedback on PTO events (Homecoming, Prospective Parents)
- XI. Mr. Turner provided school and principal's update
- a. Discussion on staff retention and recruitment for teachers and parent communication
 - b. Review of the Accelerated Reader program tied to PBIS events
 - c. Preview of upcoming Unbound Education Standards Institute conference in Orlando, Florida February 11-14
- XII. Lindsay reviewed upcoming events
- a. 11/23: Grounds Clean-up day from 8:00 am – 11:00 am
 - b. 12/10: SLT Meeting 5:00 – 6:00 pm
 - c. 12/12: Holiday Arts Night, Science Fair, General PTO Meeting, Disorder in the Court play; 6:00 – 8:00 pm
 - d. 12/13: PTO-Supported Staff Holiday Party, time TBD
 - e. 12/20: PTO Board of Director's Meeting, 9:30 am