



Sedgefield Middle School 2019-20 PTO Board Agenda

January 31, 2020 10:00 pm – 11:30 pm

- I. Call to Order 10:00 am at SMS Media Center. Attendance: Lindsay Jones, Courtney Reynolds, Kiley Thiel, Amy Watson, Meredith Murchison, Lynne McDonald, Erik Turner, Catherine Eldridge, Jenn Loeffler, Katie Deterding, Evvonne Peterson. Guest: Saidah Rahman, Davidson student.
 - a. Guest Saidah Rahman is working on a college thesis. She led a discussion on student assignment experiences.
- II. Minutes reviewed – Lynne moved to approve notes from PTO Board meeting. Courtney seconded. Meredith moved to approve minutes from General Membership meeting; Lynne seconded.
- III. Prospective families update from Meredith and Lindsay
 - a. January Open House is complete; recommend moving to later in January next year. Meredith to schedule prospective parent committee meeting.
 - b. Eastover dinner and parent meeting is complete. Consider whether/not to continue this activity next year. There are other prospective parent events that create many of the same outcomes.
- IV. Dilworth Cares application update from Meredith – applying for support from DCA for next two-year cycle.
- V. Spartan Health & Wellness from Lindsay. Event was held January 15. Received parent feedback that included suggestions on several follow up topics.
- VI. School supplies update from Kiley who will chair the school supplies committee. She will work with teachers to confirm lists. Kiley to work with Mr. Turner to schedule delivery of school supplies before school starts.
- VII. Dog curbing problem on football field discussion led by Kiley. School resource officer asks people with dogs on field to leave during school day. Katie to check with Parks and Rec about access to do spot checks after hours.
- VIII. Treasurer update from Courtney.
 - a. \$71, 276.73 spent to date.
 - b. Transfers to Hoplite from Empowering Extraordinary complete; total \$8975.
 - c. Last corporate gift of \$1000 received in December from Mathnasium. Clubs have underspent their budgets – new season starts 2/21. To communicate with club sponsors about their budget at the start of the new club cycle.



- d. Math manipulative kits have arrived – when they are unpacked, will photograph for promotion in Spartan Express as “Empowering Extraordinary Investments at Work.”
 - e. Science Lab materials have been ordered and are starting to come in.
 - f. Novel sets are ordered.
 - g. Field Trip Scholarship dollars not yet spent. Discussion on funding the bus transportation for two field trips per year. At next meeting, Ms. Eldredge or Mr. Turner to bring a recommendation on spring field trips to consider covering for bus funding.
 - h. Sale of SpiritWear at Dilworth – Jenn to contact Dilworth principal about setting up a buy your Spartan wear day. Courtney to talk with Ms. Allgood about taking a supply of gear and return payments to the school. Kiley to help Courtney sell gear if scheduled for a Friday.
- IX. Communications update provided by Alexis. At 172 subscribers. Open rate over 50%
- X. Hoplite update from Chris to be provided over email.
- XI. Nominating update from Amy. Committee met this week.
- XII. Staff Support from Lynne.
- a. Woo-hoo cart completed this morning.
 - b. Staff Valentine’s Day lunch will be catered by Fresh Market.
 - c. Parent/Staff February event to be rescheduled for later in the spring.
 - d. Lynne to identify small in-kind donations for teachers to receive throughout the remainder of the year, focusing on smaller groups of teachers at a time, and will reach entire teaching staff by end of year
- XIII. President’s update from Lindsay.
- a. Calendar distributed.
 - b. Board retreat for planning in consideration. Possible dates: 3/27, 5/1.
 - c. La Noche para Spartan Familias, 2/27 in planning with Grisel Fernandez.
 - d. Volunteer needs (Reading Buddies, EOG proctoring) published in Spartan Express
 - e. In-classroom Enrichment Committee planning for next year underway.
 - f. Prospective Staff Open House in the evening March – April with a panel. To develop schedule for teacher candidates who are pro-actively reaching out about open roles for next – Lindsay to reach out to Laura Carlevatti and Molly Bilderback about coordinating tour contacts.
 - g. Student Assignment Memo
- XIV. School and principal’s update from Mr. Turner.
- a. Justin Perry has held the first PD session on Trauma Informed Schools.
 - b. Paideia instruction PD sponsored by Advanced Studies conducted.
 - c. Advanced Studies department to join planning.



XV. Closing/upcoming events – 5 min.

February

- 11 – SLT Meeting, 5:00 – 6:00 pm
- 13 – Community Partners Meeting, 11:00 am – 12:00 pm
- 13 – Parent/Staff event
- 14 – PTO-sponsored staff pot luck lunch
- 17 – Teacher Workday
- 27 – La Noche para Spartan Familias
- 28 – PTO Board of Director's Meeting, 10:00 am
- 28 – PTO-Sponsored Staff Appreciation Cart