



## Sedgefield Middle School 2019-20 PTO Board Agenda

April 10, 2020 10:00 am – 11:00 am

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- I. Call to Order 10:00 am via Zoom meeting. Attendance: Meredith Murchison, Alexis Marteslo, Jenn Loeffler, Katie Deterding, Courtney Reynolds, Alexis Marteslo, Amy Watson, Lynne McDonald, Catherine Eldridge, Kiley Thiel, Eric Tornfelt, Sheena Miracle. Motion to approve minutes from February meeting by Courtney, second by Meredith. Minutes passed.
- II. Principal update (Ms. Miracle)
  - a. Remote learning started April 6. Working through options on how to share grade information with parents. Looking at schedule revisions for next year, including input from staff in a meeting next week. Elective selection underway.
  - b. Ms. Miracle has met with 60% of staff 1-1. Will have met with 80% of staff by end of next week. Anticipate communication to parents in early May re changes planned for 2020-21.
  - c. Ms. Miracle and Dr. Tornfelt interviewing candidates for open positions virtually.
  - d. Staff is continuing to work on contacting families who have not been in contact since remote learning began. Distributing chrome books and hot spots as needs are confirmed; 88% of students are confirmed to have the technology that they need. There are 68 students who are in the process of receiving technology support. There are 5 students who have not been located.
- III. Nominating and remote voting (Amy) – Nominating for committee chairs is in planning. Amy has confirmed with Greg Skidmore that spring membership meeting can occur with necessary voting over zoom or conference call.
- IV. Prospective families (Meredith)
  - a. Would like to plan zoom meeting with fifth grade families to meet Ms. Miracle.
  - b. Continuing to let families know that they should relinquish their magnet seat if planning to attend Sedgefield.
  - c. Discussion about updating website with recorded message from Ms. Miracle for prospective parents.
  - d. Ms. Miracle plans to reach out to principals at the feeder elementary schools this coming week.
- V. Treasurer update (Courtney)
  - a. 2019-20 budget update - \$17k expense in January and February, primarily for math and science resources, professional development and clubs expenses.
  - b. Cash on hand: \$23,439. Anticipating spring professional development, \$12,400 was sent to school account but not yet spent. Need to confirm status of those anticipated expenses as conferences were cancelled.
  - c. Discussion about the status of field trip refunds. Ms. Eldredge to contact Ms. Allgood to find out status of field trip refunds from vendors.
- VI. School supplies (Kiley)
  - a. Classroom Central rosters are ready for 2020-21 school supply orders. Cost is \$37.72 per student kit. Classroom kits will be \$42.75.
- VII. Staff support (Lynne)
  - a. Discussion on recognition of teachers who spent extra time in student activities with no stipends.
  - b. Discussion about virtual staff appreciation. Original week was May 4. Jenn and Lynne to connect on proposal.
- VIII. President's update (Lindsay)



- a. Preparing overview of how Empowering Extraordinary funds have been used.
  - b. Outstanding work order remains for blinds. Speaker repair has been completed.
- IX. Closing/upcoming events – 5 min.
- a. April upcoming events
    - 9-17 – Spring Break
  - b. May upcoming events
    - 18 – General PTO Meeting, Board vote, 5:30 – 6:00 pm
    - 25 – Memorial Day Holiday
    - 29 – PTO Board of Director’s Meeting, 10:00 am
  - c. June upcoming events
    - 5 – 2019-20 and 2020-21 PTO Board of Director’s Meeting, 10:00 am