



Sedgefield Middle School 2020-21 PTO Board Minutes

July 28, 2020 8:30 am – 10:00 am

Zoom Meeting ID: 875 031 4805

- I. Welcome and minutes vote (Jenn)
 - a. Minutes Vote—Minutes from June 2020 meeting approved.
 - b. Code of Ethics—Jenn will send out Code of Ethics via email. Board members should respond to Jenn by typing the appropriate statement and your name.
 - c. PTO Bylaws Review—Board members should review bylaws and ensure their area of influence is up to date.

- II. Introductions (Group)

- III. Principal update (Ms. Miracle)
 - a. Great feedback from remote information sessions. 54,000 CMS students signed up for remote academy. SMS will learn school specific remote academy learning numbers later this week.
 - b. Consistency with SMS teacher relationships is a priority.
 - c. Campus closed until at least August 6, 2020.
 - d. Working on building out teacher workday and planning out orientation days for students. SMS Administration is working on a slideshow so all incoming 6th graders will “meet” all 6th grade teachers.
 - e. We anticipate students to learn teacher placement and orientation dates via PowerSchool the first week of August.
 - f. SMS Administration is calling Spanish-speaking families to ensure there is universal understanding of CMS/SMS plans for this school year.
 - g. Tentative daily schedule 8:15-12:15 with regular block schedule. Parent update to be released the last week of July. Drive-through schedule (supply pick-up) will be released in the coming week.
 - h. Teachers have participated in training specifically around creative ways to engage students on new learning platforms as well as social events.

- IV. Nominating and Board update/committee transitions (Jenn)
 - a. Vote of new Board member—New member, Pam Blake, approved to join the Board.
 - b. VP and Committee Chair communications—Unlikely to have face-to-face family events through the end of the 2020 calendar year. Virtual events should be considered by committee chairs in lieu of traditional SMS gatherings. Tentative event calendar is in production.
 - c. Potential virtual events: Bingo, dance off, art night, tie dye kits, movie kits, Door Dash night.

- V. PTO Calendar Review (Jenn)

- VI. Empowering Extraordinary (Jenn)
 - a. Corporate Giving assistance
 - b. Family Giving planning will begin in September.
 - c. PTO mailing is currently at the printer. Includes summer reading information, service activity information, and corporate giving for Empowering Extraordinary.



- VII. Treasurer update (Jenny)
 - a. 2020-21 draft budget update
 - b. Covid Support Spending (Jenn)
 - i. Funds spent – SMS account (~\$14-15K)--Please see PTO Reallocation document created by Ms. Allgood and Ms. Miracle.
 - ii. Funds to spend – PTO account – vote for budget reallocations (~\$20K)
 - 1. Back to School Leadership Breakfast and Lunch—Leadership Retreat Day. Individually packaged breakfast and lunch for 13 SMS leaders. Board voted to reallocate \$370 to support this opportunity.
 - 2. Supplies—Board voted to move \$330 from scholarship fund (to add to \$1000 community partner donation) in order to provide supplies for remote learning). Board members are asked for their assistance putting supply kits together.
 - 3. Summer mailing—Assuming cost will be \$700-800. Board voted to reallocate \$1000 for printing and postage for summer mailing. Summer mailing will be added as a budget line item going forward.
- VIII. Communications (Ann Miller/M.C.)
 - a. Upcoming Communications
 - b. Website updates – SMS and PTO
 - c. 6th grade transition – Zoom, virtual tour, orientation, schedules—Video will be made as if the 6th graders are arriving at school. Will be released on August 6th. August 11th, 6th grade Zoom panel with students and teachers. More details on orientation schedule will be released the first week of August.
 - d. Potential opportunity for a 6th grade parent coffee.
 - e. Potential opportunity for a grade level parent representative.
 - f. 6th grade orientation planning
- IX. President's update (Jenn)
 - a. Document upload – Google Drive
 - b. Dilworth Community Association book drive—gifted 160 new novels to SMS.
 - c. School supply support—previously covered
- X. Upcoming events (Group)
 - a. PTO Mailing
 - b. Supply organization
 - c. Important dates from Mrs. Miracle—All important dates will be sent via Parent Square.
 - d. Executive Board meetings – last Tuesday of the month 8:30am-10:00am
- XI. Additional Business
 - a. Lindsay Jones has volunteered to spruce up welcome pots.
 - b. Parents have questions about co-teaching. Students need to be put with co-teachers to ensure teaching continuity with a virtual/in-person schedule when CMS moves to full-time Plan B. Ms. Miracle will pull together a summary of the rationale behind this strategy.
 - c. Mrs. Miracle—828-226-1712 Please call with any questions.