

Sedgefield Middle School PTO
PTO Board Meeting
1:00 PM August 8, 2022

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Location: <https://us04web.zoom.us/j/9705339593?pwd=ODk5Wlo3aGFReW8rSIROTxBwNFNpQT09>

Meeting ID: 970 533 9593

Passcode: Laura

Participants: Molly Bilderback, Susan Holloway, Ann Lambiotte, Ann-Miller Mattocks, Meredith Murchison, Laura Murdock, Cara Pearsall, MC Phillips

Documents: Agenda, budget

Agenda

I. Back to School Update

- a. Aug 15: 6th grade orientation – volunteers, logistics
 - i. Monday, Aug 15th at 9 a.m. (approximately 3 hours long).
 - ii. 50 students have signed up.
 - iii. Plans – games, activities, parent session.
 - iv. Will have PTO representation (Co-Pres with 2 board members to help).
- b. Aug 17: Back to School staff luncheon – headcount, logistics
 - i. Luncheon is confirmed for the Media Center at 11:30 a.m.
 - ii. The staff loves Taco Mama.
 - iii. Will likely need a buffet due to numbers.
 - iv. Taco Mama for 76 people is doable with the budget; however, 100 would put us approximately \$300 over budget. Considering Jimmy Johns as another option.
 - v. Need 6 gluten free meals.
 - vi. PTO has blue table cloths. Ann has white plastic table cloths to donate.
- c. Aug 20: Grounds Day – equipment/supplies
 - i. Dr. Tornfelt is taking the lead on this.
 - ii. Requested volunteers to drop off coffee and donuts (Ann might be able to).
 - iii. Will reach out to community partners for truck request to transport tools.
- d. Aug 24: Open House – volunteers
 - i. We currently have at least 1 PTO board member signed up for each time slot to volunteer at the PTO booth.
 - ii. If PTO collects parent emails to be signed up for the Spartan Express, make sure to put list in parent room.
 - iii. Put a clipboard out to collect emails.
- e. Back to School teacher gift cards – headcount
 - i. PTO will be hand delivering \$20 Amazon gift cards to teachers at Open House.
 - ii. Will try to order them with a message attached from PTO.

II. Budget

- a. Firm preliminary budget
 - i. The school has additional Title 1 dollars that can cover expenses that were originally budgeted for PTO.

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- ii. The Empowering Extraordinary corporate sponsorship deadline is at the end of August.
- iii. PTO will have an even better idea of the budget in September.
- iv. Plan to approve the budget in October.

III. Empowering Extraordinary

- a. The campaign kicked off well.
 - i. PTO has already raised \$16,500 with corporate sponsorships.
- b. There will be a corporate sponsor event on August 30th at Mere's (Park Road). Mrs. Miracle will be present.
- c. Some corporate sponsors have made donations via Cheddar Up.

IV. Spirit Wear

- a. Freeman Screenprinters is working with PTO to put together a web store with plans to go active the first 2 weeks of school.
- b. PTO members agree to not fundraise with store items at the start of the school year but are open to revisiting this around the holidays if there are gaps in the budget that need filled.

V. Next Steps

- a. First official PTO board meeting will be Sept. 7th
 - i. Primary focus will be to discuss the budget.
 - ii. Co-Presidents will set up individual meetings with a few board members in the meantime.