



# SEDGEFIELD MIDDLE SCHOOL

## PTO BOARD MEETING AGENDA

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October 13, 2022 | 12:00-2:00 | In-person Meeting

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### Meeting Participants

Molly Bilderback, Pam Blake, Susan Holloway Lindsay Jones, Ann Lambiotte, Latoya McCants, Sheena Miracle, Meredith Murchison, Laura Murdock, Cara Pearsall, Evonne Peterson

### Meeting Facilitators

Meredith Murchison and Laura Murdock, Co-Presidents

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### Welcome and Agenda Review

Laura Murdock, Co-President

### Roll Call

Laura Murdock, Co-President

### Approval of September 7, 2022 Meeting Minutes

Molly Bilderback, Secretary

- Minutes were unanimously approved by the meeting participants listed above.

### Principal Update

Sheena Miracle, Principal

- Current enrollment is at 506 students.
- SMS will keep leveling in place.
- Attendance incentive “AttenDance” went great and seemed to help with student attendance.
- CMS Panorama Survey – delayed by district to allow time for families to opt out if desired.
- Academic update:
  - Lisa Pagano, CMS District Lead for AIG and TD students, has been to SMS to support teachers and students.
  - Dottie Rose Foundation will provide the opportunity for SMS 8<sup>th</sup> grade females to do academic exploration (partnering with Lowes and Lending Tree). The Foundation will put on an SMS female night similar to March Madness.
  - Teachers are doing a magnificent job!
  - New performance and EVAAS data
    - Science is our sore spot – hard growth area. For example, some students had to score an almost perfect 99 to meet growth and scored a 95 (which is still incredible).
      - Administration has confidence in the new 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> grade science teachers.
    - Administration received positive parent feedback after data was shared.
  - Spartan Time is graded and a time for students to receive support.
  - Discipline is down – positive behavior recognition incentive on 10/14/22 during HAC. Will be handing out chips on the way to HAC.
  - There will be an academic incentive/celebration for A/B Honor Roll students and/or students who achieve MAP growth.

### Hoplite Club Update

Sheena Miracle, Principal

Meredith Murchison and Laura Murdock, Co-Presidents

- PTO Co-Presidents proposed a solution where the PTO would retain Hoplite funds, in lieu of Hoplite having a mature infrastructure to provide that level of detailed reporting.
- PTO would like a Hoplite representative to attend PTO meetings to provide roundtable updates.
- PTO Co-Presidents, Chris Moeller (Hoplite representative), and SMS Administration will meet the week of 10/17 to collaborate on processes and procedures.
- Schools tend to have non-parent leaders for booster clubs to eliminate athletic biases and these roles are usually 3-5 year commitments.
- Operating procedures should allow only current Hoplite leaders to be listed on the bank account.
- PTO and Hoplite should have synergies – using same vendors, fundraising, etc.

## **Final Budget Review and Vote to Approve**

Meredith Murchison, Co-President

Cara Pearsall, Treasurer

- The budget was increased for math (\$1500), science (\$1750), and social studies (\$1250) to support the great things that are happening in these areas.
- PTO will vote on the final budget at the general PTO meeting on 10/25/22.
- Empowering Extraordinary raised a total of \$106,923 plus additional funds still coming in (\$6,000 in corporate matching and \$10,000 from a community donation).
  - \$50,173 in personal and matched donations.
  - \$56,750 in corporate sponsorships.
- Total income is \$111, 567.45.
- Income will cover operating expenses (approximately \$79,000) plus Hoplite, plus capital expenses.
- Hoplite will receive about \$15,500.
- Approximately \$13,000 overage from budgeted items plus \$16,000 still coming in from Empowering Extraordinary that PTO will put toward capital expenses (possibly items such as sunshade, curtain for cafeteria, lighting for sensory room).
- PTO board member participants, listed above, voted on and approved the budget unanimously.

## **PTO General Business**

Laura Murdock, Co-President

- Thank you notes from Ella Jones (Eagle Scouts project to improve Drama Department Room) and Ms. Peterson (canvases and easels).
- Nominating Committee update – Committee to select 2023-2024 PTO Co-Presidents will be Molly Bilderback, Keely Edwards, and Teresa McCreary. A few additional committee members will be added. Would like to select nominees by December to be voted on and approved by January.
- Spartan Express – please send along blurbs copy ready (with clip art and links included).

## **VP/Committee Round Table Updates**

- Empowering Extraordinary – Meredith Murchison, Co-President
  - An amazing 150 community members donated (including corporate, staff, parents, family members, and neighbors)!
- Prospective Parents – Susan Holloway, VP Communications
  - First Open House
    - November 16<sup>th</sup> at 6:00 PM
    - Yard signs are ready and marketing has begun.
    - Communication to 5<sup>th</sup> grade feeder schools will go out Monday in English and Spanish.
    - Committee would like board members and student representatives there.
    - Tours will take place with board members and student representatives included on each tour.
  - Prospective Parent tours will be weekly on Tuesdays at 8:30 AM (limited to 6 people per tour).
    - The first tour is this week.
    - Committee will send the tour document for board members to review.
    - Plan to send a thank you note to parents/families that tour.
  - Open Houses will include morning, evening, and parent coffee options.
    - Committee is being strategic with sign placement to market events.

- Suggestion to add signage uptown. Possibly hang fliers in mailbox areas in uptown apartments.
  - Will decorate gold man, “Hugh”, at corner of Queens and Providence to market events.
- Family Engagement – Pam Blake, VP Family Engagement
  - Fall Festival, Friday 10/21/22 from 4-6 PM
    - Will need an officer from 3:30-6:30 PM.
    - Would like to have the mascot there (will ask Sam Contrera).
    - Food trucks (would like 1 savory and 1 dessert)
    - Save the date posters will go up tomorrow.
    - Plan to have coaches speak and athletic teams recognized.
    - Already have a bunch of volunteers for event but would like SignUp Genius to request 20 cakes and 200 nut-free goodie bags.
    - PTO suggestion to have Student Council volunteers and art students to help with face painting.
    - Johnson and Wales is donating 15 dozen cookies and 15 breakfast pastry boxes.
    - Cara will get a cash request form to Pam.
    - DJ – confirm time of 4-6 PM.
  - Charlotte Hornets reached out to PTO about a Spirit Night for SMS families.
- Staff Support – Ann Lambiotte, VP Staff Support
  - First Woo-Hoo cart went great.
  - Ms. Eldridge will reach out to Coke for donations.
    - Can order 1 time in Fall and 1 time in Spring
  - Teachers loved the boxed lunches from Something Classic and Mama Ricotta’s (teachers were able to pre-order what they wanted).
- Volunteers/Clubs – Lindsay Jones, Member at Large
  - Volunteer interest survey was sent out over the summer.
    - Divided volunteers up based on committee interests.
    - Missing Athletic Banquet volunteers and need a parent volunteer to help with Student Council. Meredith will reach out to a parent she knows to see if she’s interested in being a Student Council Liason.
  - Clubs are in good shape.
  - Dr. Tornfelt’s To Do Task List – Chrissy Brown is leading this and it will be every Wednesday from 9 AM-12 PM.
  - Grounds Day will likely be 11/5/22.
  - Hoplite support for Fall sports.
- InReach – Latoya McCants, Member at Large
  - There is an InReach box by the front door for collections.
  - Committee is working on cleaning the InReach room and sorting the clothes to make sure they’re middle school appropriate.
  - Committee would like to make the room feel like a boutique with racks and clothes hanging up.
  - Sporty Odie donated 10 bags of hats and coats.
  - Sneaker Ball idea to get sneaker donations.
  - PTO suggestions for school community support:
    - Understanding the sizes and items needed (in the past SMS InReach has also provided items for SMS family members).
    - Amazon wish list - possibly around Thanksgiving
    - See if Myers Park Methodist volunteers would help wash and fold/hang clothing items.

## Calendar Review

Meredith Murchison, Co-President

- October 14 - Behavior Recognition (In-school event)
- October 18 - Arts Night (6:00 PM) – **CHANGE THIS TO 5:00 PM**
- October 21 - Fall Festival (4:00-6:00 PM)
- October 25 - PTO General Meeting via Zoom (6:00 PM)
- **October 26 - Early Release Day**
- **October 28 - First Quarter Ends**

- **October 31 - No School - Teacher Workday**
- November 4 - A/B Honor Roll Recognition (In-school event)
- **November 8 - No School - Teacher Workday**

## **Next Steps and Adjournment**

Laura Murdock, Co-President

- Next Meeting – November 10, 2022, 12:00-2:00 PM
  - PTO Co-Presidents, Chris Moeller (Hoplite representative), and SMS Administration meeting the week of 10/17 to collaborate on processes and procedures.
  - Arts Night needs to be updated to 5-7 PM.
  - Confirm Fall Festival DJ time of 4-6 PM.
  - Cash request form to Pam for Fall Festival.
  - Vote on final budget at general PTO meeting on 10/25/22.
  - Board Member to attend Open House November 16<sup>th</sup> at 6:00 PM.
  - Prospective Parent Committee will send the tour document for board members to review.
  - Ms. Eldridge will reach out to Coke for Fall donations.
  - Meredith to contact parent about Student Council Liason roll.
  - Confirm Grounds Day.
  - Donations for InReach Room.
  - InReach Amazon Wish List for Thanksgiving time-frame.