Sedgefield Middle School



PTO Board Meeting Agenda

May 11, 2023 | 12:00-2:00 | In-person Meeting

**Meeting Invitees**

Molly Bilderback, Pam Blake, Lindsay Jones, Ann Lambiotte, Ann-Miller Mattocks, Sheena Miracle, Meredith Murchison, Laura Murdock, Cara Pearsall, Evonne Peterson, M.C. Phillips   
  
**Meeting Facilitators**

Meredith Murchison and Laura Murdock, Co-Presidents

**Welcome and Agenda Review**

Laura Murdock, Co-President

**Approval of April 20, 2023 Meeting Minutes**

Molly Bilderback, Secretary

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

**Principal Update**

Sheena Miracle, Principal

* There are 20 days of school left.
* The last MAP test for the year has occurred.
  + Results show more green (indicates readiness) than before.
  + Staff is aware of what needs to be reviewed before EOGs.
  + An Incentive with Kona Ice and powder puff football will be provided for students who showed effort on their EOGs.
* Staffing
* 2 Math positions are available for next year.
* 8th Grade graduation plans are in place.
  + Table cloths are washed and are in the parent room.
  + Going to open up the doors a little earlier this year.
  + Scanners will be there for safety.
  + The sound system will need to be fixed prior to graduation. The quote will be sent to PTO.
  + Dividers for the cafetorium should arrive in time for graduation.
  + Ms. Oberlin will be the guest speaker.
* SMS is grandfathered as Title 1 for an additional year for 2023-2024. This means SMS will receive Title 1 funding again next year. Title 1 also includes:
  + Technology support
  + Free lunch and free breakfast is part for all students
  + Community and Schools

**South School Relief Update**

Meredith Murchison and Laura Murdock, Co-Presidents

* There will be a work group meeting on Monday at 5:00 PM to roll out Draft 3.
* SMS has partnered with the AG team and have met with 6 school board members.
  + Board members have been receptive to feedback.
* There has been mention of SMS keeping Eastover and gaining part of Pinewood.

**Budget and Capital Expense Update**

Meredith Murchison, Co-President

Cara Pearsall, Treasurer

* Monthly Budget Review
  + Wrapping up the year and have funds to spend but don’t want any surprises.
    - Please submit all expenses ASAP.
* What have we spent to date and let’s work to apply extra to capital investments.
* Capital Expenses approximately $14,000 remaining to likely be invested in the following:
  + Promethium board and cafetorium dividers are new expenses that are posting.
  + Additional sunshade
  + Backdrop for dances and events (photo ops)
  + Walkies for staff
* Athletics
  + Is there a policy for having someone medically trained to help with athletics?
    - The coaches, Athletic Director and Admin have CPR and first aid training.
    - Coaches also have first aid kits on hand.
* PTO suggestion to have a team manager that would always have the first aid kit (that’s sport specific) and also work the scoreboard.
  + Ask Mr. Tatum where a team manager would be helpful.

**PTO General Business**

Laura Murdock, Co-President

* Please turn in all expense reimbursement requests ASAP.
* Update Roles and Responsibilities documents by Friday, May 26.
* Please set up current board member transition meetings with incoming board members.
* June 7th will be SMS’s Kona Ice incentive celebration.
* PTO suggestion to have some summer events for rising 6th graders.
* Calendar:
  + May 15 - Myers Park High School Dream Team Pep Rally for 8th Grade (7:45-8:30 AM)
  + May 19 - Rising 6th Grade Pep Rally (10:00 AM)
  + May 23 - PTO General Meeting via Zoom (6:00 PM)
    - Change to 9:00 AM
  + May 25 - Reading EOG
  + May 29 - No School – Memorial Day Holiday
  + May 31 - Math EOG and Math 1 EOC

**VP/Committee Round Table Updates**

Meredith Murchison, Co-President

* Prospective Parents – Susan Holloway, VP Communications
  + Liz Waller and Alison Hackney have will co-chair Prospective Families for 2023-24.
  + We are all set for the Rising 6th Grade Pep Rally on Friday May 19th. Many thanks to those who have offered to volunteer. Volunteers needs to arrive at SMS by 9:30 AM.
  + Susan will follow up via email and phone calls with Elementary School feeders, volunteers, and Dr. T on Monday, May 15th.
  + SMS wrist bands have been ordered and will be delivered by 5/12 to use as give aways to the 5th graders. Susan will email Cara Pearsall the reimbursement form and confirm the final remaining budget for Prospective Families on Monday.
* Family Engagement – Pam Blake, VP Family Engagement
* The dance was a huge success with 107 students in attendance.
* Received $850 in donations.
* VP suggestion to keep the budget at $1,000 moving forward.
* Made approximately $900 and which will be utilized as something special for 8th grade.
* Natasha Scrivener will chair the dance next year.
* Staff Support – Ann Lambiotte, VP Staff Support
  + Breakfast went well and PTO is providing a Taco Mama lunch tomorrow.
  + VP suggestion for moving forward is to have an additional volunteer to help the day of events to assist.
  + Woohoo leftovers can be used for other events/activities as needed.
  + Meg Perry will do the Woohoo cart next year.
* InReach – Latoya McCants, Member at Large
  + No updates
* Volunteers and Clubs – Lindsay Jones, Member at Large
  + The athletic banquet went really well and was even better than last year.
  + Wrist bands and no payment at the door was so helpful.
  + There was plenty of food.
  + The event started right at 6:15 PM and was over at 7:55 PM. It was very efficient.
  + Admin doesn’t want coaches to give extra awards next year so all teams give the same awards.
  + Suggestion to hold applause next year until each team is presented as a whole.
  + The speaker was amazing.

**Next Steps and Adjournment**

Meredith Murchison and Laura Murdock, Co-Presidents

* Change reservation time to 12:15 for lunch.
* Dance Recital is May 16th.
* Next General PTO Meeting – May 23, 2023 (6:00 PM, via Zoom). Moved to morning meeting on May 23rd at 9:00 AM.
* Next Board Meeting – June 1, 2023 (11:00 - 12:15 PM, SMS Media Center) with celebration lunch at 12:30 PM at The Waterman.