

Douglass Southall Freeman High School
Regular PTSA Board Meeting
September 12, 2011
DSF Leadership Conference Room

PTSA President, Ann Slough called the meeting to order at 5:01pm.

Present:

President:	Ann Slough
Corresponding Sec.:	LeeAnn Young
Recording Secretary:	Jennifer Hollis
1st VP Membership:	Joan Thornhill
2nd VP FACT:	Cheryl Pacious
3rd VP Freeman Fund.:	Renee Riggs
Treasurer:	Alison Wayland
Baccalaureate:	Liz Siebers
Baccalaureate:	Chad Nystrom
Communications:	Carolyn Luxton
County Council:	Miriam Tice
Cultural Arts:	Louise Mauck
Directory:	Katherine West
Hospitality:	Cathy Carter
Lay Advisory:	Cindy Harper
Legislation:	Ann-Cabell Williams
Signal:	Wendy Daniel
Volunteers:	Suzanne Hendrix
Webmaster:	Carolyn Luxton
Principal	Anne Poates

PTSA President:

Ann Slough welcomed everyone. **Theme of DSF PTSA 2011 - 2012: YEAR OF COMMUNICATION.**
Ann Slough "This is the YEAR OF COMMUNICATION! Please join us! Get involved."

Introductions made.

Counselors Report: Jennifer Crowder reported:

- Counselors are working hard to finalize class schedules with as little changing as possible.
- Per Ms. Poates – there are 1697 students as of this day
- Mrs. Crowder and the other counselors will begin to visit Senior English classes to review the Senior Handbook. Then they will visit the Junior English classes, Sophomore English classes and finally Freshman English classes.
- A program for senior parents will be scheduled shortly – "I'm the parent of a senior, now what?"
- There is a different process for requesting college transcripts this year. Beth Metcalf is spearheading college transfer requests, changes, etc. Each senior will have a folder that will be kept in the Counselors Office. There will be a LOG in each folder with all transcript requests, deadlines, recommendations, student assessment forms, etc. This is so that everything is in one place. The folder will not leave the office although students and parents will have access to it.

- Other changes are that the cost of Transcripts (after the first 2) will go up from \$3 to \$5; the first 2 transcripts will still be free.
 - Beth Metcalf is also spearheading putting all of the scholarship information on School Space.
 - Through School Space there will be a place for secondary school reports for common applications (that are forgotten many times).
 - Janet Andrews is the new GRASP Representative for Financial Aid.
 - Class Rank – preliminary run has taken place; final run will be this week; no distribution date set yet.
- Ann Cabel Williams praised Mrs. Crowder and others for a great Fee Night; schedule changes and fee payments were quick and efficient.
 - Last Year’s Senior Handbook is still up on the website. The current handbook is being revamped. Once the counselors meet with the seniors, the new handbook will be put on the website.

Important Dates:

9/19/11	Back to School Night
10/12/11	PSAT Day (This year Henrico County is paying for BOTH Juniors & Sophomores to take PSATs) Senior Convocation Freshman Orientation Program
11/1/11	Countywide College/Career Night at Tucker

Principal’s Report: Anne Poates, Principal, reported:

- Mrs. Poates will send out reminder about Back to School Night.
- “Regarding Fee Night – it was important for 9th graders to go to their Homerooms. We know what we need to fix for next year. There were fewer forms this year.”
-Mrs. Poates explained and asked for help with “Silence Hurts.” This is a program to report any concerns anonymously. Most of the time it is used correctly; the only way someone would be contacted from this is if there is a student safety issue. Mrs. Poates received an e-mail from a freshman parent that expressed concern over ‘Freshman Friday’ and thought students were terrorized & teachers/staff condoned this behavior. Mrs. Poates assured the Board that this is not true. She needs to know about any concerns that parents or students have since the Silence Hurts program is completely anonymous.
- Friday, September 16th is Constitution Day. Freeman will be awarded 5 plaques and they will be dedicated at an assembly on Friday for seniors. This is a big honor. The idea is that the Constitution is a living document, not just something in a museum.
- Reminder that first home game is on Friday at 7pm against Highland Springs.
- Ms. Poates to get Mr. Timeme to update school website. She is also working on a letter for Signals and will forward to Wendy Daniel.
- Ann Slough requested a time to speak to faculty about the New Teachers Fund and Freeman Fund. Ms. Poates suggested 4pm on Wed, 9/14/11.

Treasurer’s Report: Alison Wayland reported:

- Expressed her opinion that the PTA spends the money that is collected each year during that year. Many others agreed.
- Budget distributed and discussed.
- Audit presented.
- Liz Seibers requested an increase in the budget to \$1000.00 for Baccalaureate.
- Chris Skinner (speaker) was brought up and there was discussion about whether it is worth spending \$2600.00 when just one class will benefit from his presentation.

BE IT RESOLVED THAT:

MOTION 1 (See Motion 1): Renee Riggs, 3RD VP of Freeman Fund, moved to change the New Teacher Fund to Teacher Appreciation Fund.

Second: Cathy Carter, Hospitality Chairman, seconded Motion.

Motion Carried.

BE IT RESOLVED THAT:

MOTION 2 (See Motion 2): Ann Cabel-Williams moved to transfer money from Savings to Checking to show a balanced budget.

Second: Suzanne Hendrix, Volunteers Co-Chair, seconded Motion.

Motion Carried.

BE IT RESOLVED THAT:

MOTION 3 (See Motion 3): Carolyn Luxton moved to approve the budget as corrected.

Second: Cathy Carter, Hospitality Co-Chair, seconded Motion.

Motion Carried.

President's Report: Ann Slough, reported:

- See attached report.
- Ann distributed instructional notebooks to everyone.
- Ann reviewed thank you from science department and letter from Byrd about \$500.00 scholarship recipient.
- Membership is around 1100.
- Ann asked if anyone was interested in attending the VA. PTA State Convention and asked how many we should send.

BE IT RESOLVED THAT:

MOTION 4 (See Motion 4):

Suzanne Hendrix, Volunteers Co-Chair, moved to send 2 delegates to the VA PTA Convention.

Second: Cathy Carter, Hospitality Co-Chair.

Motion Carried.

- Ann would like to include any students and/or student organizations in the PTSA. Lauren ** expressed an interest at Fee Night.
- PTA dues have gone up; we only make \$1.75 per member.
- Currently there is no Chairman for the After Graduation Party. If there is no Chairman by 10/1/11, then the committee chairs will form an Executive Committee.

Membership Report:

Somehow even with the Hurricane, forms got done and Fee Night was successful.

Programs Report: Cheryl Pacious reported:

- Cheryl Pacious explained Rachel's Challenge and introduced Miss Ms. Hunnicutt as the staff contact.
- See Attached Report: *"Rachel's Challenge is coming to Freeman October 27!"*
- 10/27/11 – Evening Program for Rachel's Challenge for parents and community.
- 2 FACT DATES:
- 10/12/11 – Jim Astrove, Director of Technology at St. Catherine's School, "Teens, Technology & Tethering: How to Navigate in Cyber Space with Your Child" at 9AM in DSF Teachers Lounge
- 11/16/11 – Denise Miller from Commonwealth Parenting – "How to Keep Your Teen Alcohol and Drug Free."
- Cheryl looking for suggestion for any programs.

Freeman Fund: Renee Riggs reported:

- Renee Riggs to speak briefly at Back to School Night and basically say if you haven't already done so, please donate to the Freeman Fund.

Baccalaureate: Liz Seibers reported:

- Liz Seibers informed us that Mr. Mey will be the Senior Administrator.
- It was suggested that Parent Night for seniors is a good vehicle to get Baccalaureate information to parents. Perhaps a past-senior parent could speak to current senior parents about what to expect, etc.
- Baccalaureate is the night before Graduation (which will most likely be June 12, 13 or 14).

Webmaster: Carolyn Luxton reported:

- New website is up & running.
- We still need to capture e-mail addresses. This year we should be able to send out e-mails by grade-level. There is the ability to do a lot with the website (get volunteer lists, etc.)
- E-mail information to be put in Signals.
- Request to Ms. Poates to have teachers make an announcement in homerooms about collecting e-mails. Also, make an announcement at Back to School Night about capturing e-mails.

County Council: Miriam Tice reported:

- 3 items to vote on for the VA PTA; ballots will be passed out on the other side of the Budget at Back to School Night and will be due back by 10/1/11.

Reflections: Louise Mauck reported:

- Theme is *DIVERSITY IS...*
- Forms are on website; 10/21/11 is the cut-off date for entries and all dept. heads have been notified.
- Please let Louise Mauck know if you have a suggestions for judges.

Directory: Kathryn West reported:

- Mary Kay Jarrett and Kathryn West have begun to enter student data for directory; no issues to report.

Signal: Wendy Daniel reported:

- 1st newsletter will be in-print. Volunteers will be needed to put labels on the first newsletters. Wendy will send out an e-mail requesting volunteers. Wendy to contact Barb Phillips to reserve office conference room; Suzi prints labels; Wendy anticipates labels to be ready 9/23/11. It should only take about an hour to put the labels on the Signals if there are enough volunteers.
- Once the Signal goes to the printer, it will be posted on the website.
- \$10 subscription (information in newsletter).

Next DSF PTSA Meeting scheduled for October 3, 2011.

Meeting adjourned at 6:25pm by Ann Slough, PTSA President.

Respectfully submitted,

Jennifer Hollis

DSF PTSA Recording Secretary