

**Poolesville High School PTSA  
General Meeting Minutes  
Tuesday, March 19, 2024  
Meeting held virtually via Zoom Video Conference  
Presiding Officer Andrea Stokes, PTSA President**

1. The meeting was called to order at 7:03 by presiding officer Andrea Stokes, PTSA President. A notice was given that the session is being recorded for posting on PTSA website and an alert appeared the Zoom application. Ms. Stokes asked that the members list their names in chat box. Those names appear as "Exhibit A." The agenda and February meeting minutes were pasted as both files and links in the chat.

Ms. Stokes confirmed we had enough members for quorum.

2. PHS Principal's Update and Q&A - Mr. Carothers.  
Students will not have school on Friday, March 22, 2024 or Tuesday, April 2, 2024. This will give teachers a day to pack up their current classrooms and then to unpack in their new rooms. The first day back for students will be Wednesday, April 3, 2024.

Room numbers for the new building will be shared with students through synergy and teachers will share room numbers in class.

The weekly Sunday message will include a map that will only be accessible for students to use and they will need to log in through an MCPS domain. For security reasons, the map will not be publicly accessible or shared.

The new building does not have a cafeteria so all food will be distributed in the main ISP Hub.

There are two bathrooms that are gender inclusive. This is a general area with communal sinks but there are individual locked and private stalls. There are also gender specific bathrooms but they do not contain the same amount of privacy per stall.

Student and parent drop off will be the same. There is no parking in the south lot. Parents need to give extra time for drop off. Students should not be dropped off on Wooten Ave or Willard. It is a safety hazard and there is no access.

Counselors will be available to help students but will focus on students with special needs who may feel overwhelmed in the new building.

Although there is no cafeteria or media center in the new building, there are other gathering and eating spaces. Phase 2 will see those spaces re-done and re-opened. Food will be distributed near the main student entrance but students will be able to eat throughout the building.

All hubs, magnet meeting areas, are all available to all students.

Some classrooms may have temporary furniture. Class rooms will not be disrupted with any final work and no work is expected in the new building or other occupied spaces.

- a. A modified schedule is available at the following link (lunch is not going to be shortened)

- i. April 3 Schedule:

[https://docs.google.com/document/d/1F8WBKny\\_NKot1ghGnKp91YoBNUFMNZ0tJ1R224bZzks/edit?usp=sharing](https://docs.google.com/document/d/1F8WBKny_NKot1ghGnKp91YoBNUFMNZ0tJ1R224bZzks/edit?usp=sharing)

- ii. Student Support Resources: [https://docs.google.com/document/d/1XfhIkTt8DMJnUKv27Nfb-sg8XL8BYkWxWHnUGo4\\_XI0/edit?usp=sharing](https://docs.google.com/document/d/1XfhIkTt8DMJnUKv27Nfb-sg8XL8BYkWxWHnUGo4_XI0/edit?usp=sharing)

ALL LOCKERS MUST BE EMPTY. Students will not be able to access their existing lockers after spring break.

3. PHS Construction Progress from MCPS Project Team – Chris Deraleau, MCPS Project Manager  
Full food service will be at the end of Phase 2, which will be August 2025. Full cafeteria for 2025 -2026 school year.

The AUX (auxiliary) gym will be the gym for the next year. There is a suspended batting cage area that can be lowered to the ground

All final test and inspections and punch list items are happening now. Everything will be moved from old school one week from today. Teachers will unpack on the 2<sup>nd</sup> and Phase 2 will start.

June asbestos abatement will start once students leave the building. Work for the next 14 days is included as "Exhibit B." Ongoing work and Campus Coordination is attached and included as "Exhibit C." Sidewalks will be available for egress and construction will not be impeded by phase 2.

There will be temp locker rooms for people in gym class. From an athletics perspective it has not been determined what area they will use. Student lockers will be near the hubs and will be available by request.

Phase 2 will include keeping approximately 35% of the old building. That 35% is primarily the auditorium.

4. Presentation on AP Exams – Mr. McKenna

AP Testing is coming up. There were practice AP exams today. A presentation will be given to students closer to the exam. Students need to arrive 25 to 30 minutes early. No late admissions. Bring #2 pencils, blue / black pens, approved calculator, water bottles snacks. Wear layers. No phones allowed in testing room. No shows are charged a fee. If a student is sick the day of the exam, contact Ms. Brooks.

After spring break, students should check their AP schedule through the MyAP app. Can also google AP Exam 2024. If there is any schedule issue, contact Ms. Brooks or Mr. McKenna. Most test for PHS will be at the Poolesville Baptist Church. PHS space, including new AUX gym will be used as necessary. Generally, tests will be at the church across the street. Typically need to show up before 7:30 or at 11:30. Students must bring AP Exam labels and a valid student ID or other valid identification. AP Classroom is available for students to do practice work.

5. PTSA General Business:

a. President's Report –

i. **Celebrate Students and Staff on April 3** – We want to CELEBRATE the opening of the new high school and to thank our students and staff for their resilience throughout the construction process! We will be serving donuts on April 3 and we need volunteers to help serve. Volunteers should be at the school at 6:45 am on April 3. We are also inviting the community for a Clap-In as students and staff arrive for the school day. Please join us!

1. **Volunteers should park across the street at the church.**

ii. **We need nominees!** – Open PTSA positions for 2024-25 School Year include President, Vice President, and Secretary! If you are interested in becoming a nominee for one of these positions, please email the PTSA at: [ptsapoolesvillehs@gmail.com](mailto:ptsapoolesvillehs@gmail.com) and we will forward your interest to the Nominating Committee.

iii. **April 16<sup>th</sup> Open House at PHS** – Our April 16<sup>th</sup> PTSA General Meeting will be held IN PERSON as an Open House at our new high school! We will conduct the PTSA meeting first, followed by a tour of the new high school. **This will be the first opportunity parents will have to see the new classrooms and spaces. We hope you will join us!**

b. PTSA Committee Updates:

- i. **Reflections Arts Committee**—The results are in! Arts submissions for four PHS students were recognized by the Maryland state-level PTA, the Free State PTA! Three students with the Outstanding Interpretation award have advanced to the National PTA competition!

Daniela Martinez - Poolesville HS - Dance Choreography - Outstanding Interpretation  
Vittal Rajagopalan - Poolesville HS - Film Production - Outstanding Interpretation  
Emma Zou - Poolesville HS - Music Composition - Outstanding Interpretation  
Jillian Dove - Poolesville HS - Music Composition - Award of Merit

- ii. **Hospitality Committee**— Thank you to everyone who donated to the March Staff Appreciation event!
- iii. **Fundraising** – Our Spring fundraising will focus on raising funds for the Post Prom Party. This is the PTSA largest fundraising effort, and we have corporate/business sponsorships available! Our \$20.24 donation campaign is also ongoing. Please consider donating \$20.24 via the PTSA Store, where we have also posted our wishlist for prize donations for the many prizes that will be given away at the event. Thank you in advance for your support!

6. Vote to approve February 2024 PTSA Meeting Minutes – Audra Dove made a motion to approve and Amy Wang seconded the motion. A vote was called and the meeting minutes were approved unanimously.
7. Meeting Wrap-up – Thank you for attending.

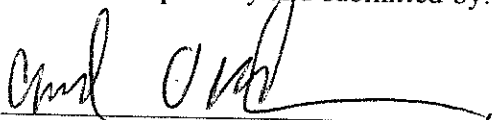
**The next PTSA General Meeting will be held at PHS on Tuesday, April 16 @ 7 pm.**

Minutes:

Approved as presented: Date: 4/16/2024

Approved as corrected: Date: \_\_\_\_\_

Minutes compiled by and submitted by:

 PTSA Secretary  
Chad Older, Secretary, Poolesville High School PTSA

**Exhibit A**

**Mark A. Carothers, Principal**

**Kerri Sumlinski**

**Ryan T. Graves, Principal Intern**

**Cailyn Farrell, student**

**Chad Older, PTSA Secretary**

**Seema and Anil Gupta**

**Diane Marie St. George (Gray), Parent**

**Chunying Cai**

**Anne Goldstein**

**Bingchen Du, Parent**

**George(parent) and Brent(student) Korzeniewski**

**Stacy Ross, parent**

**Nan and Demian Gough, parents**

**Chris Deraleau, MCPS Div of Design & Construction, Project Manager**

**Malathi, parent**

**Suseela Kandasamy, parent**

**Ravindra, student**

**Usha, parent**

**Dan McKenna, ASA @ PHS**

Exhibit B

**The Next 14 Days**

- Final tests & inspections
- Punchlist creation & corrections
- Furniture deliveries, assembly and placement
- Moving boxes & belongings from old school
- Moving & setup technology
- Final cleaning
- Unpacking

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Exhibit C

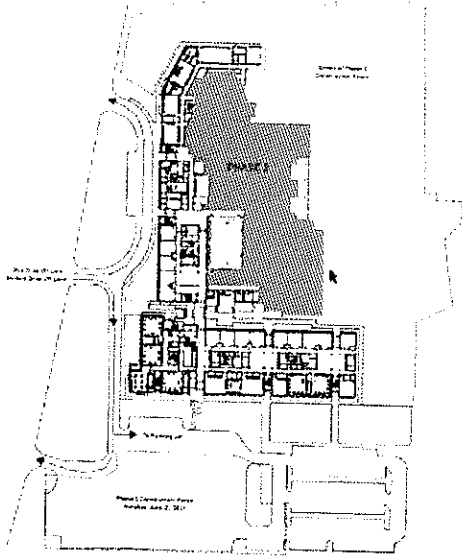
**Looking Ahead to Phase 2**

- Site fencing relocations/adjustments
- Portable classroom removals
- Utility disconnections
- Surplus material removal (DMM)
- Soft demolition – remove doors, mechanical units, light fixtures, ceiling tiles & grid
- June – south parking lot work

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# Campus Coordination



- Construction fence relocates over spring break
- Expanded south lot available for staff & students
- North & east lots closed to construction
- New bus loop/drop off routine
- Partial closure of South lot beginning June 1 (post graduation) for summer