

**Poolesville High School PTSA  
General Meeting Minutes  
Tuesday, September 19, 2023  
Meeting held virtually via Zoom Video Conference.  
Presiding Officer, PTSA President Andrea Stokes**

1. Call to and notice of meeting recording. The meeting was called to order at 7:04 by presiding officer of the PTSA, Andrea Stokes, PTSA President.

Ms. Stokes informed everyone that the meeting was being recorded. Upon starting the recording, notice was also given to attendees through the Zoom Application

2. Quorum and Welcome: Ms. Stokes asked attendees to identify themselves in the chat. The list of self identified attendees is included as "Exhibit A." There was confirmation that Quorum was met .
3. Documents Shared. The minutes from the prior meeting and proposed budget was shared in the chat. The meeting agenda was shared on the screen.

4. PHS Principal's Updates & Q&A - Mr. Ryan Graves, Principal Intern

Mr. Graves introduced himself as the principal intern this year. It has been a good start to the year. Thanks was expressed to the staff appreciation committee. Homecoming will be on October 7<sup>th</sup> at the school. On Wednesday there will be an AP Webinar via zoom at 7:00 pm. Call will be recorded and available later.

MSDE has decided that Health B will now be available online during the summer beginning this summer. SAT and ACT prep is available through Saturday school

Monday October 9<sup>th</sup> there is no school.

5. PHS Construction Progress from MCPS Project Team – Chris Deraleau, MCPS Project Manager. Construction is moving along at a good pace. Brickd and windows are been installed. A lot of the inside drywall is going in and ready for interior finishes.

Ongoing work:

Exterior wall panels/skin, windows, interior spray fireproofing and acoustical, interior HVAC work, plumbing, electrical rough in, interior drywall, interior painting, grading and concrete at future bus loop.

Opening date is Spring break 2024 instead of winter.

- i. Students will change classrooms at spring break but the scheduling is already handled and there is a little wiggle room to make sure there is time to be ready to make the move over spring break

Old space will start being decommissioned after spring break.

Phase 2 will then start and will then determine timeline

About 500% increase in student and staff bathrooms

There will be a new staff lounge and lunchroom

Current plan is to use John Poole MS cafeteria for hot food and then bring over to PHS for distribution. The change to the cafeteria will be Spring Break, phase 2.

There are not as many lockers in the new space. Less than 15% of the lockers are typically used in a school and so new spaces typically do not have lockers. PE and athletics will have lockers.

6. PTSA General Business:

a. President's Report –

- i. Members need to re-join every year.
- ii. Over the summer, two PHS PTSA representatives attended the Free State PTA Convention. This allowed us to learn about Free State PTA progress and initiatives, obtain training, and learn what other PTSA's in Maryland are doing.
- iii. Our 2023-24 Membership Drive is underway! Thank you to all who have renewed their membership for this school year, and we welcome those who are new to the Poolesville High School PTSA. If you are not yet a member, please visit our online store to join the PTSA:  
<https://poolesvillehighschoolptsa.memberhub.com/store>
- iv. We will be at Poolesville day

b. Treasurer's Report –2023-24 PTSA Budget Presentation (Members to vote on the 2023-24 PTSA budget at end of meeting) The budget was pasted into the chat and Andrea Stokes went over the expenses. A copy of the budget is included as Exhibit B

c. PTSA Committees:

- i. **Hospitality Committee/Staff Appreciation** – The PHS staff thanks the PTSA for its generous donations during the in-service week prior to the start of school. The PTSA provided a great luncheon and we appreciate all of the donations of cash and food!
- ii. **Reflections Arts Committee** – Thank you to Kerri Sumlinski who will again coordinate this year's Reflections Arts Competition at PHS. The Reflections Arts Competition is a local, county, state and national competition for student artists in 6 categories: Film Production, Music Composition, Visual Arts, Dance Choreography, Literature, and Photography. The theme this year is "I am hopeful because....". If you have a student artist, please tell them about this program and to start preparing to enter the competition. The PTSA will soon provide all the information and instructions for entering on the PTSA website.
- iii. **Fundraising Committee** – We need a few volunteers to help us coordinate fundraising events throughout the year. If interested, please email us at [ptsapoolesvillehs@gmail.com](mailto:ptsapoolesvillehs@gmail.com).
- iv. **Post Prom Committee** – Prom will be held on May 17, 2024, and the PTSA plans to host the Post-prom Party event again this year. The event is open to Juniors and Seniors. Students do not have to attend the Prom to attend the Post-prom party. We need volunteers to help on this committee. If interested, please email us at [ptsapoolesvillehs@gmail.com](mailto:ptsapoolesvillehs@gmail.com).

d. Vote to approve May 2023 PTSA Meeting Minutes

- i. A motion was made by Amanda Graver to vote. A second was made by Mr. Graves. A vote was held and minutes were unanimously approved.

e. Vote to approve the Poolesville High School PTSA 2023-24 Budget

- i. A motion was made by Amanda Graver to vote. A second was made by Mr. Graves. A vote was held and minutes were unanimously approved.
  - ii. A poll was taken and the budget was approved.
7. Meeting Wrap-up – The next PTSA General Meeting will be held virtually via Zoom on Tuesday, October 17 @ 7 pm. The meeting was adjourned at 8:13.

Minutes:

Approved as presented: Date: October 17, 2023

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

Minutes compiled by and submitted by:

*Chad Older*

Chad Older, Secretary, Poolesville High School PT

Exhibit A

Attendees self identified:

Chris Deraleau, Project Manager, MCPS Division of Design & Construction  
Patty Siri Tarino  
Chad Older, PTSA Secretary  
Nan Gough  
Gray Family  
Lily Gough  
Ryan Graves, Principal Intern  
Chris Rickert  
Dana Estey  
Amelia Gough  
Tugbe T Sulureh  
Kathy Dimmerling  
Fred Lau  
Cailyn Farrell (student), Kay Farrell, Alex Farrell  
David Sulureh - student  
Kareena Gupta  
Cailyn Farrell - Student  
Chunying Cai  
Amanda Graver  
Josie Ogaitis (parent) rep student Allie Webster (not on the call)  
Seema and Anil Gupta  
Audra Dove

Exhibit B

Poolesville High School PTSA FY 2023  
Budget Report

<b>Funds available at beginning of financial year (07/01/2023)</b>			<b>\$17,601.78</b>
Carry Forward bank Balance	Budgeted Income	Budgeted Expenses	Budget Net
<b>Carry Forward bank Balance Totals</b>	<b>\$17,601.78</b>	<b>-</b>	<b>\$17,601.78</b>
Membership	Budgeted Income	Budgeted Expenses	Budget Net
<b>Membership Totals</b>	<b>\$5,000.00</b>	<b>-</b>	<b>\$5,000.00</b>
Fundraising	Budgeted Income	Budgeted Expenses	Budget Net
<b>Fundraising Totals</b>	<b>\$3,800.00</b>	<b>-</b>	<b>\$3,800.00</b>
PTA Admin	Budgeted Income	Budgeted Expenses	Budget Net
<b>PTA Admin Totals</b>	<b>-</b>	<b>(\$4,105.00)</b>	<b>(\$4,105.00)</b>
PTSA Objectives (PTSA programs)	Budgeted Income	Budgeted Expenses	Budget Net
<b>PTSA Objectives (PTSA programs) Totals</b>	<b>-</b>	<b>(\$8,350.00)</b>	<b>(\$8,350.00)</b>
Post Prom	Budgeted Income	Budgeted Expenses	Budget Net
<b>Post Prom Totals</b>	<b>\$13,000.00</b>	<b>(\$14,150.00)</b>	<b>(\$1,150.00)</b>
<b>Grand Totals</b>			
	<b>\$39,401.78</b>	<b>(\$26,605.00)</b>	<b>\$12,796.78</b>
<b>Projected bank balance if on budget</b>			<b>\$30,398.56</b>