

**Douglas S. Freeman High School PTSA  
Board Meeting Minutes  
February 5, 2018  
DSF Leadership Center Conference Room**

**Present:**

Kathleen Mills, President	Shannon Couvillion, Treasurer
Cornelia Corbett, Signal	Mary Neary, Programs
Libby Brown, School Counseling	Andrew Mey, Principal
Lisa Anderson, Recording Secretary	Carolyn Luxton, Webmaster
Betsy Beamer, Hospitality	Susie Hendricks, Programs
Karen Ramey, Legislation	Ellen Gilliam, Landscaping
Shelley Gouldin, Freeman Fund	Jodi Bishop, Membership
Kim McCall, Freeman Fund	Paula Holm, Parliamentarian
Jaime Bargo, Teacher Rep	Alan Crouch, Lay Advisory

The meeting was called to order at 5:33 pm by Kathleen Mills.

**Call to Order**

Quorum certification  
Welcome

**Approval of minutes:** Motion was made to approve the December Minutes, seconded, no discussion, and motion passed.

**School Reports**

**Principal's Report - Mr. Mey**

- Over the last week, school is picking up speed after the snow days. The cancellation of exams was anticipated, and adjustments were made quickly. Approximately 100 students chose to be tested. This was a logistical concern with the administration, but the exams happened in an organized fashion.
- Parking - the meeting about the parking lot has been moved to this week. Emails were sent - the school does not want them to just show up and start working without notice. We'll lose about 50 to 60 spots, but seniors will still be accommodated. Parking will be tight for the spring athletes. When the football field project begins, it should move quickly. We don't want it going into next football season. The contractors promised they would stick to the deadline. We have been given the entire Greenwood Park for spring sports, practices, etc. The baseball field will not be affected.
- Senior Movie - Ferris Bueller's Day Off. Thanks to the parents who showed up to chaperone.
- Last week was a traumatic week - a student was hit by a vehicle. Libbie Brown went to the hospital with the student and parents.
- Black History Month - there will be a movie festival at the end of the day, and speakers during 4th block.
- Coming up next - Spring Break.

**Counseling Report - Libbie Brown**

- This week is National School Counselors Week. There is a trivia contest going on right now about the counselors. We are putting cards in teachers mailboxes.
- Scheduling - Portal opened today for class scheduling. Counselors were in the English classes last week. The portal closes for students next week, but counselors can make adjustments until the last day of school.

- During the month of February, counselors are available on Tuesdays from 4-7 pm. These are 20 minute meetings. Please call Mrs. Noe in the counseling office to set up an appointment.
- Mid-February - mid-year transcripts are available for free through Parchment. Send these to schools who use both the common application and non-common application.
- Last week was the Curriculum Fair and AP Night. However, some changes will be made to AP night next year, due to attendance being down this year.

### **Teacher Rep - Jaime Bargo**

- The teachers are finishing up 2nd Quarter grades.
- Parent/Teacher conferences are Thursday, starting at 4:30 pm. There is an on-line signup.
- Every Sunday, a weekly message (Freeman Forward) is sent out to all staff. Jaime took this over from Mr. Marshall.

### **Programs - Suzie Hendricks, Mary Neary**

- Glenn Close gave a shout out to the Gallagher Foundation. She has family with mental illness.
- College Edge - next week (reschedule from January due to snow). Suzie has a teleconference tomorrow regarding how to pay for college.
- We had anticipated programs with other high schools, but they were cancelled due to weather. We're not sure we'll be invited to other schools, so let her know if we have any ideas about programs for Freeman.
- College Edge is Tuesday, February 13th, at 6:30 pm. Counselors will be available. There will not be a PSAT before the presentation. The College Edge is geared for parents, but students are welcome to attend.

### **Freeman Fund, Kim McCall**

- We're at 100% of the 14K budget. \$2,300 came in from corporate donations and/or matching gifts. A thank you will be in the next Signal.
- We are now getting proposals for funding.
- One wish has been granted - The Spanish department received \$430 for new learning materials.
- A request has been made from the library - a movie site license. Right now we can only show movies in the classrooms that pertain to that class's specific curriculum. There is a one-time fee of \$583 the board will have to approve. This will allow us a larger variety of movies.
- Mr. Mey stated the movies will be stored in the library, and Mrs. Wheeler will be the contact person.
- For example, the Human Rights Club wanted to show a movie; the Step Team wanted to show the movie, Step. This will now be possible. Carolyn Luxton asked who would be monitoring the choice of movies, once we have so many options. Teachers can send a form home with students for approval.
- Kathleen read the answers from the librarian regarding movies being shown outside curriculum, and the site license. We can spend up to the \$583, but we can sell refreshments, and accept donations.
- Motion was made, seconded, and passed to purchase the movie site license.
- Julia and Adam from the Freeman Project submitted a proposal, a copy was handed out, and Kim will also email a copy to the board.

### **Officer's Report**

#### **Treasurer Report: Shannon Couvillion**

- Freeman Fund met budget, plus \$500.
- All Night Grad party is at approximately \$10,000.
- Amazon Smile has been linked to a bank account.
- Baccalaureate has been confirmed at the Hope Church, tech fees are included.

## **Committee Reports**

### **Signal Newsletter: Cornelia Corbett**

- Please send her pictures
- She will not be here next here, so her replacement is needed for the Signal

### **Membership, Jodi Bishop**

- Membership is at 718.

### **Hospitality, Betsy Beamer**

- Signup is available on the PTA website for Parent/Teacher Conference night.

### **Lay Advisory, Alan Crouch**

- We now have a presence on the Henrico County Website.
- The March 13th meeting will address overcrowding in the classrooms. Paula Holm brought up the point of students, for example, taking APUSH, then moving down to the Honors class, which leads to the classes being overcrowded. Can we anticipate this and plan for it? The board had a conversation about students overtaking AP classes when they shouldn't be.

### **President's Report - Kathleen Mills**

- First, we need to start thinking about new officers for next year.
- Second, we need to think about 3 things:
  1. Neighbors and neighboring - what does a neighbor look like? In your class? On the bus?
  2. Immigrant population
  3. School Spirit - our basketball team is 15-3. We've broken the school 3-point record. The team is having a great time. But, how do we have better school spirit? For example, other schools have their pep band at games. Paula Holm mentioned spirit wear - perhaps a T-shirt listing all the things to do in high school before you graduate like some colleges do.

### **Calendar**

February 5	PTSA Executive Board Meeting 5:30 DSF Conference Room
February 6	Basketball vs TJ HOME 7:30 pm
February 7	Principal's Coffee 9 am
February 8	Basketball vs Lee-Davis HOME 7:30 pm
February 9	Basketball vs GODWIN HOME 7:30 pm
February 12	Henrico CO PTA Henrico HS 6:30 PM
February 13	College Edge Parent Program
Wk of Feb 12	Basketball Playoffs begin
June 14	Graduation 11 am
June 14	All Night Graduation Party

The meeting was adjourned at 6:47 pm by Kathleen Mills.

Minutes respectfully submitted by Lisa Anderson, Recording Secretary