



Potomac Senior High School Principal's Advisory Council

Meeting Minutes

May 16th, 2024

PAC Purpose:

The Potomac Senior High School Principal's Advisory Council (PAC) shall work with and advise the Principal in the development of the annual school plan. The PAC shall serve as a voice for all stakeholders (students, teachers, educational support employees, parents, other business and community citizens) to represent the school and promote maximum educational opportunities and experiences for all stakeholders.

I. Welcome - PAC Chair

- Meeting called to order at 6:11 pm
- Thank you to Mrs. Mitchell for her service as PAC Vice Chairperson

II. Review of Minutes/Approval – March Meeting - Secretary

- Minutes approved

III. Report on Superintendent's Advisory Council on Instruction (SACI) - PAC Chair/Vice Chair

- Developed report to present to Superintendent's council
 - Continued commitment to specialty programs
 - New student vision profile commended
 - Questions
 - Consistency in grading and discipline practices within and between schools
 - Site-based leadership
 - Impact of teacher shortages on instruction



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IV. SCA Representative- 10th Grade Representative J. Garner

- SCA elections upcoming
- Discussions with departing seniors about what they liked/didn't like about their prom to look ahead to future senior proms

V. PTSO Representative

- PTSO looking for members to serve on their executive board

VI. Principal Boles

a) Potomac News

- Senior exams 21st-24th; Last day for seniors is May 24th; Memorial Day holiday May 27th; Graduation May 31st (with early dismissal at 11:30 am); underclassmen exams June 4th-7th; several adjusted bell schedules in upcoming weeks
- SOL makeup testing ongoing; expedited retakes will start the week of Memorial Day (students who scored 375-399); Initial SOL scores are promising
- Spring sports wrapping up
- Seniors must meet graduation requirements; summer school may be necessary for some students to finish credits in order to graduate
- Thanks to PAC for their work this year

b) Budget Priorities & Review

- 2023-2024 CIP Goals
 - 70% pass rate for EL Biology
 - 85% pass rate for Writing SOL; EL from 40% to 80%
 - 92% on-time graduation rate
 - Chronic absenteeism from 34% to 30%
 - 50% in positive staff trust responses on PWCS EOY survey
 - %% increase in positive family engagement responses on PWCS EOY survey
- First round of SOL testing for Science was very encouraging; EL Biology
- Parent engagement



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- Gave more opportunities this year for parent input (i.e. polls in weekly announcements)
- Budget updates for 2024-2025 school year
 - Update to front office area to better serve larger student/family population
 - Marquee update (refurbishment, added LED screen)
 - Carpet replacement (asbestos abatement implications)
 - Staff workroom update
 - Teacher laptops
 - Newline board mounting
 - Auditorium technology update
 - Select department wish list items (choir jackets, violins, document cameras)
 - Staffing
- Discussion of budget suggestions (from students at previous PAC meeting plus new ideas during this meeting)
 - Improvement to Wi-Fi networks
 - Traffic and safety during drop off in the mornings (intersection at the marquee sign)
 - EVOLV lanes (additional lane opened since March meeting)
 - Lab tables for science
 - Tutoring (can we utilize peer tutoring?; Zoom tutoring outside of after school hours; more in-person after school options)
 - Make club information and activities more accessible to students and families
 - Professional development for staff to better address teaching and learning section of Continuous Improvement Plan

VII. Elections for Council Officers:

- Chairperson Candidate-Nicole Chamblin
- Vice-Chairperson Candidate- Shon Lyublanovits
- Secretary Candidate- Veronica Miller
- Student Representative Josh Garner

Elections approved by council.



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VII. 2024-2025 Proposed Meeting Schedule:

- Thursday, October 17, 2024 - 6:00-7:00 pm, library
- Thursday, January 16, 2025 - 6:00-7:00 pm, library
- Thursday, March 20, 2025 - 6:00-7:00 pm, library
- Thursday, May 15, 2025 - 6:00-7:00 pm, library

2023-24 PAC Officers

Chairperson: Nicole Chamblin

Vice-Chairperson: LaTonya Mitchell

Secretary: Veronica Miller

10th Grade Student Representative Josh Garner

PAC Contact Information

For information about the PAC or to be included in future meetings, please email

pshspac@gmail.com

Meeting adjourned at 7:03 pm