

Minutes
Meeting Parent Faculty Organization
March 26, 2008

There was a Special General Meeting called on March 26 for the purpose of ratifying the changes to the PFO by-laws. This meeting began at 5:30. The By-Laws were accepted unanimously with the proposed changes accepted. Meeting closed at 5:35.

The regular PFO Board Meeting began at 5:36. Members Present: Barb Oehlschlaeger-Garvey, Mike LaPointe, Sue Barta, Emmie Fisher, Karen Metz, Patty Floess, Bob Coverdill, Minosca Alcantara, Irene Cooke. Teachers: Lynda Lopez, Steve Rayburn, Sam Smith, Rick Murphy. Administrators Present: Steve Epperson, Sue Kovacs, and Karen Cooley.

1. Approval of minutes from February 20, 2008 meeting. , Minutes were approved as presented

2. Treasurer's report: Mike LaPointe: Mike reported that the charge had been submitted for the bus for the Freshman trip to Allerton, otherwise there had been no activity.

3. Principal/Director's report: Dr. Steve Epperson

- a) Survey – The survey is now available for responses with a due date of April 6. This due date is intended to give us time to summarize the information for dissemination at the PFO General Meeting on April 23. I encourage everyone to complete the survey.
- b) Summer Retreat – The dates have been set for the summer planning retreat. The retreat will be held on June 10 and 11. Times, location, and other details are still being worked out. I would appreciate the PFO Board's assistance in identifying 5 parents (ideally one from each grade level) to participate in the retreat. There will also be 8-10 staff members, students and alumni. The total number of people will range between 25 and 30.
- c) Uni Gym Floor Covering – Sally Walker and I sincerely appreciate the generosity of the PFO Board related to the purchase of mats to cover the new Uni Gym floor. However, we have not been able to find a product that meets our needs, the risk management requirements of the University, and is in our price range. Therefore, we are pursuing the idea of purchasing an "interest" in the mats owned by the College of Engineering. I will keep you informed as the discussions continue.
- d) Book Bar – We have been discussing Book Bar all year and it seems there is consensus that we need to move to an online process of some sort. I still feel that it would be more efficient if we identified an existing website and encourage Uni families to use this site for the exchange of used textbooks. I mentioned Uloop at our last meeting. Has anyone accessed this site? Do you think this will work for us? It would be nice to make a decision so that the exchange of used books could begin earlier in the summer. Parents could then seek to purchase books at the bookstores or online if they are unable to locate used books. Steve asked that PFO parents look into this and give him direct feedback.
- e) Things to do:
 - (1) Review School Vision / Mission
 - (2) School Name Change (?)
 - (3) Administrator Titles / Job Descriptions
 - (4) Contract w/Search Firm
 - (5) Administer Long-Range Planning Survey
 - (6) Focus on Operating Procedures
 - (7) Advisory Board (is it needed? make-up of membership? role?)
 - (8) Long Range Planning
 - (9) Funding
 - (10) Facility
 - (i) Summer Retreat
- f) 6. Other questions?

Steve was asked how the school facility improvements were going and he said that they were proceeding apace. Much painting and plaster repair was getting done because it was "Uni's turn." The tile on the second and third floors would be replaced over the summer. The lockers will be painted, the shades will be replaced as well. The security system items may take a bit longer.

4. Director of Advancement report: Karen Cooley

Karen Cooley reported that she was still getting funds transferred from the general fund to the parent fund, which has proved to be a challenging task, particularly with the subbies whose names are new to the system. She also reported that recently the Chancellor visited with 11 Uni alums (from the 1950s to 2001) who live in the San Francisco area. They are enthusiastic about supporting Uni. Also Karen said that they are rearranging how they do the telemarketing, so that it will now correspond with mailings throughout the year.

5. Faculty report

Steve Rayburn reported that the students now seemed to be settled down from Spring Break and were gearing up for the play on April 3rd, 4th and 5th. He also reported that plans for the Allerton trip were going well. Sam Smith stated that the Multicultural Parent Group continued to work on various issues deciding that they needed to split the recruitment and retention functions of their group. Regarding math specifically Sam said that this summer there will be a summer accelerated math program taught by Craig Russell. In addition, on April 9th there will be a workshop on "Nurturing the Math Talent in Your Student." He also noted that this year we had 2 student teachers, one in Math, the other in Spanish and that there were searches going on for Faculty in those areas. Finally Sam reminded the PFO that a student produced movie about bullying (made by Franklin High School students) would be showing at the Virginia Theatre the following Friday night.

6. Discussion Items

a. Senior trip report

Bob said that he spoke to Karl Radnitzer. The report was that the Senior trip went really well. Everyone had a wonderful time and the expenses were well under the projected expenses.

b. Post-prom planning update

Mike Lapointe said he was in the middle of confirming some essential details but that he would probably be asking the PFO for a donation of around \$750. He mentioned some potential conflicts included that both the Welch family and Jillians were planning on breakfast. He had an meeting with the planner at Jillians (location of post-prom) planned.

c. Spring General Meeting planning update

Barb reported that she and Minosca would soon be advertising the Spring General meeting which would be on the topic of the Online Survey about Uni.

d. Colin Thorne award nominations

Award nominations for the Colin Thorne award would be taken until mid April. This is for a person who has been an exemplary volunteer through the years. It is voted upon by paper ballot by the PFO. Bob Coverdill said we may have to have a special meeting earlier in the week or on the week prior to the general meeting so that the winner can be announced at the April 23 meeting

e.. Parent and teacher representative nominations for 2008-09

Nominations are being accepted for the 2008-2009 school year.

f. Graduation speaker representing PFO-Barb Oehlschlaeger-Garvey was asked to speak at Uni's 2008 commencement.

7. Adjourn: Meeting was adjourned at 6:38 p.m.