

**Westfield High School PTSA
Board Meeting
July 19, 2001**

The July meeting of the Westfield HS PTSA was held on Thursday, July 19, 2001 at the school. President Lynn Terhar called the meeting to order at 7:05 p.m. In attendance were: Birgit Retson, Kathy Rutkowski, Dana Cimino, Joyce Pickens, Vicky Francis, Lori Knickerbocker, Penny Douskalis, Debbie Gregory, Linda Nicklyn, Gretchen Partwood, and Doug Wright.

Introductions: Lynn Terhar

Introduction of board members and two new Assistant Principals, Doug Wright and Gretchen Partwood.

Treasurer's Report: Penny Douskalis

Penny provided an update on the budget. There is currently a balance of \$2, 914.68. The new fiscal year began on July 1, 2001.

President's Report: Lynn Terhar

August Mailing

To be included in the August Mailing are: a survey about PTSA activities, membership applications for 2001-2002, opt-out forms for the directory, and a sheet on proposed standing rules. The mail out will take place on August 15, 2001.

Bulldog Buddies

We will order 500 new bulldog buddies to sell at the Dedication and throughout the year.

Proposed Budget 2001-2002. The proposed budget was discussed. Budget line items discussed included:

\$2000 carryover to be used for the dedication

\$2300 allocated for the newsletter in case of the PTSA will have to pay entirely for printing and mailing. There is some discussion regarding the use of student newspaper to convey school news.

Some monies will be earmarked for the After Prom committee as a one-time only start-up but will be repaid in full and the ANGP will become self-sustaining.

Dedication

\$6000 budget. PTSA contribution will be \$2000. Establish donation to dedication fund.

Facilities will pay for the plaque on building

Will be held in gym and Barbecue will immediately follow

Fundraising

500 Bulldog Buddies will be ordered

Discussion of ornaments (brass and Franklin Mint) to be investigated

Standing Rules:

Proposed standing rules discussed. Standing rules must be voted on by a majority of membership and will be voted on along with the budget at Back-to-School night. The proposed standing rules include:

- ❑ Any non-elected member of the executive board who misses three consecutive meetings may be removed by a majority vote of the executive board with an established quorum.
- ❑ The PTSA Executive Board may vote to approve expenditures for individual line items in the budget for total up to 10% over the line item without a vote of the general membership
- ❑ The PTSA Newsletter editorial board will consist of the PTSA Executive Committee (Six elected officers and the principal)
- ❑ Any member or non-member wishing to address the body must first inform the President of their desire to be heard and then be placed on the agenda under “New Business.”

Principal’s Report: Doug Wright and Gretchen Partwood

There will be nine guidance counselors for 2001-2002

The structure of the school is under consideration

Paul Scott, Choral Director, resigned.

The meeting adjourned at 10 pm

Respectfully submitted,

Kathy Rutkowski