



**WESTFIELD HIGH SCHOOL PTSA
Board Meeting Minutes
August 18, 2005
Attendees**

Linda Nicklyn	Mona Miller	Karen Freiberg
Nancy Bennett	Michelle Plymyer	Edie Walker
Pam Jones	Alana Heng	Mark Richardson
Claire Girard	Nancy Hutchison	Lori Knickerbocker
Jennifer Campbell	Mick Campbell	Dana Cimino
Sarah Fulton		

The PTSA Business meeting was called to order by President Dana Cimino at 7:11pm There were 16 members present. The meeting minutes for May 17th were accepted with 5 corrections-for the spelling of Jodi Border's name and including a change under the Principal's Report from AP testing to SOL testing that took place for 538 students. The minutes were approved as amended.

Dana introduced Alana Heng, our new Web Master.

Treasurer's Report- Edie Walker

Michelle Jarman provided an audit of the PTSA financial records and sent a letter verifying approval. The PTSA's bank, Community Bank, was recently sold to Merchantile Bank. The bank agreed to waive the 1st year of fees. We have received our new bank checks.

Edie can email PTSA reimbursement forms. Hard copies are also available in the PTSA mailbox in the main office. She also has the new tax -exempt letters. Edie will also compile a list of merchants that have our tax- exempt numbers on file for us.

The PTSA fiscal year is currently being changed and will run from August 1st through July 31st. This will work more smoothly since it reflects the time period where most of the expenses occur. The Proposed PTSA budget was briefly discussed. The amount of carry over is \$1,134.50. Line items such as Boys State, Odyssey of the Mind, and SS/Eng were added since we've used these every year. The 5K run will be in the fall and the scholarship amount was increased from \$8,000 to \$8,500. A motion was made to approve the increased amount for the 5K Run and passed. The Proposed Budget is going

out in the Back to School Packets and will need to be voted on. Approximately 425 students came to the ANGP. About \$8,000 was brought in at the door.

Principal's Report – Mike Campbell

A proposal for change the Honor Roll to a 3.0 with no D's or F's was passed unanimously by the SGA.

The addition is underway. There will be two less classrooms due to the loss of a fire exit. All available space in the building is being utilized. An additional Lecture Hall is being made.

School will be dismissed 5 minutes earlier at 2:05 due to transportation issues. The time will be taken out of passing time and lunch.

AP and SOL scores are posted. For the 3rd year in a row, there has been a gradual improvement.

There will be 13 counselors throughout the 6 sub-schools. There will be some changes in the alphabet and there are more students in sub-school 1. The two new counselors in Sub School IV are Dawn Dickerson and Debi Martin.

On Tuesday, 8/30, there will be a 2 hour presentation for staff by Ron Culberson. The PTSA is welcome to come to any of the activities for staff during the week.

Mike Campbell explained the different types of pupil placement either approved by the principal or the Superintendent. WHS pupil placement requests have increased. The current student count is 3,237, including 827 in 9th, 885 in 10th, 800 in 11th, and 726 in 12th. There are 343 faculty members. There are 916 parking spots. The school is renting 50 parking spots from the Rec Center for \$150. There was a loss of 23 parking spaces in the back of the school due to construction and trailers. There is a meeting on 8/20 to discuss parking. There are approximately 49 busses.

Graduation is scheduled for Monday, June 19th at the Patriot Center. Prom will be scheduled for some time in May.

President's report – Dana Cimino

Dana mentioned the availability of the National and VA PTA Newsletter that had information on legislative and other pertinent issues. The By-Laws will be voted on at our next meeting. Two noted changes included the PTSA Fiscal year and a Meeting quorum being changed to 10 people.

Dana thanked Pam Jones and all of the volunteers for their work on the ANGP.

Committee Reports

Volunteer Coordinator- Claire Girard

They are trying to get information out through email (about 2,500) and Keep in Touch. Envelope stuffing is next week for 3,800 envelopes.

Webmaster- Alana Heng

Alana reported that the web site is limited on space. She is looking into spending a little money for web hosting or a domain name purchase to make improvements.

Special Education- Karen Freiberg

There were 4 applications for scholarships. Patrick Moynihan was the recipient.

A list of several books was given to the WHS librarian for possible purchase. Karen met with Tim Thomas to discuss a proposal for a transition program for rising freshman and it is being considered for a pilot program. Several parent meetings are in the works for the upcoming year to include FCPS speakers, Larrie Randall about IEP's, as well as speakers from George Mason and the Woodrow Wilson Rehabilitation Center.

This year's theme for the 5th Annual National Inclusive Schools Week is "Bridging the Gap: Achievement for All". It will be held in December. The week celebrates the progress our nation's schools have made in providing education to all students, particularly those with disabilities and from culturally and linguistically diverse backgrounds. The success of students with disabilities and those who are racially, culturally, and linguistically diverse has been regarded as among the most significant issues faced by schools in the past 30 years. The National Inclusive Schools Week was organized as a way to acknowledge the hard work and commitment of students, families, and educators in making the school and communities more inclusive.

Karen would like to organize something during that seek to let the Spec Ed teachers know they are appreciated, via a morning TV skit for the announcements, or having a parent meeting that week with a group of students performing a skit.

Publicity- Lori Knickerbocker

Lori is working with Rob Yarborough to get a list of dates together to go out on Keep in Touch. One week notice is preferred to get the information out via Keep in Touch.

Newsletter- Michelle Plymyer

The newsletter will be going out in the Back-to-School packets. The next deadline is November 19th, which is before Thanksgiving.

Legislative- Open Position

November elections will be held in Virginia for Governor, Lt. Governor, Attorney General, and local delegates. The Senate race will be in 2007. Dana is currently working with LuAnn McNabb and the government classes and the SGA to organize a candidate forum for October 11th at WHS.

Hospitality- Nancy Hutchison

The Back-To- School luncheon was postponed due to lack of space during the week before school. There was discussion of whether to do something during Touching Bases Teacher Conferences on Nov. 11th

Bulldog BBQ- Nancy Hutchison

Everything is organized for 8./30. There are 50 items so far for the Silent Auction. Texas Roadhouse will also join Chick-Fil-A at the BBQ.

Families in Crisis

Meg Lawless, the liaison, met with guidance to see how things could be orchestrated.

BITS Tutoring

Dana Ciimino reported that information will be going out in the Back-To-School packets and there will be something at the BBQ.

All Night Grad Party-- Pam Jones

They are trying to resolve the issues about why approximately 100 students didn't receive any prizes at the party. They spent \$17,000 on prizes. There was discussion around raffling off all of the prizes or providing more incentive for students to pre-purchase tickets instead of buying them at the door. Two organizational meetings are being held on 9/7 and 9/12.

Program Planning- Nancy Bennett

Two programs will be held at PTA meetings this year, one on Substance Abuse on 10/20, and the other on March 16th 7pm, for Saturday Night in the Suburbs. A half day conference is also being considered. A teen Driving Summit will be held in May. The Westfield Coalition is in need of a new coordinator. A Parent Agreement letter will be going out to all WHS parents. A Chris Skinner conference is being considered. If the form is signed and returned, an asterisk will be placed by the student's name in the school directory.

Red Ribbon Week will be the same as homecoming.

Minority Achievement – Mark Richardson

Mark thanked the PTSA for the Volunteer Award recognition. The Chantilly Pyramid held their awards ceremony in June. Awards were given to Josh Richardson and Lorenzo Coffin. A newsletter will be sent out every other month on minority achievement. The first meeting for the pyramid will be 9/13 and another date will be set for the parent coffee.

Landscaping- Mona Miller

The next grounds clean up will be 8/27 from 9- noon. It has been difficult to get volunteers.

ACE-

The following dates have been set for the honor roll receptions: 11/22, 2/15, and 4/26. The Academic Letter Ceremony will be 11/16. The students will get lamp pins for 10th, stars for 11th, and flames for 12th. The 5K Race will be October 29th.

There being no further business, the meeting was adjourned at 9:10pm.

Respectfully Submitted As Ammended

Jennifer Campbell

Recording Secretary

September 15, 2005