

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors (as approved on September 21, 2003)
May 4, 2003
Location: Florence Nightingale Health Center

The following directors were present and constituted the quorum: Thomas Cunningham, Melissa Gibilaro, Irving Gerber, David Herszenhorn, Marvin Leiner, Tanya Odom, Sidney Silverman, Charles Sigety, Craig Slutzkin.

Craig L. Slutzkin acted as secretary of the meeting.

- I. David Herszenhorn called the meeting to order at 10:45 AM and introduced a motion to accept the minutes of the March 3, 2003 Board of Directors minutes, with the following revisions: (a) Section VII was revised to note that Nancy Laing represents the Petri Foundation and (b) Section VI was revised to reflect the discussion at the PTA meeting was for "research". Ms. Odom seconded the motion, which passed unanimously.
- II. Executive Committee Report. Mr. Herszenhorn reported that the Executive Committee had one meeting since the last Board meeting. He had the following items to report:
 - a. Publications. The Executive Committee considered a proposal to incorporate *THAM* and the newsletter into one uniform Alumni publication produced twice a year, with the eventual goal of a quarterly publication schedule. Eileen Gunn will serve as editor of the combined publication, and will work with Irving Gerber.
 - i. The initial publication schedule calls for editions to be published each April and September.
 - ii. There was discussion over the inclusion of photos and articles on the 2002 Hall of Fame dinner. The general consensus of the Board was that such photos and articles should still be included in the next edition.
 - iii. An editorial board that would likely mirror the communications committee would be formed.
 - b. Staffperson. Efforts to hire an Association staffperson have been unsuccessful. Four candidates were interviewed by the initial screening committee and two of those candidates were given "Round Two" consideration, but both candidates withdrew themselves from consideration for varying reasons. The search will continue.
- III. School Report. Thomas Cunningham noted the following:
 - a. High School Admissions. The results of the annual admissions process were 500 additional applications over the prior year's amount, an acceptance level of 318 students (298 are projected to attend) and an incoming freshman class made up of 37% males.
 - i. There will be 1,130 students in the high school in the fall; this is the largest amount ever.
 - ii. The selection process is under great scrutiny. Mr. Cunningham described the requirement of accepting applications from all zones in the city to obtain geographical diversity.
 - iii. In response to Irving Gerber's question, Mr. Cunningham noted that there are no guidelines over race factored into the decision making process; candidates are ranked using quantifiable educational criteria only.
 - b. Exam Results. The pass rate was 100% this year; however, because of methodology used by local newspapers, the newspapers reported results that were lower, which was incorrect.
 - c. Awards. Mr. Cunningham noted that the following awards and achievements were earned by the high school student body:
 - i. 17 students attended the New York State History Day Competition Finals in Cooperstown, New York.
 - ii. Three of the 12 finalists in the New York City Quality of Life Competition were Townsend Harris students.

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors
May 4, 2003 - continued

- iii. The overall winner of the American Women in Mathematics Competition, which included both high school and college students, was a Townsend Harris student.
 - iv. *The Classic*, the high school's newspaper, has won 17 different awards this year. The newspaper is now on-line, on the school's website.
 - d. Website. The high school website has been experiencing technical difficulties, but with the help of the College Preparatory Office, it is expected to be operational again next week.
 - e. Technology Coordinator. With Joe Horn retiring, John Tsai has been appointed as his successor as the high school's technology coordinator.
 - f. Department of Education Reorganization. The high school was one of 209 schools exempted from the Chancellor's standardized curriculum.
 - g. College Admissions. Students continue to gain admissions into top schools and programs, including Columbia, Dartmouth, and the CUNY Honors Program.
 - h. Community Service Components. Sidney Silverman noted his belief in the importance of a community service component of the high school curriculum, and noted that he would be willing to fund a graduation award to the student who best fulfills this component. In response to Dr. Silverman's comments. Mr. Cunningham detailed the community service components of the student body.
 - i. Students have minimum requirements for various aspects of the school, including graduation, admittance to ARISTA (the honor society) and ARCHON (the service society). 25% of all students are members of ARCHON.
 - ii. Students may take a course in leadership, taught by Adam Stonehill, as an elective. Students also are required to take a course on Participatory Democracy, which has a focus on the electoral process, as seniors.
 - iii. Dr. Silverman recommended that students be given a questionnaire on their thoughts of community service as both incoming freshman and graduating seniors.
 - iv. Ms. Odom recommended that Mr. Cunningham further discuss the efforts of ARCHON at the next Board meeting.
 - i. Budget Cuts.
 - i. Senior Courseload. Mr. Cunningham noted that budget cuts may force the high school to reduce the course load of the senior class from six to five, which would include the humanities seminar, physical education, Participatory Democracy/Economics, and two electives. This would save approximately \$110,000 plus benefits for 1.8 teachers. Upon numerous questions being posed by the Board regarding course structure, Marvin Leiner recommended that Mr. Cunningham further report on the expected course load of a Townsend Harris student at the next Board meeting.
 - ii. After-school Programs. Mr. Cunningham noted that after-school programs may be cut as well. He explained that funding for such programs come from various sources, such as his operating budget as well as the PSAL (for athletic programs), which funds \$5,000 plus coaches' salaries for 25 teams. Dr. Silverman noted that he felt these programs were important and volunteered to help fund after-school programs as well as seek out others to do so if need be.
 - j. Career Day. Due to the transition of the Assistant Principal, Organization, this did not happen during this school year. Mr. Cunningham hopes to have a career day in late fall.
 - k. High School Administration. Mr. Herszenhorn noted that Harry Rattien, who was the Assistant Principal for Mathematics and Physical Education for many years and was recently acting Principal at James Madison High School, was not appointed to that position. Mr. Cunningham noted that he needed to fill the AP, Mathematics position at the high school, and unfortunately, could not wait for Mr. Rattien's status to be finalized. He had appointed Ellen Fee to that role.
- IV. College Liaison Report. Dr. Leiner noted the following:
- a. The collaboration between the high school and Queens College continues to flourish.

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors
May 4, 2003 - continued

- b. Mr. Cunningham has increased efforts to reach out to high school students. He has attended many "high school nights" at junior high schools.
 - c. Dr. Leiner detailed many of the events that the high school has had over the past few months, including the Festival of Nations event and the Imagination workshops.
 - d. Dr. Leiner announced his intention to retire in February 2004. He will actively participate in the search for a successor.
- V. Treasurer's Report. Craig Slutzkin presented the report of the treasurer from September 1, 2002 through April 30, 2003. He presented an overview of the financial performance and cash position of the Association.
- a. Messrs. Herszenhorn and Slutzkin discussed with the Board their increased efforts to provide acknowledgement letters from graduating seniors who receive alumni awards to the benefactors.
 - b. Dr. Silverman noted that he was willing to provide another \$100 award at graduation in connection with his efforts to promote community service.
- VI. Gifts Distribution Committee. Mr. Slutzkin presented the Board with a memorandum detailing the three requests from Mr. Cunningham currently being considered. The three requests related to funding for teacher instructions, faculty stipends and funding of registration of a plagiarism detection website.
- VII. Nominations Committee. Ms. Odom presented the report of the Nominations Committee, which consists of Gerald Halpern (chair), Lester Friesner and Ms. Odom.
- a. Ms. Odom presented the slate of directors that will be nominated for election at the annual meeting on June 22 (a copy of which is attached). The Nominations Committee will recommend that several directors be moved to "Emeritus" status.
 - b. Ms. Odom noted that Gia Malka had been inadvertently left off this list, but the Nominations Committee had considered Ms. Malka and recommended her nomination to the Board.
 - c. Ms. Odom also presented the slate of officers which the Nominations Committee has tentatively suggested (a copy of which is attached). In accordance with the by-laws, the Board will vote on directors in its September meeting. Mr. Herszenhorn recommended that the Board look to fill the position of Secretary with someone other than Mr. Slutzkin, who is temporarily being recommended by the Nominations Committee for the position.
 - d. Mr. Herszenhorn introduced a motion to support the slate of officers as recommended by the Nominations Committee, including Ms. Malka. Dr. Silverman seconded the motion, which passed unanimously.
- VIII. New Business. The following items were discussed:
- a. Mr. Herszenhorn proposed that a fundraising committee consisting of representatives from the alumni association, Parent-Teacher Association and high school faculty be formed for the purpose of forming a comprehensive fundraising strategy and plan.
 - i. Dr. Silverman said that he felt that we should first know what the specific needs of the high school are. Mr. Herszenhorn, Mr. Slutzkin and Ms. Odom each noted that this had been done in connection with the *Townsend Harris Forever!* campaign efforts.
 - ii. Dr. Silverman recommended that this committee should have an at-large committee member who has expertise in fundraising. Mr. Herszenhorn noted that Mr. Peck could be the alumni representative and could fill this role.
 - iii. Mr. Cunningham noted that he was receptive to this idea.
 - b. Mr. Cunningham detailed plans to establish a physical Wall of Fame in the high school lobby, which was a goal of the late Malcolm Rossman.

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors
May 4, 2003 - continued

- i. Mr. Cunningham presented sketches of the Wall of Fame as produced by Anthony Morales, a longtime faculty member who is spearheading the project. There would be spots to showcase 48 members of the Hall of Fame simultaneously. Members would be displayed on a rotating basis.
 - ii. Mr. Cunningham further presented a cost detail of the project. The current estimated costs were approximately \$3,000 for the labor and \$3,100 for the supplies.
 - iii. Charles Sigety offered to fund \$5,000 for the project.
 - iv. Mr. Gerber introduced a motion that the Association financially support the project, using Mr. Sigety's contribution as well as contributions made in Mr. Rossman's memory, with the balance coming from Association funds. Mr. Herszenhorn seconded the motion, which passed unanimously.
- c. Mr. Herszenhorn noted that the annual Baccalaureate will be held at Queens College on June 3 at 7:00 PM and the graduation ceremony will be held at Queens College on June 25 at 9:00 AM.

There being no other business, the Board adjourned at 12:55 P.M. Next meeting is the annual membership meeting, which will be held on Sunday, June 22, 2003 at the high school.

Respectfully submitted,

Craig L. Slutzkin

REPORT OF THE NOMINATING COMMITTEE
TOWNSEND HARRIS ALUMNI ASSOCIATION, INC.

FOR THE GENERAL MEMBERSHIP MEETING TO BE HELD ON JUNE 22, 2003

I am pleased to present the report of the Nominating Committee for election of the following incumbent and proposed new Directors at the annual membership meeting to be held on June 22, 2003:

Incumbent Directors

Diego Alban, Class of 1999
Julie Chan, Class of 1988
Jerome Chazen, Class of 1943
Jeffrey Cohen, Class of 1990
Thomas Cunningham, Principal
Lester Friesner, Class of 1936
Irving Gerber, Class of 1943
Melissa A. Gibilaro, Class of 1998
Julius W. Graber, Class of 1940
Eileen P. Gunn, Class of 1989
Gerald P. Halpern, Class of 1944
David Herszenhorn, Class of 1990
Alicia Hughes, Class of 1991
Renata Kobetts-Miller, Class of 1989
Malcolm Largmann, Former Principal
Marvin Leiner, Class of 1944
Gia Malka, Class of 1988
Samuel Malkin, Class of 1942
Neil Manis, PTA Representative
Taneidra McFadden, Class of 1992
Norman Merino, Class of 1938
George Motakis, Class of 1997
Lani C. Muller, Class of 1989
Tanya Odom, Class of 1988
Maurice Paprin, Class of 1936
Charles P. Puglisi, Executive Secretary
Charles Sigety, Class of 1939
Sidney I. Silverman, Class of 1929
Craig Slutzkin, Class of 1991
Venessa Tam, Class of 2000

Townsend Harris Alumni Association, Inc.
Minutes of the Meeting of the Board of Directors
May 4, 2003 - Addendum

Emeritus Directors

Abraham C. Bein, Class of 1928
Alvin P. Dobsevage, Class of 1938
Saul A. Grossman, Class of 1939
Herbert Z. Kadison, Class of 1935
Morton Lisser, Class of 1938
Gerald E. Maslon, Class of 1940
Burton Milenbach, Class of 1942
Louis H. Orzack, Class of 1940

Officers

Chairman	Gerald P. Halpern
President	David Herszenhorn
Vice Presidents	Julie Chan, Tanya Odom
Secretary and Treasurer	Craig L. Slutzkin
Executive Director	Irving Gerber

Gerald P. Halpern, January, 1944, Chairman
Tanya Odom, 1988
Lester Friesner, 1936

