

**Townsend Harris Alumni Association, Inc.**  
**Minutes of the Meeting of the Board of Directors (as approved on March 2, 2003)**  
**January 19, 2003**  
**Location: Florence Nightingale Health Center**

The following directors were present and constituted the quorum: Diego Alban, Julie Chan, Thomas Cunningham, Irving Gerber, Melissa Gibilaro, Gerald P. Halpern, David Herszenhorn, Alicia Hughes, Sam Malkin, Neil Manis, Gary Mellow, Lani Muller, Sidney Silverman, Craig L. Slutzkin, Venessa Tan.

Craig L. Slutzkin acted as secretary of the meeting.

- I. David Herszenhorn called the meeting to order at 10:10 AM.
- II. Gerald Halpern introduced a motion to waive the reading of the minutes and accept the minutes of the November 24, 2002 Board of Directors meeting. Irving Gerber seconded this motion, which was passed unanimously.
- III. Executive Committee Report. Mr. Herszenhorn reported that the Executive Committee had informally spoken, but not met, since the last Board meeting to discuss several issues:
  - a. Administrative Professional – the search for the Association’s administrative professional continues. Messrs. Herszenhorn and Slutzkin as well as Tanya Odom have interviewed four candidates and narrowed the list to two who will be seen by Thomas Cunningham and Gerald Halpern.
  - b. Chapter Issues – Mr. Herszenhorn reported on his visit to the South Florida chapter. Several members of the chapter identified several issues and concerns to Mr. Herszenhorn, including publication of a membership directory and lack of communication regarding the annual award the chapter-sponsored graduation award. We are currently investigating ways in which we can provide a low-cost directory to dues-paying members.
  - c. Faculty-Development Program – Mr. Herszenhorn received the latest draft of the proposal from Malcolm Largmann, Sheila Orner and Lynne Greenfield. Mr. Herszenhorn explained some of the Executive Committee’s concerns but reiterated that the Board had approved, in principle, the funds for the program.
- IV. School Report. Mr. Cunningham presented the school report. Several items that were reported:
  - a. Governance Issues – Mr. Cunningham detailed several issues with respect to the Department of Education’s proposed changes to the organization of school districts. Mr. Herszenhorn gave an overview of the current structure. Mr. Cunningham reported that, unfortunately, many of the details of the proposed changes have either not been finalized or made public. His preference, should there be one, would be for Townsend Harris to be placed in a specialized school district. He will brief the Board of any developments at the next Board meeting.
  - b. High School Admissions – Much of the admissions process for September 2003 incoming students has been computerized, which allows for the process to be significantly more expedient this year. There were 4,178 applicants for the approximately 250 available seats this cycle, which is an increase of approximately 500 applicants from the prior cycle. 42% of applicants are male.
  - c. Awards and Honors – Mr. Cunningham reported that three of the semifinalists for this year’s Intel Science Competition were Townsend Harris students. The high school student body also produced several winners for the Women in Mathematics Essay Contest. The Classic (student newspaper) won a 1<sup>st</sup> Amendment Award for Outstanding Journalism for the third year in a row.
  - d. College Admissions – Mr. Cunningham reported that 50% of last year’s high school seniors were accepted to a Tier-1 school. Responding to several questions and comments made by Board members, Mr. Cunningham noted that several students apply and attend top colleges that are not Ivy-League due to financial considerations. As an indicator, Mr. Cunningham noted that approximately 40% of current students qualify for free or reduced fee lunches.
  - e. Current Student Issues – Mr. Silverman inquired about how the school was handling the question of impending war in the Middle East. Mr. Cunningham detailed the many ways in

**Townsend Harris Alumni Association, Inc.**  
**Minutes of the Meeting of the Board of Directors**  
**January 19, 2003 - continued**

which active dialogue can, and does, take place at the high school. This led to further discussion on what information can be provided to military organizations about current students. Under the "No Child Left Behind Student" Act, parents may sign an opt-out letter, which would "opt" students out from data collection (name, address, etc.) by both military organizations as well as colleges.

- f. Faculty-Development Program – Mr. Cunningham provided more detail on the program, including its objectives and methods. Responding to questions, Mr. Cunningham gave an overview of the existing teacher training and mentoring programs at the high school, and reiterated his belief that this program will be supplementing, rather than replacing, the existing programs.
  - i. Mr. Cunningham explained the differences between this proposed program and the existing programs.
  - ii. Mr. Herszenhorn noted that some of the open issues included details of when the programs would occur, which faculty members would be participating, how many would be participating at a time, and subjects where the module leaders did not have backgrounds would be addressed. Mr. Cunningham noted that the groups would be small, and that the topics would not necessarily be academic subject-based. Additionally, there are currently no new teachers from the science and mathematics departments.
  - iii. Malcolm Largmann would provide the overall orientation to the participants.
- g. Sidney Silverman recommended that the Board have a discussion on the current mission of the high school at a later meeting.

V. PTA Report. Neil Manis reported the following:

- a. Communication – There is increased and improved communication between the PTA and the high school administration.
- b. Brochures – In cleaning out the PTA/Alumni office, brochures from 1984 were found. Such brochures were distributed to Board members present.
- c. Partnership Day – The second annual PTA/Alumni partnership brunch is scheduled for Sunday March 23 at the high school.
- d. College Tours Program – Mr. Manis gave a high level overview of the College Tours Program, which has been conducted by the Bronx High School of Science this year. Mr. Manis has proposed bringing the program to the high school. The proposal is currently being discussed by the Executive Committee.

VI. Treasurers Report. Mr. Slutzkin provided the Board with the results of the fiscal year through December 31, 2002. Investment performance has been essentially flat since the last report to the Board (November 16). Mr. Slutzkin then provided a description of the internal allocation procedures for operating costs / general fund. Mr. Halpern moved to accept the report; Dr. Silverman seconded the motion. Motion was carried unanimously.

At this time, Mr. Herszenhorn excused himself from the meeting and Mr. Halpern presided.

VII. Webmaster Report. Mr. Alban presented his written report to the Board. He discussed the current levels of security on the Association's internal database as well as responded to various inquiries:

- a. Mr. Alban and Mr. Slutzkin discussed the level of access into the site for current high school students. Mr. Slutzkin noted that current students will have regular access for college/career counseling.
- b. Mr. Alban and Mr. Slutzkin discussed the process that occurs when the Association is informed of a member's death. Currently, the member is taken off the mailing list, and the

**Townsend Harris Alumni Association, Inc.**  
**Minutes of the Meeting of the Board of Directors**  
**January 19, 2003 - continued**

family is only added upon request. Dr. Silverman recommended that the family automatically be added, however, Mr. Gerber noted that many families do not wish to be kept on.

c. Report was accepted by universal assent.

VIII. Old Business. Mr. Halpern noted that he is in the process of renewing the annual Directors' and Officers' liability insurance.

IX. New Business.

- a. Newsletter - Mr. Gerber raised the issue of the tone of the newsletter. He suggested that a committee be formed to review comments written for the newsletter and expressed his disappointment that many of his written comments in the last newsletter were edited out without his consultation. Mr. Halpern suggested that the topic be made an agenda item for the next meeting, as Eileen Gunn was not present at this meeting. Mr. Slutzkin moved the suggestion; Lani Muller seconded. Motion passed unanimously.
- b. Community Relations - Ms. Muller noted that Queens Borough President Helen Marshall, a neighbor of hers, would be happy to meet with the Board.
- c. Reunions – Melissa Gibilaro provided details of the Class of 1998 reunion.

There being no other business, the Board adjourned at 12:04 P.M. Next meeting is Sunday, March 2, 2003 at 10 AM – Florence Nightingale Health Center. Please note that the second annual PTA/Alumni Partnership Brunch will be Sunday, March 23, 2003 at the high school.