

# Westfield Friends

## Parent Council Meeting Minutes

15 January 2010 1:00pm

The meeting began with a moment of silence.

*Headmaster*  
*Bill Probsting*

*Clerk*  
*Tracy Gaffney*

*Co-Clerk*  
*Beth Lorenz*

*Treasurer*  
*Suzanne Baldwin*

*Secretary*  
*Steve Kasperson*

### Treasurer's Report:

Class Balances:

8th grade:	\$1741.59
7th grade:	\$1,826.98
6th grade:	\$2,470.68
5th grade:	\$1,763.35
4th grade:	\$2,177.03
3rd grade:	\$1,938.74
2nd grade:	\$1,189.10
1st grade:	\$1,120.66
Kindergarten:	\$691.90
Pre-K:	\$270.00

Income:

Cookie Walk:	\$334.00
Scripts (Net):	\$1,202.15
Supervalu:	\$101.68

Expenses:

None	\$0.00
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There will be expenses for the holiday parties on next month's report.

The cookie walk was considered a success, and will be repeated next year.

### Headmaster's Report:

The students have been spreading the mulch for the new playground equipment, although there are still some pieces of equipment that have yet to be installed.

The 8th grade students are finding out where they will be attending high school.

The after-school activities have begun, which include:

Yoga - ~11 students

Mandarin Chinese - 10 students

Chess - 6 students

Mad Science - 3 sections (1 added for younger children)

Dance - ~9 students

Guitar - cancelled due to low turnout

There was a lengthy discussion of increased marketing of the school, to try to ensure that there is not a drop-off of incoming students. Many different ideas were mentioned, along with the recognition that many forms of marketing are very expensive. Mr. Probsting stated that past efforts at marketing the school had no impact on the number or quality of applicants, and simply served to increase the number of marketers contacting the school. Josh Bernstein volunteered to help write updated content for the web site, as well as assist in any marketing efforts. Josh also discussed some revenue generators that are being used at Lourdes Hospital, such as goodsearch.com, which is a Yahoo-based search engine that passes on 1¢ per search to your designated charity.

There was a discussion on accreditation for Westfield Friends School, which revealed that the school will be undergoing full accreditation through the National Association of Independent Schools, which will probably use Middle States to perform the accreditation process, since Westfield Friends is not currently a member of the New Jersey Association of Independent Schools. Part of this process will be a review of the school's mission statement, which will be completed by September 2010. If you are interested in what constitutes the accreditation process, visit <http://www.ces-msa.org/Library/InfoManage/Guide.asp?FolderID=118>.

#### Upcoming Activities:

Chick-fil-A Night (replaces the Spaghetti Dinner) - February 2010

Rather than having a spaghetti dinner, it was decided to have a dinner at Chick-fil-A at Centerton Square.

Game Night - 12 March 2010

Westfield Parent Council Social - 4 March 2010

This will include a tour of the school by Mr. Probsting, snacks and beverages, and a Q & A session.

Parent Council Welcome Coffee - February 2010

A drop-in for coffee at Tracy Gaffney's house.

Parent Council Cheese and Wine - TBA

An evening get-together at Kate Wilson's house.

#### Future Initiatives:

There will be a financial review/budget for the 2010/2011 school year.

Draft of a timeline for the library fundraiser.

#### Upcoming meeting date:

Tuesday, 16 February at 7:30pm

The meeting was closed with a moment of silence.