



TJ PTSA Executive Committee Meeting Minutes

03/10/2022 at 7:00 pm - 9:00 pm

Attendees: President Yvette Rivers, First VP Li Yang, Second VP Jun Wang, Treasurer Neelam Janardhan, Secretary Laura Marschoun

Location: Google Meet

Agenda

1. Call meeting to order
2. Approval of EC Meeting Minutes
3. 3/24 General Membership Meeting Planning
 - a. Election of Nominating Committee
 - b. Bylaws/Governance Committee Presentation
4. Volunteer Identification Process
5. Committee Member Appointment
6. Member Disciplinary Letter
7. Member Concern Process
8. AtoZ Contract
9. Diversity Committee Website Language
10. EB Meeting Agenda
11. Website Update Access
12. Other Unfinished Business
13. New Business
14. Adjournment

Call Meeting to Order

- A quorum was determined to be present and the president called the meeting to order (@7:03)

Approval of EC Meeting Minutes

- Since the minutes had all been distributed electronically in advance and there was no objection, the minutes were not read aloud during the meeting
- As there were no corrections to the 2022-02-09 TJ PTSA EC Meeting Minutes, the minutes were approved as presented

3/24 General Membership Meeting Planning

- Check-in is required, members will get a voting card and a ballot card
- Membership sales will be available on-site
- Action items: First VP will purchase index cards, Second VP will print and bring members list
- Will recruit four volunteers to do members check-in

- Will form a 3-person tellers committee

Volunteer Identification Process

- Will promote the Volunteer Interest Form on the newsletter and/or separate email

Committee Member Appointment

- Will follow up with the chairs to recruit more volunteers to be committee members

Member Disciplinary Letters

- Due to the nature of the discussion and without objection, the EC entered the executive session at 7:55 pm and exited at 8:14 pm
- Nothing to report from the Executive Session

Member Concern Process

- The group discussed a member's concern regarding the counselors' workload
- The group discussed that some parents are not comfortable with the flipped classroom and/or inquiry-based learning that some teachers are using
- The group discussed having some time during future General Membership meetings during which the Principal can answer parent questions

AtoZ Contract

- Action items: Second VP will contact A2 Z to ask/request the following:
 - A month extension of the deadline to wait for the members' vote on the membership dues
 - An explanation of the advertisement revenues
 - Clarification on the cost if no printed directories ordered

Diversity Committee Website Language

- The Diversity Committee Chair submitted a request to update the committee description and goals at the TJ PTSA website. Request was approved with no objections

EB Meeting Agenda

- The president shared the draft EB meeting agenda
 - Invite Bylaws/Governance Committee Chair to give report at next week EB meeting ●
- Brief discussion and minor re-arrangement of the order of some agenda items

Website Update Access

- The president requested access to update the website but decided to wait to vote until the next meeting as the Correspondence Secretary was absent

Other Unfinished Business

- None

New Business

- None

Adjournment

- Meeting was adjourned @9:12 pm

Minutes Prepared by Laura Marschoun, TJHSST PTSA Secretary

Minutes Approved as ___x___ Presented or _____ Amended on ___April 14, 2022___