



TJ PTSA Executive Board Meeting Minutes

04/13/2023 at 7:00 pm - 9:00 pm

Attendees: Executive Board

President: Yvette Rivers; Second VP of Membership and Fundraising: Yehong Zhou; Third VP of Communications: Laura Marschoun; Treasurer: Neelam Janardhan; Academic Support Committee (ASC) Chair: Haiyan Richter; ANGP Committee Chair: Mary Alice Heretick; College Outreach Committee (COC) Chair: Parvathi Rachakonda; Diversity Committee (DC) Chair: Michele Hyde; Health and Wellness Committee Chair: Renee Rodriguez; Principal: Dr. Ann Bonitatibus

Location: Google Meet

Agenda

1. Call meeting to order
2. Approval of March 9th EB Meeting Minutes
3. Review of March 16th GM Meeting Minutes
4. Principal's Report
5. Treasurer's Report
6. Committee and Officer Reports
 - a. ANGP
 - b. Academic Support
 - c. College Outreach
 - d. Diversity
 - e. Health & Wellness
 - f. Hospitality
 - g. Nominating Committee
 - h. What else?
7. April 20th General Membership Meeting
 - a. Proposed Agenda
 - b. Logistics
8. End of Year Planning
 - a. Class of 2027 Welcome Event
 - b. J-Day (5/26)?
 - c. Picnic?
 - d. EC/EB Transition
 - e. What else?
9. Survey Results Review Discussion and Action Planning
10. Other Unfinished Business
11. New Business
12. Adjournment

Call Meeting to Order

- A quorum was determined to be present and the president called the meeting to order (@7:02).

Approval of EB 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 2023-03-09 EB Meeting Minutes, the minutes were approved as presented.

Review of March 16th GM Meeting Minutes

- After minor updates, the 3/16 GMM Draft Minutes were approved as corrected.

Principal's Report

- Busy time of the year
- Senior Info Night on 4/12, attended by ~125 participants; no new info as all info had been posted on the Senior Class/Graduation info webpage
- Offers to the new Class 2027 students will be released on 4/14, they have 2 weeks to accept, then rolling offers to the waitlist pool
- TJ plans to hold a Class of 2027 Informational Night in-person on 4/24. Briefly discussed the regional tables pros.
- Info session(s) would be virtual for the accepted waitlist students
- In August, there will be an Orientation Night
- There should not be membership drive, donation, selling merchandise, etc at the Info Nite
- TJ's Governor Schools evaluation: April 17-19. The Gov. Schools evaluation is every 6-7 years, last time TJ was evaluated on 2017

Treasurer's Report

- PTSA revenue at \$41,000 (exceeded the last revised budget). ANGP revenue at \$50,000
- Expenses as planned
- Treasurer moved to reallocate \$500 from 'Other School Support' and \$500 from 'Marketing' to 'Diversity Committee'. Seconded by 3rd VP. Motion passed unanimously
- Treasurer moved to reallocate \$400 from 'Faculty Allocation' to 'Freshmen Orientation'. Seconded by ANGP Chair. Motion passed unanimously
- Advised the board that QuickBooks no longer supports its desktop version as of May 31, 2023. All users need to move to QuickBooks Online with the first year's subscription cost at \$330/year (50% discount)

ANGP Committee Updates

- Sold 339 tickets, target: 350
- Fire Marshall Training on Thu 3/30 (with all surrounding areas HSs)
 - Setback: due to the max 10% combustible materials coverage rule, decoration must be reduced and rethought
 - No extension cord allowed for any heating apparatus
 - One of the FM is also Madison HS ANGP Chair, he has been very helpful
- Needed to move some of the locations of the games/events
- Will send parents: ticket confirmation, release form, check-in/out procedures, etc
- The president reminded the chair that she needs to sign the contracts and she would prefer to do so sooner rather than later
- The president informed the board regarding an email complaint from a parent regarding the Reserved Seating fundraising. He argued that those with money will get better seats.
 - This fundraising is historical fundraising for ANGP. Price has not changed for a while

- These seats are not necessarily better than the other free first come first serve seats; in fact, some of the reserved seats could be worse. In the past some parents had complained that they did not realize that the seats were not any better than the others
- The president recommended that the new board for next year discuss the continuation of this fundraising and if necessary, bring it to the membership for a vote
- The H&W Chair suggested to sell the seats using raffles so some revenues are maintained
- The ANGP Chair reminded the board that his fundraising revenue is about 20% of total ANGP revenue; need to find another fundraising ideas or have to reduce expenses
- The principal confirmed that these seats are not prime seats but agreed on the bad optics of the sales. She suggested that the best seats are the ones located in the same row of the student. She liked the idea of a raffle.
- The president mentioned that this fundraising is also problematic in other schools.

Academic Support Committee Updates

- Met with Lisa B, TJ testing coordinator, before the spring break
 - Will create a sign-up for proctors and general helpers
 - 150 more tests being administered than last year
- Upcoming event: The Journey to Medical School Starts at TJ (Class 2019)
 - MIT double-major graduate continuing to MD-PHD program
 - The H&W Chair remarked that during a meeting with the Mental Health Coalition, the students are concerned about where the seniors' heads are during the (regular decision) college acceptances/rejections period. The younger students struggle to see how many amazing seniors do not get into ivies/ivy-like colleges
 - She thinks it is a good idea to sometimes have an event/panel with students who went to less impressive colleges but are still successful. Can include students' input for future panel/talk
 - The COC Chair mentioned that perspective is important; it is better to have a diverse panel than a singular view. She will try to get 1-2 other medical students who graduated not from the ivies (or ivies-like)

College Outreach Committee Updates

- 2 more events planned
 - Alumni panel (College destination), either end of April or third week of May, 15 years into their career
 - Senior panel (College admission/lessons learned: in-person, in June)
- Topic: bringing college consultant for an event/talk
 - The COC Chair is against the idea
 - Idea was raised to have college counseling fair as a fundraiser, with 15-20 companies paying for tables - no one was in favor of this approach
 - The 2nd VP agreed that the "talk" by these companies is a marketing scheme. Suggested to coach students to improve their writing skills
 - The H&W Chair mentioned free college essay resources and suggested that the PTSA website can compile those resources, especially those coming from TJ CCC. Students also can attend sessions with college admission officers
 - The 3rd VP attended a panel talk by college admission officers at her base school. Mentioned that her base school also had conducted an admission workshop (attendees were given "real" applications and were asked to guess who gets in who does not)

Diversity Committee Updates

- Next event: Eid celebration, April 28, 4:30-6:30
- In collaboration with the MSA club: A freshman led last year's celebration. Expanding the audience within TJ with support from this committee and parent volunteers

Health and Wellness Committee Updates

- Will conduct last (3rd) session of its parent panel series (May 9th)
 - Senior parents's wisdom: how to support the students
- Supporting MHC in Stress Less Laugh More week

Hospitality Committee Updates

- Chair was not able to attend

Nominating Committee Updates

- The president reported that the NC informed her that the committee is on track to present their report at the April 20th GM meeting. There is at least one qualified candidate per role

2nd VP Updates

- 10+ new members in the last 2 months
- Suggested to distribute printed directories by asking volunteers from school regions

3rd VP Updates

- Some chairs needs reminder to give announcements before their events, and thank you/report blurb after
- Newsletter is already very long so open up to announce student clubs events is not advisable
- Suggestions: use FB groups and SGA newsletters for club events

April 20th General Membership Meeting

- Suggestion to address the potential staff retirement/departure

J-Day vs Picnic Support

- Concern about picnic overload based on last year's experience
- Agreed to support JDay with \$4000 (already approved in the budget)
- We will not host a PTSA Picnic; another option is to support Class picnics, if they are held.
- 3rd VP mentioned that there does not seem to be any appetite for the classes to organize picnics this year

Survey Results Review Discussion and Action Planning

- It was suggested that to have a separate special meeting to discuss the survey in depth
- The possibility of a master calendar was discussed. TJHSST, PTSA, Boosters, Clubs, Sports, etc

Other Unfinished Business

- None

New Business

- None

Adjournment

- The meeting was adjourned at 8:57 pm.