



TJ PTSA Executive Board Meeting Minutes - FINAL

10-05-2023 7:00 pm - 8:30 pm

Attendees:

Executive Committees: President Neelam Janardhan, First VP of Programming and Event Laura Marschoun, Second VP of Membership and Fundraising Julia Li, Third VP of Communications Maggy Li, Treasurer Seema Lohia Singh, Secretary Mirtha Arce

Committee Chairs: Academic Support Committee (ASC) Chair: Partho Banerjee; College Outreach Committee (COC) Chair: Radha Somanchi; Diversity Committee (DC) Chair: Michele Hyde;

Principal (ex officio): Dr. Ann Bonitatibus

Other: Hospitality Committee (HC) Vice Chair: Priya Dodla; Health and Wellness Committee (HWC) Vice Chair: Ann Payne

Location: Google Meet

Agenda

1. Call meeting to order
2. Approval of 2023-08-04 EB Meeting Minutes, 2023-09-07 EB Meetings Minutes, and 2023-10-01 EC Meeting Minutes
3. Review of 9/14/23 GM Meeting Minutes
4. Principal's Report
5. Treasurer's Report
 - a. TJ PTSA Budget Planning 2023-2024
 - b. Profit & Loss October 2023
6. Committee and Officer Reports
 - a. President/1st VP Updates
 - b. Membership & Fundraising - fundraising committee
 - c. Communications - website committee
 - d. ANGP: Chair update, Yard sign, ANGP Sheds Mice Control
 - e. Academic Support
 - f. College Outreach
 - g. Diversity
 - h. Health & Wellness
 - i. Hospitality
7. Other Unfinished Business
8. New Business
9. Adjournment

Call meeting to order

- A quorum was determined to be present and the President called the meeting to order at 7:00 pm.

Appointment of Vice chair for Hospitality committee

- Priya Dodla was nominated to be Vice Chair for the hospitality committee by Colleen Bucher via email. First VP made a motion to appoint Priya Dodla as vice chair and Treasurer seconded. The EC voted unanimously to appoint Priya as the Vice Chair.

Approval of 2023-08-04 EB Meeting Minutes, 2023-09-07 EB Meetings Minutes, 2023-10-01 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 2023-08-04 EB Meeting Minutes, 2023-09-07 EB Meetings Minutes, 2023-10-01 EC Meeting Minutes, all minutes were approved as presented.

Principal's Report

- The SGA Homecoming Week was a huge success. It was a marvelous week with great spirit and routines that were really nice to have back after Covid. The FCPS closure due to the governor declaring a state of emergency due to a pending storm (that did not materialize) caused the Homecoming Dance to be postponed. The student leaders took the disappointment in stride. The new date is October 21, from 7 to 9 pm. The new theme is Haunted Dream House, to combine Homecoming and Halloween.
- The principal recognized that student leaders could not have been better. The student leaders felt that the competitions between classes for points were a little too intense. They discussed new strategies to implement for next year. They will debrief some ways to redirect the enthusiasm to be more in tune with a united whole school spirit.
- PSAT/SAT day (Wednesday) is coming up, no school for freshmen, most seniors will also stay home.
- Thanked the PTSA for hosting the Coffee with the Principal event in person with refreshments. Appreciated the face to face interaction with parents and the thank you emails that followed. Parents reported that they appreciated the instance feedback and interaction with the staff who attended the event. Mrs. Lee-lin Finkbeiner, the Parents liaison, got introduced to families.
- SGA from the previous academic year thought there was a better way to include more students' voices offering open committees. At the end of last year two Student Principal Advisory Councils (SPAC) were formed: 1. For Wellness and Instruction; 2. For Logistics and Operations
- Teachers Councils are open to meet with SPACs and hear from the students directly.

Treasurer's Report

- Total PTSA revenue to-date is \$25,672.75. We still need \$13,000 to reach our goal. We're tracking our expense goals and if we don't meet our revenue goals by January, we will have to figure out a revised budget and determine areas that we will not be able to support.
- The Treasurer moved to reallocate the unused funds of \$500 from Back to School Bash and \$500 from Outreach to the Diversity Committee. Motion was seconded by the First VP and approved unanimously.

Committee and Officer Reports

President Update

- Coffee with the Principal event on 10/3 was a success, attended by 50+ parents. First VP took notes that will be published in the newsletter.
- Regarding the Principal Coffee, PTSA is planning to offer morning coffee in person and also evening virtual format for parents that prefer the second option.

- During the last GM meeting, a member brought up an issue regarding discounted or free PTSA membership fees. The group discussed the issue and agreed to continue the current practice of giving a free membership to those who requested it via Danielle Armstrong, the school social worker. This information will be announced at the next GMM.
- Follow up of the Budget and proposed revision will take place in January, depending on fundraising results. AP snacks cannot be supported if we do not meet our fundraising goal by January.

Membership & Fundraising

- Second VP kicked off corporate sponsorship and started working with the sponsorship coordinator for various areas.
- TJ PTSA launched the corporate sponsorship program with three levels of support: \$1000: Gold Corporate, \$2500: Platinum Corporate, \$5000: Diamond Corporate.
- Corporate Sponsorship offers the company's logo and name displayed on PTSA website and weekly e-newsletter with 2100+ readerships (Gold: 3 months; Platinum: 6 months; Diamond: 12 months).

Communications

- Third VP moved to create a Communications team by appointing Elizabeth "Liz" Crescioli and Niluka Bamunuarachchige as webmasters, and Purnima Pabolu as Graphic Designer. Treasurer seconded the motion and it passed unanimously.
- Third VP suggested having each of the committee chairs write a blurb and highlight their committee's work on the PTSA newsletter, on a monthly basis, starting with Diversity.

ANGP Updates

- President and First VP reported that despite recent search efforts, no ANGP chair has been identified.
- President and First VP are currently recruiting all the leads for the different teams for ANGP.
- First VP will:
 - Get the 1 or 2 sided design reviewed by class council for voting
 - Reach out to last year's Jefferson's Cup and Yard Sign vendors to find out the current pricing
 - Work with Second VP on A2Z store
 - Work with Second VP, Treasurer and President to determine pricing
 - Sent emails to parents of class 2024 asking them to step up and be part of the decision process and ANGP.
 - Provide ANGP Sheds Mice Control report for others to review before next board meeting

Academic Support

- Chair is going to start the process to secure panelists for Navigating TJ. This event may occur on November 15th. A parent only panel during the evening will work, but a faculty panel in the evening will not.

College Outreach

- Chair has reached out to panelists. Need confirmation from two more presenters. October Panel will be around 10/19 or the following week depending on panelist availability.
- Principal said that the student service team is also preparing a college application webinar that will probably take place around lunch-time. It will be recorded and posted in Schoology for parents to watch on demand.

Diversity

- Chair presented Hispanic Heritage Month preparation updates about student performances, donations.
- The Principal congratulated the Diversity Committee for the vitrine display for Hispanic Heritage Month celebration. TJ received the visit of Richard Polio, ESOL Director of FCPS. Dr. Bonitatibus pointed out the display prepared by a group of Hispanic parents and Michele, our Diversity Chair. Mr. Polio complimented the efforts and admired the objects displayed.

Health & Wellness

- Ann Payne provided the report on behalf of the HW committee.
- The first two sessions of the “How to Raise an Adult” book discussion event were a success. A third and last session is scheduled at the end of October.
- Programming is focussing on the student wellness club.
- One Therapy Dog visit had occurred. This will be a monthly event.

Hospitality

- Priya Dodla presented on behalf of the hospitality committee and provided an update on preparations for the Thanksgiving luncheon that will take place on November 17th.

Other Unfinished Business

- None

New Business

- President said that there is no need for an EB meeting on October 26. Only EC Meeting will take place in preparation for the GMM Meeting of November 2nd.

Adjournment

- The meeting was adjourned at 8:35 pm.