



TJ PTSA Executive Board Meeting Minutes - FINAL

01/11/2024 at 7:00 pm - 9:00 pm

Attendees: Executive Board

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 Sanjay Parthasarathy

Committee Chairs: College Outreach Committee (COC) Chair: Radha Somanchi; Diversity Committee (DC) Chair: Michele Hyde; Hospitality Committee (HC) Chair: Colleen Bucher; Health and Wellness Committee Chair (HWC) Chair: Elizabeth Das

Principal (ex officio): Dr. Ann Bonitatibus

Guests: Sridhar Madduluri (Academic Support Committee Vice-chair)

Location: Google Meet

Agenda

1. Call Meeting to Order
2. New Secretary Introductions - Sanjay Parthasarathy
3. Approval of previous EB/EC Meeting Minutes
 - a. 2023-10-05 TJ PTSA EB Meeting Minutes - DRAFT
 - b. 2023-10-26 TJ PTSA EC Meeting Minutes - DRAFT
 - c. 2023-11-19 TJ PTSA Special EC Meeting Minutes - DRAFT
4. Review of 11/02/23 GM Meeting Minutes
 - a. 2023-11-02 TJ PTSA GMM Minutes - DRAFT
5. Principal's Report
6. Treasurer's Report
 - a. Budget Versus Actual July 1 - Jan 10th
 - b. Profit and Loss July 1 - Jan 10th
7. Committee and Officer Reports
 - a. President / 1st VP update
 - i. Dessert with the Principal on 12/5/23
 - ii. Coffee with the counselors upcoming
 - iii. Counselor's breakfast (College Outreach and Academic Support)
 - iv. Nominating Committee next steps
 - v. Continuation of AP Snacks?
 - b. Membership & Fundraising Update
 - c. Newsletter and Communications Update
 - d. Academic Support Committee Update
 - e. College Outreach Committee Update

- f. Diversity Committee Update
 - g. Health and Wellness Committee Update
 - h. Hospitality Committee Update
 - i. ANGP Committee Update
8. Other Unfinished Business
 9. New Business
 10. Adjournment

Call Meeting to Order

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

Approval of EC/EB Meeting Minutes

- Meeting minutes from the EB meeting on 10/5, EC meeting on 10/23 and Special EC on 11/19 had all been distributed electronically in advance and were not read aloud. There were no objections or comments. The minutes were approved.

Review of 11/02/23 GM Meeting Minutes

- Meeting minutes from the GMM on 11/2 had been distributed electronically in advance and were not read aloud. There were no objections or comments. The minutes were approved to be presented for approval at the next GMM on 2/15/24

Principal's report

- 7 TJ students selected as scholars at the Regeneron Talent search (300 nation-wide selected from 2000 applicants). Each scholar received \$2K, with TJHSST getting \$2K/scholar (\$14K total) match for STEM initiatives, to be coordinated amongst TJ labs by the Dr. Kennedy, Chemical Analysis and Nanochemistry Lab Director. 40 finalists will be notified on 1/24 to present their work in DC. Dr. Bonitatibus notified and congratulated the recipients
- Curriculum night on 1/17/24 will include discussions on staffing and master scheduling over webinar at 5:30pm - 6:00pm. Slides will be shared, everything will be accessible by parents, and Mr. Roth will send an email 1/12/24 with the details. 4 sessions starting at 6:00pm; parents can hop-on/hop-off; all materials will be available and no access issues are anticipated.

Treasurer's report

- Seema went over the finances, achieved 98% of revenue planned (\$37.35K vs plan of \$38K). Donations have not reached the goal (\$13.345K vs budget of \$17.7K).
- Discussion ensued on whether to continue providing snacks for those taking the AP exams (over 4000 tests taken yearly). Liz suggested polling the mental health committee. Seema suggested parents donate \$\$ and time. Sridhar indicated it is a good gesture and the kids enjoy the snacks. Laura clarified the discussion is more about the value to the students and the effort expended to estimate quantity, purchase and setup efforts and parent coordination. Maggy echoed Liz and Laura's sentiment and suggested a survey. She suggested getting feedback from parents on how best to allocate PTSA funds. Also, parents get lots of invites to SignUpGenius for donations and volunteering. Maggy suggested getting parents to volunteer as proctors rather than ask for donations. Nell suggested we make a decision at the February meeting.

- (action) Laura volunteered to estimate effort for AP snacks, to aid the decision. We will solicit student inputs after the February EB meeting.
- Julia mentioned that since her donations were matched by her company, the total donations should be categorized in two different buckets: General Donation and Business Donations. (action) Seema to recategorize the donations
- Radha joined the meeting @7:31

Committee and Officer reports

● President / 1st VP update

- *Dessert with the Principal on 12/5/23*
 - Nell thanked Ann, parents were very appreciative with positive feedback
- *Coffee with the counselors 1/19/23 to be moderated by Nell*
 - (action) Nell will reach out to Radha and Sridhar for help in logistics.
 - 70 questions so far have been submitted by parents, poll to close on 1/12
- Counselor's breakfast/lunch during Counselors Appreciation Week (College Outreach and Academic Support)
 - (action) Laura to work with Radha, Partho and Sridhar on coordination, and their decision on budget (under college outreach funds)
- Nominating Committee next steps - voting @ 2/15 GMM
 - (action) Forms to be sent 1/15; Nell will send Maggy details to post;

● Membership & Fundraising Update

- (action) Julia will run another ACT Mock Test Fundraising around Spring Break. Julia will step up effort to let parents know about corporate-matching program
- Julia updated the group that Jane Street decided to donate only to TJ Partnership Fund since they want 100% of amount to go for students activities
- Seema asked if we can increase the number of mock ACT sessions to 4 or 6 - several kids appreciated the sessions, and some could not register in time. Julia will set up 1 session for Spring Break and evaluate thereafter. Laura suggested keeping 1 session only - else diminishing returns from more such sessions
- Julia said similar practice test is available for Digital SAT, but they are provided by College Board therefore we can not run fundraising effort for it

● Newsletter and Communications Update

- Nell asked if we should consolidate resources for parents and list them on the newsletter. Maggy suggested we list committee members on the newsletter. Ann clarified that the committees bring a voice to the table, not ready-resources. Ann further suggested we work with Lee-Lin Finkbeiner (school family liaison) to put together a resource-bank, share with Ann and Ann will ask the administrators to fill in any blanks. (Action assigned to Maggy)
- Liz said a similar discussion topic in the Health and Wellness committee arose, to identify resources for kids who are struggling. She will share the resources list she has collected
- Maggy suggested having a 'cheat-sheet' for committee - members, activities. resources

● Academic Support Committee Update

- Partho was absent due to a last-minute personal situation
- No update by Sridhar. Nell filled in.
- Navigating TJ Math and Science was a great event with 220 attendees.
- (action) Sridhar will work with Partho on 'Navigating TJ Humanities' event. .

Suggestions include:

- Ann: having it on first period of a Blue day since many div and asst. Div leaders have that period off
- Timing is for 9:00am - 10:30 am (60 or 90 minutes) with refreshments for parents from 8:30-9:00 am
- Have subs in classes so more teachers can participate. Expect ~300 attendees;
- Perhaps alternate between virtual and in-person sessions. Hybrid does not work due to audio issues, potential for constrained and multi-pronged discussions, and concern about inclusivity
- (action): Committee chairs will decide format (in-person or virtual) and logistics

- **College Outreach Committee Update**

- Radha summarized the December panel discussion with 5 TJ alumni in undergraduate institutions who shared their undergraduate journey. 100+ attendees, alums were very enthusiastic, willing to help and 3 alums provided contact information to share with Sarah Genetin
- (action) Nell will connect with Sara and will ask parents to help set up for Coffee with Counselors. Laura will help with Logistics.
- Radha will help Partho and Sridhar with Counselor Appreciation Breakfast/Lunch and Coffee with Counselors events
- Any questions not answered in the Coffee with Counselors session will be included in a future COC event (March) - a counselor-centric discussion

- **Diversity Committee Update**

- Lunar New Year celebration in Jan is planned with several student performances.
- Black History Month celebration in Feb
- Holi celebration in March and Eid in April.

- **Health and Wellness Committee Update**

- Thanks to Danielle Armstrong and other Student and Services staff for a very successful '9th grade book club'
- 10th grade book club to be conducted over 2 sessions on 2/2 and 3/1
- Ann Payne took over the bulletin board on first floor and has done a marvelous job with an interactive topic every month
- Mental Health coalition committee meetings upcoming. Ann mentioned that the students in the Mental Health Coalition assembled care kits (heated blankets, stuffed animals, cooling pads, breathing strips.....)
- Liz talked about the Winter Destressor event during an 8th period that has helped kids relax
- Committee supported teachers in a guitar-making event that was well appreciated. We are subsidizing for \$100/kit 7 teachers participated

- Trish Gerstman (school psychologist) and Danielle Armstrong (school social worker) conducted a student survey = “what students wish their parents knew”. Willing to share survey results - need to determine the best forum to share the results.
- 3 parent support sessions envisioned:
 - Body doubling (to get kids focused)
 - “Your High School experience is not MY High School experience”
 - Parents Panel
 - Events in April - June
- Should we do Mardi Gras celebration again this year (snacks + beads).
 - While it was a good surprise event for the kids (led by a very enthusiastic Louisiana parent), it is not value-added. Ann said it would not be horrible if we did not have the event; Laura agreed. Seema suggested a banner or poster to acknowledge the MardiGras celebration rather than beads/snacks. Liz appreciated all the feedback. Nell suggested it was Liz’s decision and no vote was needed.
 - Radha asked if money is reprogrammed should an event be canceled. Nell said every committee has a budget - and the chair decides where to spend it.
- **Hospitality Committee Update**
 - Colleen shared pictures from the Thanksgiving luncheon - incredible array of food, would like to document how many countries were represented.
 - \$25 gift cards given to each staff and teacher was well appreciated.
 - Acknowledged Priya’s leadership and help
 - Ms. Russell and Ms. Wilson coordinated with Colleen on staff development needs - expect no further requests for the year
 - (action) Help coordinate Spring luncheon with teachers on May 2nd
 - Budget is ok - spending less each year on food
- **ANGP Committee Update**
 - Laura, Michelle and Monica leading ANGP preparations, no other parents volunteered
 - Need an Army of volunteers. At least 5 parents to volunteer - please spread the word. Need 2025/2026/2027 parents as second-in-command since 2024 parent volunteers will be attending graduation ceremonies.
 - Organization chart of ANGP committee shared with team
 - (action) Michelle will send a list of volunteer positions and shadow-positions needed. Laura will help pull the list together
 - Signup Genius for ‘day of’ volunteer spots (e.g. security. Check-in, casino) to be sent in February
 - Priya and Nell will volunteer Friday-Sunday
 - ANGP store: order yard sign and Jefferson cup before 1/31.
 - ANGP tickets are \$80 now, and will increase to \$150 in May. Buy early!!!

Other Unfinished Business

- None

New Business

- Diversity events have gotten bigger and require significant efforts that can no longer be sustained inside the TJ PTSA. Proposed to make them students-led and students-run in the future. More details in February

Adjournment

- The meeting was adjourned at 8:25 pm.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary

Minutes Approved as X Presented or Amended on Feb. 8, 2024