



## TJ PTSA Executive Board Meeting Minutes

02/08/2024 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, Ann Payne; Academic Support Committee (ASC) Chair: Partho Bannerjee

Principal (ex officio): Dr. Ann Bonitatibus

Guests: Sridhar Madduluri (Academic Support Committee Vice-chair), Priya Dodla (HWC Vice-chair)

**Location:** Google Meet

### Agenda

1. Call Meeting to Order
2. Approval of January 11<sup>th</sup>, 2024 EB Meeting minutes
3. Principal's Report
4. Treasurer's Report
5. Committee and Officer Reports
  - a. President / 1st VP update
  - b. Membership & Fundraising Update
  - c. Newsletter and Communications Update
  - d. Diversity Committee Update
  - e. Academic Support Committee Update
  - f. College Outreach Committee Update
  - g. Health and Wellness Committee Update
  - h. Hospitality Committee Update
  - i. ANGP Committee Update
6. Other Unfinished Business
7. New Business
8. Adjournment

## Call Meeting to Order

- A quorum was determined to be present and the president called the meeting to order (@7:01).

## Approval of EC/EB Meeting Minutes

- Meeting minutes from the EB meeting on 01/11/24 had been distributed electronically in advance and were not read aloud. There were no objections or comments. The minutes were approved.

## Principal's report

- We are in the middle of the scheduling season. Good attendance at the curriculum night
- Extending academic advisory on how to take the AP Calc B/C and AP Physics C
- Many requests for the curriculum night material.
- Advance thank you to volunteers for delivering treats to the staff for Valentine's day
- Shout out to the Lunar New Year and Black History month celebration volunteers
- SR&R mid-year review – will issue reminders to students about academic integrity, importance of belonging and no tolerance for acts of discrimination or racism. Some concerning behaviors seen recently.
- TJ will participate in instructional sharing to observe, establish norms and share feedback: 14 district leaders will visit 16 classrooms in small groups (2-3 members/group visiting 4 classrooms for 20 min each) to see the great work our teachers do, the challenges they face, the innovations in place and in need
- Nell requested 1 Executive Board meeting to be conversational with Dr. Bonitatibus

## Treasurer's report

- Seema shared the finances, achieved 105% of revenue goal established Oct 5, 2023 (\$40K actual vs \$38K planned). The budget assumed equal revenues from member dues and from donations, to ensure no over-reliance on either donors or membership dues. Donations have not reached the goal (\$13.345K vs budget of \$17.7K).

[Radha Somanchi joined at 7:21]

## Committee and Officer reports

- **President / 1st VP update**
  - Counselor's breakfast/lunch during Counselors Appreciation Week (College Outreach and Academic Support) was well appreciated. A Chipotle lunch for ~20 attendees with a Candyland-themed event was very well planned by Radha and team with guidance from Laura. Thanks to Sridhar and Radha for arranging the event.
  - *Coffee with the counselors 1/19/23 to be rescheduled due to weather-related cancellation.*
    - Challenging to get some counselors to be available at this busy time. Nell will assess availability, and will work with Sridhar and Radha.
    - Sara and her counselors' team have categorized and provided responses to the ~70 questions posed by parents. These will be shared via newsletter and email
    - The Spring events of the College Outreach and Academic Support Committees will incorporate some of the questions and answers.

- Nominating Committee: 5 volunteers stepped up – their biographies were in the newsletter and emails along with the General Membership Meeting notifications. Next steps – voting on the nominating committee members @ 2/15 GMM
  - 2/15 GMM – All hands-on-deck – Julia will help with checking in and identifying members, Seema will be available to enroll members. Rest of the team will pitch in.
- **Membership & Fundraising Update**
    - Spring ACT/SAT dates being decided (Mar 2/Apr 6), No SAT simulation from current vendor. Will work with Princeton Review for Mock SAT Test
    - Corporate matching program – Julia will setup a website
    - Need Donor receipt letters sent out – Laura asked Seema to do so – target next week
    - General donations were \$5.8K vs budget of \$7.2K, deemed okay for now
- **Newsletter and Communications Update**
    - Maggy has been working with the Student Services to curate some parent and student resources
    - Nell requested Maggy put the resources list on the TJPTSA website
    - Laura asked if this information will be published on the website (aka public) and advised to ask permission to publish to the parents who will be listed on those resources list
    - These were follow-up to actions from last meeting:
      - ✓ 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 B 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 will share the resources list she has collected

[7:37pm – Colleen Bucher joined]

[7:38pm – Partho Banerjee joined]

- **Diversity Committee Update**
  - Michele commended the students and volunteers for a great Lunar New Year event, and the preparations for the Black History Month events tomorrow.
  - Holi celebration in March and Eid in April.
- **Pivoting to student-led Diversity Celebrations for 2024-25 school year**
  - Michele described the history of her tenure with the Diversity Committee beginning in the fall of 2021 when students returned to in-person learning after the COVID shutdowns. At that time the PTSA was taking the lead in rebuilding our parent community, reestablishing collaborative relationships with staff, and restoring our student organizations. As part of that effort, the mission of the Diversity Committee changed to reflect its new role. That period of transition has now ended. Our campus is once again alive with activity. It is therefore appropriate to make changes again.
  - Michele proposed the following changes to begin June 15, 2024:

1. Return ownership of TJ cultural celebrations to student clubs to foster a culture of engagement among our students.
  2. Allow students to plan cultural celebrations to reflect a student-centered vision of inclusion.
  3. Continue to provide financial support for cultural celebrations by moving the Diversity Committee budget to the Student Club Support budget (allowing for grants of up to \$500 per event to reflect current support levels).
  4. Continue to promote cultural celebrations hosted by student clubs in all of our communication venues.
  5. Continue to help recruit volunteers to support cultural celebrations hosted by student clubs.
  6. Divest the logistical responsibilities related to hosting cultural celebrations to student clubs in order to spread those responsibilities out among many volunteers and organizations, and to create more opportunities for outreach and community building.
  7. Eliminate the Diversity Committee with the understanding that all PTSA committees are responsible for supporting diversity at TJ, and with the understanding that Student Club Support will be the main venue for supporting cultural celebrations at TJ.
- Meeting attendees were given the opportunity to discuss the proposal.
  - There was some concern that students might be too busy with academics to maintain the current level of cultural celebrations established by the Diversity Committee, and about which clubs would lead which events.
  - Others supported the proposal noting that student-led events may not look the same, but that's okay!
  - The intent is to return to the way things were done before COVID, and let students take the lead on embracing diversity. Many returning parents have experience supporting Diversity Committee events and are ready to support students in organizing similar events next year.
  - There was a discussion regarding the need to draft a grant application form (similar to the Partnership Fund) to help guide students' thinking in developing their plans for cultural celebrations. This will be developed in the coming months.
  - This is a leadership opportunity for the kids and a learning opportunity.
  - With Michele leaving, there will be changes and a transition, but we need to have faith in the kids.
  - Michele made the motion to eliminate the Diversity Committee with the understanding that all PTSA committees are responsible for supporting diversity at TJ, and with the understanding that Student Club Support will be the main venue for supporting cultural celebrations at TJ.
    - Laura seconded the motion.
    - With 10 Ayes and 2 Nays, the motion passed. The changes will go into effect on June 15, 2024.

- **Academic Support Committee Update**

- Sridhar and Partho will brainstorm with Laura and Haiyan on how much effort the AP snacks organization takes and present at the March meeting. Partho commented it is not a lot of effort but is it effective?
- Liz will ask the question at the Mental Health Coalition meeting Wednesday and let us know
- Laura asked Partho to meet with the committee members to explore if others have bandwidth to support
- Nell – we will revisit in March. Partho will send his assessment in ~2 weeks
- Nell – asked that the team commence planning on Spring activities and conduct a panel
- Laura stated that the money has to be spent, so be ready with options to pull the trigger based on the decision

- **College Outreach Committee Update**

- March event of the College Outreach Committee will be a catch-all since the 'coffee with counselors' event was canceled due to weather and rescheduling is difficult given the busy time of the year. Sara Gentin has categorized and sent answers to all questions asked thus far and will be published in next week's newsletter
- The March event will tap into the same resources and the COC will work with the ASC (Partho) and the counselors on how best to make it work for a Morning time window
- Laura suggested as an alternative, the ASC can have its own event with Alumni parents participating as well.
- Radha said 'Thank you' notes were sent out to the 5 alumni on the December panel discussion with 5 TJ alumni. The alums provided contact information to share with Sara Genetin, and the students can continue to tap into their experiences.

- **Health and Wellness Committee Update**

- Thanks to Danielle Armstrong and to Lee-Lin Finkbeiner for kicking off the 1<sup>st</sup> book club event for 10<sup>th</sup> grade parents - the 'Emotional life of a teenager'. Session 2 is scheduled for 3/1. Liz recommends attendance – 60 RSVPS (though only ~25 attended last time).
- Mardi Gras celebration – feedback from last time was validated (by students) as not value-added, event will not be conducted
- Dr. Bonitatibus suggested creative ideas like 'Senior lunch' to make them feel special, some snacks for seniors at the CurieCommons (near Geosystems classes), etc.
- Danielle Armstrong and Patricia Gerstman– collated 'what kids want their parents to know' – and will present at the GMM on 2/15. The recurring theme from the survey is that 'our kids' TJ experience is very different from our own' – so as parents, we need to help our kids validate their experiences.
- Two informative sessions being planned for parents:
  - 3/15: 'Body-doubling' – a strategy to get our executive functions to be better
  - 4/15 'It's different now'
- Michele – reminded 3/15 is Holi celebration
- Michele added that the seniors work so hard on their college applications. We need to celebrate the 'effort' rather than just the 'outcome'. Colleen loved the idea, and suggested a senior lunch similar to a teacher appreciation event. Dr. Bonitatibus agreed – and this topic would be good for Liz to bring up with the Mental Health Coalition
- Feb 29<sup>th</sup> is '100 days to graduation' – suggested breakfast for seniors at the Commons

- Liz commended Ann Payne on the creative bulletin board – current topic is ‘Fill a cup with Kindness’. Kids are writing good appropriate material. Liz will send a picture to Maggy for inclusion in the newsletter

- **Hospitality Committee Update**

- Colleen mentioned Priya has taken the lead for celebrating Valentine’s Day on 2/13 (deconflicting from Ash Wednesday on 2/14)
  - Note (action from last meeting) Help coordinate Spring luncheon with teachers on May 2nd

- **ANGP Committee Update**

- Laura, Michele and Monica leading ANGP preparations, no other parents volunteered
- >300 tickets sold; deadline to purchase Jefferson cup, yard signs and discounted ticket prices had passed
- Price now \$95, will increase progressively to \$150 in June
- Budgeting is on-going, sub-committee has been setup
- Need underclassmen parents to help – for continuity (since all 3 co-leads have graduating seniors) and because the senior parents will be attending the graduation ceremony and cannot be setting up the event too at the same time. Good way to ‘pay it forward’ for the other parents
- Sign-up Genius to be sent – ‘all hands on deck’ for graduation week
- Orders for TJ Cups and Graduation Yard Signs have been placed The pick-up time is planned for early to mid March. Parents have chosen pick-up location during purchase

### **Other Unfinished Business**

- None

### **New Business**

- None

### **Adjournment**

- The meeting was adjourned at 9:00 pm.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary

Minutes Approved as   X   Presented or        Amended on March 7, 2024