



TJ PTSA Executive Board Meeting Minutes

03/07/2024 at 7:00 pm - 8:00 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)

Location: Google Meet

Agenda

1. Call Meeting to Order
2. Approval of EB meeting minutes from Feb 8, 2024
3. Principal's Report
4. Treasurer's Report
 - a. Budget Versus Actual July 1-Feb 29th
 - b. Profit and Loss July 1-Feb 29th
5. Committee and Officer Updates and Reports
 - a. President/ 1st VP
 - b. Membership & Fundraising
 - c. Newsletter and Communications
 - d. Diversity Committee
 - e. Academic Support Committee
 - f. College Outreach Committee
 - g. Health and Wellness Committee
 - h. Hospitality Committee
 - i. ANGP Committee
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 (@7:03).

Approval of EC/EB Meeting Minutes

- Meeting minutes from the EB meeting on 02/08/24 had been distributed electronically in advance and were not read aloud. There were no objections or comments. The minutes were approved.

Principal's report

- Pleased with the school improvement plans and socio-economic training provided
- Parents need to verify course requests for next year and encourage students to make good choices. Expect 2 weeks to compile course requests, and another 2 weeks for staffing decisions and master schedule development. This enables planning for hiring, and back-fills for any retirements
- Staff is hearing from both parents and students about concerns about consistency in grading and curriculum standards across the county. Dr. Bonitatibus reminded that courses are not esoteric just because of TJ
- Dr, Bonitatibus attended a great conference that has her energized
- Link on ION for students to report instances of bullying/harassment and discriminatory behavior. This is similar to the existing link on ION for academic integrity. This information was conveyed to students via Schoology and conveys how important these issues are to the school community.

Treasurer's report

- Seema shared the finances; funding goals have been met for the year.
- Kudos to Julia for funding and membership enrollments

[Partho Bannerjee joined at 7:11pm]

[Radha Somanchi joined at 7:13pm]

- Discussion ensued about funding J-day as revenue goals were met, and in addition the accounting-related expenses that were budgeted at the beginning of the year are no longer needed.
- The accounting-related expenses were allocated due to covid-era and its subsequent year tax-penalties levied by the IRS. The president had worked tirelessly to resolve these issues in the last 2 years.
- Executive board will make a motion at the next GMM to allocate unspent approved expenses to support J-Day. Team will provide estimates for inflatables and other J-Day expenses.

Committee and Officer reports

- **President / 1st VP update**
 - Appreciative of the counselors team for virtual sessions held (2 sessions for class of 2025, 2 for class of 2026 and 1 session for class of 2027)
 - Board agreed and is appreciative of Priya Dodla hosting a volunteer appreciation event. The Hospitality committee has a budget (\$500) to fund the event. Currently soliciting ideas for location and gifts for the volunteers.

- Sunshine fund or rainy-day fund idea discussed . The President will touch base with Board members and will bring forward a proposal in April. Questions brought up at the discussion included how the fund would be managed, the funds dispersed (perhaps through the school's existing process for hardship assistance), whether these would be gift cards, would status of recipient's economic conditions be checked regularly, how best to ensure the counselor and school family liaison work with the families impacted.
- **Membership & Fundraising Update**
 - The ACT mock test was held on 3/2. Pursuant to parent requests, Julia is setting up Digital SAT (dSAT) mock tests from Princeton Review on April 13. These tests are in addition to the complimentary tests provided on the College Board site
 - Julia is designing posters similar to the ones used in the Hackathon and by the TJ Academic Boosters
- **Newsletter and Communications Update**
 - Maggy is working with the committee representatives and Student Services to curate parent and student resources to share via the newsletter
 - Maggy continues monitoring Social media channels to ensure open communications and capture any new ideas
- **Diversity Committee Update**
 - Holi celebration on March 15th. Current donation is on the low side and the need is a little higher given the higher costs of the colors (powders). Will wait till 3/11 before pushing for donations.
 - Will continue collaboration with the Muslim Student Association (MSA) as they were doing a great job planning for Eid celebrations last April.
- **Academic Support Committee Update**
 - Sridhar and Partho will coordinate with the Lab Directors to host a 'Navigating Research Labs' webinar in mid-April
 - Partho, Sridar, Liz, Catherine Li, Laura, and Nell had a working session a few days prior and AP Snacks event is a go (based on input from Liz Das polling the mental health coalition students). The team is working to determine the process for AP proctors and snacks. Sridhar and Partho will revert back after Spring Break.
 - Laura recommended renaming the effort as "AP Exam Support" to encompass snacks and proctoring support efforts
- **College Outreach Committee Update**
 - Nell, Laura and Radha had a working session prior to the board meeting and brainstormed ideas including events in mid-April and June to target parents of Juniors and Seniors, to share their college application experience. Parent panel in April and Alumni panel in June are planned.
- **Health and Wellness Committee Update**
 - 10th grade book club readings on 'Emotional Life of Teenagers' elicited good conversations, with 12 parents in attendance
 - 'Body Doubling' is scheduled for March 22nd

- Danielle Armstrong and Patricia Gerstman will present survey results on 4/15 in a discussion entitled 'It's Different now'
- Donuts to be distributed in March for Seniors, to express how proud we are of them. Discussed when to provide donuts - at the start of day or during advisory. Dr. Bonitatibus advised on avoiding disruptions during advisory, and letting teachers know in advance.
- **Hospitality Committee Update**
 - Spring Teacher Luncheon as part of the Teacher Appreciation Week is to be held on 5/2
- **ANGP Committee Update**
 - Planning on track - thanks to Laura, Michele and Monica.
 - Reserved Seating Sales to begin at 3/16 on 9 AM
 - Maggy to send dedicated emails: 3/9; 3/15; 3/16
 - Julia to open the store at 9 AM
 - Yard Signs and TJ Cups distributions are ongoing (Laura and Raji, along with 8 other zone-lead volunteers)
 - Donations of soda from Coca Cola has been delivered (thank you Adedoyin)
 - Raffle (Garima) team plan to solicit more donations
 - All other teams are working hard (food, entertainment, decoration)
 - Coordination with Fire Marshals is about to start

Other Unfinished Business

- None

New Business

- None

Adjournment

- The meeting was adjourned at 8:09 pm.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary

Minutes Approved as X Presented or Amended on April 11, 2024