



TJ PTSA Executive Board Meeting Minutes

12/05/2024 at 7:30 pm - 8:15 pm

Attendees: Executive Board

Executive Committee: President: Neelam Janardhan; First VP of Programming and Events: Catherine Li; Second VP of Membership; and Fundraising: Julia Li, Third VP of Communications: Maggy Li; Treasurer Dinesh Kumar; Secretary: Sanjay Parthasarathy

Committee Chairs and Co-chairs: Academic Support – Tom Stauber, College Outreach and Planning – Radha Somanchi, Health and Wellness – Ann Payne and Liz Das, Hospitality – Priya Dodla, ANGP – Kareena Nair and Deepika Sood

Location: Google Meet

Agenda

- Call meeting to order
 - Approval of prior meeting minutes in draft;
 - EB meeting on October 17th
 - Appoint Tom Stauber as Academic Support Committee Chair
 - Appoint Seema Lohia Singh as ANGP Treasurer
 - Treasurer's report and ANGP Reserves Vote - Dinesh Kumar
 - Committee Updates 25 minutes
 - Grad Celebration- Kareena Nair
 - Academic Support - Tom Stauber
 - College Planning - Radha Somanchi
 - Health and Wellness - Ann Payne
 - Hospitality - Priya Dodla
 - GMM deck: finish by Tues 12/10
 - Membership and Fundraising update if any (Julia) - 5 mins
 - Heavy Lift on Data from School
 - Fundraising Status
 - Email to Non-Members - Jan?
 - Are all 2028 parents receiving our newsletter?
 - TJ PTSA cultural celebrations grant update - 1 min
 - Communication updates if any Maggy: 5 mins
 - Next EB and GMM Meetings.reminder - Nell - 2 mins
 - Next GMM Virtual: Thu, Dec 12, - 30,45 mins for PTSA business and 45 - 1:15 for Principal's reflections
 - New Business
 - GotSneakers.com
 - Auditing committee
 - Hybrid for book club
 - Adjournment
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Call Meeting to Order

- A quorum was determined to be present and the president called the meeting to order (@7:32pm).

Approval of prior meeting minutes draft;

- The committee sought feedback on the draft meeting minutes from past EB meetings held on October 17th . These were all approved, with no suggestions or corrections.

Board member appointments:

- Catherine Li proposed, and Maggy Li seconded the proposal to appoint **Tom Stauber as Academic Support Committee Chair**. All EB members unanimously voted in favor of the motion.
- Catherine Li proposed, and Dinesh Kumar seconded the proposal to appoint **Seema Lohia Singh as ANGP Treasurer**. All EB members unanimously voted in favor of the motion.

<<Radha Somanchi joined at 7:37pm>>

Treasurer report – Dinesh Kumar

- Actual spending is in-line with budget, and all book-keeping activities are up-to-date. Donations are as anticipated, and overall spending is inline with plan with a shift in some categories of spending (e.g. Hospitality committee anticipates spending \$2K more for teacher appreciation events). Detailed report will be presented at the General Membership meeting on 12/12/24
- ANGP account has a balance of ~\$35K in the bank. We need to draw-down this amount - \$10K from this bank account is proposed to be used for the ANGP celebrations of the class of 2024-2025. This budget revision will be proposed at the GMM on 12/12/24 for approval by all members.
- At the GMM on 12/12, the PTSA board will propose an increase in hospitality expenses by \$2,300 to reflect the increased Teacher Appreciation donations. and a motion to use ANGP reserves of \$10,000 per year for the classes of 2025,2026 and 2027 ANGPs and fund the balance of the ANGP via regular fundraising expenses.
- Dinesh will explore the policy and options for the \$25K ANGP fund to generate income to support 'rainy-day' funds for parents/students in need
- Membership has increased to 815.
- Quickbook fees has increased to \$65/month. Dinesh will call to negotiate a lower fee. Google sheets is an option.

Committee reports:

ANGP Grad Celebrations (Kareen Nair'25 and Deepika Sood'26): Thanks to Laura Marshcon for guidance on planning the ANGP. Expect to spend \$40K (\$10K from the current balance, if approved by members at the 12/12 GMM). ANGP date is now to be held 6pm-11pm on 6/12/25 (vs 6/8/25) due to FCPS holiday observance on 6/8/25. This will be announced at the GMM on 12/12/24. The EB debated hosting the event outside school, but will leave it to the next year's committee to action if appropriate.

<< Latha (Hospitality committee) joined at 8:08pm and left as Nell let Priya know that she can join once she was officially appointed as Vice Chair. Priya wasn't ready to appoint her yet so she left the meeting.>>

Academic support committee (Tom Stauber): The 'Navigating TJ Math and Science' seminar was well attended with 239 participants engaged in lively discussions. Upcoming events include 'Navigating TJ Humanities (early February 2025, Tom to recommend plan of action before winter break), and Counselor Breakfast/Lunch (early February 2025). The EB discussed how to recognize/incentivize teachers to participate in after-school PTSA events - \$100 gift cards or compensatory time were options – we will work with the new Principal to help decide on the best approach.

College outreach and planning: (Radha Somanchi) – the College Outreach and Planning committee has organized a panel session on 12/17 with 3 TJ alumni students to share their undergraduate journeys. The notice and registration information will be sent to Maggy for publishing via the newsletter. Upcoming events include 'Completing the Junior package – dos and don'ts' (March'25) and a ' Panel Discussion with Senior Students: What Worked, What didn't' in

June'25. We will invite Senior parents to share their perspective on balancing the tactical (counsellor suggestions) with the strategic (long term focus).

Health and Wellness committee (Ann Payne): . The committee sponsored 3 sessions of the 9th grade Parent Book Club that were well attended – the last meeting was held Oct 18th.

Upcoming events include 10th & 11th grade Parent Book Club sessions in January & February, Parent Support Group meetings in the spring, and activities for staff. Liz attended the Mental Health coalition meeting and Ann has helped with the bulletin boards that have been very successful. The EB suggested that the College Outreach and Planning committee, the Health and Wellness committee and the Hospitality committee work together for the counsellor appreciation events.

Hospitality committee (Priya Dodla) Thanksgiving luncheon for all TJ staff was well appreciated. Teacher gift bag stuffing event will be on 12/16 – each teacher will get a \$25 gift card and holiday candies. The sign-up Genius and notification blurbs were sent to members. Nearly \$1000 in food was donated this academic year – the treasurer will capture this amount in next year's financial report and planning.

Membership and Fundraising (Julia Li): Parent/Student data provided by the school required python code to wrangle the information the PTSA needs. A2Z bulk update completed (1st update is free, then \$75/upload). Reminder will be sent on 12/3/24 for donations on the heels of 'Giving Tuesday'. SAT/Act mock tests will be scheduled for March. Julia will document the repeatable process for her activities

Logistics for the GMM meeting on 12/12

All EB members to register for the Zoom link, and dial in by 6:45pm. The GMM deck will be complete by 12/10. Nell will validate members and send them the zoom link.

Nominating committee reports that their search for the EC leaders for the next academic year is going well.

New Business

- Gotsneakers.com – a question was raised whether PTSA will support. Need to coordinate with the school activity officer, who should weigh in on how best the class council can raise funds
- Audit committee candidate identified – Dinesh will connect with the candidate
- Parents have asked if the book club can be 'hybrid' with remote participation, but the team believes a smaller in-person group discussion is more personal and impactful.
- Class Council '25 and the Russian club have requested grant support . Nell has forwarded their request to Dave Arthur, the director of student activities to validate the need

Adjournment

- The meeting was adjourned at 8:53 pm.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary

Minutes Approved as X Presented or Amended on February 20, 2025