



TJ PTSA General Membership Meeting Minutes

05/01/25 at 7:00 pm – 8:30 pm

Attendees:

Executive Committees: 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: Academic Support Committee (ASC) Chair: Tom Stauber; Health and Wellness Committee (HWC) Chair: Ann Payne; Hospitality Committee (HC) Chair: Priya Dodla; College Outreach Committee (COC) chair: Radha Yellepeddy; ANGP Committee Chair: Kareena Nair

TJHSST Principal: Mr. Michael Mukai

Others: SGA leader: Jocelyn Hui and Jeff Neurauter (Parliamentarian to facilitate the Election of the Executive Committee)

Total TJ PTSA members in attendance: 43

Location: TJHSST Cafeteria

Agenda (7:00pm – 8:30pm)

- I. Call to Order and Welcome: Nell Janardhan (2 mins)
- II. Agenda Adoption: Nell Janardhan (3 mins)
- III. Approval of 2025-03-20 GM Meeting Minutes (2 mins)
- IV. SGA Report (10 mins)
- V. Principal's Remarks: Mr. Michael Mukai (10 mins)
- VI. Treasurer's Report: Dinesh Kumar (5 mins)
- VII. Committee Reports - Catherine Li (20 mins)
 - A. Grad Celebration - Kareena Nair & Deepika Sood
 - B. Academic Support - Tom Stauber
 - C. College Planning - Radha Yellepeddy & Mara Marshall
 - D. Health and Wellness - Ann Payne & Liz Das
 - E. Hospitality - Priya Dodla
- VIII. President's remarks: Nell Janardhan (5 mins)
- IX. Officer Election (60 mins)
 - A. Adopting rules
 - B. Nomination of candidates
 - C. Candidate statements
 - D. Voting
- X. Adjournment

Call Meeting to Order

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

- President Nell Janardhan welcomed the members and provided logistical information for voting and asking questions.
- The President reiterated that the meeting rules approved at the 9/19/24 GMM meeting will be adhered to. The rules were sent out in advance at the PTSA website and emailed to PTSA members. The highlights of the rules are:
 - GMM will use Robert's Rules.
 - Please always be respectful and courteous.
 - Raise your hand to request being recognized.

Agenda Adoption

- The proposed agenda and time limits were published on the website and notified via the weekly membership newsletter.
- Motion to approve the agenda was proposed (Maggy Li), seconded (Julia Li), and the agenda was adopted with 100% of the votes in favor.
- Maggy Li will be the timekeeper to ensure adherence to the time limits in the approved agenda

Approval of 2025-03-20 GM Meeting Minutes

- The 2025-03-20 GMM draft Minutes were available on the TJ PTSA website, and notifications of the minutes were sent via newsletter posts and dedicated email.
- The President solicited comments/corrections to the minutes. There were no comments nor corrections to the 2025-03-20 TJ PTSA GM Meeting Minutes; and the minutes were approved as presented.

Principal's report – Mr. Michael Mukai

- Mr. Mukai shared his reflections from his first 100 days as the Principal of TJHSST
- He reiterated that the goal of an education at TJHSST is to prepare the students for whatever they want to be. The students will be challenged and will learn the important life skills of having the courage to fail, to recover from a setback, and do better.
- Several achievements by students that make us proud of the TJ students – young marine of the year, history bowl winners, Creative writing winners and the Regeneration competition winners.
- Mr. Mukai thanked the parents for the warm welcome and tremendous support he has received thus far
- Questions for the Principal are being collected to be addressed by Mr. Mukai. But Mr. Mukai urged the parents not to wait for a Google sheet to raise any concerns
- The Class of 2025 presented Mr. Mukai with a gift – a 3D rendering of TJHSST emblem

Student Government Association (SGA) Report – Jocelyn Huie

- Jocelyn discussed the various initiatives and events organized by the Student Government Association (SGA).
 - New SGA officers were elected
 - The Town Hall meeting held on the 8th period on March 21st; had a good turnout
 - TJ's got Talent and the Middle School Leadership Conference (MSLC) were well received and attended
 - The Commons initiative was implemented to provide power towers, microwaves and printers
- Jocelyn also highlighted the staff appreciation breakfast and the upcoming J-Day celebrations,
- The SGA is appreciative of the TJPTSA support throughout the school year.

Treasurer's report: Dinesh Kumar

- The treasurer – Dinesh Kumar – presented the budget vs. actuals-to-date. Expenses are on track. Thanks to the parents for their generous donations, and to the fund-raising team as well.
- TJPTSA membership has grown at a rapid pace, to be the leader in new enrollees and members. The Virginia PTA will recognize TJPTSA for this achievement at an event in May.
- Dinesh walked the attendees through the Budget Report and P&L spreadsheet on-screen. The TJPTSA will direct most of its funds to student activities and has increased the funding for AP snacks and for teacher appreciation events due to increased donations.
- TJPTSA will fund activities supporting the 40th anniversary of TJ and related school activities per school's request.
- The ending balance for 24-25 school year will be \$35K-\$40K, in line with the what was presented at the beginning for this year. The balance sheet is strong, and the budget will allow for support to student clubs through appropriate approval processes.
- As signaled in the 3/20/25 GMM meeting, Dinesh moved to adopt the proposed budget revision for the current school year and approve the pre-authorization of funds for the summer and early-fall meetings to acclimatize new TJPTSA students, welcome teachers and fund the Back to School Bash initiatives. Since this motion is on behalf of the board, no second was needed.
- The motion was unanimously approved by the voting members of the TJPTSA.

- Note that the PTSA has continued to support cultural celebrations through Student Club Support grants and the application forms and process have been shared with the clubs via the school. So far, we have provided grants to celebrate Hispanic Heritage Month, Diwali, Russian New Year, Lunar New year, Black History Month, Taste of TJ, and the Eid-al-Fitr celebration.

Committee Reports - Catherine Li

Catherine Li, VP of events and programming, provided an overview of event planning and invited the committee chairs to highlight the accomplishments thus far, and the plans for the remainder of the 2024-2025 academic year.

- **Grad Celebration** - Kareena Nair and Deepika Sood: The Grad celebration will be a trip to Hershey Park on Thursday, 6/12 from 7:45am – 9:30pm. GRAD After-Party will be held at TJHSST 9:30pm - 11:00pm.
 - Kareena Nair and Deepika Sood are coordinating the ANGP planning and have received estimates from vendors.
 - Hershey Park tickets have been purchased, sales for GRAD Trip ticket and TJ Sculpture close midnight on May 1st
 - Upcoming milestones:
 - Week of May 5th – Complete the recruitment of Chaperones, book Charter Buses, order return favors;
 - Week of May 26th - Order Decorations, Raffle Prizes, and other Supplies -
 - Week of June 2nd - Purchase Snacks and Drinks, Order After-Party Meals/Desserts
 - A parent asked why there was no ‘all-night’ grad party like in the yesteryears. Nell provided the background and the exigent circumstances this year of FCPS closure that weekend, which forced a creative re-thinking of the celebration planning.
- **Academic Support** - Tom Stauber: Need parents to help during the AP exams from 5/5-5/16 (AM & PM). We will have 172 sessions and 4700 test-takers
 - We need proctors! (123 slots filled out of 172)
 - Currently still have a need for 49 volunteers to proctor AP Calculus and APUSH/AP English
 - The ASC has over 5000 snack items, and will be manning tables depending on test volume
- **College Planning** – Ummara Marshall moderated the ‘Demystifying the Junior packet – dos and don’ts’ (virtual panel on April 9th). A “Panel Discussion with Senior Students: What Worked, What Didn’t” will be held on June 4th
- **Health and Wellness** – Lee Lin Finkbeiner (for Ann Payne): The committee sponsored 6 sessions of the 9th , 10th and 11th grade Parent Book Clubs that were well attended. The committee has hosted three Parent Support Group meetings on anxiety, executive functioning and culture-clashes in parenting The Committee has supported student-led initiatives through the Mental Health Coalition. The committee also celebrated Counselor Appreciation Week and School Social Work Week. The committee continues to support staff wellness activities and student-led initiatives in the last quarter of 2025. The key theme is ‘Stress Less, Laugh More’
- **Hospitality** - Priya Dodla: The committee organized a Spring Luncheon (Teacher appreciation) on April 25th and will help facilitate the Teacher Appreciation week May 5th to May 9th; End of the year Ice Cream Truck is expected on June 11th. The Hospitality committee expressed thanks to the TJPTSA and the generous parents for making these wonderful events possible. The committee is organizing a volunteer appreciation event on May 3rd at a local park.

Catherine Li wrapped up the events and committee reports with a shout-out to the parent volunteers, committee chairs and co-chairs for impacting the TJHSST student life through meaningful events.

President’s remarks

Nell Janardhan (a graduating senior parent) expressed her appreciation to the school, parents, staff and the PTSA board as she presided over her last General Membership Meeting at TJPTSA. Nell recalled how the dedicated volunteers and the school staff helped graduate the PTSA from its probationary period, with a dramatic increase in memberships each of the last 3 years. The events organized addressed parent concerns and questions, as evidenced by the great feedback received for the Parent Preview night for incoming freshmen students. Parents felt supported by the school, the PTSA and the staff. Nell thanked Laura Marschon for her leadership and paving the pathway to success for the PTSA. She thanked

each TJPTSA Executive Board member and specifically called out how each of them have helped the PTSA run effectively. Nell will surely be missed. Catherine Li voiced her gratitude to Nell and wished her well.

Officer Elections

- Nell Janardhan introduced Jeff Neurauter (parliamentarian) as the presiding officer for the officer election. The motion to have Jeff be the presiding officer was proposed by Maggy Li, seconded by Julia Li, and approved with 100% votes in favor, and was hence adopted.
- Jeff introduced his role as parliamentarian and his experience facilitating impartial and fair elections for many organizations nationwide.
- Nell moved to adopt the election rules sent earlier via email and posted on the TJPTSA website. No second was needed since the motion was made on behalf of the Executive Board, and the motion was approved with 100% of votes in favor, without any debate or questions
- Dunia Pardo representing the Nominating Committee presented its slate of candidates:
 - President: Catherine Li
 - 1st Vice President of Programming & Events: Kokeb Kassa
 - 2nd Vice President of Membership & Fundraising: Ye (Maggy) Li
 - 3rd Vice President of Communications: Thomas Stauber
 - Treasurer: Dinesh Kumar
 - Secretary: Raji Madhuvana
- Mr. Neurauter asked for any further nominations from the floor. No additional nominations were made from the floor; hence the nominations were closed out for all roles
- Each of the candidates gave a 3-min statement of purpose and shared their experiences relevant to the Board role they are seeking.
- Since there were only 1 candidate for each role, Jeff asked if there were any objections to conducting the elections via a single vote for all candidates (rather than sequential voting for each of the 6 roles). There were no objections from the attendees.
- A voice vote was held to elect the slate of candidates in its entirety. There were no objections, and 100% Ayes.
- Results: The assembly voted for the following candidates for the Executive Committee of the TJ PTSA for 2025 - 2026.
 - President: Catherine Li
 - 1st Vice President of Programming & Events: Kokeb Kassa
 - 2nd Vice President of Membership & Fundraising: Ye (Maggy) Li
 - 3rd Vice President of Communications: Thomas Stauber
 - Treasurer: Dinesh Kumar
 - Secretary: Raji Madhuvana
 -
- The election concluded at 8:25pm. Jeff turned the presiding officer role back to Nell Janardhan

Adjournment

- The meeting was adjourned at 8:30pm
- The date for the next PTSA meeting in the 2025-2026 academic year will be communicated by the new Executive Committee. Topics will be sent in advance of the meeting.

Minutes Prepared by Sanjay Parthasarathy, TJHSST PTSA Secretary.

Minutes Approved as ___X___ Presented or _____ Amended on December 11, 2025