

**John Muir Middle School PTSA  
Association Meeting Agenda  
Tuesday, August 22, 2023  
7:00pm Cafeteria**



**Call to Order**

- Appoint Kate O'Connor as Pro-tem Parliamentarian
- Establish Quorum: 14 members
- Excused Absences:
- Approval of Agenda

**Opening Ceremonies**

- Pledge of Allegiance –Griffin Bierman
- Inspiration – Ellen Sedrakyan

**Approval of Minutes of the Association Meeting May 9, 2023**

- The minutes from 05/09/2023 Association meeting were read and approved by a committee of three: Kirsten Morris, Michelle Ries, and Stella Chalian. The minutes stand approved as presented.
- Appoint committee of three to read minutes of August 22, 2023, Association Meeting

**Principal's Report - Dr. Miller**

**Teacher Update -**

**ASB Update - Erin Konstantine (or Student Rep)**

**New Business: Ratify Items based on Executive Board Recommendation**

- Motion to Ratify 2023-2024 Appointed Officers by Kate O'Connor
  - Parliamentarian - OPEN
- Motion to Ratify 2023-2024 Chairpersons by Kate O'Connor
  - Art – Rosie Barajas
  - Book Fair – Erin Konstantine
  - Diversity, Equity, & Inclusion (DEI) – Dipali Patel
  - E-Sign – Aida Galoussian
  - Fall Festival – OPEN
  - Founder's Day – Michelle Ries
  - Garden Sustainability – OPEN
  - Honorary Service Award (HSA) – Jackie Hackbarth
  - Hospitality – OPEN
  - Legislation Advocacy – Kristen Harmon
  - Membership - Jolene O'Guin
  - Reflections – Cathy Bierman
  - TAG (Teacher Appreciation Giveback) - Armine Avetissian
  - Communications- Heather Beltran
  - Griffin Bierman, Corresponding Secretary
  - ~ Motion to Appoint

- Motion to Ratify Bank Statement Reviewer by Kate O'Connor  
~Heather Beltran
- Motion to Ratify opening a new point of sale account  
~Cheddar Up

### **Officer's Reports:**

- First VP Programs – OPEN  
~ Movie Night- 9/15 (movie, contract, UOF for Auditorium) – Motion to sign  
~ Proposed 2023-24 Calendar; Motion to Adopt, with changes
- Second VP Fundraising – Erin Konstantine  
~Book Fair: 9/1-9/11 (Set up 8/24; Teacher preview 9/1, 9/5 & 9/6; Use of Facilities for Room 603 – Motion to sign  
~ Penny Wars: 9/18-9/29  
~ Fall Festival Update: 10/20
- Third VP Volunteers- Melania Gordzholadze
- Historian - Catie Young  
~Collection of names and volunteer hours
- Parliamentarian – OPEN  
~ Bylaws, Motion to Adopt changes  
~ create bylaws committee for annual review of bylaws and standing rules; schedule day/time for meeting
- Recording Secretary – Elizabeth Isabella

### **Financial Reports:**

Financial Secretary's Report – Lea Ford

- May 2023 Financial Secretary's Report
- 2022-2023 Annual Financial Secretary's Report
- June and July 2023 Financial Secretary's Reports

Treasurer's Report – Kate O'Connor

- May 2023 Treasurer's Report
- 2022-2023 Annual Financial Report
- Proposed 2023-2024 Budget – Motion to adopt
- June and July 2023 Treasurer's Reports
- Bills to be Ratified/Paid – Motion to ratify/pay
- Motion to Release Funds

Auditor's Report – Melania Gordzholadze

- Presentation of 2022-2023 Year End Audits - Motion to Adopt

### **Chairperson's Reports:**

- Arts – Rosie Barajas – Art Day  
~IMA update
- Book Fair – Erin Konstantine
- Diversity, Equality, & Inclusion (DEI) – Dipali Patel
- E-sign - Aida Galoussian
- Fall Festival – OPEN
- Founder's Day – Michelle Ries

- Garden Sustainability – OPEN
- Honorary Service Award (HSA) – Jackie Hackbarth
- TAG – Armine Avetisian – TAG Welcome Back Breakfast 8/10
- Legislation Advocacy – Kristen Harmon
- Membership –Jolene O'Guin
  - ~ Current members
  - ~ Please join! <https://jointotem.com/ca/burbank/john-muir-middle-school-ptsa>
- Reflections – Cathy Biermann
  - ~ Theme for this year is “I am hopeful because...”
- Communications – Heather Beltran
  - ~ Join our Facebook page – “John Muir Middle School PTSA – Burbank”
- Corresponding Secretary – Griffin Bierman

**President's Report** – Ellen Sedrakyan

- All students can use their Student ID as a library card for the Burbank Public Library
- School drop off & pick up safety - please slow down, obey all posted signs, and watch out for pedestrians.
- Let's Talk with Superintendent Paramo on 09/20. Email me your questions by 09/12 (Email: [ellensedrakyan@gmail.com](mailto:ellensedrakyan@gmail.com))
- We are looking for Muir families to host sixteen students from Muir's Sister School in Japan-from Tuesday, September 19 to Monday morning, September 25. Sign up is due 08/27
- Make-Up Picture day is 08/28 from 7:30am-2:45pm
- Open PTSA positions available
- No School 9/4 – Labor Day
- Back to School Night 9/6
- Next PTSA Association Meeting – September 19th at 7:00pm in the Library

***THANK YOU to Armine and the volunteers for an amazing TAG Welcome Back Breakfast & THANK YOU to all the awesome volunteers that helped with Registration!***

Adjournment

**Join our PTSA Today!**

