வணக்கம்!

நல்வரவு!

வள்ளுவன் தமிழ் மையம்
உங்களை அன்புடன் வரவேற்கிறது

First Day Orientation

2022 - 23

தமிழ்த்தாய் வாழ்த்து

KATHY SMITH

Sully District Supervisor of the Fairfax County Board of Supervisors

SHANNON CAMPBELL

After-school specialist
Rocky Run Middle School

இயக்குனர் குழு அறிமுகம்

Election 2022

► Election conducted for 4 positions for 2021-2022 term : President, Secretary, Joint Secretary and Teachers Representative in May 2022.

➤ Newly elected board members are :
  ➤ தலைவர் (President) – Lekshmi Velraj
  ➤ செயலாளர்(Secretary) - Kishore Shanker Singh
  ➤ இணை செயலாளர் (Joint Secretary)- Vanjinathan Sanjeevi
  ➤ ஆசிரியர் பிரதிநிதி (Teachers Representative) – Bavani Ramanathan

Board Members
2022 - 2023

Elected Board Of Directors	Responsibilities	Year 2022 – 2023
President	Oversees the entire operations	Lekshmi Velraj
Vice President	Technology & Communication	Rashmi Palaniappan
Secretary	Logistics and Legal	Kishore Shanker Singh
Joint Secretary	Cultural Events	Vanjinathan Sanjeevi
Treasurer	Financial Activities	Sripriya Jayaraman
Parents Representative	Parents Liasion	Eswari Sivaraj
Teachers Representative	Teachers Liasion	Bavani Ramanathan

Outgoing Board Members

Thank you for your service

Secretary	Ganesh Palanisamy
Joint Secretary	Sivasankkar Selvanathan
Teachers Representative	Anu Sathish

Board Advisory Committee members

- ➢ **Role**
  - ➢ **To provide guidance or advice as deemed necessary.**
  - ➢ **To help sustain and preserve the core values defined in the by-law.**

Annapurani Suresh
Anu Sathish
Balaji Malappu Radhakrishnan
Baskar Kumaresan
Bharathi Karthikeyan
Ganesh Palanisamy
Ilanchezhian Murugan
Jeba Jerin Selvamony
Kumar Krishnan
Lakshmi Srinivasan

Ma. Mathivanan
Rams Muthukumaran
Ravi Sampath
Shankarnarayanan Sundararaman
Sharmila Arumugam
Sivasankkar Selvanathan
Sudha Thillai Govindarajan
Velmurugan Periasamy

நன்றி

Our sincere thanks to Teachers, Volunteers, Parents & Students

Requesting your continued support!

Key Accomplishments

Date	Accomplishments
4/11/2022	The first road in the USA that will be named Valluvar Way after the great poet Valluvar.
3/1/2022	Commonwealth of Virginia designates January, in 2022 and in each succeeding year, as Tamil Heritage Month in Virginia.
2020 onwards	VTA's own class books and homework books for all Nilai's
12/11/2019	Loudoun County Public Library (Gum Springs Library) started to lend Tamil Books from Fall 2019 onwards (1000+ books).
10/11/2019	Fairfax County Public Library (Chantilly library) started to lend Tamil Books from Fall 2019 onwards (70+ books).
3/5/2018	Commonwealth of Virginia designates Tamil New Year Day. Designating April 14, in 2019 and in each succeeding year, as Tamil New Year.
2/15/2018	Loudoun County Public Library (Brambleton branch) started to lend Tamil Books from Fall 2018 onwards (1000+ books).
1/14/2018	Commonwealth of Virginia designates January 14, in 2018 and in each succeeding year, as Pongal Day in Virginia.
2/27/2017	Commonwealth of Virginia House of Delegates, the Senate concurring, That the General Assembly hereby commend Valluvan Tamil Academy.
2/22/2017	Loudoun County Public Schools recognized Tamil for high school credit and seal of biliteracy starting 2017. Tamil is the first Indian language to be introduced in the Loudoun County Public Schools high school system.
8/1/2016	All FCPS students who passed Tamil Credit FCPS exam current or previous years can get seal of biliteracy from year 2016 onwards.

Current Year Goals

➢ Making Tamil learning environment fun for kids.

➢ Standardize teaching methodologies across all classes of same Nilai.

➢ Continue to invest on teachers training to improve the teaching standards.

➢ Prepare for external exams (TVA, FCPS & LCPS credit)

➢ Strengthen our Volunteer Base. *VTA is 100% volunteer based org.*

  • Minimum of 20 Hours volunteering.

➢ Literature club for parents *[New]*

Key Updates : 2022-2023

▶ **600+ registered students**

- 600+ since 2017 -2018/ 530+ in 2016-17 / 410+ in 2015-16

▶ **36 classrooms**

- 14 Classrooms for Morning session :
    - This year Morning Session covers Jr.Mazhalai to Nilai 6.
- 22 Classrooms for Afternoon session:
    - Afternoon Session covers Jr.Mazhalai to Melnilai 7.

▶ **~65 volunteer teachers**

- Need more teachers for the morning sessions. Please come forward to help.
- VTA Graduates/Students volunteering pool to grow. Last year we had **25** student volunteers.

General Key Info

► For any questions regarding registration, class change requests, issues with website/forum, event registration queries etc. please use email for communication.

➢ *Email to help@valluvantamil.org*

► Volunteer Tracking system in place to enable our volunteers to track their hours. It is available in https://my.valluvantamil.org under Actions → Volunteer Tracking
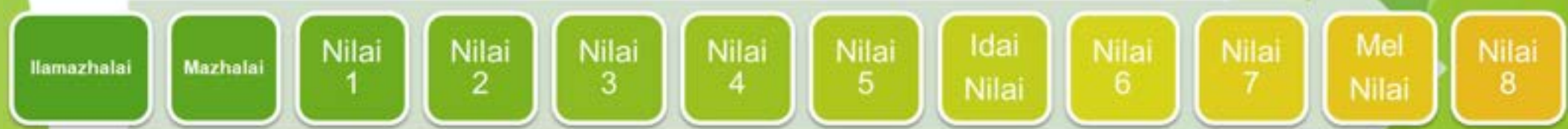
Key School Activities

► Combined Sessions for each Nilai with various Tamil culture related activities

► FCPS and LCPS Tamil Credit Exams

► Thamizhar Thirunaal / Tamil Fair

► Cultural Competitions

► Teachers Pattimandram

► TVA Basic, Intermediate and Advanced Exams

► Annual Day

► Parents Conference : Fall and Spring

► Need volunteers to start new activities this year :

   ► Book Club

   ► After school clubs – Example : Debate, Speech

   ► Sports Day

► Participate in National Events – Fetna Tamil Bee

Nilai Allocation

Age	Grade	Nilai
4	Preschool	IlaMazhalai
5	Kindergarten	Mazhalai
6	First Grade	Nilai 1
7	Second Grade and above	Nilai 2(Age appropriate section) New Students to VTA start at Nilai 2
8 to 16	Grade 3 and above	Nilai 2 or above (Based on VTA evaluation)

Nilai Progression

Ilamazhalai | Mazhalai | Nilai 1 | Nilai 2 | Nilai 3 | Nilai 4 | Nilai 5 | Idai Nilai | Nilai 6 | Nilai 7 | Mel Nilai | Nilai 8

Section Allocation Guidelines

- Students within same Nilai are grouped into different sections based on various criteria. Below are the section names for this year.
  - *Afternoon Classes:* **அல்லி, முல்லை, மல்லிகை, குவளை,தும்பை, வாகை**
  - *Morning Classes:* **குறிஞ்சி, மருதம், நெய்தல்**
- On a best effort basis, new students are placed together in the same class.
- On a best effort basis, students from the same class last year are placed together.
- Students who passed "TVA Intermediate Exam"[Idainilai] are eligible to go to Nilai 6.
- Some students are placed in 2-year Nilai completion program either by Parents choice OR Teacher's recommendation.
- Students who passed Nilai 7 are eligible to go to "TVA Advanced Exam"[Melnilai]

Promotion Policy

Promotion of students to the next Nilai is determined by the following criteria:

➢ *Minimum 70% aggregate in the mid term tests.*

➢ *Minimum 70% attendance.*

➢ *Completion of HW, class participation, events participation.*

➢ *If any of the above criteria is not met, the student should repeat the same Nilai for another year.*

➢ *Higher grade students (County Grade 4+/Age 10 +) with demonstrated Tamil proficiency can be considered for level acceleration, subject teacher evaluation and recommendation with parent concurrence.*

Committees Overview

▶ Legal

▶ Election

▶ Audit

▶ Cultural

▶ Finance

▶ Logistics

▶ Multi-Media (Audio, Printing, Photography)

▶ Parents

▶ Teachers

▶ Technology

Legal Committee

❖ Legal committee will act as advisors as per Board of Directors request and guide the board of directors about possible legal issues as requested to do so by the Board.

❖ Legal Committee Scope:
  ➢ Any third-party contracts as well as fourth party engagement disclosures.
  ➢ VTA Parents and Volunteers Consent form, Digital data sharing and any other disclosures/contracts if any.
  ➢ Bylaw changes
  ➢ Any internal and external changes that may lead to possible legal issues/risks.
  ➢ Review and provide comments on statements, guidelines, proposed policies, reports, and other Issues as requested.
  ➢ Legal committee will work with Board of Directors on the legal responsibilities of a nonprofit board.

Audit Committee

Audit Scope:

➢ General Ledger maintained by Finance committee

➢ Bank statement

➢ Paypal statement

➢ Expense receipts

➢ Board approval for the expenses (Meeting minutes)

➢ Assets owned by VTA

Audit Committee

- Audit Lead : Alagappan Annamalai Muthiah
  - Email: audit@valluvantamil.org
- Audit committee members
  - Bala Sundaram and Baskar Kumaresan
  - Outgoing: Baskar Athappan and Gopinath
  - All audit committee members are also members of VTA
- Board members and Finance committee members are
  NOT part of the Audit committee
- Audit committee is an independent committee and not influenced by BOD or other committees

Audit Committee

Where are we now?

➢ Implemented PTA approach checklist for full year audit starting school year 2020-2021

➢ Asset tracking is in Google docs

➢ Auditing is completed till 2021 Sep.

➢ Validated IRS Tax filing till 2021.

➢ Audit team will review the findings and any suggestions with Board/Finance committee.

Technology Committee

INFRASTRUCTURE

Google Workspace

Linux

Microsoft Azure

WordPress

Atlassian

MySQL

DEVELOPMENT

PRIME FACES

AngularJS

Java EE

spring boot

SCRIPTING

python

Technology Committee

General School Operations

- Student registration
- Member issues
- Distribution lists
- Volunteer hours tracking
- Adhoc Reporting

Support Cultural Committee

- Events registration
- Participation Certificates

Support Teachers Committee

- Class Allocation
- Google Classroom
- Zoom Meetings (virtual)
- Attendance Report
- Promotion Report
- Publish external exam results
  - TVA Exam Scores
  - County Credit Exam Credits /Completion Status
- Quarterly Progress Report *[New]*
- Promotion Module

New Initiatives Planned

New Initiatives we would like to pursue this year :

➢ Website updates and more importantly look into newer technology for scaling purposes.

➢ Mobile friendly version of my.valluvan to ease out registration and viewing.

➢ Volunteering Hours module revamp for easy entry.

Each of the above project is time bound and we need volunteers who will be willing to help us out for these projects.

Technology Committee

Development
Balamurugan Tamilmani
Sundaramoorthy Kanagarajan
Deepak Karuppiah

Operations
Sankari Chelliah
Jeevitha Jayaraman
Meera Gunasekaran

Advisors
Ilanchezhiyan Murugan
Selvamohan Neethiraj

Scan the code below to help us serve our school!

Please email help@valluvantamil.org for any issues with our portal or website

Teachers Committee

➢ Teachers are the pillars of VTA.

➢ Teachers play a pivotal role in the advancement of academic side of the school.

Teachers Committee Includes:

➢ Teachers from all classes (IlaMazhalai to Melnilai teachers)

➢ All Volunteers who are helping with improving Academic side of the school.

Teachers Committee

Other Volunteers involved with advancement of academic learning:

➢ Academic Council :

➢ Goal : Making "Learning Tamil fun for kids"

➢ Teacher Leads :

➢ Goal : Working with the teachers to promote standardized teaching.

Teachers Committee

➢ Teacher Committee Leads :

▶ Subashini Kishore

▶ Vijaya Sivaprakasam

▶ Seetha Kamal

➢ Email : teacher_committee_lead@valluvantamil.org

Logistics Committee

➢ Logistics team volunteers are the backbone of VTA

➢ In a post-pandemic academic year, Priority is to operationalize the schools' regular functions and organize events

➢ Once we streamline the operations, We will focus on improving the efficiency in operations

➢ Operational efficiency can be achieved through metrics. This year we will focus on improving the metrics and move towards a metrics driven decision making organization

➢ Data Points such as volunteer availability, task allocation are to be done using tools. Micro teams for each tasks to be created.

Ideas are welcome !

➢ Bottomline - Optimal usage of resources, **most precious of all is the Volunteer time & effort**

Logistics Committee

General Responsibilities

➢ Timely Check in/Check out - making sure we are leaving the classrooms in same condition - for morning and afternoon sessions

➢ Directing students to respective classrooms

➢ Assist with Traffic flow and Parking

➢ Crowd control during school in session

➢ Monitor the main doors for unusual activity

➢ Maintain cleanliness of the school

➢ Help during the major school events

➢ Volunteer Recruitment Drive

General Logistics Information - In Person

Parents are requested to remind their kids about the following FCPS requests please...

❖ Do not allow students or adults to touch teacher's desk, drawers or other FCPS property/supplies(including markers, candies, students 'books)

❖ If chairs and desks are moved, please bring back to the original set-up

❖ Congregation not allowed inside the school premises & parking, Please use the area outside the cafeteria or remain in the car

❖ Each parent is responsible for picking up and dropping off kids inside classroom

  [only for Ilamazhai, Mazhalai, Nilai 1].

❖ For DROP only - No parents will be allowed inside for Nilai 2 and higher. Please do Kiss and Ride only.

❖ Carpool is recommended due to limited parking in afternoon session.

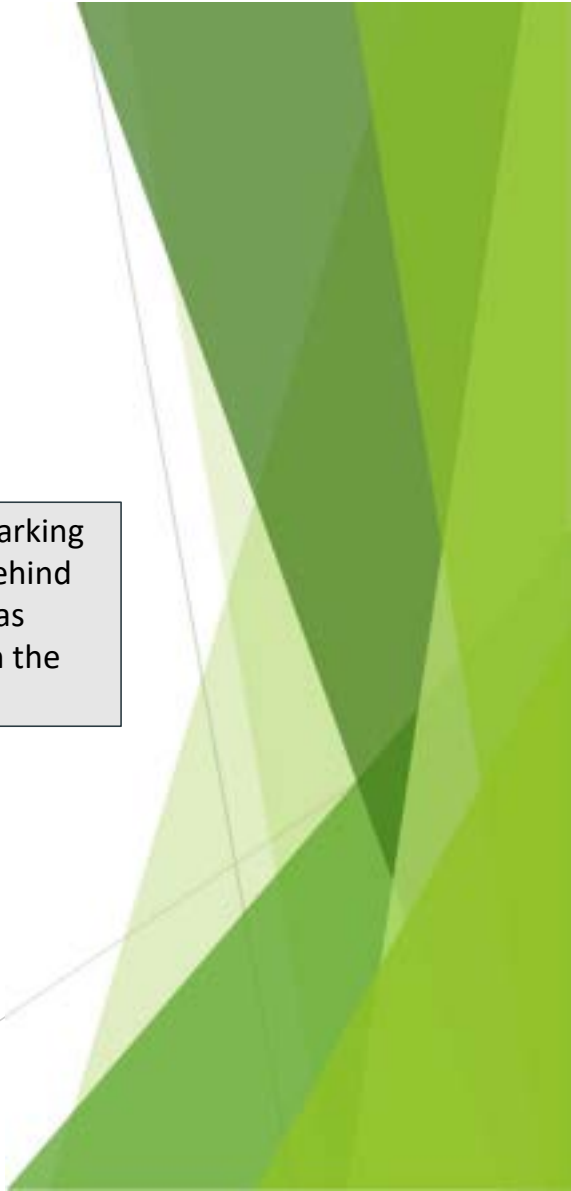❖ No Foods, Drinks, Bubble gums & instance sticks permitted inside the facility.

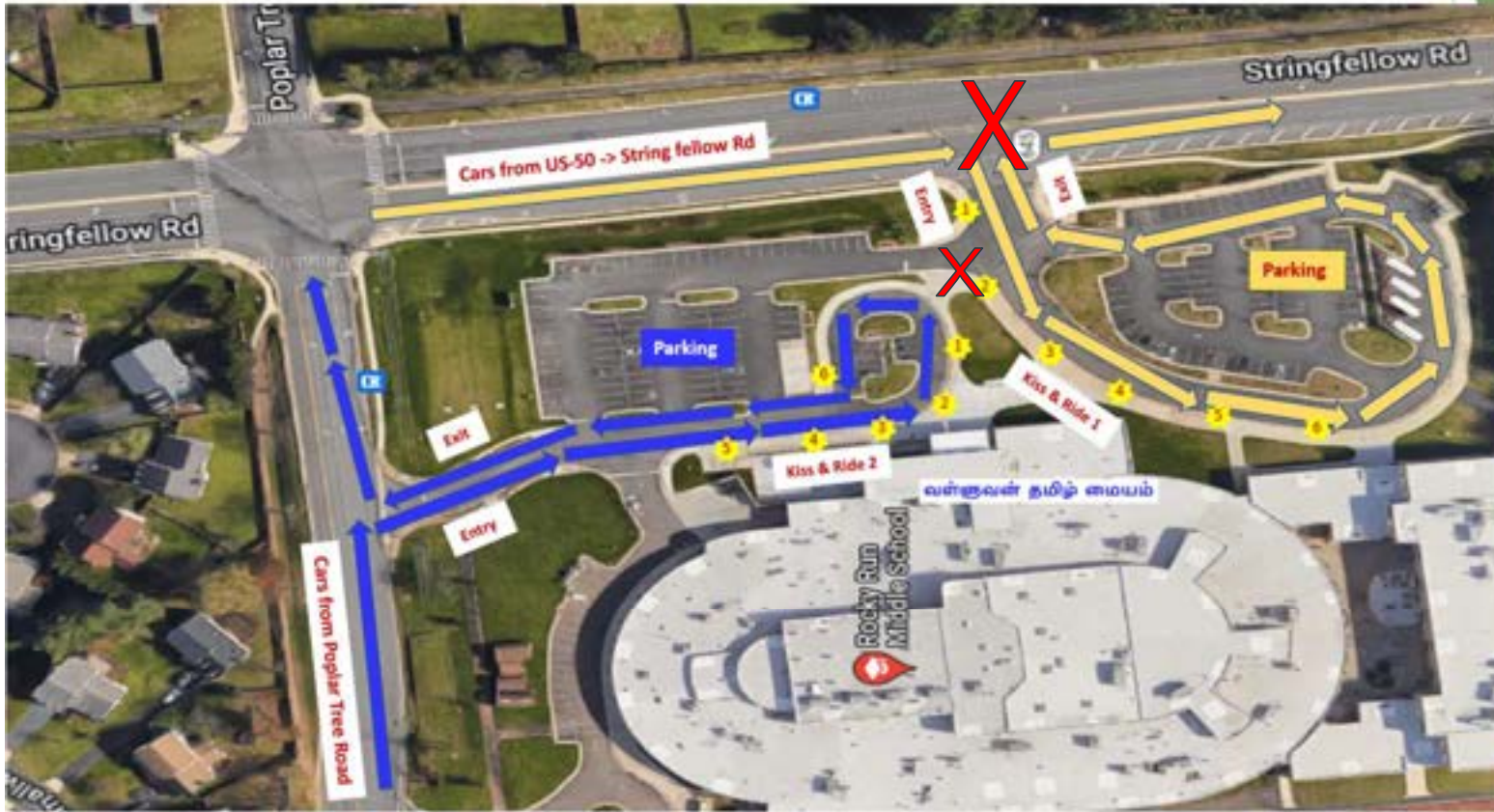# Parking Arrangements - Overflow Parking

Overflow Parking available behind the school as indicated in the map

Overflow Parking available behind the school as indicated in the map

Parking Arrangements - Do's & Dont's

- Do not take left turn on stringfellow Rd, Please take the right turn always
- Wait for volunteers to assist if you want to park in the blue indicated parking area
- Do not park on disabled parking spaces

Logistics Committee

➢ **Logistics Committee Leads:**

- Morning Batch - SanthaKumar Murugaiyan

- Afternoon Batch - Raghavan Natarajan

Finance Committee

Finance Committee Scope:

➢ Accurate accounting of all income and expense through Quickbooks (QB) Online

➢ School registration – fee payment & fee refund processing

➢ Verification and payment of all school expenses with Board approval

➢ Manage all Bank accounts – Savings and Checking

➢ Paypal account – only gateway for payment, all transactions entered in QB

➢ Monthly reconciliation of Paypal, QB and Bank accounts

➢ Preparing the budget for the school year and keeping track

➢ Yearly Tax filing

➢ Fundraising Support

Finance Committee

➢ Email : finance@valluvantamil.org

➢ Advisor/Treasurer – Sripriya Jayaraman

➢ Leads : Sowmiya Suresh, Selva Sivaprakasam, Priya Srinivasan

NEED MORE VOLUNTEERS – PLEASE SIGN UP!!
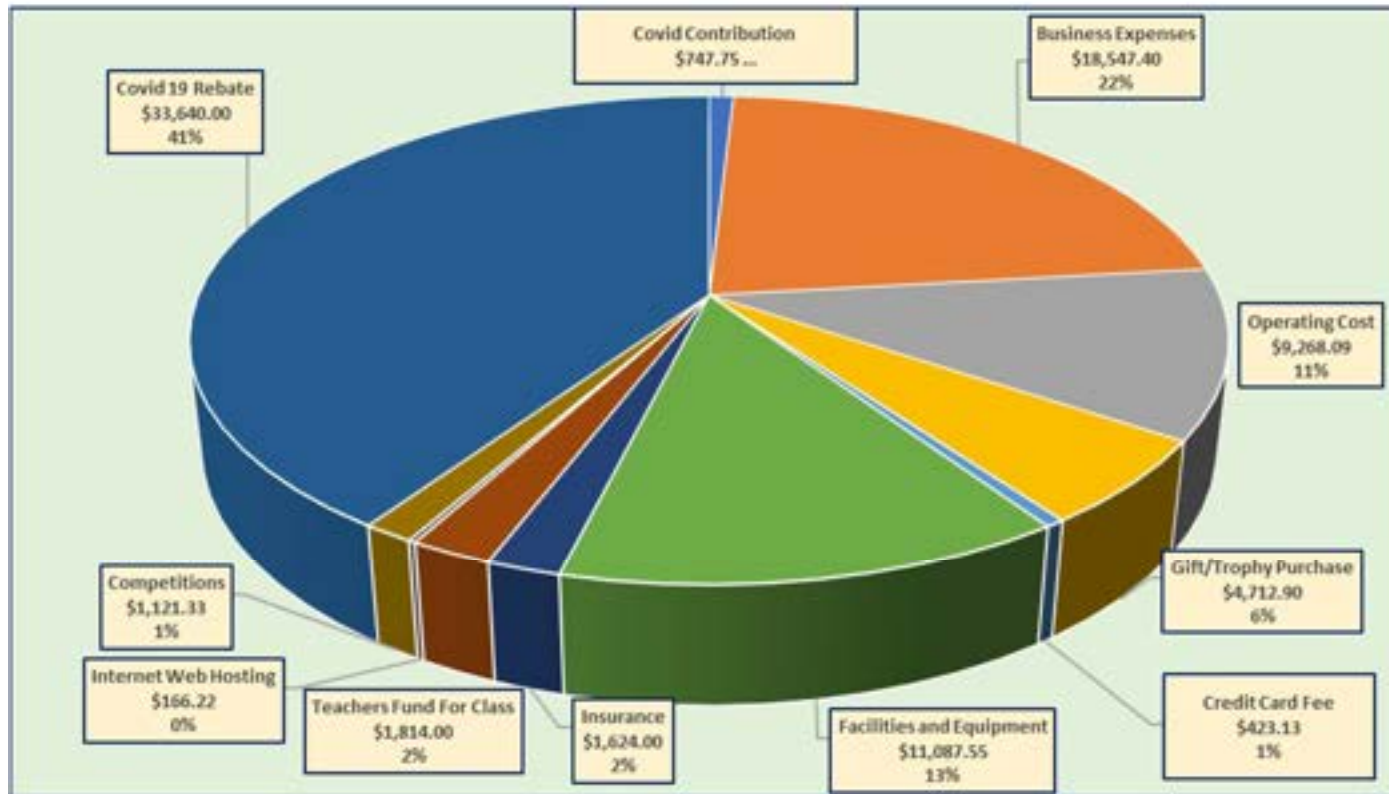
Account Summary for School Year 2021-2022

Details	Income	Expense
Program Income	$87,596.76	
Direct Public Support	$2,238.47	
Other Contributions/Income*	$354.11	
Covid 19 Student rebate **		$33,640.00
Total Expenses***		$51,949.33
	$90,189.34	**$85,589.33**
Income over Expenses	**$4,600.01**	

* Other Income varies each year

** Rebate given to returning students

*** This could change since there are still unclaimed/pending expenses

Expenses for 2021-22

How can you help?

➤ Student fee is not tax-deductible.

➤ All your other donations are tax-deductible.

➤ Check if your employer has gift-matching program or volunteer program.

➤ Please sign up with Amazon Smile - 0.5% to Valluvan Tamil Academy www.smile.amazon.com or use Amazon smile direct link

➤ VTA gets grants from Verizon, Navy Federal Credit Union, SAP, Freddie Mac, Fannie Mae, Northrop Grumman & CenturyLink (thanks to these members).

Cultural Committee

Cultural Committee Scope:

➤ Prepare/Revise Guidelines for cultural events.

➤ Each competition has a lead and 2 coordinators.

➤ Once registration is closed, to sort them in groups.

➤ Identify Judges for each Competition.

Cultural Committee

Cultural Leads :

➢ Prasad Muthuraman and Vaishnavi Gopalan

➢ Email : culturalleads@valluvantamil.org

➢ We need multiple volunteers to help out for every cultural event. Please sign up.

Events & Competitions @ VTA

- Adzap - விளம்பரப் போட்டி
- Art/Kolam – கலை/கோலம்
- Katturai - கட்டுரை
- Music - இசை
- Speech - பேச்சு
- Tamil Bee - தமிழ் தேனீ
- Thirukkural - திருக்குறள்
- Athichudi - ஆத்திசூடி

35th FeTNA convention
NYC : July 1-4 2022

Aradhana Arun

► She won National Championship for Katturai Potti (Essay competition)for age category 9 -12.

► She won second prize for Kavithai potti (Poetry competition)for age category 9-12.

Aaradhya Arun

► She won National Championship for Kavithai potti (Poetry competition) for age category 5-8.

Pranav Palaniappan and Aaradhya Arun

➤ Zonal Winners and Finalists for Fetna Tamil Bee Category 1 (age 5-8) .

Parents Committee

Parents Committee Scope:

➢ Connect class parents together

➢ Ensure parent concerns are heard by the board and teachers and will work towards resolution

➢ Provide help to ensure smooth operation of classes : Homework correction (if needed by teacher), assist during exams, manage bio breaks(In person)

➢ Launch and conduct parent survey for school year

➢ Coverage when teachers are absent / Available on call per teachers request.

➢ Help in class participation for school activities : Facilitate Teacher appreciation, Tamil Fair, Competitions.

➢ Assist with technology issues in a virtual setting.

Parents Committee

➢ Parent Committee Leads:

▶ Morning Session   : Bhargavi Chandrasekaran

▶ Afternoon Session : We need volunteers

➢ Email : parentscommittee@valluvantamil.org

➢ Team members: Parent helpers from each Nilai

➢ This is an important committee in our school – "You"as parents can come forward to provide feedback in all arenas of school operation to better improve processes/communication.

நன்றி வணக்கம்