



GENERAL MEMBERSHIP MEETING MINUTES • October 17, 2019

A. In Attendance

It was noted that (a) parents and other “persons in a parental relation” as defined by the regulations of the New York City Chancellor and designated persons having a relationship to a child or children currently attending Q300 (**Parents**) and (b) eligible Q300 teachers and instructional staff members who are currently employed on a full-time basis (**Staff**) at Q300 were present. The total number of Parents and Staff (together, **Members**) present was 26. Quorum was reached.

B. Call to Order

Co-President Lynn Kennedy called the meeting to order at 6:15 pm in the auditorium at the upper division.

C. Approval of the Minutes.

The minutes of the General Meeting held on May 30, 2019 were presented. A motion was made to approve such minutes. The motion was seconded. A majority of Members present approved the minutes.

D. Co-Presidents' Report

Lynn gave the President's report. The following are the highlights:

1. The PTA's mission statement was read.
2. A moment of silence was observed in honor of fourth grade parent Colin Petch, who passed away in September. Colin made numerous contributions to the school, including serving on the Board, organizing the WhatsApp chats for Office of Transportation bus routes, and serving as lighting director for several school events.
3. The 3rd grade and 6th grade classes raised the most donations in the summer Read-a-thon and will get pizza parties.
4. If parents are available to help with updating the school website, please contact president@q300pta.org.
5. A group of parents met yesterday with the Queens Borough Director of Operations for the Office of Pupil Transportation to discuss transportation issues.
6. Upcoming events include the following: Chess Kids is organizing a **chess tournament on October 20, 2019** at the lower division campus. the **PTA Costume Party** will be held on **October 27, 2019** at the lower division campus. the School Leadership Team (“SLT”) will be held on October 29, 2019. **Picture Day** will be held on **November 1, 2019 for the lower division** and on **November 7, 2019** at the **upper division**. The PTA is organizing a book fair at the Parent-Teacher conference on November 12, 2019 and gallery night at Clamp Art on November 15, 2019. The middle school open house is scheduled for November 22, 2019. Q300 is holding a parent training for in-school volunteers on November 22, 2019

E. Co-Treasurers' Reports

Co-Treasurer Yi-Wen Wang delivered the Co-Treasurers' Report. Attached is a copy of summary of the PTA's finances for September 2019. During this period, the PTA raised over \$16,000, which included over \$8,000 from the Direct Appeal and \$7,500 from the Summer Read-a-thon. Outflows were nearly \$47,000, which included \$37,300 for teaching assistant salaries and nearly \$10,000 in enrichment program expenses.

F. School Leadership Team ("SLT") Report

SLT Parent Member Sara Clough gave the SLT report. At the September 23, 2019 SLT meeting, Department of Education (DOE) school enrollment representative presented suggestions about how Q300 can increase the diversity of its student population through changes in its admission policy. The representative suggested that Q300 should outreach to families living in public housing in School District 30 (Astoria and Long Island City) and 4 (Harlem), due to its proximity to the school. The representative suggested that Q300 needs to have a basic diversity plan finalized by March 2020 in order to have the plan take effect for the 2020-2021 school year. Q300 will coordinate another community discussion on increasing diversity at Q300. 4th Grade Teacher Kiera Sullivan has joined the SLT.

G. Committee Reports

1. **Membership.** Membership Co-VP Maria Hantzopoulos and Ellie Rabinovich announced that the Costume Party is scheduled for October 27, 2019. Please donate raffle prizes, volunteer to help at the party, and RSVP for the party. Please donate any party bag goodies – they will be used for gift bags at the Party. 4th and 8th graders will conduct bake sales at their respective parent-teacher conferences.
2. **Lower and Upper Division.** Lower Division VP Barbara Monroe and Upper Division VP Sae Makino-Siller noted that all class parents have been selected. They are seeking volunteers for Picture Day and the middle school open house.
3. **Fundraising.** Fundraising VP Claire Lui noted upcoming fundraisers include Gallery. Night and Thanksgiving Pie sales. She explained that Box Tops for Education, which donates funds to schools based on the number of coupons on certain consumer products that are collected, has a Box Top mobile app that finds participating products on supermarket receipt and adds Box Tops credit to Q300's online funds. T-Swirl Crepe (36-16 30th Ave, Astoria, NY 11103) will make a donation to the PTA if customers write "Q300" on the back of their receipt for purchases made on parent-teacher conference day. The resolution for Disney-on-Ice fundraiser (see below) was discussed. Parent Joanne Holzman is co-chairing the Stepping into Summer Auction and Dance Party. Direct Appeal chair David Wang gave an overview of the Direct Appeal. He noted that the grade-specific Direct Appeal kick-off letters have been sent to lower division families; the upper division letters will be sent shortly.
4. **Community Affairs.** Community Affairs Co-VP Marissa Nagono described the City Council participatory budget process. Families residing in City Council District 22 can propose and vote on potential projects that would be funded by Council Member Costa Constantinides. Last year, the Council Member funded water bottle filling stations at the lower division campus. Q300 and P.S. 17 are having a joint coat drive from now to December 6, 2019 and will have a joint movie night on December 6, 2019.
5. **Audit Committee.** Audit Committee Chairperson Jasmine Rosner submitted the committee's June 6, 2019 audit report. She noted that the committee had examined the annual records of the PTA for the period from July 1, 2016 to June 30, 2018 and found them to be correct. She recommended that the PTA use Quickbooks software, rather than Excel spreadsheets, for its accounting. Members present gave a warm round of applause for former Co-Treasurer Sue Sekar's record keeping.

H. Resolution

1. A resolution was presented to amend the 2019-2020 PTA budget to reallocate \$1,500 from school supplies to upper division electives. A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
 2. A resolution was presented to appoint Ravi Kaushal, Jasmine Rosner, and Jennifer Zeynel to the Audit Committee and Jasmine as chairperson. A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
 3. A resolution was presented to approve a fundraiser with "Disney on Ice" in November 2019 and other family related shows at the Barclays Center, in which the PTA would receive a donation for each ticket sold when the ticket is purchased through a designated Q300 website link and a books fair with Astoria Bookstore in which the PTA would receive a percent of each book sold. A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
 4. A resolution was presented to appoint Kevin Gallagher, Luke Lukose, and Stephanie Peled to serve on the nomination committee. (Kevin and Stephanie replace absent committee members). A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
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I. Expedited Elections

The PTA held an expedited election for all Board positions and for one SLT parent member. At least 10 calendar days prior to the Meeting, written election notice had been sent to the Membership.

1. **Co-President.** The following nomination was taken from the floor: Milko Milkov and Lynn Kennedy. No other nominations were made. A Member made a motion to cast one vote to elect Milko Milkov and Lynn Kennedy as Co-Presidents. The motion was seconded. A majority of Members present approved the motion.
 2. **Co-Vice President (VP) of Fundraising.** The following nomination was taken from the floor: Nora Lawrence and Claire Lui. No other nominations were made. A Member made a motion to cast one vote to elect Nora Lawrence and Claire Lui as Co-VP of Fundraising. The motion was seconded. A majority of Members present approved the motion.
 3. **Co-VP of Lower Division.** No nominations were received from the floor.
 4. **Co-VP of Upper Division.** The following nomination was taken from the floor: Milena "Millie" Ivanova. No other nominations were made. A Member made a motion to cast one vote to elect Milena Ivanova as Co-VP of Upper Division. The motion was seconded. A majority of Members present approved the motion.
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J. Principal's Report

Principal Biniaris gave the Principal's Report. The following are highlights:

1. Two teaching assistants began their work this week. A new school aide will be joining on October 22, 2020.
2. The renovation of the science lab, which will include a hydroponic lab, at the upper division campus will begin next week and it should be completed by the end of April 2020. Queens Borough President Melinda and Katz and Council Member Costa Constantinides funded the renovation. Further, Q300 will be receiving 30 new laptops and new furniture.
3. A DOE school enrollment representative will attend the next SLT meeting to further discuss how Q300 can increase the diversity of its student population through changes in its admission policy.
4. The Q300 middle school open house will be held on November 19, 2019.
5. Baseline academic assessments are being administered to students. Such assessments will be compared with assessments at the end of the school year.

6. Upcoming trips include the following: (a) kindergarten will visit Green Meadows Farm; (b) 2nd Grade will Alley Pond Environmental Center; (c) 5th grade will visit the Brooklyn Navy Yard.
7. The CHAMPS Middle School Sports and Fitness Program for 6th - 8th graders need at least 20 participating students to begin. . It will take place from 7:10 am to 8:10 am each morning for the fall semester.
8. The upper division debate team placed 3rd out of 36 teams in a recent debate tournament.
9. Student are not permitted to wear costumes at school on Halloween. Separately, for picture day, students may wear what they want.
10. Families must use the new online dismissal manager, in which they provide all dismissal information (including the names of who is picking up the student) for each school day, late arrival information, absences, and early dismissal information. All changes need to be in the system by 1:00pm. After 1:00 pm every school day, each teacher will receive a list of students and their dismissal plans.
11. The DOE has posted a Q300 assistant principal position vacancy. Interim acting assistant principal Sonita Ramkishun is among the candidates who are being considered, pursuant to Chancellor's Regulation C-30.
12. "Coffee with Bill" will be held tomorrow at 9:00am at the upper division campus.
13. A lower division parent expressed concern that the recess schedule is such that only once every other week, students from one class have the opportunity to have recess with student from the other class in the same grade. She noted that students have developed friendships with students in other class and that the recess is the only time in which they can hang out. Principal Biniaris will look into the matter but noted that the recess schedule is contingent on the number of adult recess monitors available.
14. This year, Q300's lower division students have lunch early – at 9:50 am EST. In other years, students at P.S. 17 students, who share the cafeteria, had the early lunch schedule. Principal Biniaris notes that Q300's lower division students have snack time later in the day.
15. Q300 has not yet selected a temporary substitute when the upper division math teacher takes maternity leave.

K. New Business

A parent raised concerns about a report issued by the School Diversity Advisory Group (“SDAG”), Making the Grade II: New Programs for Better Schools, August 2019. The SDAG notes that economically and racially integrated schools can provide students with high-quality education they deserve and laid out goals that all schools represent the socioeconomic and racial diversity of the city as a whole. The SDAG defined integration goals to include racial and socio-economic integration, multilingual learners, students with disabilities and students in temporary housing as students who should be represented in schools throughout the city. In pursuit of those goals, the Report, among other things, calls for the phasing out of existing Gifted & Talented (G&T) programs as students age. These programs would not receive new incoming classes. A group of parents from other G&T programs have asked the Co-Presidents to join a letter that calls for the inclusion of more parent voices and urges the Mayor to reject the SDAG's recommendation to eliminate G&T programs. Due to the lateness of the hour, the matter was tabled.

L. Adjournment

The meeting was adjourned at approximately 8:20 pm EDT. The next general membership meeting will be held on November 21, 2019 at 6:16 pm in the lower division campus.

/S/

M. Daniel Bach and David William Wang, Co-Secretaries