



## GENERAL MEMBERSHIP MEETING MINUTES • November 18, 2021

---

### A. In Attendance

---

It was noted that (a) parents and other “persons in a parental relation” as defined by NYC Chancellor regulations 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 (Members) present was 46. Quorum was reached.

---

### B. Call to Order

---

Co-President Lynn Kennedy called the meeting to order at 6:35 pm EST on the Zoom virtual platform. Such virtual meeting is permitted under “Functioning in the Virtual Environment: Guidance for PA/PTAs and Presidents’ Councils”, issued June 4, 2020, by the NYC Department of Education (DOE).

---

### C. Principal’s Report

---

Principal Sonita Ramkishun gave the principal’s report. The following are highlights:

1. Principal Ramkishun thanked the PTA for researching and purchasing additional air purifiers for the lower division gym, cafeteria, and auditorium.
2. Principal Ramkishun thanked all the parents and guardians who have stepped up to be Class Parents. Community School District 30 will hold a 11/22 virtual meeting to present Brilliant NYC, a plan to implement an accelerated instructional model in heterogeneous elementary school classes. Participants will have an opportunity to meet in breakout sessions by school.
3. Lower division enrichment programs taught by Arts Connection (which is PTA funded) and NYC Chess Kids have started.
4. Mismatched Sock Day will be held on 11/24. Q300 is organizing a sock drive with TakeTwoNYC.
5. Principal Ramkishun noted that school closure decisions due to a potential COVID-19 outbreak are determined by the size of the student body, the number of confirmed cases in the past 7 days, and the locations in the school building where the cases are found. For Q300’s student population, it would take at least 2% of the enrolled student body (about 9.5 students) to start a school-wide COVID-19 outbreak investigation. The DOE determines whether to conduct an investigations and school closure decisions.
6. Each kindergarten class has a substitute teacher to provide support for the students. 1st to 5th grades share paraprofessionals. In addition, 5 school aides have been hired to help lower and upper division teachers on day-to-day tasks.
7. In January, Principal Ramkishun will assess whether there is a need for teacher assistants (TAs). She noted that the current support staff and paraprofessionals hired have the same job description requirements as the TAs and that teachers have support.
8. In response to concerns that there are not sufficient visual and performance art electives in the upper division, Principal Ramkishun noted that for this year, the elective topics are based on what the upper division teachers want to teach. Further, due to COVID-19 physical distancing requirements, individual selection of electives

is limited, since the upper division students are taking electives with their entire class rather than switching classrooms to take electives based on. (The upper division has an arts teacher.)

9. Principal Ramkishun stated that each classroom has at least 1 Honeywell HEPA filter air purifier.
10. Class pictures will likely happen in mid-March.
11. The upper division has one science lab, and another is under construction.
12. Gym teacher Toni Anne Campuzano is working on getting the CHAMPS program started in the lower and upper divisions. CHAMPS is a sports and fitness program that occurs daily prior to the start of classes.
13. Lower division students currently have 1 Technology class and 1 Chess class each week. When the technology teacher returns from leave in December, they will have 2 Technology classes per week and no Chess class.
14. Parents can find out what students are learning from their students' Google classroom.

---

#### **D. Arts Connection Fall Arts Plan**

---

Arts Connection program director Edward Miller presented Arts Connection's goals and programs at Q300.

1. The program goals are the following:
  - a. Provide arts programming in music, visual arts, and theater arts to support students in artistic explorations, to express their artistic voice and tell their own stories.
  - b. Offer arts programming that supports literacy, communication, creativity, collaboration, and critical thinking and that creates a socially just learning environment for all students.
  - c. Address grade level artistic benchmarks for understanding in music, visual arts, and performance arts.
  - d. Teach students how to work and think like artists by thinking critically about their own artwork and their peers in a safe environment that encourages artistic growth and confidence.
2. The following are program highlights:
  - a. Music for Kindergarten, 1<sup>st</sup>, and 2<sup>nd</sup> grade: Making connection between poetry, folk takes with music by using a variety of small percussion instruments.
  - b. Visual Arts for Kindergarten and 1<sup>st</sup> grade: Building skills in cutting and tearing, and exploring their creativity.
  - c. Music for 3<sup>rd</sup> and 4<sup>th</sup> grade: Drumming for 3<sup>rd</sup> grade using buckets and Ukulele for 4<sup>th</sup> grade. They will be learning Mexican folk songs.
  - d. Theater for 3<sup>rd</sup> grade: Creating their own stories based on their heritage.
  - e. Theater for 4<sup>th</sup> grade: Learning techniques for creating puppets and puppet show.
  - f. Music for 5<sup>th</sup> grade: Learning guitar notes and chords and creating 2 songs.

---

#### **E. PTA Board Election**

---

The Nominations Committee, chaired by Kevin Gallagher, administered the elections of certain PTA Board positions, pursuant to the Virtual Election Guidance for PAs/PTAs and Presidents' Guidance, dated September 18, 2020. The following are highlights:

1. Kevin gave an overview of the expedited elections process. Parents/guardians and teachers are eligible to vote. To ensure that only eligible persons cast votes, all participants without a code (or verified phone number) will be removed from the meeting, with the exception of Q300 administration observers (who will be unable to vote). This will ensure that all those who vote will be verified voters.

2. Q300 Parent Coordinator Jenny Lando confirmed that the eligibility of all voters for the elections have been verified. Kevin confirmed that the “anonymous” box has been checked off in the Zoom platform to prevent tracing votes to specific individuals.
  3. **Vice Presidents of Upper Division.** The following nomination was taken from the floor: Hayoung Kim. No other nominations were made. Without any objections from the Members present, one vote was cast to elect Hayoung Kim as Vice President of Upper Division.
  4. **Co-Vice Presidents of Community Affairs.** The following nomination was taken from the floor: Rachana Shah and Megan Cirrito. No other nominations were made. Without any objections from the Members present, one vote was cast to elect Rachana Shah and Megan Cirrito as Co-Vice Presidents of Community Affairs.
- 

#### F. Co-Presidents’ Report

---

Co-President Maria Hantzopoulos and Lynn Kennedy delivered the Co-Presidents’ Report. The following are highlights:

1. Thanks to the parents who submitted their concerns about the Mayor’s changes to the gifted & talented program. Community District 30 Superintendent Dr. Phil Composto and the SLT received the submissions. Dr. Composto encourages our community to participate in the upcoming BrilliantNYC virtual meeting.
2. Enrichment Plan and PTA Funding Updates:
  - a. Thanks to Ed Miller for his Arts Connection program.
  - b. Thanks to parent Yvette Choy for continuing to work diligently on researching air purifiers for the upper division. Air purifiers have already been placed in the lower division’s gym and cafeteria.
  - c. Q300 has noted that it will not be hiring TAs but will continue to assess whether TAs should be hired.
  - d. Q300 has stated that other than teacher-led electives, enrichment programs for the 6<sup>th</sup>-8<sup>th</sup> graders will not occur due to scheduling challenges and physical distancing requirements. The unused PTA funds could be used for other items as the year progresses.
3. The PTA COVID-19 Safety Task Force Updates:
  - a. Thanks to SLT member Fiona Yung and Co-Vice President of Community Affairs Rachana Shah for moderating the Nov. 10 COVID-19 Safety: Vaccine & Kids virtual info session with Dr. Vijaya Soma, attending physician at the Pediatric Infectious Diseases and Assistant Professor of Pediatrics at *NYU Grossman School of Medicine and Hassenfeld Children’s Hospital*. The video is now available for viewing on the website (Please reach out for password). Thanks also to members of the COVID Safety Task Force, Yvette Choy, Maria Hantzopoulos & Lynn Kennedy.
  - b. The safety team will be working to create safety protocol for potential in person Spring events.
  - c. A mobile COVID-19 testing van will be available the week of November 29- M-F, 8 am- 7pm.
5. Current Events and Fundraisers:
  - a. When you get your first dose of a COVID-19 vaccine, please consider selecting Q300 PTA for a \$100 vaccine referral donation.
  - b. Please consider purchasing holiday gift cards through the PTA. More info is upcoming.
  - c. Thanks to parent Rami Motiyr for donating boxed lunches to the Nov. 24 teacher appreciation luncheon.
  - d. The School-Wide Summer Read-a-Thon earned \$1,350.
  - e. Q300 Blooms fundraiser earned \$1,249.
  - f. As a thank you to all the teachers, office staff, paraprofessionals, safety agents, custodians, and others who help with our children’s school experience, parents are organizing the annual Holiday Gift

Collection. This is a simple, convenient way to say thank you to the entire school staff in December without each of us having to individually buy gifts. This is not a PTA initiative.

1. They shared appreciation for the following:

- All the parents who purchased and to the team organizing the sales, planning the sorting and distributing of the Thanksgiving pies, and managing the bookkeeping. **We sold 200 pies!!!** Big shout out to the committee Maria Hantzopoulos, Sae Makino-Siller, Erica Soto-Eng, Lisa Christopher and Susie Stewart for coordinating and recruiting the pie committee team. Many thanks to LaGuli Bake Shop and Betty Bakery in Brooklyn for the delicious pies.
- Yvette Choy and the Q300 Strong Team for working on the T-shirt sale.
- Sue Sekar and Ramesh Balachandran for drafting and filing the tax return.
- All that helped get the vaccine referral off the ground - Maria for applying, and Susie and Lisa for promoting, and for our families for participating!
- David Wang and Sue Sekar for launching our Direct Appeal Campaign.
- Misa Takaki, Alyssa DuVall, and Julia Moss for organizing the teacher collection.

---

## G. Co-Treasurers' Report

---

Co-Treasurer Takila Oku delivered the Co-Treasurers' Report. Attached is a summary of the PTA's finances through October 2021. In October, the PTA raised about \$5k from Direct Appeal and various Fundraisers. The PTA expenditures were \$3,298.49, which included \$2,404 for Upper Division Clubs & Electives and \$768 for the purchase of masks.

---

## H. SLT Report

---

Maria Hantzopoulos gave the School Leadership Team (SLT) report. The following are highlights from the Nov. 1 SLT meeting: (a) Arts Connection presented their Q300 program; (b) the DOE has requested that all schools create a program before or after school to help support students with Individualized Education Programs (IEPs) to meet their learning goals; (c) the DOE is asking all schools to complete a new SEL screener known as the Devereaux Student Strengths Assessment (DESSA). The DESSA asks questions about areas of social-emotional functioning including decision making, relationship building, confidence, and others. The SLT discussed how the information gathered will be used; and (d) there was a discussion about the state tests and I-ready assessments.

---

## I. Committee Report

---

1. Co-Vice Presidents, Low Division Nick Skolnick and Marco Newbury shared the process for the \$200 grade level reimbursement fund for grade level activities.
2. VP of Membership Erica Soto Eng thanked Rami Motiyr for donating the food for the Thanksgiving appreciation luncheon for the teachers. She thanked all the volunteers that helped set up the luncheon.
3. Co-VP of Fundraising Lisa Christopher and Susie Stewart thanked those who chose the PTA to receive the referral bonuses from the NYC vaccine referral program. So far, the PTA has accumulated \$8800 referral bonuses. The PTA will receive the funds at the program's end. The PTA can receive a maximum of \$20,000. Thanks to Kevin Gallagher and Blain Kennedy for organizing the gift card sale. The PTA raised over \$600 for an auction of two Grandstand tickets to Macy's Thanksgiving Day Parade and two Grandstand tickets to the NYC Marathon.
4. David Wang and Sue Sekar have sent out communications for Direct Appeal. We will shortly be launching our Direct Appeal campaign, which helps fund programs and supplies that deepen and enrich our children's education and health, including Chromebooks, teacher wish lists, air purifiers, and much more. The PTA is

mindful of the toll that the pandemic has taken on our community and are grateful for all forms of support our families are able to offer, whether through Direct Appeal donations, volunteering, or in other ways. For those who are able to help support the school through the Direct Appeal during this especially challenging time, please stay tuned for more information. The Direct Appeal qualifies for tax deduction and corporate matching for many employers. They encouraged parents to take advantage of Facebook's Giving Tuesday match program.

5. Lynn Kennedy noted that the community will hold coat drive, toys collection, and socks drives.
6. Co-VP of Communications Dana Holmes reminded people to fill out PTA contact survey if they are not receiving PTA emails. The PTA Newsletter will be published today.

---

**J. Approval of the Minutes**

---

The minutes of the General Meeting held on October 21, 2021 were presented. A motion was made to approve such minutes. The motion was seconded. A majority of Members present approved the minutes.

---

**K. Adjournment**

---

The meeting was adjourned at approximately 8:25 pm ET. The next general membership meeting will be held on December 16, 2021 at 6:30 pm ET on a virtual platform.

/S/

---

David William Wang, Amy Wong, Co-Secretaries