



GENERAL MEMBERSHIP MEETING MINUTES • JANUARY 20, 2022

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 6:33 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. Mid-year assessment is happening. Students are doing Math (iReady) and reading (Acadience) assessments, teachers need to transition lex levels to reading levels and they will share the assessments. Assessments test students on the standards for their grade level. Assessment data guides small groups and creates differentiated instruction.
2. Remote learning is only for students who are in quarantine and for unvaccinated students who have been exposed outside of school. Please alert Principal Ramkishun and Jenny Lando if you fall into those categories.
3. Principal Ramkishun addressed the question regarding school field trips. Currently in-person field trips are very difficult to organize as OPT bus is unavailable. We can only use charter buses. Parents are welcome to research and make suggestions. For now, we’re focusing more on virtual field trips.
4. Principal Ramkinshun addressed the parent concerns about 3rd grade ELA instructions not being addressed as a grade level issue. Principal Ramkinshun feels the new teacher needs more time to do everything that she can to make sure that the students are up to grade level. She will reassess the situation at the end of January.
5. Principal Ramkinshun addressed the question about younger students in LD being pushed down during recess. She said there are many staff monitoring the recess and they will step in when necessary. She believes most of these incidents are not intentional. If there’s anything more serious, Ms. Rachel and the teachers will work with the students and investigate the situation.
6. Principal Ramkinshun clarified the testing requirements for students exposed to Covid both at school and outside of school. Students exposed to Covid in school will receive 2 covid tests and continue to attend school unless tested positive. Unvaccinated students will follow different quarantine requirements.
7. Principal Ramkinshun addressed the question about if there would be after school prep to help prepare and support the 3rd graders for the State Test. Once the school receives guidance on what this year’s test will look like, we can support our teachers in preparing the students for the test. More info to come.
8. Principal Ramkinshun addressed the question about 8th graders not receiving the proper support for high school admission process. She will follow up with guidance counselors Christine Catharsis (remote), and Curry Cheng (in person). Maria Hantzopoulos also pointed out that DOE hasn’t trained Guidance counselor on new admissions process yet.

9. Principal Ramkinshun explained that I-Ready and Acadience assessment is diagnostic tools which test students on the standards for their grade level. Teachers use that data to drive instruction they create small groups; they create differentiated instruction. And they continue to build off of those skills to help the students grow to make sure that they are achieving on grade level or beyond.
10. Principal Ramkinshun thanked PTA for funding the purifiers and the additional masks for the teachers and the staff.

D. Co-Presidents' Report

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

- **Air Purifiers.** In September 2021, the PTA membership body overwhelmingly approved funds to purchase COVID safety equipment needed and requested by the school, including masks, purifiers. We recently purchased 25 more Austin Air Healthmate HEPA 13+ air purifiers, delivered, hauled and installed last week (for classrooms and for the gym in the UD). Thank you to Yvette Choy for their amazing work on researching and ordering, and to all of the volunteers who helped to bring purifiers up the stairs at each building. They are: Mohamed Ghobashi, Nicholas Kwong, Maria Mazing, Paul Sikar, Sae Makino-Siller, Eli Stahl and Kurt Swenstein.
- **Masks.** At the Exec Board January meeting, the board approved \$500 emergency budget (according to Chancellor's regs) to purchase more masks for teachers in light of the omicron surge. 420 masks were ordered so that teachers would have 5 masks weekly total and be able to rotate those out for a month. Thank you to Maria Hantzopoulos and Yvette Choy for purchasing and delivering these masks
- **Grade Level Community Events.** PTA will reimburse up to \$200 per grade for spending toward a grade activity or event that supports relationship building and in lieu of our normal in-person events which are still on hold during the pandemic. If you are interested, please reach out to your Class Parents for details and guidelines.
- **Shopping Sites.** Shop while helping out the PTA! Links for giving a percentage of your purchases to the PTA through Stop & Shop, [Amazon](#), [Shutterfly](#), [Children's Bookstore](#), [Book Culture](#), and more are all detailed on [this post](#).
- **COVID Testing Sites.** NYC Health and Hospitals and Test and Trace Corps have put together this interactive tool for folks to find testing sites near them. <https://www1.nyc.gov/site/coronavirus/get-tested/covid-19-testing.page>

Q300 Shout Outs and Appreciations

- **Holiday Fund Collection for Teachers & Staff.** Many thanks to Misa Tasaki, Julia Moss, and Alyssa Duvall for organizing the collections, and Parent Coordinator Jenny Lando for helping to distribute them. Over \$13,000 was collected from the Q300 community. The funds were used to buy gift cards (Amazon, Target, etc.) to the staff as a gesture of appreciation for their enormous efforts in caring for, and educating our children, especially during these trying times.
- **Gift card Fundraiser.** Many thanks to Kevin Gallagher, Blain Kennedy, Susan Stewart, and Lisa Christopher for coordinating this awesome fundraiser! We raised over \$1000. Thanks to our treasurers Xin Li and Takila Oku for keeping the books!
- **Food Distribution and Coat Drive.** Thank you to our partners at PS 17 for organizing and to the following folks for volunteering: Amy Wong, Maria Hantzopoulos, Ramesh Balachandan, Meghan Cirritio, Hyunjin Koo, Sofia Silao, and Saswat Pattanayak. Shout out to Lynn Kennedy and Jenny Lando for getting the volunteers and for also organizing the coat drive! Coats were donated to Hour Children located in Queens.
- **Staff Holiday Pizza Fest!** Thanks to Lynn Kennedy for organizing the pizza fest treats for our awesome staff and for all the parents who contributed!
- **Direct Appeal Work.** Many thanks to David Wang and Sue Sekar for all of their efforts in coordinating the Direct Appeal Campaign and this month sending out thank you letters for all donations. Also thank you to Takila Oku and Xin Li for their related treasury work!

- **Translations.** Thanks to Yan Liu and Wan-Li Fang for translating COVID docs.
- **Square 1 Art Fundraiser.** Thank you to Lisa Christopher, Susan Stewart and Jenny Lando for coordinating this fundraiser!

E. Co-Treasurers' Report

Co-Treasurer Takila Oku delivered the Co-Treasurers' Report. Attached is a summary of the PTA's finances through Dec 2021. In December, the PTA raised about \$75,000 from Direct Appeal (~\$59,000) and various Fundraisers (~\$16,000) such as the gift card fundraiser and the school spirit wears. The PTA expenditures were about \$35,000, which included the expense for gift card fundraiser*, school supplies (masks, purifiers etc), academic and enrichment programs.

*Note: Gift Card fundraiser's income is spread between Nov and Dec, where the expense is only reported in Dec's report. Net profit is about \$1200.

F. SLT Report

Sue Sekar gave the School Leadership Team (SLT) report. The following are highlights from the Jan 6, 2022 SLT meeting:

- Discussion on the STEP goals set at the beginning of the year and action plan for the mid-year with prioritization on work streams focusing on Math, Science, ELA, and Social Emotional.
- Student report from a new SLT committee Julia Leah Panto which included questions and concerns from students. Sonita was able to address some of the questions and follow up with her peers.
- Principal Ramkishun provided outline for covid guidance around testing, quarantine, and remote learning.

G. Committee Report

1. Co-VP of Fundraising Lisa Christopher and Susie Stewart talked about Square One Art Fundraising event that's happening in Jan. There will be an online auction around late March/early April where parents can help contribute to the fundraiser by donating items/service or requesting companies to sponsor. There's also a Popcorn fundraiser, Little Ceasar Pizza Making fundraiser, Aigner Chocolates etc. Please reach out if you have any fundraising ideas are interested in helping out.
2. Co-Vice Presidents, Low Division Nick Skolnick and Marco Newbury are working on planning the Fun Run for the spring. Volunteers will be needed for the event so please reach out if you are interested in helping.
3. VP of Membership Erica Soto Eng talked about the Kindness Challenge to show and recognize acts of kindness. It will run from 2/13 through 2/27. Information is available on PTA website if you'd like to participate.
4. Co-VP of Community Affairs Rachana Shah shared that Green Team preliminary discussion is underway. There are a few exciting things in the plan including Earth Week, bringing composting to our school, food waste that happens at the cafeteria etc. Please reach out if you'd like to participate in these discussions. At district level, you can propose projects at your own district where you live before 1/23. These can be beautifying parks, planting trees, adding water refill stations at schools etc. Please look at the site shared for more information.

H. New Business

1. A resolution was presented to approve the meeting minutes for the June 17, 2021 general membership meeting and Dec 18, 2021 general membership meeting. A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
2. Resolution 1. A resolution was presented to accept the PTA executive board's authorization and it's January 7 2022 board meeting of an emergency expenditure of \$500 for the purchase of N95 masks or similar KF94 or KN95 masks to provide to Q300 teachers and staffers. This is requested by Principal Ramkishun.* A majority of Members present approved the resolution.
3. Resolution 2. A resolution to allocate \$10,000 to the school supplies and professional development budget line. School supplies and professional budget line may include the purchase of Covid-19 personal protective equipment and mitigation equipment, including air purifiers as agreed by the Q300 administration and the PTA Board. (We had spent more than expected for the specific budget line due to air purifiers so we would like to cover the extra expense and add a little buffer.) A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.
4. Yvette Choi noted that there's a petition for small class size (link shared). If you would like smaller class sizes in our public schools, please sign this petition.

*Note: Keri Goldman pointed out there's also separate budget that school can use for additional masks for teachers and school staffs.

I. Adjournment

The meeting was adjourned at approximately 8:41 pm ET. The next general membership meeting will be held on February 17, 2022 at 6:30 pm ET on a virtual platform.

David William Wang, Amy Wong
Co-Secretaries