

**School Leadership Team Meeting**  
**Meeting Minutes**  
**Virtual Platform - Zoom**  
**Thursday, March 10, 2022**  
**4:00 pm – 6:00 pm**

**Members in Attendance:**

- Sonita Ramkishun (Principal)
- Jean Kim (Teacher + SLT Committee Chairperson)
- Leanne Bolson (Teacher + SLT Committee Timekeeper)
- Ali Lisberger (Teacher + UFT Rep)
- Laura Parris (Teacher)
- Maria Hantzopoulos (Parent + PTA Co-President)
- Fiona Yung (Parent, notetaker in Sue's absence)
- Dragos Bozdog (Parent)
- Alisha Arthur (Parent)
- Julia Leopando (8<sup>th</sup> Grade Student)

**Members Absent:**

- Sue Sekar (Parent + SLT Committee Secretary)

**1. Call to Order**

Meeting started at 4:04 p.m.

Laura shared her "Story of Me," going through her background, family, personal history and professional background. We will rotate the "Story of Me" sharing exercise across the SLT Committee members over the course of this year's meetings.

**2. Review of Previous Meeting Minutes**

Everyone reviewed the [February 10th Meeting Minutes](#). Recommendation was made to incorporate the chart of ELA parent workshop topics into February minutes. A motion was made to approve the minutes. The motion was seconded. All were in favor; none abstained.

The approved minutes will be published on the school and PTA websites.

### 3. **Student Report by SLT Student Member, Julia**

Julia joined the meeting and gave the student report.

Wondering how to create sports teams for the school

- Sonita noted that it was difficult to create sports teams now with the amount of time left in the school year and COVID vaccination requirements. She suggested that Julia work with student representatives to survey students on the sports teams they would like and then ToniAnne could be engaged to see how the school might be able to support teams for next school year.

Wondering when the girls' bathroom mirror would be hung up.

- Sonita shared that there is a new custodian at the school, who is working through a long list of school priorities, but planning to hang up the mirror in the following week. Sonita will follow up with the custodian and Julia on progress.

### 3. **Reviewing [Notes from last meeting](#)**

Updates were discussed for ELA workshop schedule, math video recordings, and SEL

### 4. **Analyzing NYC School Survey ([SLT Survey Breakdown](#))**

SLT members broke out into small groups to review assigned sections of the NYC School Survey Results and Quality Review, and for each section highlighted one glow (positive item), one grow (needs work), and one actionable next step to address the grow.

- Students (Collaborative Teachers, Rigorous Instruction, Trust, Rigorous Environment): Leanne, Fiona, Julia
- Teachers and Staff (Collaborative Teachers, Strong Family, Community Ties and Trust, Supportive Environment): Ali, Dragos
- Teachers and Staff (Effective School Leadership, Rigorous Instruction): Jean, Alisha
- Family Members (all sections): Laura, Maria

### 5. **Sharing our discussions**

The SLT came back together to discuss highlights from their breakout groups.

## Next steps:

- Discuss the next CEP goals based on the data analysis
- Review the results and action steps from the [NYC School Survey breakdown](#) prior to the next SLT meeting

**6. Reports****a. Principal Report**

- COVID Policy Updates
  - Face coverings optionable indoor and outdoor on NYC school grounds and on school buses; teachers have been talking with students about respecting each individual's personal choice
  - Face coverings required:
    - When returning from COVID infection
    - In classes pre-K and under
    - In medical rooms and nurse's office
  - Face coverings recommended
  - Social distancing
    - No need to social distance 3 feet apart, except in cafeteria during lunch
    - Continuing with staggered lunch and recess times
  - Visitor policy
    - Face coverings are optional
    - Still need to pass health screener
  - Student vaccination
    - No requirement, except for high-risk extracurricular activities
    - If there is a dance, every student would need to be vaccinated in order to attend
  - Continue to keep windows open, tables wiped down at end of day, wash hands, use sanitizer, daily health screeners, air filters, distribution of COVID at-home test
  - Awaiting guidance:
    - New policies for graduation; DOE will be updating graduation guidance policies
    - Seeing how new guidance will affect trips; trips not limited to five boroughs
- State tests
  - ELA - 3/29 - 3/30
  - Math - 4/26 - 4/27

- Ms. Jessica (5th grade teacher) left early for maternity leave; Edwin Mora has transitioned to be the fifth grade teacher; others have jumped in to support Edwin's ELA groups

**b. UFT Report:**

- School-Based Options (SBOs)
  - Discussing ways to change teacher contractual obligations
  - Switch parent-teacher conferences to one day
    - Parent feedback on doing two-day split parent-teacher conferences (one day in afternoon, one day in evening) or having afternoon and evening being on one day; no consensus - discussion on whether families with students at both campuses would prefer one option over the other
    - Sonita and Ali expecting in-person parent-teacher conferences to come back next year
    - Ali noted that SBO could change how the parent-teacher conferences are offered, e.g. all one day, two days consecutively, two days over two weeks, one day in-person and one day virtual
  - Support for an SBO to reconfigure the May parent-teacher conference time for a schoolwide exhibition to build school community

**c. PTA Report**

See report in Appendix 1.

**7. Parking Lot: Remaining Questions & Comments**

Discuss SBOs at next meeting.

**8. Adjournment**

The meeting was adjourned at 6:03 pm.

**APPENDIX 1 - Parent/PTA Report (Maria Hantzopoulos) - March 10, 2022 SLT****COVID-19 Safety Task Force**

- **KN 95 Masks.** At our January 20th meeting, an increase in the supply line was approved to purchase PPE for students. Two masks will be distributed to each student this week. Families will have the option to opt out if they do not have a need for the masks. This will allow us to offer other students more than two masks if needed. We are doing this since there had been such a demand the first time we distributed masks, and many families did not have the chance to request any. Masks will be sent home this week.

**PTA Budget Items**

- **Enriched Field Trip and Experiences Fund for Teachers.** The PTA passed a resolution at our February 2022 meeting to permit the use of the already approved enrichment line to include the funding of virtual or in-person trips or experiences for up to \$500 per class. This is for the 2021-2022 school year only, as several budgeted enrichment residencies did not occur this school year, due to scheduling challenges arising from the COVID-19 physical distancing restrictions. Teachers were alerted after the break! Please consult with your class parents or LD and UD grade representatives if you have questions!
- **Grade Level Community Events.** Since the pandemic has not made it possible for the PTA to hold its usual community building events, a resolution was passed at the PTA General Meeting in October, to approve a \$200 reimbursement per grade for spending toward a grade-wide activity or event outside of school that supports community building. As the weather gets warmer, we are hoping it will be easier for families to plan grade-wide outdoor gatherings to help stay connected as a community. If you have an idea for an activity or event for your grade, please reach out to your Class Parents for details and guidelines.
- **PTA-Funded Enrichment Programs.** Stay tuned in late April - early May for the Enrichment surveys which give families and students the opportunity to weigh-in on enrichment programs for the coming year. Your input and participation is essential in helping the school and PTA guide the process and establish what enrichment programs to budget for next year.

- **Stepping Up/Moving Up/Graduation.** Every year PTA allocates funds to assist. (\$20 per kid for graduation; \$10 per kid for Moving Up; \$5 per kid for Stepping Up)

## Q300 PTA Fundraisers

- **Zumbathon with PS 17. March 25th. 5:30 pm via Zoom.** Come join us for our 5th annual ZUMBATHON, a joint initiative of the Q300 and PS17 PTAs to raise money for both schools, as well as the Connected Chef Lifeline Groceries project. It will once again take place virtually this year. Instructor Alejandra will conduct an hour and a half class to which we all can Zumba. The class is geared towards adults, but if you think your child can join and handle it, they are more than welcome (and can get their own pledges too.)

Click [here to register](#). Alternatively, if you can't make the event, you can also make a donation [here](#). We have raised over \$5000 in the past, so even if you do not zumba, you can share in your networks and social media. More details on the [website](#) as well.

- **Pizza Kit Fundraiser: Feb 14- March 18.** You still have time to order!! On these cold winter nights, isn't it fun to make pizza AND have all the ingredients delivered to your doorstep? Purchase a Little Caesar's pizza or cookie-making kit and have a party! The kit will be shipped to your home address and the PTA will make \$6 per kit sold. [Details and order info here.](#)
- **8th Annual Auction.** The PTA Auction Committee is pleased to announce our plans for our 8th Annual Auction! While we aren't able to plan for an in-person event at the moment, we're going ahead with our online auction to support our PTA. It will go live at the end of March, filled - we expect! - with amazing prizes. How do we get such wonderful prizes every year? You! We hope that every Q300 family will try to solicit a donation or donate themselves. **HOW CAN YOU HELP?**
  - **Reach out to businesses and organizations that might want to donate, or donate yourself!** Feel free to copy and adapt this sample [email](#) or formal solicitation [letter](#). Think camps, local shops, kid activities, service providers! It's easier than it can seem to ask - folks are often more than happy to donate when they are approached! Submit all donations via

this [form](#) by **March 11th**. Want to see who has donated in the past? Feel free to browse our 2019 [auction](#) (both "online items" and "event items").

- **Donate a parent/community prize** (we can limit bids to Q300 families on these at your request) - maybe you have a special skill that you can share with someone else in our community, virtually or not? Can you speak another language and offer an hour or two of conversation? Are you an amateur cake decorator and can offer a lesson? Can you offer a homemade meal or to teach how to cook your specialty? Can you give a neighborhood tour? We've had parents donate everything from photography sessions to homemade meals to walking tours to a singing telegram!

Questions? Or want to join the committee? Reach out to [auction@q300pta.org](mailto:auction@q300pta.org).

- **NYCIFF. March 4-19.** The New York International Children's Film Festival kicks off this Friday and is packed full of fantastic film programs for your family from tots to teens - and, even better, **our PTA earns \$3 back for every ticket you purchase!** To buy tickets and raise money for our PTA simply go to <https://nyicff.org/festival/>, select films you'd like to see, and then select "Q300 30th Avenue School" from the School Partner menu at Checkout.

Movie tix already on sale -more details [here](#). Screenings are at the SVA Theater on 23rd Street, Manhattan. Virtual programs available for tots. Can't wait to hear your reviews!

- **Spring Flower Power.** Flowers are back! Shop by color, support ecosystems with butterfly/honey bee/hummingbird seed mats, vertical gardens, beautify the neighborhood with tree ring seed mats, strawberries, tomatoes, edible seed packs, and more! Place orders through the webstore link. PTA gets 50% back from purchases. Orders ship at the end of March for the planting season. Details [in this link](#).
- **Fun Run.** Interested in helping out with this year's virtual Fun Run and making it a success? Volunteers can help out with the organization of this wellness event that brings the whole community together. For more information and to volunteer, please reach out to [LDrep@Q300pta.org](mailto:LDrep@Q300pta.org)

- **Direct Appeal.** Our Direct Appeal campaign is in full swing! Thanks to those who have given. We are mindful that many Q300 families are experiencing financial difficulties due to the pandemic. For those who have not given and are able to do so, please help fund enrichment programs, services, and resources, such as Chromebooks, teacher wish-lists, and much more. To give, please visit [Direct Appeal](#).
- **School Photos.** The school will soon be sending home details about school pictures with Stomping Grounds, happening in mid-March! This is a PTA fundraiser and proceeds from school picture purchases help fund supplies and enrichment and other items for the school.

## Q300 PTA Happenings, Events, and Updates

- **Women's History Month Resources.** March is Women's History Month and while women have always contributed to the fabric of our society, we have compiled a list of happenings that honor them. Please click here, [Women's History Month Resources 2022](#), to see this ongoing list and if you have more to suggest, let us know.
- **Chat & Chill.** Chat & Chill Mondays is our newest initiative to bring parents, guardians and caregivers together virtually. Once a month we will host a casual virtual meet-up that will serve as an informal platform for folks to get to know others in the school community and share a (virtual) coffee while talking about life and parenting. For all Q300 parents, guardians and caregivers. Second Mondays of each month at 10am. The next Chat & Chill is March 14. [Zoom link](#)
- **Green Parents Team.** We hope you have been enjoying the "Green Seed of the Week," in the school-wide Google Group and Q300 PTA Facebook page! Stay tuned for updates on all of the fun-filled initiatives planned for Earth Month in April. To join the Green Parents Team, please contact [rachanas@Q300pta.org](mailto:rachanas@Q300pta.org)
- **NYC Schools Survey.** Every year, families are invited to complete the NYC School Survey for each child in their family attending a DOE school. There are two ways to participate.
  - Go to [NYCSchoolSurvey.org](https://NYCSchoolSurvey.org) and enter your access code which is a lower-case "f" followed by your student's OSIS / Student ID number.

- Wait for a paper survey to arrive via mail in the next few days.

If you do not know your student's OSIS / Student ID number, contact Jenny Lando at [jennylando@q300.org](mailto:jennylando@q300.org). The number can also be found on your student's report card.

We encourage your input because the survey results will provide helpful information to new families researching city-wide schools and a more accurate big-picture outlook for Q300. The survey closes on Friday, March 25.

### **Q300 Shout Outs and Appreciations**

- **Black History Month Resources.** Thank you to Maria Hantzopoulos, Yvette Choy, Heather Clarke, Lynn Kennedy and other parents who contributed to the list. Many families have taken advantage of the events, and our teachers have brought kids on suggested field trips too!
- **Lunar New Year Resources.** Thank you to Yvette Choy, Maria Hantzopoulos, Lynn Kennedy, Tomonori Nagano and other parents who contributed to the list!
- **Popcorn.** Thanks to Lisa Christopher and Susan Stewart for putting together the Double Good popcorn fundraiser. We raised about \$600!
- **Square 1 Arts Fundraiser.** Thank you to all the families and kids that submitted artwork in January! Big shout out to Lisa Christopher, Jenny Lando, and Susan Stewart for coordinating, and to teachers for collecting all of the students' creations. We have over 250 pieces of art that have now been sent in! Order forms will be sent home as soon as Square 1 has processed them all!
- **Masks.** Thanks to Lynn Kennedy and Yvette Choy for purchasing KN 95 masks for our kids. They will be, of course, reimbursed but thank you to them for jump-starting! Shout out to Ellie Rabinovich for organizing them all, including packaging them, and sending them home
- **Kindness Challenge.** Thanks to Erica Soto for organizing this! We can't wait to hear all the creative ways that students were able to honor Random Acts of Kindness month during the Kindness Challenge.
- Shout out to Christine K for all of her work with families in what has been a very stressful process for many, Elijah Cho for leading the debate team, James Woo for the Math Team, Anna and Laura for yearbook and graduation.