



GENERAL MEMBERSHIP MEETING MINUTES • October 19, 2017

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 (the “**Parents**”) and (b) eligible Q300 teachers and instructional staff members who are currently employed on a full-time basis (the “**Staff**”) at Q300 were present. The total number of Parents and Staff (together, the **Members**”) present was 20.

B. Call to Order, Ice Breaker, and Serious Fun Presentation

Co-PTA President Maria Hantzopoulos and Margarita Soto called the meeting of the General Membership of the Q300 Parent-Teacher Association (the “**PTA**”) to order at 6:30 pm in the cafeteria in the upper division campus.

C. Approval of Minutes

The minutes of the General Meetings held on September 28, 2017 were presented and amended. A motion was made to approve such minutes. The motion was seconded. A majority of Members present approved the minutes.

D. President’s Report

Maria and Margarita gave the President’s report. The following are highlights:

1. **Lower Division Teaching Assistants (TAs).** All 7 TAs have been hired. Six TAs are in the classroom; the seventh TA is undergoing a background check.
2. **Upper Division Chrome Book Laptops.** Fifteen of the thirty chrome books have arrived. The PTA anticipates that the remainder will arrive in the next few weeks.
3. **School Supplies.** The PTA has purchased printers and laminators for both campuses.
4. **Upper Division Enrichment Programs.** The PTA is working with Q300 to schedule upper division enrichment programs in February 2018.
5. **Professional Development.** The PTA is helping fund and coordinate the scheduling of certain professional development workshops for teachers for Responsive Classrooms, an evidence-based approach to teaching that focuses on the strong link between academic success and social-emotional learning.

6. Upcoming Events.

- a. **Costume Party, 10/29 from 3 to 5 pm.** The PTA's annual costume party is a fun-filled event for the whole family. The event will include have music, magic, fun, activities, pizza, and raffle prize. Upper division students will be volunteering in the Haunted House and booths.
 - b. **Gallery Night, 11/10 from 7 to 9 pm.** This evening fundraising event is a chance for parents and other adults in the Q300 community to socialize over wine and light food at an art gallery in Chelsea.
 - c. **Thanksgiving Pie Sale.** The PTA is partnering with La Guli Bakery of Astoria to sell delicious pies for Thanksgiving. Pies are \$15.00 each and all proceeds go to support the PTA. Info will be sent via your child's communication folder.
 - d. **Movie Night, December 8. 5:30 pm.** The PTA will have Movie Night at the lower division campus. Movie TBD. While entrance to the movie is free, Pizza, beverage, and snacks are available for a fee.
7. **In-School Volunteering.** The PTA and Q300 are working on a plan to allow parents to volunteer during drop-off and other parts of the school day.
 8. **One School Committee.** On October 16, 2017, Community District Education Council 30 (CEC) unanimously passed a resolution in support of the Q300 community's request to consolidate grades K through 8th grade in one building. A similar resolution is before the local community board. Many thanks to parents Marlon Aranda, Lynn Kennedy, and others for organizing this effort
 9. **Grants.** The Grants Committee is working on a small grant on introducing mindfulness techniques into the class.
 10. **Read-a-Thon.** The Summer Read-a-Thon raised over \$10,000. The first grade had the highest participation rate in the lower division; the sixth grade had the highest participation rate in the upper division. Both grades will have a pizza party.
 11. **Participatory Budgeting.** If you have any suggestions for Q300-related projects that could be funded through the New York City Council's participatory budget process, please reach out to VP-Community Affairs Lynn Kennedy.
 12. **My Little Pony Filmraiser.** Q300 community sold 51 tickets for the opening weekend (October 6, 7, and 8) of the film My Little Pony. The Q300 PTA received 10% of profit generated from those purchases.

D. Treasurer's Report

Co-Treasurer Sue Sekar circulated the attached Treasurer's Report, which summarizes the PTA's finances as of September 30, 2017. The PTA raised \$8,227.70 and spent \$8,288.00. The PTA's expenditures included paying for K-4th grade visual arts residency and 2nd grade architecture. The PTA had an adjusted cash balance of nearly \$125,931 as of September 30, 2017.

In response to a question, Sue and others noted that the reason the PTA needs to raise funds is to help cover the funding gap between the cost of the enriched education that Q300 students receive and government funding (which is about \$4,500 per student). The gap is due to the following: (i) Department of Education (DOE) does not provide extra funding for Q300's gifted & talented status; (ii) Q300 does not receive Federal Title 1 funds;

and (iii) Q300 is not fully funded as a K-8th grade school, as it does not have a 5th grade (and receive the associated funding).

E. School Leadership Team (“SLT”) Report

SLT parent member Mara Cusker Gonzalez gave highlights from the SLT meeting, held on October 16, 2017. She stated that the SLT is finalizing Q300’s Comprehensive Educational Plan (“CEP”), which articulates objectives to meet the needs of students and the school’s educational program. She noted that one of the SLT’s role is to ensure that the school’s budget is aligned with the CEP. She also noted that Q300’s school budget is located on the Department of Education website.

F. Principal’s Report

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

1. Upper Division ICT Teachers.

- a. At the start of the school year, the upper division had two vacancies for an integrated co-teaching (ICT) teacher positions, due to unanticipated personnel shifts. Bill explained that Q300 is mandated to have the necessary ICT teachers to provide support for students with individualized education plan (IEP).
- b. In September, Q300 temporarily transferred lower division computer technology teacher Ali Lisberger, who is a certified ICT teacher, to fill one of the two vacant positions in the upper division. Bill noted that if he is able to fill both positions by December, he will transfer Ali back to the lower division. If he is unable to fill those positions, Ali will stay at the upper division for the rest of the school year.
- c. Q300 has conducting a comprehensive review of the IEPs of upper division’s students with IEPs.

2. Lower Division Computer Technology Teacher.

- a. While Ali is teaching in the upper division, substitute teachers have been teaching Ali’s computer technology classes in the lower division. Maria noted that the PTA’s enrichment committee is researching potential providers to help supplement the computer technology class in the event that Ali is not transferred back to the lower division this year.

3. **Asphalt Green.** Q300 hired the non-profit group Asphalt Green to help organize games once a week during recess in the schoolyard or in the cafeteria (during bad weather days). The games range from soccer to hula hoops. Bill noted that the Asphalt Green educators have been helpful in maintaining safety in the schoolyard, which is small relative to the number of students there during recess. He also noted that students may decide not to participate in the games and instead read a book or other activities.

4. **SHSAT Test.** Bill noted that that most eighth graders will be taking the specialized high school admissions test (SHSAT), which will be held on October 21 and 22, 2017. He noted that the admission ticket to the test may have the wrong home address of the student; this won’t impact the ability of the student to take the test. The student just needs to furnish his or her home address.

5. **Upper Division Afterschool Teams.** Teacher Elijah Cho is advising the debate team. Teacher James Woo is advising the math team. Teacher Scott Waldman is advising the robotics team.

6. **Social and Emotional Learning Activities.** Social and Emotional Learning Project Coordinator Erika Ball is organizing a number of activities over the school year. Such activities include the following:
 - a. On October 31, 2017, students are invited to dress up as their favorite storybook character. Masks or swords are prohibited.
 - b. On November 14, 2017, students are invited to wear an inspirational word or quote across your shirt for “Respect for All” day.
 - c. Other activities will include a College Awareness day in December, Dress for Success day in March, Poetry day in March, and talent show in May.
7. **Professional Development Day.** On November 7, 2017, various teachers will be attending professional development workshops at such institutions as the Museum of Natural History, The Morgan Library, and The Smithsonian.
8. **Skedula.** All K-8th grade teachers are using an online grading platform called Skedula. Skedula allows teachers to communicate their students’ progress, including assessment grades, to students and parents. Pupil Path, which is a component of Skedula allows parents to view aspects of their child’s education, including anecdotal logs, which will increase the level of transparency and understanding connected to students’ schoolwork and growth. The school will provide online Skedula registration for parents.

G. Elections

1. **Nominating/Elections Committee.** The PTA is required to appoint a nominations committee to solicit potential candidates for open seats on the Board and to administer the elections. (Ryoko Mathes, Harold Overweg, and Paula Marisi had been appointed to serve on the Nominating Committee but were unable to attend the meeting.) A motion was made to appoint Tsoni Peled, Codou Ndior, and Mara Cusker Gonzalez to serve on the Nominating/Elections Committee. The motion was seconded. A majority of Members present approved the motion.
2. **Expedited Election.** Pursuant to Section 5.8.2 of the PTA Bylaws, as amended on June 23, 2016, the PTA held an expedited election for the following board positions: Vice President of Community Affairs, Co-Vice President of Lower Division, and Co-Vice President of Upper Division. At least 10 calendar days prior to the Meeting, written notice, as specified in the PTA bylaws, of the election was sent to the Membership.
 - a. Vice President of Community Affairs.
 - (i) The following nomination was taken from the floor: Lynn Kennedy and Celso Garcia, as Co-Vice Presidents of Community Affairs. No other nominations were made.
 - (ii) A Member made a motion to cast one vote to elect: Lynn Kennedy and Celco Garcia, as Co-Vice Presidents of Community Affairs. The motion was seconded. A majority of Members present approved the motion.
 - b. Co-Vice President of Lower Division.
 - (i) The following nomination was taken from the floor: Sonal Ross. No other nominations were made.
 - (ii) A Member made a motion to cast one vote to elect: Sonal Ross, as Vice President of Lower Division. The motion was seconded. A majority of Members present approved the motion.
 - c. Vice President of Lower Division. Nominations were requested from the floor. No nominations were made.

H. Resolution

1. **Alvin Ailey Dance Residency.** A resolution was made to allocate an additional \$3,000 (three thousand U.S. dollars) to fund the Alvin Ailey dance residency for the 3rd and 4th grades. The motion was seconded. A majority of Members present approved the motion. Resolution: Alvin Ailey- allocate \$3k for 3rd and 4th grade; we need
2. **District 30 Hurricane Relief Drive.** Community School District 30 had adopted a school district in Puerto Rico to help with hurricane relief efforts. A resolution was made to use the proceeds from the December movie night to fund hurricane relief efforts in this school district. If the proceeds are below USD \$300.00, the PTA will allocate to the relief drive the difference between USD \$300.00 and the amount raised at the movie night. The motion was seconded. A majority of Members present approved the motion.

I. Fundraising Committee

Vice President of Fundraising Kevin Gallagher stated that the fundraising committee coordinates the Direct Appeal campaign and various fundraisers. He noted that there were shopping links on the PTA website in which a certain percent of your purchases will be given to the PTA. Upcoming fundraisers include Gallery Night on Friday, November 10. He noted that the PTA will be holding gift card fundraising program, and an arts fundraiser in which kids' artwork is placed on mugs and other items. Finally, he noted that the Uno fundraiser will occur on November 29, 2017. A certain of any purchases made at Uno restaurant will be donated to the PTA.

J. New Business

To assist with the transition from 4th grade at the lower division campus to 5th grade at the upper division campus, Q300 is considering having the 4th graders shadow 6th graders at the upper division for a day.

M. Next Meeting and Adjournment

The March General Meeting will be held on Thursday, November 16, 2017 at 6:30 pm in the **lower division campus.**

The meeting was adjourned at 8:15 pm.

/S/

Gina Reis, Co-Secretary

/S/

David William Wang, Co-Secretary