



GENERAL MEMBERSHIP MEETING MINUTES • December 14, 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 present was 21.

B. Call to Order

Co-PTA President Maria Hantzopoulos called the meeting of the General Membership of the Q300 Parent-Teacher Association (the “**PTA**”) to order at 6:45 pm in the cafeteria at the upper division campus at 31-51 21st Street LIC, NY 11106.

C. Approval of Minutes

The minutes of the General Meeting held on November 16, 2017 were presented. The discussion by Bill regarding reading curriculum and will be added. A motion was made to approve such minutes subject to edits. The motion was seconded. A majority of Members present approved the minutes.

D. President’s Report

Co-Presidents Maria Hantzopoulos and Margarita Soto gave the President’s report. The following are highlights:

1. Greeted the Members and introduced the PTA Executive Board members that were present.
2. Siobhan Watson announced the simultaneous Facebook Live Feed for parents who could not attend.
3. The Teacher Appreciation Breakfast is on for December 22. The Sign-up genius live for parents to sign up for the potluck.
4. Concurrently, the holiday collection for teachers will be distributed (this is separate from and outside of the PTA)
5. Enrichment committee has been hard at work vetting technology for ES as well as arts enrichment and Spanish enrichment
6. Completed Events:
 - a. Pie Sales a success – over 125 pies sold
 - b. Puerto Rico to support Movie Night and fundraiser reached goal
 - c. Gallery Night a big success – raised over \$3000
 - d. Middle School open house had over 500 prospective students and family members
 - e. LIC School symposium representation
 - f. Huge turnout at CEC Meeting
7. PTA Funding:

- a. All printers have been purchased and received, as well as the large laminator, small laminator and scanner.
 - b. Five teachers are going to Responsive Classroom training and more will attend in the summer.
8. Upcoming Events
- a. Parent Mixer January 12 at Bierocracy
 - b. International Potluck January 26th at the ES Campus. This will be a free event with craft tables, food, drink, performances & raffles. Silent auction will launch at the event and continue online.
 - c. Auction: Committee is working on this year's event; stay tuned. Probable date is May 6th and venue will be finalized asap.
9. Appreciations: Thank you to the Costume Party, Picture Day & Thanksgiving Pie Sale Volunteers and Gallery Night Organizers.

D. Treasurer's Report

The attached Treasurer's Report was circulated, which summarizes the PTA's finances as of November 30, 2017. The following are highlights:

- 1. November Direct Appeal: Brought in over \$50K last month, 40% of total amount budgeted is in at this point vs. 27% in previous years
- 2. 8K from gift card fundraiser – 6K in expense so 2K in net profit

E. Principal's Report

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

- 1. Elementary / MS School Report
 - a. Kindergarten had Friday Fun Day, which included a snow-globe creative thinking exercise.
 - b. First Grade (Jackie) has her first graders write a narrative assignment on how to decorate a cookie.
 - c. Grade 2 is making snowman tea lights (Maria) or building gingerbread buildings using architecture principles they learned (Stefanie).
 - d. Grade 3 went to Queens College for live theater (Arts on Stage).
 - e. Grade 4 is working on a circuits activity, creating an alarm that will go off – or doing a marshmallow snowman challenge, thinking about how to build a structure and work in teams.
 - f. A program called CHAMPS allows students to participate in sports programming and Q300 may be able to participate in the spring, bringing sports programs to the middle school. Q300 is currently on the waitlist.
 - g. All students are now receiving 2 periods of physical education per week, in spite of scheduling challenges
 - h. ToniAnne is getting trained in Move to Improve to incorporate more movement into the day in non-PE times.
 - i. MS has started a chapter of the National Junior Honor Society. Inductions will be in March.
 - j. Bill is excited about a school-wide enrichment model that Anna H, Sarah, and he attended training. Considering how to bring "clubs" to the ES as well. Students are currently given a

choice of elective in Middle School; the school-wide enrichment model takes that a step further and bases offerings on student and teacher interest.

- k. The new Debate team is doing well in its first year; in the two tournaments so far it has received 5 speaking awards and 2 novice teams moved into the varsity bracket. All novice teams had a winning record in the December tournament.
- l. School is working on a new sign-up system for Parent-Teacher conferences.
- m. An ICT teacher was offered a job at the middle school but the principal at her current school is not releasing her. This is obviously a disappointment but Bill will continue to work on hiring for this critical role.
- n. Bill thanked the parents who have worked so hard on technology and Spanish enrichment research and ideas. Bill emphasized his strong desire for the school to have a second language. The school is willing to contribute 18K for a 10-week Spanish program in the new school year for ES. He feels that this is ideally something the school should pay for although he is appreciative of the PTA's commitment to filling in gaps. He will keep it in the school budget. A parent asked if 5th graders will have Spanish next year, and Bill said that the current thinking is yes, although not all grades will get the same number of periods of Spanish per week.
- o. Question was asked about ICT teachers and timing of hire, and Bill indicated he was willing to push the deadline for finding a new teacher into January. Also, a couple of recent changes have allowed the existing SPED teachers to have room in their schedules to provide SETTS services to those students who require it in their IEPs.
- p. One ICT teacher (Kathleen Boyle) is on leave and Bill expects that she will be back next year, so the offer for the new ICT teacher was provisional for this year only.
- q. A MS Student Government has been elected. Esteban Villafuerte is the advisor. Bill would like to do this at the ES also at some point.
- r. In response to a question about onboarding 5th graders into the middle school, Bill said he feels very well positioned. He hasn't decided about departmentalizing yet, he will hash out details in the spring. He will take the 5th graders to see the space, meet the teachers, and see what it's like to be in the new building to prepare them for the transition. We do not know yet if there will be critical mass to provide OPT busing for both 6th and 5th graders next year.
- s. A Chess Tournament took place at the ES on November 12th. The next tournament is on February 11th. Chess is currently part of the afterschool as well as the ES student's school day.
- t. Character Day & Inspirational Quote Day were fun, community building events at the school.
- u. All grades have had celebrations at this time with more to come before the Winter Break.

F. School Leadership Team ("SLT") Report

The next SLT meeting is scheduled for January 22nd in the lower division campus. The SLT has been discussing how to set up CEC goals and develop plans around them.

G. Resolutions

1. **Allocation of Funds to Summer Read-a-thon.** A motion was made to allocate \$50 for unexpected expenses. The motion was seconded. A majority of Members present approved the motion.
2. **Allocation of Funds for Gallery Night.** A motion was made to allocate \$250 to cover fundraiser costs. The motion was seconded. A majority of Members present approved the motion.
3. **Allocation of Funds for Alvin Ailey Dance Class for 401.** A motion was made to allocate \$1100 allow 401 to also receive African Dance via Alvin Ailey (301 already completed their session). The motion was seconded. A majority of Members present approved the motion.
4. **Allocation of Funds for Alvin Ailey Family Fun Night.** A motion was made to budget \$935 for an Alvin Ailey family fun night for children and families. Possibly can sell food or ask for donations to defray cost. The motion was seconded. A majority of Members present approved the motion.

5. **Amend budget to pay for 8th grade video production enrichment.** A motion was made to amend the budget to pay \$5000 for 8th grade video production enrichment, to be paid for by a reduction of \$5000 in other arts-based enrichment. Clarification: this doesn't increase the budget, just moves amounts to appropriate enrichments since some of the ones originally for the Fall were not scheduled at the school- see motion 7 below. The motion was seconded. A majority of Members present approved the motion.
6. **Amend budget for MS Teacher-led Club Enrichment.** There are a few additions and changes to the Teacher-led Enrichment Clubs since the beginning of the year (because of surveys completed by teachers/students to indicate their choices). Geography Bee is back in for spring and Model UN (\$400) and Drama/Theater (\$200) to be removed. A motion was made to approve \$200 of expenses for each of Chess Club; Brain Games; Global Awareness Club; The Butterfly Club; Leaders Club; Art Club; Clay Creations and Ted Ed. Overall net increase to budgeted expenses is \$1000. The motion was seconded. A majority of Members present approved the motion.
7. **Motion to amend names of approved MS enrichments (total \$16000) from Music (\$7000), Dance (\$5000) and Media Club (\$4000), to "Arts-based enrichment" (\$11000) and "8th grade video production" (\$5000 per motion 5 above).** No change to overall cost. The motion was seconded. A majority of Members present approved the motion.
8. **Decoupling Auction from Winterfest.** A motion was made to increase potential profitability of the camp auction by opening it up to the public (no longer as a silent auction at winterfest event) online and over time. A motion was made to decouple the Auction from the Winterfest potluck, with budgeted income of \$3000 and expenses of \$300. The motion was seconded. A majority of Members present approved the motion.
9. **Allocation of Funds for Thanksgiving Pies Fundraiser.** A motion was made to allocate \$500 to cover fundraiser costs due to higher than expected sales. The motion was seconded. A majority of Members present approved the motion.
10. **Allocating Funds for ES Spanish enrichment.** After a robust discussion in which parents expressed their discomfort with the PTA covering so much of this cost, Bill indicated that the school could increase their contribution to 21K (from 18K). A motion was made to allocate up to 15K for Spanish from the PTA budget at the ES if needed. The motion was seconded. A majority of Members present approved the motion.

L. New Business

Question from parent about 4th grade Behavior concerns – concern about instruction and lack of class trips. Bill indicated that most recent feedback is that behavior has been improving. School is explicitly communicating expectations via a PBIS Matrix. Bill will continue to look into concerns about where the students are academically.

M. Next Meeting and Adjournment

The December General Meeting will be held in the Lower Division campus on Friday, January 26, 2018.
The meeting was adjourned at 8:30 pm.

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Prepared by: Ellie Rabinovich, Executive Vice President
David William Wang & Gina Reis, Co-Secretaries