

School Leadership Team Meeting
Meeting Minutes
Virtual Platform - Zoom
Monday, May 16, 2022
4:30 pm – 6.30 pm

Members in Attendance:

- Sonita Ramkishun (Principal)
- Jean Kim (Teacher + SLT Committee Chairperson)
- Ali Lisberger (Teacher + UFT Rep)
- Laura Parris (Teacher + Committee Timekeeper for today's meeting)
- Maria Hantzopoulos (Parent + PTA Co-President)
- Sue Sekar (Parent + SLT Committee Secretary)
- Fiona Yung (Parent)
- Dragos Bozdog (Parent)
- Alisha Arthur (Parent)
- Julia Leopando (Student Member)

Apologies:

- Leanne Bolson (Teacher + SLT Committee Timekeeper)

1. Call to Order

The meeting was opened at 4.35pm.

Fiona 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.

Fiona nominated Maria and Alisha to share their "Story of Me" in the next meeting.

2. Review and approval of April 7, 2022 SLT meeting minutes

The draft minutes from the April 7, 2022 SLT meeting had been shared in advance and were reviewed again in the meeting. 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. SLT Student Report (Julia Leopando)

The Student Council is working on:

- Planning for Twin Day this month
- Posters for choking and bullying
- Light the Night campaign to raise funds and awareness for Leukemia and Lymphoma Society

Students are asking whether we can have a Talent Show in person, or if not, can we organize a virtual show. Sonita is looking into it.

4. Discussing the next CEP goals based on the data analysis***Review of the Priority Needs from the Comprehensive Needs Assessment Analysis and draft next year's CEP goals***

The SLT divided into small groups to review this past year's CEP goals and draft next year's CEP goals:

ELA: Jean, Alisha

Math: Fiona, Julia, Sonita

Science: Ali, Dragos, Maria

SEL: Laura, Sue

5. Share out of Draft CEP

ELA share-out: Propose to update this year's CEP goal for next year to emphasize that curriculum should be modified to ensure all students are improving at their own pace, and based on their needs (differentiated goals). Also adding having a shared collective document to give access to students' previous year's academic progress.

Math share-out: Focusing next year's CEP goals on algebraic thinking and geometric concepts (prior year was only algebraic thinking), based on the comprehensive needs assessment that identified geometric concepts as a development area. Continued focus on solving real world problems and explaining mathematical reasoning behind answers.

Science share-out: Propose to update the CEP goals for next year to include horizontal and vertical subject planning, as well as developing collaboration and inquiry skills at a school-wide exhibitions (e.g. Science Fair). Science curriculum to reflect grade-level content as well as cross-cutting themes across grades.

SEL share-out: Propose to focus the CEP goals next year on relationship-building and optimistic thinking since these areas came up as areas needing improvement in the DESSA competencies testing. Mixed-grade advisories would help build cross-grade relationships. Also (COVID protocols permitting), more focus on hands-on group projects to increase collaboration and relationship-building.

Jean Kim and Julia Leopando left the meeting

6. Diversity Proposal Review

The Diversity Proposal for 2022/2023 school year admissions will be based on the 2021/2022 Proposal. The Proposal aims to increase underrepresented populations in our school and increase diversity and inclusion by prioritizing 40% of incoming Kindergarten seats to students who qualify for free/reduced lunch and/or reside in citywide section 8 housing, citywide NYCHA or citywide temporary housing. The SLT reviewed the document and then discussed and asked questions:

Question: Does the proposal apply before or after sibling priority.

Answer: It should work together. Some siblings also qualify under the Diversity Proposal. In the last school year, all siblings who qualified got into the school.

Question: How was the proposal developed, and did the SLT serve as an ad hoc Diversity Committee last year?

Answer: Last year we had a Diversity Committee made up of staff and parents, many of whom helped with marketing our program to the community.

Question: Can we get the Diversity Committee started again?

Answer: Yes, we will be starting this up again in Fall 2022, and will be calling on parents who are looking to help our school in this mission.

Question: Can we put the Diversity Proposal on the school website?

Answer: We can develop something to put up on the website to let the community know. Sonita can pass it by the Office of Enrolment.

Question: Should we provide information to families on the G&T nomination process and where they can get more information?

Answer: This sits with the Office of Enrolment and the Pre-K centers, but we should provide information about how to navigate the process once they get an admissions letter. Sonita will ask the Office of Enrolment how they distributed information this year – the window was short.

Question: How do children who are not in a pre-K program get included in the admissions process?

Answer: They need to apply for an assessment through the Office of Enrolment.

7. Reports

a. Principal's Report

1) G&T Admissions Update

Pre-K teachers nominate students for consideration to apply for G&T entry. Students not in a Pre-K program need to apply for an assessment through the Office of Enrolment. Families who receive a letter of eligibility can then apply to schools. The offer letters are being sent out in July 2022 by the Office of Enrolment.

2) COVID-19 update

COVID-19 cases have been increasing recently across the city. Parents who want their children to wear a mask at school need to have conversations with their children – it is hard for the teachers to police mask-wearing at school given it is not mandatory.

Parents should use the tests sent home to test their children when they receive a case notification/letter of exposure, to help reduce the spread.

3) Parent Engagement Night

On May 18th we are holding a virtual Parent Engagement Night to discuss curriculum for each grade for the next school year. PowerPoint presentations from the teachers will be sent out for those not able to attend.

4) Arts Connection Showcase

The Arts Connection Showcases are coming up – they will be in-person event. All LD grades are involved and K-2 are also doing live performances. Sessions will be recorded and sent out to the community.

b. UFT Report

UFT elections were held recently, the UFT President remains the same as before.

With the rapid tests that everyone receives, the UFT were advised that families can use the tests up to 3 months beyond the expiry dates.

c. PTA Report - Appendix 1

The PTA Report is attached as Appendix 1 to these minutes.

8. Parking Lot: Questions and Comments

None

9. Next steps

Next SLT meeting is scheduled for June 2, 2022.

10. Adjournment

The meeting was adjourned at 6.30pm.

APPENDIX 1 – PTA report (Maria Hantzopoulos) – May 16, 2022 SLT**Q300 PTA Fundraisers**

- **Spring Flower Power. May 15 deadline.** Flowers are back! Shop for unique ecological solutions and colorful gifts **until May 15** and the PTA gets 50% back from purchases. Place orders through the webstore at <https://www.flowerpowerfundraising.com/index.php/marketplace/seller/profile/shop/q300pta>.
- **Fun Run. May 21- June 5.** Get ready to walk, roll, or run. With registration, get your Fun Run t-shirt, especially designed within our Q300 community and agreed to as a school gym uniform. The event will take place over a span of two (2) weeks, May 21- June 5. Join the fun by meeting up with Q300 families in your area, or run with anyone who motivates you. Wear the t-shirt! Take pics! Share your enthusiasm! Register here: <https://q300pta.org/2022/04/13/q300-fun-run-2022/> and stay tuned for the schedule of meet ups.
- **School Photos.** Use your online code to click, view and purchase school photos. A portion of your purchase returns to the PTA. <https://iloveschoolpictures.com/Q300/4916>
- **Read-a-Thon.** Stay tuned for info on Read-a-Thon, coming in June! If you would consider being part of the planning committee for the online Read-a-Thon please email Fundraising@Q300PTA.org.

Q300 PTA Happenings, Events, and Updates

- **PTA Board and SLT elections.** All board positions are open. The only qualification for all positions is that the candidate be a current parent or guardian of a child in the school. Please visit the following for more info on each position: <https://tinyurl.com/Q300PTA-2022-5-Elections> Two SLT Parent Positions are open. The only qualification for the position is that the candidate be a current parent or guardian of a child in the school.
- **Asian American Pacific Islander Heritage Month Resource;**
<https://docs.google.com/document/d/1-RrMTTxU8nz6etVPsU3VCffHSI6gCynbRz0XySgQtfs/edit?usp=sharing>
- **Jewish American Heritage Month Resource:**
<https://docs.google.com/document/d/1W-O8U3iZDYsuQAvDnK3Euej9XJDFtiapxLqe29iaZwY/edit?usp=sharing>

- **PTA Budget and Enrichment Surveys. May 9th Deadline.** Please complete the PTA Budget surveys that were mailed out on April 25th and are due by May 9. Links for your grade were sent out to appropriate grade bands. Your input and participation is essential in helping establish what enrichment programs to budget for next year (2022-23). Please check spam if you did not receive or contact your class parent or enrichment@q300pta.org if you have questions.
- **K and 1 PTA Mixer. May 15th at 1:30 at Athens Square Park.** Because of COVID-19, and also delayed admissions processes, we have been unable to host our June Welcome breakfast for new families over the last two years. We had a great meet up yesterday!
- **Informal Meet-ups.** We're excited for the warmer weather so that we can meet up outside of school again! Thank you to all the parents who have planned informal grade meetups, parent events, and local playdates.

We also have two informal, parent-organized outdoor meetups coming up soon as well, for anyone who is available:

- May 7th, 2-5 pm, at Cobblestone's (<https://cobblestonespub.com/>) in Forest Hills (Canceled and being rescheduled)
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- May 21st, 12-3 pm, at Bohemian Hall and Beer Garden in Astoria (<https://bohemianhall.com/>).

Just show up to meet and mingle with other Q300 families! We encourage other parents to plan a meetup in their neighborhood as well - for ideas or for help connecting with others in your area, contact membership@q300pta.org

- **Eighth Grade Plant and Food Sales.** Come by and support our 8th graders on the [Open Streets](#). They will be selling food and plants (donations only) to support end of the year activities and graduation activity costs! The remaining dates are
 - Sat, May 7 / 1 - 4 p.m.
 - Sat, May 14 / 1 - 4 p.m.
 - Sat, May 21 / 1 - 4 p.m.
 - Sun, May 22 / 1 - 4 p.m.
- **Q300 Green Team.**
 - **Food Scrap Drop Off** for Composting! PS17's Wellness Committee has partnered with the Queens Botanical Garden to host a Food Scrap Drop-

off site at the Lower Division on Mondays (starting May 9) 1:30- 3:30pm. To sign up, simply go to our [FSDO Volunteer Calendar](#). Just an hour or two of being at the green bin on 30th Ave would be so helpful! Meet fellow school families – and if after-school hours, your child can help too! When you have a moment, please review our [Orientation Video](#) with Queens Botanical Gardens. Any questions, please email SusanS@Q300PTA.org

- **Tree Care.** There was a great event with Randall's Island Park Alliance to plant tree seedlings on **Saturday, May 14 @ 10am**. Lots of Q300 families attended!

Q300 Shout Outs and Appreciations

- **Teacher Appreciation. May 4.** Thanks to Ellie and Erica who coordinated!
- **Green Committee.** Thanks to the parent volunteers, Rachana Shah who had secured a grant and parents Yvette Choy, Lynn Kennedy and Susan Stewart who helped to create a plan alongside our UD science teachers and Administration for greening activities, including tree care, in house and in person field trips, educational climate films, and work alongside PS 17 on our composting project.
- **Auction Committee.** Congratulations to the Auction Committee! **We made almost \$7000 this year.** Thanks to all who helped to secure prizes, those, including teachers who offered experiences and to those who bid and won! Especially, thank you to the committee who pulled it all together and made it possible. The Auction Committee members were: Lisa Christopher, Erica Soto, Sue Sekar, Abby Swenstein, Barbara Monroe, Maria Hantzopoulos, Evon Lam, Adam G, Sue Stewart, Keri Page, Paula Marisi, Julie Meador, and Christina Low. Big shout out to Joanna Holzman for chairing and shepherding us through the process!
- **Enrichment Committee.** Thank you for working alongside the admin for months in advance on the enrichment/budget survey. The main committee members are Maura McDermott, Maria Hantzopoulos, Abby Rubenstein, and Takila Oku.