



GENERAL MEMBERSHIP MEETING MINUTES • April 28, 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 38. Quorum was reached.

B. Call to Order

Co-Presidents Maria Hantzopoulos and Lynn Kennedy and called the meeting to order at 6:35 pm EST on the Zoom virtual platform. They wished for those who celebrate, Happy Passover, and a blessed Ramadan. They also acknowledge May is Asian American Pacific Islander heritage month, as well as Jewish American Heritage month. They will be sharing some resources in the PTA bulletin.

C. Principal’s Report

Parent Coordinator Jenny Lando responded to questions, as Principal Sonita Ramkishun was unable to attend:

1. The Department of Education (DOE) is coordinating the gifted and talented (G&T) recruitment and application process. Q300’s diversity plan, in which students who are from economically disadvantaged backgrounds are given admission priority, is in place.
 2. In the middle school admissions process, Q300 will reserve seats for students with Individualized Education Plans (IEPs).
 3. Q300 will be organizing an Arts Connection showcase for the lower division and possibly for 6th grade. In lieu of an in-person talent show, Q300 is considering holding a virtual talent show.
 4. Kindergarten G&T application will open on May 31 for 2 weeks. Parents of Q300 kindergarten applicants should accept their current kindergarten offers and then apply to G&T afterward. Current Q300 families who will be applying to Q300 kindergarten seats, should let Ms. Lando know about the application, as Q300 is responsible for verifying sibling priority in the G&T application process.
 5. District 30 parent coordinators have asked the Community School District 30 Office to provide more seats or more locations for the Summer Rising programming, which provides K-8th grade students academic support and school-based enrichment programming led by community-based organizations. All District 30 Summer Rising seats had filled within first 1-2 hours after registration opened.
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D. Co-Presidents’ Report

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

1. There is still time to use the \$200 allocated toward grade-wide outings and experience. Please contact your class parents for more info.
2. Please fill out the PTA enrichment surveys, which will help guidance to the Q300 administration on the PTA funding of enrichment programs. Please note that the Principal makes the final decision on enrichment programs. Surveys are due on May 9.
3. Please purchase flowers through the Spring Flower Power Fundraiser. The deadline is May 15.

4. Please join in the Q300 PTA Fun Run, which will occur between May 21 and June 5.
5. Please consider running for a PTA Board position. Please come to the PTA's upcoming Board meeting to observe. Elections are on May 26.
6. The PTA's Chat & Chill Monday will occur virtually on May 9 at 10 am ET. The event is open to Q300 parents, guardians and caregivers together virtually is May 9.
7. For Teacher Appreciation day, the PTA has ordered Panera box lunches for teachers. Thank you all for those who contributed.
8. The PTA will hold a Kindergarten and 1st Grade meet up at Athens Square on May 15.
9. Please support the 8th graders on the [Open Streets](#) for Eighth Grade Plant and Food Sales. They are raising funds for their graduation and year end activities.
10. Thanks to the parent volunteers of **Green Committee** who had secured a grant and helped to create a plan with the upper division science teachers to create greening activities, including tree care, virtual and in person field trips, educational climate films, and work alongside co-located P.S.17 on a composting project.
11. The PTA raised nearly \$7,000 during the recent online auction. Thanks to all who helped to secure prizes, 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 included Lisa Christopher, Erica Soto, Sue Sekar, Abby Swenstein, Barbara Monroe, Maria Hantzopoulos, Evon Lam, Adam G, Sue Stewart, Keri Page, Paula Marisi, Julie Moss, and Christina Low. Big shout out to Joanna Holzman for chairing the Auction committee.
12. Thanks to the Enrichment Committee for working with Q300 in advance on the enrichment/ budget survey. Committee members included Maura McDermott Maria Hantzopoulos, Abby Rubenstein, and Takila Oku.

E. Co-Treasurers' Report

Co-Treasurer Takila Oku delivered the Co-Treasurers' Report. Attached is a summary of the PTA's finances through March 31, 2022. In March, the PTA raised about \$11,600, including \$10,700 from the Direct Appeal and \$900 from other fundraising. The PTA expenditures were about \$6,240, which includes reimbursement for air purifiers.

F. SLT Report

Fiona Yung gave the School Leadership Team (SLT) report. The following are highlights from the Apr 7, 2022 SLT meeting:

1. The SLT members focused on the Comprehensive Education Plan (CEP) goals. They reviewed the NYC School Survey Results and Quality Review to identify the strength, needs, and actionable items to address the needs.
2. The SLT members conducted a comprehensive needs analysis based on several sources of data including I-ready reading results and I-ready math results. This data will help determine next school year's CEP goals.

G. Bylaws Presentation

Co-Secretary David Wang summarized the updates in the PTA bylaws. The following are highlights:

1. Under Chancellor's Regulation A-660 and the current Bylaws, Q300 PTA's mandatory officers are the following three officers: President, Secretary, and Treasurer. The current Bylaws requires that all three mandatory positions need to be filled in order for Q300 PTA to constitute a functioning PTA under A-660. If any of the 3 mandatory positions was unfilled, Q300 PTA would no longer be considered a functioning PTA. The amended Bylaws reflects a recent change in A-660 in which only 1 of the 3 mandatory positions needs to be filled in order for Q300 PTA to be recognized as a PTA under A-660.
2. The amended Bylaws would permit the General Membership and Board meetings to occur in any of the following meeting formats: (a) in-Person on school premises ("In-Person"); (b) Virtual Remote Platform

("VRP"), which is a platform that allows for meetings conducted livestream online; or (c) "Hybrid," which is an In-Person meeting that is simultaneously live streamed on a VRP.

3. The current Bylaws only permits in-person meetings. (Due to the Chancellor's waiver of the in-person meeting requirement during the beginning of the pandemic, Q300 PTA has been allowed to hold Zoom virtual meetings.) Recently, A-660 has been amended to allow In-Person, VRP, or Hybrid meetings.
4. Following A-660, Q300 PTA would hold Board and SLT elections either In-Person or VRP format. (Please note that A-660 continues to prohibit elections that are held in the Hybrid format.)
5. Following A-660, the amended Bylaws states that upon the resignation or removal of a co-officer, the remaining co-officer must choose whether to serve alone for the remainder of the term or resign so that the position can be filled by succession or expedited election.
6. The amended Bylaws updates provisions concerning filling officer vacancies, nomination/election procedures, expedited election procedures, transfer of records at the end of the school year, disciplinary action of board members, and other issues.
7. PTA members and panelists voted on the changes and passed the motion. Updated bylaws will be available on the Q300 PTA website.

H. Committee Report

1. Co-VP of Community Affairs Rachana Shah noted that the Green Team is organizing a tree care event at Randall's Island where participants will plant the seedlings. The staff will then continue to care for the seedlings until they are ready to be planted in the ground in about 1 year. There is also a tree care event for our Upper Division students led by Esteban to do some maintenance of trees within our community. Food scraps drop off at PS 17 has started. This will help divert food waste from landfill which saves greenhouse gas emissions. Green Team is also looking into doing a movie screening. They are appreciative of all the engagements and feedbacks. Co-VP of Community Affairs Meghan Cirrito also mentioned that District 30 CEC has an additional zoning meeting that are asking more District 30 parents to participate in their survey
2. Co-VP of Communication Dana Holmes asks members to sign up for PTA emails to stay on top of latest school events. Please check your spam filter and reach out to communications@q300pta.org if you are not getting PTA newsletters.
3. Co-VP of Membership Ellie Rabinovich-Buchalter talked about the Teacher and Staff Appreciation lunch. They appreciate the generosity from our community and Jenny Lando for helping with the coordination. They also appreciate all the parents who have organized class and grade meetups. There will be a few more informal meetups organized by parents in May. There will be a Kindergarten and First grade meetup at Athen's Park on May 15. If you have any idea for place or suggestions for informal meetups, please reach out to us. Lastly, we have distributed some additional masks for both upper and lower division. You can email membership@q300pta.org if you need to request more masks.
4. Co-VP of the Upper Division Hayoung Kim noted that some 8th graders volunteers will be selling plants and baked goods at Open Street events to fundraise for the 8th grade trip and graduation. Come and support our 8th graders.
5. Co-VP of Lower Division Nick Skolnick thanked all the class parents for getting information out there to all the parents in their grade. Nick also reminded about the \$200 fund for grade level activities. Co-VP of Lower Division Marco Newbury talked about Fun Run will happen around May 21 to June 5. They encourage people to meet up in small groups to celebrate exercise and fitness and make it a fun event. They will consult class parents and brainstorm on activities for Fun Run. This year's T shirt design is more kid friendly, and we have 3 great sponsors: Art House of Astoria, Jackson Heights Orthodontics, and NYChessKids. We'll launch the website once the payment part is ready so people can sign up and order T-shirts on the website.

6. Co-President Lynn Kennedy and Maria Hantzopoulos gave an update on behalf of Fundraising Committee. Flower Power event is still going on, Fun Run will be launched soon, and School photos, which is also a fundraiser for PTA.
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I. **New Business**

1. A resolution was presented to approve the meeting minutes for the Jan 20, 2022 general membership meeting. A motion was made to approve the resolution. The motion was seconded. A majority of Members present then approved the resolution.
 2. A resolution was presented to approve the establishment of online access to the PTA's existing checking account and authorize online recurring payments to the following vendors for the specified services: (a) PTO Today: payment for insurance, including general liability, directors and officers liability, crime, and excess accident; (b) Auctria: fee for use of online auction platform; (c) Paypal: fees for use of online payment platform; (d) Swank: fee for public performance movie license; and (e) Tax Act: fee for use of tax return software. A motion was made to approve the resolution. The motion was seconded. A majority of Members present then approved the resolution.
 3. A resolution was presented to allocate: (a) an additional \$250 to the kindergarten stepping up ceremony (a total of \$500), (b) an additional \$310 to the fourth grade stepping up ceremony (a total of \$950), (c) an additional \$600 to the eighth-grade graduation ceremony (a total of \$1950). A motion was made to approve the resolution. The motion was seconded. A majority of Members present then approved the resolution.
 4. We're looking to add committee members to the Elections Committee for the upcoming Spring PTA Board and SLT Parent Member Elections. If anyone is interested in volunteering, please email KevinG@q300pta.org. Please note that you must be a parent/guardian of a Q300 student and are not running for any position.
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J. **Adjournment**

The meeting was adjourned at approximately 7:56 pm ET. The next general membership meeting will be held on May 26, 2022 at 6:30 pm ET on a virtual platform.

David William Wang, Amy Wong
Co-Secretaries