



GENERAL MEMBERSHIP MEETING MINUTES • May 26, 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 34. Quorum was reached.

B. Call to Order

Co-Presidents Maria Hantzopoulos and Lynn Kennedy called the meeting to order at 6:35 pm ET on the Zoom virtual platform. Maria and Lynn led a moment of silence for those who were murdered or injured due to gun violence, including those at a mass shooting in Buffalo, NY and led a discussion on steps that parents and students can take to advocate for the end of gun violence.

C. Principal’s Report

Principal Sonita Ramkishun gave the Principal’s report. The following are highlights:

1. The Q300 community stands together in the face of gun violence.
2. The gifted and talented (G&T) application will be accepted between May 31 and June 30. All children born in 2017 and are attending pre-K programs are evaluated by their current pre-K teachers. Based on these evaluations, teachers nominate children for G&T admissions. Then, eligibility letters are sent to all families of nominated children, inviting them to apply to G&T programs when the application opens. Pre-K students who did not get an eligibility letter can still apply. Eligibility for kindergarten through 3rd grade is determined by grade. Students who already had siblings in the school were given priority as were students who were eligible for Q300’s diversity plan in which students who are from economically disadvantaged backgrounds are given admission priority. If an applicant is applying from a private school, the applicant’s records will be transferred prior to July 1. For those applying for spots in 4th grade through 8th grade, no guidance has been issued. The application allows applicants to indicate that they live in public housing.
3. The school’s safety plan was discussed. A soft lockdown occurs when there is no imminent danger in the building. Students stay in their seats; windows are covered. Everyone is quiet. Q300 leadership team sweeps the hallways & bathrooms. In a hard lockdown, danger is imminent in the building. No one is allowed to sweep the hallway. Leadership team communicates through walkies. All are directed to stay, away from window until an “all clear” signal is given. If there is a fire, all students evacuate the building. When the danger is outside the building, students and staff shelter in the building and the entrances are secured. In a “Hold” situation, there is no movement throughout the building until the “all clear” is given. The staff has a safety meeting monthly. Parents asked whether the entrance door may be locked.
4. Thanks to all parent volunteers, the PTA, and school trip chaperones.
5. School will be closed on June 7, 9, and 20.

D. Elections

A resolution was presented to appoint Heather Clarke to serve with Kevin Gallagher and Emanuella Resende on the Elections Committee for the PTA Board and SLT elections for the 2021-2022 school year. A motion was made to approve the resolution. The motion was seconded. A majority of Members present approved the resolution.

The Elections Committee administered the elections of PTA Board and SLT parent member positions. The following are highlights:

1. Kevin gave an overview of the expedited elections process. The PTA Board elections will be held first. Parents/guardians and teachers are eligible to vote. To ensure that only eligible persons cast votes, all participants without a code (or verified phone number) will be removed from the meeting, with the exception of Q300 administration observers (who will be unable to vote). This will ensure that all those who vote will be verified voters. Next, the SLT parent member elections will be held. Only parents/guardians are eligible to vote for the SLT parent members. All those who are ineligible will not be able to vote on the platform.
2. PTA Board Elections. Q300 Parent Coordinator Jenny Lando confirmed that the eligibility of all voters for the PTA Board elections have been verified. The “anonymous” box was selected in the Zoom platform to prevent tracing votes to specific individuals.
 - a. **President.** The following nomination was taken from the floor: Yvette Choy. No other nominations were made.
 - b. **Executive Vice President.** The following nomination was taken from the floor: Takila Oku. No other nominations were made.
 - c. **Secretary.** The following nomination was taken from the floor: Agnes Lischka and David William Wang. No other nominations were made.
 - d. **Co-Treasurers.** No nominations were made from the floor.
 - e. **Co-Vice Presidents of Membership.** The following nomination was taken from the floor: Erica Soto Eng and Amy Wong. No other nominations were made from the floor.
 - f. **Co-Vice President of Fundraising.** The following nomination was taken from the floor: Lisa Christopher. No other nominations were made from the floor.
 - g. **Vice President of Community Affairs.** The following nomination was taken from the floor: Janet Perez-Garcia and Christine Serdjenian-Yearwood. No other nominations were made from the floor.
 - h. **Vice President of Communications.** The following nomination was taken from the floor: Dana Holmes and Sonia Martins. No other nominations were made.
 - i. **Vice Presidents of Lower Division.** The following nomination was taken from the floor: Nick Skolnick. No other nominations were made.
 - j. **Vice President of Upper Division.** The following nomination was taken from the floor: Ellie Rabinovich Buchalter. No other nominations were made.

Without any objections from the Members present, a majority of Members then present voted to elect those aforementioned candidates to the respective positions they have been nominated.

3. SLT Parent Member Elections.

- a. The Nominations Committee changed the status of teachers on the Zoom platform so that teachers would not be able to vote in the SLT parent members election. Nomination will be taken from the floor. All nominees will run for the first open SLT parent member position. The winner of that election will be elected to the seat. The remaining nominees will run for the second open SLT parent member position. The winner of that election will assume the second seat.
- b. Q300 Parent Coordinator Jenny Lando confirmed that the eligibility of all voters for the SLT parent elections have been verified. The “anonymous” box was selected in the Zoom platform to prevent tracing votes to specific individuals.
- c. The following nominations were taken from the floor: Maria Hantzopoulos and Fiona Yung. No other nominations were made from the floor. A majority of Members then present voted to elect Maria Hantzopoulos and Fiona Yung to SLT parent member positions.

E. Co-Presidents’ Report

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

1. Upcoming events include the Fun Run fundraiser, which will continue through June 6, and the Summer Read-a-Thon, which encourages our students to read during the summer.
2. The Green Team is working with PS17’s Wellness Committee to host a Food Scrap Drop-off site at the Lower Division throughout the summer. Thanks to the Green Team for screening an upcoming film on plastic use at the school.
3. Thanks to those who worked with Randall’s Island Park Alliance to plant over 60 tree seedlings at Randall’s Island.
4. The PTA has posted cultural resources for Asian-Pacific Islander Heritage Month and Jewish American Heritage Month.
5. Thanks to those who helped organize the 8th grade food and plant sales at the open streets in Astoria.
6. Thanks to those who participated in the PTA budget and enrichment survey. Your input and participation are essential in helping establish what enrichment programs to budget for next year (2022-23).
7. Thanks to those who participated in last week’s District 30 Superintendent candidates’ forum. The recording of the forum is now available.
8. 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.
9. Congratulations to the Auction Committee! The online auction raised \$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 Eng, 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.

10. Thanks to those who participated in Career Day at Q300.

F. Co-Treasurers' Report

Co-Treasurer Takila Oku delivered the Co-Treasurers' Report. Attached is a summary of the PTA's finances through April 30, 2022. In April, the PTA raised about \$10,600, including \$3,000 from the Direct Appeal and \$7,000 from the Auction. The PTA expenditures were about \$6,000, which includes upper division electives, 8th grade graduation trip, and lower division field trips.

G. School Leadership Team (SLT) Report

SLT parent member Fiona Yung gave an overview of the SLT May 16 meeting. The following are highlights:

1. The SLT Student member reported on the activities of the Upper Division Student Council.
 2. The SLT discussed Q300's goals for its Comprehensive Education Plan in math, science, English language arts and social emotional learning.
 3. The SLT noted that the Q300's diversity admissions policy is in place for the upcoming school year and discussed how a short version of the diversity proposal should be put on the Q300 website.
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H. Committee Report

1. Co-Membership Vice President Erica Soto Eng noted that the kindergarten and first grade mixer at Athens Square Park was well attended. She expressed appreciation of the generosity of families in donating to the teacher appreciation event. Teachers were given boxed lunches, snack baskets, and coffee gift cards. 2 Britta water filter pitchers were purchased for the teacher lounges.
 2. Lower Division representative Marco Newbury noted that 112 Fun Run t-shirts have been purchased. He encouraged students to participate in the Fun Run.
 3. Fundraising Co-Vice President Fundraising Lisa Christopher and Susie Stewart gave an overview of upcoming fundraisers.
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I. Approval of the Minutes

A motion was made to approve the March 17, 2022 general membership minutes. The motion was seconded. The Members then present approved the motion.

J. New Business

None.

K. Adjournment

The meeting was adjourned at approximately 8:20pm ET. The next general membership meeting will be held on June 16, 2022 at 6:30 pm ET on a virtual platform.

/S/

David William Wang & Amy Wong, Co-Secretaries