



GENERAL MEMBERSHIP MEETING MINUTES • June 16, 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 EST on the Zoom virtual platform.

C. Presentation and Vote of the 2022-2023 Budget

Co-Treasurer Taklia Oku presented the 2022-2023 Budget. The following are highlights:

1. Proposed revenue is \$344,715, which includes \$240,000 from the Direct Appeal and \$20,000 from the Stepping into Summer Event. The proposed expense is \$463,000, which includes \$243,000 in lower division teaching assistants and \$150,000 for enrichment programs in both divisions. Our cash balance, which has accumulated over the last 8 years, would cover the difference between the proposed expense and revenue, and end the 2022-2023 year with a positive cash balance.
2. The PTA would fund a teaching assistant for each of class in kindergarten through 2nd grade and a teaching assistant shared between each class in 3rd and 4th grades.
3. For the lower division, the PTA will likely fund creative movement and visual arts for K-1st grade and music lessons for 2nd and 3rd grades taught by Arts Connection; architecture for 2nd grade taught by the Center for Architecture; Chess for K-2nd grade by New York Chess Academy; and 3rd and 4th grade electives such as dance taught by Alvin Ailey Dance, and visual arts and music taught by Arts Connection
4. For the upper division, the PTA will likely fund a year-long music program for the fifth grade, provide support for teacher-led electives and fund chess and film making, and other arts programs. (Separate from the PTA budget, a group of parents are working with the administration to apply for a Creative Art Team grant that would fund an in-class enrichment program where students would create an original work of theatre using Shakespeare's text.)
5. The PTA will be funding certain professional development programs. A parent requested that the professional development program should include anti-racism workshops. Another parent requested that all teachers undergo professional development which extends their New York state teacher certification to teach gifted students at the same grade levels as their original certification.
6. The PTA is funding the wellness committee, diversity committee, and green committee under the membership budget line.

7. In the discussion, a parent had expressed concern that the original 2022-2023 PTA budget decreased the teacher wish list amount from \$500 to \$450 per eligible teacher/staffer, even though there were significant funds in the PTA coffers. A back-of-the-envelope calculation was made of the cost savings. The decrease would save about \$1,750 (\$50 x 35 or so eligible teachers/staffers), which represents about 0.0037 of the cash outflows in the original PTA budget. At the meeting, Parent Coordinator Jenny Lando had noted that over the years, several teachers had exceeded the individual wish list limit, while others did not seek reimbursement for such expenses. In light of the concerns raised at the meeting, an amendment was proposed to increase the teacher wish list amount from \$450 to \$550 per eligible teacher/staffer in the 2022-2023 budget. The motion was seconded, and the Members then present approved the motion. After further discussion, a motion was made to approve the 2022-2023 PTA budget, as amended. The motion was seconded, and the Members then present approved the motion.

D. **Principal's Report**

Assistant Principal Anna Milonakis noted that Principal Sonita Ramkishun had a conflict and could not attend the meeting. She expressed appreciation for the work of the PTA.

E. **Elections**

The Elections Committee administered the Board 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.
2. 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. **Secretary.** The following nomination was taken from the floor: Agnes Lischka and David William Wang. No other nominations were made.
 - b. **Co-Treasurers.** No nominations were made from the floor.

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.

F. **Co-Presidents' Report**

Several board members expressed their deep thanks and appreciations for the hard work of outgoing Co-Presidents Maria Hantzopoulos and Lynn Kennedy, who have served the PTA over the last several years. Maria and Lynn thanked the outgoing Board members for their work.

G. **Co-Treasurers' Report**

Co-Treasurer Xin Li delivered the Co-Treasurers' Report. Attached is a summary of the PTA's finances through May 31, 2022. In May, the PTA raised about \$6,458, including \$2,770 from the Direct Appeal and \$1,600 from the Auction and \$1,660 from the Fun Run. The PTA expenditures were about \$26,240, which includes \$18,600 for air conditioners and other supplies, \$3,310 for teacher wish lists, and nearly \$3,000 for lower division trips.

H. School Leadership Team (SLT) Report

SLT parent member Sue Sekar gave an overview of the SLT June 2 meeting. The following are highlights:

1. The SLT discussed Q300's goals for its Comprehensive Education Plan (CEP) in math, science, English language arts and social emotional learning and reviewed school data concerning these areas. They developed and set the CEP goals for the 2022-2023 school year.
 2. Principal Sonita Ramkishun discussed updates on staffing, curriculum, and application process.
 3. The SLT gave their reflections for the 2021-2022 school year and their thoughts for the upcoming year.
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I. Committee Report

1. Co-VP Membership Erica Soto Eng announced that the PTA is collaborating with Q300 to hold a lower division book swap on the final day of school. Families should have their kids bring their gently used books to the school for the swap.
 2. Co-VP Fundraising Lisa Christopher noted that it's time for our school-wide Summer Read-a-thon! Q300 is a community of learners and readers, and we continue our passion for books and knowledge into the summer months (while simultaneously raising money for PTA enrichment programs. Lisa encouraged families to purchase chocolate bars at Aigner Chocolates at 103-02 Metropolitan Avenue in Forest Hills, where you can get golden tickets to redeem prizes.
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J. Approval of the Minutes

1. A motion was made to approve the April 28, 2022 general membership minutes. The motion was seconded. The Members then present approved the motion.
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K. New Business

None.

L. Adjournment

The meeting was adjourned at approximately 8:30 pm ET. The next general membership meeting will be held in September 2022.

David William Wang & Amy Wong, Co-Secretaries