



## GENERAL MEMBERSHIP MEETING MINUTES • September 29, 2022

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### A. In Attendance

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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 85 (13 in-person and 72 remote attendees). Quorum was reached.

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### B. Call to Order

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President Yvette Choy called the in-person/hybrid meeting to order at approximately 6:30 pm ET. This was the first in-person PTA meeting in over two years. Parent Joanna Holtzman read the PTA mission statement.

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### C. Principal’s Report

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

1. Q300 has started its beginning-of-the-year assessments. For K-2, students are doing Acadience (reading) and iReady (math). For 3-8, students are doing iReady (reading and math). Reports will come out two or three weeks later and will be shared with families. The teachers will review the data for student intervention and/or differentiation. Q300 will perform assessments at the middle and end of the year.
2. Q300 has created a new website to communicate with families:  
<https://sites.google.com/q300.org/weeklyprincipalupdates/home>. Content will be uploaded approximately every two weeks. Staff members will upload content based on when they do something new.
3. The following PTA-funded lower division enrichments are underway: (a) kindergarten & 1st grade (all students): Early Childhood Dance and Introduction to the Arts; (b). 2nd grade (all students): Architecture and Recorder (music); and (c) 3-4th grade electives (student choices): Recorder (music), Musical Theater, Ukulele, Painting & Drawing, Newspaper, and Alvin Ailey Dance. There will be three cycles of electives and parents will be invited in for an in-person showcase after every cycle. Q300 determines the 3rd and 4th grade electives by following the Schoolwide Enrichment Model where Q300 picks classes according to DOE mandates. Students get to select courses through a survey.
4. The following PTA-funded upper division enrichments are underway: NY Chess Academy, Astoria Film Festival, and teacher-created electives The Butterfly (live storytelling), Debate, Life Skills, Crocheting & Knitting, Brain Games, Memory Maker, Digital Photography, Ultimate Frisbee, and Journalism. Students may choose year-long electives (like Debate) or shorter electives in two cycles. In addition, the Upper Division has CUNY CAT Shakespeare Festival (resulting from a \$15,000 grant created by parents). Robotics did not get back to Q300 in time to be included this cycle.
5. The lower division afterschool programs are the following: (a) Chess Academy (Monday-Friday) and Serious Fun (Monday-Friday). Q300 is waiting for the official start date for NY Edge (likely to be Tuesday-Friday). (At the upper division, Global Kids is working with our Middle School students Monday-Friday.)
6. Friendly reminders: For lower division arrivals: The 30th Avenue gate is open from 7:30AM to 8:00am. (Students are considered late after 8:20 am.) For upper division arrivals: The 31<sup>st</sup> Road entrance is open

from 8:15am to 8:45 am (Students are considered late after 9:00 am.). If there are major changes to your dismissal plans, please ask for and fill out another paper form. For non-major changes, please send an email to [dismissal@Q300.org](mailto:dismissal@Q300.org) and cc your child's homeroom teacher by 1 p.m. Please label all emails with the child's name and class number.

7. For those who are missing an item, please contact Parent Coordinator Jenny Lando. For those who are willing to take pictures of items in the lost & found, please
8. Q300 is interviewing teaching assistant candidates for the lower division.
9. Recess during lunch period for the lower division is coming soon. Grade bands will probably be together for recess. PTA-funded Asphalt Green will provide recess activities two days per week with the younger students and two days per week with the older ones.
10. School based committees (Wellness, Green Team, and Diversity) are coming soon.
11. Socialize with Sonita is also coming soon. This may happen in-person this year.
12. Councilmember Tiffany Cabán has funded a 10-session Cultural After School Adventures program for grades 3-4 and is maintaining our hydroponic lab at the upper division. Sonita sent her a thank-you.
13. The upper division has 20 minutes to eat lunch and 20 minutes for recess. If students do not finish their lunch in 20 minutes, they can remain in the lunchroom.
14. The lost and found for the Upper Division is in the Main Office.
15. Teachers may be contacted through their Q300 email addresses. Whether teachers use an app like ClassDojo or Remind is their choice.
16. Sonita is working on the goals for the Diversity Committee.
17. Q300 is aiming for two times per week for kindergarteners to visit the Explorations room.
18. In-person school trips are a go. Parents usually pay and sometimes Q300 students get free trips. Q300 is waiting for the busing system to open for this. Some teachers may want to do virtual trips as well.
19. Guidance Counselor Christine Katartzis will update 8th grade families about the high school application process.
20. PTA funds will be used to provide Teachers College training to teachers for reading and writing.

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#### **D. PTA Board and Elections**

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Yvette introduced the members of the PTA Board. Yvette Choy is the President, David Wang is the Secretary, Xin Li is the Acting Interim Treasurer, Lisa Christopher is the Vice President of Fundraising, Erica Soto-Eng and Amy Wong are the Vice Presidents of Membership, Ellie Rabinovich is the Upper Division Vice President, Nick Skolnick is the Lower Division Vice President. Christine Serdjenian-Yearwood and Janet Perez-Garcia are the Vice Presidents of Community Affairs. Sonia and Dana are the Co-VPs of Communications. Some positions have been left open to allow new community members to participate.

Yvette thanked outgoing PTA Presidents Maria Hantzopoulos and Lynn Kennedy for their hard work during the last two years. Yvette also thanked outgoing Treasurers Xin Li and Takila Oku, outgoing Vice President of Fundraising Sue Stewart, outgoing Vice President of Community Affairs Rachana Shah, outgoing Lower Division Vice President Marco Newbury, and outgoing Upper Division Rep Sunilda Caraballo.

There are open Board positions and elections will be held at the October 20 meeting. Any parent or guardian with a current Q300 student can run. The following positions are open: Co-President, Executive Vice-President, Treasurers, Co-Secretary, Co-VP of Fundraising, Co-VP of Communications, Lower Division Representative and Upper Division Representative.

### **E. Treasurer's Report**

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Sue Sekar delivered the Treasurer's Report. David Wang displayed the financial report for 2022 (the financial year ended June 30, 2022). The PTA's bank account had a healthy balance, which has allowed the PTA to hit the ground running with funding resources, services, and personnel. July and August are the quietest months for PTA finances. The Treasurer's Report for July and August 2022 showed a \$2,346 inflow from the Direct Appeal installment payments and \$19,350 outflows from K-5 Arts enrichment payments, among other expenses.

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### **F. School Leadership Team (SLT) Report**

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SLT parent member Maria Hantzopoulos gave an overview of the SLT September 20 meeting. The following are highlights:

1. Maria noted the SLT meets once per month on Wednesday. At its first meeting, the SLT established SLT roles, such as chair, secretary, time-keeper, and other positions. The SLT discussed reviewing and amending its bylaws in order to permit a smaller in-person quorum. Principal Ramkishun provided school-wide updates, including Covid policy updates and updates on the new Google communications site for families.
  2. The SLT reviewed the school budget. There are 99 new families in the school. The school budget is tight. The SLT reviewed its Comprehensive Educational Plan (CEP) goals and action plans and the Expectations Guide that will be going out to students.
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### **G. Committee Report**

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1. Co-Membership Vice President Erica Soto Eng reported that the Q300 Costume Party is returning this year on Sunday, October 23 from 2:00-4:00 p.m. The \$5 admission fee for attendees will pay for a live DJ and other entertainment. All the information will be posted on the website soon. Amy Wong thanked volunteers for helping with the Welcome Back meet-up. Thanks to Tomonori Nagano for setting up the website for tickets for the costume party and volunteer sign-up.
  2. Co-Fundraising Committee Vice President Lisa Christopher reported that the Readathon brought in \$4,250, thanked families for participating and noted that prizes would be distributed by teachers. She reported that the Q300 Blooms Flower Power fundraiser is currently going on. Information is posted on the PTA website. The Thanksgiving pie fundraiser will be kicking off soon.
  3. Secretary David Wang reported on the Direct Appeal, which will be launching in early October. Direct Appeal is the most efficient way for the PTA to raise fund for Teacher Assistants for the lower grades, staff professional development, and other things that will deepen and benefit the children's education. He thanked families for participating.
  4. Co-Community Affairs Vice President Christine Serdjenian-Yearwood reported that information will be going out soon about hurricanes Fiona and Ian relief for Puerto Rico, which will solicit financial donations and food, clothing, and other collections.
  5. Upper Division Vice President Ellie Rabinovich reported that elections for the co-positions will take place in October. Class parents are being recruited. Fourth grade and middle school class parents are needed.
  6. Yvette Choy reported on behalf of the Communications Committee that every month the PTA puts out a monthly bulletin that generally arrives at the first of the month.
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### **H. Resolutions**

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1. Parent Sue Sekar presented the proposed amended PTA budget. She explained that there is a column of proposed amendments into which the Board and Sonita had input. The Board is fine with the large net outflow, as the bank account funds will cover such outflows and have leftover funds for the 2023-2024 school year.

The amended PTA budget has the following changes: (a) an increase in the Thanksgiving Pie income; (b) funds for a Game Night; (c) an increase of \$11,000 for professional development and school supplies; (d) a decrease from \$69,000 to \$60,000 for Arts Connection; (e) a decrease from close to \$10,000 to \$5,600 for Architecture; (f) an increase from approximately \$7,000 to \$11,000 for the K-4 Chess program; (g) an increase from \$5/student to \$10/student for kindergarten Stepping Up Ceremony; (h) an increase from \$10/student to \$15/student for 4<sup>th</sup> grade Stepping Up Ceremony; (i) reclassifying the upper division enrichment line for \$30,000 as \$16,200 for Astoria Film Festival and \$7,600 for the Chess program; (j) an increase in the support for 5-8<sup>th</sup> grade trips to \$800/grade; (k) an increase in the 8<sup>th</sup> Grade graduation fund from \$20/student to \$30/student; (l) an \$30,000 increase to gift card fundraiser expenses, which is a correction; (m) an increase in spiritwear expenses from \$30 to \$400; (n) a budget line item for joint fundraisers with our co-located schools; and (o) an increase from \$200/committee to \$300/committee for the Wellness, Green Team and Diversity Committees.

A motion was made to approve the budget amendments. The motion was seconded. The Members then present approved the motion.

2. A motion was made to establish an Election Committee for the full school year, with Kevin Gallagher as its head. The motion was seconded. The Members then present approved the motion.

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### **I. Approval of the Minutes**

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A motion was made to approve the June 30, 2022 general membership minutes, with two amendments noted by David Wang. The motion was seconded. The Members then present approved the motion.

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### **J. New Business**

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None.

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### **K. Adjournment**

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

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David William Wang & Kate Swearngen, Co-Secretaries