



GENERAL MEMBERSHIP MEETING MINUTES • January 19, 2023

A. In Attendance

It was noted that (a) parents and other “persons in a parental relation” as defined by NYC Chancellor regulations as 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 31. Quorum was reached.

B. Call to Order

Co-President Salua Baida called the virtual meeting to order at approximately 6:30 pm ET. Co-President Yvette Choy reminded attendees that if they have a question, they may raise their Zoom hand and they will be elevated to speak. Also, attendees may type their question in a Q&A window. Executive Vice President Patrick Nau welcomed Community Education Council (CEC) District 30 member Fatima Lakraflī.

C. Community Education Council (CEC) Presentation

CEC District 30 member Fatima Lakraflī, who is the CEC’s English Language Learner (ELL) member and Q300 liaison, thanked the PTA for being invited to speak. Fatima is planning to make an in-person visit to Q300 very soon. Fatima announced that the CEC elections will be taking place this spring. CECs are composed of volunteer parents and community leaders. The volunteer parent members are elected to two-year terms. Anyone who is a parent or guardian of a child who attends a school in District 30 is welcome to apply via their child’s NYC Schools Account (NYCSA). The application process will be open until February 23, 2023. Candidate forums will take place from February 27, 2023 to April 20, 2023, and elections will take place from April 21, 2023 to May 9, 2023. The CEC does many things, including collaborating with the superintendent in assessing the impact of the district’s educational programs and student progress; making recommendations for improvements to school buildings; providing input in the hiring of superintendents and parent coordinators, and submitting a yearly evaluation of the superintendent; approving zones for new schools and rezoning of existing schools when necessary; organizing town halls with the NYC Department of Education (DOE) Chancellor and holding hearings on the budget and other matters where the DOE is required to collect public feedback; providing input on DOE proposals for school closings and co-locations; through their public meetings, serving as a forum for parents to learn about DOE policies and initiatives and to express their views and concerns; and supporting school communities by liaising with School Leadership Teams (SLTs) and helping connect parents with resources through presentations at their monthly meeting.

In response to a question from a PTA member about recurrent issues with busing and school field trips, Fatima encouraged parents to email her with problems so she can address them with Superintendent Dr. Philip Composto. She promised to report back when she has more details on when the Office of Pupil Transportation (OPT) bus app will be available to District 30.

D. President’s Report

Co-President Yvette Choy reported that there are four Teaching Assistants (TAs) currently working in the Lower Division and that as of last week, they had all been assigned to classrooms.

The Lower Division, which is on a trimester system for its enrichment programs, recently switched to a new schedule of enrichment programs. The Upper Division, which is on a semester system, will be switching to a new schedule of enrichment programs soon.

Co-Presidents Yvette Choy and Salua Baida recently collected field trip information from class parents and the Green Team and delivered them to Vice Principal Anna Milonakis. Vice Principal Milonakis is encouraging teachers to review the field trip information and book field trips. Yvette reminded parents that they are welcome to provide information on potential field trip locations to teachers. However, teachers must work within the constraints of their schedules and curricula.

Co-President Salua Baida reported that Lower Division Social Worker Rachel Weiss will be hosting Social-Emotional Learning workshops. The next workshop will be on January 23, 2023 and will focus on symptoms of mental health illnesses and issues. The workshop on March 14, 2023 will focus on Attention-Deficit/Hyperactivity Disorder. Information on those workshops is available on the Q300 Google site, which is often linked in Principal Ramkishun's Friday email message.

E. Treasurer's Report

Chu Zheng delivered the Treasurer's Report. As of December 31, 2022, the PTA had raised approximately \$164,000 from the Direct Appeal, with corporate matches expected in January 2023. In December there was approximately \$100,000 in Direct Appeal inflow and approximately \$20,000 in inflow from other fundraising. The total cash outflow for December was approximately \$52,000 due to academic enrichments, professional development, school supplies, and other items. The net cash inflow for December was approximately \$68,000.

F. School Leadership Team (SLT) Report

SLT parent member Maria Hantzopoulos gave an overview of the SLT's January 11, 2023 meeting. The following are highlights:

1. The SLT approved the minutes of its previous meeting. SLT minutes are available for the public to view on the Q300 website and on the PTA website.
2. The SLT reviewed its upcoming meeting dates. SLT meetings will be held on February 8, March 15, April 26, May 24, June 7 and, potentially, June 21, 2023 (if the budget is available by then). The meetings will start at 6:00 p.m. The SLT will conduct its meetings via Zoom so long as state law allows.
3. The SLT discussed the book Students at the Center: Personalized Learning with Habits of Mind, which is being read by SLTs across District 30. The SLT discussed Chapter 3, which concerns backward design and planning, personalized planning and co-creating goals with students.
4. SLT student member Luka gave the student report. Luka reported that the Upper Division students plan to be active in College Awareness Day and are planning a dance for February 2023.
5. The SLT worked on the Comprehensive Educational Plan (CEP), which is one of the main tasks of every SLT. The SLT worked on their goals as Math, English Language Arts (ELA), Science and Social-Emotional teams.
6. The following reports were given at the January 11, 2023 SLT meeting: Principal's report, UFT report, and PTA report. The following are highlights from the Principal's report: the Wellness Committee has been meeting and has planned some events. The Diversity Committee has been meeting to plan its calendar and to conduct outreach to different communities to make people aware of Q300's Diversity Initiative. In staffing updates, Ms. Cynthia will be leaving class 201 to start student teaching and will be replaced by Ms. Stevie. Class 102 will be supported by Mr. Edwin while Ms. Michelle is on leave. Mr. Esteban has returned to sixth and seventh grade. Q300 recently hosted a kindergarten open house. The deadline for admissions for

kindergarten is January 20, 2023. Ms. Maria worked with two fourth grade students, Jace and Ennio, who participated in a citywide competition (Project Soapbox) to speak out about issues that affect them and their communities. The following are highlights from the UFT report: UFT continues to oppose charter school co-locations in neighboring districts (District 27, District 28, and District 29). The following are highlights from the PTA report: there are four Teaching Assistants (TAs) currently working in the Lower Division, and all of them have been assigned to classrooms.

Maria encouraged parents with questions about the CEP goals to review the SLT's old minutes.

G. Committee Report

1. Co-Membership Vice President Erica Soto Eng reported that Winter Fest will be held on February 3, 2023 from 5:30-7:30 p.m. at the Lower Division. The event is almost at capacity, and if the event reaches capacity a decision will be made as to whether to split the event into shifts and/or make a waitlist. If you are interested in attending the event, please register via the Google form and indicate how many people in your immediate family will be attending. If you would like to bring a dish to share, please register via Sign Up Genius (which is accessible via the general Google registration form) and indicate what dish you will be bringing. There is no obligation to bring a dish. There are many ways to volunteer for the event, and you are encouraged to do so via Sign Up Genius. If you have a gift basket donation for Winter Fest, please coordinate with Erica Soto Eng, or please deliver gift basket to Jenny Lando. The class parents have reached out to parents in the various grade bands concerning the craft tables at Winter Fest. After Winter Fest, the next event will be the Kindness Challenge. You will be hearing more about the Kindness Challenge via your email inboxes after Winter Fest. The Kindness Challenge is a family-led event coordinated at the grade level where students take part in service projects.
2. Co-Fundraising Committee Vice President Lisa Christopher announced that the Aigner Chocolates fundraiser is currently taking place. Orders must be placed by January 20. You can order online or in-store (Forest Hills) or via the paper order form that has been backpacked home. If you order online or in-store, mention or type in "Q300 Fundraiser" so the PTA gets a 20% kickback. If you want to order chocolate for your child's teachers, please include the teacher's name on the order form to ensure delivery before Valentine's Day. The Square 1 Art fundraiser is still going on. The deadline to submit the completed artwork to your child's teacher is February 10, 2023. Q300 will be holding its first Scholastic bookfair in the spring. If you are interested in volunteering for that event, please email fundraising@q300pta.org. Finally, the PTA is bringing back the student t-shirt design competition. The "Q300 Strong" t-shirts from 2020 are no longer being sold. The new t-shirt logo will be "Q300: Onward and Upward." If you are interested in volunteering for the t-shirt design competition, including by promoting it or distributing flyers, please email fundraising@q300pta.org. Finally, if you have the capacity to print 200-300 flyers, please email fundraising@q300pta.org. The Summer Camp auction will be kicking off at Winter Fest. There will be a second auction, the Stepping Into Summer auction, later in the year.
3. Direct Appeal Co-Chair David Wang reported on the Direct Appeal, which to date has raised and/or received pledges for a total of \$188,000, roughly 79% of the goal. The Direct Appeal provides approximately 85% of the PTA's budget. Thanks to Direct Appeal Co-Chair Sue Sekar for her work on the Direct Appeal over many years. We are now shifting to "March Madness," where our focus will be to raise the remaining \$50,000 of our goal and increase our participation rate. In 2014, the Direct Appeal had a 79% participation rate. We are trying to make this a truly community endeavor. Thank you for those who have donated. For those who have not, there is still time.
4. Co-Communications Vice President Betty Ruan announced that the PTA is about to launch a "Help Wanted" section in its monthly newsletter and on Google groups. This will give interested parents and guardians the opportunity to get involved in specific events. The PTA welcomes feedback and constructive criticism about the volume and contents of its communications. Please share your feedback via communications@q300pta.org. If you want to submit articles or photos to the monthly newsletter, please email communications@q300pta.org. Past newsletters are available on the PTA website. Please keep in mind that there are two separate photo consent forms, one from the Department of Education (DOE) and one from

the PTA. The DOE form is sent out at the beginning of every year by the school. The PTA form is sent out at the beginning of the year to new families with the PTA welcome letter. Both forms give you the option to refuse consent to being photographed. The PTA maintains a spreadsheet of responses to the PTA photo consent form. The PTA is currently in the process of updating its form. Please remember that when the PTA hosts community in-person events, it is important to ask before you photograph. There are some people who do not want to be photographed and there are some students who cannot legally be photographed. Please think twice before you post photos on a public site like Facebook or Instagram.

5. Co-Community Affairs Vice President Janet Perez reported that the PTA held Movie Night on January 13, 2023 in conjunction with PS 17's PTA. It was the first on-site collaborative event of the academic year with PS 17's PTA. Pizza, popcorn, and cotton candy were sold. The movie played was "Sing 2." Vice Principal Milonakis attended. The kids and parents loved it.
6. Upper Division Vice President Amy Ho thanked the class parents for their work in transmitting information to the grade bands. There are currently two-line items in the PTA budget for grade-level spending. More information and rules on those funds will be cascaded to the class parents shortly, so those funds can be used by the end of the year.
7. Lower Division Vice President Nick Skolnick thanked class parents for their work in transmitting information to the grade bands and thanked those who have volunteered for various events. He encouraged those who wish to volunteer to contact their respective class parents.

H. Resolutions

A motion was made to approve a resolution reallocating \$25,785 from the Teaching Assistant (TA) budget line to the Arts Connection enrichment budget line (\$24,500 for the Lower Division and \$1,285 for the Upper Division). The motion was seconded. The Members then present approved the motion.

A motion was made to approve a resolution adopting a new PTA logo prepared by Yvette Choy and bearing the words "Q300 PTA." The new logo would replace the "PTA 30th Ave." logo. The motion was seconded. The Members then present approved the motion.

I. Approval of the Minutes

A motion was made to approve the December 19, 2022 general membership minutes. The motion was seconded. The Members then present approved the motion.

J. New Business

Maria Hantzopoulos encouraged the PTA to discuss with Principal Ramkishun whether the Enrichment Committee should start researching potential vendors. The PTA sends out a survey in the spring in order to evaluate Q300's enrichment programming. The PTA provides the survey feedback to the school and works with the school to figure out the plan and the budget for the following year. It is ultimately up to the school to decide the vendor(s) with which they want to work. The Enrichment Committee generally starts to meet in February. If anyone knows of a provider who can provide in-school enrichment programming, you are encouraged to provide that information to Principal Ramkishun.

Happy Lunar New Year to those who celebrate.

Nicole Pujol, a Food Service Manager from the DOE Office of Food & Nutrition Services, will be our special guest at the next meeting. Nicole will discuss the new initiatives for school meals and answer any questions you may have about food, nutrition, and zero-waste at school.

K. Adjournment

The meeting was adjourned at approximately 8:15 pm ET. The next general membership meeting will be held on February 16, 2023 at 6:30 pm ET on a virtual platform.

/S/

David William Wang & Kate Swearengen, Co-Secretaries