



GENERAL MEMBERSHIP MEETING MINUTES • May 25, 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 34. Quorum was reached.

B. Call to Order

The virtual meeting was called to order at approximately 6:35 pm ET.

C. Board and School Leadership Team (SLT) Parent Elections

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

1. Board Elections.

- a. Kevin Gallagher gave an overview of the expedited elections process. 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. All those who are ineligible will not be able to vote on the platform.
- b. Q300 Parent Coordinator Jenny Lando confirmed that the eligibility of all voters for the PTA Board elections has 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: Mauricio Lopez Campero. No other nominations were made.
 - b. **Executive Vice President.** The following nomination was taken from the floor: Salua Baida. No other nominations were made.
 - c. **Secretary.** The following nomination was taken from the floor: Kate Swearengen and David William Wang running as a team. No other nominations were made.
 - d. **Treasurer.** The following nomination was taken from the floor: Sophia Peng and Amy Wong running as a team. No other nominations were made.
 - e. **Vice President of Fundraising.** The following nomination was taken from the floor: Lisa Christopher. No other nominations were made.
 - f. **Vice President of Communications.** The following nomination was taken from the floor: Yvette Choy and Betty Ruan running as a team. No other nominations were made.
 - g. **Vice President of Membership.** The following nomination was taken from the floor: Afrosa Amin. No other nominations were made.
 - h. **Vice President of Community Affairs.** The following nomination was taken from the floor: None.

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- j. **Vice President of Lower Division.** The following nomination was taken from the floor: Erica Soto Eng. No other nominations were made.
- k. **Vice President of Upper Division.** The following nomination was taken from the floor: Sunilda “Suni” Reyes. No other nominations were made.
- c. Without any objections from the Members present, a majority of Members then present voted to elect (i) Maurico Lopez Campero as President; (ii) Salua Baida as Executive Vice President; (iii) Kate Swearengen and David William Wang as Co-Secretaries; (iv) Sophia Peng and Amy Wong as Co-Treasurers; (v) Lisa Christopher as Vice President of Fundraising; (vi) Yvette Choy and Betty Ruan as Co-Vice Presidents of Communications; (vii) Afrosa Amin as Vice President of Membership, Erica Soto Eng as Vice President of Lower Division; and (viii) Sunilda “Suni” Reyes as Vice President of Upper Division.

2. **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. Nominations 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: Heather Clarke, Shamara Kenney, and Sasha Malchik. No other nominations were made from the floor. Each candidate was given the opportunity to speak to the Membership. A majority of Members then present voted to elect Heather Clarke to an SLT parent member position. A second vote was held for the remaining SLT parent member position. A majority of Members then present voted to elect Shamara Kenney to the remaining SLT parent member position.

B. Principal’s Report

Principal Sonita Ramkishun was unable to attend the meeting. Parent Coordinator Lando noted several upcoming events. Events include team spirit day on May 26, when students and staff can wear their team’s jersey, field day for eighth grade on June 2, kindergarten through fourth grades on June 5, fifth through seventh grades on June 6, multi-cultural talent show on June 12, kindergarten stepping up ceremony on June 14, seventh grade parent workshop on high school admissions, seventh grade parent workshop with high school parents on June 20. Parent Lando noted that in the last three weeks about 50 new students who recently migrated to New York City have enrolled in the co-located school Public School 17 (P.S. 17). The school community has organized a drive to provide the new students and their families with clothing and other necessities.

C. President’s Report

Co-President Salua Baida and Yvette Choy gave the President’s report. The following are highlights:

- 1. Yvette thanked those who were elected to the Board and the SLT parent member positions. Salua thanked elections committee members Kevin Gallagher, Blain Kennedy, and Raechal McCarthy for organizing the elections.
- 2. Yvette noted that the PTA website has educational resources for Asian Pacific Islander American and Jewish American heritage month.
- 3. Salua expressed appreciation to Maria Hantzopoulos and Lauren Baker for drafting the PTA Enrichment and Budget Survey in collaboration with the Q300 administration and for compiling the survey responses from

parents/guardians, teachers, and middle school students. The responses will help inform the development of the PTA budget, including selection of enrichment programs for all students. The PTA is looking for volunteers to research potential enrichment programs.

4. Yvette noted that the sale of the PTA's Upward and Onward t-shirts ended earlier in the week. The t-shirts will be ready for distribution to all students in June. The PTA is seeking for volunteers to sort the t-shirts for distribution.
 5. Yvette thanked Lynn Kennedy for organizing the visit of the Bio Bus, a mobile lab that brings science experiments to the lower division campus. City Council Member Tiffany Caban is funding the Bio Bus's visit to the lower division campus.
 6. Salua noted that the PTA will work with the Q300 Administration to provide resources to assist in the roll-out of the new HMH Into Reading curriculum to kindergarten to fifth grade.
 7. The PTA is organizing a Welcome Breakfast for incoming Q300 families with newly registered students in June.
 8. Salua expressed appreciation to Membership Co-Vice Presidents Erica Soto Eng and Amy Wong for organizing the Teacher Appreciation week, which included a luncheon, gifts, and other goodies.
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D. Treasurer's Report

Chu Zheng delivered the Treasurer's Report. As of April 30, 2023, the PTA had a total inflow of approximately \$2,218 and \$512 in expenses. The PTA is preparing its 2023-2024 budget, based on input from the administration and the community. If you are interested in getting a copy of the PTA budget or the financial report for any month, please email treasurer@q300pta.org.

E. School Leadership Team (SLT) Report

SLT parent member Fiona Yung gave the following highlights from the SLT meeting on May 24, 2023:

1. The SLT discussed setting goals for the school's Comprehensive Education Plan, which details the priorities, goals, and strategies for Q300 for the upcoming school year.
 2. Student representative Luka noted that the Student Council is organizing a "Light the Night" Fundraiser to raise funds for a cure for blood cancer. After discussing the science fair with his fellow student council members, he offered suggestions to increase the number of upper division participants, including having more integrated supports throughout the school year. The SLT discussed ways in which the elements of the science fair, such as developing a hypothesis, could be developed in the classroom earlier in the year.
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F. Committee Report

1. Membership Co-Vice President Erica Soto Eng expressed appreciation to Fundraising Co-Vice Presidents Lisa Christopher and Christina Lee for organizing the Scholastic book fair at both campuses earlier this month. Thanks also to the Q300 administration and Parent Coordinator Jenny Lando for their work in supporting the book fair. The book fair yielded over \$8,000 in book sales. A percent of the book sales will be donated to purchase books for the classroom libraries. Erica noted that the Wellness Council and Student Council have organized a used eyeglasses drive. The eyeglasses will be donated to the Lions Club International, which will provide them to those in need.
2. Fundraising Co-Vice President Lisa Christopher noted that if you visit Chuck E. Cheese on June 8, 9th or 19th, the PTA will get 15% of your purchase at Chuck E. Cheese.
3. Auction Chair Joanna Holzman stated the Stepping into Summer Auction will be held on June 3 at 1pm at Katch at 31-19 Newtown Avenue, Astoria. The PTA continues to collect auction items for both the on-site silent auction and the online auction. Auction items include teacher experiences, restaurant gift certificates, a

chance to win a pajama party for you student's class, a chance to have a video made by teacher Ms. Ali Lisberger, The online auction will close on June 6. Thank you to all the teachers and staff who donated auction items.

4. Lower Division Co-Vice President Maurico Lopez Campero noted that Q300 is organizing a K-12 multi-cultural talent show on June 12. Lower Division Co-Vice President Nick Skolnick thanked the class parents for their hard work this year in supporting their grade's work.
5. Green Team member Susan Stewart asked for volunteers to help collect food scraps at the school every Friday at dismissal. The food scraps will be composted. She also noted that the Green Team is meeting in person on June 21 at the lower division campus.

G. Approval of the Minutes

A motion was made to approve the April 24, 2023 general membership minutes, with certain edits. The motion was seconded. The Members then present approved the motion.

H. Adjournment

The meeting was adjourned at approximately 8:25 pm ET. The next general membership meeting will be held on June 22, 2023 at 6:30 pm ET on a virtual platform.

Kate Swearngen & David William Wang, Co-Secretaries