



## GENERAL MEMBERSHIP MEETING MINUTES • June 12, 2025

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### A. In Attendance

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Fifteen (15) Q300 PTA members consisting of (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 in attendance. Quorum was reached.

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### B. Call to Order

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The virtual meeting was called to order at about 6:50 p.m. ET. Co-President Mauricio López-Campero greeted the attendees.

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### C. President’s Report

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Co-President Mauricio López-Campero reported that at this evening’s meeting, an election will take place for the positions of Treasurer, Vice-President of Communications, and Vice-President of Membership, followed by a review of the proposed 2025-2026 budget. Further, the Q300 Carnival has been postponed until September 13 due to weather. After a straw poll at the meeting, the Welcome Back to School picnic was tentatively scheduled for Sept. 6.

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### D. Elections

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The Elections Committee administered the elections of certain PTA Board positions. The following are highlights:

1. Q300 Parent Coordinator Jenny Lando confirmed 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. **Treasurer.** The following nomination was taken from the floor: Amy Wong and Yang Yang. No other nominations were made.
    - b. **Vice President of Membership.** No nominations were made.
    - c. **Vice President of Communications.** No nominations were made.
  2. Without any objections from the members present, a majority of members then present voted to elect Amy Wong and Yang Yang as Treasurers.
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### E. Treasurer’s Report and 2025-2026 Budget

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Co-Treasurer Sophia Peng delivered the Treasurer’s Report. In May, the PTA collected money from the Direct Appeal, Carnival ticket sales, school photos, and NYCFC ticket sales. We paid out money for Spirit Wear, teacher wish lists, teacher-led elective reimbursements, Debate Team, field trips, the graduation fund, recess equipment and professional development.

Total cash inflows for the month of May were just under \$3,800. Total cash outflows were approximately \$4,600. Total fundraising for the year to date is just under \$30,000.

As of the end of May, the PTA had approximately \$275,000 in the bank.

If you would like more details from the Treasurer's Report, please contact [treasurer@q300pta.org](mailto:treasurer@q300pta.org).

For the 2025-2026 academic year, the Budget Committee proposes spending down approximately \$80,000 of our reserves. With the Carnival being moved to next academic year, the current targeted ending balance for this academic year is \$270,000. The plan is to end the 2025-2026 academic year at \$190,000, which would allow the PTA to enter the 2026-2027 academic year with a sufficient balance to fund Fall 2026 academic support (teaching assistants and vendor enrichments). We have approximately \$18,000 in credit for TA salaries that will be rolled over to 2025-2026 academic year. We plan to raise approximately \$240,000 during the 2025-2026 academic year, largely through the Direct Appeal (\$200,000 through the Direct Appeal and \$39,000 net through other fundraising activities). This amount is consistent with the average over the past three years (\$236,000).

As explained in previous PTA meetings, the PTA has built up significant cash reserves over the years. Such reserves increased during the beginning of the COVID-19 pandemic since funds that had been raised were not fully used due to school closures and physical distancing restrictions. Since then, the PTA has endeavored to spend down some of its reserves to pay for much needed resources and services.

Tonight, we will be voting on a proposed budget for the 2025-2026 academic year. This budget will be revised in the Fall once we have more details on the vendor enrichment. Other potential fundraisers, such as movie nights, may be added at that point. Note that the proposed budget does not include a Thanksgiving Pie fundraiser.

The proposed budget for the 2025-2026 academic year is \$337,000. The Budget Committee's proposal for how to spend those funds is based on several considerations, including responses to the Enrichment Survey from parents, teachers, and middle school students, administration input, the Budget Committee, and the Board.

137 parents responded to the Enrichment Survey. Parents chose from three options: (1) funding 4 TAs and providing a healthy vendor enrichment budget; (2) funding 5 TAs and a vendor enrichment budget mirroring what we spent this year; and (3) funding 6 TAs and a pared-down enrichment budget. Options 1 and 2 were very close. Option 1 edged out Option 2 slightly. In addition, parent responses to the Enrichment Survey identified the following as funding priorities: (1) teacher-led electives and club support; (2) supporting field trips; and (3) funding teacher wish lists. Funding monthly speakers was a low priority.

The administration reported that there are only three Lower Division teachers who are willing to accept a student teacher in lieu of TA. Student teachers are different from TAs. Student teachers come with specific learning objectives, which the assigned teacher must support. The administration advised that there are paraprofessionals (paras) in Second, Third and Fourth Grade who can help in the classroom. Based on this, the administration recommends that the PTA fund 4-5 TAs. In prior years, the PTA funded two TAs for Grades K-2, a shared TA in Third Grade, and a shared TA in Fourth Grade. On the vendor-led enrichment side, the administration advises that there will be a reduced need in 2025-2026 for a vendor to support arts enrichment needs due to Ms. Ali teaching art in the Lower Division. The administration is applying for grants as it did this past year to cover Alvin Ailey Dance in the Lower and Upper Divisions and is also applying for a food grant for a cooking elective. The administration asked that the PTA maintain some budget to support the Spanish curriculum in the Lower Division, to be able to provide groceries for a teacher-led cooking elective in the event a pending food grant is denied, and to support Ms. Ali. (Ms. Ali will be integrating art into her technology class in the Lower Division. She will retain robotics and coding, but they will be taught in a compressed timeline.)

Parents are encouraged to share their feedback on specific enrichment vendors directly with Principal Sonita, who is the ultimate decisionmaker when it comes to engaging particular vendors.

Given that the administration has indicated that the enrichment budget should be maintained at current levels, the Budget Committee is recommending that the PTA fund 5 TAs and a vendor enrichment budget at current levels. This would provide 2 TAs in Kindergarten, 2 TAs in Grade 1, and a shared TA in Grade 2. In addition, the administration anticipates there will be 3 student teachers. If the administration is able to hire the 5 TAs and 3 student teachers, the administration will allocate them across Grades K-4. TAs will be given paid sick leave, paid federal holidays falling during the academic year, and \$22/hour for returning TAs and \$20/hour for new TAs. The proposed budget for TAs will be \$170,000; net TA spend will be \$151,000 as there is \$18,000 from this past academic year that will be reallocated. The proposed budget for total academic support is \$310,000. In addition to funding for TAs, the proposed budget includes \$70,000 for Lower Division (compared to \$73,000 this past academic year). Since the school will be funding arts program, the PTA Lower Division enrichment budget will

be slightly lower. The proposed Lower Division budget includes funding for teacher wishlists and graduation (Kindergarten and Fourth Grade). On the Upper Division side, the proposed budget is \$54,000 (compared to \$50,500 this past academic year). This includes funding for Math and Debate Club, teacher wishlists, curriculum-based field trips, and 8<sup>th</sup> Grade graduation. The proposed budget does not include funding for monthly themed speakers or sports teams, as these were deemed low priorities in the parent enrichment survey. The proposed budget for professional development and supplies has been reduced for the same reason. The proposed budget of approximately \$16,000 per grade in the Upper Division and \$14,000 per grade in the Lower Division preserves the past ratio between Upper Division and Lower Division support.

The proposed budget for membership and operating expenses is similar to the budget this past year. However, we will need to budget \$5,000 for an outside tax accountant in the event we are unable to find a parent who can volunteer to help the PTA with its end-of-year tax filings. Thank you to Sue Sekar and her husband, Ramesh Balachandran (as well as other parent volunteers) for their efforts in preparing and filing the PTA tax forms over then years.

A motion was made to pass the proposed budget. The motion was seconded. The members then present approved the motion.

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## **F. Other Matters**

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Thank you to the class parents for their efforts over the past academic year.

New air conditioning for the IS126 auditorium (which the Upper Division shares) was one of the winners in the last round of participatory budgeting. Air conditioning for the Upper Division gymnasium is not part of that. The PTA is currently working with State Senator Jessica Gonzalez's office to try to obtain funding for air conditioning repairs in the Upper and Lower Division.

The PTA has partnered with 1st Day School Supplies to offer parents a discounted package containing all the school supplies requested for your student's grade. Q300 requests that all families obtain school supplies from a grade-specific supplies list. In previous years, families found it time-consuming and challenging to find items on that list and deliver them to the school. To streamline the process (and raise some funds for Q300 PTA at the same time), you may purchase the items through 1st Day School Supplies and have them delivered directly to the school. You must order by June 30.

The Stepping Into Summer online auction has been extended until June 17. New items are being added all the time; please take a look.

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## **G. Adjournment**

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The meeting was adjourned at approximately 8:45 p.m. ET.

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Kate Swearengen & David William Wang, Co-Secretaries