



GENERAL MEMBERSHIP MEETING MINUTES • November 20, 2025

A. In Attendance

Twenty-seven (27) 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.

B. Call to Order

The virtual meeting was called to order at about 6:35 p.m. ET by President Paula Marisi.

C. Principal’s Report

Principal Sonita Ramkishun reported that November was filled with school-wide events and engagements. Parent-teacher conferences took place at the beginning of the month. If you were unable to meet with your child’s teacher, please email them and they will schedule you for a meeting during their weekly parent engagement time.

November 26 is the last day of the first marking period. Parents will receive report cards in December.

Students celebrated World Kindness Day at the Lower and Upper Divisions. Students made kindness tress which are on display in the hallways. Some parents came to school to socialize with Principal Sonita and Parent Coordinator Jenny Lando (“Tea with the PC”), and made leaves to add to the kindness tress.

This week students shared their Project Soapbox speeches in their classrooms. Project Soapbox is a public speaking program that calls young people to speak out on issues that affect them and their communities. Each class voted to select a classmate who will deliver their speech at the schoolwide Project Soapbox assembly.

Today was the Q300 Spelling Bee for Grades 4-8. Grades K-3 also had classroom spelling bees. The winner of the Spelling Bee was Nicole. Luke was the runner-up. Both will be moving on to the District Spelling Bee.

Thank you to the PTA for preparing a Thanksgiving luncheon to celebrate Q300 teachers and staff.

Tomorrow is Spirit Day. Students are invited to wear clothing that represents their cultures.

On November 26, Grade 4 will be holding a Smencil sale to raise money for their Moving Up Ceremony. Smencils are scented pencils made from recycled newspapers. Smencils will sell for \$2.00.

Happy Thanksgiving. May this time with family and friends be filled with gratitude. School will be closed on Thursday, November 27 and Friday, November 28. There will be a Lower Division Book Fair when students return from Thanksgiving break. More details to come.

In response to a parent question about Q300-based tutoring for the Specialized High Schools Admissions Test (SHSAT), which is overseen by Global Kids, Principal Sonita said that test prep for Seventh Graders will take place on Thursdays. More details to come about dates.

D. President’s Report

PTA President Paula Marisi wished attendees a Happy Thanksgiving and expressed thanks to all Q300 parent volunteers. There are many opportunities for parents to volunteer, including helping out with fundraising,

bookkeeping and accounting, the Direct Appeal, and the Winter Auction. If you are interested in getting involved, please email membership@q300pta.org.

Please be mindful of your communications on the various Q300 WhatsApp groups. These groups are created by parents and are not controlled or moderated by the PTA or school administration. Parents are encouraged to be kind and considerate in their communications, to respect others' privacy, and to operate with a sense of positive intent.

Tomorrow the PTA will be holding a fundraiser at Uno Pizzeria & Grill from 5:00-8:00 p.m. Uno's is located at 37-11 35th Avenue in Long Island City. The fundraiser is a great opportunity to connect with other Q300 families.

E. School Leadership Team (SLT) Report

Paula Marisi reported that at the November 17 School Leadership Team (SLT) meeting, the SLT approved Q300's Comprehensive Education Plan (CEP). The SLT discussed understanding the CEP's goals, how to achieve those goals, and metrics for measuring whether those goals have been achieved. The SLT also discussed family engagement and ways to support Q300 students.

Parents have the option of attending SLT meetings as observers in-person at the Lower Division or via Zoom. Meeting details, including how to join remotely, are provided every month by Principal Sonita.

F. Treasurer's Report and Resolutions

Co-Treasurer Amy Wong delivered the Treasurer's Report. In October, the PTA collected approximately \$10,000 from the Direct Appeal, \$3,000 from the Fall Costume Party, \$1,000 from the Teacher Experience Raffle, and \$400 from Spirit Wear sales. Total income was approximately \$15,000. In October, the PTA paid out approximately \$30,000 in Lower Division enrichments, \$3,000 in Upper Division enrichments, \$3,000 for the Math Team, \$900 on its insurance policy, \$600 in school supplies and professional development, and \$200 in hardship funds. Total expenditures were approximately \$38,000. As of the end of October, the PTA had approximately \$193,000 in the bank. If you would like more details from the Treasurer's Report, please contact treasurer@q300pta.org.

G. Committee Reports

1. Membership Co-Vice President Jennifer Holohan thanked parents who contributed to or volunteered to help with the Thanksgiving luncheon for teachers and staff, and to the community vendors who donated. Next up will be the holiday gift card fundraiser, where Membership will assist in collecting money to purchase gift cards for teachers and staff. Membership is working on scheduling a date for Winterfest, which will probably take place in late January or early February.
2. Community Affairs Vice President Rachana Shah encouraged parents to participate on the "One School" team, which aims to secure a single site to house the Lower and Upper Divisions. The team has begun meeting with elected officials. Rachana also reported that proposals for participatory budgeting are due to District 22 City Council Member Tiffany Cabán's office by November 28. One proposal will be to apply for funding for a water bottle filler for the Upper Division. If there is anything you would like to propose, please email communityaffairs@q300pta.org. Last year, Q300 was successful in securing funding for air conditioners.
3. Fundraising Co-Vice President Lucy Han reported that there will be a book fair at the Lower Division from December 3-5. Parents are invited to shop for books. Flyers have been backpacked home and contain instructions for creating an e-wallet for your child so you do not have to send cash. If you send cash, please account for tax. If you have questions about the book fair, please email fundraising@q300pta.org. The bookfair does not generate cash; it generates Scholastic dollars. Currently, the PTA has approximately \$11,000 in Scholastic dollars. If you have suggestions about how these dollars should be used, please email fundraising@q300pta.org. Fundraising has begun contacting summer camps to donate to the Winterfest auction. If you know of any camps, in particular sleep-away camps, that might be willing to donate, please email fundraising@q300pta.org.

4. Direct Appeal Co-Chair David Wang reported on the Direct Appeal, which launched in October. Thank you to former Direct Appeal Co-Chair Sue Sekar for all her work on the Direct Appeal over many, many years. We thank Kate Swearngen for joining the Direct Appeal committee as Co-Chair. The Direct Appeal is the most efficient way to give money to provide enrichment, supports and other resources that help deepen your child's educational experience at Q300. The Direct Appeal funds approximately 83% of the PTA budget. This year, the Direct Appeal goal is \$200,000. The suggested donation for each Lower Division student is \$1,700, and the suggested donation for each Upper Division student is \$1,200. Please give an amount that makes sense for your family. Installment payments are possible. Please note that many employers offer corporate matching, which is a way to turbocharge your donation. Typically, the Direct Appeal brings in \$30,000-40,000 in matching donations. To date, the Direct Appeal has raised \$54,000, roughly 27% of its goal. We will be providing sample emails that can be sent to family and friends to encourage them to donate as part of Giving Tuesday, the Tuesday after Thanksgiving touted as a global generosity movement unleashing the power of people and organizations to transform their communities and the world.

5. Communications Co-Vice President Ealeal Ginott reported that flyers will be backpacked home with information about how parents can join the grade-band WhatsApp groups that are not controlled or administered by the PTA. The PTA's December newsletter will be emailed out shortly. The December newsletter will have information about how to access the PTA's Instagram and Meta (Facebook) pages. If you would like a name added to the distribution list, please email communications@q300pta.org.

6. Lower Division Representative Piotr Drys reported that if Lower Division parents have issues they would like raised at the monthly Principal's meeting held between Principal Sonita, President Paula Marisi and Executive Vice President Lauren Baker, they should contact him at ldrep@q300pta.org. In response to a request as to whether the minutes from those meetings can be shared with parents, Paula said she would provide them.

7. Upper Division Representative Alyssa Duvall reported that if Upper Division parents have issues they would like raised at the monthly Principal's meeting, they should contact her at udrep@q300pta.org.

H. Approval of PTA Minutes

A motion was made to approve the October 23, 2025 general membership minutes. The motion was seconded. The members then present approved the motion. The minutes are posted at <https://q300pta.org/>.

I. New Business

If you have any information that would assist the PTA in advancing matters of interest to the Q300 community, including the One School project and how to sustain our school community in light of federal funding cuts, please contact communityaffairs@q300pta.org. In particular, the PTA is interested in connections to the incoming Mayor. In addition, there is some informal organizing occurring between PTAs at the citywide schools as to how best to advance issues relevant to citywide schools. If you would like to participate in those conversations, please contact president@q300pta.org.

The prospect of an Immigration and Customs Enforcement (ICE) visit to the school is a matter of concern in the Q300 community. A parent suggested having occasional in-person meetings so parents could discuss complicated topics, including issues related to Q300's status as a citywide school and ICE, face-to-face. There was a discussion about best ways to promote more robust and safe conversations within the Q300 community.

J. Adjournment

The meeting was adjourned at approximately 7:35 p.m. ET. The next meeting will take place on December 18, 2025 at 6:30pm ET, in a virtual format.

Kate Swearngen & David William Wang, Co-Secretaries