



## GENERAL MEMBERSHIP MEETING MINUTES • December 18, 2025

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### A. In Attendance

Nineteen (19) 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

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

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### C. President's Report

President Paula Marisi expressed thanks to those who made time to attend the meeting during the busy holiday season.

Paula reported that the PTA is moving forward with efforts to replace air conditioners. New air conditioners are needed for the Upper Division gymnasium, two Upper Division classrooms, and four Lower Division classrooms. The PTA has been working to secure funding for this, but the process may require the PTA to front the money and be reimbursed later, which could complicate budgeting depending on the timing of the payment and reimbursement. Money for air conditioners in the Upper Division auditorium was secured via last year's participatory budgeting process, which is conducted through City Council Member Tiffany Cabán's office. The air conditioner process requires coordination with elected leaders, the school, and the School Construction Authority. If you are interested in helping with this project, please contact [president@q300pta.org](mailto:president@q300pta.org).

The PTA is also moving forward with efforts to replace some of the recess equipment at the Lower Division using money from last year's Sneaker Fundraiser.

Thank you to Piotr Drys for his assistance getting the PTA-funded poster printers back up and running.

This year, Q300 is making the following participatory budgeting proposals: water bottle filling stations and seating and audio-visual (A/V) upgrades for the Lower Division auditorium. More details about the participatory budgeting process, including how you can vote, will follow.

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### D. School Leadership Team (SLT) Report

Heather Clarke reported that the School Leadership Team (SLT) meeting is working on the goals for its Comprehensive Education Plan (CEP). Once the SLT has finalized the CEP goals, it will share those goals with the Q300 community. Some parent members of the SLT participated in a Zoom meeting with New York City Department of Education (DOE) District 30 staff concerning changes to the math curriculum.

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.

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### E. Treasurer's Report and Resolutions

Co-Treasurer Yang Yang delivered the Treasurer's Report. In November, the PTA collected approximately \$37,000 from the Direct Appeal, \$5,000 from the Giftcard Fundraiser, \$60 from Spirit Wear sales, and \$100 from

the New York Martial Arts Academy Fundraiser. Total income was approximately \$43,000. In November, the PTA paid out approximately \$67,000 for Teaching Assistants (TAs), \$100 for teacher wishlists, \$160 for the Fall Costume Party, and \$200 in hardship funds. Total expenditures were approximately \$70,000. As of the end of November, the PTA had approximately \$166,000 in the bank. If you would like more details from the Treasurer's Report, please contact [treasurer@q300pta.org](mailto:treasurer@q300pta.org).

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#### **F. Committee Reports**

1. President Paula Marisi reported on behalf of Membership that Winterfest will take place on January 31 and will include a potluck where families will be able to bring foods representing their cultures. If you are interested in helping plan for Winterfest, please contact [membership@q300pta.org](mailto:membership@q300pta.org).
2. Community Affairs Vice President Rachana Shah reported that to strengthen the Q300 community and foster opportunities to meet up locally and discuss important issues and engage in mutual aid, the PTA has organized neighborhood-based WhatsApp groups that parents can join. The PTA will not monitor and is not responsible for content posted on WhatsApp groups but encourages those posting to be mindful of privacy and safety concerns. Rachana 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 met with some elected officials, including District 22 City Council Member Tiffany Cabán. The team will be gathering electronic signatures from Q300 parents to show the school community's interest in having the school housed at a single site. Please contact [rachanas@q300pta.org](mailto:rachanas@q300pta.org) if you would like to get involved.
3. President Paula Marisi reported on behalf of Fundraising that the Lower Division bookfair was a success. The Upper Division bookfair will take place the first week of March. Other upcoming fundraisers are Flower Power and popcorn sales.
4. Direct Appeal Co-Chair David Wang reported on the Direct Appeal, which launched in October. 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 approximately \$110,000, roughly 55% of its goal. This year, parents have the option to donate online via Zeffy, which does not charge credit card fees. Any donation received or postmarked by December 31, 2025 will count toward the 2025 calendar year for tax purposes. The PTA will automatically issue acknowledgement letters for tax purposes; you do not need to request one.
5. Heather Clarke reported that she and Yang Yang successfully led a Q300 Toy Drive. Q300 families dropped off new, unwrapped toy donations at the Lower and Upper Divisions, and Heather and Yang facilitated the transfer of the toys to the Astoria Food Pantry. Thank you to those who donated and helped get the word out. Thank you to Ms. Leanne, Ms. Rachel and Mr. Khary for their assistance.
6. Rachana Shah reported that there is currently a petition being circulated to encourage the DOE to implement more rigorous education about climate change, and asked what could be done at Q300.
7. Alyssa Duvall thanked those who donated to the holiday gift collection for Q300 teachers and staff. Donations were used to purchase gift cards for teachers and staff.

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#### **G. Approval of PTA Minutes**

A motion was made to approve the November 20, 2025 general membership minutes. The motion was seconded. The members then present approved the motion. The minutes are posted at <https://q300pta.org/>.

**H. New Business**

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David Wang reported that the Student Council is holding a fundraiser to raise money for City Harvest, which provides food for New Yorkers in need. Each grade is competing to raise money for the most pounds of food. A link to donate was provided in Principal Sonita's weekly Friday email.

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**I. Adjournment**

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The meeting was adjourned at approximately 7:15 p.m. ET. The next meeting will take place on January 29, 2026 at 6:30pm ET, in a virtual format.

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Kate Swearengen & David William Wang, Co-Secretaries