



GENERAL MEMBERSHIP MEETING MINUTES • MARCH 31, 2017

A. In Attendance

It was noted that (a) parents and other “persons in a parental relation” as defined by the regulations of the New York City Chancellor and designated persons having a relationship to a child or children currently attending Q300 (the “**Parents**”) and (b) eligible Q300 teachers and instructional staff members who are currently employed on a full-time basis (the “**Staff**”) at Q300 were present. The total number of Parents and Staff (together, the **Members**”) present was [REDACTED].

B. Call to Order

Co-PTA President Maria Hantzopoulos and Andrea Tappert called the meeting of the General Membership of the Q300 Parent-Teacher Association (the “**PTA**”) to order at 6:30 pm in the cafeteria in the upper division campus.

C. Minutes

The Minutes of the General Membership Meeting held on December __, 2016 were presented. A motion was made to approve such minutes. The motion was seconded. A majority of Members present approved the motion.

D. President’s Report

Maria and Andrea gave the President’s report. The following are highlights:

1. Congratulations to Bill Biniaris for his appointment as Permanent Principal of Q300.
2. The Winter International Potluck Festival, held on January 27, 2017 was a smashing success! We had a great time eating, chatting, and getting to know each other even more. Many thanks to all of the parents who contributed to the home-cooked meals! Overall, the PTA netted \$2,529.50 from the proceeds from the auction, raffle, and donation jar! Approximately 200 people attended the event. Special appreciation goes to Co-VP of Lower Division Sarah Willet-Chang and Siobhan Watson for organizing! Much gratitude to the parents who organized and staffed craft and activity tables, helped with set up, staff tables, and clean up, and made the event run smoothly. Further, many thanks to the families and individuals who donated prizes.
3. The PTA will fund the following new programs:
 - a. From February 27 to June 26, 2017, the sixth graders will receive weekly Spanish language instruction provided by the Cervantes Institute, followed by a weekly supplementary seminar.

- b. The kindergarten classes are participating in a 5-week mindfulness program run by Colin Lieu of Multi-taskingyogi.
3. The following are upcoming events:
 - a. **Joint PS 17/Q300 Movie Night, March 9, 2017.** The movie is *Pete's Dragon*. Admission is free and popcorn, pizza, drinks and snacks can be purchased at the event. Please let us know if you can volunteer.
 - b. **New York International Children's Film Festival, Feb. 24-Mar. 19, 2017.** The New York International Children's Film Festival 2017 will be showcasing the best new films for children ages 3-18. Q300 will receive \$3 for every ticket that you purchase.
 - c. **Q300 Cookbook.** The deadline to submit a recipe is March 3, 2017.
 - d. **Joint P.S. 17/Q300 Zumba-thon Fundraiser, March 24, 2017.** Instructor Tanuja will conduct an hour and half master class.
 - e. **Pizzeria Uno's Fundraisers, March 9 and 16, 2017.** If you dine in or order from Uno's, a portion of your bill will be donated to the PTA.
 - f. **8th Grade Bake Sales, March 9 (Lower Division) and March 16, 2017 (upper division).** The eighth graders will be organizing bake sales during the upcoming parent-teacher conferences.
 4. The PTA is seeking volunteers to serve on the Enrichment Committee. The Enrichment Committee has been working on identifying enrichment gaps at the school, drafting surveys to solicit enrichment ideas from parents and students, researching potential enrichment programs for the school, and working with the Administration to identify programs that match the school's approach.
 5. Please donate auction items and solicit journal ads for the upcoming Stepping Up to Summer Auction and Dance Party. The deadline for submission of auction items and journal ads is April 10, 2017.

D. Treasurer's Report

Co-Treasurer Gina Reiss circulated the attached Treasurer's Report, which summarizes the PTA's finances as of December 31, 2017. The PTA raised approximately nearly \$36,964.70. The PTA's expenditures for January was approximately \$20,000, which included payment to the Brooklyn Conservatory of Music. The PTA had an adjusted cash balance of \$138,474.95 as of January 31, 2017.

E. School Leadership Team ("SLT") Report

Maria gave highlights from the SLT meeting, held on February 6, 2017. The SLT is working on the Comprehensive Education Plan for Q300, focusing on needs assessment, annual goals, and action plans in each of the following areas: rigorous instruction, supportive environment, collaborative teachers, effective school leadership, and strong family-community ties.

F. Fundraising Committee

Co-Vice President of Fundraising Kevin Gallagher noted the upcoming deadline for submission of recipes to the Q300 recipe book and announced an upcoming arts-based fundraiser in which there would be an

opportunity to purchase certain items, such as cups and calendars, with designs created by Q300 students. The fundraising committee is working on a Q300 spiritwear fundraiser, a school calendar fundraiser, and fundraising events at venues such as Dave & Buster.

G. Community Affairs Committee

Co-Vice President of Community Affairs Lynn Kennedy noted that the \$90,000 in Resolution A capital funds from Queens Borough President Melina Katz and Council Member Costa Constantinides will be earmarked for technology, including Smart Boards in both the lower and upper divisions. Further, Q300 has applied for Resolution A capital funding for a new lab at the upper division. Finally, there are two Q300-related projects that have been submitted to the City Council District 22 participatory budget program. The first project is funding for a joint P.S. 17/Q300 library and the second one is funding for central air conditioning at the lower division campus.

H. Principal's Report

Principal Bill Biniaris and Assistant Principal Kristina Jelnick gave the Principal's Report. The following are highlights:

1. The sixth grade Spanish language instruction taught by the Cervantes Institute has begun.
 2. The English Language Arts exam will be held on March 28, 29, and 30, 2017.
 3. Q300 will be holding an optional afterschool state test prep program for the third grade. The program will be led by Q300 teachers.
 4. Q300 is continuing to interview candidates for the position of third grade teacher.
 5. Q300 is considering creating after school classes taught by Q300 teachers in both campuses.
 6. Middle school parent Asako Gerra is holding a meeting on February 27, 2017 at the middle school to discuss the after school fee-based Kaplan SHSAT Test prep program for middle school students. Financial aid will be available for the program.
 7. Q300 has closed the middle school student email accounts in the G-suite (Google) for education program. The school noted that many emails were not school-focused. The middle school students still have access to other services, including google docs.
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L. New Business

There was no new business.

M. Next Meeting and Adjournment

The March General Meeting will be held on Friday, March 31, 2017 at 6:00 pm in the **lower division campus**. The meeting was adjourned at 7:30 pm.

/S/

David William Wang, Secretary