



GENERAL MEMBERSHIP MEETING MINUTES • June 11, 2026

A. In Attendance

Twenty-two (22) 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. President Paula Marisi greeted the attendees to the final PTA meeting of the academic year. The first-ever PTA Yard Sale recently took place and was a great event. Many students participated by making and selling crafts. Thank you to the Green Team for their work raising awareness of how to support the environment. There was also a book swap and uniform swap. There will be another uniform swap at the Back-to-School Picnic this summer. Please consider donating any outgrown, laundered uniform items to the uniform swap.

C. Proposed Budget and Treasurer’s Report

Co-Treasurer Amy Wong gave an overview of the PTA’s budgeting history and process. She explained over the years, the PTA has accumulated a budget surplus, which increased at the beginning of the COVID-19 pandemic, when in-person enrichment programs and the Teaching Assistant (TA) program were discontinued due to restrictions on in-person classes. Since then, the PTA has sought to spend down the surplus. In the 2025-2026 school year, the PTA’s surplus returned to pre-pandemic levels. For the upcoming year, the PTA is projecting a \$300,000 opening balance. The opening balance will allow the PTA to pay TA salaries and enrichments in September. For the upcoming year, the PTA hopes to raise at least \$210,000 through the Direct Appeal. The PTA anticipates holding its annual events, including Halloween Costume Party, Winterfest, Carnival, Yard Sale and some book fairs, as well as a Stepping Into Summer event.

During the 2025-2026 school year, Q300 hired 4 TAs. For the 2026-2027 school year, Principal Sonita intends to hire six TAs – two for kindergarten, two for first grade, and two for second grade.

Amy noted that the PTA plans to fund recess equipment, teaching materials (including textbooks), teachers’ wishlist items, and teachers’ professional development. Further, the PTA is proposing to allocate \$70,000 for Lower Division enrichments and \$43,000 for Upper Division enrichments, the same as in 2025-2026. Principal Sonita is also asking the PTA to provide \$3,000 to fund a total of four speaker events, two at the Upper Division and two at the Lower Division.

If the proposed budget is approved and spent and the PTA meets its fundraising goals, the PTA’s ending bank balance will be approximately \$245,000, which will enable the PTA to hit the ground running for the 2027-2028 school year.

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

David Wang, co-chair of the Direct Appeal, thanked co-Treasurers Amy and Yang Yang and the Enrichment Committee for their work on the proposed budget, as well as families who gave to the Direct Appeal or other PTA fundraising events throughout the year.

Amy delivered the Treasurer's Report. In May, the PTA collected approximately \$3,700 from the Direct Appeal, \$120 from the Yard Sale, \$900 from School Picture Day, \$200 from Spirit Wear, \$300 from the New York City Football Club Fundraiser, and \$400 in bank interest. Total income for May was approximately \$6,000. In May, the PTA spent approximately \$2,500 on Debate Club, \$2,200 on teachers' wishlist items, \$250 for the kindergarten Stepping Up Ceremony, \$300 for Upper Division teacher-led electives, \$40 for the Hardship Fund, and \$1,400 for Spirit Wear. Total expenditures for the month of May were approximately \$8,000. As of the end of May, the PTA had almost \$321,000 in the bank.

The September 2025-to-date summary is as follows: (i) total income: \$297,783; (ii) total TA expense: \$142,600; (iii) Total academic expense: \$74,845; (iv) total fundraising expense: \$35,886; (v) total operation expense: \$1,759; and (vi) Net flow: \$42,692.

President Paula Marisi reported that Q300 was awarded a grant for window air conditioners. Thank you to State Senator Kristen Gonzalez for her assistance with this. There is a certain process the PTA must follow, including getting proposals from New York City Department of Education (DOE)-approved vendors. Through the efforts of the PTA, especially Co-Vice President of Fundraising Lucy Han, Q300 was put at the top of the list for air conditioners because of the high heat on the upper floors that it occupies. In the meantime, the DOE provided portable air conditioning units to keep the classrooms cool pending window unit installation. Once the PTA has obtained quotes, NY State, through Senator Gonzalez, will release funds to the DOE to purchase the units. Relatedly, the PTA is looking for volunteers to serve on a Facilities Committee for projects that run multiple years, including the window units. If you are interested, please contact president@q300pta.org.

If you would like more details from the Treasurer's Report, please contact treasurer@q300pta.org.

D. Board Elections

The Elections Committee, which was appointed at the May 2026 PTA meeting, administered the elections of open PTA Board positions. The following are highlights:

1. Board Elections.

- (i) **Vice President of Community Affairs.** The following nomination was taken from the floor: Susan Stewart. No other nominations were made.
- b. Without any objections from the members present, a majority of members then present voted to elect Susan Stewart as Vice President of Community Affairs.

E. Committee Reports

1. Co-Vice President of Fundraising Lucy Han reported that the online Spring Auction raised close to \$3,700.
2. Co-Vice President of Communications Ealeal Ginott reminded parents that to join the Q300 PTA Instagram or Facebook accounts, you must answer screening questions to ensure that access to those accounts is restricted to the Q300 community.
3. President Paula Marisi encouraged parents to order their school supplies through the PTA's partnership with 1st Day School Supplies, which the PTA organizes as a convenience to parents. Orders are due by July 1. If there are sufficient orders, 1st Day donates school supply kits that can be used by families in need.

F. Approval of PTA Minutes

A motion was made to approve the May 21, 2026 general membership minutes. The motion was seconded. The members then present approved the motion. The minutes are posted at <https://q300pta.org/>.

G. Adjournment

President Paula Marisi thanked the 2025-2026 PTA Board and School Leadership Team (SLT) for their efforts in supporting the Q300 community. Co-Secretary and Direct Appeal Co-Chair David Wang thanked Paula for her leadership and Tomonori Nagano for his assistance with PTA and SLT elections.

H. Adjournment

The meeting was adjourned at approximately 7:35 p.m. ET.

Kate Swearengen & David William Wang, Co-Secretaries