



Together We Soar

**PS/IS 102Q Parent Association  
Meeting Minutes**

Date: 12/18/2024

Time: 10:00am

Location: virtual (Zoom)

Prepared By: Anna Joa

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**ATTENDEES**

**School:** Mrs. Weinstein and Parent Coordinator Mrs. Rendon

**PA Executive Board:** President Lea Geronimo, Treasury Thomas Chang, and Recording Secretary, Anna Joa

**Interpreters:** Jane Gao, Chinese Interpreter  
Johnathan Villafuerte, Spanish Interpreter

**Guest Speaker:** N/A

**Number of Parents:** 48

**Call to Order:** Meeting was called to order at 10:10am

**Review and Approve Minutes:** last month November 2024 minutes were reviewed and approved

**Review and Approve Financial Report:** last month November 2024 Financial Report

**Town Hall Safety Report:** Mrs. Donlon, Assistant Principal for grades 6<sup>th</sup> -8<sup>th</sup>

- Review school PS/IS 102Q principals directory
- Review school PS/IS 102Q school agent and Guidance Counselors directory
- Discussion “What is social-emotional learning?” The school mission is “Respect for All” to celebrate what makes each of us unique- our backgrounds, cultures, talents and identities. This mission well helps how to work together to create this positive and welcoming environment for everyone
- Discussion emergency drills, school do 12 emergency drills a year and notices letter was sent home to notify parents. There are 4 different kinds actively that school practice:
  - evacuation drill (required 8 per year)
  - lockdown and a soft or hard (required 4 per year)
  - shelter in evacuation (required same to evacuation drill)
  - fire drills (which the school do 8 a year)to this date, the school already completed 8 of our drills: 2 lockdown drills and 6 evacuation drills
- Discussion Safer access door, the school safety door lock system is already installed. The purpose of the system is to really ensure that our school stores stay locked safely throughout the day, except during morning arrivals and our afternoon dismissals. If somebody is trying to come into the building, the person needs to ring the intercom doorbell, and our school Security Agent Johnson will have access to the camera to identify the person before unlocking the door. All visitors must present a valid ID.
- Reminder about school arrival/dismissal safety. The school door opens at 7:45am for a hot breakfast. Students are welcome to arrive and go down to the cafeteria to have a hot breakfast. If the students don't want a hot breakfast or want to stay outside waiting for friends which is okay. However, for safety reasons, please do not stay around the crosswalks. Please stay in the school front courtyard or back school courtyard so that students are staying in the school safety zone area. Parents if you're dropping off, even if it's just very quickly in the morning. Please do not park and or double park in the bus parking zone because it will hold up traffic and it can lead to other unsafe situations. Parents, please notify your child's teacher or the school if there is any change in pick-up routine and time in dismissal therefore the school acknowledges at the end of the day and so that we know who we should be releasing your child to. Please report to the school to update the blue emergency card, emergency contact information.

**Principal's Report:**

- Reiterate about the school blue emergency card, it is very important to have correct and update emergency contact information because we are not releasing your child if they are not listed on the blue card and the emergency contact person, must be an adult over 18.



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- School closed on 12/21/24 to 1/1/25. Students will be returning on 1/2/25. Please send your child's arrival to school in a timely manner. The school door opens for arrival 8:00am to 8:10am.

### **Parent Coordinator's Report:**

- Mrs. Rendon contact info: 718-446-3308 ext1231 / email: [Crendon@schools.nyc.gov](mailto:Crendon@schools.nyc.gov)
- There will be email and text send out shortly for our school January 2025 calendar and upcoming workshops.
- If any parents didn't receive email and text from school, please come to school to see Mrs. Rendon to update your email in the school system to stay connected and stay tuned with the school newsletter.

### **President's Report:**

- We want to thank you for parents who owns Michael's Deli around Seabury Street provided Holiday Lunch for PS/IS102 entire staffs on Wednesday 12/17/24, the parents want to show their appreciation and thank you PS/IS 102 principals, teachers and staffs for their work.
- Hosting for E-Board Election for 3 vacant positions: 1<sup>st</sup>/2<sup>nd</sup> vice presidents and Corresponding Secretary: we have 2 nomination accepted the E-Board position
  - Jennifer Luu accepted position Corresponding Secretary
  - Eera Ergin accepted position 1<sup>st</sup> Vice President
- Reminder starting Jan 2025 our monthly PA meeting schedule time will be alternative 10am and 6pm. Our next coming PA meeting will be 1/15/25 at 6pm. 2/12/25 at 10am.
- PA T-Shirt Design Contest. We are asking Parents to submit your idea design for PA members to [Q102PA@gmail.com](mailto:Q102PA@gmail.com). Our school colors are purple and yellow. The school mascot is an Eagle. The deadline will extend deadline to February 2025
- School is hosting 8<sup>th</sup> Grade Winter Ball on 12/19/2024, PA will be providing pizza, beverages, desserts, photo booth services and balloon decoration. PA will be hosting serving tables, and we are welcome parents to sign up volunteer for this event

### **New Business**

- Jan 3<sup>rd</sup>, 2025 --- Class Act Photo, 8<sup>th</sup> Grade Graduation Picture Day and Retake for Pre-k to 6<sup>th</sup> Grade. For retake, please bring back the envelope package including the photo for retake. If not, you cannot retake the photo.
- Jan 14<sup>th</sup>, 2025 --- School is having open house for parents who is interested enroll your child to PS/IS102Q
- TBA--- Chinese Dual Language classes will host a Lunar Celebration Performance

\*\* Parents if you are available and want to volunteer in our event, please sign up at [q102pa.org/volunteer](http://q102pa.org/volunteer) \*\*

### **Old Business**

- Holiday Tree Lighting
- Scholastic Book Fair

### **Open Q&A Session**

**Adjournment:** Meeting was adjourned at 11:10am

*Next PA meeting will be on: 1/15/2025 at 6:00pm, zoom. Look out for the flyer*

Parent Association of PS/IS 102Q Bayview  
55-24 Van Horn Street, Elmhurst, NY 11373  
[www.Q102pa.org](http://www.Q102pa.org)