Queens Gateway PTA General Meeting
April 15, 2026
Minutes

1. **Meeting Called to Order: By** Dr. Ramkissoon at 6:30 pm

PTA Officers in Attendance: Dr. Keshwar Ramkissoon, President, Tolisha Monday, Recording Secretary, Leanna Roberts, Treasurer, Christopher Murray, Vice-President, Erica Brooks, Corresponding Secretary, Vivienne Corlette, Financial Secretary

2. **Welcome- PTA President**

Dr. Keshwar Ramkissoon welcomed parents and guardians, saying how happy he was to see everyone. Meeting started @ 6:39 pm. Qurom was met and Dr. Ramkissoon turned the meeting over to Dr. Shadia Moustapha, Chairperson of the Nominating Committee.

Dr. Moustapha introduced herself and asked everyone to stand up, stretch, and do jumping jacks. Everyone attempted to do all except the jumping jacks, Ms. Craig did her version of jumping jacks, and everyone laughed. Dr. Moustapha welcomed everyone to the Nominations Meeting for the 2026-27 PTA Executive Board. Dr. Moustapha introduced the Nominating Committee members, Prarthna Ramkissoon and Sheldon Corlette. Dr. Moustapha thanked Principal Henry and Parent Coordinator, Ms. Craig, for attending the meeting. Dr. Moustapha stated that the only qualification for all PTA offices is that the candidate be a parent/guardian of a child currently enrolled at Queens Gateway and that the term of office shall be no more than 12 months beginning July 1st and ending June 30th of the following year. Ms. Craig confirmed that all in attendance at this meeting are qualified.

Dr. Moustapha began with the nominations for the Mandatory Officers first which are President. Recording Secretary, and Treasurer.
Dr. Moustapha read the roles of the office of President and opened the floor for nominations for President. Dr. Ramkissoon nominated himself for re-election for the office of President. Nominating Committee member Sheldon Corlette set the timer for one minute for any other nominations. There were no more nominations and Dr. Moustapha closed the floor for nominations for President.

Dr. Moustapha read the role of Recording Secretary and stated that Ms. Tolisha Monday had been nominated for Recording Secretary. Dr. Moustapha opened the floor for nominations for Recording Secretary. One minute timer was set. There were no more nominations and Dr. Moustapha closed the floor for nominations for Recording Secretary.

Sheldon Corlette read the role of Treasurer and stated that Leanna Roberts was nominated for Treasurer. Mr. Corlette opened the floor for nominations for Treasurer. One minute timer was set. There were no more nominations for Treasurer and Mr. Corlette closed the floor for nominations for Treasurer.

Dr. Moustapha said we will now have nominations for the Non-Mandatory Officers. The Non-Mandatory Officers are Vice-President, Corresponding Secretary, and Financial Secretary.

Sheldon Corlette read the role of Vice-President and opened the floor for nominations. One minute timer set. There were no nominations for Vice-President and Mr. Corlette closed the floor for nominations for Vice-President.

Prarthna Ramkissoon read the role of Corresponding Secretary and stated that Erica Brooks was nominated for Corresponding Secretary. Mrs. Ramkissoon opened the floor for nominations for Corresponding Secretary. One minute timer was set. There were no more nominations for Corresponding Secretary and Mrs. Ramkissoon closed the floor for nominations for Corresponding Secretary/

Prarthna Ramkissoon read the role of Financial Secretary and opened the floor for nominations. One minute timer was set. There were no nominations for Financial Secretary and Mrs. Ramkissoon closed the floor for Financial Secretary.

Mrs.Ramkissoon gave out a nomination form to each nominee to fill out and be returned to her.

Dr. Moustapha did a recap of the nominations...
President - Dr. Keshwar Ramkissoon
Recording Secretary- Tolisha Monday
Treasurer- Leanna Roberts
Corresponding Secretary- Erica Brooks
This concluded the Nominations meeting and Dr. Moustapha returned the meeting floor back to Dr. Ramkissoon.

3. **Principal's – Report**
   Ms. Henry stated that Regents Tutoring and tutoring for AP Classes will begin in the last week in April and all of May.
   Ms. Henry stated that Mr. Wilson will be doing some SAT Prep. The dates for the SAT Prep will be sent tout via Jupiter.

4. **Title 1 Parent Advisory Council (PAC) Report**
   Mr. Murray reminded the membership that the first Title I Workshop is tomorrow April 16, 2026, and wanted to know how to get the word out to parents reminding them about the workshop. Ms. Craig stated that a DOE text message will be sent out tomorrow afternoon reminding parents about the workshop. Mr. Murray stated that the CPR Workshop is on April 30, 2026. Spots for the CPR Workshop are limited to 15 people. Mr. Murray asked how we send out notices for parents/guardians to RSVP for this workshop. One suggestion was a google form for parents to fill out and Mrs. Ramkissioon suggested a flyer with a QR Code that parents can scan. Mrs. Ramikissoon said that there are a lot of parents outside during dismissal and that this would be a great opportunity to hand out the flyers for the CPR Workshop. Mr. Murray stated that he is unable to be at the school during dismissal, in which Mrs. Ramkissoon stated that she is available and willing to distribute the flyers during dismissal. Mr. Murray stated that he would have the flyer ready by Friday.

5. **Adjournment-** Dr. Ramkissoon thanked everyone for attending the meeting and wished everyone safe travels. Meeting adjourned at 7:33 pm.

Respectfully Submitted By: **Tolisha Monday, Recording Secretary**

Next Meeting: Wednesday, May 20, 2026, IN PERSON at 6:30pm

Questions/concerns? Email: 28q680pa@schools.nyc.gov Phone: 718-969-3155 ext:1293

School website: www.queensgateway.org