

Queen Elizabeth Elementary School Council Meeting Minutes

Tuesday, September 12, 2023 6:30-7:00 pm

Chairs: Laura Allingham and Hillary Harding

In attendance:

Lisa McConnell - QES Principal, Dan Tinaburri - QES Vice Principal, Laura Allingham – QESC Chair, Hillary Harding – QESC Co-Chair, Christina Burry – Treasurer (General Account), Nicole Watson – Fundraising Coordinator, Jacki Hanson – Treasurer (Casino Account), Steph Cicero – QEEPES Chair, Jane Ewenson – Garden Coordinator, Alex Hunt – Key Communicator, Michelle Fournie – Scholastic Book Fair Coordinator, Andrea Leier, Karen Ford – Fun Lunch Coordinator, Meredith Boyer

1. Call to Order - Hillary called the meeting to order at 6:32 pm which was seconded by Stephanie.

- a. Acknowledgement of the Land was done by Hillary.
- b. Welcome and Introduction to School Council were done by Hillary who explained the mission and duties of Council. Stephanie explained QEEPES - Our Parent Society is known as the Queen Elizabeth Elementary Parent Enhancement Society (or QEEPES). Fundraising comes primarily from the casino to fund things like laptops, PE equipment, costs related to busing, etc. QEEPES has certain restrictions on what funds can be used for vs. general fundraising such as the spring gala which does not have restrictions. The Parent Society is a separate legal entity from the School Council.

Hillary introduced the members of the following teams:

School Council 2023 - 2024

Chair – Laura Allingham

Co-Chair - Hillary Harding

Secretary – Tara De Weerd

Key Communicators – Allison Genovese, Alex Hunt

Volunteer Coordinator – Caroline Simon

Garden Coordinator & Co-Volunteer Coordinator – Jane Ewenson

QEEPES 2023 - 2024

Chair – Stephanie Cicero

Treasurer (General Account) – Christa Burry

Treasurer (Casino Account) – Jacki Hansen

Scholastic, Book Fair Coordinator – Michelle Fournier

Fun Lunch Coordinators – Susan Stewart

Fundraising Coordinator - Nicole Watson

- c. Approval of Agenda
Motion: Hillary, Seconded: Stephanie. Approved
- d. Review and approval of previous meeting minutes
Motion: Hillary, Seconded: Stephanie. Approved

2. Reports

- a. Administration Team Report – Lisa McConnell, Principal
 - i. Lisa shared the positive energy and parent feedback in the first days of school.
 - ii. No teacher report for September.
 - iii. School enrollment 401 (projection was 375 and ended the school year at 374). Split classes have worked well to accommodate the growth and keep class sizes manageable. Enrolment has increased with international students, immigration, new families and students coming from programs of choice.
 - iv. School budget was explained by Lisa. The school is funded as a small school through government fundings, parent fees and School Council and Society.
 - v. Lisa listed the school staff members - teachers and support staff.
 - vi. In keeping with creating a safe and caring school community, the CBE has policies that help kids answer the question “What can I do to increase Community?” View links for more information on the Code of Conduct, Progressive Student Discipline and CBE Employee Code of Conduct
 - 1. [Administrative Regulation \(AR\) 6006 - Progressive Student Discipline \(cbe.ab.ca\)](#)
 - 2. [AR6005-Student-Code-of-Conduct.pdf \(cbe.ab.ca\)](#)
 - 3. [AR4027.pdf \(cbe.ab.ca\)](#)
 - vii. Draft SDP Goals for 2023-24 continue to focus on Literacy, Math and Well-being. Elaborated on the school’s collaborative response to learners as a productive way to understand and meet student goals. A new draft will come out in October with the final to be published on the school website in November.
 - viii. Student/Parent/Teacher communication will come through School Messenger and email.
- b. Important Dates
 - i. Terry Fox Run - September 14
 - ii. Curriculum Evening - September 21
 - iii. No School - PD Day - September 22
 - iv. Orange Shirt Day and Fun Lunch - September 28
 - v. No School - September 29 - National Day for Truth and Reconciliation
 - vi. No School- October 4 & 5 - Casino – volunteers needed
 - vii. No school- October 9 - Thanksgiving

- viii. School Council & QEEPS - Oct. 17
- x. School Photo Day - October 18
- xi. Fun lunch – Oct. 19
- xii. No school non instructional day
- xiii. Popcorn day – Halloween – Oct. 31

3. Old/Ongoing Business

1. Casino – volunteers are needed – if we do not fill roles the school will lose the opportunity and future opportunities to staff casinos. The second day casino brings in about \$70,000 for the school. No criminal record check required.
<https://www.signupgenius.com/go/60B084DAAA82CA13-casino>
2. Terry Fox Volunteer – two more needed.
3. Fun Lunch – See Sign up Genius to volunteer.
<https://www.signupgenius.com/go/60B084DAAA82CA13-subway2>
<https://healthyhunger.ca/>

4. New Business

- a. Shirt shop is open until Sept. 22. <https://queenelizabeth.promostores.ca/>
- b. Fall garden clean up date TBD.
- c. Spring Gala – April/May is to be confirmed with venue for availability.
- d. Mabel's Labels and Skip the Depot, always open.
- e. Parent Volunteers welcome in the school - must have police clearance and it is easier to renew than let expire. Check status with Michelle in the school office. Discussed covering the cost of individuals (\$25) to get their police check. Parents would need to identify themselves with the school as the cost being a barrier to volunteer.

5. Adjournment

- a. Where to find us:
 - i. School Website – find links to School Council and QEEPES at <https://school.cbe.ab.ca/school/queenelizabeth/get-involved/pages/default.aspx>
 - ii. Facebook - @qparents
 - iii. Instagram - qes_school_council
 - iv. Twitter - @qeeyyc
- f. Next Meeting Tuesday, October 17, 2023 at 6:30 pm

b. Hillary motioned to adjourn the meeting at 7:05 pm. Seconded by Stephanie.

Meeting Dates for 2023/2024

Tuesday, September 12, 2023	Tuesday, January 23, 2024
Tuesday, October 17, 2023	Tuesday, March 12, 2024

Tuesday, November 28, 2023	Tuesday, April 16, 2024
	Tuesday, May 28, 2024