MEETING MINUTES

Queen Elizabeth Public School (QEPS)
Parent Council Meeting Minutes

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| **MEETING DATE:** | October 19, 2016 |
| **MEETING TIME:** | 07:00 pm - 09:00 pm |
| **VENUE:** | Queen Elizabeth Public School |
| **ATTENDEES:** | Coosje Weber, Principal, Ashleigh WrightNicole Woodbridge Ali Williams |
| **REGRETS:** | Holly Smith Vice Principal, Joanne DeSouza, Mill-Courtland Community Centre Luis PalaciosDesiree Mau |

***Today’s AGENDA***

1. **Call to Order**
* All parties were introduced and made welcome.
1. **Minutes from Last Meeting**
* Minutes for September 2016 meeting were reviewed and accepted with one correction. The meeting for November will be scheduled on the 16th.
1. **Staff and Principal’s Report**
* Staff Reorganizations
	+ New librarian will be hired on an interim basis during a maternity leave.
	+ New teacher will be hired on an interim basis while Ms. Hogan is on maternity leave.
	+ Mr. Thompson hired to teach a Grade 3 class.
	+ Ms. Grey hired to teach a Grade 4 class.
* Terry Fox Run
	+ Final fundraising amount = $3,622.
* Attribute Assembly
	+ Topic is “Hope”.
	+ Assembly scheduled for Friday, October 21.
	+ Select students will be recognized with certificates and invited to Lunch Bunch.
* Computer Lab
	+ Reorganized to facilitate new Grade 4 class.
	+ Chrome Books re-distributed to Kindergarten, Primary and Junior classes.
* Holiday Lunch
	+ Sponsored by Rome Logistics.
	+ Scheduled for December 16th for Primary and Junior classes.
* Health Screenings
	+ Dental screenings occurred last week.
	+ Vision screening by University of Waterloo optometry school scheduled for November and December.
	+ Optometrist to follow up in December.
* Math Home Bags
	+ Ms. Gillespie will be preparing take home packages for math subjects, much like the home reading books.
	+ Looking for Parent Council funding and parental volunteers to help with preparation.
	+ Ashleigh to contact Early Years Centre and Community Centre regarding laminating and report to Ms. Gillespie as soon as possible.
* Playground Replacement
	+ Ms. Weber and Nicole contacted potential funding entities. Funding applications need to be submitted in February or March.
	+ Conceptual level quote for new playground area starts at $20K and higher.
	+ Conceptual level quote for upgrading parts of existing parks ranges for $5K to $8K.
	+ Nicole to contact School Board (Rob) and Earth Scape to discuss preparation of preliminary quote and funding options and report to School Council by next meeting.
	+ Ali to contact Play Power and Rona to discuss preliminary quote and funding options and report to School Council by next meeting.
	+ School Council to have plan (preliminary level cost and upgrade options) in place by end of 2016 prior to initiating funding application process.
	+ Staff willing to work with Council members to organize Move-a-Thon to help raise funds for playground upgrades.
* Parent/Teacher Interviews
	+ Kindergarten observations scheduled for November 7 to 11.
	+ Primary and Junior progress report cards to be delivered on November 14. Teachers to schedule interviews on as-requested basis with parents.
* Parking Lot
	+ Parent volunteers to monitor parking area.
	+ Ms. Weber to send new informative letter home with students.
* Education Quality and Accountability Office (EQAO) Results
	+ Results received on 9/21/2016 and can be found on <http://www.eqao.com/en>.
	+ Detailed look at scores indicate a lot of cohorts are just under the between the Level 2 and Level 3 area (within the 2.5 to 2.9 range) indicating potential for improvement.
	+ Staff looking at math results and preparing strategies to help improve scores (math home bags, etc.)
	+ Staff will also look into implementing tests and quizzes closer to EQAO format.
	+ Ms. Weber will investigate opportunities to host Math Nights or Literacy Nights to allow a chance for staff and parents to discuss teaching practices and explain student running records.
1. **Community Centre Update**
* No updates.
1. **Other Items**
	* Smoke in building – Heating and ventilation system inspected. No obvious cause identified. System in operation and is being monitored.
	* Pizza Fundraiser – Began at the beginning on October. Ashleigh and Ms. Weber will investigate Pizza for Everybody option.
	* Milk Program – Staffing will be looking to implement milk program with potential assistance from parental volunteers.
	* Parent Council Facebook Page – Ali to contact School Board’s media department regarding implementation and code of conduct options.
2. **Fun Fair Planning**
	* No specifics yet. Date tentatively set for May 17, 2017.
3. **Meeting Adjourned**
	* **Next Meeting November 16, 2016.**