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 Wright Nicole Woodbridge  Ali Williams |
| **REGRETS:** | Holly Smith Vice Principal,  Joanne DeSouza, Mill-Courtland Community Centre  Luis Palacios Desiree 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.**