

Queensdale School Council Meeting Minutes | January 16, 2025

Time: 6:00pm

Place: Hybrid (Library & Teams)

Recorded by Lisa Van Keulen, Completed by Amanda Levesque, Secretary

Voting Members in Attendance: 13 of **19** Quorum Reached (50%+1): Yes

Voting Parent Members

- | | |
|--|------------------------------|
| ¹ Jennifer Baillie-Rouse, Chair | ¹⁰ Natalie Woods |
| ² Lisa Van Keulen, Vice-Chair | ¹¹ Jessica Kelley |
| ³ Nicole Hughes, Treasurer | ¹² Ananya Pandey |
| ⁴ Amy Pender | ¹³ Ali Burton |
| ⁵ Karlee Uens | |
| ⁶ Andrea Aylward | |
| ⁷ Candice Laughlin | |
| ⁸ Sara Gray | |
| ⁹ Helen Athanasiou | |

Non-Voting Members and Representatives

Stacey Johnson, Principal
Laurie Huurman, Teacher Representative
Mary-Jane Sorima, Community Representative

Parent Members and Guests

Anders Dorbeck
Holly Chriss

Parent Regrets:

Stephanie Robinson
Angie Hernandez Sobrado
Amanda Levesque

Voting Members Not in Attendance:

Brendan Knappman, Jenny Tran, Asad
Pirzada, Ahmad Jahed Behroozian,
Kristine Wachmann

1. **Call to Order** - Called to order by Chairperson Jen Baillie-Rouse at 6:07pm
2. **Land Acknowledgement** - Read by Stacey Johnson.
3. **Adoption of Agenda**

Agenda distributed by Chairperson by email ahead of the meeting, and to in-person attendees.

Motion to approve the agenda, Chairperson, Jen Baillie-Rouse: Moved by Chairperson and second by Jessica Kelley, **MOTION CARRIED**

4. Approval of Minutes

- a. **Motion** to approve minutes from meeting November 14, 2024 put forth by Chairperson and second by Amanda Levesque, **MOTION CARRIED**

Some time sensitive items required the council to vote outside of the meeting. These items are recorded here in the minutes.

Motion to approve a budget of \$200 for the Winter Festival: Moved by Jen, Amanda. **Carried**

**It was noted by a council member that the budget request was presented too late and that events should not be advertised until a budget has been approved by council.*

Motion to approve running a Krispy Kreme fundraiser over the month of January at \$13 per box: Moved by Amanda, Jen. **Carried**

Motion to amend the cost of a dozen Krispy Kreme doughnuts to \$14 per box: Moved by Amanda, Nicole. **Carried**

Action: Amanda will forward approved minutes to the office to be posted in the binder and on the Queensdale School Council page of the website.

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5. Principal's Report - Stacey Johnson

- a. * May 28th, EQOA will take place for Grades 3 and 6, preparation on-going
- b. *Kindergarten class registration is starting February 3rd, can be done on-line or parents may come into school for in person
- c. With February report cards, K classes, Grades 1 and Grades 2 will include new information – a reading screener. It will be a new box that will appear going forward and discuss student progress. Staff are busy doing assessments. If child some do not pass it only means improvement is needed. Staff look at sounds and letters, Grade 1 break words apart, Grade 2, oral reading and fluency.
- d. *Grade 7 class will have a MacNab Secondary School trip. This is to encourage kids to get ready for MacNab Secondary School transition. This lets students be prepared for Life as a Lion, go around to different classes for experience and get excited for high school. Grade 8 class will have multiple opportunities to go over to the high school to create a better and fluid transitions to secondary school.
- e. Upgrades to the gym must take place. The existing structures will be checked. The back wall of stage is not good, so a plan has been discussed to remove the wall and drywall the back wall. Opportunity for maybe a new gym floor, new basketball nets, etc. Drywall this week and we are on a list which is likely next year for the upgrades. There is opportunity for other ideas to improve items for the gym, an example of matts around the gym outer walls. These ideas can be discussed in the futures. An open discussion then went to the size of gym and cannot host events and could we remove the stage and make it the proper size. There was a discussion about some games could work, ie volleyball, but there was pushback from board as it isn't going to happen. Do we set up a committee to discuss and identify ideas?
- f. **MOTION** put forward by Chairperson for a school improvement committee to look into ways we can utilize the gym as it is. Second by Ali Burton. **CARRIED**
Passed in favour, LEAD - Sara and Candice are co-leaders on this plan

6. Educator's Report - Laurie Huurman on behalf of the teaching staff team.

- a. * Teachers notes on athletics – Mr. G and Mr. Szpiech are heading up track and field for grades 6-8 students, Volleyball is happening as well, Ms. Easton the music teacher is taking the students to MacNab for Band Day, students played instrument in sectionals and played and rehearsed together
- b. Mr. Eaton requested Xylophones and Glockenspiel, French horn? The Principal Stacey has said the school will take this initiative and look at the request and needs. Not a council ask or consideration at this time.

7. Queensdale Ambassador's Report – Ibrahim and Jordan on behalf of the Ambassadors.

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- a. *Spirit Day – sports theme, getting away from kids purchasing items for these days so students do not have to spend money to participate
- b. *February Valentine's Day Candy Grams, one free lollipop to all students to send, February 10th -12th for sales, 1\$ each to purchase, more details to come to students
- c. *Feb food drive run from February 3rd to 7th, more details to come to students

8. Treasurer's Report - Nicole Hughes

- a. * Reminders expenses need to be tracked and approved by council. Approved expenditures only can be conducted. Parents cannot spend without approval.
- b. All Amazon purchases MUST GO through Sophia
- c. **NEW!!!!!!**Change of process for reimbursements. This will lead to a more structured processing on expenses and tracking. Nicole Hughs, our Treasurer, will collect the forms and invoices/receipts going forward from today. This will ensure expenses are tracked and budgets maintained. Forms can be collected in office or meeting and handing in to Nicole directly, Parents can connect with Nicole, or drop off, mailbox in staff room or send a message. Nicole will be collecting and processing, therefore less errors In our accounting. Remember to hand in, please in a timely fashion, it effects our expenditures, they need to be current for each meeting.
- d. Our numbers are provided to the best of Treasurer's ability as some numbers have not been verified completely due to delays with Christmas, etc. Funds generated at events this month are approx. \$1725. Funds spent this month approx. \$465. Please be aware that Winter Festival has not completed its expenses and been tracked so this is an approx.

9. PRO Amount (formerly PRO Grant) for 2025 - Jen Baillie-Rouse

- a. *This grant is funds from the board that support local parent needs. Update: Math family fun night was approved previously, Nov 22 an application was submitted and \$900 was approved. Funds that council gets from the board is \$500 to operate and we have money left so if we wanted to up the additional \$470 to enhance the event we could. In previous discussions Feb 6 was discussed as a date. Due to timing, we are going to defer the event to April so we have time to prepare. To be discussed again at next meeting.
- b. **Motion** put forward by Chairperson to move the Math Family Fun Night to April and begin planning next meeting, second by Natalie Woods, **CARRIED**
- c. Can we create a Math Committee and lead for putting this together? There are helpers but no real interest in leading this. Let's give people a chance to sit and consider and then see if anyone wants to come forward to help with this, come back to discuss at Feb meeting,
- d. Natalie is going to set it and forget it team and see the costs involved with this

10. Stage Clean Up - Stacey Johnson

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- a. *Principal Stacey is looking for parents to aid in cleaning and organizing the council items up on back of the stage. Lisa VK seems to have a good idea what is there and what is involved. Lisa VK and Nicole will work with Stacey in February to get his done
- b. Jenga, was it purchased,? Could it be ours? DPA, school stuff, no one seems to have claim to it and suggests possibly it was purchased for fun fair. It's been suggested we let students use for DPA as a fun outside game for students. No one has claimed it as of this meeting. Likelihood it was purchased last year is high.

11. Council Communications -

- a. Our Secretary Amanda brought forth a communications plan and discussion for the group. Amanda was unable to attend the meeting, so Lisa VK read her memo with the ideas. There was discussion for and against the memo. Agreeing parents on streamlining communications but non agreement that adding additional channels or people would achieve what we wanted. It was questioned if an internal news letter or forum on tracking information was what was trying to be communicated.
- b. **MOTION** put forth by Chairperson that we have a further discussion at next meeting. Second by Sara Gray , **CARRIED**

12. Update on Fall/Winter Initiatives

- a. Fun Food Friday - Lisa Van Keulen
 - i. Recap, FFF December 13th kicked off with Arancini. We offered only three flavour choices this time, which was a good move. Groups of 3 or 5 balls were offered as a choice. No price increase over last year was voted on by the team. Huge success with 154 individual orders, the highest to date. No expense incurred as the team donated the packaging due to difficulties ordering Amazon with the school. Profit of \$254.50 to school. Challenges were forms not being filled out completely causing more volunteer time to figure things out. Team deems a FFF event this close to Christmas is not a good idea. Positives were the highest participation yet, terrific volunteers and execution, good profit and good relationship with the vendor. Looking forward to Feb, April and May. Gauging our profit expectations to \$250 per offering which seems reasonable, Message from the Lead – “Great work team, thank you. We are doing something right! We have some things in the works so stay tuned!”
- b. Movie Nights - Amy Pender and Nicole Hughes
 - i. * November 28th was our first movie night. Huge success for our team! Migration was the movie our team decided on. Our team offered pizza, pop, juice and chips. The movie was free to families and small cost for snacks and family deals for pizza. Yay to a profit of \$228 after expenses. Very good turn out for numbers of families and many newcomers to our event, Discussion to renew license as

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the January 29th expiration approaches. The motion to renew, same license as last time. Still no to streaming per recommendations from the team. It was noted that pricing has increased \$480.25. Agreed this is still reasonable as historically 3-4 a year more than pays for it. Last year \$85 profit, this allows us to do a free event, 12 month license until Jan 2026,. ACF films is who the license is with and Holly asked if we can share the license between schools? The value being more \$\$ in our pockets to share the license fee. Stacey is going to put it out to the principal group to see if we can share the cost.

- ii. **MOTION** to renew and pay \$ 480 for renewal until January 2026 by Nicole Hughes, second Lisa VK, **CARRIED**

c. Big Box Cards - Natalie Woods

- i. *December Big Card Box Fundraising sold 192 boxes total with 55 birthday card boxes, 42 holiday, 16 kids birthdays and 79 all occasions. \$2112 profit overall! The students did a great job. Our rebate for our prizes was 4x \$25 gift cards, \$75 for pizza party. The teachers know and will contact to get it decided upon. The fundraiser was easy to organize, well received, would do it again - maybe every other year. Team would recommend working with them again. It went smooth and was low effort for a great profit.

d. Winter Festival - Ali Burton

- i. * Thank you to all who helped and make this a success. Finances are being finalized, but we came in under budget. We did incur expenses. Baking was a huge success!! \$226 profit was made overall. Outdoor, 60 people for the music portion. Choir was enjoyed by many. Lights were good. One tub hot chocolate was needed, and we didn't offer cider this year and no one asked. Two hot urns would be helpful so let's try this next time. Two kettles are needed. Overall great attendance and enjoyment by all. Having two leads, outdoor/indoor was a benefit to planning and execution.
- ii. Indoor maybe 120? Indoor, very full, crafts for kids, various age. Bake sale very well and we sold almost everything. Good job bakers! Perhaps we sell off left over items next time? Looking forward a doorstop is needed. Drop off time for bake sale items would be a better practise. Pre-pricing would be a good idea as pricing was challenging -figuring out pricing in the moment. Lastly rethink back drops placements for next time. Overall, a fun event, well attended and thank you to all who helped.

e. Krispy Kreme - Nicole Hughes

* Next fundraiser on the wings is the Krispy Kreme boxes. We have had great success in the past with this. Ordering and messaging have gone out to families. \$14/dozen. SCO with a close of January 28th. Donuts will be ready for pick up Feb 11th.

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Order forms will be out to students. Discussion began about bags to carry multiple boxes. A few parents are going to check and see if they have any leads of some bags we can offer to help carry a few boxes together, Amanda is the lead on this. Any volunteers wanting to lend a hand can contact her. In the past this has been a very successful initiative so we are excited to support and see if we can surpass earlier years.

13. QSC 2025 Annual Plan Development - Jen Baillie-Rouse

a. Recap of School Availability/Capacity for 2025

- i. *Chairperson reviewed the slides with the voted-on events and the potential events that could take place by month. Planning for the year looks like February with a FFF event and the possibility of a Movie Night Added. March has no events planned. April has FFF event and the Pro Grant Math event. In May we have FFF event.
- ii. **MOTION** was discussed and put forward for an additional movie night in Feb, the April Math night by Chair and second Sara Gray, **CARRIED**
- iii. Fun Fair was brought up. Do we want a Fun Fair and what does that look like? Majority of parents feel we need to continue the decades legacy of the fun fair at the end of the year and agree generally on it being similar or better than we have planned in years prior. Dates were brought up. Dates favoured earlier in the month and took into account the board scheduled PD Day. Timing of the day was also addressed.
- iv. **MOTION** put forth by Nicole Hughes, second by Holly that this years Fun Fair will be planned on June 5th, 430 to 7pm, **CARRIED**
- v. **MOTION** put forth by Chairperson, second by Jessica Kelley that June 12th as a rain date, **CARRIED**
- vi. Discussion was regarding planning and timing and it was noted by Lisa VK that we need to meet to get the plan formed as soon as possible and last year we met the first week of March. (March6) There was agreement that it is in best interest to have the meeting as early as possible. There was general agreement that at next meeting a date will be made for this preliminary meeting to get the ball rolling. When asked for a lead, two people showed interest, Natalie who has a conflict with the rain date and Lisa VK who said she would think about it and most likely do it. Lisa VK will be letting chair know her decision.

14. Seeking Funds

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Stacey is seeking funds for trips and transportation which included the K-2, Grade 3 buses. The amount requested was \$1000. She asked for this money to be considered, and the treasurer was consulted. Treasurer agrees that we do have the funds for this payment even with the outstanding financial items not completed. Also, for the Grade 8s, \$360 in busses was requested. The total ask became \$1360 for student transportation.

MOTION put forth by Chairperson for \$1360 to cover the bus funding request by the principal Stacey and was second by Natalie, **CARRIED**

15. Behaviours and Conflict Resolution

- i. Our Chairperson wishes discuss conflict between people. "We are doing great things and all here for the same purpose."
- ii. When we feel there is conflict when working together or chatting, the expectation is that it will be pulled back out of a group setting. Please seek a chat with the Chairperson to help if needed, or a reset. The chairperson is here to help. As a council we are doing a great job, and we are good parents coming together. So, lets keep up the good work.

16. **Adjournment** – meeting adjourned 732 pm.

Next Meeting Date: February 20, 2025 @ 6:00pm