

Queensdale School Council Meeting Minutes | October 9, 2025

Time: 6:00pm

Completed by Andrea Aylward, Co-Secretary

Place: Library

Voting Members in Attendance: 15 of 15 Quorum Reached (50%+1): Yes

Voting Members ¹ Lisa Von Keulen, Chair ¹¹ Holly Chriss ² Nicole Hughes, Treasurer ¹² Jessica Kelley ³ Andrea Aylward, Co-Secretary ¹³ Brenden Knapman ⁴ Amy Pender ¹⁴ Sara Gray ⁵ Lauren Mrksic ¹⁵ Angela Hernandez Sobrado ⁶ Melissa Kelly ⁷ Helen Athanasiou ⁸ Kristine Wachmann ⁹ Cherrelle Falconer ¹⁰ Isobel Havens		Non-Voting Members and Representatives Stacey Johnson, Principal Maria Morin, Teacher Representative
		Other Parents and Guests Rusul Aljuboori
Parent Regrets		Voting Members Not in Attendance

1. **Call to Order** - Called to order by Lisa at 6:03pm
2. **Land Acknowledgement** – Read by Principal Stacey Johnson
3. **Adoption of Agenda** - Agenda distributed by Chairperson by email ahead of meeting, and to in-person attendees.
Motion to approve the agenda: Moved by Helen, Andrea **Carried**
4. **Approval of Minutes** – The minutes from the previous meeting were distributed to in-person attendees, corrections were made to the spelling of a few names, otherwise they remain unchanged.
Motion to approve the minutes: Moved by Candace, Jessica **Carried**
5. **Principal’s Report** – Stacey Johnson
 - a. Big thanks to Lisa for putting her hand up and taking on the role of chair this year. It’s taken some work to get going, but things should go smoothly.
 - b. School plan and fundraising goals will be discussed at Nov meeting.
 - c. EQAO results: Ministry wide results are not out yet, as soon as Stacey gets the results she will share them.
 - d. School population: down a little this year, 430 last year, 390 this year. A small re-organization happened, we lost a DECE so changes had to be made to the kindergarten classrooms, a few moved around gr 3-5 (gr 3 can’t go over 20), consolidated gr 5’s. ESL (English as a Second Language), we have 146 students. There are 29 different languages spoken among the school population with Arabic being most spoken after English, Kurdish and Farsi next after. We had an increase in the number of ELL (English Language Learners) from Afghanistan and India. We have 18 classrooms total. Question asked about why we added a portable if the population is down. Stacey

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answered that they base that off projections and we were originally projected to have more growth.

6. **Educator's Report** – Maria Morin

- a. Sports update:
 - i. Mr. G oversaw softball for Sr Girls, Sr Boys and Sr Girls.
 - ii. Mr. Morrallee reports that volleyball started this week, they will have 6 games before playoffs,
 - iii. Jr swim team has started
 - iv. cross country was today.
- b. Ms. Morin is organizing a workshop for grades 1-4 from Freeze DNA, they will be making comics, taking place on Nov 3rd. Free as it is, but we could extend to higher grades if we pay.
- c. Kinder team is asking for people that knit/make mittens, donations of all kinds would be accepted
- d. Mr. Morrallee and Mr. Belluardo are kickstarting a robotics team, we have 2 Lego Spike kits for older kids (grades 6-8), and 2 or 3 younger age kits that can used. There is talk of getting going with a Lego club as well.
- e. Ms. Murray's class has started Roots of Empathy with baby Sunny,
- f. Terry Fox Run - beat last years record \$2000+

7. **Queensdale Ambassador's Report** - Kumar and Zoe

- a. The Ambassadors are a group of 15 grade 7-8 students. The had to apply for positions in writing. This year the team is all girls. Each member gets home room to look after and communicate with. The group meets regularly to discuss spirit days and school wide activities.
 - i. September had School Colour Day and Find a Quinten.
 - ii. October will have Mis-Matched Shoe Day and Who Let the Dogs Out, which will have clues on morning announcements to figure out which dog belongs to which teacher.
 - iii. Halloween week activities being planned.

8. **Treasurer's Report** – Nicole Hughes

- a. Nicole reviewed the procedures for Council purchases.
 - i. All purchases must be approved beforehand.
 - ii. When purchasing make sure you don't use any of the excluded vendors
 1. Excluded Vendors: Temu, Shein, Ikea, Costco, Instacart
 - iii. Submit your expenses with the Pink Requisition Form
 1. Nicole will try to bring them to meetings, or you can get one from the office.

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2. Original receipt gets handed in, so take pictures of both the receipts and the form, just in case.
 3. Nicole can help fill them out if needed.
 4. Hand in to Nicole first to get signed off on, she will hand them in to Sofia.
- iv. Important to make sure you hand things in in a timely manner so we can have an accurate up to date budget.
 - v. When in doubt, reach out to Subcommittee chair or Nicole.
 - vi. Keep in mind, Amazon prices are generally not the same as what you see on Amazon, because it's a business account. Sofia can look up the prices to confirm ahead of time.
- b. Review of 2024/2025 Finances:

Event	Spending	Gross Income	Net Income
Movie Nights	-1301.62	1374.05	72.41
Fun Food Fridays	-580.00	834.50	254.50
Fun Fair	-2819.99	4130.35	1310.36
Big Box Card fundraiser	-4612.98	6730.00	2117.02
Winter Festival	-135.19	312.75	175.56
Krispy Kreme	-2814.00	5505.75	2691.75

Other

Math Night: -1141.09 (PRO Grant & Council operating budget, not included in revenue stream)

Cash boxes, card covers, signs: -125 (Council operating budget, not included in revenue stream)

Book Fair: -125.00

Popcorn Machine: -296.25

Goal Related Expenditures

Busing K-6: -1000

Busing Gr 8 trip: -721

Busing 5-7: -678

Total: -2820.85

Total Net Income: \$6621.60

Final amount in account after expenditures: \$3800.75

Stacey expressed that this amount was used to help purchase new iPads.

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c. Other Items:

- i. Book Fair – overall revenue of \$6.2k, of which we get 50% back in books and resources.
- ii. Math Night – operated with \$900 ProGrant and ~\$300 of the Council Operating Budget.
- iii. Popcorn Machine – last year we purchased a popcorn machine, spreading the cost out between different events, now free (other than popcorn cost).
- iv. Last year we had to list which specific things we were raising money for with each event. This year we should include all of the items to avoid wasting funds.

9. Council 2025-2026 Year Ahead – Lisa VK

a. Review of practices and expectations

- i. As a council, we have bylaws we adhere to, that outline how we run our council. To be a member in good standing you must read, understand and sign the form at the back. (<https://www.hwdsb.on.ca/queensdale/files/2024/01/Queensdale-School-Council-By-Laws-2023-11-22.pdf>) Members reviewed the document packages being passed around.
- ii. Meeting times and dates have been set. If you require childcare, please let us know ahead of time. We will aim to start meetings right at 6pm. Let us know with regrets. If we know too many voting members will be missing a meeting we can plan alternate voting methods.
- iii. Everything gets voted on, no one can just go out and spend money and expect reimbursement, everything must be approved. If you're part of a subcommittee, have a discussion about budget and run it through Lisa/Nicole. It is important to make sure purchases are done correctly so you can get your money back.
- iv. When we have subcommittees, we ask for a lead. That person doesn't have to be the main boss that does everything, but is expected to help keep the conversation going, make sure deadlines are being met and help delegate work. When we come to meetings the lead will speak to committee about status.
- v. Whatsapp (join here: <https://chat.whatsapp.com/LyYeGc2nyeHCQonO93dvka?mode=wwc>) A place to chat and help keep the conversation going. This is not required but can make things easier. Official business will be done at meetings or via email from Lisa through the council email address.

b. Fundraising Directives - The board has put together guidelines that we need to adhere too:

- i. Economic Accessibility - making sure we hit all the different price points, ie, movie night is free. Need to keep in mind that when we're planning events that everyone can take part.

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- ii. Flexible participation - make sure everyone can participate
 - iii. Inclusive scheduling, make sure we're not planning things on religious holiday/observance days, (ie don't plan a big food centric event during Ramadan)
 - iv. Universal fundraising themes - when we're picking a fundraiser make sure it's something that appeals to all the different communities within the school.
- c. Recap Previous Year and Set New Goals - last year we had a lot of different events.
- i. Community events (free events):
 1. Movie night
 2. Winter Fair and Sing-along
 3. Book Fair
 4. Math Night
 - ii. Fundraisers (selling items):
 1. Big Box of Cards – won't be doing this one again, as many people still have lots of cards.
 2. Krispy Kreme - this was our 2nd year, with a location in Hamilton might not do that one again. So members expressed that they would still buy donuts and that dates for pickups are still available.
 - iii. PRO Grant: Parents Reaching Out. This is money that's awarded to us, but we need to put in an application, this year's deadline is Nov 22. The money is to go toward an event to promote parent engagement. Previous years we've used funds for a Wellness Fair and the Math Night. We need a team to help put that together. Last year's Math Night was held in April.
 - iv. Fun Food Friday: This series made a little bit of money. With the economic climate change in the spring it was hard to make deals with vendors that would allow us to make a bit of money too, so it became tough to find something that would work. As food costs still seem to be high, we might skip these this year.
 - v. Book fair: This would be held during education week, May 4-8 and takes a lot of volunteers. We need to be able to staff the fair with at least 3 volunteers at all time. You would need your police check on file with the school if you are volunteering during the school day but not if you are volunteering in the evening. The teacher that normally helps will not be available this year, so we will need a couple of good people to step up and help. We also ask for volunteers in the evening during Meet the Teacher night.
 - vi. Winter: Last year our Winterfest featured crafts and games inside, before transitioning outside for the sing-a-long. While this was a free event for the community, we were able to make some money by having a bake sale.

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- vii. Fun Fair: This is planned this year for June 4th. These things take a lot of time and planning, but are hugely rewarding to the school.
- viii. Please note, just because we something last year doesn't mean we need to do it again, or that we have to do it the same way.
- d. What we are fundraising for: The council brainstorms the following items to raise funds for:

- Trips & transportation
- Student subsidy
- Commencement
- Technology
- Student wellness
- Athletics/music
- School enhancement

- Motion** to approve the fundraising targets: Moved by Amy, Isobel **Carried**
- Motion** to proceed with the PRO Grant: Moved by Jessica, Kristine **Carried**
- Motion** to run Math Night again w/ PRO Grant: Moved by Amy, Nicole **Carried**

- e. How we are going to fundraise
 - i. Movie nights - previously voted and approved. We will target a Movie Night in Oct, Nov, Jan and Feb. The subcommittee can pick a day and ask Stacey if it works, we don't have to wait and decide at council meetings. Our media license expires end of Jan. Can we share with another school? This will need to be looked in to.
 - ii. Winterfest - good for community, good for families, we use a bit of money, aim to break even,

- Motion** run Winter Fest again: Moved by Sarah, Holly **Carried**
Lauren, Sarah, Holly and Helen offer to co-lead the subcommittee.

- iii. Book fair: This is currently booked, but we could cancel. We will need 3-4 volunteers available at all times. Sofia maintains a binder of people approved to be volunteers we could draw from. As well, we could also be more aggressive with asking for help from the wider community. We would likely need someone to coordinate volunteers. We will also need to move May council meeting.

- Motion** to run Book Fair again this year: Moved by Andrea, Kristine **Carried**

- iv. Fun Fair: Planned to run June 4. This event will require all hands on deck. Start planning end of January/beginning of February. There will be lots of subcommittees to join.

- Motion** to approve run the Fun Fair again: Moved by Candace, Sara **Carried**

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- v. Fundraiser Events: Lisa VK shared some of the fundraiser ideas she found and the committee brainstormed some others. Ideas:

Cookie Dough

Muffins

Spices

Tea

Soups

Terra - greenhouse - not poinsettias, home section, gift packs – it was decided these options were too expensive

Wine - Stacey could ask if we'd be able to do this.

Mom's pantry - 40%, you pick the fundraiser you want, can you classic or just baking, price points \$7.50 up to \$25, many like this idea but worry about the logistics of putting everyone's orders together. Lisa brought up that with a 40% return, work will be required.

It was suggested that we form a Fundraising subcommittee and continue the discussion, then have a vote via email to decide on a Fall fundraiser.

Motion to form a Fundraising subcommittee: Moved by Nicole, Angela

Carried

The following members expressed interest in joining the subcommittee: Kristine, Lisa, Rusul, Sara, Candace, Nicole, Cherelle, Andrea

10. New Business

a. School Advocacy Team

- i. Update on plans and situation at present – The gym hasn't changed since the school was built, trying to get updates. Stacey mentioned that a motion was put forward at the last board meeting regarding this project and that we should look into the meeting minutes.

b. Parking Update and Discussion

- i. Update on plans and situation at present

1. Stacey said that we can discuss this more at the next meeting. There have been lots of discussions with the city, but making changes takes time. She will be able to provide a better update next time.

11. Upcoming Dates to Remember

- Next meeting Nov 6 @ 6pm,
- PROG rant application due Nov 22,
- Movie night Oct 23

12. Adjournment