

**Queen Elizabeth Public School
School Council 2023 - 2024**

Minutes of the Meeting of September 11, 2023

1. Welcome and Introductions:

Present: Drew, Matt, Michelle R., Michelle C., Alicia, Kelly, Lindsey, Lynn, Candace, Jason, Haley, Jessi, Debbie, Jess (before & after care), Kristine, Dale, Chris, Margaret, Lucy & Lia

2. Approval of Agenda: 1st by Alicia and 2nd by Haley

3. Approval of Minutes: 1st by Alicia and 2nd by Candace

4. a) Principal's Report:

- School year is off to a great start.
- Will be losing our secretary.
- Approximately 250 students enrolled this year.
- No need to reorganize classrooms/students.
- Extra curriculums will start happening soon.
- Getting a math coach this year for grade 6.

b) Treasurer's Report:

- See report emailed.
- Net gain from 2022-2023 was \$2,900.00.
- \$282.00 left over from grad, \$1,293.00 left over from classroom funds and \$150.00 left over from loose parts.
- Should council prepare a more formal letter to teachers to advise them that the funds are available? Could send an email to teachers to follow up throughout the year - ask if they have used it and what they have used it for and to remind them it is available.
- Lindsey put forward a motion to allocate \$200.00 to each classroom. Motion seconded by Alicia. Motion passed.
- **Action:** Add discussion for wagons to October meeting.

5. Fundraising Plan Outline:

- The plan is due mid-October.
- Discussion about hosting a haunted maze/Halloween event at the school. It would be a community event. Would need student/adult volunteers. Host the event on a Friday night in October. Could be a joint project with council and the grade 8 class. Would need to get a sense of how much the startup cost would be and if we can find storage at the school.
Action: Lia to organize a sub-committee and council members can email her if interested in assisting.
- Email Matt with any other fundraising ideas.

6. Open House/BBQ:

- Consider purchasing raffle tickets instead of printing them. We ran out quickly last year.
- Have spirit wear available at the event – Total Sportswear that we used previously seems to be out of business now. Lindsey contacted Imprinted Apparel and we can do a bulk order or an online store. Council chose online store. Jason will model the clothing at the event. There is no minimum order or upfront cost, we would just need to commit to \$750.00 in sales. Turnaround time is 2-3 weeks. Blank clothing can be ordered to the event so that parents can see sizing. Black clothing with 2 colour logo (red & white)
Action: Lindsey will email the link and next steps.
- Jobs for the BBQ – see handout from Candace. Time of the event is 5:00 p.m. – 6:15 p.m. for the BBQ and 6:15 p.m. – 7:00 p.m. for classroom visits – will need to update parents and teachers. **Action:** Candace to prepare an email regarding the change in time.
- End the raffle at 5:50 p.m. and draw at 6:00 p.m. so that people have enough time to fill out tickets and put them in baskets before the draw.

- Should make a sign at the raffle table setting out the cost and timing.
- Subcommittee for planning of the BBQ – Matt, Chris, Lindsey & Jessi
- Michelle C. and Michelle R. will assemble the raffle baskets.
- Subcommittee for the raffle planning – Candace, Kelly and Michelle R.
- Lindsey will look after the floats.
- **Action:** Drew to check with Derek about music.

7. **Council Elections:**

Chair – Matt Riley

Treasurer – Michelle C. with Lindsey's assistance

Secretary – Michelle R.

8. **Next Meeting:** Monday, October 2nd, 2023, at 6:30 p.m.

9. **Adjourn:** Meeting adjourned at 8:15 p.m.