

**QUEEN ELIZABETH GENERAL PAC MEETING**  
**Thursday, January 21<sup>st</sup> - 9:15 to 10:30 AM**  
**QE Main Intermediate Lunch Room**

(Co-Chairs Kristin McAllister and Jenny Langley)

- 1. The meeting was called to order at 9:15am (Kristin McAllister)**
- 2. Agenda accepted (Jenny Langley/Carmen Cho)**
- 3. Minutes from October 26, 2015 approved (Helen Morizur/ Jenny Langley)**
- 4. Principal's Report (Debra Nothstein)**
  - **February 2-3, 2016 - Student-Led Conferences** with translators have been booked. Teachers may host open houses, parent teacher meetings, and/or student led conferences. There is some variation on the conferences offered. Parents are welcome to book an appointment to meet teachers one-on-one if they choose to.
  - **February 10, 2016 - Friendship and 80s Dance** will be held during the day for primary and intermediates. The dance has a "Friendship and 80s Look" theme, and will include collections for the Food Bank, which will be added to the supply collected from the holiday Bizarre.
  - **February 15, 2016 – Spelling Bee** for grades 4-7; two children from each class will be moving to the finals.
  - **February 18, 2016 – Heritage Fair** will be held at QE for all intermediate students; adjudicators will come to review work, which will be displayed in the gym and lunchroom. All students are included and expected to display their work at the Fair.
  - **February 24, 2016 – Pink Shirt Day** the emphasis of this event at QE is on diversity and acceptance.
  - **March 9, 2016 – Choral Festival** to be held at John Oliver Secondary School will include the QE Choir led by Cathy Na and Connie Pomponio as the QE sponsor.
  - **March 10, 2016 – Report Cards** go home. PAC discussed the timing of distribution of reports prior to the break may not be ideal as it can create a delay in responding to any concerns parents may have about the reports. Distributing reports a couple of days prior may provide parents a chance to connect with teachers before the break. PAC members also noted the timing of reports was not ideal when completing the mini-school application as often the reports are not yet issued. Principial Nothstein will consult with teachers to see about changing the report card distribution dates to enable parents a chance to consult with teachers prior to spring break. She notes that she has consulted about

mini-school applications in the past, and the reviewers are fine with including the reports with the applications at a later date.

- **Technology** – The laptops and projectors that were ordered arrived the week of January 18<sup>th</sup>, but the school is still waiting on iPads and cables. Receiving the iPads can be slow as the E-Pro ordering system can be unpredictable depending on the item ordered and the party handling it. The district has provided the school a full-service iPad cart that can be used for dedicated presentations. PAC members suggested acquiring smaller, secure containers/carrying cases that can be used to easily transport a few iPads to classrooms throughout the school. The Principal noted some management concerns when distributing and suggested each class have five iPads that they are responsible for; or the classes take the iPads they need from the main cart in carrying-cases rather than the having to move the entire cart. Principal Nothstein will work with staff to determine an effective, efficient way to storage, transport and use the iPads and other technology resources.
- **Library tables** are set up with 12 more chairs to be ordered and paid for from the capital needs budget.
- **Bike Theft** – There have been two bikes stolen from the school in recent time. Principal Nothstein is consulting with Scout Grey at VSB on bike theft prevention measures that could be implemented at QE.
- **Dogs** – PAC discussed the need to ensure dogs be on a leash and under control at all times when on the schoolyard. Principal Nothstein has posted more signage on effective dog management. It is likely a bylaw officer will be on-site to ensure the dog code is respected.

## 5. Treasurer's Report

- **Direct Appeal** has raised \$18,000 to date; PAC had budgeted for \$10,000. All tax receipts have been administered and sent by the school.
- **Hot Lunch Program** has brought in \$9,000 to the end of term one; annual budget is \$20,000.
- **School Capital Needs Budget**– \$18,500 of the \$40,000 budgeted has been paid and committed on capital needs. All teachers' technology and classroom resource requests have been covered. Library capital needs are being met on an on-going project basis and some additional technology needs (e.g. computer carrying cases) are yet to be addressed through the capital needs budget.

## 6. Volunteer Update

- **Staff Appreciation Lunch** will be held in May.
- **Volunteer Appreciation** will be one morning in June.

## 7. Traffic Program

- **Traffic and Parking.** PAC discussed the success of the traffic flow on Camoson Street during drop-off and pick-up. They noted there still

remains great confusion around vehicle drop-off and parking, and questions whether the cones are creating a safer environment. PAC noted there have been former requests with VSB and the City to place a crosswalk from 17<sup>th</sup> to the school, yet little progress was made as the process is significant and involves traffic studies with additional challenges as the crosswalk lands in the school parking lot versus a typical street intersection. PAC decided they will continue with placing the cones with volunteer assistance from grade 7 students, at least until construction is complete on 17<sup>th</sup> and Camoson Street. PAC and the school will then work on a campaign to improve the traffic flow, requesting traffic bylaw enforcement with officers on-site to assist with safety, given the current conditions with construction. PAC will consult with the Dunbar Residents Association, which has investigated and implemented traffic safety measures for other school sites in the area.

## **8. Fundraising Events**

- **Holiday Bazaar** – was very well received and enjoyed by students. The funds raised were used to purchase grocery gift cards, which will go to schools in need. Principal Nothstein is consulting with colleagues to ensure the schools most in need receive them. PAC felt the bazaar was a success, and a good school community event that reflected the holiday season. PAC will continue to support the bazaar, and will promote more older students assist the younger students in making purchases as well as other positive aspects of the event.
- **Hot Lunch** – is down about 50 orders this term from last. Recommendations and improvements to process have been made, and Hot Lunch distribution is working well with support of volunteers and intermediate students.

## **9. Sports Day**

- PAC will investigate opportunity to book the White Spot truck for Sports day this year.

## **10. Other Topics**

- **Community Event** – PAC noted there is interest amongst parents in having a school community-building event. PAC will see if a committee can be formed to assist in organizing a parent and/or school community family event. PAC requested the Principal consult with teachers on their thoughts of a type of event they are most interested in. The goal of such an event is to encourage families to meet new people and get to know each other. PAC discussed ideas such as an amazing race or a scavenger hunt, with a picnic, BBQ, or food trucks on site. Principal Nothstein will identify potential dates for a mid-week late afternoon, maybe May, evening event.

- **Speakers** - Saleema Nagoon coming back January ? to present on sex education. PAC is still looking for other speakers or topics. PAC members suggested having a talk about the new curriculum. SOLO program was adjusted and only included grades 6 and 7, which left some remaining budget for the speaker program.

**11. Meeting adjourned at 10:35am** (Jenny/ Carmen)

**12. Next meeting** will be scheduled for sometime after spring break.

**Attendance**

Kristine McAllister

Helen Morizur

Jenny Langley

Angela Zhang

Carmen Cho

Deborah Nothstein

Beth Harrop

Sara Muir Owen

Christine Macdougall