

**MINTUTES OF THE QUEEN ELIZABETH GENERAL PAC MEETING**  
**Monday, September 26<sup>th</sup> - 9:15 to 10:00 AM**  
**QE Main Library**  
(Co-Chairs Kristin McAllister and Jenny Langley)

**Agenda**

- 1. General PAC Meeting calling to order (Kristin McAllister)**
- 2. Welcome and Introductions**
- 3. Acceptance of the Agenda and any amendments (Beth /Carmen)**
- 4. Acceptance of Minutes from May 3, 2016 (Jenny/ Carmen)**
- 5. Principal's Report (Ms. Debra Nothstein)**
  - a. Focus for QE administration for the month of September is completing the Student Enrolment Verification for School Board as required for funding. It has taken time to complete the assessment as there are a new students still coming in. The assessment report will be provided to the School Board by September 30, 2016 but will be continue to be updated by QE administration through the course of the year. Currently, there are a total of 378 Kindergarten to grade 7 students in the school; yet this total continues to change daily.
  - b. Staff changes: QE has 5 new staff as a result of former staff transitioning to different schools or new districts.
  - c. QE has applied for teacher/student inquiry; if supported, sometime within the year the teachers involved will be taking time to study the question of inquiry (e.g. aboriginal content) in the classroom
  - d. Meet the teacher night is Thursday, September 29 at 6pm-7:30pm. The evening offers parents a chance to visit the classroom and gather in the auditorium where Ms. Nothstein will offer a welcome and introduction of all teachers.
  - e. There will be goal setting conferences in October, which offer opportunity for parent, student and teacher to meet to discuss students' needs. Goal setting conferences offer the parents opportunity to share information about how their child learns best, and how they can participate/assist/share in the classroom, with the teacher and the school. Notices about "meet the teacher" night and goal setting conferences will be distributed.
  - f. This year QE will be implementing the new curriculum, which will create a change in reporting. Traditional reporting method will be the same for the first two terms, yet will most likely change for the third term. QE admin is waiting on the School Board to provide more information/learn more about expectations on reporting.
  - g. A parent brought forward a question on cyber bullying and how it should be handled as it happens outside school boundaries. Principal Nothstein requested such instances be brought to her attention,

noting the school is a partner in supporting kids that are experiencing challenges of this regard. The Chair discussed options of doing more online safety sessions with proper curriculum and grade appropriate messaging for students. The school administration will also look at available classroom resources to help address these types of issues.

## **6. Treasurer's Report (Beth Harrop)**

- a. Review of the 2015/2016 Budget
  - i. The PAC earned more in the fund raising campaign than originally budgeted; anticipated \$10,000 and raised \$18,000. This is also the case for the hot lunch program which had an anticipated budget of \$20,000 but brought in \$26,000.
  - ii. Cash available as of September 1 is \$43,000; yet treasurer notes there are capital needs that have been committed but not yet spent.
  - iii. Chair noted funds for the Gaming Account come from Province; the PAC works diligently to ensure that all applicable expenses are covered through this funding.
  - iv. Principal Nothstein notes the teachers are very appreciative for the resources they have received through the generous support of the school PAC/parents.
- b. Capital Campaign
  - i. A number of years ago PAC approached teachers to ask what resources would benefit teaching and learning in the classroom. Over last several years, we've been providing a variety of important resources such as laptops, projectors for each classroom—all 100% funded by the PAC. PAC also recently paid out capital expenditures to remove chalk boards and replace white boards; purchased iPads and iPad totes for intermediate and primary classes; purchased new rolling shelves, tables chairs for the library.
  - ii. PAC will conduct another fundraising campaign this year to help raise these funds.

## **7. Volunteer Update (Carmen Cho)**

- a. Many class parents have been assigned, but still missing some; volunteer coordinator will send a notice to recruit volunteers for these classes.
- b. Hot lunch program could use about 6 to 8 more volunteers to assist with distributing hot lunches on Mondays and Wednesdays, from about 11am to 1:30pm.
- c. Family Game Night last year was a very successful event and is being planned again this year for Thursday, April 27, 2017 from 5pm to 7pm
- d. Staff Appreciation Lunch is planned for Thursday, June 1, 2016. The lunch offers opportunity for PAC/parents to show appreciation for the teachers and staff and formally thank them for everything they do. Class parents will be providing more information about the Family Game Night and Staff Appreciation Lunch as the events draw nearer.

## **8. Traffic**

- a. Traffic is flowing more smoothly given the reduced number of cars, as General Gordon Elementary is no longer on site.
- b. Drop off area on Camosun Street is the responsibility of the PAC, not the school. PAC has placed large cones in the drop-off zone on Camosun; for the most part the cones are being left in place, and have been working well to slow and guide traffic.

## **9. Speaker Education Programs**

- a. PAC will bring Saleema Noon to provide sex education and health discussion in the classrooms. Notices will be going home to inform parents and give them opportunity to decide if they choose not to have child participate. Ms. Noon will provide a presentation for parents prior to the classroom sessions so parents can find out more about the content that will be delivered. The talks are scheduled for January 17(for the parents), 18<sup>th</sup> and 19<sup>th</sup> (for the students).
- b. The school is looking at bring back Yoga It Up program. The program goes beyond yoga, offering the students strategies on mindfulness, remaining calm, and self-regulation—all very important social emotional learning for kids. A final decision will be made after the PAC's fundraising campaign.
- c. PAC is open to bringing additional programs and speakers in on specific topics or general themes that parents suggest.
- d. The group discussed the opportunity to bring *Screenagers* – a documentary on gaming and internet use and how it is influencing children—to the school. PAC will look into cost and options of purchasing a licence for in-class viewing.
- e. There was a question about the appropriateness of the sexual education for kindergarten level. The group discussed the pros and cons, and merits of offering an age-appropriate professional curriculum on sex education for children of this age group.

## **10. Garden Program**

- a. The school garden program remains active with parents assisting in what goes on the classroom; volunteers are always welcome to assist with work programs throughout the school year and summer watering.
- b. The school garden program partners with Society Promoting Environmental Conservation (SPEC) to provide an educational component; the garden program celebrates the fruits of their labour at the end of each school year with a special Harvest Festival.

## **11. Other Topics:**

- a. Holiday Bazaar will be held this year, Thursday, December 8, 2016. The bazaar has been a tradition at QE for a number of years, offering kids the chance to purchase gifts for their friends and families. Volunteers will begin collecting items very soon. Donations can be left in a box that will be marked in the central school hallway. Proceeds

- collected from the bazaar will go to the purchase of gift cards for our sister school, which will help to provide for their families in need.
- b. The PAC is fortunate to have an active group of Chinese speaking parents who are volunteering to translate meeting agendas, minutes and other notices to assist in engaging the Chinese speaking community in QE activities.
  - c. QE Newsletters will be distributed once a month, with all important event dates included. The school admin will also post important dates on the website's annual calendar, and encourages parents to check this calendar regularly as it is being continually updated.
  - d. PAC discussed concerns with some of the baseball teams' extended activities at the QE sports fields in summer months, which results in trash (including BBQ briquettes) and waste, being left in the orchard garden and forest edge. PAC will follow up with the Park Board to see if these activities can be better accommodated/managed.

**14. Next Meeting Tuesday, October 25, 2016 at 7pm**

**15. Meeting adjourned 10:00am (Carmen / Rosemary)**

**Attendees**

Debra Nothstein, Principal	Sigrid Shang Nicole Raftis	Rosemary DelliPizzi Tan Su Ping
Kristin McAllister	Tina Chang	Flora Du
Jenny Langley	Linda	Fiona Xie
Christine Macdougall	Anny Li	Daisy Yu
Carmen Cho	Xiaolan Zhu	Zheng Guogiang
Sara Muir Owen	Fiona Bae	Junhua Liu
Serena Lau	Beth Harrop	Li Cheng
Kirsty Myles	Treena Contad	Amy Huang
Lydia Botros	McMahon	
Stella	Marcia Pong	