

**QUEEN ELIZABETH GENERAL PAC MEETING**  
**Monday, December 4<sup>th</sup> 9:15am**  
**QE Staff Room**

**MINUTES**

(Co-Chairs Kristin McAllister and Carmen Cho)

1. General PAC Meeting called to order
2. Welcome and Introductions
3. Acceptance of the Agenda and any amendments (Carmen Cho Motions/Beth Harrop seconds)
4. Acceptance of the PAC Meeting minutes from October 5<sup>th</sup>, 2017 (Carmen Cho Motions/Beth Harrop seconds)
5. Principal's Report (Ms Susie Car)
  - Teacher's have expressed some interest in attending PAC meetings. Ms Car will discuss with teacher's what might be a good meeting time and respond back to the PAC but the feeling was that a meeting at 2:00pm on a weekday might work well.
  - The VSB has a winter policy which prohibits students from sledding during school hours if it is snowing due to several incidents of students seriously injuring themselves. Kristin expressed concern that this has not been the case in the past nor have there been any serious issues. However, Ms. Car is looking into some new lunchtime programs and the purchase of some new recess equipment will likely be needed.
  - The QE Student Council has organized a PJ day for the last day of school. There will also be a festival of lights sing-a-long.
  - Holiday Décor is needed for the glass cabinet in the school hallway. Christine MacDougall said she would look at what they have gathered for the holiday bazaar that could be provided. The goal of the holiday display is to make it as multi-ethnic as possible so we are looking for items to display, especially those representing our many cultural groups. Parents are encouraged to come share any ideas with Ms Car.
  - The winter concert will be December 21<sup>st</sup> at 1:15pm.
  - All teacher will be receiving VSB issued lap-tops on December 20<sup>th</sup> and 21<sup>st</sup>. The PAC suggested it might be nice to purchase some after-school snacks.
  - A request has been made from a couple of parents to ban tag on the upper levels of the primary playground due to safety concerns. Ms. Car is following up with the parents as safety is of the utmost importance.
6. Treasurer's Report (Beth Harrop)
  - The Direct Appeal Fundraising Campaign has raised \$16,100. Beth requested Ms. Car remind teachers to ensure any donation cheques are forwarded to the PAC mailbox. Beth will be sending all the donor information to the VSB so tax receipts can be issued in early 2018.
7. Volunteer Update (Carmen Cho)

- Strong volunteer community. All class parents are assigned and plenty of hot lunch volunteers. However, the PAC is still in need of two hot lunch coordinators.
8. Fundraising/Events (Carmen Cho)
- The Holiday Bazar is schedule for December 7, 2017. Kirsty and Christine advise they have collected enough items and have most volunteer shifts filled. A reminder will be sent out on Wednesday.
  - The Covenant House Back-pack will finish on December 7<sup>th</sup>. All indications are that it has been very well supported by families and staff. Carmen Ferrara will collect all the items and deliver them to Covenant House on December 8<sup>th</sup>.
  - Hot lunch is going well. The fall session will wrap up just before Christmas. The winter session of hot lunch will be open for ordering the last week before school.
9. Speakers
- The November 15<sup>th</sup> Safer Schools Together presentation on technology and internet safety was well received by parents. There was agreement to have the organization come back to talk to students in a couple of years.
  - JQ reached out to QEPAC with an offer to join with them and 5 other schools to host speaker Dr. Shimi Kang on January 16<sup>th</sup> at Lord Byng Auditorium. Tickets will be \$5 and the PAC will send out a communication to parents once the ticket ordering is available.
10. Chinese New Year
- Wendy Zhu and Angela Zhang presented on this year's Chinese New Year celebration which will include performances from several dance groups as well as the traditional dragon's dance. As well, the school will also be decorated. A discussion with Ms. Car followed and it was decided the best time to host this celebration was February 22<sup>nd</sup> at 11am.
11. Other Topics:
- Running Club – the decision has been made to put running club on hold until work on the back field is completed and the weather improves.
  - Book drive – for the last 3 years the PAC has hosted a book drive to collect donated books and a discussion followed if the PAC should host another one to which everyone agreed. The book drive would be held the last week of January with collection ending on Friday, January 26<sup>th</sup>.
12. Next Meeting will be held in February at either 9:15am or 2:00pm.
13. Meeting adjourned at 10:40pm (motion to adjourn: Christine / Beth seconded)

Attendees  
 Principal Susie Car  
 Kristin McAllister  
 Carmen Cho  
 Beth Harrop  
 Wendy Zhu  
 Angela Zhang  
 Jennifer Yu  
 Kirsty Myles  
 Julia Whyte

Christine MacDougall  
 Domina Jahzara