

Queen Elizabeth Elementary School Council ("QESC") Meeting Minutes

Tuesday, March 10, 2025, 6:30-7:39pm

Chair: Kim Ehmann

Co-Chair: Alex Hunt

In attendance:

Travis Robertson - QES Principal; Dan Tinaburri – QES Vice Principal; Stephanie Cicero- QEEPS Chair; Taryn Moran - QEEPS Treasurer; Alex Hunt - QESC Chair; Kim Ehmann - QESC Chair; Joan Denenfeld; Lori DeLuca; Jasmine Lee; Natasza Mizera; Krista Willisroft; Nicole Watson; Hilary Harding; Caroline Simon; Kristen Lewicki; Leah Phillips; Lindsay Cox; and Grade 5 teachers Ms. Peers and Ms. Barclay-Ward.

Call to order

- a. Kim called the meeting to order at 6:32 p.m.
- b. Acknowledgement of the land given by grade 5's via video.
- c. Welcome and introduction
 - i. Kim made a motion to approve the agenda, seconded by Alex.
 - ii. Kim made a motion to approve the previous meeting minutes, seconded by Stephanie.

Reports

- a. School Report
 - i. Travis discussed the 2026 School Planning Engagement and School Development Plan
 - a. Travis presented a short video provided by the CBE regarding school development plans, which video will be posted on the QES website.
 - b. Travis discussed how the school development plan is used and noted the school's goal and outcomes, being Literacy, Mathematics and Well-being.
 - c. Travis then noted how outcomes are measured, such as looking at school wide trends (ie. improvements in report card grades), student surveys, K-3 literacy/numeracy screeners and competency screeners.
 - d. Travis then discussed data used for monitoring and reporting progress, such as discussing with the learning team what trends they are seeing based on the three outcomes; collaborative team meetings to identify students that may need additional supports; ongoing tracking of such students so they can be referred by Dan to special programs; report cards; and student surveys.
 - e. Dan and Travis then answered questions from the meeting attendees.
 - ii. School Budget
 - a. Travis advised that QES received \$2,897,813 for the 2025-26 school year, which is allocated 75% to staffing and the remainder to supplies.

- b. Of the \$2,897,813, QES receives \$579,371 plus an amount based on the numbers of students in the school (this amount was \$2,318,442).
- c. Teaching staff salaries are \$2,149,693, support staff salaries are \$357,772 and administration (Travis and Dan) staff salaries are \$296,514.
- d. Of the \$2,897,813, \$93,834 has to be used for certain specified pre-determined purposes such as substitute teachers.
- e. \$23,930 is left for supplies, such as photocopying.

iii. 2025-2026 School Fees

- f. Travis then discussed fees for field trips, in-school activities, residencies, outdoor school (grade 6). Such fees were discussed by meeting attendees.

b. Important Dates

The following important dates were noted:

March 12 - Fun Lunch (Tim Hortons)

March 12 - Spring Music Concert

11:00AM - 12:00PM: Coutts, Kerr, Chapdelaine, Sushko

2:00PM - 3:00PM: Babuik, Greenfield, Mansell, Wensley

March 19 - Parent-Student-Teacher Conferences 4:30-7:30PM

March 19 - LAST DAY to order Art Cards

March 20 - NO SCHOOL: Parent-Student-Teacher Conferences 9am - 12PM

March 23-27 - School Break

April 3 - NO SCHOOL: Good Friday

April 7-9 - Outdoor School for Grade 6

April 16 - Fun Lunch (Boston Pizza)

April 21 - School Council Meeting

April 28 - Fred Fox Assembly (Students only)

April 30 - Kindergarten Orientation

May 2 - Totally Tropical Gala

May 15 - Non-Instruction Day

May 21 - Fun Snack (Kernel's)

May 22/29 or TBD - Garden Clean Up

May 26 - School Council Meeting

June 5 - Family Hot Dog Day

June 18 - Fun Lunch (Saucy Pretzel)

June 19 - Sports Day

Grade 6 Exams:

Monday, May 25 9 AM – 11 AM ELAL Part A (Writing)

Thursday, June 4 9 AM – 10 AM ELAL Part B (Reading)

Friday, June 12 9 AM – 10 AM Science

Monday, June 15 9 AM – 9:30 AM Math Part A

Thursday, June 18 9 AM – 10:15 AM Math Part B

Old/Ongoing Business

- a. Fun Lunch 2025-2026 – All dates are in Healthy Hunger and volunteers are always needed.
 - i. March 12 - Tim Hortons
 - ii. April 16 – Boston Pizza
 - iii. June 18 – Saucy Pretzel Company
- b. Recruitment
 - a. Kim made a motion to appoint Lindsay Cox as Secretary of the QESC. The motion was seconded by Alex and such motion was approved.
- c. Spring Gala – The date of the Spring Gala will be May 2, 2026 and tickets will go on sale on April 9. Kim noted that there are volunteer opportunities and volunteers must purchase a ticket to the Gala.
- d. Kim confirmed that the \$500 School Engagement Grant was used for the school website.

New Business

- a. Multipurpose Furniture purchase, which will be discussed in QEEPES Meeting.
- b. Shirt Shop: Shirts arrived today.
- c. June 5 will be the Family Hot Dog Picnic Day.
- d. June 19 will be Sports Day.
- e. Spring Garden Clean up is TBD.
- f. Kindergarten Orientation is scheduled for April 30, 2026.
- g. Kristen then provided a summary of a meeting of the Council of School Councils that she attended.
 - a. During the update, Travis noted that QES was given a grant of \$2900 from Education Matters, a portion of which will be used for catering from the Blood Tribe of bannock and honey for all students next week.
 - b. At the Council of School Councils meeting it was noted that parents of students in grades K-3 would like to see the results of the assessments conducted this school year. Travis noted that the results will be sent home with students prior to student-led conferences next week.

Adjournment

- a. Next Meeting Tuesday, April 21, 2026 at 6:30 p.m.
- b. Meeting adjourned at 7:39 p.m. Motion made by Kim and seconded by Nicole.