**QES HOME & SCHOOL ASSOCIATION**

**Meeting Minutes**

**Thursday, May 16, 2019 at 6:30pm**

**Present:** Kelly Barrieau Tara McGraw Kristi Young Adva Yael Hillary Williams Angela Brown Natalie Gaddess

Amanda McCarthy Tara Thibault Cherie McMillan

**Regrets:** Deb Irvine- Anderson Becka Ross-Marr Kelley Prosser

**1.0 Call to order** at 1835hr

**2.0 Welcome**

Everyone introduced themselves and Tara welcomed everyone to the meeting.

**3.0 Additions to Agenda**

NONE

**Approval of agenda**

Moved by Cherie McMillan, seconded by Natalie Gaddess

**CARRIED**

**4.0 Approval of Previous Minutes**

Moved by Adva Yael and seconded by Hillary Williams to approve the minutes from the April 2019 meeting.

**CARRIED**

**5.0 New Business:**

**5.1** **Executive positions for next year**

Tara discussed executive positions that are available for the 2019-2020 year.

Tara Thibault has been approached and agreed to becoming VP, and all are in favor. Thank you Tara! Kristi Young came forward and offered to be Fundraising Coordinator, and Hillary Williams has offered to be treasurer. Thank you, girls!

Position of secretary is still available, and, until filled, Tara McGraw to cover.

Hot Lunch/ A La Carte Coordinator will be no longer necessary, as the Hot Lunch Program will continue to be under Chartwells for the 2019-2020 school year. Chartwells will have a contact person to direct any questions to. Tara M will just facilitate this.

**May 24th (intro to K)**

Home and School table, including sign up sheets and pamphlets, to be set up for intro to kindergarten day. Tara M and Amanda M to speak to parents regarding Home and School involvement and what it entails. N.B. Popsicles to be provided by Home and School (from Chapmans) for Spring Fun Day.

**5.2 Music Program Request for funding**

Kristi Young presented a request from Mrs. Hill for funding for the music program. Many instruments are in poor condition (such as ukuleles) and not only is there an overall lack of instruments for class numbers, but the variety and exposure to different instruments is almost non existent. Mrs. Hill provided a “wish list” of instruments. Members motioned “to provide $1500 to the music program for updating and upgrades”. **Moved by Adva Yael and seconded by Natalie Gaddess.**

**CARRIED**

**6.0 Unfinished business**

**6.1 Fun Run Update**

Natalia Baker has made a “Save the Date” flyer and poster to be distributed. She is to contact Staples to have these printed.

Kristi Young and Hillary Williams discussed having all sponsorships money in by June 1st. We will do raffle tickets again this year for gift cards, donations etc. Michelle Bouthillier to do stickers? Todd Johnston to provide golf cart again. Key Industries to do t-shirts again this year. Early bird registration done Sept 6th to guarantee shirt and kit.

Facebook page up and running.

**6.2 School Clothing**

Key Industries/ Promo Heroes to do fall school clothing order. We will increase the prices in the fall to help increase profit. Possibly give options of name and initials.

**6.3 Grade 5 closing/ DARE program**

Grade 5 closing will be June 20th. There will be a ceremony for the students and parents, followed by a party for the students including pizza, cake, grad t-shirts donated by Home and School. Tara has contacted Key Industries for graduation shirts and these will be ordered. Adva, Kelley Prosser, Becka and Cherie to coordinate the party. QES Logo to be on cake. Teachers will be contacted re: allergy concerns of students.

**7.0 Chair Reports:**

**7.1 Treasurer**

Cherie presented fiscal update.

**7.2 Staff Appreciation**

Nothing to report

**7.3 Fundraising**

Tara M and Tara T coordinating a “Fun in the Sun” basket. The basket will include various items and gift cards to help make an amazing summer.

Tara to make up tickets to send home with students (extras to be available at the office)- $2 each or 3/$5. Home and School members to donate items for basket.

Afghan given from Mazerolle family will be used in Fall for fall basket raffle. Tara M. to contact family regarding this.

**7.4 Hot Lunch & Milk**

Tara M surveyed parents on Facebook regarding whether they would like to see the Hot lunch program continue. Total voting numbers were low, but voting was in favor to keep Chartwells. Tara M to facilitate this next year, but Hot Lunch will no longer be a Home and School responsibility.

**7.5 Playground**

Tara has been in contact with Cobequid Construction based out of Nova Scotia for playground improvements. They will be installing the customized 3 slide structure and dome either in the spring or summer. Jim Connors, our contractor with the district, is not prepared to prepare the surface area any time soon, which is unfortunate, as Cobequid has availability to install the structures before the end of the school year. Cobequid is willing to do the site prep, but at an extra cost. They have gotten back to Tara with a quote which is above our original budget of $25,000, but they will install over the summer. Members consensus was in favor of incurring extra cost and having playground installed properly and sooner than later, as new equipment has been in talks for several years.

**Moved by Hillary Williams to incur extra cost and have Cobequid Construction prep and install playground equipment, seconded by all members in attendance.**

**CARRIED**

Tara M to contact Cobequid Construction and get process started.

**8.0**

Meeting adjourned at 1950hr.

Next meeting in June cancelled. To resume Home and School Meetings next September.