



QMS Parents' Association Meeting Minutes
Monday, October 2, 2023
Karin Quinn Hall and Via Zoom

PA Executive:

Natalie MacGregor, Chair
Neemet McDowell, Vice Chair
Cathy LaPointe, Past Chair
Sherra Collett, Treasurer
Jennifer Cole, Secretary
Kirsty Grant, Community Welfare

QMS Staff:

Heather Bartfai, Manager, Alumni & Community Relations
Hayley Picard, Director of Communications and Marketing
Kim Ludvigson, Executive Assistant to the Head of School
Jess Dobson, Admissions and Events Assistant

PA Members:

Ashley H., Azenya B., Cynthia L., Laura H., Darrel S., Amber B., Mike O., Monica M. (Zoom), Peter L. (Zoom), Susan (Zoom)

Called to Order 8:14am

Natalie provided Territorial Acknowledgement

Welcome and Introductions - all members

Approval of Minutes from September 11, 2023

Sherra motioned approval, Laura H seconded, all in favour.

Reports

Chair: Natalie MacGregor

- Nothing to report

Vice-Chair: Neemet McDowell

- Nothing to report

Secretary: Jennifer Cole

- Nothing to report

Treasurer: Sherra Collett

- Reminder that PA has to pay for base cost of hoodies as invoiced by Alana

Community Welfare: Kirsty Grant

- Three cards have been written for families

For Discussion and Updates:

- QMS Holiday Market and Fair (Short update)
 - Monday, October 16th is next Holiday Market planning meeting (8:15am Karin Quinn Hall)
 - Neemet reviewed detailed list of action items
 - Tasks are moving along well in preparation for event
- Staff Appreciation - choose date (tabled)
- Fundraiser ideas for 2023-2024
 - Main focus is on Holiday Market
 - Other ideas - tabled for future meeting(s)
 - Mabel's Labels (ongoing)
 - Purdy's
 - Drumroaster
 - Created by Kids Sept 2023 (Cynthia/Heather)
 - Oct 6 is cut off / deadline for artwork submissions
 - Senior school students submit artwork to Maria and Junior School teachers
 - Applicants submitting online must provide JPEG file
 - House Hoodies – tabled
 - TruEarth – tabled
 - That's Amore – tabled
 - Fundscrip – tabled
 - Other possible fundraising ideas to discuss at next meeting

New Business:

- Discussion of clarifying roles between Parent Association of QMS and Board of Governors
 - **ACTION ITEM:** need to further clarify and understand roles and post on website
 - Kirsty indicated that role of PA was in review with respect to structure / guidelines
 - Independent versus public school PA related procedures differ
- Education Session for Parents
 - **ACTION ITEM:** Discussed future possibilities of increasing parent engagement such as Parent Nights which cover relevant topics to parents and children education. (Cynthia)
 - Connect with Susan/Alison for Junior School and Ander for Senior School to arrange (Cynthia)
 - Offers possibilities to connect with other families and staff should they wish to attend and build school community
- Social Events for Parents
 - **ACTION ITEM:** (Natalie and Jennifer) create a parent social event where it could be arranged as a warm up to the Gala, and set up a Hospitality Subcommittee.
 - Sherra shared concern with a previous event serving alcohol on campus with children also on site, and to avoid a similar type of event in the future.

- Recommendation to have an event that is adults only, e.g. morning coffee with baked goods, etc. and separate of kids on campus.
- Other suggestions are games nights or parent socials to allow for parents/family to connect and strengthen the school community. Mike and Monica offered to help lead a Hospitality Subcommittee.
- All events must be open to the entire school community, as clarified by the PA Executive.

Next Meeting: **Monday, November 6 at 8:15am**, Karin Quinn Hall and Zoom

Motioned by Natalie motioned to adjourn the meeting, Neemet seconded. Meeting adjourned at 8:49am.

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