



**QMS Parents' Association Meeting Minutes**  
**Monday, November 6, 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  
Oliver Amiel, Director of Student Life

**PA Members:**

Anet G., Cynthia L., Laura H., Darrel S.

**Called to Order 8:14am**

**Natalie provided Territorial Acknowledgement**

**Welcome and Introductions - all members**

**Approval of Minutes from October 2, 2023**

Sherra motioned approval, Cynthia L seconded, all in favour.

**Reports**

**Chair:** Natalie MacGregor - Holiday Market Fair to discuss as it is a main fundraiser for the year. Vendors are coming along with commitments from those from the community wishing to attend. HMF meetings are held at a separate time to discuss items in greater detail.

**Vice-Chair:** Neemet McDowell - working along with Natalie for HMF.

**Secretary:** Jennifer Cole - Nothing to report

**Treasurer:** Sherra Collett - Sales for wreaths and poinsettias are needing to be settled. Games tickets and rubber ducks also on the table. Some outstanding vendor payments required along with spirit clothes payments. Mabel's Labels deposits continue to create passive income.

**Community Welfare:** Kirsty Grant - Nothing to report

**For Discussion and Updates:**

**QMS Holiday Market and Fair (Short update)**

Natalie: At this stage, up to 26 vendors have committed to attending (last year there were 15 in total). Payments are still coming in providing passive income for school. Looking to promote vendors on Instagram and Facebook. Early vendor discounts available for next year – will continue with that approach.

Neemet: Maintenance planning, set up and communications for Friday afternoon in process. Need to plan for any issues around liability and items left in gym overnight – prior to event. We have many families able to help with several tasks which is great. No Farm Table this year as a food vendor. Signage for event is ongoing.

**QMS Holiday Baskets:** Baskets are coming along. Official ask for items is today, November 6. Class representatives oversee communications with grade families to pass along selected themes and items that can be brought in. Looking to also ask class reps to provide physical baskets for when wrapping is required for day prior event. Raffle tickets have gone out to primary, intermediate and grade 8-9 students. Any students in grades 10-12 that wish to sell tickets are required to see Maria for booklets.

**New Business:**

**David Robertson, Head of School Q+A:**

Notion between DBR and Heather liaison between families to encourage communication between groups and approaching faculty. Topics that can be contentious and sensitive- seeking a means to discuss, bring awareness and inclusion. Also wrestling with concerns regarding technology and too much use within student population. DBR looking to visit with parents and school management to share strategies of what works to implement reduction in screen time. Concerns have brought awareness and need to seek expert advice and research on long-term effects of too much screen time. Several studies have shown marked concerns with lack of inclusivity, lack of motivation and depression. Verbal abuse along with 19 other negative factors are also shared within research of problematic outcomes. Ideals of having presenters attend the school both in-person to present and via zoom discussed.

**Parent Information Nights** - Looking to create parent information nights that bring community and connection to the school. Possible zoom links offered to include parents with other commitments that limit ability to attend in person. Instagram and Facebook – change messaging to include outside community. Topics could be asked via Royal Reminder – survey to seek parent interests and where challenges present. Example of Dr. Rebecca @ Cowichan Eye Therapy and effects with brain function. Tiffany Lock was also suggested as presenter. Sexting and Vaping are topics discussed in FA. Discussion that students should not have option to attend this part of their day. Too much value lost in what is discussed during this window of time.

**Other items:** Town council meeting taking place this evening to discuss concerns around St. Andrew's Church acting as an in-term cold weather shelter for the homeless individuals of Cowichan Valley. This topic has presented with challenges given its proximity to several schools and the lack of daytime supports required to house these individuals. This item has been deferred several times with council and appears to be against making a decision around issue, either way. Very delicate issue given time of year,

lack of proper supports for homeless and the nature of so many children attending either daycare or school within the immediate surrounding areas.

**PA Constitution Review** - Background - A lawyer reviewed the PA constitution and bylaws in 2019. The current version is posted online. The issue currently is that virtual meeting platforms must be permitted to ensure access for all PA members. Therefore, a motion is required to strike 3.3 from the Bylaws, as follows, ~~“3.3 Participation at general meetings will be through personal attendance. There will be no provisions for participation via phone, Skype or other digital means.”~~

- Motion to vote on striking 3.3 from the bylaws made by Natalie M, seconded by Sherra C., all in favor, motion passed.

The above motion will be voted on at the next scheduled PA meeting taking place on December 4th, 2023, to allow time for all PA members to review the change, or in this case, the removal of 3.3 from the Bylaws. The next scheduled PA meeting is on December 4th, 2023. Provided quorum is met (i.e. minimum of 5 PA members), and there is a majority in favor of the motion, the draft minutes must be approved at the subsequent meeting, scheduled for February 5, 2024. At that time, the bylaws will be updated and posted online.

**Created by Kids update from Cynthia** – Approx. \$2700 raised for CBK (physical cheque has been received, to be provided to the treasurer). Items have arrived, and Cynthia is requesting volunteer assistance today at 1:45pm for sorting. Natalie and Neemet to help, and Heather to arrange delivery to classrooms with students on Tuesday, November 7th.

**Parent subcommittee** - tabled. Reminder - coffee mornings have started and are ongoing, next date November 17th in Karin Quinn Hall.

**Fundraising idea** – Form Anet G. re: supporting dog shelter. Has been asked for student to take to the service club through Oliver Amiel.

**Market question from Jess** - Harriet from Admissions can send PA a completed vendor application form, qualify for the discounted vendor fee.

Next Meeting: **Monday, December 4 at 8:15am**, Karin Quinn Hall and Zoom

Motioned by Natalie motioned to adjourn the meeting, Neemet seconded. Meeting adjourned at 9:28am.