**QES HOME & SCHOOL ASSOCIATION**

**Meeting Minutes**

**Thursday, February 18, 2016 at 6:30pm**

Call to Order: 6:36 pm

Present: Monique Davis Carlene MacBean Shelley Butler

Cherie MacMillan Becka Ross Marr Alyson Savoy

Kim Lanigan

* Alyson thanked the Home & School for all of the lovely food and gifts during staff appreciation week; everyone really enjoyed it. Carlene thanked Monique for all of her hard work on this staff appreciation week and the many before it that she has coordinated, her special touches will be missed next year.
* Update on the Lions Club / Breakfast Club toaster – Kathryn Brittan, Community School Coordinator, has spoken to the Lions and after some discussion it was decided the best option would be a warming station for the toast; they could then prepare the toast before the children get there. She will look after.
* Winter Fun Day – March 4th:
  + Popcorn – Becka and Alyson agreed to take on this new challenge; supplies are here and ready to go. The popcorn will be popped, individually bagged and delivered to each classroom for the teachers to distribute on their timeline.
  + Hot Chocolate – Carlene will be here all morning to set up and distribute; supplies are here and ready to go.
  + Volunteers – Everyone was encouraged to attend if possible. Carlene will post the volunteer sign up on the office door, request the information be sent out on the voice & email and will also post on the QES Families facebook page.
* Cherie reviewed the financials
* Library Funding Request – as enough members were present and so that we can move forward with this a motion was made and accepted for the library committee to spend up to $2,500 for library improvements.
* Playground:
  + RDC Grant Update: Previous to the meeting, Carlene had sent out the quote and information on the swing set from Fundy Fencing. Upon discussion it was decided a three bay U-swing set will be the purchase. The reasoning was that the elementary students (Gr. 3 – 5) use the primary side of the playground (which has two sets of swing sets with individual seating) for morning arrival and recess; therefore, they have swings. By adding the U-swings it adds something new that will be used by all of the students (primary students (K – 2) in the morning and the elementary students at lunch). The placement will be straight out the gym back door, between the hoops and the teeter totters. Carlene will have the quote updated.
  + Other equipment requests:
    - Primary Swing Set (replacement): in the course of receiving the above quote, Fundy Fencing informed us they have the swing seats for the yellow swing set and have repaired the mechanisms. They will replace them as soon as the weather is nicer. This takes the new swing set for the primary side off our current purchase list. Carlene will find out who we need to get to repaint the yellow swing set (district or private?); it is structurally sound, it just needs a fresh coat.
    - Tetherballs: Fundy also has two new tetherballs for our tetherball posts (those two tall blue metal posts, on either side of the new piece of equipment – one on the primary side and one on the elementary side), they noticed when they were here last year putting in the new equipment that we did not have any and we should. They will place these when they do the swing sets.
    - Outdoor Seating: Carlene to confirm with Barb and Kelly that this area is useable and will not make the duty teachers job harder (ie. Keeping an eye on the children). Once confirmed, will send to district to tender.
    - Recommended that the annual playground plan re-evaluation be done within the next two months by the committee and reported back to the Home & School.
    - Mr. Boucher has expressed interest in joining the Playground Committee and everyone agreed that would be a great addition.
* Webpage: Carlene will sign in and check out the webpage and let AJ know if we need some guidance. Suggestion was made that the Secretary position should be the administrator for this.

Next meeting will be held March 24, 2016 at 6:30pm.