Queen Elizabeth High School Council Minutes

Monday, September 21, 2026
Queen Elizabeth Learning Commons – 7:00 PM

1. Land Acknowledgement – Ellen Parker

Ellen Parker opened the meeting with a Land Acknowledgement, recognizing the traditional territory and oral practices of the Treaty 7 Nations and the Indigenous peoples who have historically cared for and stewarded the land on which the school and community gather.

2. Welcome and Introductions – Ellen Parker

Ellen welcomed new and returning parents to the first School Council meeting of the 2026–27 school year. Parents were invited to introduce themselves and share the grades of their children. Council welcomed several new families and encouraged parents to become involved in School Council in whatever capacity works for their family.

Ellen provided an overview of the relationship between School Council and the Booster Association. Although the two are separate organizations, they currently work closely together and hold combined meetings because of the size of the school community. Council discussed the importance of parent involvement and encouraged families to participate in meetings, volunteering and school initiatives throughout the year.

3. Principal's Update – Jennifer Edmondson-Neily

Jennifer welcomed families to the new school year and provided an update on the school, highlighting the school theme: "Knights are Learners, Leaders and Citizens."

Enrolment

As of September 21, Queen Elizabeth High School has 971 students:

- Grade 7 – 214
- Grade 8 – 180
- Grade 9 – 168
- Grade 10 – 128
- Grade 11 – 141
- Grade 12 – 140

The junior high currently has eight Grade 7 homerooms, seven Grade 8 homerooms and seven Grade 9 homerooms. High school homerooms continue to provide opportunities for community building and support individualized program planning. Jennifer noted that the increased enrolment provides additional flexibility in course scheduling and programming.

Staffing and Student Services

Queen Elizabeth currently has:

- 52.5 teachers, including nine Learning Leaders
- 17 support staff
- Junior High Community Learning Leaders
- Junior High Well-Being and Academic Intervention supports
- A High School Guidance Counsellor

The Student Services team continues to support students academically, socially and with wellbeing.

Jennifer also discussed additional supports for students and the importance of maintaining strong connections between junior high and high school.

Fall Athletics

Fall athletics are well underway with strong participation.

Current programs include:
• Junior High Cross Country
• Senior High Cross Country
• High School Girls' Varsity Volleyball
• Football through Aberhart
• Junior High Boys' Basketball
• Junior High Girls' Basketball
• High School Basketball

The high school basketball interest meeting was very well attended, with tryouts scheduled for November. Council also discussed the importance of communication around athletic opportunities, particularly for students and families who may be interested in football and other programs.

Clubs and Student Activities

Jennifer highlighted the wide range of clubs and activities available to students. These include:
• Junior High Student Wellness Action Team
• High School Student Wellness Action Team
• Principal Advisory Council
• Chief Superintendent Advisory Council
• Lego Club
• Magic the Gathering Club
• Garden Club
• Dungeons & Dragons
• Chess Club
• Speech and Debate
• Bible Study Club
• First Tech Challenge/Robotics
• GSA
• Puzzle Club
• Yearbook
• Baking Club
• Science Fair and Science Olympics
• Graduation Committee
• Fitness Centre

The large number of clubs provides students with opportunities to develop leadership, build friendships and connect with others who share their interests.

Student Wellness Action Team and Knightly News

Jennifer provided additional information about the Student Wellness Action Team (SWAT) and its role in building student connection and belonging. The team developed Knightly News, a student-led weekly news program. Students are recruited through SWAT and different groups of students participate from week to week. The program is created with support from a teacher and uploaded to SharePoint for staff to access. Teachers then show the program in homeroom on Monday mornings. The initiative was developed by students as a way of building connection and belonging within the school. Students have shown strong enthusiasm for participating, with students taking turns being involved in the broadcasts. Council discussed the positive impact of having students take ownership of initiatives within the school and the opportunity for more students to develop confidence and leadership skills.

Welcome Back Activities

The school organized a range of activities to welcome students back and build community, including:
• Junior High Learning Communities
• Fall Assembly and Pep Rally led by Grade 11 and 12 students
• High School Welcome Back BBQ
• Meet the Teacher/Food Truck event
• Launch of Knightly News

Council discussed the success of the food truck event and the importance of continuing to create opportunities for families to connect with the school and each other.

4. Booster Association Financial Update – Kathy Roberts

Kathy Roberts presented the Booster Association's financial information, including the audited financial statements from the previous fiscal year and interim financial information for the current school year. The previous year began with approximately $126,000 in AGLC casino funds. Approximately $52,000 was spent during the year. The Booster Association also receives some additional funding through organizations such as the Deaf and Hard of Hearing (DHH) program and the GATE Parent Association. These organizations have their own casino funding and distribute eligible funds to schools and programs. The financial statements were reviewed, and a motion was made to approve them.

Motion carried.

Knights Helping Hand

Council discussed the Knights Helping Hand program and clarified that these funds do not flow through the Booster Association. The program operates through the CBE/EducationMatters and allows families and community members to make donations that can be used to help remove financial barriers for students. Last year, approximately $2,000 was raised through the seasonal giving campaign. The school used the funds to support families experiencing food insecurity by providing grocery gift cards. The program can also support other barriers, such as bus transportation or equipment required for employment opportunities. Council discussed the value of this program and the importance of providing support to students without creating barriers to participation.

Extracurricular Fees

Council discussed fees associated with extracurricular activities. Jennifer explained that although fees are associated with many courses and activities, students are not turned away because their families are unable to pay. The school absorbs unpaid fees through its decentralized funds where necessary. This means that students who qualify for teams or activities can participate regardless of their family's ability to pay.

AGLC Funding

Council discussed the restrictions surrounding AGLC casino funds.

AGLC funds have specific criteria regarding eligible expenditures. Funds are generally used for items such as:
• Educational resources
• Equipment
• Field trips
• Other eligible student learning opportunities

Funds cannot generally be used for food, staff payments or structural improvements to the school or grounds. Council also discussed the difference between AGLC-restricted funds and unrestricted funds. Unrestricted donations or other non-AGLC funds can provide additional flexibility for expenses that do not meet AGLC criteria.

Current Financial Position

The Booster Association currently has approximately $122,000 in the AGLC account. Approximately $70,000 has been spent year-to-date, with approximately $20,000 in approved expenditures still awaiting distribution to the school. There is also approximately $6,300 in previously approved funds that have not yet been spent. Kathy will work with Jennifer to review these outstanding requests and determine which funds will still be required. Approximately $6,100 must be spent by May 2027, while another approximately $89,000 has a spending deadline in February 2029. AGLC funds generally have a three-year period in which they must be spent, unless an extension is requested. Queen Elizabeth has been slotted for another casino in Q2 of 2027, with the exact date still to be confirmed. Volunteers will be required.

5. School Council and Booster Association Roles

Council discussed the distinction between School Council and the Booster Association. School Council and the Booster Association are separate organizations, although they currently hold combined meetings. The Booster Association is a separate registered organization and is responsible for the administration of casino funds. School Council itself does not have a separate bank account. Council discussed the importance of maintaining unrestricted funds in addition to AGLC funds so that the school has some flexibility to support initiatives that fall outside AGLC guidelines.

6. School Council Elections and Volunteer Recruitment

Council called for volunteers for the following positions:
- High School Representative – no one volunteered for this role
- Council of School Councils (COSC) Representative
- Treasurer or Treasurer-in-training
- Members-at-Large
- Two Auditors to review and sign off on Booster Association financial reports

COSC Representative

The COSC Representative will attend Council of School Councils meetings and report back to Queen Elizabeth School Council on information that is relevant to the school.

Council noted that this role is important for maintaining communication with the broader CBE school council community.

Tim Cole volunteered for the role.

A motion was made to nominate Tim Cole as COSC Representative.

Motion carried.

Treasurer

Kuleni Herpa was voted in as the new treasurer

Auditors

Two auditors are required to review and sign off on the Booster Association's year-end financial statements.

Aimee Hayden and Laura Cooper volunteered.

Separate motions were made to nominate each auditor.

Both motions carried.

The financial statements are expected to be available in early October, with the audit anticipated to take place later in October.

Members-at-Large

Council discussed the role of Members-at-Large and clarified that there is flexibility in the number of parents who can participate. Members-at-Large can become involved in specific projects or initiatives as needed.

Sarah Webster and Sheepal Verma were nominated as Members-at-Large. A motion was made to accept both nominations.

Motion carried.

7. GATE Parent Association Update – Chris Peng

Chris Peng provided an update from the GATE Parent Association. The GATE Parent Association AGM is scheduled for the following week, and there are several volunteer positions available. Chris also advised that the GATE Parent Association will be holding a casino fundraiser on November 23–24, 2026. Volunteers are required, and the funds raised will support member schools, including Queen Elizabeth.

8. – Tara Brow

Council discussed upcoming fundraising plans for the Band Parent group. The Band Parents would like to proceed with a Purdy's fundraiser before Christmas. The GATE Parent Association confirmed that it does not currently plan to run a Purdy's fundraiser before Christmas because it is still looking for a fundraising representative. The Band Parents therefore plan to proceed with their fundraiser.

9. School Funding Requests

Jennifer explained the process for School Council funding requests.

This year, teachers and staff will be asked to connect requests to one of the school's three themes:

Learners – Leaders – Citizens

Requests will include:
- A brief rationale explaining how the request fits one of the three themes
- The expected impact on student wellbeing or achievement
- The cost of the requested item or activity

Once Council approves the requests, the approved list becomes the basis of the spending budget. Kathy will then use the approved budget when reviewing expense claims and distributing funds. If an expense is significantly outside the approved budget, it would need to return to Council for additional approval.

10. Questions and Discussion

Council members and attendees discussed a number of additional topics, including:
- Football registration and communication
- Grade 9 to Grade 10 student retention
- IB programming and student transfers
- Athletic pathways and opportunities
- Communication with families regarding school and non-instructional days
- AGLC funding restrictions
- Opportunities for increased parent involvement

Council emphasized the importance of clear communication to families regarding extracurricular opportunities, school activities and ways parents can become involved.

11. Upcoming School Council Meetings

The following meeting dates were confirmed:

• Monday, November 16, 2026
• Monday, January 18, 2027
• Monday, March 15, 2027
• Monday, May 17, 2027

Meetings will begin at 7:00 PM and will be held in the Learning Commons with an online option.

12. Action Items

• Complete the Booster Association financial audit.
• Review the approximately $6,300 in outstanding approved expenditures.
• Continue communication regarding upcoming casino volunteer opportunities.
• Share information about the GATE Parent Association casino on November 23–24.
• Proceed with the Band Parent Purdy's fundraiser.
• Teachers and staff to submit School Council funding requests under Learners, Leaders and Citizens.

13. Adjournment

There being no further business, a motion was made to adjourn the meeting.

Meeting adjourned at 7:52 PM.

Next Meeting: Monday, November 16, 2026 at 7:00 PM, Queen Elizabeth Learning Commons and online.