

Westview School Parent Association (WSPA) Meeting Minutes

Date: October 18, 2023

Location: In Person @ Art Room, Online via Zoom

Attendees: Stephanie Ash, Katarnia Semancikova, Kristen Knox, Cindy Ure, , Tiffany Walters, Anna Gillespie, Ryan Anderson, Cheryl Coley (Teacher representative), Waleed Najmeddine (Principal)

Call to Order: 7:40 pm

1. Introductions & Welcome
2. Meeting Minute Approval
 - Stephanie moved to approve the minutes from the May 24, 2023 meeting. Tiffany seconded. Carried.
 - Stephanie moved to approve the minutes from the September 19, 2023 meeting. Tiffany seconded. Carried.
3. Treasurer's Report
 - Casino Account (restricted): Current Balance = \$28,468.44, Outstanding Cheques= \$0, Pending Cheques = \$0
 - General Account: Current Balance = \$10,169.42, Outstanding Cheques = \$372 (Pizza Hut), Pending Cheques = ~\$1,400 (hot lunch)
4. Funding Requests
 - Katarina requested Halloween Dance expense reimbursement up to \$500 (general account). Stephanie motioned to approve. Seconded by Cindy. Carried.
 - Katarina requested a \$100 cash float (general account) for dance sales & other events throughout the year. Float to be returned at the end of the school year. Stephanie motioned to approve. Seconded by Cindy. Carried.
 - Potential upcoming request from the school for Westview swag for teachers, visitors, etc. Potential fundraising opportunity.
5. Special Resolution - Revised Bylaws
 - Special Resolution minutes must be signed by the Executive, now that they are approved, for completion of revision.
6. Casino
 - The next WSPA casino is scheduled for Nov 27 & 28, 2023. This is a major fundraiser for WSPA.
 - Kristen will set up the Signup Genius after the Halloween Dance

7. Fundraising

- Christmas Bazaar will be held this year early December
- Further discussion and planning to be held at next meeting

8. Hot Lunch & Snack Bins

- Parent concern raised about dietary restrictions, allergies, etc. & access to food in snack bins. An FYI re: snack bins are to be included in the next Principal weekly email so parents can be informed and contact the school if they have any questions.
- WSPA to consider using hot lunch proceeds to fund the snack bins as reimbursement to the school. A few more weeks of info on use of snack bins & hot lunch proceeds needed.

9. Events

- Halloween Dance planning is in flight re: popcorn & bracelet sales, CANVA advert, DJ playlist, etc.

Next meeting is set for November 15, 2023 following PAC (in person & online)

Stephanie motioned to adjourn the meeting at 8:15pm. Seconded by Cindy. Carried.