

Westview School Parent Association (WSPA) Meeting Minutes

Date: March 6, 2024

Location: In Person @ Art Room, Online via Zoom

Attendees: Katarina Semancikova, Kristen Knox, Cindy Ure, Tiffany Walters, Cheryl Coley, Melissa Rieder, Anna Gillespie, Waleed Najmeddine (Principal)

Call to Order: 7:20 pm

1. Introductions & Welcome
2. Meeting Minute Approval
 - Kristen moved to approve the minutes from the January 17, 2024 meeting. Tiffany seconded. Carried.
3. Treasurer's Report
 - Casino Account:
 - Balance ~\$32,000 (deposit of November 2023 casino profits came in)
 - Outstanding ~\$2,300 casino worker payment reimbursement to FMPSD
 - General Account balance ~\$3,300 + ~\$3,900 in Paypal (hot lunch payments)
 - Valentine's Dance profit was ~\$799
 - Outstanding ~\$3,000 uncashed cheques to Pizza Hut & ~\$700 reconciliation (reimbursements, etc.)
 - Ongoing issue of CRA garnishment of casino & general accounts, in error, in Dec 2023
 - ~\$37k casino & ~\$5k general funds still to be returned
 - Continuing to work required paperwork, etc. to access file with CRA to resolve
4. Casino
 - Casino report submitted Feb 2024
 - Next Casino fundraiser will be Q1 2025. Exact dates issued summer 2024.
5. Bylaws
 - Revised bylaws have been submitted to Registry
6. Funding Requests
 - Katarina requested funding from Casino Account for Alien Inline Skating up to \$5,000. Anna moved to approve the request. Seconded by Tiffany. Carried.
 - Upcoming requests include:
 - Musical Theatre ~\$900 (casino)
 - Busing to Thickwood Musical ~\$1,500 (casino)
 - Skiing & Tubing Field Trips \$TBD (casino)
 - Grade 6 Graduation (busing to Alley, memento) \$TBD (general)

- ECDP & Kindergarten Year End Celebration (shirts & balloons) \$TBD (general)
 - Upcoming spend on Alien Inline Skating booked for Feb 2024
 - Potential upcoming funding and volunteer request to support a hot breakfast program
 - Potential upcoming funding request for musical theater
7. Fundraising
- M&M Meats. Parents can shop on a specific day & mention WSPA. Rhonda following up.
 - Spring Growing Smiles. Rhonda following up.
 - Indeygo (coffee, beef jerky, etc.). Rhonda following up. Perhaps not a good fit due to order minimums for free shipping.
8. Events
- Positive feedback on Valentine's dance. Consider adding volunteer or staff supervision in low visibility areas (eg: gym change rooms)
9. Hot Lunch & Snack Bins
- Snack bins regularly used
 - Hot lunch continues to run well
 - At next meeting need to discuss vendors to get parent feedback re: popularity & profitability
 - School has submitted a proposal for breakfast program funding. Would require parent volunteers. More info to come.

Next meeting is set for April 24, 2024 following PAC (in person & online)

Anna moved to adjourn the meeting at 7:49pm. Seconded by Tiffany Carried.