

Westview School Parent Association (WSPA) Meeting Minutes

Date: Apr 24, 2024

Location: In Person @ Art Room, Online via Zoom

Attendees: Stephanie Ash, Katarina Semancikova, Kristen Knox, Cindy Ure, Tiffany Walters, Rhonda Breen, Cheryl Coley, James Sedgwick (Vice Principal), Waleed Najmeddine (Principal)

1. Call to Order: 7:55 pm
2. Introductions & Welcome
3. Meeting Minutes
 - Stephanie moved to approve the minutes from the March 6, 2024 meeting. Kristen seconded. Carried.
4. Treasurer's Report
 - Casino Account:
 - Balance ~\$23,000
 - Outstanding ~\$0 (no major items)
 - General Account:
 - Balance ~\$9,000
 - Outstanding ~\$7,000 made up of \$4,000 in pending cheques & \$3,000 to Pizza Hut
 - Status update re: ongoing issue of CRA garnishment of casino & general accounts in Dec 2023:
 - ~\$37k casino & ~\$5k general funds still to be returned
 - CRA acknowledges error; continuing to work resolution
 - No concrete timeline as of yet
5. Funding Requests
 - Kristen moved to approve the following funding requests from the Casino account. Stephanie seconded. Carried.
 - \$900 for Musical Theatre
 - \$1,500 for busing to Thickwood Musical at Keyano
 - \$1,000 for busing to Vista Ridge skiing & tubing field trips
 - \$105 for Grade 6 graduation picture frames (awards & recognition)
 - Kristen moved to approve the following funding request for Teacher & Staff Appreciation Week from the General account. Cindy seconded. Carried.
 - Up to \$900 total consisting of Growing Smile flowers, M&M desserts, Mitchell's lunch, Tim Horton's coffee
 - Katarina moved to approve the following funding requests from the General account via online vote. Carried.

- \$520 for Kindergarten graduation
 - \$400 for Grade 6 graduation
 - Upcoming funding requests may include:
 - Year End BBQ supplies

- 6. Revised Bylaws
 - No Update
 - Revised bylaws have been submitted to Registry

- 7. Casino
 - No Update
 - Next Casino fundraiser will be Q1 2025. Exact dates issued summer 2024.

- 8. Events
 - Year End BBQ
 - Tentative for last week of May
 - Use as opportunity to recruit, advertise, and answer questions about PAC & WSPA

- 9. Fundraising
 - Spring Growing Smiles
 - Orders close tomorrow
 - Currently 21 orders @~\$394 profit
 - M&M Meats on May 11 & 12
 - Shop & mention WSPA for 10% of purchase value donated by M&M
 - Indeygo
 - Coffee, beef jerky, etc.
 - Decision to hold off & discuss again in Sep

- 10. Hot Lunch, Snack Bins, & Breakfast Programs
 - Snack Bins
 - Regularly used, working well
 - Hot Lunch
 - Continues to run well with all vendors receiving orders
 - Recommended review of vendors in Sep
 - Request from school for Hot Lunch fundraiser or addition of donation button on ordering website to support providing hot meals to children who routinely are in need. Revisit request in Sep.
 - Hot lunch coordinator position will be up for election at AGM; recommend having a coordinator & a back up
 - Breakfast Program
 - School request for parent volunteers to support a breakfast program received no interest (funding available through school)
 - Feedback from parents on duration & time of day as a barrier (i.e. to 8:50)

Next meeting is set for May 22, 2024 following PAC (in person & online)

AGM is set for June 12 @ 7pm

Kristen moved to adjourn the meeting at 8:29pm. Seconded by Tiffany Carried.