

Westview School Parent Association (WSPA) Meeting Minutes


Date: January 21, 2024

Location: Online Only <http://meet.google.com/nep-bkhj-gix>

Attendees: Stephanie Ash, Kristen Knox, Cindy Ure, Tiffany Walters, Anna Gillespie, Mitchell Weber, James Sedgwick (Vice Principal), Waleed Najmeddine (Principal)

1. Call to Order at 7:28pm
2. Meeting Minutes
 - [WSPA Nov 19 2024 Meeting Minutes](#)
 - Stephanie moved to approve the meeting minutes from Nov 19, 2024 as presented. Tiffany seconded. Carried.
3. Treasurer's Report
 - Casino Account:
 - Balance \$29,504
 - Cheques Pending \$0
 - General Account:
 - Balance \$15,251
 - Cheques Pending \$5,604
 - Money collected from the Bazaar is still to be deposited to the General Account (\$ is in front office)
 - Gift cards for families in need (\$1,500) were purchased & distributed anonymously by Counsellor
 - Halloween Dance donations have been given to the SPCA & Food Bank
 - AGLC annual report is in progress & on track for Feb 8 submission deadline
4. Funding Requests
 - Anna moved to approve the following funding requests from the Casino account. Stephanie seconded. Carried.
 - Telus World of Science (Jan 28) \$1,620
 - No requests from the General Account
 - Upcoming Requests
 - Alien Inline Skating (Casino)
 - Additional hot lunch bins (Casino)
 - Teacher Convention materials/resources (Casino)
 - Note last year's Alberta Musical Theatre invoice was double paid. Inquiring re: credit for having them in this year.
 - Please ensure all funding requests are sent through Mr. Najmeddine &/or Courtney to ensure school approval prior to purchase

5. Revised Bylaws

- Have been submitted to Registry; no further update at this time
- Action: Anna to follow up
-  Signed Bylaws WSPA.pdf

6. Casino

- Next Casino fundraiser will be Feb 6 & 7, 2025
- ~50% of volunteer spots still open
- Action: Tiffany to put posters up with QR code for sign up at school, Cindy to reach out to other volunteer groups for support, Everyone please circulate!

7. Events

- Recognition to Kristin for the amazing job organizing Christmas Bazaar & Pancake Breakfast!
 - Both days are a lot of work but so appreciated by students, staff, parents
- Christmas Bazaar happened Dec 16
 - Parent & teacher feedback about running out of time at the end of the day with a handful of kids dismissed late. Some ideas to help include:
 - More volunteers to speed up wrapping
 - Ensure no gaps between classes
 - Quicker wrapping methods (eg: bags)
 - As the school grows each year we need even more supplies - tags, bags, boxes, paper
 - Consider filtering even more what gets put out to choose from
 - Leftovers have been sorted and either donated or garbage; we'll be starting at zero for donations next year except for a small amount of items stored in WSPA office
- Pancake Breakfast Dec 19
 - Extra food was donated to the Food Bank
 - Consider big bottles of water & dixie cups instead of individual bottles next year to reduce waste
- Consider permanent items that could be paid from the Casino account for future events (eg: cloth table cloths vs plastic, etc.)
- Tentative St. Patrick's Day dance pending CUPE action/after hours access to school reinstated

8. Fundraising

- Donation posters with QR code at Christmas Concerts raised \$395
 - Positive feedback for money raised vs. time/effort/volunteers required
- Future idea - Spring Market

9. Hot Lunch & Snack Bins

- Snack Bins ongoing; no concerns or volunteers needed at this time
- Hot Lunch

- Recognition to Mitch for Hot Lunch - food descriptions, long ordering windows, great variety/options!
- Pizza Pizza had some challenges (late, missing slices, etc.) that need to be addressed next time but still went more smoothly than Pizza 73

The next meeting date is set for Feb 18, 2025.

Kristen moved to adjourn the meeting at 8:18pm. Stephanie seconded. Carried.