


Westview School Parent Association Meeting Minutes

Date: Oct 23, 2024

Location: In Person @ Art Room or <https://meet.google.com/nep-bkhj-gix?hs=224>

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

1. Call to Order at 7:44pm
2. Meeting Minutes
 - Tiffany moved to approve the meeting minutes from Sep 18, 2024 as presented. Stephanie seconded. Carried.
3. Treasurer's Report
 - Casino Account:
 - Balance \$44,445
 - Cheques Pending \$0
 - General Account:
 - Balance \$12,175
 - Cheques Pending \$2,606
 - Reviewed draft 2024/2025 WSPA General Account Budget
 - Discussion on spending priorities & fundraising - potential ideas & volunteer recruitment to support
 - Note donations to WSPA can be made through FMPSD, with a request to be directed to Westview, if a tax receipt it needed
 - The signing authority for both the General and Casino Accounts need to be updated for the 2024-2025 school year following the AGM in 2024
 - Current signatories include Stephanie Ash, Tiffany Walters, Katarina Semancikova, Amanda Verge, Rhonda Breen
 - Anna moved to remove Amanda Verge, Rhonda Breen, and Stephanie Ash as signatories from the General and Casino accounts. Mitchell seconded. Carried.
 - Cindy moved to add Anna Gillespie, Mitchell Weber, and Kristen Knox as signatories on the General and Casino accounts. Stephanie seconded. Carried.
4. Funding Requests
 - Current Requests
 - Kristen moved to approve \$200 from the Casino Account for hot lunch kitchen equipment. Anna seconded. Carried.
 - Upcoming Requests
 - Science in Motion (Casino)

- Frisbee Rob (Casino)
 - Library books (Casino)
 - Instruments & Indigenous flutes (Casino)
 - It's expected that these upcoming items will spend the ~\$3,000 in Casino funds that need to be spent by the end of 2024
 - Please ensure all funding requests are sent through Mr. Najmeddine &/or Courtney to ensure school approval prior to purchase
 - Some of the needs identified in the prior meeting will be sourced through the FMPD technology department - iPads, Chromebooks, a speaker & microphone for assemblies & talent show
 - The electronic sign quote was reviewed (~\$60k) and deemed not to be a priority by WSPA nor the school
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
 - Action: Cindy to bring the license application forms to the next meeting for signatures (due to AGLC by Dec 6, 2024)
7. Events
- Welcome BBQ was very well attended. Great job WSPA!
 - Halloween Dance Oct 24
 - Please sign up to volunteer
 - Action: Tiffany to pull a float for the upcoming year
 - Christmas Bazaar planned for Dec 2; drop offs Dec 1
8. Fundraising
- Discussion on fundraising needs & ideas happened with review of the draft 2024-2025 General Account Budget
9. Hot Lunch, Snack Bins, & Breakfast Programs
- Hot Lunch
 - Consistent schedule vs rotating in place based on feedback from parents
 - Monthly pizza Friday from Pizza 73 to be offered starting in November.
 - WSPA to cover the extra ~\$15 to provide a gluten free option (cost incurred because gluten free pizza not sold in personal size). Extras will be offered to students in need of lunch.
 - Action: Mitchell to look into A&W based on feedback from parents

- Hot lunches website to be updated with a cut off date; if orders aren't paid they will not be processed. Parents will be informed.
- Positive parent feedback on providing dairy, gluten free, vegetarian, etc. options and ensuring the ordering site has detailed information

The next meeting date is set for Nov 19.

Tiffany moved to adjourn the meeting at 8:44pm. Stephanie seconded. Carried.