

Westmount School Association

MINUTES - WSA Business Meeting

For Oct 30, 2017 @7:00 pm
Westmount School

Attending: Leanne Andrecyk, Amanda Beresford, Janet MacNeil, Stephanie Rice, Tiffany Connell, Tom Cleary, Erin Todd, Vanessa Thompson, Shanda LaRamee-Jones, Anne Mahalik, Tonya Malay, Margot Dietrich, Maurina Fougere, Vicky Terrio, Krista MacDougall

Regrets: Nancy Anningson

Business Meeting

1. **Welcome** - Leanne Andrecyk, WSA President
2. **Approval of Minutes** from the Sept 25, 2017 WSA business meeting.
Motion: to approve the Sept 25, 2017 minutes as circulated.
Approved: Amanda Beresford **Seconded:** Stephanie Rice **vote:** All for/0 against
3. **Review of Pending Action Items**
 - **Action item:** Tonya Malay will to provide an update on the status of a lego table as a retirement gift funded in 2016
 - **Update:** all lego components for the table have been purchased. Mr. Clearly will investigate getting a table from the school board's surplus supply to use as the base. Once completed the table will be accessible to all classrooms.
 - **Action Item:** Nancy Anningson and Janet MacNeil have agreed to investigate funding via RBC grants for the front foyer project to provide paint, supplies and volunteer labor
4. **Principal's Report** – Tom Clearly, Vice-Principal for Lesley MacInnis, Principal
 - Curriculum Night had extremely low attendance - plans are in the works to change the format for 2018 to increase interest and attendance
 - Fire drills, hold and secure, emergency lock-down drills and a re-location drill have all been successfully completed.
 - Grade 6 completed provincial assessments – results come in early spring
 - Student Success Planning continues
 - i. PD included a mini conference with 5 schools to discuss newcomer populations to share best practices
 - Chrome books now total 76 in the school
 - Provincial gov't funding provided 30 new iPads to the school – every class has 2 to 3 iPads
 - School events that occurred the past month:

- i. Rock Warrior
 - ii. Cross-country running
 - iii. Picture Day
- WSA hosted a very successful Garden Clean-up Day – the hope is that it can occur again in the spring to maintain the progress
- Grade 6s took on a social action activity selling candy grams to raise money to assist Dominica with hurricane relief which netted \$635
- Babysitting/Home alone course is happening November 8th and 9th
- Halloween Parade on October 31st at 1:30
- P to 3 holiday concert will be on December 13th. A spring concert will be dedicated to grades 4 to 6 – more details will follow closer to the date

5. Treasurer’s Report ending August 2017 – Leanne Andrecyk for Nancy Anningson, Treasurer

Motion: to approve the Treasurer’s report as circulated below

Approved: Anne Mahalik **Seconded:** Shanda LaRamee-Jones **vote:** All for/0 against

September 29, 2017 Bank Balance	\$14,791.78
<i>Deposits anticipated in October</i>	<i>\$114.06 (Mabel’s Labels, spirit wear payment)</i> <i>\$3,000.00 (Spring Fair Scotiabank Match)</i> <i>\$1,044.00 (Hot Lunch Program profit)</i> <i>\$TBD (Spirit Wear Profit)</i>
<i>Less pre-approved outstanding expenses</i>	<i>\$4,800.00 Classroom Supplies</i> <i>\$42.00 Teacher Thank yous</i> <i>\$60.93 Event Magnets</i> <i>\$6000.00 Chrome Books</i> <i>\$1700.00 Fall Feast Start-up</i> <i>\$75 Primary Parents Social</i> <i>\$100 Grade 6 Closing Cake</i> <i>\$200 Lego Table</i>
<i>Less Reserved Funds</i>	<i>\$1,000 RBC outdoor classroom grant</i>
Available Balance	\$4,971.91

6. Event Reports

- **Family Fall Feast**
 - Attendance was high with all food selling out – a total of 250 to 300 chili and 200 hot dogs were served
 - It is anticipated the event will break even – a final accounting of costs will be available for the November meeting
 - Vanessa Thompson has agreed to lead the 2018 event, Leanne Andrecyk has created a reference sheet outlining the planning details, along with several template files, to share with Vanessa
- **Spirit Wear Sales**
 - Approximately 100 orders were submitted – a final accounting of costs will be available for the November meeting

- **Hot Lunch Program and Pizza Fundraiser**
 - The WSA agreed to take on management of the **Hot Lunch Program** and has partnered with Papa Marios for pizza Wednesday's
 - Erin Todd and Trish Forbes have agreed to co-manage the program
 - Trish will be on-site every Wednesday to receive delivery of the pizza order and ensure each classroom receives its assigned bag
 - A program binder (including current orders to reference, classroom map and Papa Mario's contact information) will be housed in the main office for any volunteer to access when assisting with Wednesday distributions
 - Please contact Leanne Andrecyk, Erin Todd or Trish Forbes if you are willing to add your name to the volunteer list to occasionally assist on Wednesdays
 - The program will run in 3 installments: Fall, Winter and Spring
 - 174 orders were submitted for the Fall installment – the WSA will make .75 per slice each week
 - The program has the potential to net approximately \$4,000 by June
 - Papa Mario's also offers a second fundraising program offering **\$18 coupons** for a large pizza of your choice – the WSA would net \$5 per coupon sold.
 - It was suggested that a table be set up at the Breakfast with Santa event to sell coupons on that day only
 - The BWS committee will take it under consideration

- **Nourish Your Roots**
 - This is an annual fundraiser offered by local farms where families can purchase vegetable boxes for \$30, with a portion of the funds coming back to the school
 - funds raised need to be used to fund a healthy eating program within the school
 - An application is required to become part of the program – Anne Mahalik has agreed to lead the process
 - The application would be for the November 2018 program

- **Breakfast with Santa – December 2, 2017**
 - The event is designated as the key fundraising for the annual grade 6 field trip
 - Tiffany Connell and Janet MacNeil have agreed to co-lead the 2017 event and are working with Diane Axell, one of the former leads
 - A notice asking for committee members was circulated to Grade 6 parents with 5 parents responding
 - A second request will be circulated asking for day-of volunteers
 - Leanne Andrecyk has agreed to assist with coordinating Ms. Fougere's class and Amanda Beresford has agreed to assist coordinating Mr. Clearly's class
 - Both teachers have agreed to allow their classes to participate in the preparation and set-up of the event the afternoon of December 1st to encourage leadership and responsibility
 - To date the following elements will form the event:
 - Breakfast Service (pancakes, sausage, clementines, coffee)
 - Cappucino bar
 - Silent Auction
 - New To You (gift table)

- Bake Table
- Polar Express (Cake Walk)
- Visit with Santa

7. Funding Requests

- **\$2000 – Breakfast with Santa start-up funds**
Motion: to approve \$2000 for start-up funds for Breakfast with Santa.
Approved: Tonya Malay Seconded: Amanda Beresford Vote: All for/0 against
- **\$983.13 – Music Teacher – 24 Ukuleles**
 Discussion: The request was deferred with the request for the music teacher to investigate other options for funding via the grant options available for music
- **\$1000 – Tonya Malay - Gaga Ball Pit (to be purchased via the reserve funds designated for the outdoor classroom)**
 Discussion: It was decided the ball pit would only be occasionally relevant to Mr. Walsh's gym class and would require supervision that is currently not available during recess or lunchtime. The VP and Principal have agreed to compile a wish list of items, to be considered, that would be relevant to making more regular use of the outdoor classroom.
- **\$500 – Mr. Walsh – Outdoor ball equipment**
Motion: to approve \$500 to purchase replacement soccer and basketballs
Approved: Tonya Malay Seconded: Amanda Beresford Vote: All for/0 against
- **\$120 – Amanda Seymour – Hermit Crabs Classroom Project**
Motion: to approve \$120 for hermit crabs for the grade 4 class
Approved: Tonya Malay Seconded: Erin Todd Vote: All for/0 against
- **\$500 – Crystal Doucet – Busing cost for Grade 3 swimming program**
 Discussion: The request was deferred until such time when the student support grant can be confirmed to possibly cover this expense

8. Motion to Adjourn

Approved: Amanda Beresford Seconded: Shanda LaRamee-Jones vote: All for/0 against

Next Meeting – November 27, 2017 @ 7:00 pm