

# Westmount School Association

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## **MINUTES - WSA Business Meeting**

*For Sept 25, 2017 @7:00 pm  
Westmount School*

**Attending:** Leanne Andrecyk, Nancy Anningson, Amanda Beresford, Janet MacNeil, Stephanie Rice, Tiffany Connell, Lesley MacInnis, Tom Cleary, Erin Todd, Vanessa Thompson, Diane Axell, Michelle MacAulay, Margot Dietrich, Maurina Fougere

**Regrets:** Anne Mahalik, Stacie Rimmer, Tonya Malay, Shanda LaRamee-Jones

### **Business Meeting**

- 1. Welcome** - Leanne Andrecyk, WSA President
  - Thank you to our all our members who have agreed to volunteer their time again this year
  - A special welcome to our new voting members Anne Mahalik, Amanda Vanessa Thompson and Erin Todd. And, our new Teacher Reps Maurina Fougere (Grade 6 Teacher) and Margot Dietrich (Early Literacy Teacher)
  - Updated handbooks were provided to this year's executive members and reviewed for content and purpose
  - A reminder that the Association was unable to fill the Secretary position at the AGM in June. Please circulate the opening amongst your network for any potential interest
- 2. Approval of Minutes** from the June 26, 2017 WSA business meeting.  
**Motion:** to approve the June 26, 2017 minutes as circulated.  
**Approved:** Amanda Beresford    **Seconded:** Nancy Anningson    **vote:** All for/0 against
- 3. Review of Pending Action Items**
  - Retirement gift for Ms. Blandford - \$50 was already approved.  
**Action Item:** Lesley will double back and let us know what Ms. Blandford would like.  
**Result:** A supply of adjustable tray tables will be purchased to assist students with learning. A sticker will be adhered making note of Ms. Blandford's contribution
  - A question was raised regarding the retirement gift from last year of a Lego table  
**Action item:** Tonya Malay will be asked to report on the status of this  
**Result:** Tonya was unable to attend the meeting, it will be carried forward to October

4. **Principal's Report** – Lesley MacInnis, Principal

- Thank you for the efforts put forth from WSA volunteers for the Primary Parents Social
- **Curriculum Night**
  - September 28 at 6:30 – Mr. Walsh (Gym Teacher), will be on-sit in the gym with grade 6 students to assist with childcare during the classroom teacher presentations
- **Technology Purchases**
  - Chrome Books are ordered (as approved at the June 2017 meeting). This will give us a total of 2 carts of 25.
  - Chrome Books are purchased through the school board which will provide regular maintenance and technology service
- **English as an Additional Language**
  - students now benefit from additional support – the school board has provided an Arabic speaking teacher in addition to the EAL support teacher currently on staff.
  - An advertised job for a translator is currently open – the position will be shared between 2 or 3 schools to provide additional support for parent meetings, etc.
  - Financial support has also been provided by the school board to buy appropriate books for EAL learners
- **Foyer Beautification**
  - Appreciating the cultural diversity the school, a plan is in the works to repaint the front foyer and add artwork that is reflective of the school's population.
  - **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
- **Landscaping**
  - The main entrance of the school and the outdoor classroom is currently over-run with bushes, trees and weeds causing esthetic and safety issues.
  - The school is looking for a team of volunteers to assist in cleaning up and cutting down some of the brush that has overtaken the windows and walkways.
  - **Action Item:** The WSA will advertise a Clean up/Gardening Day on Sunday, October 15<sup>th</sup> asking for volunteers to assist and bring along their shears, hedge trimmers and brown bags
- **Hot lunch and Breakfast programs**
  - Options for a hot lunch program need to ensure lost class time would be minimized
  - On-site volunteers would be needed to oversee distribution to classroom (grade 6's will help) and remedy any issues with lost/wrong orders
  - **Action Item:** The WSA will issue a call for volunteers to run a weekly pizza day (on Wednesday or Thursday) from mid-October to December
  - **Action Item:** Amanda Beresford has agreed to investigate pricing and programs with Papa Marios and Mumford Pizza. (The supplier must provide individual boxed slices with names, sorted by classroom)
  - **Action item:** Leanne will follow-up with those parents who posted inquiries on the WSA facebook page about the hot lunch program
  - The Breakfast program is currently funded through a grant. A supply of non-perishable food items is available to all teachers to provide to any student

who asks and/or to those children known to teachers who could benefit from the program.

- **Internet Safety for WSA provided technology**
  - a school board approved firewall locks out all inappropriate content when students are utilizing school supplied technology
  - Constable Carter has been approached to assist with a presentation to grade 4s to 6s on internet safety. Details will follow at a future date
- **Extra-Curricular Activities**
  - Cross-County Club has started with Janice Chadwick (Gr 1 Teacher) – The final meet is on October 11 @ Gorsebrook School @ 4:00 pm
  - Lunch-time activities including yoga, volleyball and choir are currently being investigated

**5. Treasurer's Report ending August 2017** – Nancy Anningson, Treasurer

**Motion:** to approve the Treasurer's report as circulated below

**Approved:** Amanda Beresford    **Seconded:** Stephanie    **vote:** All for/0 against

<b>August 31, 2017 Bank Balance</b>	<b>\$14,791.78</b>
<i>Plus Pending Deposits</i>	<i>\$114.06 (Mabel's Labels, spirit wear payment)</i> <i>\$3,000.00 (Spring Fair Scotiabank Match)</i>
<i>Less outstanding approved 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 Funds</i> <i>\$75 Primary Parents Social</i> <i>\$100 Grade 6 Closing Cake</i>
<b>Available Balance</b>	<b>\$5,127.91</b>

**6. Event Report**

- **Family Fall Feast - October 5, 2017:**
  - Leanne is the lead
  - Vanessa has agreed to step-up and shadow Leanne to transition for the following year
  - Amanda Beresford is managing collection and sales of costumes and skates
  - Stacie Rimmer will manage purchasing and serving the pumpkin pies
  - Christa Tynes is managing order and delivery of the chile
  - Leanne and Brian Andrecyk will manage purchasing and cooking hot dogs
  - Leanne will manage the volunteer schedule
  - Anne Mahalik will set-up and manage the spirit wear booth
  - We are in need of volunteers to assist with the following:
    - Purchase 100 juice boxes and manage water station
    - set-up /clean-up
    - serving chile and hotdogs (Vanessa and Michelle volunteered)
    - bussing tables
    - selling candy apples
    - managing the pumpkin silent auction
    - selling tickets at the front door (Lesley and Tom volunteered)

- **Action Item:** Lesley will investigate an issue with the email system to families and re-send the Fall Feast Flyer and letter requesting donations
- **Action Item:** Leanne will approach MeLing Tom-Campbell to see if she would be willing to oversee the ScotiaBank match program for Fall feast and/or Breakfast with Santa
- **Spirit Wear Sales (at Family Fall Feast):**
  - To reduce the time required to manage the samples display, a booth displaying all clothes will be set up during Fall feast for parent to visit at their leisure
  - Order forms will be sent home 1 week in advance of the event with additional ones available on-site
  - The last day to submit your form is October 12<sup>th</sup>
  - Cash payments have been recommended to reduce the administration time needed to process the order, however cheques will be accepted if received
- **Breakfast with Santa – December 2, 2017**
  - The new core committee has planned a meeting with Diane Axel so she can hand off the processes, tips and tricks prior to October's WSA meeting
  - This event's primary purpose is to fund-raise for the grade 6 annual day-trip
  - A reminder that grade 6 students and parents are required to volunteer to assist and serve on the day of the event. Appropriate correspondence will be circulated to the grade 6 classrooms.
  - BWS will be discussed in detail at the October meeting

## 7. Funding Requests

- **\$560 Terry Fox Run – t-shirts for class prizes**  
**Motion:** to approve \$560 for t-shirt classroom prizes.  
**Approved:** Amanda Beresford **Seconded:** Vanessa Thompson **vote:** All for/0 against
- **\$250 Rock Warriors – snacks for Westmount and visiting schools**  
**Motion:** to approve \$250 for snacks for Rock Warriors event.  
**Approved:** Amanda Beresford **Seconded:** Stephanie Rice **vote:** All for/0 against
- **\$350 School Supplies for 10 students in need**  
**Motion:** to approve \$350 for school supplies for 10 students.  
**Approved:** Amanda Beresford **Seconded:** Nancy Anningson **vote:** All for/0 against

## 8. Other

**Action item:** Vanessa Thompson has agreed to investigate possible funding for the school's spring Run Club via Doctor's NS

## 9. Motion to Adjourn

**Approved:** Amanda Beresford **Seconded:** Nancy Anningson **vote:** All for/0 against

**Next Meeting –** October 30, 2017 @ 7:00 pm