

Westhaven Parent Council Meeting Agenda

November 4, 2019 at 7pm in the School Library

1. Call meeting to order
2. Introductions
3. Approve October's minutes
4. Outstanding Action Items
 - Christmas Activity
5. Treasurers Report (Tamara)
6. Hot Lunch (Serina)
7. Snack Program (Sara)
8. Principal and Teachers Report
9. New Business
 - School Birthday
 - Christmas Concert
10. Next Meeting December 2/19
11. Meeting Adjourned

Fundraising Committee Meeting

1. Call meeting to order
2. Fundraising (Tamara)
3. Meeting adjourned

Ecole Westhaven School Council Meeting Minutes for November 4th 2019

Attendees: Denay McMorran, Justine Kerr, Candace Lawson, Tamara Hayne, Serina Coate, Sara Beck, Stacy McGowan, Jane Marcoff, Barb Mazur, Joan Zaporosky, Fiona Fowler, Alison Riopka, Don Dickson, Ashley McCleod

Meeting brought to order 6:59 pm. Introductions were made. Minutes from last meeting accepted by Serina, seconded by Candace.

Outstanding Action Items

Halloween Dance

- Went well. A few more families than last year. DJ was good (Ken McCarthy), charged \$100. Would be willing to do it again.
- Some concern with families coming in without paying. Consider putting the table right at the door next year.

Christmas Activity

- Serina suggested a Christmas craft night with stations set up around the gym. Discussed this option but the cost and volunteer power to run this would maybe be too much for our group.
- Ashley said she knew someone who could be Santa for an event if we have one.
- Doing a movie night again was discussed. Last year we didn't do it because the year before didn't have a great turn out and there were quite a few kids just running around.
- Discussed maybe showing the new Grinch movie. Thursday Nov 28th should work. Denay will look into getting popcorn. Candace will look into getting water from Bannister. Ashley will ask if her dad will be available to be Santa. Pac will buy candy canes for Santa to hand out but the other items (popcorn, water, leftover chips and chocolate bars from halloween) will be part of a concession.
- Denay motioned to go ahead with the discussed plan for 'Movie Night with Santa' as stated above. Candace seconded, all in favor.
- Sara has the movie and will get it to Stacy
- Serina can work the concession, Sara, Ashely and Denay will be coming to help. Set up at 5:30 pm on November 28th.

Treasurers Report (Tamara)

- Report provided, a change was made from debit to credit.

Hot Lunch (Serina)

- Hot Dog lunch \$108.55 in donations
- Wok Box \$97.50 in donations.
- Upcoming: Nov 21 Papa Johns, Dec 5 Subway
- Serina hasn't been ordering extras, however it has been close or short a couple times so she plans on ordering a bit extra for future lunches.
- Minor issues with labeling from the restaurant, item on order form labeled differently than item delivered (ie. Beefasaurus/Philly).
- Milk costs \$1.10 per each, we have only been charging \$1. Denay motioned we charge \$1.25 per milk due to hot lunch needing to be self sufficient without dipping into donations. Candace seconds, all in favor.
- Denay found out that Independent will give us a 10% discount on groceries for the school.

Snack Program (Sara)

- Having some issues with Sobey's. Monday morning had to buy bread and they did not have any fruit ready.
- After hearing about the Independent discount Sara will go and follow up to see if we can get a charge account.
- Denay was talking with Fiona about the Nutrition Grant that we will be receiving. It was suggested that we need to write a letter to GYPSD about why buying exclusively from Sysco is not beneficial for our school and council. Candace will write up letter and get it to Stacy whp will send it in.

Principal Report (Stacy)

- New logo is now in use.
- Went through SCIP powerpoint which she will be finalizing soon, then will be available on the school website.
- Our school will be doing a Headstart in business, can be found on google if wanting more info.
- Westie is up on the website and the staff profiles have been updated. Tamara asked if the Westie could be linked to the Westhaven School Facebook page, Stacy will try and do that.

Trustees Report (Joan and Fiona)

- Budget is in a state of transition. This is the first year Stacy has had to do two budgets, one in September and one for February.

New Business

School Birthday

- Nov 25th , Denay will buy mini cupcakes, but everyone keep an eye out for a sale.

Christmas Concert

- Dec 18th at 1:30 pm and 19th at 9:30 am
- We will do Gingerbread house raffle. Candace purchased 9 houses last year when they were on sale. Justine will send handout to Stacy to be printed.
- Will also do a couple of gift baskets. Candace will ask Tourmaline for a donation.
- Candace motioned that council pay for some baskets if there are no donations, \$300 budget. Denay seconds, all in favor.

Next meeting December 2nd 2019 7pm in the Westhaven library

Meeting adjourned 8:31pm

Westhaven Fundraising Committee

Brought to order 8:32

- DFS fundraiser is just finishing up, will have totals soon. A couple of cheques that she needs to deal with.
- Epicure fundraiser will be going out on Nov 18th.

Next meeting following the School Council meeting on December 2nd
Adjourned 8:36 pm