

**Willingdon Home and School Association
Meeting Minutes
February 25, 2025 at 7:30pm**

**Co-Chairs: Kristy Cuevas and Daniela Fietta
Treasurer and Membership: Adam Keith
Communications Chair: Josh Goldberg
Website Coordinator: Alex Ruaux
Secretary: Veronica Santaguida
Family Emergency Fund Co-Chairs: Nicholas LeBel-Buchanan and Kristin Taylor**

**Attendees:
Jessica Doubt, Maria Ressina, Ymene Belazzoug, Alex Ruaux, Daniela Fietta, Kristin Taylor, Veronica Santaguida**

1. Welcome (K or D)

Meeting called to order at 7:30 PM.

2. Approval of Minutes

- Motion: Kristy approves, Alex seconds.

3. Approval of Agenda

- Motion: Kristin approves, Veronica seconds.

4. Principal's/Teacher's Report (Jessica Doubt)

- Jessica expressed gratitude for the support with TSAW and concert decorations.
- Regarding Thursday's parent-teacher meeting:
 - Staff has been asked if they would like pizza. Teachers will need to attend the meeting from the school, SR teachers will be at the JR campus. Support staff will not be present.
 - Jessica will confirm pizza numbers with Daniela and notify BASE of the delivery time so they can be included. (5:00 or 5:30 PM, 2 slices per person).

5. Treasurer's Report (Daniela and Kristy - 5 minutes)

- Pizza and Froyo Numbers Update

- There appears to be a slight excess at the end of the year, with Froyo becoming a more DIY initiative.
- November Purchases:
 - Several \$50 purchases were unaccounted for in November, which are believed to be for tables for the holiday fair.
- Projected Funds: Around \$20,000.
- Budget Plans:
 - The goal is to make the year-end event free for everyone while leaving \$5,000 in the bank for next year.

6. Business Arising

a. Meeting with School Admin (Kristy)

- New approach: To ensure more productive meetings, we will now meet with the admin team every two months to plan out the upcoming events in one sitting. This will be a more efficient use of time than having admin attend our regular meetings.
- Newsletters will be sent less frequently but will include larger, more comprehensive updates.

b. Review of Remaining End-of-Year Events

- Film Festival: May 1st
 - The film festival has its own website, we need to incorporate this into our website. The submission deadline is in March. We need to advertise it soon.
- Pancake Breakfast: March 22nd
 - Due to flooring issues at the Junior school, this event will take place at the Senior school this year.
 - Maple syrup will be donated by a parent.
 - A budget of \$700 has been set.
 - Someone has already volunteered to take the lead on the pancake breakfast.
- Food Drive: April 7th to 11th
 - Volunteer sign-up links are set up.
- TSAW Recap:
 - The total funds spent was \$2,900.
 - Activities included Monday's treat trolley, Tuesday's parent potluck (which took more effort but was successful), and Wellness Wednesday with prizes like fitness passes, beauty products, Nespresso pods, and a microwave.
- Gear Sale:
 - Pricing is lower this year as it is not a fundraising event.
 - We will offer only four clothing items (no other items from a different supplier) to simplify distribution.
 - Staff members have been informed about the gear sale, and the link has been shared with them.
 - The sale will run from February 17th to 23rd.

- Community Book Fair:
 - Books are being accepted now, and we are looking to get more books for older grades (5th and 6th).
 - We will explore getting books from secondhand stores and consider reaching out to Book Depot Canada.
 - Maria will ask at her workplace (CSL Library) for donations of books for grades 5 and 6. She'll inquire about the best contact for pickup.
- Community Garage Sale:
 - No new updates; still waiting to hear back from the board. Jessica will follow up with Silvana.
 - We are exploring the possibility of hosting the sale off school property, such as at a local park. If not, the event will be a swap instead.
- Grand Finale:
 - Plans are to offer the event for free or at a minimal cost.
 - Sign-up sheets have been created, and 80 volunteers are needed.
 - Kristy suggested purchasing a laser tag game rather than renting it, as it's more cost-effective.
 - We will explore the possibility of using gloves instead of guns to keep the event more school-appropriate.
 - The first meeting for the grand finale will take place after spring break, likely in mid-March.
- Scholastic:
 - Daniela will confirm the next Scholastic deadline and ensure teachers provide input for the order.

c. Pizza and Froyo Update (Daniela)

- The team is refining the pizza and Froyo process, they think we have mastered it.
- A revamped list has been created, with issues identified and addressed for next year.
- The format for next year will stay the same, using a class list in Excel to ensure accurate orders and tallies.

d. 2025-2026 H&S Executive Committee (Kristy)

- Kristy and Daniela have reached out to see if anyone will be staying on the committee for next year.
- No major exits have been reported, and everyone is planning to stay on.
- Elections for Adam, Kristy, and Daniela will take place at the Annual General Meeting.
- We will also consider offering shadow roles to others and encourage new people to get involved, so future transitions are smoother.

7. Communications (Josh - 5 minutes)

- Josh was not available tonight.
- Updates on H&S newsletter and social media posts will be provided at the next meeting.

8. Website Report (Alex - 5 minutes)

- Website analytics have been set up, and data for December and January is available.
- The newsletter, while less frequent, is the primary driver of traffic to the website, generating 100-200 hits per newsletter.
- Social media presence needs improvement. Kristy will add the website link to social media posts to help drive traffic.

9. Family Support Fund Report (Nicholas / Kristin - 5 minutes)

- Last year, we did not distribute end-of-year gift cards to families, but we plan to do so this year.
- The Grade 5 overnight trip will be more expensive, and the fund will be used to assist families.
- A clothing rack is needed for the Home and School closet.

10. Grad Committee

- The Grad Committee is going well, with strong parental involvement. No further updates at this time.

11. Votes & Budget Approval

- A vote for a new freezer will be held via email.
- The need for a larger standing freezer has been discussed, as the current one is not sufficient for Froyo and pre-made cups.
- The estimated cost for a new freezer is between \$400 and \$600. Details and an electronic vote will be organized.

Adjournment

- Motion: Kristy moves to adjourn at 8:37 PM, Veronica seconds.

Next Home & School Meeting:
April 1st, 2025 at 7:30 PM