

Westgate Parent Association Meeting

Wednesday, November 9, 2016, Chapman Library

Present: Patricia Baker (Chair), Jodi Lee, Karl Wiebe (Staff Rep), Rachel Franz, Jan Barak-Stelmack, Andrew Krahn, Heather Smith, Sandra Epp, Mardina Andrews, Susan Crichton, Trina Neufeld, Heidi Greiser

1.0 Welcome

- Patricia read a devotion regarding sowing seeds.

2.0 Approval of the Minutes

- Jodi moved that the Oct 12, 2016 minutes be accepted; Seconded – Trina. Approved and carried.

3.0 Approval of the Agenda

- Rachel moved that the Nov 9, 2016 agenda be accepted; Seconded – Andrew. Approved and carried.

4.0 Reports

4.1 Chair Report (Patricia Baker)

- 20 people came to the anxiety workshop. Good presentation. Information will go on the website. Handouts also went into the teacher's mailboxes.

4.2 No reports – Vice-Chair/Secretary

4.3 Treasurer Report (Andrew Krahn)

- Have not seen any bank statements
- Reviewed income statement
- Momentum fundraiser profit – will be a little higher since more cards sold since last meeting
- \$4615 profit from perogie fundraiser
- Staff wishlist – Staff will send in their invoices along with a 'report' of how they are using their items/wishes.
- Andrew moved that the income report be accepted; Seconded – Trina. Approved and carried.

4.4 Momentum Gold Cards (Andrew Krahn/Mardina Andrews)

- Scholarship fund total won't be until the new year – once all schools report back. \$12905 – total revenue number. ½ goes to building fund.

4.5 Staff Representative report – Karl Wiebe

- Everyone has settled into the new routine. Students are doing the best job at adapting – going with the flow/schedule.
- Peace chapel – Nov 10th – person from MCC coming to talk. Chapels not open to parents this year due to space limitations at Chapman.
- Busy time for teachers – marks due Tuesday.
- Sturgeon Creek United booked for next two weeks. Students will be bussed to Charleswood Mennonite Church.
- Volleyball season winding down.
- Evening of the Arts – Nov 22 – Anglican Church. Band/choir/art programs present.
- Nov 28th – Annual general meeting
- Safe Grad meeting – Nov 30th.
- Monday, Dec 5th – Christmas concert – Westminster United Church
- Early dismissal to catch the bus – only NK kids can leave. They have been identified and teachers are aware of who can leave.

4.6 Perogies and Sausage (Trina Neufeld)

- Went much better than last year
- ~\$4600 profit
- Special thank-you to Karl for setting up the tables. Lori & Edith for their help.
- Longer selling time next year. Didn't sell as much as last year.

4.7 Sobey's Cards

- Order forms will be sent out shortly.

4.8 PAC – Building PAC or “Community Building” Committee (Heather Smith)

- Sub-committee: Heidi, Mardina, Heather, Andrew
- Over the next 6 months – building opportunity; will be in a better position to publicize PAC.
- Goal - Refreshed face to PAC; engage parents; add additional blood; describe to new parents what committee does.
- Create pool of people to draw on for volunteers for fundraisers, subcommittee based
- Currently PA is buried on website, lengthy, not jazzy/easy to read. Need to rewrite/reorganize. Spend time to Lori about how to update website.
- Some ideas about rebuilding PAC:
 - Give a human face to PAC - group picture
 - Describe different positions – what people do.
 - Add a social event through the course of the year – use grade reps. Will need to solicit ideas.
 - Create Facebook page or be included on the Westgate page.
 - Embrace social media more.
 - Teacher wishlist – teachers asked to report back & include photos. We can show on the website. Show what fundraising is about.
 - Survey parents – what do they expect from PAC.
- Will look for parents with a communication background and graphic design experience to help with relaunch.

5.0 New Business

5.1 Online payments for fundraising programs

- Order/pay online. Perogy example - Close to 200 cheques. Spent 3 hours organizing/verifying. Took another hour and ½ at credit union.
- Set up costs; parents at school who are well trained would volunteer their time.
- % fee for money that goes through
- Eliminate NSF, wrong dates, wrong name on cheques
- Easier to participate
- \$1000/1500 – profit within first calendar year
- Person using online payments would get automated report. Can include a messages from PAC.
- Attraction tool for volunteers – easier for people to help out with fundraisers.
- There would still be some cheques.
- Andrew will spearhead committee to keep this going – hope to launch for next school year. Have already talked to a few other parents.
- Technology – different server, include someone from admin/school IT.
- Andrew moved that an online payment sub-committee be set up with involvement from other parents and admin/IT from Westgate; Seconded – Patricia. Approved and carried.

7.0 Adjournment

- Meeting adjourned at 8:10pm
- Next meeting: Wednesday, January 18th, 2017 – 7pm @ Chapman Library