

# Westgate Parent Association Meeting

## Wednesday, April 12, 2017, Chapman Library

Present: Patricia Baker (Chair), Karl Wiebe (Staff Rep), Rachel Franz, Andrew Krahn, Heidi Grieser, Heather Smith, Jan Barak, Mardina Andrews, Lilli Williams

Regrets: Jodi Lee, Trina Neufeld

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### 1. **Welcome**

- Went around the table and discussed what our kids tell us about chapel and small groups.

### 1. **Approval of the Minutes**

- Andrew moved that the Feb 15, 2017 minutes be accepted; Seconded – Mardina. Approved and carried.

### 1. **Approval of the Agenda**

- Heather moved that the April 12, 2017 agenda be accepted; Seconded – Heidi. Approved and carried.

### 1. **Reports**

#### 1. **Chair Report (Patricia Baker)**

- No report.

#### 1. **No reports – Vice-Chair/Secretary**

#### 1. **Treasurer Report (Andrew Krahn)**

- Wish list – still waiting for two receipts:
  - Siemens - \$930 composting
  - Janzen/Henry – fidget toys - \$100

- Wish lists: \$6760.82 paid to date.
- Fruit & Cheese – \$13800; cost \$7321.75; profit \$6478.25.
- 3 primary fundraisers: \$13043.
- Momentum - \$13105 raised – ½ to capital campaign.

### 1. Staff Representative report – Karl Wiebe

- Senior musical April 27-29.
- Busy with student interviews; enrollment is full except grade 7.
- Building on track – August 10<sup>th</sup> when they'll be 'out' – start setting up for next year.
- James Friesen – new vice principal.
- Alternate Ed week – seniors have signed up; juniors have activities with their classes.
- Middle East trip was successful – excellent trip.

### 1. Parent Repositioning Sub-Committee (Heather Smith)

- Refreshed face of PAC; better clarity of purpose; recruitment to meetings/volunteers for other positions.
- Human face to the association; buried in the website; fun group – interested in working with the school.
- Launch in Fall of 2017.
- Tools – social media – website, Facebook, Twitter.
- Conduct survey of parents – what do they want? What do they expect from PAC?
- Survey questions in to Heather by end of next week. Rachel will create the survey.
- Develop a description of positions on PAC to get people interested.
- Develop a calendar of events, publish pictures of PAC activities.
- Future – grade related activities.
- Constitution may need to be revisited.
- Motion that sub-committee continue with plans outlined above; Approved by consensus.

### 1. Business Arising

#### 1. Online payments for fundraising programs

- Easy shopping/fundraising experience.
- Unique URL for every fundraiser – shopping page is easily customizable.
- Mobile friendly – yes.
- Receipt – include a blurb with thanks – or how we did last year on the same fundraiser.
- Total cost \$1000.
- Anyone who uses online option will pay an extra 3%. i.e. Sobey's – \$100 in gift cards will cost \$103. Will be up-front with parents for all additional costs.
- Homepage – add button to go to parent association fundraising.
- Heidi moved that we spend \$1000 to launch eCommerce; Seconded – Heather. Approved and carried.

- Will be ready for next meeting for committee to test it; launch for perogies and farmer sausage fundraiser in fall.

## 5.2 Spring workshop

- Go with a positive workshop about exploring the city; safety will come up. Develop your own adventure around the city. April 20<sup>th</sup>.

## 5.3 Momentum scholarship

- Discuss at next meeting.

## 5.4 Staff appreciation

- Week of May 29<sup>th</sup> – thanks for helping kids through the year at the new location. Monday- Thursday.
- Room reps will organize what they will do each day. Two grades responsible each day.
- PAC will take on responsibility of renting massage chairs for one day.
- Rachel moved that we spend \$500 toward staff appreciation events; Seconded – Andrew. Approved and carried.

## 1. Staff wish lists

- Five requests came in:
  - Library chairs for new location
  - Cafeteria updates at Westgate location – cooler repaired or new. Modification of existing space.
  - Office – monitor support/arm (2) – for Westgate location - \$199 each
  - Office - filing cabinets for Westgate location to replace old cabinets – 4 total @ \$400 each
  - Digital filmmaking equipment - \$169
- Heather moved that we grant \$169 for digital filmmaking equipment; Seconded – Heidi. Approved and carried.
- Heather moved that we grant up to \$500 for each monitor support/arm; Seconded – Andrew. Approved and carried.
- Library chairs – will wait until we are back at Westgate location.
- Karl to talk to Ozzie – re: modification of cafeteria space. See if it is possible to move some plugs/electrical.
- Heidi moved that we grant up to \$500 for cooler repair in cafeteria; Seconded – Andrew. Approved and carried.
- Filing cabinets – will encourage staff to look at used filing cabinets, i.e. Cunninghams.

## 1. New business – to discuss at next meeting

- Meetings next year:
  - Different weeknight or move day around throughout the year so that more can attend.
  - Conference call line or Skype for those that cannot be there in person.
- Fundraising review.
- Constitution review.
- Nominating committee.

## 7.0 Adjournment

- Meeting adjourned at 9:00pm.
- Next meeting: Wednesday, May 10, 2017 – 7pm @ Chapman Library.