

Westgate Parent Association Meeting Minutes

November 12, 2025
86 West Gate

Present:

- Parents: No parents attended
- PA Exec: Cayla McKechnie, Jeremy Mitchel-Koch, Tammy Sawatzky,
- Staff: No staff attended
- *NO QUORUM, hence no motions or carries could be made. Will pass October minutes and financials at December 9, 2025 meeting.*

1. Welcome

2. Approval of Agenda

- a. NO QUORUM, therefore no motions or carries could be made

3. Approval of Minutes - october 8, 2025

- a. NO QUORUM, therefore no motions or carries could be made

4. Westgate Admin Report

- a. No Westgate staff attended. No report provided.

5. Review Action items

Grade Event Planning (Presented by Jeremy Mitchel-Koch)

- Every grade but grade 9 is planned.
- Grade 12- Golf Dome

- Grade 11 is in the planning stage - Lazertopia
- Grade 10 - Paintball
- Grade 9 - in planning stages
- Grade 8 - Activate
- Grade 7 - Select Start
- Grade 6 - Wheelies

6. **Financials** - Presented by Cayla McKechnie (Flora Fan was away)

- Due to the fundraiser, our current financials are ever changing, therefore these financials are only up to date as of the morning of Saturday, November 8th.
- NO QUORUM, hence no motions or carries could be made

7. **Fundraisers**

Account balance is being calculated due to incoming funds related to fall freezer full up fundraiser.

Liabilities is \$15,945.00

Fall Freezer fill-up update

- Our fall freezer fill-up was successful! Pick up is tomorrow from 3:30 to 6pm. Most of the volunteer positions are full and I think we are good for tomorrow. Sandi Conrad as well as Jeremy will be here in the morning to receive orders. I am not able to be there until just before 5pm.
- New Bothwell Cheese and Country Perogy will be here at 9:30 and Deb's Meatbuns and Pioneer Meats will be delivering at 10:30. I've left the bags and packing slips along with all payments in the office for them in the morning.
- I've asked Ryan Beumister to have tables ready for the pick up tomorrow and I've coordinated with Lori to have some clipboards and pens available as well.
- Lindsay in the cafeteria is providing a light lunch to the packers as they are busy and don't have much time to grab food. I think it's wraps and oat squares. As well as hot chocolate so that's fantastic!
- As far as profits go; our total profit is \$3,751. Meatbuns =\$825, New Bothwell Cheese =\$674, Country Perogy =\$1498, and Pioneer Meat =\$754. Slightly down from last year but it was just the return percentages weren't as favourable as last year.

Fundscrip

- The Fundscrip Gift Card Fundraiser is over in 2 days. We are significantly behind from last year's sales but I believe that's mostly due to 1 order.
- Our sales are at \$7560.00 and profits are only \$284.65. Hopefully we get some good orders in the next couple days to make it a bit more successful.

Greenhouse Gift cards

- I received an email from Ray DuBois, owner of Ron Paul Garden Centre, asking if they could add them to the Greenhouse fundraiser as well. They are happy to do a 20% return and their gift cards are good on all items except Barkman Concrete products.
- All current greenhouses have a student connection to Westgate.
- I messaged Heidi about running the Greenhouse Fundraiser from February 6-27, with pick up being March 12.

8. Staff Requests

PA Staff Request Mandate: Requests should aim to enhance the student experience in ways that would not be possible within the regular school budget. It is not the PA's responsibility to fund routine school operations, staff, or standard equipment needs.

- None to report on at the moment!

9. Other/Call for New Business

Action items:

- No action items noted

Motion to Adjourn

The meeting was adjourned at 8:13pm

NEXT MTG: **Tuesday, December 9, 2025**

Account Balances

Westgate Parent Association

Date Range: Oct 05, 2025 to Nov 08, 2025



ACCOUNT	STARTING BALANCE	DEBIT	CREDIT	NET MOVEMENT	ENDING BALANCE
Assets					
Checking Account	\$2,119.16	\$23,369.25	\$541.37	\$22,827.88	\$24,947.04
Staff Appreciation Savings	\$1,064.78	\$1.07	\$0.00	\$1.07	\$1,065.85
Total Assets	\$3,183.94	\$23,370.32	\$541.37	\$22,828.95	\$26,012.89
Liabilities					
Accounts Payable	\$0.00	\$0.00	\$15,945.00	\$15,945.00	\$15,945.00
Total Liabilities	\$0.00	\$0.00	\$15,945.00	\$15,945.00	\$15,945.00
Equity					
Total Equity	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Income					
FundScrip Gift Card Fundraiser		\$0.00	\$4,650.00	\$4,650.00	
Interest Earned		\$0.00	\$1.07	\$1.07	
Perogy & Sausage Fundraiser		\$0.00	\$18,719.25	\$18,719.25	
Total Income		\$0.00	\$23,370.32	\$23,370.32	

Expenses			
Banking Fees	\$0.85	\$0.00	\$0.85
Credit Card Fee	\$481.63	\$0.00	\$481.63
Operating Costs	\$58.89	\$0.00	\$58.89
Perogy & Sausage Fundraiser	\$15,945.00	\$0.00	\$15,945.00
Total Expenses	\$16,486.37	\$0.00	\$16,486.37
Total for all accounts	\$39,856.69	\$39,856.69	

Balance Sheet

Westgate Parent Association

As of Nov 08, 2025
Report Type: Accrual (Paid & Unpaid)



ACCOUNTS		Nov 08, 2025
Assets		
Cash and Bank		
Checking Account		\$24,947.04
Staff Appreciation Savings		\$1,065.85
Total Cash and Bank		\$26,012.89
Other Current Assets		
Total Other Current Assets		\$0.00
Long-term Assets		
Total Long-term Assets		\$0.00
Total Assets		\$26,012.89
Liabilities		
Current Liabilities		
Accounts Payable		\$15,945.00
Total Current Liabilities		\$15,945.00
Long-term Liabilities		
Total Long-term Liabilities		\$0.00
Total Liabilities		\$15,945.00

Equity	
Retained Earnings	
Profit for all prior years	\$3,137.61
Profit between Sep 1, 2025 and Nov 8, 2025	\$6,930.28
Total Retained Earnings	\$10,067.89
Total Equity	\$10,067.89

Profit and Loss

Westgate Parent Association

Date Range: Oct 05, 2025 to Nov 08, 2025
Report Type: Accrual (Paid & Unpaid)



ACCOUNTS		Oct 05, 2025 to Nov 08, 2025
Income		
FundScrip Gift Card Fundraiser		\$4,650.00
Interest Earned		\$1.07
Perogy & Sausage Fundraiser		\$18,719.25
Total Income		\$23,370.32
Cost of Goods Sold		
Perogy & Sausage Fundraiser		\$15,945.00
Total Cost of Goods Sold		\$15,945.00
Gross Profit		\$7,425.32
As a percentage of Total Income		31.77%
Operating Expenses		
Banking Fees		\$0.85
Credit Card Fee		\$481.63
Operating Costs		\$58.89
Total Operating Expenses		\$541.37

Net Profit	\$6,883.95
As a percentage of Total Income	29.46%