

Westgate Parent Association Meeting Minutes

Sept 15, 2026
86 West Gate, Winnipeg MB

Present:

- Parent: Shawna Zeilstra, Jennifer Goreski, Sarah Enzlberger, Nick Demski, Ming Hon, Amelia Laidlaw, Lindsay Ewan, Julio Lucchesi, Jonathan Weins
- PA Exec: Cayla McKechnie, Allison Pollard, Ana Iervolino
- Staff: Heidi Koop

1. Welcome/Introductions

- a. Meeting started at 7.30pm
- b. PA Exec Team so far:

Chair: Cayla McKechnie

Vice-Chair: Ana Iervolino

Treasurer: Allison Pollard

Secretary: TBD

2. Approval of Agenda

- c. Motion by Jen, carried by: Jonathan

3. Approval of Minutes - June 9, 2026

- d. Motion by Ming, carried by: Cayla

4. Westgate Admin Report (Heidi Koop)

- This years theme is Mercy
- 345 Students
- Traffic continues to be a challenge. Encouraging pick up on Middle Gate or Wellington

- Free transit passes this year to encourage bussing
- Busy with Jr and Senior activities
- Cyclathon September 26

5. Review Action items

Executive Update/Voting:

- Chair - Cayla McKechnie
- Vice Chair - Ana Iervolino
- Treasurer - Allison Pollard
- Secretary is still needed. If anyone is interested please come to me and we can support you into that role. It's about 2 hours of your time per month including the meeting.

Motion: Jen, carried by Sarah

Opening program

- October 8 is the opening program, the Parent Association last year hosted a small welcome with treats upstairs at Bethel Church. We order some treats from Lindsay in the Cafeteria and hand them out before the program starts. If I could have a couple of volunteers to help me serve that would be wonderful. Is everyone ok with going ahead with this again? The cost is around \$200. If so, I'll go ahead and get that going as well.

Grade Events

- Present the list of grade reps. Still need a grade 6 rep and a grade 10 rep. Please see me interested.
- I'll let Ana talk a little bit about that.

6. Financials - Presented by Allison Pollard

- Not much to report as school just started

7. Fundraisers

We usually do 3 fundraisers per year. Our Fall Freezer Fill up is our biggest and most profitable. Also the most work out of the 3. The other 2 are gift card fundraisers. These are less work but still turn an ok profit.

Fall Freezer Fill Up

1. I have contacted Pioneer Meats, New Bothwell Cheese, Country Perogy and Deb's Meat Buns. They are all good with the dates I have set out for the fundraiser. Which I got approved by Heidi of course.
2. The Fundraiser dates will be October 9-23 with pick up being Wednesday November 4 from 3:30-6pm in the "Loop"
3. Like the previous couple of years I will make sure everyone knows that any order not picked up that day will be donated as we have no freezer space to keep it.
4. I will send an email out for volunteers to help with delivery of the product as well as packing orders. Jeremy, who was our Vice-Chair last year, has agreed to be there to help lead the way on pick up day as my job is not flexible and I won't be able to be there until 5pm.

Funscrip Gift Cards

1. We don't have dates for this yet, but will probably run in november with pick up early december. So keep that in mind for Christmas gifts. For friends, family, co-workers, employees etc.

Greenhouse Gift Cards

1. We do a spring fundraiser and it is well received. This usually runs in March with pick up late march/early april so people can get planting! Last year we used LaCoste Garden Centre, St. Leons Garden Centre, T&T Seeds, and Ron Paul Garden Centre. We haven't confirmed anything yet, but hopefully this will continue with these vendors.

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 at this time!

9. Other/Call for New Business

- No new business.

Action Items:

- Ana to email grade reps to get that rolling
- Cayla to email Bethel Church and Lindsay about opening ceremony
- Cayla and Heidi to follow up with Staff request form

Motion to Adjourn

The meeting was adjourned at 8:20pm

Motion by Jen, Carried by: Shawna

NEXT MTG: Wednesday October 7, 2026 7:30pm