

Woodbridge Farms Parent Association Minutes

September 25, 2023 at 19:06 Woodbridge Farms Elementary School/Virtual

| President | Tara Lamabe |
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| Vice President | Nana Thaver |
| Treasurer | Julie Ballhorn |
| Secretary | Mel Fawcett |

| Agenda Item | Notes | Actions |
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| 1.0 Welcome | Called to order: 19:06 by Julie Ballhorn | |
| 2.0 Old business and approval of last meeting's minutes3.0 Approval of Agenda | 19:08 Leanne motions to approve March minutes. Jess 2[∞]. All in favour. 19:09 Marco motions to approve May meeting minutes. Leanne 2[∞]. All in favour. 19:09 Alexia motions to approve current agenda. Jess 2[∞]. All in favour. | Approved as circulated. Approved as circulated. Approved as circulated. |
| 4.0 Treasurer Update | 19:10 Bank Balance September 1, 2023 \$15,705.37 Financial Statement to be shared and approved during AGM | |
| 5.0 Fundraising Update | 19:15 Fall 2023 Read-A-Thon November 24 2023. Jessica and Taryn leading parent committee Meeting with Kari and Teri, forms will be sent Nov. 1 Parent volunteers needed to run reading stations at school on November 24 WEM Water Park \$35 – Will we be moving forward? Move to next meeting. Meagan to inquire about insurance needs and Mel to gather fundraising details. Stawnichy Sausage – prior to Easter (March 2024) Nana leading fundraiser Volunteers needed- more information closer to date. | November; WEM Water Park Info |

| | Spring Flowers – May 2024 | |
|------------------|---|-------------------------|
| | Tara leading fundraiser | |
| | Volunteers needed- more information closer to date. | |
| | | |
| | Questions: None | |
| 6.0 Funding | 19:30 | |
| Requests | Terry Fox Run Snack | |
| | School purchased granola bars | |
| | Nana motions to approve snack purchase. Julie 2[™]. All in favour. | Approved as circulated |
| | No additional requests at present – Revisit in October. | |
| 7.0 New Business | 19:35 Motion to approve purchase of new hot lunch bins. | |
| | Move to next meeting. | Approved as circulated. |
| | 19:36 Motion to approve swimming bussing costs for 2023-24 school year (approved \$1,500; \$974.40 cost) | |
| | • Nana motions to approve \$1500 for swim lesson bussing. Meagan 2 nd . All in favour. | Approved as circulated. |
| | 19:37 Motion to approve gift card purchases for students providing childcare during the SC/PA | |
| | Meetings (\$20/ student/meeting in the past). | |
| | Motion not approved. Hybrid meetings going forward. | Approved as circulated. |
| | 19:41 Motion to approve funds for Staff Appreciation for 2023-24 school year (approved \$1500 | |
| | last year; \$1,115.95 cost) Nana motions to approve \$1500 for Staff appreciation spending. Jess 2nd. All in | Approved as circulated. |
| | favour. | Approved as circulated. |
| | 19:45 Motion to approve funds for Staff Reimbursement (\$10/student), who receives funding, | |
| | guidelines for spending | |
| | \$10 per student, up to \$4000 for teachers | |
| | Library and counselors \$200 | |
| | Funds to be used for students at staff discretion. | |
| | Nana motions to approve \$4000 for staff reimbursement. Marco 2nd. All in favour. 19:52 Motion to approve funds for Retirement/Farewell gifts for 2023-24 school year (approved \$500; \$424.40 cost) | Approved as circulated. |
| | Nana motions to approve \$500 for retirement spending. Mel 2[™]. All in favour. | Approved as circulated. |
| | 19:54 Motion to approve funds for grade 6 farewell lunch for 2023-24 school year (approved \$600 | |
| | last year; \$342.08 cost) | |
| | • Nana motions to approve \$500 for Farewell Lunch. 2 [™] by Jess. All in favour. | Approved as circulated. |
| | Halloween Dance - This is a successful and anticipated event for the children! | |
| | October 27th - dance held in the evening | |
| | Planning committee: | |
| | Laureen, Meagan and John Joss and Tanya organizing concessions | |
| | Jess and Taryn organizing concessions. | |

| | Additional help needed, sign up genius will be sent out. Hot Lunch Currently lead by Tara, Lori M. is interested in helping assist Tara with Hot Lunch activities Hot lunch for grades 1-6. Volunteers needed, sign up genius will be sent. Wee Wonderland Lead by Jamie and Laureen Stawnichy Fundraiser Lead by Nana Spring Flowers Lead by Tara |
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| 8.0 Announcements | |
| 9.0 Adjournment | Meeting adjourned at 20:15 |
| | Date: November 2023 |
| | Time: TBD |
| | Location: Woodbridge Farms Elementary and Virtual |