

## **Woodbridge Farms Parent Association Minutes**

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

President Tara Lamabe

Vice President Nana Thaver

Treasurer Julie Ballhorn

Secretary Mel Fawcett

Agenda Item	Notes	Actions
1.0 Welcome	Called to order: 19:06 by Julie Ballhorn	
2.0 Old business and approval of last meeting's minutes	<ul> <li>19:08</li> <li>Leanne motions to approve March minutes. Jess 2∞. All in favour.</li> <li>19:09</li> <li>Marco motions to approve May meeting minutes. Leanne 2∞. All in favour.</li> </ul>	Approved as circulated.  Approved as circulated.
3.0 Approval of Agenda	<b>19:09</b> Alexia motions to approve current agenda. Jess 2 <sup>∞</sup> . All in favour.	Approved as circulated.
4.0 Treasurer Update	<ul> <li>19:10</li> <li>Bank Balance September 1, 2023 \$15,705.37</li> <li>Financial Statement to be shared and approved during AGM</li> </ul>	
5.0 Fundraising Update	<ul> <li>19:15</li> <li>Fall 2023 Read-A-Thon November 24 2023.</li> <li>Jessica and Taryn leading parent committee</li> <li>Meeting with Kari and Teri, forms will be sent Nov. 1</li> <li>Parent volunteers needed to run reading stations at school on November 24</li> <li>WEM Water Park \$35 – Will we be moving forward?</li> <li>Move to next meeting.</li> <li>Meagan to inquire about insurance needs and Mel to gather fundraising details.</li> <li>Stawnichy Sausage – prior to Easter (March 2024)</li> <li>Nana leading fundraiser</li> <li>Volunteers needed- more information closer to date.</li> </ul>	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	
	<ul> <li>Nana motions to approve snack purchase. Julie 2<sup>™</sup>. All in favour.</li> </ul>	Approved as circulated
	<ul> <li>No additional requests at present – Revisit in October.</li> </ul>	
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 <sup>nd</sup> . 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).	Approved as sireulated
	<ul> <li>Motion not approved. Hybrid meetings going forward.</li> <li>19:41 Motion to approve funds for Staff Appreciation for 2023-24 school year (approved \$1500)</li> </ul>	Approved as circulated.
	last year; \$1,115.95 cost)	
	<ul> <li>Nana motions to approve \$1500 for Staff appreciation spending. Jess 2<sup>∞</sup>. All in</li> </ul>	Approved as circulated.
	favour.	/ ipproved do en ediated.
	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 2 <sup>nd</sup> . All in favour.	Approved as circulated.
	19:52 Motion to approve funds for Retirement/Farewell gifts for 2023-24 school year (approved	
	\$500; \$424.40 cost)  • Nana motions to approve \$500 for retirement spending. Mel 2 <sup>∞</sup> . All in favour.	Approved as circulated.
	19:54 Motion to approve funds for grade 6 farewell lunch for 2023-24 school year (approved \$600	Approved as circulated.
	last year; \$342.08 cost)	
	• Nana motions to approve \$500 for Farewell Lunch. 2 <sup>nd</sup> 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	
	Jess and Taryn organizing concessions.	

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