

WILLINGDON ELEMENTARY
HOME & SCHOOL EXECUTIVE COMMITTEE MEETING
November 9th, 2016

Present: Mary Ellen Kenny, Catherine Lavoie, Chelsea Herman, Luisa Carpio-Mak, Sharon Sweeney, Genevieve Trudeau, Cornelia Mandoiu, Carmen Nicolas, Isabelle Gaul, Michelle Alfonzo, Charlotte McCaffrey.

Regrets: Tom Bock, Andrea Burns.

The meeting commenced at 7:35pm.

Approval of November Agenda with additions and corrections - moved by C. McCaffrey, seconded by C. Henman.

Approval of October 11th Minutes with additions and corrections – moved by C. Nicolas, seconded by L. Carpio-Mak.

President's Report (M E Kenny, L. Carpio-Mak) The main update was the DFS fundraiser, which raised \$1,778 from paper forms (approximately \$1,400 from online sales). It was not a huge success, but it did better than last year. Parents asked if they could make a straight donation to the Home & School Association instead, and we said yes, so \$250 was received in straight donations this year. The orders were due to arrive in the 1st week of December.

M E Kenny added that a big thanks is owed to the two ladies who organized the Halloween event in our gym this year (Jane and Hannah).

Principal's Report (C. Nicolas) It was recommended by the school nurse that we do not spend time and energy organizing a school lice check this year, as children will no longer be sent home if they are found to have lice. Report cards were due out on Monday. We had a spectacular open house and the Halloween activities were thoroughly enjoyed by the students this year as well as the tribute to veterans on Remembrance Day. The Homework Program starts Nov 21st, and is based on the teacher recommendations of students who need extra help with homework. Five tutors will work with them during class time, after school. Of note, the Minister of transport will be coming to speak to grades 5/6's this month about transportation and safety. November is a challenging month for Willingdon staff, but we are trying to keep up the morale as we look forward to the holidays.

Teacher's Report (C. Mandoiu) Once again, Halloween was great fun this year with the activities in the gym for the students. Please note that the Teachers' Wish List deadline will be Nov 15th for books; they

would like something more visual presented next year at the book fair for their wish list. Parent teacher interviews went well; Teachers tried to accommodate parent availabilities to the best of their abilities.

Treasurer's Report (Andrea Burns) Currently in our account is \$29,904.56. Pending deposits amount to \$4,405.00. Our new balance once the deposit has cleared will be \$34,309.56. The Grad balance is \$8,681.57 (carryover from last year is \$114.57 + a Froyo deposit of \$8,567). Our estimated Froyo cost for the year is \$3,312. The estimated Grad balance after deducting Froyo costs is \$5,369. The H&S balance after deducting grad funds is \$25,628. The estimated remaining pizza costs for the year (Dominos and Dubé Loiselle) are \$11,200. Cheques not yet cashed total \$618.30 (reimbursements for Halloween, Open House, Photo Day). Upcoming expenses are for basketball and soccer @ \$300.00 each (\$600 in total) plus the frame for Miss Penny at a cost of \$200 (we agreed to pay for this last year). The H&S budget after deducting all un-cashed cheques and upcoming expenses (including pizza expense) is \$13,010. Last year we did not allocate a budget to the Family Emergency Fund, however we did spend \$1,000.00 on sending students on overnight field trips who otherwise could not afford it. This year the DFS fundraiser was intended to raise funds for the Family Emergency Fund, however I have not seen the results of this fundraiser yet so I have not included this in my report. Other upcoming expenses include Santa's Breakfast for which we need to decide on a budget (last year we spent \$275 but the previous year we spent \$780), and Teacher & Staff Appreciation week (we spent \$428.00 on this last year) and Fetes des Arts which we spent \$1,800.00 on last year. Pizza profit is estimated at \$7,360. A total of \$19,960 was deposited and the average cost of pizza day is \$1,400 a month x 9 months; this comes out to \$12,600 in total.

Other Business

Halloween Activity - The final report is that it was a success; Hannah and Jane created a detailed report of what they did and bought and what they might do and buy again next year.

Book Fair update – C. Lavoie mentioned that she has lots of volunteer support this year; books have just started arriving, although there were not enough French books, so more were ordered. It was decided that there will be two contest draws, one for the younger students and one for older ones. Used books boxes are empty! Let's send a notice out asking for used books; students can bring them by on Tuesday night/Wednesday morning. The Grad bake sale and Gear sales will take place on this day as well.

Lost & Found update – Tables will be set up during parent teacher interviews with clothing on display. New labelled clothing bins have been requested to help better organize lost items.

Santa Breakfast for the K's – This takes place Dec 20th and is well on its way. Last year's budget was \$275. It should be about the same this year.

Christmas:

- Food drive – Takes place December 12th through to the 16th; each day the children are encouraged to bring a different non-perishable item. The number of Christmas Baskets for Willingdon families is around 7. How we go about distributing them discretely is tabled for now, we need to see how Susie (our former Principal) handled this last year. S. Sweeney asked for help to bring the boxes of non-perishables to the Food Depot on December 16th.

- Caroling – A vote was taken to put \$200 towards covering the cost of soup on the Caroling evening, same as last year. C. McCaffrey made the motion, C. Lavoie seconded. All were in favor, none against; the motion was carried. S. Sweeney offered to make Latke's, she will get back to us with a budget. The tentative date for the activity is Tuesday the 20th.
- Pancake breakfast – On December 17th from 10-12pm. The theme: Holiday Winter Wonderland. A Bake Sale table will be set up that morning as well. The usual cost is \$375 for the breakfast.
- Holiday Concert – Takes place December 15th; Students will be collecting money for the Food Bank that evening.
- Grad Magic Event – Will be on Dec 9th; they will be inviting mostly older students, grades 4's, 5's, 6's and alumni. Tess Bui is organizing this event.

There being no other business, the next Home & School Association Meeting is to take place on Wednesday, February 1st at 7:30pm (There will be no meeting in December). This meeting was adjourned on a motion by S. Sweeney, seconded by C. Henman.

Minutes respectfully submitted by Chelsea Henman,
Home & School Secretary