

WILLINGDON ELEMENTARY
HOME AND SCHOOL EXECUTIVE COMMITTEE MEETING
SEPTEMBER 30th 2015

Present: David McLeod, Anna Couch, Andrea Burns, Thomas Bock, Sharon Sweeney, Chelsea Henman, Susie Douranos, Alaa Al-Musalli, Meghan Donovan, Catherine Lavoie, Luisa Carpio-Mak, Genevieve Lemaire, Monique Dykstra, Katie Saunders, Charlotte McCaffrey, Tanya Savickey, Nadine Ishak, Phenice Roberge, Mary-Ellen Kenney.

Meeting commences at 7:10pm.

QFHSA mission statement is read by David McLeod. Dave presents QFHSA membership forms.

Sharon Sweeney moves to approve the agenda for tonight's meeting, Charlotte McCaffrey seconds.

Treasurer's Report – Andrea Burns

Willingdon Home and School has a current balance of \$2,596. \$1,577 of that money is believed to be owed for various items from last year:

1. Loisir NDG/CDN Basketball and Soccer program
2. Freezies from last June
3. Grade 6 Grad: DJ \$727.29

Charlotte McCaffrey states that it is only \$189.96 of the \$727.29 reported outstanding, that is still owed to Judy Edmison for last year's Grad expenses.

Principle's Report - Susie Duranos

Willingdon's enrollment is presently 479 students. A new Kindergarten class has opened and there are 21 homerooms in all.

It has been determined that Willingdon's Open House will take place on Thursday October 22nd with Kathelijne Keeran as the coordinator.

The Home and School Mailbox has been relocated to the Royal side of the school for ease of access by parents picking up and dropping off their children on that side of the school.

The Lost and Found policy and location are being reviewed. A notice with information about this item and also the correct dates for Photo Day, will be sent out by the administration in the days following.

Vice Principal's Report - Anna Couch

We are currently looking at how we can boost Home and School Membership and Volunteer Engagement.

According to the QFHSA, all parents who wish to volunteer at the school must become QFHSA members at the cost of \$18 for insurance purposes and must also undergo a yearly police check.

However, Meghan Donovan former Home and School President, states that upon investigation last year, QFHSA actually only required parents to become members if they wished to have the ability to *vote* at Home and School Meetings.

Back to membership; we would like to form an ad hoc committee whose job it will be able to creatively shine a spotlight on who we are and what we do, in the hopes of recruiting new members. We also wish to form a committee who will work on reforming our constitution and redefine our mission statement, our goals, our policies, our procedures and our by-laws together as a Home and School Body.

IT and Initiatives - Tom Bock

The Benny Sports Programs (basketball, soccer) are scheduled to run as planned and we are currently addressing the payment of last year's fees. We are hoping to create a **parent liaison** between Willingdon and the Benny Sports Center for both of these programs once they commence.

We are in the process of taking our Email, Facebook and Blog Page up a level in an effort to garner greater confidence and interest in the activities led by the Home and School Committee. We wish to support parent-led initiatives at Willingdon and collaborate with them to **create activities and fundraisers** that involve environmental and humanitarian causes and those which foster community and encourage student involvement. We are able to help their idea along in its' development, in the process of getting it approved by the governing board and in promoting the cause and gathering volunteers in order to run it successfully.

President's Report – David McLeod

Willingdon takes pride in supporting charities and organizations through various fundraisers however, in light of our limited ability to raise funds this year due to the teacher's Work to Rule, we may need to reserve some of that money which is normally donated, to ensure that we can first and foremost cover our costs of operation and provide enrichment activities that accompany and enhance learning for our children.

As mentioned earlier, our constitution will be updated this year. The last amendment made to our constitution was in 1981 and the one before that, in 1976 when technology was a mere novelty! Please contact us if you would like to take part in this process, especially if you possess an editorial or legal background.

Our year-end financials will be drawn up in June of 2016. The Willingdon Home and School AGM (the **Annual General Meeting**) and membership drive will be pushed to September 2016.

Upcoming Events

The following events were discussed and are all teacher-approved:

- ~ Home and School Membership Drive (**looking for a coordinator** - ongoing, until October 25th)
- ~ Photo Day (**looking for a coordinator**, October 13th and 14th)
- ~ Open House (Oct 22nd)
- ~ Pizza Day (sometime in November)
- ~ Hallowe'en Haunted House (**looking for a coordinator** - Friday October 30th, parents can bring props that day to decorate the gym)
- ~ Bookfair (November 17th - fundraiser for school library, brought in \$1,800 last Fall and \$3,500 last Spring)
- ~ Craft Fair (December 4th or 5th proposed dates)
- ~ Cabaret (date to be determined)
- ~ Caroling (December 9th or 16th)
- ~ Breakfast with Santa (date?)

Shared coordinator roles may be desirable, to handle responsibilities for the larger events such as the **Fun Fair** and **Caroling**.

The Math and Geography Challenges and Spelling B are tabled until the Teacher's Work to Rule ends, as they are teacher-sponsored events.

Other Business

We would like to resurrect the Willingdon Home and School Newsletter as it has drawn the most parent readership and engagement to date. We are looking for someone with publishing skills who can spearhead this initiative anew. Similarly, we are looking for someone who can take on a **publicity** role within the Home and School Committee to create a stronger presence around the school.

We may look to the grade 6's to aid in hosting the Willingdon Movie nights in lieu of looking for a coordinator. Their half of the funds raised could go to their graduation party.

The QFHSA is holding its Annual Fall Conference at Roslyn School on Saturday, November 7th, 8:30-4pm.

The Next Home and School Executive Committee Meeting is to be held on **Tuesday October 27th at 7pm**.

The meeting was moved to be adjourned at 8:40pm by Anna Couch, seconded by Charlotte McCaffrey.

Minutes Respectfully Submitted by Chelsea Henman,

Secretary

