

**Willingdon Home and School Association
Meeting Notes**

November 15, 2023 at 7:30pm (Zoom)

Julie Levinson, Kristy Cuevas, Daniela Fietta, Adam Keith, Andrea Archibald, Claudia Nunez, Veronica Santaguida, Margo Stewart, Meghan Donovan, Anna, Ania Muller, Joseph Lalla, Carmen Nicolas.

1. Welcome (Daniella & Kristy)
 - a. Kristy - Thank you Nicolena for an amazing Halloween.
2. Approval of minutes from the previous meeting.
 - a. More to approve – Andrea, Second - Daniela
3. Approval of Agenda
 - a. Move to approve – Adam, Second - Daniela
4. Principal's Report (5 min)
 - a. Thank you to Home & School for an amazing Halloween. It was nice to have both campuses together. Thank you for being able to move the bookfair and bake sale on such short notice due to the strike. Eugena sent the schedule for the book fair on Friday. There is a lot going on at school that day, but everyone is looking forward to it.
 - b. Consultation for education project is in progress. It includes staff, parents, and students. All staff and some parents had to answer a survey. Spent time in the grade 6 class, they had 4 questions for them and they had to report back to the staff. The recurring theme was how much they liked the staff.
 - c. The current title/theme is “Anti-bullying and anti-violence plan”. Students take a survey and then that gets put into action. It will be approved by the governing board.
 - d. Parent-teacher interviews were moved due to the strike, with the choice to do virtual or in-person meetings.
 - e. Staff had started to work on open house. The handouts were done today. They are looking for Home and School volunteers to have a table.
 - f. For the upcoming Winter concert staff would like to request that Home and School decorate. Mme Marie is the lead on this concert. Grades 1 and 2. (cycle 1)
Dec 14th at 2pm is the winter concert. Carmen to confirmed it will take place only on the 14th, not over two days as was discussed at one point.
5. Teacher’s Report (5 min)
 - a. No teacher today.
6. Membership report - Kristy
 - a. Membership drive concluded.
7. Communications + website report (Andrea- 5 mins)
 - a. Social community is starting to get more engaged. Claudia is going to be the front person for the website. Andrea, Kristy, and Claudia will meet and get it sorted out.
8. Treasurer’s report (Adam - 5 mins)
 - a. The current balance is just shy of \$40,000. Most funds are coming from froyo and pizza.
 - b. All files have been put into 1 folder on the share drive.
 - c. Accounting is experiencing an issue, \$6000 came in through e-commerce, but doesn’t know how to break that down yet, as the number feels high.
 - d. Suggestion: Need to pull the pizza and froyo separately and sort it out by product line.
9. Family Emergency Fund Report (Margo 5 mins)

- a. Do we want to do a Funds Drive to cover Christmas gifts/gift cards? In the past, we did gift cards to Walmart. They also got PJs from Costco and we told Caroline about the kids who could be included in her toy drive.
 - b. Total number of kids: 14 families, 18 kids.
 - c. Doing 2 hot lunches a week, about 800-900 a month.
 - d. 11,100 total donations this year.
 - e. If we spend 1000 for Christmas cards we will still have funds at the end of the year while maintaining hot lunches.
 - f. We will not call out for more funds at this time, we have enough for lunches, Christmas and end of year cards.
10. Grad Committee (Margo - 5 mins)
- a. Bake sale tomorrow for grad. 11/17/2023
 - b. Doing hoodie sizing Friday. 11/17/2023
 - c. Next grad meeting is on Nov 30th
 - d. Yearbook underway
11. Other Business (20-30mins):
- a. Froyo and Pizza recap - Pizza cards didn't go well. We are going to try printing labels to put on a kids shirt and then toss after. It eliminates the issues with the laminated cards. This will be the same system for pizza and froyo.
 - b. Trying to make sure we highlight and showcase all of the volunteers. It's a nice thank you and also shows the school how many volunteers it takes to make the school run. Julie was a volunteer for Froyo this week and she said the labels worked well for froyo but the teachers said it was a lot of work for them. Also you MUST remove the sticker because kids were coming back for seconds.
 - c. Scholastics book fair November 17 and 20 - Items delivered for the 16th.
 - d. Pre-K and K Holiday event: (Meghan Donovan) Breakfast 15th for the Kindergartens. The theme is winter wonderland. Serve Bagels, cream cheese, cheese, hot chocolate is a maybe for now. Fruit, decorations, supplies, and food right now look like a total cost of \$839. Can we use winter-themed art that the kids make to decorate? We could return them after.
Carmen - reach out to the kindergarten team and ask them. Carmen to confirm with the teachers the date. Wondering about the timing. Hoping to do a 9:45 or 10am start. Not right when they come in.
Home and school usually offer a gift. They were thinking a french book. Michelle asked scholastics for a book from a French series. They could do a reduced price of \$5 per book. OR we could buy book sets and break them up. They need a budget for this. The reason they like Scholastic is that they will still give credits on those discounted books. They need 88 gifts total. A parent is coming in to sing and dress as a winter fairy for free.
Question: Can the day be a PJ day for the K's?
 - e. Kindergarten Breakfast Budget request \$885: Approve -Andrea - Second - Veronica
 - f. Decorating Crew for Kindergarten Concert (lead: Ayda)
 - g. Film Festival (Ania)
 - i. FULL FILM FESTIVAL PROPOSAL AVAILABLE IN AGENDA NOTES
 - ii. Kids at the school will create short films and then select the movies that would be later edited and screened at the film festival. Would be viewed at the Sr gym. Hoping to get 2 hours of movies compiled in total.
 - iii. Dates: Advertise in January. April 29th or May 16th for the final product.
 - iv. Budget will be \$300 half of the funds will go to awards for kids, other half go to help and support for caretaker because its an evening event.

- v. Home and school, has a screen and a projector we would borrow from the EMSB. For speakers, Daniella said they are buying speakers anyways for another event so Home and School will own some.
 - vi. How to set it up as a fundraiser: Charge per family, open to donation, proceeds go to Home and School. Grad kids could do the concession stand and that money would go to the grad committee. Need to hear from them.
 - vii. This proposal is ready for staff council presentation. Approval to send - Veronica Second - Meghan.
 - viii. Budget to be approved later.
 - h. TSA (lunch/snack for parent-teacher interviews?) Lead: Nicolina Servello Working on quotes, details to come. UPDATE: 11/17/2023 A budget was approved for \$675 dollars via Evote with snacks coming from Café 92.
 - i. Recette en Pot - Possible fundraiser -Putting out a call out for volunteers. *Andrea, voiced concern about doing too many asks and its tight timing.” No one on call showed immediate interest, will be skipped this year.
 - j. Spiritwear - H&S fundraiser for the last week of November. Call out going out soon for creative designs.
12. Votes & Budget approval:
- a. K Holiday event: \$885 - Budget approved
 - b. Toy Drive (vote to proceed): Approve- Meghan Second- Andrea
 - c. Film Festival budget: \$300 – Budget Approved
 - d. Cricut - Peter asked that the Home and School take care of some of the boards in the school. This could happen during the PED days. Need a budget for this project to buy a circuit machine and money for some supplies. Budget for Circuit: \$500 - Budget Approved – Meghan, Second - Adam

Adjournment

Move to adjourn: 8:48 – Veronica, - Second Kristy

**Next Home & School meeting.
January 11th with be the next meeting at 7:30. Virtually.**