

**Willington Home and School Association
Meeting Minutes**

February 13, 2024 at 7:30pm (Zoom)

**Kristy Cuevas, Angie De Sanctis, Carman Nicolas, Ania Muller, Adam Keith, Andrea Archibald,
Daniella Fietta, Alison Wearing, Margo Stewart, Veronica Santaguida**

1. Welcome (Daniela & Kristy)
2. Approval of minutes from the previous meeting
 - a. Approval - Kristy, Second - Veronica
3. Approval of Agenda
 - a. Approval - Kristy, Second - Veronica
4. Principal's Report (5 min)
 - a. Report cards are due Monday the 19th, Friday the report cards are posted.
 - b. Taxes for lunch and school fees need to get to parents
 - c. The second teacher-parent interview is on the 29th by invitation
 - d. Registration is going well. Staffing starts right after.
 - e. 1 pre-K and 4 K's is how it's looking so far.
 - f. The government gave us money to spend on tutoring due to the strike. We have been looking to do it in the morning or after school not virtual.
 - g. Based on term 2 marks, they will send a letter to parents and see if they are interested. We want to start after spring break. 1-5 students per group.
 - h. Teachers are asking about the scholastic credits. - We will distribute them after the second book fair.
5. Communications + website report (Andrea- 5 mins)
 - a. Things are going well, the weekly newsletter stats are stable and high, and social engagement is low but stable. Please take and send Andrea as many pictures of events as possible. Comment and like as much as possible to help with engagement. Instagram prefers reels, but they are harder to make with the content we have. For TSAW get as much content as you can.
6. Treasurer's report (Adam - 5 mins)
 - a. High level, just under \$30,000 in the account right now. All e-transfers are reconciled, all payments are reconciled and everything looks correct. We are only missing 120 or so e-transfers that is worth about \$15,000. So once they have that in the individual lines we will know what those individual lines look like.
 - b. By the end of next week, Adam will have all line items separated and will share with the exec team.
 - c. The scholastic cheque will be in the mail tomorrow.
7. Family Emergency Fund Report (Margo 5 mins)
 - a. Grade 6 field trip was \$288 not \$900 as expected.
 - b. 2 new kids for lunches, pizza and froyo.
8. Grad Committee (Margo - 5 mins)
 - a. Chocolate sale at sr. tomorrow.

- b. Direct donations are going, about half have donated so far.
 - c. The book fair is on the 19th of February. Baking will also be on the 19th. The teachers need the schedule for the book fair, admin needs to make it.
 - d. Margo has some return money from grad which will be in the H&S account soon.
9. Other Business
- a. Cycle 1 Concert (Angie) – March 14 at 1:30 pm
 - i. The theme is winter theme.
 - ii. Decorating can happen on the 13th after school or on the 14th in the morning. Grade 1 parents 1st, and then a second show for the grade 2 parents. Same show, to parent groups.
 - iii. 4 little stages get set up right under the window. The caretakers will do the chairs, we are only responsible for the decorations.
 - iv. No refreshments are offered for parents, we could do snacks for the kids performing.
 - v. Looking to see what budget was approved for this.
 - vi. Ask the photographer to come to the concert, but be very aware of the children who cannot be photographed.
 - b. Spiritwear Campaign
 - i. Reviewed 3 submissions. The next step is to open up voting. The best way to vote within the community is Survey Monkey or Google Forms. You will be able to vote over 1 week.
 - ii. We can offer more than 1 print, either the best sellers from last year or this year's new design.
 - c. TSAW - Margo
 - i. There haven't been a lot of registrations on the website right now to get people involved in the deep clean and the potluck.
 - ii. Vinyl tablecloth will be about \$250
 - iii. The base team has lunch 1-3 pm. Could start cleaning at 3 pm on the Friday.
 - iv. We are going to wait for the second book fair, and then we will figure out the distribution of the scholastic points.
 - d. Pancake Breakfast - propose March 23
 - i. March 23rd proposed date, a Saturday. We need approval on that date, Carmen says it looks fine. We will have custodial staff and will need volunteers for the day.
 - e. Film Festival
 - i. The website is not live yet, rules, encouragement, submission form, copyright, no bullying, etc. However, the copyright rule needs to be loosened. Many videos would like to use background music, but maybe they could give credit. Carmen says we can go forward with "fair use".
 - ii. Submission is March 25th
 - iii. Looking for ways to promote the film festival, could be a separate communication? Andrea designed a poster we could use in school and on

socials. We can ask the teachers to post them on Google Classroom. The kids can also walk from classroom to classroom to advertise.

- iv. One of the moms is asking what model the projector is. We will also need speakers purchased, Daniella will purchase one. They borrowed one from Mrs. B for the corn roast.
- f. Website calendar, socials, and emails need updating with all the dates in 1 central location. Also, parents sync with the calendar. Claudia will take over this, and Kristy will follow up with her.

10. Votes & Budget approval:

- a. Film Festival \$350 is a rough estimate for now. There will be 10 prizes and \$20 prize money per winner/category. The other funds will go to printing the posters. (Kristy will print "free") Approve -Margo, with No objections.
- b. Pancake Breakfast \$700 Community Building. Approve - Margo, No Objections.

11. Varia

- a. Carmen would like a list of all volunteers.
- b. End of year event planning committee needs to happen in the future.

12. Adjournment

- a. Move to Adjourn - Veronica, Second - Daniell

13. Next Home & School meeting...

- a. Thursday, April 4th 2024 7:30pm