

Willingdon Home and School Association

Meeting Minutes

November 12, 2024 at 7:30pm

VIA ZOOM

<https://us02web.zoom.us/j/82834937659?pwd=WzdDADRFnDTwgCsd17EJi7Qo9wcnJ.1>

Co-Chairs: Kristy Cuevas and Daniela Fietta

Treasurer and Membership: Adam Keith

Communications Chair: Josh Goldberg

Website Coordinator: Alex Ruaux

Secretary: Veronica Santaguida

**Family Emergency Fund Co-Chairs: Nicholas LeBel-Buchanan and Kristin Taylor
Jessica Doubt, Kristy Cuevas, Adam Keith, Kristin Taylor, Alex Ruaux, Daniela Fietta, Ymene
Belazzoug, Nicholas LeBel-Bochanan**

1. Welcome (K or D)
2. Approval of Minutes: Approve: Kristy, Second: Adam
3. Approval of Agenda: Approve: Kristy Second: Veronica
4. Principal's Report (5 mins)
 - a. Halloween was a success.
 - b. Teachers are happy that the book fair is at both campuses.
 - c. Open house. Dec. 5th 1:30-3pm, and 6pm-8pm
 - i. 6th grade students are the guides.
 - ii. Looking for a few parents to volunteer to answer questions. 4 parents per session.
 - iii. Home and school to set up a table
 - iv. Presentations will happen in the afternoon and evening. During the day you just can't go into the classrooms.
 - v. Refreshments, Did home and School do this last year? We can look at our budget.
 - vi. Decorating boards in prominent places. Home and School to do this.
5. Business Arising
 - a. Food Drive - Summary and Dance Party Update
 - i. 586 food donations. It was divided between 3 organizations.
 - ii. Last year we had 1800 food donations.
 - iii. When does the social media schedule need to be submitted?
 - iv. Carolyn did a post and tagged us. Can we repost it on our socials? - It was reposted on Monday.
 - v. Next time, we will include the
 - vi. Leckner with bread and beyond, Dr Kat in class, sandwich board for the next round.
 - b. Halloween - Kristy and Daniela to debrief with Mrs. B.
 - i. Mrs B sent a google form to the teachers to provide feedback.

- c. Book Fair - The teachers like that there is one at Jr and one at Sr.
 - i. Lots of inventory
 - ii. Did a pre-triage yesterday and today.
 - iii. We will reach out to the community more next year.
 - iv. We want to make sure the grade 5's and 6's have enough to choose from.
 - v. We want \$400 to buy books second hand so that we can supply more books to grade 5's and 6's.
 - vi. 1:30 - 3:30pm at sr.
 - vii. Grad will have the bake sale at both campuses.
 - viii. \$10 for each FSF family out of pocket money. There are 15 kids in total. Daniela to take out \$10 each.
 - ix. \$550 total for the book fair for FSF but pulling it from general funds. Voted, 6 votes.
- d. Holiday Toy Drive
 - i. Toy Drive launch for Willingdon Nov 18. - Or the sooner the better.
 - ii. Next week we will start with the toy drive and include it in the newsletter.
 - iii. Carolyn to submit a social media schedule for it to be as successful as prior years.
 - iv. The whole process is electronic now, nothing comes into the school. You sign up online.
 - v. Children from Willingdon will also be included as well as single mothers.
- 6. Membership report - (Daniela/Veronica - 2 mins)
 - a. We currently have 34 Members. Total School students is 484. Kristin & Kristy still need to register/pay.
- 7. Communications (Josh absent)
 - a. H&S newsletter
 - i. We are going to make sure our subjects of the emails are to the point.
 - b. Social media posting
 - i. All clicks are dropping across newsletter and socials.
- 8. Website report (Alex 5 mins)
 - a. Everything is running smoothly.
 - b. Analytics is currently not running. Alex will look into this.
- 9. Treasurer's report (Adam - 5 mins)
 - a. Update on Pizza and Froyo Numbers
 - b. We are about \$5000 more ahead, vs the same time last year. It is the pizza numbers that are making the difference.
 - c. Grad estimates for Froyo are not in the budget. By next month they will be there.

BANK BALANCE TRACKING				
CURRENT BALANCE		\$	47,279.90	Nov-08

TRACKING MONTHLY				
<i>(~25-27th of Month as per statement)</i>				
	Jul-24	Aug-24	Sep-24	Oct-24
Balance	5551.08	5460.83	32628.69	45925.54
<i>Difference on previous month</i>		-90.25	27167.86	13296.85

BUDGET LINES - SIMPLIFIED				
	<i>STARTING BUDGET</i>	INPUT	OUTPUT	BALANCE

FSF	1000.00	2685.00	540.00	\$ 3,145.00
Graduation (GRAD)	1450.00	5302.00	296.63	\$ 6,455.37
H&S General Fund (H&S)	3101.08	42017.36	4373.25	\$ 40,745.19
CURRENT BUDGETED				\$ 50,345.56

BANK BALANCE	\$ 47,279.90
<i>Unaccounted budget / balance (or additional H&S)</i>	-\$ 3,065.66

10. Family Support Fund Report (Nicholas / Kristin 5 mins)

- a. Mini Bistro
 - i. Only 11 kids for mini bistro, last year it was significantly larger.
 - ii. 1 of the kids does have allergies, could we support the family in another way? Possibly a giftcard to assist lunch making.
- b. Holiday Market
 - i. Need to approve a budget for signage and backdrops. Etc.
 - ii. Hot chocolate booth, photo booth done by a parent at the cost of a donation, plus table cost.
 - iii. Holiday gifts for FSF, going to review a budget from their own funds, from prior year. Last year the total was \$1500
 - iv. Last year they did \$100 gift card per family, book, toy and PJs on top.
 - v. 18 tables are sold and we have more space. If we are short tables, we will do a call out for vendors to bring tables.
 - vi. We will have a table to do kids crafts, no budget required.
 - vii. Kristin to make a list for volunteers needed. She will send the list to Alex to get volunteers.
 - viii. Grad committee wants to do a raffle.
- c. Book fair
 - i. Grab a few books from the book fair to put into the FSF baskets during the holidays.
 - ii. Kristin to send the list to Daniela tonight.

11. Grad Committee - No Grad rep tonight

12. TSAWA - Need to form a committee for this. We will include it in next weeks newsletter.

- a. Last year it was potluck and not catered and it was great.

- b. Thursday 9am to 9pm teacher parent interviews. November 21st. We will provide something for the staff.
 - c. Ask the teachers what they think would be useful.
- 13. Votes & Budget approval:
 - a. Budget for Holiday decor and board for the open house: \$250 Vote yes, 6.
 - b. Holiday Market Budget: \$300 Vote yes, 6.
- 14. Varia
 - a. Anything we need to talk about in preparation for the holidays?
 - i. Holiday breakfast for K?
 - ii. 9 kids requested help with seasonal gear. We are currently collecting the sizes required.
 - iii. On slack, start dropping in the items and we will start collecting.
 - b. Internal comms update

Adjournment - Move to adjourn: Daniela. Second: Nicholas.

Next Home & School meeting will be on Tuesday January 14th at 7:30pm

Veronica to set up zoom meeting and Agenda, Alex to take notes on January 14th