

## Westmount School Association

### February Minutes

Feb 24<sup>th</sup> 2025

**Attending:** Megan Gray, Laura Moeller (on phone), Lynn Perrin, Jenn Hanscomb, Marisha Caswell, Allana MacDonald-Mills, Christa LeBlanc, Teri Colter, Greg White, Sarah-Lynn MacKenzie, Marilee Sulewski, Meredith Pike, Alex Smith

**Regrets:** Vanessa Thompson

1. Welcome: Marisha Caswell, President, welcomed everyone at 6:07.
2. Approval of Minutes: Motion: to approve the minutes for the January 2025 WSA meeting  
*Approved: Christa LeBlanc*  
*Seconded: Marilee Sulewski*
3. Review of Pending Items **A) Possible Spending** – We had a lengthy discussion about two ideas to spend some of our budget surplus: whether to use funds to purchase books for each child at the upcoming book fair or support field trips for each class. This included discussion about whether funding is needed for field trips, as we do allot funds to field trips each year and it isn't always fully used. Hesitancy to book field trips seems to have more to do with lack of chaperones and finding appropriate activities and events than funding. This led to suggestions from members about how to better recruit chaperones, including requests for volunteers coming at the beginning of each semester so that potential chaperones have time to get proper safety checks, teachers making specific requests to classroom parents, and making requests well in advance of scheduled trips so that parents have time to rearrange schedules. We also discussed the idea of allotting more funds to classrooms and allowing teachers their discretion to spend it; this can come with significant administration work to track and submit receipts. Teri also suggested that SAC could be asked to provide funding for teachers to spend at the upcoming book fair. In the end it was decided that we would give \$350 to each classroom (total \$5600) to support field trips with the intention that that is enough to pay for transportation, but could also be used for other field trip costs.  
*Motion to approve spending \$350 to each classroom for field trips, for a total of \$5600:*  
*Approved: Jenn Hanscomb*  
*Seconded: Meredith Pike*
4. Principal's Report: **Teri Colter**, Principal

Last Friday was Mother Language Day. Sixteen languages were represented, with parents and students reading picture books to their classrooms in both their mother language and English.

The basketball team has had a few games, with the focus being on team spirit, having fun and being supportive. The team is made up of mostly grade 6s, with some grade fives being called up when needed.

Mr White continues to run the lunchtime soccer league twice a week at lunch. Report cards will be distributed soon. The P-2 report cards will be in a slightly different format this time.

5. Treasurer's **Christa LeBlanc**, Treasurer  
Report: Very little change in the account this month. An RBC donation of \$1500 came in, and \$612 was deposited from movie night, though expense receipts have not yet been submitted for this event. There have been no new expenses this month. The current balance is \$27,083.76.

6. Event & Fundraising  
Reports: **A) January Movie Night** – Movie night was a success, if more rambunctious than the last. Megan noted that snack sales were consistent to last time, but differently distributed – more candy was sold and a lot less popcorn. We discussed that the crowd may have been more rambunctious because it was an older movie and therefore better known (they didn't need to pay attention), or maybe because it was aimed at an older crowd the kids were older. A new release may keep kids' attention longer, but may also be difficult to follow amid distraction.

**B) Oval Skate** – Ready to go this Wednesday, though it is supposed to rain. Lynn and Allana will volunteer to look after the hot chocolate. Marisha will look into a rain date if necessary.

**C) Domino's Fundraising Options** – We discussed the fundraising options researched by Lynn again and decided that we would go with Family Pizza Night, where a portion of sales on a particular night will go to the school. Dominoes will create social media marketing for this and we will distribute. We are likely looking at a date in March.

*Action: Lynn to follow up with Dominoes to secure a date.*

**D) Spring Fair Planning** – We are still looking for someone or a couple of people to shadow Tara in organizing the Spring Fair. We decided to put a request out to the school community to join the Spring Fair volunteer committee in the hopes that once the committee meets someone will volunteer to shadow Tara. Allana noted that she will be away for the Spring Fair and therefore we will need someone to head up the bbq on the day.

*Action Items: Marisha will reach out to Tara to discuss setting up a volunteer committee meeting and send an email to the school community.*

7. Funding Requests: None at this time.
8. Other Items: **A) Spirit Wear** – Lynn showed us the mock up of the online Nova Trophy store. The shop will be open for two weeks; we discussed having it open on a Friday to coincide with an announcement in the school newsletter, and to close on a Sunday to give people a full weekend after the final reminder in the school newsletter. We picked a date of March 21<sup>st</sup> to go live.  
*Action Item: Lynn is following up with Nova Trophy*
- B) Square** – Teri announced that she checked with the school finance (people?) and we are not allowed to purchase a payment square.
- C) Schools + -** We will continue to invite them to events.
- We did not have time to discuss Recruitment/DEI and communication.**
9. Motion to Adjourn: The meeting was adjourned at 6:59.  
*Approved: Alex Smith*  
*Seconded: Christa LeBlanc*

Next meeting: Monday, March 24<sup>th</sup>