

AGM Westgate School Parents Society Minutes
Thursday, May 22, 2025

In Attendance:

School Council Executive

Chair – Stephanie Paquet; Vice Chair – Holly Joy Stanford; Secretary – Lise Vincent;

School Administration and Teachers

Principal: Julie Muhlberger

Other Parents

See attendance sheet

Executive Regrets: Treasurer - Patti Bal; Director – Vanessa Huey; Director – Marie-Claude Tremblay; Director – Michael Dorsey

8:17 pm

Call to order: by Stephanie

Motion to Approve of May 2025 Agenda: Moved by Holly-Joy S., Erin N., no opposition.

Motion to Approve May 2024 Minutes: Moved by Stephanie P., seconded by Lise V., no opposition.

Nomination:

Call for Nominations and Acclamations:

- President: Nomination for Stephanie Paquet, moved by Holly Joy S., seconded by Kerri C., no opposition, position accepted.
- Vice-President: Nomination for Holly Joy Stanford, moved by Stephanie P., seconded by Lise V., no opposition, position accepted
- Secretary: No volunteers came forward. Will look for volunteers in September.
- Treasurer: No volunteers came forward. Will look for volunteers in September.
- Director: Nomination for Marie-Claude Tremblay, moved by Stephanie P., seconded by Erin N., no opposition, position accepted.
- Director: Nomination for Vanessa Huey, moved by Stephanie P., seconded by Holly Joy S., no opposition, position accepted.
- Director: Nomination for Michael Dorsey, moved by Stephanie P., seconded by Lise V., no opposition, position accepted.
- Director of fundraising: No volunteers came forward. Will look for volunteers in September

Treasurer's Report: Presented by Stephanie P on behalf of Patti B.

See the attached financial review and budget presentation.

2024/25 Financial Review

- Unaudited finances included in this review. Will be audited after the end of the financial year (July 31, 2025).

2025-2026 Budget Proposal

- Guiding principles for the 2025-2026 budget:
 1. Work with existing funds; fundraise for the following year.
 2. Keep simplified spending categories to allow for flexibility.
 3. Adjust spending category percentages based on priorities identified in collaboration with school administration.
- Proposed spending for 2025-2026 school year: \$18,000, comprised of:
 - Supporting Educational Programming: \$8,430
 - This would include classroom enhancements and resources and support for the Learning Commons.
 - Community Building: \$2,700
 - This would include support for clubs, Carnaval, Indigenous Day and Gator Fun Day.
 - Gifts and Appreciation: \$3,150
 - This would include staff meals and gifts, honorariums for speakers and gifts for school guests.
 - Charitable Works: \$3,000
 - This would include Activity Fee subsidies, Westgate families in need, Westgate Pantry, student fundraiser donation matching and CBE school partnerships.
 - Administrative Expenses: \$720
 - This would include photocopying, annual audit, bank service charges, postage, meeting expenses and insurance.

Motion: 2025/26 Budget

To approve the 2025/26 Budget for Ecole Westgate School Parents Society.

Moved by Kerri C., seconded by Chantal C., no opposition.

In September, the annual financial statements will be presented.

Request for volunteers for the annual audit, which will be done after the annual financial statements are approved. It typically takes place in September. Lise V. and Kerri C. volunteered.

Under the Society, there are also various other Committees that will require volunteers:

- Gator Fest Committee
- Fun Lunch Committee
- Grade 6 Farewell

8:52 pm

Meeting Adjourned