

**West Nissouri Home and School Association
Monthly Meeting Minutes – November 2, 2020**

Present on Microsoft Teams Virtual Meeting: Darryl Mann, Tammy Adams, Carissa Kanters, Candace Pink, Kendra Ferguson, Lindsay Fleming, Sarah Doan, Tiffany Grubb, Amanda Elliott, Kendra Bricker, Erin Cronsberry, Amanda Borges, Erin Goris, Tanya Buck, Ayanna Beriault, Charlotte Wilton

1. **Principal's Report (in combination with S.A.C) –Mr. Mann**
2. **Welcome & Opening Remarks:**
 - Sarah welcomed everyone to the meeting.
3. **Approval of Minutes from October 5, 2020 minutes:**
 - Tiffany Grubb approved and Amanda Elliott was second approval.
4. **Approval of Agenda for November 2, 2020:**
 - approved
5. **Treasurer's Report:** Lindsay Fleming
 - Bank balance as of Nov 2, 2020 = \$x
 - less uncashed cheque for insurance and memberships
 - available bank balance = \$ x
 - 2020/2021 budget report – Lindsay to share a copy with Mr. Mann
 - Discussion around carrying a large balance – previous years balance was usually around \$x. Our balance has recently jumped due to being unable to spend the funds previously earmarked for the staged outdoor play space, families donating their hot lunch balance to H&S when COVID pandemic hit, continuing to hold funds for Grade 8s, not spending funds on hot lunch days/field trips etc. Budget meeting for 2020/2021 is working towards getting these funds transformed into tangible benefits for the school.
6. **Secretary's Report:**
 - need to also approve minutes from March 2, 2020 (delayed due to COVID pandemic)
 - Tiffany Grubb approved and Amanda Elliott was second approval
7. **Old Business:**
 - **Spirit Wear update** - Sarah Doan
 - New Era Grafix does not have an online ordering system available
 - Mr. Mann reports orders and distributing outside of school property is able to be done
 - Sarah to look into program called Shopify to create an online ordering system for spirit wear

8. New business:

- **Fundraising Guidelines** - Mr. Mann

- as described in the principal report
- fundraising is able to be done off school property (collection of orders/funds and distribution of products)
- raising funds needs to be earmarked for a particular project or area of interest (eg. Music program or technology/music)
- **AED** - Sarah Doan
 - are we needing to replace the AED pads? We have it in our budget because we were told we would need to replace the pads every 2 years.
 - Mr. Mann reports he has looked at the AED kit recently and it is all within good date - reports Secretary has ordered a new battery pack as it expires in 2021.
 - Mr. Mann reports he will get Sarah some more details on when items are needing replaced

- **Outdoor Education Space/Equipment** – Carissa Kanters

Shared a few slides with:

- prioritized list based on season – short/immediate wish list
- a more extensive list for additional items that would be liked to incorporate into the outdoor education space
- guidelines and best practices for COVID19 eg. things need to sit for a # of hours before another class can play with it
- plans/ideas for a fenced FDK outdoor space/community school garden
- Sarah reported we have allocated \$2500 in our 2020/2021 budget to get this project started
- **Christmas tree/food donations**
 - Mr. Mann reports he will look into what the school board is allowing/recommending with respect to food bank donations for the holiday season.

9. Meeting Adjourned:

- The meeting concluded at 8:04 pm.

Next Meeting: December 7, 2020 @ 6:00pm for SAC and 7pm for H&S