

WILLOW PARK SCHOOL

PARENTS' ASSOCIATION MINUTES



Regular Meeting

Date: Tuesday Sept 16, 2025

Time: 6:40 pm

Chair: Melissa Stead

Minutes: Renee Klapstein

Location: Willow Park School Staffroom

In Attendance

Melissa Stead (President), Renee Klapstein (Secretary), Greg Luchak (Principal), Victoria Cook (Treasurer), Kate Clifford (Teacher), Lynette Goodwin, Tiffany Solila, Jillian Walker (Vice President), Kim Foxon, Nic Foxon, Krissina Bradshaw, Robin MacDonald

Review & Adoption of Minutes

The May minutes were reviewed, motioned as accepted by Lynette, 2nd by Victoria

Motion to mirror the positions from School Council motioned as accepted by Tiffany, 2nd by Lynette

Executive Positions

- Chair: Melissa Stead
- Vice Chair: Jillian Walker
- Treasurer: Victoria Cook
- Secretary: Renee Klapstein

Reports

Treasurer's report

- General Account: \$17, 253.10
- AGLC \$11, 665.14
 - When our casino money expire? How much will expire?
- TOTAL: \$28, 918.24

FUNDRAISING

- Hot Dog Days – cookies were a big hit! (Halloween, Christmas, Valentine's Day, Easter)
- 50/50: Thanksgiving, Christmas, Spring Break/Spring Dance
- Spring Dance – we should start collecting donations for the raffle early
 - o Need to pick a date and book the DJ
 - o April 10th & 17th would be best dates for Fri in April
 - o Sell glow stuff at the dance?
- Mabel's Labels: we got a cheque for \$74 due to parent orders
- Paint Night: Adults only? Parents and Kids one? Need to look into options of locations
- Krispy Kreme – not currently an option, but Melissa will keep checking on it
- New Ideas:
 - o Lip Balms – look cute and seems a reasonable price
 - o Fresh Forward - produce
- Bear Tracks, Ice Melt?? Should we do it again?
- DFS?? Should we do it again? Melissa will look into it

HOT LUNCH UPDATE – Victoria Cook

- Start bi-weekly and can increase the frequency if we get the feedback from parents that they want more hot-lunches

New Business

- Renew Insurance – we need to renew our insurance
- Email addresses: we have gmail and a blackgold one. Nothing but junk in the gmail account
 - o Any issue with using only the blackgold one for both PAWS and S.C?
- Meeting minutes onto the website so all parents can access the information
- PAWS sign is broken – Let's get a new one
- PAWS to pay \$275 for a cost of a field trip per class - all in favour

Old Business

Principal/Teacher Requests

PAWS School & Teacher Request Criteria: PAWS to fund fun and enriching experiences for students to provide them opportunities that they might not have otherwise.

- TEACHER REQUESTS:
 - o Hot Dogs for Terry Fox Run max \$500 – hot dogs & water for kids & freebies for after the run – all in favour. Parent volunteers will be needed
 - o Classroom budgets - \$200 x 13 = \$2600 - all in favour
 - o Soccer Day - \$400, Full day of soccer sessions for Grade 1-6 with a soccer coach - all in favour
 - o Winter Activity Night - \$500. December 11th, stations & activities around the school. Money to offset the rentals and materials for the evening - all in favour

- Bloomz, \$800 – full school option for Bloomz for streamlined parent communication at the school level - all in favour
- Wild Cat Way feedback: parents seem happy with the new format
 1. Kelly is the contact for info and messaging from the parent group

Next meeting

October 28, 2025

December 9, 2025

February 3, 2025

March 17, 2025

May 5, 2025

Motion to adjourn was made at 7:27 pm and was passed unanimously.