

PARENTS AT WESTBROOK SOCIETY (PAWS)

Minutes

Date/Time: May 13, 2026

Where: Westbrook School

Time: 7:30 pm

Attendance: Nikki Murphy, Maria Gastle, Mary Thomas, Kim Labelle, Sim Kaida, Meaghan Galipew, Darren Sweeney, Nancy Lastiwka, Kara-Lise Forrest, Kelly Kentel, Melissa Baker, Breianne Wlasichuk, Lisa Alexander

Online: Dana Garner, Theresa Bosko

1. Call Meeting to Order: Meeting called to order at 7:46pm by Nikki Murphy.

2. Approval of Agenda & Minutes:

- Approval of April minutes - motion to approve April minutes by Sim Kaida, seconded by Meaghan Galipew.
- Approval of current Agenda - motion to approve May's agenda by Sim Kaida, and seconded by Meaghan Galipew.

3. New Business

3.1. There are two vacant positions on the PAWS Executive Board for the 2026/2027 year:

Secretary:

- Creates meeting agenda, attends council meetings and records minutes
- Utilizes the PAWS social media to post reminders about fun lunches, events and fundraisers.
- Helps with fundraisers and PAWS events when able

Member at Large:

- Flexible position that could be as involved as the person filling the role would like.
- Ideally the person would act as the fun lunch coordinator but again, flexible as to what the position entails.

3.2. The election of the 2026/2027 board will take place at the Annual General Meeting on June 17, 2026.

- If interested in nominating yourself for a position on the Board, please attend the meeting and nominate yourself. All members present will vote new members into the respective positions

3.3. PAWS Annual Financial Audit will take place following our June 30th year end.

- Please let us know if you are willing to help out so we can schedule a date.

4. Financial Report Presented by PAWS Treasurer Mary Thomas

- General Fundraising Account - \$34,902
- Casino Account - \$132,749
- Playground Account - \$167,717

General Account April 2026 Statement		
Opening Balance	\$33,966.51	
	Receipts	Disbursements
Popcorn fundraise-Stripe	\$1,503.67	
Cash proceeds from doughnut day	\$782.00	
Fun Lunch proceeds - Edo and Panago	\$1,059.39	
Cash float Doughnut day		-\$350.00
Online transfer to playground account for movie night tickets and concession sales (161 tickets @5CAD)		-\$1,208.00
e-transfer Maria Gastle for labels for Glow Dance and Waterpark		-\$30.80
etransfer Nickky Murphy- Admin Day Gifts		-\$159.38
Online transfer to playground account from HH donation school year 2025-2026		-\$245.00
Webflow annual fee - cheque #04		-\$413.84
Bank fees		-\$3.00
Total	\$3,345.06	-\$2,410.02
Book Balance April 30th, 2026	\$34,901.55	
RBC Bank Statement April 30th, 2026	\$34,901.55	
Variance*	-	
Casino Account April 2026 Statement		
Opening Balance	\$133,248.51	
	Receipts	Disbursements
Artist in residence	\$0.00	-\$500.00
Total	\$ -	-\$ 500.00
Book Balance April 30th, 2026	\$132,748.51	
RBC Bank Statement April 20th, 2026	\$132,748.51	
Variance*	-	
Playground April 2026 Statement		
Opening Balance	\$166,508.83	
	Receipts	Disbursements
Online transfer from general account for movie night tickets and concession sales (161 tickets @5CAD)	\$1,208.00	
Total	\$1,208.00	\$0.00
Book Balance April 30th, 2026	\$167,716.83	
RBC Bank Statement April 20th, 2026	\$167,716.83	
Variance*	-	

5. Requests for Funds

- 5.1. The Grad Committee has requested an additional \$250 to supplement the \$1,500 budget provided by PAWS to support the inclusion of a soda bar for students. The current graduating class is slightly larger than the 2025 class.

Darren indicated that he will connect with Dana to explore potential opportunities for collaboration to offset the additional costs, including possible in-kind donations or fundraising with the Grade 6 parent group. No further follow-up is required at this time.

- 5.2. The current playground budget includes funding for one bench. The existing playground has three benches. Sim, on behalf of the Playground Committee, submitted a request for the purchase of three additional benches at a cost of \$1,710 per bench, for a total expenditure of \$5,130. PAWS will review this request and determine whether funds are available to support the purchase of three additional benches. An official update will be provided to the Playground Committee at the June meeting.

6. Fundraising Updates

6.1. Planned Upcoming Fundraisers

- Treat Days
 - May 26 - Team Spirit day - Cupcakes will be sold for \$2 and fruit by the foot for 1\$
 - Team Spirit: Students will be encouraged to celebrate team spirit by wearing attire representing a team that is meaningful to them, including Westbrook swag, jerseys, or team colours.
 - Next treat day - June 10 - treat for sale Krispy Kreme Donuts
- Mabels Labels - starting an ongoing fundraiser with Mabels Labels PAWS receives 20% of every sale, additional advertising to come

6.2. Ongoing Fundraiser Updates

- WEM Waterpark fundraiser was a success - thanks to everyone who attended
- KGW Popcorn - Orders were delivered to students on May 7. Thank you to all families who supported the popcorn fundraiser.
- Fun Lunches - 12 down, 3 to go! Thanks to the group of parents who show up to help out, much appreciated! Our next Fun Lunch is Thursday, May 21 (Boston Pizza)

6.3 - Playground Update

- Sim Kaida: There are no new updates at this time. The design has been completed, and the committee is awaiting finalization of the contracts by the School Board Project Manager. The updated designs have been posted on the Playground bulletin board.

6.4 - Suggestions: None at this time

7. Adjourn - Meeting adjourned at 8:28pm

8. Next Meeting - AGM - June 17, 2026 - 7:30pm

About PAWS

The Parents At Westbrook Society (PAWS) is an independent, self-governing organization, separate from Westbrook School Council and Westbrook School, with the authority and responsibility to make necessary decisions to manage its operations and activities.

The objects of PAWS are to:

- Raise money to support opportunities for students attending Westbrook School that enhance their educational experience.
- Provide opportunities for parents and community members to provide additional financial resources to support Westbrook School Council and Westbrook School.
- Secure funds through casinos, grants, and other fundraising activities to achieve the goals of PAWS.
- Strengthen the quality and relevance of education and contribute to the development of responsible citizens through access to funds.
- Develop and maintain a symbiotic relationship with Westbrook School Council and Westbrook School.
- Work collaboratively with Westbrook School Council and Westbrook School to determine the needs, wishes, and priorities for funds.