

**WEST END SECONDARY SCHOOL PARENT ASSOCIATION
EXECUTIVE BOARD MEETING MINUTES**

January 5, 2023

Agenda

- Presidents Report
- Principal's Report - Jessica was unable to attend
- Treasurers' Report
- International Food Festival
- MS/HS Events

I. Call to Order

Co-President Rebecca Weel called the meeting to order at 7:10 pm.

In attendance: Yvette Russell, Rebecca Weel, Max Alvarez, Samantha Benowitz, Skip Card, Karen Cape, Jill Gabin, Galia Galansky, Erica Johnson, Jennifer Richey, Liz Sorem and Barry Waldman

II. President's Report

The first WESS International Food Festival is moved to March 4. It will be a school and PA event. Support will be drummed up through crew and flyers. This is the first time this event will be held and will need EB support. Possibly build excitement using bulletin boards in the lobby with students voting on their favorite foods.

Jessica had suggested that she would invite students from the Black Student Union and the equity team. The SLT team will be involved as well. Getting students involved in the planning will help build support and attendance. Jessica and Karyn have offered support and supplies from the school. Karen Cape suggested using prizes and giveaways for those that attend.

Discussion was held about charging for the event and the group is leaning towards not charging for it. Families will be able to sign up for food to bring by region. The event will be held in the cafeteria and other locations in the school. Families should sign up to bring food and attendance to make sure we know how much food is needed.

As of now, vaccination proof will need to be shown for entry into the school.

Liz Sorem, Skip Card, PA High School Representatives, and Jennifer Richey, PA VP for Middle School, are hosting a WESS parents social event at the Lodge @Bryant Park's Winter Village on January 11. This will be for both middle school and high school. The event will be held at 7:00 pm.

III. Treasurer Report

Up to \$70,000 for family giving but off about 20% from last year. The goal is \$120,000. It puts a lot of pressure on the auction/spring event to deliver on the budget and planned activities. We were at \$88,000 raised at this point last year. Analysis was done on contributors from last year and it was about a \$7,000 difference, but some are coming here. Participation may be higher with lower contribution amounts. More analysis needs to be done. It is important to let people know in the PA meetings that if we don't make up the shortfall in family giving, the impact will be felt in next year's budget. Higher participation with smaller amounts will help us get there.

Discussed using prizes by grade or crew to incentivize contributions. Treasurers are working on tax letters. Other contributions will be aggregated as well.

\$8,900 was spent on the auction. Many field trips have been paid. Several senior excursions have been paid for to date. Senior dues will be collected that will offset these expenses.

IV.. Adjournment

The meeting was adjourned at 8:04 pm.

Respectfully submitted,

Barry Waldman, Recording Secretary