

WMS School Council Minutes

Meeting Date: May 18, 2021

- 1) Meeting called at 6:34pm
- 2) **In attendance:** Dawne Hammerschmidt, Teresa Tartaryn, Tanya Lyons - Belt, Kelly Bain, and Jolyne Kacuiba
- 3) Agenda approved by consensus.
- 4) Motion to approve previous meeting minutes dated April 20, 2021 made by Teresa Tataryn, seconded by Kelly Bain. **Motion carried.**
- 5) Admin Report: school is at 124% capacity
- 6) Old Business: None
- 7) New Business: None
- 8) Meeting adjourned at 6:52pm

WMS Friends Minutes

Meeting Date: May 18, 2021

- 1) Meeting called to order at 6:52pm
- 2) **In attendance:** Dawne Hammerschmidt, Teresa Tartaryn, Tanya Lyons - Belt, Kelly Bain, Jolyne Kacuiba, and Andrea Friesen.
- 3) Agenda approved by consensus.
- 4) Motion to approve previous meeting minutes dated April 20, 2021 made by Jolyne Kacuibs, seconded by Teresa. **Motion carried.**

5)Reports

- a) Treasurer Report: balance of \$13,942.61
- b) May 19th hot lunch moved to May 26th.
- c) Teacher appreciation: will be on the PD day in June, \$700 budget.

Motion to approve \$750 budget made by Jolyne, seconded by Tanya Lyons-Belt. Motion carried.

Fundraising:

- a) Planting Smiles, \$655 raised.
- b) Upcoming fundraisers
 - i) Silent Auction: we will use 32 auctions. Timeline not nailed down yet, in the next newsletter we will advertise for items.
- c) Playground

WMS Park Project Update:

Date: May 16, 2021

Grant Applications and status:

Canada Post Community Foundation - Application sent – won't hear until end of August
Canada Healthy Communities Grant – Applied & denied but invited to apply for round 2 applied and won't hear until fall
2019 Winter Games Legacy Fund - applied & **denied**
KalTire Recycle Tire Grant - applied and **denied**
Alberta Recycling Management Authority - cancelled to due covid impact
Coop Community Spaces - we missed the deadline, next deadline is Feb 2022
BlueCross - grants currently on hold - we continue to check for new info
Canadian Tire Jumpstart - we do not qualify
Children's Accessibility Fund - they are changing focus - no new info provided as of yet
CFEP - we cannot apply for this

Continue to look for further grant/funding opportunities

Fundraising initiatives

- Friends of WMS raised \$655 from the growing smiles fundraiser.
- Silent auction has been approved (timeline is still being determined and will hinge a bit on how many items are acquired).

- Letters/calls to local businesses have just started seeking sponsorship or auction items.

Student involvement:

Student team was set up with Jeff & Leah.

Timeline

Here is an outline of how things need to happen - currently we are on step 3 and hoping to move to step 4 once we have feedback.

ACTION	DATE	COMMENTS
Determine overview of important factors in park design	March 2021	Age-appropriateness, accessibility, fitness,
Student committee input	April May 2021	Have been meeting weekly with students for input.
Define important factors based on student committee and teacher/admin input	May 23	Wish list of important pieces, desired objects, etc. Order of importance maybe?
Assign RFP Value factors (as per RFP document)	May 24	Rating per factor
Determine desired timeline for construction completion for RFP	September	Construction date - will need to be determine during the negotiation process with the successful vendor - hoping for Sept?
Complete RFP documents	May 25	
RFP info to Michele Skinner	May 28	
RFP Process opened	Jun 15	2 week
Open House for vendors	June 24	
RFP Process closes for evaluation	Jul 15	
5 evaluators review proposals (3 business days!)	Jul 18	Can we get student team to provided their insight on each proposal & have one identified evaluator to reflect their feedback?
Proposal negotiation pre-agreement	July 30	This is an approximation.
Agreement awarded and signed	August 2021	
Site-prep, Installation & site clean up	Sept 2021	
Phase 2 fundraising	ongoing	

Review any grants/funding established completion date rules		
Seek vendor proposals for remaining phase		
Submit required reports to grant-funders as necessary		
negotiate phase 2 pieces/agreement/completion specs		

7) New Business : None

8) Old Business : None

9) Meeting adjourned at 7:13pm