WESTVALE PUBLIC SCHOOL
265 Westvale Drive, Waterloo, ON N2T 2B2 | 519-746-1965

School Council Meeting Minutes

September 9, 2026 | 7:00 p.m. | School Library

Chair	Tamara DeCraemer	**Secretary**	Tammy Lee Hauser
Principal	Catharine Marchand	**Treasurer**	Eleanor McGrath
Next Meeting	October 14, 2026	**Time**	7:00-8:30 p.m.

Attendance

Attendees	Attendees (continued)
Catharine Marchand - Principal	Sheena Kinghorn
Elysia Cloet	Jennifer Thysman
Lori Burton	Jennifer Benninger
Tamara DeCraemer - Chair	Arlene Nancekivell
Eleanor McGrath - Treasurer	Sarah Steinhart
Tammy Lee Hauser - Secretary	

1. Welcome, Territorial Acknowledgement & Introductions

- Tamara DeCraemer and Catharine Marchand welcomed attendees and opened the meeting with a territorial acknowledgement.
- A Medicine Wheel reflection and a quote from Embers were shared, with a focus on grounding and honouring relationships with the Treaty.
- A round of introductions followed.

2. Agenda & Previous Minutes

- The agenda was reviewed.
- The previous meeting minutes were brought forward for approval.

3. Membership, Voting & Council Roles

- Executive vote: Tammy Lee Hauser was elected Secretary.
- Council discussed the possibility of using an AI-assisted tool for meeting note-taking, such as Otter.ai.
- A call was made for voting members. Voting members are expected to attend each meeting either in person or online.
- Optional roles discussed included Events Coordinator, Volunteer Coordinator and a Fun Fair Subcommittee.
- The 2026-2027 meeting schedule was discussed. December will be skipped; the March meeting remains scheduled for now.
- Childcare for future meetings was discussed. Leah Siep was identified as a volunteer.

4. Principal's Report - Catharine Marchand

- The school had a positive start to the year. Staff completed significant summer preparation, including floor waxing and classroom/school readiness.
- September 2-3 Professional Development Days included mandatory staff safety training, health and safety, trafficking, harassment, online modules, on-site training, literacy, numeracy and equity.
- Terry Fox Run: September 25; school goal to be communicated through school channels.
- Orange Shirt Day: September 30.
- Upcoming events are communicated through School-Day announcements.
- Pizza sales are expected to begin in October. Jacquie will assist with late-arriving students. Council discussed possibly moving pizza day from Friday to Thursday.
- Elementary Nutrition Services may be used to streamline online meal-day ordering and administration.
- Tamara asked about Cycling Into the Future or a similar cycling program. Two schools are currently trialing the program.
- Nut-allergy awareness and precautions continue.

5. Teacher's Report

- Staff expressed appreciation for the strong parent turnout at Meet the Teacher Night.
- Technology was delivered on September 9. The current allocation is approximately one Chromebook for every two students.
- The Board has provided resources for Knowledgehook. Lexia availability/status remains to be confirmed.
- Westvale Public School currently has approximately 340-350 students.

6. Treasurer's Report - Eleanor McGrath

- Council financials are available for review at tinyurl.com/westvalefinancials.
- No full financial statement was available at this meeting.
- Ice cream/freezie sales: $80.55 September 9, 2026
- 2025-2026 surplus: approximately $2,000.
- Approximately $3,500 is available for staff request consideration. Staff will brainstorm needs with Catharine.
- Approximately $3,000 in Scholastic funds were used for sensory supports, including wiggle seats and headphones, which have been distributed to classrooms.
- Eleanor is transitioning fundraising accounts/programs from Christina, including Mabel's Labels, car wash, Tru Earth and the shoe store program.

7. Fundraising & Event Planning

- October: Herrle's fundraiser - Jennifer Thysman contacted Herrle's regarding the Wednesday before Thanksgiving; response pending.
- November: Movie night planned for November 18. Doors open at 6:00 p.m.; room booking and pizza pre-orders to be arranged.
- February: Sales-based fundraiser; parent poll to be considered.
- March: Dance.
- April: Used book sale - Jennifer Thysman.
- Science Fair: Consider requesting parent donations.
- Fun Fair: Date change to be discussed further on the October agenda.
- Additional fall/winter fundraising ideas included Four All, Big Box of Cards and mums; discussion deferred to October.
- Vendor night was discussed and tabled.

8. WRAPSC Update

- No WRAPSC update was available. WRAPSC meetings are held Tuesdays from 7:00-9:00 p.m.
- Jennifer Thysman will represent Westvale Public School, beginning with the October meeting.

9. Post-Event Updates

- Fun Fair attendance was strong despite the weather.
- Fun Fair profit: $2,829.19. The event finished approximately $500 under budget through reuse of prior-year supplies.
- Food truck proceeds were lower than hoped due to the weather.
- The committee was thanked for its work. The JBL speaker purchased for events has been useful for multiple school/council purposes.
- Popular activities included the cake walk, cotton candy, STEM activities, game rentals, boulder roll and bean bag shuffle.
- Approximately 40 volunteers supported the event. The raffle included 22 baskets and sold more than 1,300 tickets, with approximately 300 tickets sold for Snack Attack, Mystery Basket and Spa Basket draws.
- Scholastic Book Fair follow-up and purchases were noted for Catharine.

10. Upcoming Events

- Welcome to Westvale Breakfast: Friday, September 18, 9:05-9:45 a.m. School Council volunteers to arrive at 8:45 a.m.
- Volunteers attending: Jennifer Thysman, Jennifer Benninger, Tamara DeCraemer and Tammy Lee Hauser.
- Herrle's fundraiser: pending response.
- November Movie Night: November 18, doors open at 6:00 p.m.
- The 2026-2027 events schedule may be finalized at the October meeting.
- Council Google account/Drive: westvalepscouncil@gmail.com.
- French Chef item noted by Elysia Cloet for future follow-up.

11. Decisions & Action Items

Item	Lead	Action / Decision	Status
Secretary appointment	Tammy Lee Hauser	Elected as School Council Secretary.	Complete
Voting membership	Tamara / Catharine	Continue call for voting members; clarify attendance expectations.	Ongoing
Meeting childcare	Leah Siep / Centennial student (Daughter of Tonya Siep)	Coordinate childcare support for future meetings.	Confirmed
Herrle's fundraiser	Jennifer Thysman	Follow up with Herrle's and confirm date/details.	Pending
Staff funding requests	Catharine / Staff	Identify priorities for the approximately $3,500 available for request consideration.	Pending
WRAPSC representative	Jennifer Thysman	Represent Westvale P.S. beginning with the October WRAPSC meeting.	Confirmed
Fun Fair date	Council	Add possible date change to October agenda.	October
Fall/winter fundraiser	Council	Review Four All, Big Box of Cards, mums and other options.	October
Movie night	Council	Confirm room booking and arrange pizza pre-orders for Nov. 18.	Pending
AI note-taking	Council	Explore appropriateness/options for AI-assisted meeting note-taking.	Tabled for now

12. Adjournment & Next Meeting

- Next meeting: Wednesday, October 14, 2026, from 6:00-7:30 p.m.

Future Meeting Dates

Date	Time
October 14, 2026	6:00-7:30 p.m.
November 11, 2026	6:00-7:30 p.m.
January 13, 2027	6:00-7:30 p.m.
February 10, 2027	6:00-7:30 p.m.
March 10, 2027	6:00-7:30 p.m.
April 14, 2027	6:00-7:30 p.m.
May 12, 2027	6:00-7:30 p.m.
June 9, 2027	6:00-7:30 p.m.

Appendix A - 2026-2027 Teacher & Homeroom Directory

	Teacher(s)
	Tarah Korir / Jackie Milne / Victoria MacQueen
	Ilona Baranyai / Jana-Lynn Ramer / Pinar Akalu
	Lisa Hahn / Danielle Grin / Michelle Meyers
	Andrea Rooney
	Kaley Tastula
	Mary Seergobin
	Jennifer Chapman
	Corrine Peden
	Lindsay Julian
	Karen Parkinson / Lori Burton
I	Elysia Cloet / Susan Vilhelmsen
I	Ruthann Thwaites / Josh Cressman / Lori Burton
I	Alana Krzysztofik (VK) / Lisa Theodosiou (Theo)
I	Maya Grubisic / Lisa Theodosiou (Theo)

Minutes prepared by: Tammy Lee Hauser, Secretary
Date prepared: September 10, 2026

Minutes approved: _____
Date: _____