



WEST SPRINGS SCHOOL COUNCIL (WSSC)
ANNUAL GENERAL MEETING
Thursday, May 8, 2025 @ 6:00 PM
In-Person and via MS Teams

EXECUTIVE ATTENDEES

Katherine Rubin – Council Chair

Susan Westgate – WSS Principal

Loriel Anderson – Council Vice-Chair

Leah MacMillan – WSS Vice-Principal

Madison Trudeau – Council Treasurer

Irina Lucyshyn – Council Secretary

A. Welcome and Introductions (6:08pm) – Katherine R.

B. Approval of [Agenda](#) (6:09 pm) – motion moved by Eryn C., seconded by Taylor K. Carried.

C. Approval of Previous AGM Minutes (6:09 pm) – motion moved by Eryn C., seconded by Viktoria T. Carried. [May 16, 2024 Council AGM Minutes](#)

D. Administration Report and School Updates – Leah M. and Susan W.

- Land Acknowledgement
- Storytelling residency was a success. The format was different from the plan due to the outbreak, but many parents appreciated one-on-one presentations. The students showed a lot of growth in their storytelling skills and confidence, and teachers shared their takeaways from the residency that they can use in the future. A big Thank You to the School Council and WSSDA, as this would not be possible without their support.
- Bus transportation – the whole update has been taken down for now, as the maps were incorrect. The bus registration has been delayed and there will be an announcement when it's live. Overall, with the new changes the walk zone is smaller, and the bus zone is larger. The bus registrations are important to record: as soon as there is at least one rider, there has to be a bus provided, 10 riders get another stop and 30 riders for an additional bus. The bus changes also affected the bell times.
- The change to bussing will also change the zone for the school lottery, but Admin believe that WSS will not be a lottery school next year. The school is currently at 592 students and the Kindergarten registrations are still quite low at 82, compared to 115 students in Kindergarten this year.
- The new WSS bell times will be only 15 mins apart from West Ridge, which could have a positive or a negative effect on pick up and drop off. Admin are planning to have more outdoor supervision for children being dropped off, and it will be more important for parents to follow the Hug and Go zone rules and not jaywalking. There will be sessions for parents to weigh in on changes to recess and lunch times.



- Outbreak status – AHS advised that the status will not be extended past May 14th, regardless of the number of new cases. There will need to be another threshold of 3 cases met if the new outbreak were to be declared.
- Resource Allocation for Fall 2025 – due to the lower enrolment numbers the school has a surplus of 1.5 FTE. Mr. Fong has decided to retire but will be available to sub. The changes to remaining FTE allocations will be communicated to the parents in the last weekly message of the school year, as there are a lot of moving parts to the decisions and grade configurations. EAs and Lunch Supervisors will remain the same.
- Kindergarten sharing – wetlands, outdoor shed and community explorations
 - Focus on noticing all their senses – exploring properties of objects, making observations about their environment, sharing stories and gathering factual information from a variety of sources.
- On the Horizon
 - May 15 – Grade 4 Baskerville/Thompson compost facility field trip
 - May 16 – PD Day – no school for students
 - May 19 – Victoria Day – schools closed
 - May 9 & 21 Coffee & Conversation with Mrs. Westgate (re: transportation, school bell times)
 - May 21 – Fun Lunch Subway (M/W Kindergarten)
 - May 22 – Spirit Day – Beach Day and Fun Lunch – Subway
 - May 26, 27 – Kindergarten Clay for Kids in class art experience
 - May 26-31 – National AccessAbility Week
 - May 28 – Earth Rangers whole school assembly
 - May 29 – New family and Kindergarten “Welcome to West Springs School” presentation 5:30 – 6:30 pm
 - Jun 5 – School Council meeting
 - Jun 12 – WSSDA Fun Fair (after school)
 - Jun 16 – Volunteer appreciation Coffee & Conversation 10-11 am
 - Jun 19 – Sports Day #1 (T/Th Kinders and half school)
 - Jun 20 – Sports Day #2 (M/W Kinders and half school)
 - Jun 24 – Grade 4 Farewell assembly 10 am
 - Jun 25 – Sports Day rainout day
 - Jun 25 – Report cards live on MyCBE
 - Jun 26 – Last day of School (half day only, 12:50 pm end of day bell time)

E. Council Chair Year-End Summary – Katherine R.

- WSSC supported a number of community building activities (parent speaker night, yearbook, Spirit Days/Fun Lunches, Kindergarten Tea & Cheers, Angel fund for the Lee Family, mulch for the school grounds, etc).
- Parent-focused activities included monthly Council meetings, meeting with Admin, discussions on student learning (school budget, staffing, student enrolment, student assessment and reporting, etc), upcoming events and school updates, COSC and ASCA meetings and community engagement regarding parking and traffic safety.
- Gratitude and Appreciation activities (WSS t-shirts for staff, teachers’ meals during 1st student conference, funding for Grade 4 farewell and treats for sports day, etc)
- Open volunteer positions – communications coordinator to attend ASCA and COSC meetings, memory book support and event assistance



F. Treasurer’s Report – Madison T.

Unaudited Financials
January 1, 2024 to December
31, 2024

FINANCIAL STATEMENT			
WEST SPRINGS SCHOOL COUNCIL			
For the year Jan 1, 2024 - Dec 31, 2024			
STATEMENT OF NET ASSETS			
		2024	2023
Assets			
General Bank Account		\$ 1,655.87	\$ 2,862.91
Total Assets		\$ 1,655.87	\$ 2,862.91
Liabilities			
Accounts Payable		\$ -	\$ -
Total Liabilities		\$ -	\$ -
STATEMENT OF ACTIVITIES & CHANGES IN NET ASSETS			
Income			
WSSDA Donation		\$ 2,000.00	\$ -
Memory Book Revenue		\$ 225.00	\$ 855.72
AESC Grant		\$ 500.00	\$ 500.00
Total Income		\$ 2,725.00	\$ 1,355.72
Disbursements			
Admin		\$ 25.00	\$ -
Angel Fund		\$ -	\$ -
Grade 4 Farewell - \$12/gr. 4 Student		\$ 1,298.98	\$ 1,082.84
Teachers Gratitude		\$ 1,683.38	\$ 615.40
Speaker Nights		\$ 500.00	\$ 1,245.19
Kindergarten Orientation		\$ -	\$ -
Kindergarten Tea & Cheers		\$ 235.77	\$ 147.05
Holiday Snacks		\$ -	\$ 108.77
Sports Day Snacks		\$ 188.91	\$ 94.31
Total Disbursements		\$ 3,932.04	\$ 3,293.56
Excess of Revenue over expenditures		-\$ 1,207.04	-\$ 1,937.84
Net assets, beginning of period		\$ 2,862.91	\$ 4,800.75
Net Assets end of period		\$ 1,655.87	\$ 2,862.91
Check		\$ -	\$ -

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- Many of the budgeted items shown in the budget will be provided in May and June and are currently not yet reflected in the expense numbers.

G. New Business

- **Resignation of WSSC Executives:**

- Katherine Rubin
- Lorie Anderson
- Madison Trudeau
- Irina Lucyshyn

- **Election of WSSC Executives:**

The process for the Election was outlined prior to the new Executive being acclaimed/elected. It was noted that if anyone was interested in a position, they could identify themselves as each position was announced. For any position with only one nominee, the nominee would be acclaimed. For any position with more than one nominee, the nominees would be required provide a one-minute speech about themselves. This would be followed by a secret ballot.

- Katherine Rubin – Incumbent – WSSC Chair
- Lorie Anderson – Incumbent - WSSC Vice-Chair
- Lefteris Apostolidis – Nominee - WSSC Treasurer
- Irina Lucyshyn – Incumbent - WSSDA Secretary

Motion: To Elect the WSSC Executives as presented above.

- Katherine Rubin – Incumbent – WSSC Chair. Moved by Viktoria T., seconded by Eryn C.
- Lorie Anderson – Incumbent - WSSC Vice-Chair. Moved by Viktoria T., seconded by Madison T.
- Lefteris Apostolidis – Nominee - WSSC Treasurer. Moved by Viktoria T., seconded by Eryn C.
- Irina Lucyshyn – Incumbent - WSSDA Secretary. Moved by Viktoria T., seconded by Madison T.

None Opposed. Elected as presented.

H. Next School Council Meeting – June 5 @ 6:30 pm.

I. Motion to adjourn the meeting. Moved by Viktoria T., seconded by Eryn C.

Adjourned at 6:56 pm.