



**Henry Wise Wood High School Parents and Alumni Association Meeting Minutes
September 22, 2025, following HWW School Council Meeting- in-person and
online**

In attendance: Tinke Z. (Chair), Aileen S. (Principal), Cinnamon B. (Vice-Chair), ,
Brandi D., Tabi S., Pooja S., Tilal A., Jen S., Tina L.

Online: Christina M., Dawn D., Dehab, Kate, LW, SO, Susan A., Mercy E., Junling Y.

*Brandi D. took Minutes.

1. Call to Order and Meeting Guidelines

Tinke called the meeting to order at 8:09 pm

2. Motion to review and approve the Agenda:

With addition of motion to fund memorial activities for a teacher who passed
away this summer.

1st: Cinnamon 2nd: Talil Carried

3. Motion to approve Meeting Minutes from May 26, 2025

With changes to financials: graphics of financial charts were replaced with clearer
pictures.

1st: Cinnamon 2nd: Brandi Carried

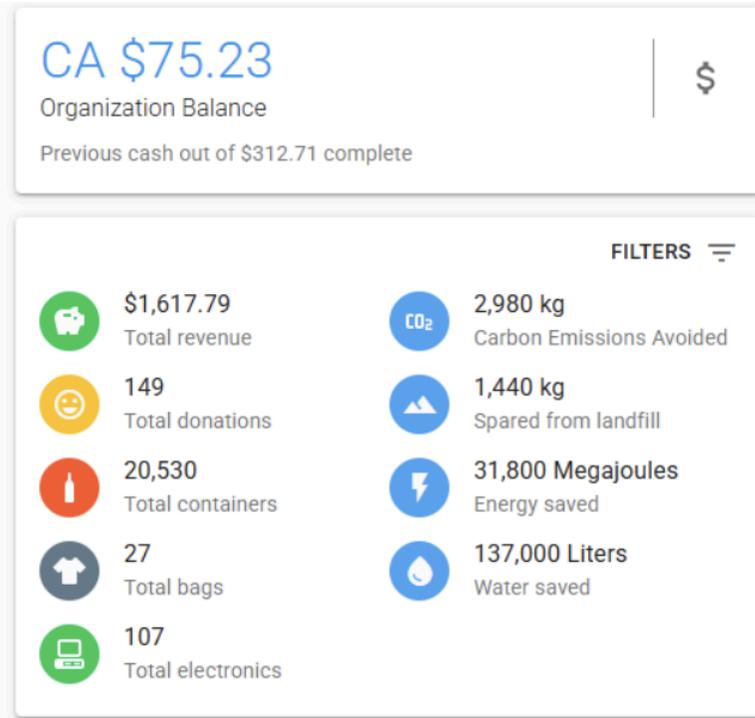
4. Treasurer's Report - Cinnamon

a. Current Account balances

i. Skip the Depot

Download the app. Summer donations totalled \$75.23. Thank-you to everyone who is contributing!

Skip the Depot



ii. "Henry Wise Wood HS PAA General Funds"/"Henry Wise Wood HS Council" -RBC – Savings Account - last meeting to year end

Henry Wise Wood Parent and Alumni Association		
GENERAL ACCOUNT		
Bank Reconciliation May 20, 2025 - July 31, 2025		
May 20, 2025	Opening Bank Balance	\$3,494.36
Deposits / Cash In		
22-May-2025	Parent Donation	\$20.00
2-Jun-25	Interest	\$5.04
June	Parent Donations June	\$205.00
02/07/2025	Interest July	\$4.70
	Balance	\$3,729.10
Withdrawals / Cash Out		
17-Jun-25	Cinnamon - Fuel Your Brain reimbursement & Pizza for Active Cafe	-\$507.04
17/06/2025	Etransfer fee	-\$1.50
23/06/2025	Tabi - Staff Appreciation reimbursement	-\$467.17
23/06/2025	E transfer fee	-\$1.50
31-Jul-2025	Closing Bank Balance	\$2,751.89
Outstanding Committed		
	Actual Available Funds:	\$2,751.89

iii. "Henry Wise Wood HS PAA General Funds"/"Henry Wise Wood HS Council"
 -RBC – Savings Account - year end to current

Henry Wise Wood Parent and Alumni Association		
GENERAL ACCOUNT		
Bank Reconciliation July 31, 2025 - Sept 2, 2025		
July 31, 2025	Opening Bank Balance	\$2,751.89
Deposits / Cash In		
1-Aug-25	Interest	\$4.09
02/09/2025	Interest	\$4.10
	Balance	\$2,760.08
Withdrawals / Cash Out		
Sept 2, 2025	Closing Bank Balance	\$2,760.08
Outstanding Committed		
	Actual Available Funds:	\$2,760.08

iv. "Henry Wise Wood HS PAA Gaming Funds"/"Henry Wise Wood Parents and Alumni Association" - Casino RBC – Savings Account - last meeting to year end

Jul 2025		
CASINO ACCOUNT		
Bank Reconciliation May 21, 2025 - July 31, 2025		
May 20, 2025	Opening Bank Balance	\$98,100.02
Deposits / Cash In		
02-Jun-2025	Interest	\$155.52
02-Jul-2025	Interest	\$141.52
	Total Cash In	\$297.04
Withdrawals		
21-05-2025	Cheque # 89 Photography Studio Lighting, Lathe, EAL Books,	-\$8,928.71
	Total Cash Out	-\$8,928.71
31-Jul-2025	Closing Bank Balance	\$89,468.35
Outstanding Cheques to be withdrawn		
Outstanding Committed		
	Minimum Balance	-\$2,000.00
April 2024 list	Elder Honorariums	-\$1,250.00
May 2024 list	Levelled novels	-\$2.74
	Guest speaker Honorariums	-\$600.00
March 2025	Wish List Total	-\$39,600.00
May 2025	Wish List Total	-\$14,170.00
	Insurance	-\$1,100.00
	Actual Available Funds:	\$30,745.61

v. "Henry Wise Wood HS PAA Gaming Funds"/"Henry Wise Wood Parents and Alumni Association" - Casino RBC – Savings Account - year end to current

Sep 2025		
CASINO ACCOUNT		
Bank Reconciliation August 1, 2025 - September 2, 2025		
Jul 31,2025	Opening Bank Balance	\$89,468.35
Deposits / Cash In		
02-Aug-2025	Interest	\$146.48
2-Sep-25	Interest	\$146.72
Total Cash In		\$293.20
Withdrawals / Cash Out		
Total Cash Out		\$0.00
2-Sep-25	Closing Bank Balance	\$89,761.55
Outstanding Cheques to be withdrawn		
2-Sep-25	Cheque # 90	
	Inv # 2024/2025-3,2024/25-4	-\$41,618.83
Outstanding Committed		
	Minimum Balance	-\$2,000.00
April 2024 list	Elder Honorariums	-\$1,250.00
May 2024 list	Guest speaker Honorariums	-\$600.00
March 2025	Wish List Total	-\$6,929.10
May 2025	Wish List Total	-\$1,927.27
	Insurance	-\$1,100.00
Actual Available Funds:		\$34,336.35

- Casino will be in quarter 2 of 2026, receiving money by September 2026.
- Aileen is reaching out to teachers to see what needs there are currently.
- We need a minimum balance in this bank account,
- We don't like to spend it all, in case of an emergency, such as the broken down lathe last year.
- If you turn the school upside down, and shake it, Casino funds can pay for whatever would fall out, except for textbooks. Casino funds can't pay for the drama lights.

5. Association Updates- Tinke

Purpose: To raise funds to support learning and community

Reporting:

- governed by the Societies Act of Alberta
- required to file an Annual Report with audited financials approved at the AGM
- requires to file an AGLC report on gaming funds

Activities:

- spending approvals, in accordance with HWW and School Council objectives, as well as AGLC 'Current use of Proceeds List'
- casino held every 18-24 months
- Skip the Depot ongoing fundraiser
- direct donations from parents
- donations from other charitable groups, such as the GATE parent association

a. Staff Appreciation Vote

Every Year the HWW PAA and School Council support the staff and students in two main ways:

- Staff Appreciation events (December and June)
- Fuel Your Brain events (January and June)

Motion: To approve up to \$600.00 for the December Staff appreciation event and up to \$650 for the January Fuel Your Brain event from the general funds account.

1st: Cinn 2nd: Tilal

Discussion: none

Vote: For- 12 Carried

b. **Motion:** To spend up to \$300 to fund school memorial activities for a teacher who passed away this summer.

1st: Cinn 2nd: Jen

Discussion: none

Vote: For-12 Carried

c. Request for Financial Auditors - Talil and Tina

d) Elections coming up on October 27th

Our executive team will be changing over next month. We need you!

Parents are needed to fill the following roles:

- Chair, Vice-Chair, Treasurer, Vice-Treasurer, Secretary

Full and shared roles are possible and support from outgoing executives will be provided.

Other ways to help:

- Skip the Depot donations
- E-transfer donations
- Volunteer during events – watch for SignUps sent out in the weekly Wednesday Warrior newsletter

6. **New Business:** none

7. Adjournment at 8:28 pm

Parents and Alumni Association Annual General Meeting:

Monday, October 27, 2025, following School Council Annual General Meeting at 6:30 pm