

Agenda & Minutes:

Willowdale MS Parent Council Meeting November 20, 2025

I. Introduction

A. Welcome and Call to Order

Attendees

Attendee	Voting Member	Parent	Staff
Stephanie Yeates			
Sandra Chu	X		
Catherine Martins	X		
Niloufar Kamali	X		
Melissa Valentine	x		
Sarah Ladak	X		
Nigel Mohammed	x		
Elizabeth Leech	x		
Vicky Kyriakou		x	
Meg Boyle	x		
Laura Stoikos			X
Mona Ishac			X
Kate Moore		x	
Tanuj (student teacher)			X

B. Request for additional discussion items

C. Acknowledgement and Confirmation of Co-Recording Secretary: Sarah Ladak

D. Land Acknowledgement: "We acknowledge that we are members of a board that is hosted on the lands of the Mississaugas of the Anishinaabe, the Haudenosaunee Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Metis and the Inuit peoples."

II. Minutes from Previous Meeting (2 mins)

A. **Approval of Minutes: September 18, 2025 was approved by voting members (Sarah, Sandra, Melissa, Nigel, Liz and Meg) via email on September 23, 2025. Confirmation by Laura of minutes posted on WMS update.**

B. 2025/26 Council: Eight members have been confirmed as voting members. Executive are confirmed and listed below.

WMS Council Email Address <sc.willowdalemiddleschool@tdsb.on.ca>

- a. Meg Boyle: Chair
- b. Liz Leech: Treasurer
- c. Sarah Ladak: Co-secretary
- d. Sandra Chu
- e. Catherine Martins
- f. Niloufar Kamali
- g. Nigel Mohammed
- h. Melissa Valentine

*NB There are two vacancies should there be interested parents. If they choose to join, they will need to submit their interest in person (with email) and need to be present at the next meeting. Council will need to vote them in first at the meeting and then the co-secretary can be voted in.

ACTION: Meg led Motion: Add Vicky Kyriakou as voting member and co-secretary. Second: Catherine. All in favour.

III. Reports (15 mins)

A. **Principal's Report.**

A) Preparing for High School – Parent/Guardian Information

Parent Information Night was held at Willowdale MS on **Thursday, October 30, 2025** at 6:30PM in cafeteria

The focus of this presentation was the following:

- Pathways to Success – Beyond 8
- How to find your secondary home school
- What to expect in Gr. 9 – courses, diploma criteria, schedules, etc.
- Parent/Guardian's role in the transition
- My BluePrint
- Secondary School Open Houses
- Central Student Interest Programs – NOW Specialized Programs
- Alternative Programs, including French
- Important Dates & Resources

TDSB has changed the former CSIP process to Specialized Programs.

Process opens on Monday, November 24 and closes on December 12 at noon.

All information has been shared with Gr. 8 parents through e-mail, the newsletter, and it is posted on the TDSB website.

WMS Guidance (Ms. Ziebell) is working with students throughout this process.

B) Gr. 8 Grad trip

Date: June 10 to 12

We have received itineraries and quotes for the following:

- | | |
|----------------|-------|
| 3) Collingwood | \$746 |
| 3) Ottawa | \$698 |
| 3) Montreal | \$748 |

Ottawa is the better option (itinerary, traffic, destination, accommodations, etc.) for the value

Insurance is optional (\$46) and additional

We had an information night for parents/guardians on October 28, 2025 (virtual)

We are trying to raise funds this year (e.g., Treat Days, other ideas from our student body) to help lower the cost of the trip, and to help support some of the families with financial restraints

- We also have planned the "Big Box" fundraiser for January 26, 2026 (approx. three weeks)

C) School Improvement Plan

There is a TDSB template we need to use this year to help us with our School Improvement Plan

WMS Council Email Address <sc.willowdalemiddleschool@tdsb.on.ca>

A big part of creating our plan comes from our school data (EQAO scores, EQAO survey, Student Census, report card achievement, etc.)

We are in the process of filling in our data


We are in the process of collecting and evaluating our school-based student census data – this data will be shared at a future date

- We will look at patterns of behaviours, attitudes, etc., which will help us create our school goals and action plans
- Our Superintendent of Education (Ainsworth Morgan) will come to visit WMS on Monday, November 24 – this will be the focus of our discussion

D) Budget

We were allocated \$95,641.00 for this year

This is based on 514 students projected in our school for this year. The breakdown of the funds is as follows – see attached budget sheet for WMS



**School Budget Allocation Input Sheet
2025-2026**

Willowdale Middle School
288
416 295 2970

Amount
Please note school budgets will be adjusted in December based on final October 2025 actual

When developing your budget allocation, refer to SAP Plan/Actual Commitments/Available Budget report for 2024-2025 (printed for each CC#) to see what expenses were incurred last year as a reference for 2025-26 budget.

		\$ 95,641.00	
		\$ 95,641.00	budget is fully allocated, thank you
		\$ -	

Refer to Sample Budget Allocation tab as reference (click to go to tab)

Chart Center Description	General Ledger Description	\$ Allocation Amount (no decimals)	Additional information, if any
Willowdale RDS	Rent/Les-Photocopier	\$ 23,000	mandatory budget required in this CC and GL
Willowdale Sch Off	Telephone/Voice	\$ 5,500	mandatory budget required in this CC and GL
Willowdale Sch Off	Office Supplies&Sup	\$ 4,000	mandatory budget required in this CC and GL
Willowdale Sch Off	School Council Supp	\$ 670	mandatory budget required in this CC and GL
Willowdale RDS	Instructional Supply	\$ 26,476	Regular Day School
Willowdale Gr 6	Instructional Supply	\$ 2,100	instructional supplier gr 6
Willowdale Gr 7	Instructional Supply	\$ 2,100	instructional supplier gr 7
Willowdale Gr 8	Instructional Supply	\$ 3,500	instructional supplier gr 8
Willowdale Music	Instructional Supply	\$ 5,000	instructional supplier and instrumental repair
Willowdale Phys Ed	Instructional Supply	\$ 4,000	instructional supplier Phys Ed
Willowdale RDS	Prof Dev-Academic	\$ 3,000	professional development for staff
Willowdale Library	Instructional Supply	\$ 7,595	instructional supplier library
Willowdale Math	Instructional Supply	\$ 2,000	instructional supplier math
Willowdale French	Instructional Supply	\$ 1,200	instructional supplier core french
Willowdale Fr Imm	Instructional Supply	\$ 2,000	instructional supplier for middle and immersion french
Willowdale ESL	Instructional Supply	\$ 1,500	instructional supplier for ESL
Willowdale Sp Ed	Instructional Supply	\$ 2,000	instructional supplier for special education
		\$ 95,641	TOTAL should equal to your 2025-26 Preliminary School Budget Allocation Amount

Click link to see your ... 2025-26 Preliminary School Budget Allocation Amount

WMS Fundraising is limited to:

-Lunch Box Program

WMS Council Email Address <sc.willowdalemiddleschool@tdsb.on.ca>

- Total profit made from Lunch Box last year was \$3,924.08
 - This money was used towards the Morning Meal Program
- We make approximately \$0.50 to \$0.53 in profit per lunch
- This year, we will continue to use the money raised to go towards day trips for students who need subsidies, and to the Morning Meal Program
- We have earned a total of 504.18 this year up to (September to Oct. 31, 2025)

-Spirit Wear (Last year's only)

- Profit as of today on last year's hoodies is \$1617.00
- We make \$15 on the hoodies (both for screen print and embroidery)
- This money was used and will be used to help support students for trips

E) Events

- Trip to Little Canada
- Trip to Greek Town
- Trip to the Village at Black Creek
- Beaver Math Contest
- Relay Climate Change Presentations
 - Many different sport opportunities are available to our students
 - Boys volleyball
 - Girls basketball

There is a WMS Sports Calendar – will be included in our newsletters to inform parents of tryouts, practices and tournament dates when known.

F) Upcoming Events

Nov. 24	SOE visits WMS
Nov. 25	ESL presentations
Nov. 27	Drama Club Trip to Young People's Theatre
Dec. 1 to 5	Scholastic Book Fair
Dec. 4	Winter Carnival and Food Drive
Dec. 1 through 12	Gr. 6 overnight to Etobicoke Outdoor Ed
Jan. 15	Invierno Concert
Jan. 16	PA Day
Jan. 22	Artists in Motion (Prologue)

Questions from parent community:

Q: Are there payment options outside those proposed? A: See Principal for further questions or exceptional family circumstances and needs.

Q: Are funds raised going to be applied across all student excursions?

Answer: Depends on total funds raised.

In Addition: School Fundraiser for January 26th - Big Box - Birthday Cards

Q: What does Library budget go towards? A: books

Q: What does regular day school budget capture? A: white boards, projectors, presenters, paper towels, field trips

Q: Where do lunchbox funds raised support? A: Morning meal program, day trips for students with financial needs - Sept-Oct funds raised \$504.18

Spiritwear - \$1617.00 raised to date, money will be used to help kids fund trips

Q: Is band trip happening? A: perhaps a one day event rather than overnight

Community member Ideas: a local school held an external school event to help fundraise, online post to help parents who want to gift students in need.

Upcoming: Winter Carnival - December, Scholastic Book Fair, Inverno, Artists in Motion, School Play potentially April/May

B. Treasurer’s report.

**Willowdale Middle School Council 2024/2025
Meeting Date: November 20, 2025**

Bank Balance (November 19, 2025) \$14,685.40 Manual Register Balance \$ 13,914.35

2025/2026 Budget	Approved budget	Actual Expense	Payments Made	Balance Outstanding
The budget needs to be voted in				
	\$0.00	\$0.00	\$0.00	\$0.00

Fundraising items 2025/2026	Month	Revenue	Expenditures	Profit/Loss
Pizza Lunch	All Year	\$ 1,2936.00	\$ 3,364.51	\$ 9,571.49
				\$ -
Total to Date		\$ 12,936.00	\$ 3,364.51	\$ 9,571.49

Shaded cells indicate items which are complete for 2025/2026
 Questions about this report? Feedback about its format or contents?
 Send an email to sc.willowdalemiddleschool@tdsb.on.ca

Q: Can we add delivery cost for Costco to school directly?

Motion: Meg to initiate a motion to add \$15 cost of delivery for pizza lunch components (chips, juice, plates, etc.)
 Second: Vicky. All in favour.

IV. Committee Business (30 mins)

A. Fundraising: Brainstorming and Next Steps

a. Pizza lunches (Stephanie co-lead with Liz):

i. Planning for November/December pizza lunches.

ii. Update on vendor options (**agreed to continue with Dominos**).

b. **Remaining Pizza Dates confirmed:** Dec 4, 16.

ACTION: NO Fridays for pizza lunch moving forward.

ACTION: Days for upcoming pizza lunches: Jan 13, 28, Feb 9, 26, March 10, 25, April 14, 29, May 14, May 25, June 9, 18

c. Other fundraising ideas: Community can suggest ideas and take the lead on these to execute, if desired.

d. Student Trips Fundraising Team: Members may want to lead a fundraising team. Volunteer to take the lead if interested.

WMS Council Email Address <sc.willowdalemiddleschool@tdsb.on.ca>

B. Budget requests from Staff: Laura and Mona solicited input from staff for budget needs. These were submitted two weeks in advance of the meeting. Draft budget was reviewed and discussed during the meeting.

BUDGET VOTE DISCUSSION:

\$4000 for literacy

\$7500 student for classroom support

\$0 Clubs

\$3000 Physical Education

\$2000 Theatre

\$500 Council expenses

\$0 Technology

\$0 Graduation

Motion: Meg motioned to approve the above line items and associated spend. Second: Vicky. All in favour. With \$1500 to be redirected in following meetings if required. Budget to be reassessed in April 2026.

Q: What are the items in the music budget? A: Tympani

Q: What kinds of items will the technology budget support? A: projectors, speakers, 1-1 devices carted.

Q: Consider Novotel Auditorium for graduation - 167 GR8 students plus staff,

A: Vicky to look into Novotel auditorium if budget allows.

V. Other Business/New Business/Additional Items. Next meeting: Dec. 10 should be cancelled.

Decide 2026 meeting dates. Cancelled Officially Dec 10th.

NEXT MEETINGS:

Action: January 22nd. - 6pm Meeting, March 3rd 6pm, April 21st 6pm - review budget, June 1st 6pm.

VII. Adjournment Time: 8:04pm