

Captain John Palliser

Parents Association – Meeting Minutes

Date: May 26, 2026 at 7:30 pm

Location: Captain John Palliser School virtual via Teams Meeting called to order at 7:12 pm.

Participants: Melissa M, Alison B, Brittany B, Candace B, Carrolyn M, May C, Candice C, Courtney A, Dawn B, Jennette D, Jana E, Emily M, Oliver F, Jameela L, Jenna M, Allison L, Martina D, Maria M, Rik G, Skye S, Tara M, Zoe P, Corrine M, Todd M

Description and Speaker
Discussion on Parents Association Council – [Martina D, Chair] - Communicated to meeting participants that those parents who completed the membership form are entitled to vote. - Anyone wishing to become a member can fill out the online form. - CJP PA provided an information paper for students to bring home. It includes a QR code to sign up for a membership and links to the CJP PA website.
Acknowledgement of Agenda – Review the agenda [Martina D] Amendments: None
Approval of Meeting Minutes from April 23, 2024 [Martina D] Amendments: None - Motion by Martina D, seconded by Alison B, motion carried. - Agenda and minutes are posted on CJPPA.ca website.
Parent Association Updates [Martina D] Parents Association Nominees for 2026/2027 Elected Positions: i. Chair – 1 Nomination - Dani S. ii. Vice Chair - 1 Nomination - Martina D. iii. Secretary - 1 Nomination - Skye S. iv. Treasurer - 1 nomination - Alison B. v. Casino Director – 1 nomination - Zoe P. vi. Director at Large –1 nomination - Richard G. vii. Director at Large - Vacant As there were no additional nominations or challenges, the nominations above are accepted by acclamation. Appointed Positions: Fall Fundraising Coordinator(s) - Janet H., Laura D., Vacant i. Winter Fundraising Coordinator(s) - Janet H., Kim D., Vacant ii. Book Fair Coordinator(s) - Mara M., Vacant iii. Spirit Wear Coordinator(s) - Melissa M., Emily M. iv. Fun Lunch Coordinator(s) - Courtney A., Carrolyn M.

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- v. Coffee & Chat Coordinator(s) - Lisa P.
- vi. Spring Picnic Coordinator(s) - Brittany B., Corrine M.
- vii. Communications Coordinator (s) - Martina D., Emily M.
- viii. Staff Appreciation Coordinator (s) - Courtney A., Carolyn M.
- ix. Dance Committee - Martina D., Lily Z., Emily M., Corrine M

Appointed positions were acknowledged.

Treasurer Update and Budget Approval [Alison B]

Update on account balances

	as of Apr 21, 2026	as of May 26, 2026	budgeted (waiting on receipts)	Year end forecast
General Fund - Cash	14,382.85	14,064.15	(12,744.00)	1,320.15
General Fund - Term Deposits	28,840.00	28,840.00		28,840.00
General Fund - Playground Maintenance Fund	6,273.02	6,273.02		6,273.02
Total General Fund	49,495.87	49,177.17		36,433.17
Casino Account - Cash	5,760.10	3,409.15	(21,686.00)	1,723.15
Casino Account - Term Deposits	55,873.00	55,873.00		35,873.00
Total Casino Account	61,633.10	59,282.15		37,596.15
Total	111,128.97	108,459.32		74,029.32

- The AGLC Annual Return has been completed and submitted to AGLC, and the Annual Report has been finalized and sent to Alberta Registries.

Spring Picnic [Brittany B]

- June 18, there are 6 or 7 food trucks confirmed and the focus will be on food and games this year.

Casino Update [Todd M]

- The casino went well, all spots filled and everyone showed up. There were about \$70.00 dollars in tips and one outstanding Uber ticket for one of the volunteers that still needs to be reimbursed.
- The next casino should be in about 18 - 24 months.

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Keep in Touch [Martina D]

- Stay connected with us! You can become a member of the Parents Association by filling out an [online form](#). Or check out our [website](#), join our private [Facebook](#) group or follow us on [Instagram](#).
- To check out the current volunteer opportunities head over to the [website](#)!
- You can also email us directly at connect@cjppa.ca or chair@cjppa.ca

Next Meeting [Martina D]

- Next School Council and Parents Association meetings are September 2026 (Exact Date TBD)
- Meeting format (Virtual).

Adjournment of meeting at 7:38pm [Martina D]

- Motion by Martina D, seconded by Dawn B, motion carried.

Signature of Secretary	Date Submitted	Signature of Chair	Date Approved
Melissa Michielsen	June 10, 2026	Martina Damm	June 20, 2026