



Captain John Palliser Parents Association – Agenda

April 22, 2025

7:30 – 8:30 pm (Immediately following SC meeting)

CJP Teams Meeting - Link sent out separately (same as for SC meeting)

1. Call to Order - Welcome & Membership Information.
2. Acknowledgement of April 22, 2025 PA Meeting Agenda.
3. Approval of February 25, 2025 Parents Association Meeting Minutes (attached below).
4. Elect Treasurer for the remainder of 2024/25 school year – Alison B. has been nominated; additional interest can be shared at the meeting or via email at connect@cjpgpa.ca.
5. Parents Association Updates
 - a. 2025/26 Notice of Election - May 27, 2025
 - b. Election Nominations:
 - i. Chair - 1 Nomination (Martina D.)
 - ii. Vice Chair - 1 Nomination (Dawn B.)
 - iii. Secretary - **Vacant**
 - iv. Treasurer - 1 Nomination (Alison B.)
 - v. Casino Director - 1 Nomination (Todd M.)
 - vi. Director at Large - 1 Nomination (Laura M.)
 - vii. Director at Large - **Vacant**
 - c. Appointed Positions:
 - i. Fall Fundraising Coordinator(s) - **Vacant**
 - ii. Winter Fundraising Coordinator - Amy G., Martina D., **Vacant**
 - iii. Book Fair Coordinator(s) - Dawn B., Mara M.
 - iv. Spirit Wear Coordinator(s) - Amy G., **Vacant**
 - v. Fun Lunch Coordinators - Jen L., Britni Y.
 - vi. Coffee & Chat Coordinator(s) - **Vacant**
 - vii. Spring Picnic Coordinator(s) - **Vacant**
 - viii. Communications Coordinator (s) - Martina D., **Vacant**
 - ix. Staff Appreciation Coordinator (s) - Amy G., Courtney A.
 - x. Dance Committee - Dawn B., Laura M., Martina D., Mara M.
 - d. Any parent or guardian of a CJP student is welcome to put their name forward for a role. If you're interested or would like more information, please reach out to connect@cjpgpa.ca.
6. Committee Updates
 - a. Treasurer Update - Martina D.
 - i. Update on Account Balances
 - ii. Allocate the new casino funds - to be voted on
 - iii. Proposed funding request for next year's residency - to be voted on



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- b. Fundraising Update – Dawn B.
 - i. Fun Lunch – May 7 (Subway)
 - ii. Fun Snack - Thurs, May 15 (Booster Juice)
 - c. Events Update - Dawn. B.
 - i. Parents Speaker Night with Connie Jakab - May 21
 - ii. Family Spring Picnic - June 12
 - d. Mural Update - Martina D.
 - e. Staff Appreciation Update – Courtney A., Amy G.
7. New Business
- a. Our next meeting will be held on May 27, 2025 - Elections.
 - b. Stay connected with us! You can become a member of the Parents Association by filling out an [online form](#). Also, visit our [website](#), join our private [Facebook group](#), sign up for our [email list](#), and follow us on [Instagram](#)!
8. Acknowledgments/Adjournment - Martina D.

Participation

- Please remember to be kind and respectful in all interactions during the SC and PA meetings.
- Chair controls the flow of the meeting
- All votes for role elections and budget-related items will be conducted anonymously.
- Any member can motion: 'I motion that...', 'I second the motion...', this leads to a vote.
- Any member can vote
- Any member can raise any issue during the meeting. If we cannot address it in this meeting, we will get to it at the next one.
- To add and item to be included in the agenda for an upcoming meeting, please email CJP Parents Association one week prior to the next meeting date either at connect@cjppe.ca or chair@cjppe.ca

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Parents Association – Meeting Minutes

Date: February 25, 2025

Location: Captain John Palliser School virtual via Teams

Meeting called to order at 7:52 pm.

Participants: Alison B; Allison L; Amy G, Britni Y; Candace B; Courtney A; Dawn B; Don C; Jenn, Karolyn C; Laura M; Lindsay O, Maria M; Martina D; Oliver F [Principal]; Samantha Mc; Tammy R; Toria C

Description and Speaker
Discussion on Parents Association Council – [Martina D] - 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. - CJPPA provided an information paper for students to bring home at the beginning of the school year. It includes a QR code to sign up for a membership and links to the CJPPA website. - It is recommended to fill out the online form to keep membership current. QR code posted in chat. Members are eligible to vote in meetings. Voting is anonymous for role elections and budgetary items.
Acknowledgement of Agenda – Review the agenda [Martina D] Amendments: None
Approval of Meeting Minutes from January 21, 2024 [Martina D] Amendments: None. - Motion by Martina F, seconded by Lindsay O, motion carried. - Agenda and minutes are posted on CJPPA.ca website.
Financial Review – [Martina D for Leanne G] General Account - Balance (End of January) was \$7,200 in cash + \$32,000 in term deposits. - Term Deposits are held for playground contingency, mural project, and student learning investments. - Cashed in one term deposit of \$5,000 to fund initial payments to mural artists. Gaming Account - Balance (End of January): \$3,900 in available funds + \$17,600 in term deposits. - Term Deposits are allocated for field trips, learning opportunities, and residencies per AGLC guidelines. - Cashed in one term deposit to cover IXL subscription for the school. Gaming Account - Casino Update - Funds Received (February): Approximately \$82,000 from the casino fundraiser. - To be allocated over three years for AGLC-approved learning investments. - Grateful for the successful fundraiser and volunteers' contributions.

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Description and Speaker
Next Steps: ● Meet with school administration to identify potential investments. ● Keep membership informed and vote on proposed fund usage.
Fundraising Update – [Dawn B] Winter Dance ● Feedback was requested. ● Comment [Tammy R] – The Events Committee was thanked for their efforts. Fun Lunch ● Panago: 320 orders, with 9 gifted. ● Fun Snack: Maverick Donuts, 271 orders which was 370 donuts. ● Next Fun Lunch: March 19 (OPA!). Read-a-thon – [Amy G] ● Deadline extended to March 3, allowing students the weekend to complete their bingo cards. ● Goal: 650 entries. Currently received: 50 submissions. Over 30 prizes available, and all entries have a chance to win! ● Raised \$1,027 to date, aiming to reach the fundraising goal. ● Encourage families and friends to sponsor students: www.cjppa.ca/fundraising ● Question [Toria C] – Could the payment platform be updated to allow donors to leave encouraging comments for young readers? Response [Amy G] – This feature may not be available on the platform. But we'll look into it. Book Fair – [Dawn B] ● Scheduled for March 17-21, open during Learning Conferences. ● New decorations and book themes planned. ● Volunteers needed!
Events Update – [Dawn B] Family Spring Picnic ● Scheduled for June 12. ● Activities include games, food trucks, and possibly a resident DJ. ● Volunteer support needed!
Mural Update – [Lindsay O] ● Artist bios and sample artwork were shared, along with a brief discussion and sneak peek of their proposed murals. ● Selected artists: ● Tyler Hochhalter (Stettler Artist) – Encouraged by the environment, nature and communities.

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● Kalum Teke Dan (Indigenous Artist) – Inspired by the CJP motto explore, discover, imagine and dream big as central ideas. ● Phoenix Ning (Immigrant Artist) – Influenced by students, the Discovery Garden, Nose Hill and the overall local landscape. ● A single color is used across all murals for a cohesive look. ● Artists will each present to 1/3 of the school population, discussing their inspiration, design, and personal style. Sessions will conclude with a guided drawing, after which students will discuss their learnings with peers.
Grants ● Applications are in progress; decisions expected within the next 2-4 weeks. Some grants are awarded on a rolling basis. ● Coordinating a grant application with the Brentwood Community Association and the City of Calgary based on feedback from a site line survey. Flyers will be distributed to affected residences. ● Contact: CJP.Playground@gmail.com for more details. ● Comment [Oliver F] – Acknowledged the team’s efforts in the grant application process. ● Question [Dawn B] – When will the murals be installed? Response [Lindsay O] – By May, ahead of the school picnic. Hoping to have artists be invited to celebrate at the spring picnic. ● Question [Martina D] – Can updates be posted on social media? Response [Lindsay O] – Will verify with Jana El and then confirm with the artists when she returns. A social media plan will be discussed at a future meeting. ● Comment [Amy G] – Suggested sharing a brief summary of each artist’s approach before the big unveiling to highlight the creative process and how their work connects to the school and its students. Response [Lindsay O] – Will confirm with Jana El and the artists. Response [Oliver F] – Additionally, the idea of creating a short video of the process will be explored. ● Comment [Toria C] – Shared a story about an artist friend and their approach to art. ● Question [Martica D] – Can the names of the selected artists be shared publicly? Response [Lindsay O] – Will verify with Jana El and the artists.
Staff Appreciation Day [Amy G] ● Thank you to everyone who contributed treats (homemade or purchased) for staff—they truly appreciated it! ● Substitute Teacher Appreciation is upcoming. ● A potluck will be held during Parent-Teacher Conferences on March 20. ● Sign up at: www.cjppa.ca/volunteer

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Description and Speaker
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
New Business – [Martina D] - Working on Policies and Procedures ahead of the April PA meeting. - ASCA will be consulted for any questions, with a summary of resolutions expected at the next meeting. - Appointed and elected members are encouraged to consider their roles for the next school year. The CJPPA Chair will reach out to volunteers regarding future participation.
Next Meeting [Martina D] - Next School Council and Parents Association meetings are April 22, 2025. - Meeting format (Virtual). ***No meeting in March. ***
Adjournment of meeting at 8.24pm [Martina D] Motion by Martina, seconded by Amy G, motion carried.

Signature of Secretary	Date Submitted	Signature of Chair	Date Approved
<i>Karolyn Chitwood</i>	28-Feb-2025		March 12, 2025