



Captain John Palliser Parents Association – Agenda

January 21, 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 January 21, 2025 PA Meeting Agenda.
3. Approval of November 26, 2024 Parents Association Meeting Minutes (attached below).
4. Committee Updates
 - a. Treasurer Update - Leanne G.
 - i. Update on Account Balances
 - b. Fundraising Update – Dawn B.
 - i. Fun Lunch – January 22, February 19
 - ii. Fun Snack - February 12
 - iii. Created by Kids Artwork
 - iv. Read-a-thon/Book Swap - Martina D, Dawn B & Amy G
 - c. Events Update - Martina D
 - i. Snowflake Dance - Jan 30
 - d. Mural Update – Lindsay O. / Jana El.
 - e. Staff Appreciation Update – Martina D.
5. Casino Update - Todd M.
6. New Business
 - a. Our next meeting will be held on February 25, 2025.
 - 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](#)!
7. Adjournment

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.



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- 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@cjppa.ca or chair@cjppa.ca

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Parents Association – Meeting Minutes

Date: November 26, 2024

Location: Captain John Palliser School virtual via Teams

Meeting called to order at 7:13 pm.

Participants: Alison B, Alison L, Britni, Cora Z, Dawn B, Don C, Duncan W (Principal), Jana El (Assistant Principal), Karolyn C, Laura M, Leanne G, Lindsay O, Maria M, Martina D, Melissa B, Sachin P, 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. 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 October 22, 2024 [Martina D] Amendments: None. - Motion by Martina, seconded by Toria C, motion carried. - Agenda and minutes are posted on CJPPA.ca website.
Parent Association Updates [Martina D] - Overview of the CJPPA PA role at CJP and presented the Executive Team. About Us – Captain John Palliser School Council & Parents Association
Financial Review [Leanne G] - Funding has supported the Robotics program, iXL subscriptions, Teacher Appreciation Gifts and Snacks and donations for new Spirit Wear items. General Account - Used for community-focused initiatives such as speaking events, the discovery garden, and administrative expenses. This year, so far we have funded Welcome Back Snack, World Teacher Day Mugs, Families in Need, New Spirit Wear, Donations. - The current bank account balance is \$6,000, which funds ongoing initiatives including school requests, Families in Need, schoolwide snack (on sports day), teacher appreciation, field trips, and future opportunities. Casino Account - There is \$3,000 cash on hand. So far this year, we have only allocated funds to cover insurance costs for SC/PA events and have budgeted for field trips and IXL. Plans to transfer funds to the school for iXL payments.

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- Term Deposits are \$30,600 for iXL subscriptions, Field Trip Transportation, Future Opportunities.
- Overall, CJPPA continue to support upcoming initiatives throughout the school year.

Current Account Balances

Account	General Funds	Casino Funds (AGLC)	Total
Chequing Account	\$6,000	\$3,000	\$9,000
Term Deposit	\$38,000 Includes future playground maintenance, mural, general funding and future expenses.	\$30,600	\$68,600

Fundraising Update [Dawn B]

Fun Lunch

- November 20 Fun Lunch served 285 meals from NoodleBox, including 7 gifted lunches.
- The next Fun Lunch is December 18 (A&W), with an order deadline the Friday before.
- The next Fun Snack is scheduled for December 19 (Kindergarten) and December 20 (Grades 1–6), provided by Kernels popcorn.
- **Question:** How are gifted lunches distributed? **Response:** Recipients are identified anonymously through school administration.

Created by Kids

- Currently processing numbers, with a few late orders received.
- Art delivery to the school is expected in early December.

Book Fair

- Open during school hours and during learning conferences:
- Thursday: 4:30 – 7:00 pm
- Friday: 9:00 am–12:00 pm

Readathon [Martina D]

- A new idea to incorporate a book swap was introduced. Suggestions to collaborate with CJPPA.

Spirit Wear

- Feedback form shared for improvement suggestions.
- **Comment** [Torcia C] - The blue bin at the entrance is the Spirit Wear drop-off location.

Winter Dance

- A dance is planned for late January from 6:30–8:00 pm.
- Ticket availability will be limited.

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Teacher Appreciation Day [Martina D.]

- A potluck is scheduled for November 28.
- Still needed: fruit platter, deli meats, and a coordinator for set-up.
- **Question [Britni]:** What time does the coordinator shift start? **Response [Toria C]:** Tentatively from 2:30–4:15 p.m., though the time may shift earlier. Meal drop-offs will occur after 4:00 p.m.
- Teachers will eat from 4:00–4:30 p.m. before families enter the school.

Mural Update [Lindsay O]

- Three artists were officially selected and approved by school administrators, CBE, and CBE Facilities. Kalum Teke Dan (Blackfoot Artist); Tyler Hochhalter (Settler Artist); Phoenix King (Immigrant Artist, Brentwood Resident).
- CBE Facilities will handle the removal of old murals.
- Planning is underway to introduce the three artists to each other and align their designs with themes of community, belonging, and connection.
- Artist selection criteria included alignment with the theme, artistic merit, collaboration willingness, cohesiveness, and aesthetic suitability.
- Contracts will begin in January 2025.
- The Mural Committee is exploring grants and collaborating with PA, Admin, and AGLC for funding support.

Timeline

- January–March 2025: School presentation.
- April–June 2025: Mural painting (off-site or at Skate Shack). Unveiling celebration upon completion.
- **Question [Martina D]** - What can be shared on the website? **Response [Lindsay O]** - Details of the project and timeline, pending artist approval.
- Recognition for Candace B for creating the presentation.

Acknowledgments [Matina D]

- Informed meeting participants that there are new CJPPA contact emails as we have migrated to Google's non-profit platform.

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@cjpga.ca or chair@cjpga.ca

New Business – None.

Next Meeting [Martina D]

- Next School Council and Parents Association meetings are January 21, 2025.
- Meeting format (Virtual).

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***No meeting in December. ***

Adjournment of meeting at 7.59pm [Martina D]

- Motion by Martina, seconded by Leanne, motion carried.

Signature of Secretary	Date Submitted	Signature of Chair	Date Approved
<i>Karolyn Chitwood</i>	27-Nov-2024	<i>Ma L</i>	December 14, 2024