



Captain John Palliser Parents Association – Agenda

May 27, 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 May 27, 2025 PA Meeting Agenda.
3. Approval of April 22, 2025 Parents Association Meeting Minutes (attached below).
4. Parents Association Updates
 - a. Election Nominations:
 - i. Chair - 1 Nomination - Martina D.
 - ii. Vice Chair - 1 Nomination - Dawn B.
 - iii. Secretary - 1 Nomination - Melisa M.
 - iv. Treasurer - 1 Nomination - Alison B.
 - v. Casino Director - 1 Nomination - Todd M.
 - vi. Director at Large - 1 Nomination - Christine T.
 - vii. Director at Large - **Vacant**
 - b. Appointed Positions:
 - i. Fall Fundraising Coordinator(s) - **Vacant & 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) - Brittany B. & Joanne R.
 - 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.
 - c. 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.
5. Committee Updates
 - a. Treasurer Update - Alison B.
 - i. Update on Account Balances
 - ii. Budget Updates
 - b. Fundraising Update – Dawn B.
 - i. Fun Lunch – Papa Johns (June 19)



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- c. Events Update - Dawn. B.
 - i. Bike/Scooter to School Day - June 6
 - ii. Family Spring Picnic (with mural unveiling) - June 12
- 6. New Business
 - a. Our next meeting will be held in September 2025 (date TBD).
 - 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 - 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 an 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@cjpgpa.ca or chair@cjpgpa.ca

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Parents Association – Meeting Minutes

Date: April 22, 2025

Location: Captain John Palliser School virtual via Teams

Meeting called to order at 7:31 pm.

Participants: Alison B; Amy G, Brittany, Britni Y; Candace; Corrine M, Courtney; Jana El [Assistant Principal]; Jenna [MAPPS President], Karolyn C; Laura M; Lindsay O, Maria M; Martina D; Oliver F [Principal]

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. - CJP PA 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 CJP PA 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 February 25, 2024 [Martina D] Amendments: Adjust the wording from Stettler to Settler in the Mural Update. - Motion by Martina F, seconded by Lindsay O, motion carried. - Agenda and minutes are posted on CJPPA.ca website.
Elections Decision - Alison B was appointed Treasurer by acclamation. - Alison B acknowledges the appointment as Treasurer. - The rest of the elections are planned on May 27, 2025 - Described the Elected Nominations and Appointed Positions that are currently open for the 2025/26 year.
Financial Review – [Martina D for Leanne G] General Account - Balance was \$9,600 in cash + \$33,000 in term deposits. - Term Deposits are held for playground contingency, mural project, and student learning investment. Gaming Account - Balance was \$86,000 in available funds (includes new casino deposit) + \$17,600 in term deposits. - Field Trip allocations are underway.

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Description and Speaker
- Term Deposits are allocated for field trips, learning opportunities, and residencies per AGLC guidelines. - Chair proposed to split the new Casino funds across two years to align with past allocations in the budget. Voting was conducted anonymously through an online form. Motion: To allocate Casino funds across the 2025/26 school year and 2026/27 school year. Motion Passed: 90% voted yes, 10% no. 10 responses. Chair did not vote. Question (Britni Y): When is the next Casino night? Response (Martina D): Likely to find out the date in September 2025. At the moment we are slotted for a date in Q2 2026.
Proposed Residency: Trickster Theatre Calgary for 2025/26 – [Jana EI] - Administration is exploring residency options for the 2025/26 school year and is preparing to apply for a grant, with a deadline of May 1. - This year's residency proposal is with Trickster Theatre Calgary, a company that supports students in creating original performances. A few years ago, Ryan S and Jana EI partnered with this group. - The residency program includes eight professional artists, each assigned to work with a group of classes. Every group will develop a performance around a shared theme. - Theme for 2025/26: "How to live in harmony with the Earth." - Each class will receive a unique prop, which is kept secret until assigned. Past examples include pool noodles and shadow puppets. - The residency will last one week for the whole school. From Monday to Thursday, students work with artists for approximately one-third of the day. Teachers extend this learning throughout the day, linking it to curricular goals. - Thursday evening performances are scheduled between 5:30 PM and 8:00 PM, with technical rehearsals beforehand. The following Friday will be used for performance to the rest of the school body and teardown. - A volunteer call will go out to help support the residency week and event. - Program cost is \$16,400 + GST. If CJP receives the AFA or Federal grant (anticipated decision in Fall 2026), the cost drops to \$8,200 + GST. If not selected, Trickster Theatre offers a 25% subsidy, bringing the cost down to \$12,300 + GST. - The maximum funding request is \$12,300 + GST, to be funded through Casino funds. - Chair proposed the motion. Motion Proposed: To allocate \$12,300 + GST from Casino funds for the 2025/26 Trickster Theatre Calgary residency. Motion Passed: 100% approved. Funds will be allocated in the 2025/26 budget. A payment schedule will be arranged. Chair did not vote. Question [Amy G] How does this residency align with the Fine Arts curriculum? Response [Jana EI] – While the school's Fine Arts focus is typically on music, the residency offers a

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Description and Speaker
dedicated week to explore performance arts. Skills learned will carry over into other areas, including dance and math integration. ● Question [Corrine M] – Is this similar to the previous “escape room” experience?? Response [Jana EI] – Yes, and students are the main drivers of the experience. ● Question [Martina D] – Will students be building the sets? Response [Jana EI] – Students work with the provided props, which often double as set elements. Examples included pool noodles and black lights. Costumes are also incorporated. ● Comment [Candace B] – Expressed excitement about the creative approach. “Sounds fun!” ● Question [Martina D] – When will we know the grant results? Response [Jana EI] – We anticipate hearing back in Fall 2026. ● Question [Martina D] – When is the residency scheduled? Response [Jana EI] – January 2026. ● Comment [Courtney A] - What other major funding needs are expected in 2025/26? Response [Martina D] – Potential expenses include the residency, field trip buses, iXL licensing, insurance, and possibly mural funding—pending a response from AGLC. There may also be carryover funds from this year.
Fundraising Update – [Martina D] Fun Lunch ● Fat Burger in April resulted in: 338 orders, with 8 gifted lunches. ● Next Fun Lunch is May 7 Subway. ● Fun Snack is May (Thursday) with Booster Juice. Book Fair ● There was an online donation option to help purchase books for the library. CJP PA will work with the school to use those funds to purchase books. ● Book Fair raised approx. \$5,000. Read-a-thon ● Raised approx. \$1,400 and \$400 in prizes was donated. ● A fundraising survey will be issued in May/June for feedback.
Events Update – [Martina D] Parent Speaker Night ● May 21 at 6:20pm and the Speaker is Connie Jakab. ● Focus is to learn practical strategies for parents to support their children and address the complexities of bullying. ● LINK for tickets and description. Family Spring Picnic ● Scheduled for June 12. ● Activities include games, food trucks. ● Hoping to have a grand unveiling of the new murals.

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Mural Update – [Martina D] ● Mural grant submissions have been withdrawn or declined. ● Previously approved 3 panel murals remain on track and to be completed in June within the approved budget. ● Excited to see the three pieces of art.
Staff Appreciation Day [Courtney A] ● This volunteer initiative is being led by Courtney A and Amy G. ● The coming weeks will feature several Staff Appreciation events recognizing the hard work and dedication of core staff members. ● April 23 marked a Staff Appreciation Day. ● Shared a farewell to Ms. Cinnamon. ● May 1 is Principal's Day. A special student-led project is underway. ● An inclusive rainbow-themed appreciation event is also being planned to ensure everyone feels welcomed and valued. ● Event details will be shared via CJP SC & CJP PA Facebook and Instagram pages. ● A final contribution request from volunteers will be made and shared later. ● Courtney A extended sincere thanks to all volunteers for their continued support and contributions. ● A reminder that next week is Volunteer Appreciation Week, with activities planned to recognize and celebrate the school's incredible volunteers. ● Sign up at: www.cjppa.ca/volunteer
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] ● Members are encouraged to consider open roles for the next school year. ● Reach out if you would like to join. ● Thank you to everyone who gave their time over the school year.
Next Meeting [Martina D] ● Next School Council and Parents Association meeting is May 27, 2025 (Elections!). ● Meeting format (Virtual). ***No meeting in June. ***

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Description and Speaker
Adjournment of meeting at 8.14pm [Martina D] ● Motion by Martina, seconded by Alison B, motion carried.

Signature of Secretary	Date Submitted	Signature of Chair	Date Approved
Asked to take minutes as a volunteer on April 22, 2025 <i>Karolyn Chitwood</i>	23-Apr-2025 (draft)		May 5, 2025