

Calmar Elementary Parent Teacher Association

September 10, 2025

Meeting Minutes

Call to Order @ 4:30 pm by Jenny Balding

In Attendance:

In Person: Kara Kushinski, Angelica Gallant, Jenelle Rehman, Danielle Tyliszczak, Brittany Ewasiuk, Jody Sider, Candace Rosenke, Bri Richter, Lori Cvijetic, Jenny Balding, Amy Hodge, Stan Travnik

Online: Kaz Thomas, Angela Knight

Welcome and Introductions

Agenda:

1. Review minutes from last meeting
2. Treasurer's report
3. Administrator's report
4. President's report
5. Hot lunch
 - a. Expectations of hot lunchroom
 - b. Volunteer sign up
 - c. Adding hot dogs back on Mondays
 - d. Ideas for vendors
 - e. October 31 - Halloween PTA sponsored lunch (Christine)
6. Fundraiser updates
 - a. 50/50 (Candace)
 - b. Market dates
 - c. Ideas for fundraisers
 - i. KMS Tools fundraiser
7. How to reach parents (i.e. Facebook page)
8. Winter and summer fun days
9. Wrap up

1. **Review Last meeting minutes:** Jenny Balding

- i. * Note: Kara Kushinski stepped down and offered her position as Director to Angela Knight
- ii. * Note: Jenny mentioned signing the confidentiality agreement. We did not sign them last year but did the year before.
- b. **Motion to pass the minutes:** Candace Rosenke
- c. **Seconded by:** Angelica Gallant

2. Treasurer's report: Angelica Gallant

- i. * Note: We raised a total of \$16,202.45 (Christmas Market, Hot Lunch, Mabel's Labels, Wreaths, Christmas Concert 50/50, Mother's Day Market, Perogies and Bacon)
- ii. * Note: Besides general expenses, such as subscriptions, we spent a total of \$19,041.68 (agendas, the library, treats, teacher wish list, etc.)
- iii. * Note: Kara confirmed that we do have PTA insurance for PTA sponsored events - it comes out of the General Account and is \$1203
- b. **General Account:** \$10,942.49 - No changes as statements haven't come out yet
- c. **Casino Account:** \$14,212.22 - No changes as statements haven't come out yet
 - i. **Motion to pass the minutes:** Christine Sikliski
 - ii. **Seconded by:** Candace Rosenke

3. Administrator's report: Mr. Stan Travnik and Mrs. Amy Hodge

- i. * Note: Stan mentioned a discrepancy on the Teacher's Wishlist (there are 10 classes, not 11)
 - 1. There was a request from the new music teacher to pay for the tuning of the classroom piano
 - a. * Note: We are only voting on the agendas and piano tuning at the moment
 - b. Candace Rosenke motioned to cover the amount for the agendas like every other year and for it to come from the Casino account
 - i. Jody Sider seconded it
 - ii. All in favour
 - c. Christine Sikliski motioned to cover the cost of the piano tuning (If Jenny can get it under \$200 with Logan she will utilize him, if not, we can go with Hannah Whipple's friend who quoted \$200)

- i. *Brittany Ewasiuk seconded it*
 - ii. *All in favour*
 - 2. * *Note: the original plan for the sledding hill was rejected by the Town of Calmar due to their requirements of ratio of meters wide x high (it would have eliminated the far soccer field) - There are plans to put the hill in but make it smaller so the soccer field isn't affected. Kara will be applying for a different permit for this. The cost of the permit is approximately \$50 but we don't pay until it is approved. There will need to be a committee set up for this project once it is approved.*
- b. **Motion to pass the minutes:** Christine Sikliski
- c. **Seconded by:** Candace Rosenke

4. **President's report:** Jenny Balding

- a. **Motion to pass the minutes:** Christine Sikliski
- b. **Seconded by:** Jody Sider

5. **Hot lunch update:**

- a. **Expectations of hot lunchroom**
 - i. On the last day of school in the previous school year, PTA members noticed that the bins, condiments and lunch room were not as clean as they should have been
 - ii. There is a hot lunch expectation list posted in the lunch room now
 - iii. Cleaning supplies are found under the sink (or we can ask the custodian)
 - iv. Angelica requested cleaning wipes to be picked up to stock the lunch room
 - v. Christine mentioned letting the group know if the supplies are running low in the lunch room (tin foil, condiments, etc)
 - vi. Candace mentioned needing sharpies for the lunch room
 - vii. Jenny confirmed we will be using labels again this year
 - viii. She requested to have a budget for her home printer to fund the purchase of ink and label sheets and she will print the labels at home
 - 1. Stan will also ask Tammy if she knows how to print labels at the school
- b. **Volunteer sign up / Leadership**
 - i. We are sticking with Sign Up Genius and Jenny will be posting the volunteer slots quarterly

- ii. PTA member volunteer who is signed up for hot dogs needs to purchase the wieners and buns and if they cannot, please let someone know so it can be taken care of
- iii. Jenny would like to include the leadership team from the school to help with hot dog days

c. Adding hot dogs to Mondays

- i. Jenny Balding motioned to approve this for every second Monday
 - 1. All in favour
- ii. Jenny Balding motioned to go from Costco wieners back to Top Dogs and Dempsters / Wonder Bread (whatever buns are available or on sale)
 - 1. We voted yes on this
 - 2. It was also mentioned that there is one child in the school with an allergy and they must have all beef wieners so we need to keep them stocked in the lunch room and be sure not to cross contaminate with the other hot dogs
 - 3. It was mentioned to post their name somewhere discreet in the lunch room so new PTA members are aware
 - 4. Danielle will be asking her uncle who works for cobs what his cost on buns would be
- iii. We discussed keeping veggies and juice as a side
 - 1. We voted to keep juice and not have veggies for first quarter
- iv. Mrs. Hodge requested a list of hot lunch days so that Nicole Hayduk can add it to their calendar
- v. Hot dog day was added for October 3rd hot lunch

d. Ideas for vendors

- i. Bring ideas for next meeting - we will be keeping hot dogs and Subway for now due to the impending strike
- ii. Jenny will add the list of last year's vendors in the WhatsApp chat
- iii. Jenny will create a Google Doc to keep updates on who contacted which vendor

e. October 31 - Halloween PTA sponsored lunch: Christine Sikliski

- i. This will be discussed at the next meeting

6. Fundraiser update:

a. 50/50: Candace Rosenke

- i. Current pot is \$1290 - Winner would get \$645 as of now
- ii. Candace asked that we please share the link (if there is an error, turn your location on on your device - without being physically in Alberta, you cannot buy)

b. Market dates:

- i. Last year - Christmas Market gave us a profit of \$2917 and Mother's Day Market gave us a profit of \$2946
- ii. Date: November 22, 2025
- iii. Christine motioned
- iv. Brittany seconded
- v. Stan will check if the gym and the custodian are available that day

c. Other fundraiser ideas

i. KMS Tools:

- 1. Our job would be to go to their tool sale in Acheson and sit at their concession stand on a Saturday and Sunday
- 2. They pay for all the food (hot dogs, hamburgers, pop, chocolate bars, etc.) and we sell for donations
- 3. Whatever people want to offer for the food, we will accept
- 4. Secondary school made around \$3000 for one weekend doing this
- 5. They have not given an exact date yet, but it will be in February

ii. Growing Smiles

- 1. Majority voted yes to putting our names in to be entered into the draw for \$500
- 2. We do not have to start right away
- iii. **Krista Gardener mentioned grants we can apply for - Jenny will speak with her about it**
- iv. **Will discuss more ideas next meeting**

7. How to reach parents (i.e. Facebook page):

- a. Stan will check with Black Gold if we can have a PTA FB group that doesn't allow comments or any interaction besides posts from the PTA
- b. Jenny will create a flyer to stuff backpacks to talk about the newsletter and how to access it

8. Winter and summer fun days:

- a. Will discuss next meeting

9. Wrap up / Action items for next meeting:

- a. Newsletter information should be sent to Stan by noon on Thursday each week
 - i. Candace will take care of this
- b. Christine informed the group about the PTA email calmar.pta@gmail.com

- i. If anyone on the PTA encounters a parent who has questions or concerns, offer them the email and Jenny, Christine and Candace will be monitoring the inbox
- ii. Do not give out your personal contact information
- iii. Try not to message in the Whats App group past 7pm or on weekends unless it is urgent

Next Meeting:

October 16, 2025 @ 4:30 pm

Meeting adjourned @ 5:50 pm by Jenny Balding