

# PTA Meeting Minutes

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**March 2<sup>nd</sup>, 2026 | 3:30 PM | CES Staff Room**

Call to order: 3:34pm by Jenny Balding

## **ATTENDEES:**

**In Person: Candace Rosenke, Jenny Balding, Britney Ewasiuk, Jody Sider, Jenelle Rehman, Christine Sikliski, Krista Gardner & Amy Hodge**

## **AGENDA**

1. Review minutes from last meeting
2. Treasurer's report
3. Administrator's report
4. President's report
5. Old business
6. New business
7. Hot lunch update
8. Gaga ball pit committee update
9. Bylaw review
10. Wrap up

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

Motion to pass the minutes: Candace Rosenke

Seconded by: Britney Ewasiuk

All in favor

**2. Treasurer's report: Jody Sider**

- General account: \$28,926.88
- Casino account: as of February 13<sup>th</sup> \$13,788.22

Motion to pass report: Jenny Balding

Seconded by: Jenelle Rehman

All in favor

**3. Administrator's report: Amy Hodge**

- Nothing new to report

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

- Thank you to all volunteers for everything you do, everyone is greatly appreciated.
- As part of the leadership program in this school, we need to make sure we are actively allowing children to participate in helping with hot lunch delivery or where help is needed.
- We received \$2,000 in grant money from the Town of Calmar, \$10 from the bottle depot and \$250 from Calmar Communities in Bloom. All of which was deposited in the general account.
- Casino date has now been moved up to early 2027, funds in the Casino account will need to be spent by the end of 2026.

Using money in Casino account for funding the gaga ball pit construction. Members need to bring ideas on how else to spend the money, field trips etc. to April meeting for discussion.

- The Town of Calmar is hosting a volunteer expo in town on May 2<sup>nd</sup> for all volunteers to attend.

Motion to pass report: Candace Rosenke

Seconded by: Christine Sikliski

All in favour

## 5. Old business:

- **Ratify any chat votes**

- Carry on with the Indeygo fundraiser
- Jenny buying ketchup and labels from Amazon

- **Teacher wish list update**

- Candace motions to approve the \$2,000 field trip busing request from the general account.

- **Teacher Appreciation Day**

- Bring ideas to the next meeting

Motion to pass: Jenny Balding

Seconded by: Jenelle Rehman

All in favor

## 6. New business:

- **Indeygo and Little Caesars update**
  - Indeygo fundraiser profit \$2244
  - Little Caesars fundraiser profit \$948 orders will be picked up March 5<sup>th</sup>
  
- **Extra 27 tubs of muffin and cookie product**
  - All tubs are sold and money has been transferred into account
  
  - Can we have teachers write an agenda message to remind parents that Little Caesars pick up is March 5<sup>th</sup>. Amy Hodge will talk to the teachers.
  
- **Market update**
  - 27 tables sold for Mother's Day market
  - We have most of the same old vendors, we are looking for new types of vendors to fill remaining spots.
  - Food trucks are lined up for Mother's Day market
  - We might be cancelling the Outgrown it sale. We are currently only sitting at \$100 profit, not enough interest. Krista suggested proposing to council to give us the Program Centre, Jenny is going to make a proposal to council.
  
- **Popcorn fundraiser**
  - Fundraiser will run from March 9<sup>th</sup> – 27<sup>th</sup>
  - Paperwork has all come in and will be distributed by Thursday
  
- **Bottle Drive**
  - Set for Saturday April 18<sup>th</sup>
  - Jenny will put out a group invite and provide town maps
  
- **Purdys Fundraiser**
  - Ends on March 5<sup>th</sup> if we could all share one last time on social media to help Tammy reach her goals.
  
- **First day of school photography**

- PTA pays for a photographer to come in and set up in the library. Each child receives a free picture of their first day of school.

- Ensures all families, regardless of financial situation, can receive a school photo. Not all families can afford the pricey photo packages. After the Epstein issues with big photo companies, families might feel better with a local private photographer.

- Jenny already talked to Jenelle from Fox and Lily Photography

- Amy will look into it and see if that would interfere with student ID cards etc.

- **School nutrition funding**

- \$6,000 was allotted to our school from the government based on school attendance. Stan had one week to decide how to allocate the funds to best serve the school.

- Stan decided on another fridge, a second stove for the staff room, dishwasher for the hot lunchroom, more cabinets in the hot lunchroom, food and money to pay for the installation and electrical work.

- Jenny asked if we would be able to add hot lunch warmer bags to the funding list, if not the PTA will look into purchasing our own.

- **Milk program**

- Tabled to next meeting when Dani is present to take lead

## **7. Hot lunch update**

- May and June hot lunches are ready to go, Jenny will make them live on the website.

- We are partnering with Subway and adding cookies as an option to each hot lunch order from April – June

- We need to purchase ketchup, mustard and replace a broken pump

- Approval to purchase our own hot lunch warmer bags if they are not approved in the grant funding.

Motion to pass: Christine Sikliski

Seconded by: Candace Rosenke

All in favor

## **8. Gaga Ball Pit Committee Update**

- Calmar CIB donated \$250 instead of \$150 to the gaga ball pit.
- Candace wrote up a proposal for Black Gold approval for a permanent structure that is movable if need be and included diameter, flooring material and placement location.
- Jenny made a motion to start purchasing supplies once we have approval. We priced out cost to be \$12,000
- Skip has offered use of his shop for us to cut our boards and store them there till the ground is ready for us to start construction around May long weekend.

Motion to pass: Jenny Balding

Seconded by: Christine Sikliski

All in favour

## **9. Bylaw Policy Review**

- **Removal of “Principal’s Veto” (Section 2.D)**

Current Clause: The principal has veto power over actions affecting the school, staff, or students.

Discussion: This creates a legal conflict, as the Society is an independent legal entity separate from the school.

In practice, the principal already has influence through administrative authority, making the clause unnecessary.

The clause may blur the distinction between the Society (parents) and the school (government).

Recommendation: Remove the clause and replace it with a statement emphasizing collaboration with school administration.

- PTA voted to leave the current clause

- **Removal/Simplification of “Associate Membership” (Section 2)**

Current Clause: Section outlines staff roles as associate members.

Discussion: Considered redundant, as membership is already defined (primarily parents).

Raises conflict of interest concerns, as staff should not be voting members of a fundraising body supporting their employer.

Recommendation: Delete Section 2. Add a statement that the principal and staff may attend meetings as non-voting advisors.

- **Removal of “Membership Fees” Ambiguity (Section 1.C)**

Current Clause: Membership fees determined from time to time.

Discussion: Creates a barrier to participation.

Most school societies operate with no membership fees.

May cause confusion regarding voting eligibility.

Recommendation: Replace with: “There are no membership fees,” ensuring all parents are automatically members.

- **Simplification of Job Descriptions (Section 3)**

Current Clause: Detailed duties listed for executive roles.

Discussion: Bylaws are too rigid and difficult to amend.

Listing minor operational tasks creates unnecessary legal obligations.

Recommendation: Keep only high-level legal duties in bylaws. Move operational details to a separate Policy & Procedures Manual.

- **Terminology Change – “Auditing” (Section 4)**

Current Clause: Books shall be audited.

Discussion: The term “audit” implies a formal, costly CPA review.

Recommendation: Replace “audit” with “financial review” to reflect standard practice and reduce confusion.

- **Critical Missing Clauses Identified**

The following required clauses were noted as missing or unclear and must be added to comply with the Alberta Societies Act:

- Remuneration: Statement confirming that members and officers are not paid unless authorized.
- Borrowing Powers: Clarify whether the Society may borrow money.
- Dissolution: Specify that remaining funds will be donated to the school or a charity upon dissolution.
- Society Seal: Include a clause stating whether the Society uses an official seal.

## **10. Wrap up**

Next Meeting: April 7<sup>th</sup> at 4:30pm

Meeting Adjourned: 4:26pm