

**Citadel Park School Parent Association**

**September 17<sup>th</sup>, 2025, 6:58pm**

**In Person and Microsoft Teams**

**MINUTES**

**Present**

C. Edwards, Principal	Chantell G., Social Coordinator	Jill W., Events Coordinator
A. Bates-Church, A.P.	M. Singh, Secretary	A. Gadhoke, Treasurer
C. Ditto, Chair	Wanda B.	Melanie J.
A. Lawrence, Fun Lunch	Colin P.	

**1. Call to Order and Welcome** - Meeting called to order at 6:58pm by C. Ditto.

1. **Review of the Agenda** – Motion: *to approve the agenda as presented (or as amended)*. Moved by Jill W., seconded by Chantell G., **CARRIED**.

2. **Approval of the Minutes** – Motion: *to approve the minutes of the meeting held on June 11<sup>th</sup>, 2025, as presented (or as amended)*. Moved by Jill W., seconded by Melanie J., **CARRIED**.

3. Open council positions – Chair will check in with the individuals who expressed interest in positions before the AGM but were unable to attend that meeting.

**4. School and Committee Reports**

A. School will bring a spending plan to council in the next meeting

a. Long term goals include a new playground, sound system, outdoor classroom fence, gym stage and iXL

b. IXL is an online program for literacy and math both at home and in school (with no home limitations), children can be assigned difference grade levels and teachers used it quite a lot during the trial period last winter and spring (along with great home use)

- i. For 450 licences to cover all grade 1-5 students it would be \$8,000 for Sept 30, 2025 to Sept 29 2026
- ii. Available on the app or desktop
- iii. Motion: *to approve \$7,900 for the purchase of iXL for the 2025-2026 year.* Moved by Chantell G., seconded by A. Lawrence,

**CARRIED.**

- c. Residencies book so far are Rocks and Rings and Alien Inline
- d. Staff are working on plans for field trips for the year.
- e. Food for Meet the Teacher night request for Parent association to provide that. Motion: *to approve spending approx. \$300 for the Meet the Teacher.* Moved by A. Lawrence., seconded by A. Gadhoke, **CARRIED.**

B. Fundraising

- a. None planned at the moment but will touch base with the Apple fundraising contact in the school.

C. Social Media – our only social media is Instagram, we can be found at @citadelparkparent

D. Fun Lunch – can be found on the Healthy Hunger website.

- a. Email will go out with the link and all dates have been uploaded
- b. As per school board request, will do a couple less lunches and popcorn days (one every 3 weeks instead of every 2 weeks)
- c. Oct 9<sup>th</sup> – Popcorn day (popcorn will be held onto if a strike occurs)
- d. Oct 23<sup>rd</sup> – Subway

\*\*\*\* Parents **MUST opt-in** to receive fun lunch/fundraising emails due to CASL regulations on advertising\*\*\*\*

E. Events

- a. Halloween Dance scheduled for Oct 30<sup>th</sup>, looking into prizes for kid and adult costumes, photo booth, door prizes, decor, food and drinks. Possibility of additional sponsorship opportunities on a SMART Board set up in the gathering space where many parents spend the dance.

- a. Any volunteers can contact Parent council to discuss helping
- b. Motion: *to approve a Dance budget spending of up to \$1500.* Moved by Wanda B., seconded by Melanie J., **CARRIED.**

b. Other possible events this year being considered are Movie Nights, Makers Market, Valentines Dance, Book Swaps

## 5. Treasurers Report - Gaming Funds

- A. Casino funds for the last casino have been received and are \$82,995
- B. Currently have \$120,906 in gaming funds
  - a. \$37,911 needs to be spent by Sept 2026

## Non-Gaming Funds

- A. Currently have \$7,984 in our bank account after outstanding cheques
- B. These expenditures have been approved but not paid out of our bank account yet which includes:
  - a. Motion to contribute up to \$1000 to the Grade 5 Farewell yearly
  - b. Kindergarten carpets spend up to \$1,600
  - c. Teacher amazon gift cards for the start of the year about \$2200
  - d. Movie licence to be renewed about \$600
- C. For a total of \$5,400 in approved expenditures still to come through.

## 6. Key Dates

Meetings: Oct 8, Halloween Dance Oct 30

- 7. **Next Meeting** – The next meeting will be on October 8<sup>th</sup> 2025, at 7:00pm as a hybrid of in-person meeting and streaming on Microsoft Teams

**Adjourned** – Meeting adjourned at 8:13pm

Notes prepared by M. Singh