

Citadel Park School Parent Association

June 11th, 2026, 7:16pm

In Person and Microsoft Teams

MINUTES

Present In Person

C. Edwards, Principal	C. Ditto, Chair	F. Yap, Key Communicator
A. Bates-Church, A.P.	M. Singh, Secretary	A. Gadhoke, Treasurer
A. Lawrence, Fun Lunch Coordinator	B. Pew	Jenna L., Fundraising
Diane	Stefan W.	Jill W., Events
A. Leslie, Casino		

Present - Online

Larissa W.		
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1. **Call to Order and Welcome** - Meeting called to order at 7:15pm by C. Ditto.

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

2. **Approval of the Minutes** – Motion: *to approve the minutes of the meeting held on May 6th, 2026, as presented (or as amended)*. Moved by Jill W., seconded by B. Pew, **CARRIED**.

3. **School and Committee Reports**
 - A. Mystery Science - \$1799 request for school council to pay for the licence which is highly used and liked by the teachers. Motion: *to approve payment of \$1799 to the school for Mystery Science*. Moved by A. Gadhoke, seconded by Jenna L., **CARRIED**.
 - B. Money for Grade 5 Farewell was already approved and allocated earlier in the year and therefore doesn't need to be done now.
 - C. Fundraising

- a. Annies Custom Stickers – fundraising proposal
- b. Krispy Kreme – 124 dozen sold bringing in about \$1148 profit, was an easy fundraiser to run and raised a lot for the new stage. Also possible to do Grab and Go orders to resell at school events.
- c. Rain Barrels – have 10 sales so far, \$10 / barrel goes to the school and after the City of Calgary rebate, the price is about \$80 for a barrel, will close the fundraiser by June 30.
- d. Bottle Drive – June 19 – 20, will make a Signup Genius for working that. Trailer will be dropped Thurs night and picked up Sat after close.
- e. Old Dutch Chips – for Halloween and would be started in September for delivery on Oct 29 which is the same day as the Halloween Dance.
- f. Apples will proceed in the fall as well.
- g. Rocky Mountain Soap – will be looked into for next school year

D. Events

- a. Sept 11 - Welcome BBQ - looking for food trucks and 2-3 volunteers, will be held after school on the Friday for about 1.5 hours. Possible freezies and sticker fundraising.
- b. Oct 29 – Halloween Dance

E. Fun Lunch – overall pretty good this year

- a. New places were tried and some were more successful.
- b. Popcorn was successful and loved by students.

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

- F. Casino – Dates have been set – Oct 2 and 3rd 2026, will announce on social media and will put out a Sign Up genius in September, can also reach out to parents at the Meet the Teacher on Sept 25th.

4. Treasurers Report - Gaming Funds

- A. As of June 7 we have \$78,428.10 in gaming funds in our bank account. These funds are restricted for the use in accordance with AGLC regulations.
- B. A spending plan has previously been approved for these funds and will continue to be updated as the year progresses. We have three years to spend these funds (from the date of receipt).
- C. For this period we reimbursed the school for the following:
 - a. \$6225.82 for gym equipment and bikes
 - b. \$1888.34 for ukuleles, bussing and the Ani Pisi Indigenous experience
 - c. \$2631.94 for bussing, carpet and the Ani Pisi Indigenous experience

Non-Gaming Funds

- A. As of June 7, 2026 we have \$8,042.37 in our bank account
- B. The healthy hunger fun lunch proceeds for this period was \$679.01
- C. The healthy hunger movie night cheque was deposited in the amount of \$631.49
- D. Cash deposit from the movie night in the amount of \$338.55

Motion: *to approve and accept the financial statements*. Moved by Jill W., seconded by A. Lawrence, **CARRIED**.

5. Playground Committee

- 1. Website being set up through Wix with non-profit discounts accessed through TechSoup

6. Elections

- 1. Motion: *to dissolve the current executive*. Moved by A. Lawrence seconded by B. Pew, **CARRIED**.
- 2. Nominations

Directors

- 1. Chair – Brian Pew – Moved by A. Lawrence seconded by Jill W., **CARRIED**.
- 2. Treasurer – Ashvin Gadhoke – Moved by Stefan W., seconded by Jill W., **CARRIED**.
- 3. Secretary – Michelle Singh – Moved by Jill W., seconded by Jenna L., **CARRIED**.
- 4. Casino Chair – Alex Leslie - Moved by A. Lawrence, seconded by Jenna L., **CARRIED**.

Director Members

- 5. Events Coordinator – Jill - Moved by B. Pew seconded by Jenna L., **CARRIED**.
- 6. Fundraising – Jenna Leach - Moved by A. Lawrence seconded by A. Gadhoke, **CARRIED**.
- 7. Parent Night - vacant

8. Social Media Coordinator – Felicia Yap - Moved by Jill W., seconded by A. Lawrence, **CARRIED.**
9. Fun Lunch – Abby Lawrence - Moved by Jenna L., seconded by A. Gadhoke, **CARRIED.**
10. Volunteer Coordinator – vacant but tentatively filled

5. Key Dates

June 18 – Switch Day

June 19 – Grade 5 Farewell

June 24 – Sports Day

8. **Next Meeting** – The next meeting will be the first of the new school year on a date to be determined, at 7:00pm as a hybrid of in-person meeting and streaming on Microsoft Teams.

Adjourned – Meeting adjourned at 8:29pm

Notes prepared by M. Singh