

CALEDONIA PARK SCHOOL
3206 COADY BLVD, LEDUC, AB

Caledonia Park- Parent Association Meeting

Minutes – January 12, 2026

Attendees: Sarah Coenen, Niki Bergsma, Donavin Simmons, Shantel Bauer, Terri Beer, Kyla Olson, Erin McIntyre, Nicole Dotzla, Sharon MacDonald, Hannah Radford, Kelly Patterson, Jody Dowler, and Andrea Santa

Apologies: Kale Whitehead

Agenda

Call meeting to order at: *6:04 pm*

Approval of Agenda by *Kelly Patterson* seconded by *Hannah Radford*.

Approval of previous minutes by *Hannah Radford* seconded by *Niki Bergsma*.

Old Business Items (Chair):

Treasurer's Report (Hannah):

Included breakdown of the current balances

\$44,000 in the account at this time

\$3,000 - Hot Dog day sales

\$632 - Bottle collection funds

\$450 - Raffle at the Christmas concerts

\$600 - Greenhouse sales

\$1,000 or so - Purdy's sales

Playground Update (Kelly):

1. Fundraising is important to raise the remaining amount owing for the playground. Looking for big fundraising ideas. Some of the current ones noted below.
 - a. Halloween Dance in February
 - b. Bottle Drives
 - c. 50/50 in the Spring
2. We are well on our way to reaching our fundraising goal. At the beginning of this school year we needed to raise an additional \$21,700, that is now reduced to \$14,302.95.
3. Waiting on confirmation of donation from Kinsmen Leduc and hopefully Leduc Lions club.
4. The remaining owing amount will need to be provided by June - July.

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Bake sale and Popcorn Update (Kyla and Terri):

Bake sale (December):

1. Supplied by Grade 1&2
2. An overwhelming amount of amazing goodies were supplied. Enough for 3 days of bake sales (Wednesday, Thursday and Friday)
3. Made over \$750. Divided by 5 classes is over \$150 per class to go towards field trips
4. Overall a great success!!

Popcorn (November):

1. Last popcorn day (November 20th) we sold 433 bags at \$0.50/bag bringing the total sales for the day to \$216.50. We popped 2.75 boxes (24 16oz bags per box). At \$84/box our expense for popcorn alone was \$233.00. We used close to a whole pack of small popcorn bags (500 bags per pack at \$52/pack) bringing our popcorn bag expense to \$52. Total expenses for November's popcorn day were \$285 meaning we operated at a loss of \$68.50. All of this information can be found in the popcorn folder in google drive.
2. January's popcorn sale went really well. We had almost zero wastage (maybe 2 extra bags) and the kids all said it was "the best popcorn they have ever tasted". The popcorn popper can get jammed, however we figured out if you dump the popcorn half way through popping then that takes care of the issue.
3. Submitting an order for popcorn as we will have extremely low inventory after January's popcorn sale. Popcorn price per box has increased from last year's price of \$84/box to \$92.40/box. Leduc cinemas will not sell us popcorn kernels, however they offered to sell us bulk popcorn at \$2/scoop which would be way more expensive than ordering from Harlans. Raising the price of popcorn per bag will help ease the price increase.

Notes:

1. Popcorn order will be submitted the same as last year - 10 boxes (buy 9 and get the 10th box free) looking to purchase bags as well.
2. Noted to have all communication and orders go to the official parent association email address (parentcouncilaledoniapark@gmail.com) or cc in the communication to make things easier to pass over with changes in roles through the years.

Fundraising Update (Erin):

1. Casino Fundraiser - Nicole joined our meeting to go through items with us, and reviewed some of the documents for preparation.
 - a. 5 volunteer apps are required to be sent in with the application - changes to who is volunteering though can be done up to the day of. Have two additional volunteers with apps filled out prior in case of emergencies and able to have them volunteer.
 - b. Electronics - phones, computers, ipads are allowed for the slow times and to be able to complete work or entertain
 - c. Dress code - comfy - jeans, sweaters, nothing with pockets if working up in the front area
 - d. Food is covered each day for the volunteers
 - e. Estimated about \$22,000 for total fundraising funds
 - f. The next one could be moved to South Edmonton - will be a larger casino, require more volunteers but possibly double the fundraising amount

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Library Update (Kale):

1. Going well, no updates at this time.

Hot lunch Update (Niki, Terri and Kyla):

1. Operation of Hot Lunch - going really well! Orders have been down this year so we have been operating with fewer volunteers. No issues with kids trying to claim they ordered lunch when they didn't which is great.
2. Changes to orders - the amount of changes last hot lunch was a lot due to the amount of kids missing due to either illness or the snow storm that happened that day. We managed, however hopefully that's not a consistent thing.
3. Use of the home economics room has been amazing, we are able to operate much more efficiently out of that room and have had no issues evacuating completely before classes resume.

Notes:

1. Walmart costs have increased and are looking to switch to purchasing items for the Costco business center.
2. Food items have been going missing from the storage room - looking into this.
3. Possibly looking into some additional or new restaurants to try out for next year. Looking to utilize a different order website - Healthy Hunger - noting this one only had specific restaurants in Leduc. Will look to see if this has changed since originally looking into.

New business Items (Chair):

1. Floor Hockey Tournament - Concession

Notes:

1. 13 Teams and families will be attending this tournament. Friday hours are 3:30-9 pm and then Saturday 8 am - 3:30 pm.
 - a. Sharon and Donavin to chat about the concession and something that the school will look to run.
2. 40 year celebration - Parent Association and School Council
 - a. Brainstorm some ideas of how to celebrate this
 - b. Include in the celebration of the new playground
 - c. Might look to include some celebration with the Halloween Dance as well

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3. Halloween Dance - all in favour to run this

- a. Concession to be prepared and ready in the home ec room
- b. Volunteers will be needed to prepare and decorate for the dance
- c. Additional meeting for the organization, planning, and steps to execute all items dance related
- d. Will decorate and set up the gym once school is done for the day

Next Meeting: *February 9, 2026 at 6:00 pm*

Meeting adjourned: *7:02 pm*