Riverside Parent Society

Monthly Meeting Minutes

Date: September 17, 2026

Call to Order

Simmie Pandher called meeting to order at 8:30pm

Attendees (*also see attached sign-in sheet*)

Seah McDonald	Mel MacDonald	Simmie Pandher	Scott Price
Amy-Jo Caghlan	Julie Dort	Gillian Sissons	Courtney McVie
Allie Da Silva	Jenn Burrell	Teresa Koskimaki	Kemi Adeniji
Jenny Edwards	Tammy Reeves	Kay Rittenbach	Josh Workman
Daniel Saenz	Steve Radder	Soumya Mondal	Jamie Khory
Jessie Carruthers	Jenn Rocheleau	Michal Kosmala	Susan Laveck
Greg Pridro	Diwakar	Janel Nail	Elizabeth Carey
Paola Bacaro			

Review of Action Items & Approval of Minutes from May 2026

Approval of Minutes

- The minutes were approved as distributed
- Motion to approve: Simmie
- Seconded by: Mel
- All in favour

Action Items – none

Treasurer's Report (Allie Da Silva)

Report / overview covering **May through August 2026** – *see attached Treasurer's Report dated May 21st 2026*

The Parent Society maintains two accounts:

- *Operating Account - Funds raised through fundraising activities and available for spending at the Society's discretion*
- *Casino Account - Funds subject to Alberta Gaming, Liquor and Cannabis (AGLC) restrictions and must be used for eligible educational and school-wide purposes.*

Operating Account

- The account began May with approximately $13,000. Revenue during the period included fundraising activities such as the plant sale and other school initiatives.
- By the end of August, the balance was approximately $18,000, although a number of previously approved or anticipated expenditures were still outstanding. After accounting for these commitments, approximately $15,000 remained available.
- Healthy Hunger continues to generate revenue for the Society. Monthly proceeds vary by vendor, generally ranging from approximately $500 to $1,200 per month. The Healthy Hunger program continues to test different vendors based on popularity, profitability, delivery logistics, and available dietary options. Gluten-free and allergy-related information is identified on ordering forms where applicable. It was clarified that the Healthy Hunger program is available to students who are present at the time of delivery. Morning kindergarten students generally cannot participate because they are not at school during the delivery period.
- Student/Family Lunch Support – the Society has previously discussed using funds to support students who may require assistance accessing lunch. It was clarified that the school administration did not proceed with an individual lunch-purchase system because it was difficult to administer and track. Instead, approximately $300 has been set aside as a general care/support fund that can be accessed through the appropriate school staff when there is a demonstrated need. Teachers are aware of this support and can refer families or students to the appropriate staff member.

Casino Account

- The Casino Account had a balance of approximately $91,000 at the beginning of May.
- The Society continues to maintain a 12-month redeemable GIC as part of its financial management strategy.
- The Treasurer noted that several previously budgeted expenditures should be reconciled and removed or updated where the funds are no longer required. This will provide a more accurate picture of outstanding commitments.
- It was clarified that current AGLC rules allow the Society to carry forward funds provided that it does not exceed the applicable $100,000 threshold over a 36-month period.
- The next casino event is anticipated in Q4 2027, with the next casino proceeds expected approximately 90–100 days afterward, potentially in March or April 2028.
- Casino funds must be used for eligible educational purposes and must benefit the school community as required under the applicable funding rules.
- The Treasurer will work with staff to reconcile existing budget allocations and ensure that future funding requests are clearly categorized.

Other Business – N/A

Funding Requests

Name of Requestor	Amount Requested ($)	Event or Activity Name	Motion	Seconded	Approved
Danielle Kjellbotn	2500	Student Services/Sensory Equipment	Greg	Susan	Yes
Meredith Dixon	500 plus 5,000	Book Purchase/Decor for room 200	Daniel	Ryan	Yes
Melanie MacDonald	400	Coffee cart supply restock	Seah	Josh	Yes
Mel MacDonald	500	Slush fund	Mel	Greg	Yes
Mel MacDonald	1250	Riverside family support	Tammy	Jessie	Yes
S. Radder	6500	Annual Field Study Subsidy Grant	Josh	Janelle	Yes
Jen Copot	250	Kindergarten Classroom	Daniel	Ryan	Yes
Lisa Hodgkinson	500	Riverside Fish Tank Club	Jessie	Josh	Yes
Meredith Dixon	750	Book Preparation/maintenance	Kate	Mel	Yes
Sarah Ketcheson	100	Fish Raise to Release program	Teresa	Greg	Yes
Grade 5 team	900	Sit Pad for journalling	Courtney	Tammy	Yes
Sarah Ketcheson	500	Outdoor Field Studies	Josh	Daniel	Yes
Grade 5 Team	500	Water colour paint set	Ryan	Seah	Yes
S. Radder	6500	Visual Journal purchase	Julie	Mel	Yes
S. Radder	3000	CTF - Cameras for Photography	Jessie	Susan	Yes
Mel MacDonald	150	Cricut subscription	Jamie	Tammy	Yes
Melanie MacDonald	250	Bottle drive	Allie	Mel	Yes
Mel MacDonald	150	Art Room Supplies	Courtney	Jamie	Yes
Jamie Khory	100	Welcome back BBQ	Allie	Julie	Yes
Jamie Khory	30	Welcome back Tea	Seah	Julie	Yes
Athletics	200	Chat for Logos	Courtney	Allie	Yes
Athletics	450	Quarter zip sweaters	Mel	Jessie	Yes
Athletics	300	Iron on Logos	Seah	Josh	Yes
Athletics	600	Recess Equipment	Mel	Greg	Yes
Athletics	250	Juice Boxes	Tammy	Jessie	Yes

Adjournment

Adjourned at 9:09 pm

Minutes submitted by - Seah McDonald

Next meeting - October 15, 2026