Ecole Leduc Junior High School

Parent Association Minutes

October 14, 2026 Location: ELJHS Learning Commons

In Attendance: Marlee Gerbrandt, Herb Ohlman, Mekelle Hassen, Kirstin Epp, Mrs. May

1. **Call Meeting to Order:** 1900
2. **Establish Quorum:** established
3. **Review of Agenda:** approved by Mekelle Hassen
4. **Approval of September 21, 2026 Meeting Minutes:** approved by Mekelle Hassen
5. **Reports**
    a. Principals Report (copied from school council notes)
    b. Chair's Report
        i. Concession for the volleyball tournament October 16 and 17 being run by Marlee Gerbrandt
    c. Treasurer's Report
        i. Transfer of treasurer duties from Lacy Fontaine to Mekelle Hassen still in progress (they are meeting this week)
6. **Old Business**
    a. Treasurer business: Mekelle Hassen was voted in as the new treasurer
        i. Budget
            1. Not done yet
        ii. Kristen Walker added as a signing authority?
            1. Not done yet
    b. Sharing PA meeting notes
        i. Marlee Gerbrandt asked if the PA meeting notes can be uploaded onto the school website (none there currently)

1. Send to Joanne Langford (as per Mrs. May)

c. Thank you gift card
    i. Vote on purchasing a $100 gift card to Original Joe's for Heather Blain as a thank you for her years of service to the PA
        1. Motioned by: Marlee Gerbrandt; Seconded by: Mekelle Hassen; In favour: Herb Ohlman and Kirstin Epp; Against: none; Carried
d. Hot Lunch
    i. Sign Up Genius added to the school website to recruit volunteers?
        1. Not done yet
    ii. No hot lunches November through December
e. Concession for Volleyball Tournament (Oct. 16 & 17)
    i. Marlee Gerbrandt to purchase: hot dogs, hamburgers, pop, chips, and candy
    ii. Location of concession: to be determined (either at ELJHS or Leduc Composite High School - both schools are being used for the tournament)
    iii. Friday tournament hours: 1630-2130; Saturday tournament hours: 0900-1730
    iv. Marlee Gerbrandt will be running the concession; trying to find other parents of players/students to volunteer
f. Board Insurance
    i. Paid?
        1. Not yet. Researching alternate provider as the cost from Marsh Insurance has increased to approximately $900 per year (Marlee Gerbrandt is looking into who the insurance provider is of other Parent Associations)

7. **New Business**
    a. Using ASCA grant money to pay for Levi Stanford presentation
        i. $500 from last year and $500 from this year
            1. Motioned by: Marlee Gerbrandt; Seconded by: Mekelle Hassen; In favour: Herb Ohlman and Kirstin Epp; Opposed: none; Carried
    b. Funds for Leadership group to purchase slushy machine
        i. Leadership group asked for help purchasing a slushy machine (they asked for 50% of the cost which is approximately $175)
            1. Motioned by: Marlee Gerbrandt; Seconded by: Mekelle Hassen; In favour: Kirstin Epp; Opposed: none; Carried
8. **Next regular meeting dates:** November 4 and December 9 at 1845 in the Staff Room
9. **Meeting Adjourned:** at 1916