SUNALTA SCHOOL PARENTS SOCIETY

SUNALTA SCHOOL PARENTS SOCIETY MEETING

10 FEBRUARY 2026 7:45 PM

ATTENDANCE & DISTRIBUTION

	ATTENDANCE		REGRETS
SOCIETY	Katrina Edgerton-McGhan	Dana Riley	Amanda Kuchma
	Nigel Lalande	Lesleigh Russell	Desirae Robertson
	Sarah Duff	Lindsey Starko	Emily Gillis
	Adam Morrison	Rebecca Szybunka	Farrah Sunderji
		Rizza Pandya	Nicky Morrison

1 Call to Order

a) The meeting was called to order by Katrina Edgerton-McGhan, President, at 7:57pm and a quorum of voting members was present.

b) **MOTION**: To approve the agenda as circulated and the minutes from the January 13, 2026, meeting.
- Katrina motioned, Nigel seconded, none opposed – motion carried.

2 Treasurer's Report – Nigel Lalande

a) Adam is onboarding to the role – met this past Saturday, will have 1-2 more meetings. Nigel will remain in background.

b) Regular financial update template – will use going forward.

c) Financial position update

d) Process Update
- Google forms used for all expense reimbursement submissions – CBE (Admin), Staff, and Council.
- Society will commit to reimburse Admin 2x per month – expenses submitted between 1-15th, reimbursed by 22nd; expenses submitted the 16-31st will be reimbursed by the 7th of the following month.
- Admin will still submit all expenses through the form, and we will track the method for reimbursement (either Society funds or Education Matters).

3 New Business

a) **MOTION**: Motion for Sunalta School Parents Society to reimburse Sunalta School for the full 5% GST amount on all applicable invoices submitted for reimbursement.
- Nigel motioned, Dana seconded, none opposed – motion carried.

b) Hilary has initiated

4 Meeting adjourned

a) The meeting was adjourned at 8:08pm.