FLHS Parent Advisory Agenda
October 06, 2026 6:30 pm
Conference Room
Contact Email: flhsadvisoryassociation@gmail.com

1. Call Meeting to Order at pm

2. Approve Agenda for May 19,2026 1st 2nd

3. Approve Minutes from May 19, 2026 1st 2nd

4. Chair Report - None

5. Old Business -

6. Casino Update
   - Celia to give an update on how Casino went.
   - Total Raised was $85,146.93
   - Next Casino will be in **1st Quarter of 2028** (Jan,Feb or March)

7. New Funding Request Form Updated

   We have updated the Parent Advisory Association of Forest Lawn High School Application for Funding Form - It is primarily the same format as previous years with a new look. Due to miscommunication issues encountered last school year making approvals and tracking more difficult than in past years.

   Lori Kariga - motion to approve moving forward the attached form **must** be filled out accordingly prior to funding requests being discussed and/or approved be submitted to FLHS Parent Advisory Association as required. See Attached Form.

8. Treasurer Report

All year end FLHS Parent Advisory Association financial statements have been completed, including AGLC Casino Financial Report - Just requires chair signature. Upon signing all reports and copies of bank statements and new Executive Listing will be scanned and forwarded to AGLC by email at Financial.Review@aglc.ca. Upon new board being elected our Society Annual return will be updated and sent to Registries along with audited financial statement

Bank Reconciliation	**Amounts**	**Description**
2024-2025 Balance Forward	$42,086.65	
Debits	$36,030.43	
Credits	$88,065.37	
Bank Interest	$ 14.13	
Closing Balance	$94,135.72	
Detailed Breakdown		
Credits	$ 2,445.44	Reimbursement for Casino Event

		Advisors
	$ 473.00	50/50 Revenue
	$ 85,146.93	Casino Event
Total Credits	$ 88,065.37	
Debits	$ 20,065.70	Program Related Expenses
	$ 12,339.29	Busing and Field Trips
	$ 1,1 80.00	Administration
	$ 2,445.44	Casino Event Advisors Fees
	$ 36,030.43	
Cheques Outstanding	**Amount**	
Cheque # 132	$ 46.53	Celia Burns Uber reimbursement for casino volunteers
Funds Required To Be Held In Trust	**Amount**	
Band	$ 2,500.00	Towards instrument Purchase Approved last year
Insurance 2027-2028 School Year	$ 1,300.00	
Casino Advisors 2028 First Quarter	$ 3,000.00	
Total	$ 6,800.00	
Actual Available Balance	$ 87,289.19	

APPENDIX A

See Attached Financial Reports October 01,2025 to August 31, 2026

- 2025-2026 Casino Account Bank Reconciliation
- 2025-2026 Use of Proceeds Expenditures Financial Statement
- 2025-2026 50/50 Raffle Financial Statement
- 2025-2026 Unaudited Year-end Financial Statement Combined

APPENDIX B

See Attached Financial Reports September 01,2026 to August 31,2027

- 2026-2027 Casino Account Bank Reconciliation
- 2026-2027 Use of Proceeds Expenditures Financial Statement

Motions (3)

- Motion to accept Casino Account Financial, Expenditure and Raffle Reports ending August 31, 2026 attached
- Motion accept Casino Account Financial and Expenditure reports commencing September 01,2026 attached
- Motion to accept Year-End Combined Financial Reports ending August 31, 2026 attached

Signing Authority Update

A bank appointment has been made for **October 16, 2026 at 10:00 am at ATB Forest Lawn Branch located at 3620-17 th Ave SE** to remove Amber-Anderson Godfrey and Lori Kariga

and add a minimum of 2 Newly Elected Officers (Treasurer and Chair). A third signatory is recommended but can be added later.

Upon conclusion of the AGM a letter will be written by the current treasurer to be given to ATB to put on file at the branch at the above named appointment.

10. New Business

- Let the record show that an email funding request was made after our May 19,2026 to approve $2,200.00 for beach volleyball. An email vote was made and it passed unanimously. A copy of the vote is located in the master files under the minutes,

SPORTS COURT

- On June 01,2026 Alex reached out to provide an update regarding a proposed Sports Court. See attached email correspondences
- On June 02,2026 Alex asked if we would consider writing a letter of support in order to move forward with the process, at this time there was no formal commitment made and no funds approval put forth and no money promised.
- An email was forwarded to the board asking if everyone was willing to provide a letter of support. A letter was drafted and an email vote commenced. See attached copy of letter.
- Letter of support was approved and forwarded to Alex,with further discussion to be had when school resumed.
- Over the summer the sports court was built in the field between Ernest Morrow School and Forest Lawn High School. See Attached Photos
- As the sports court was built **prior** to funding approval there are **key steps** that need to be taken in order to comply with AGLC rules if FLHS Parent Association wishes to supply funding along with Ernest Morrow School towards the Sports Court.

  Step 1 - FLHS Parent Advisory Association must receive a **FLHS Parent Advisory Request Form:**To include but not limited to....

  - → Purposed location (legal description) of Sports Court
  - → Copy of CBE Board Approval - Since the sports court will be built on school board property, the Calgary Board of Education must approve the site plan, construction, and long-term maintenance.
  - → Must Address Public Access: As casino funds must serve a charitable or public purpose, the court will generally need to be accessible to the broader community, not just for school use.
  - → Amount requested from FLHS Advisory Association - (if request is under $100,000.00 we do not require pre-approval from AGLC)
  - → Cost Estimates/ Final Cost Outcomes Attached -(Copies of invoices as project has already been completed)
  - → Confirmations and/or Receipts of any 3rd Party funding/donations anticipated and/or received.

  Step 2 - Once a Formal Funding Request Form with supporting documentation has been forwarded to FLHS Parent Advisory Association a motion must be made and formal vote must be completed to determine the dollar value of funding granted in support of this initiative.

  - → As it has been disclosed to the FLHS board in initial emails received from Alex confirming that Ernesst Morrow will be a partner in allocating and committing an estimated value of $20,000.00 towards this project. However there needs to be specific protocols

followed in accordance with AGLC with regards to having a joint partnership of this nature.

A **formal motion and** documented vote of support and funding amounts must be made by **each individual** Parent Association and entered into the minutes.

Once both parent groups have approved funding support a **Memorandum of Understanding** between FLHS Parent Advisory Association (The Recipient) and Ernest Morrow Parent Association (Donor) must be **completed and signed by 2 executives from each Parent Assocation**. Within the context of the Memorandum of Understanding the following must be included:

1. Objective
2. Duties and Entitlements
3. Duration
4. Financial Obligations to be made by each party
5. Outline Terms and schedule of payments

IMPORTANT - ERNEST MORROW JUNIOR HIGH PARENT ASSOCIATION MUST REMIT ALL PAYMENTS FOR (DONATION) DIRECTLY TO FLHS PARENT ADVISORY ASSOCIATION AND BE DEPOSITED INTO FLHS CASINO ACCOUNT WITH PAYMENTS ALLOCATED TO FOREST LAWN HIGH SCHOOL BY FLHS PARENT ADVISORY ASSOCIATION.

Step 3 - Once the Memorandum of Understanding has been completed and signed.

- → Two (2) copies of ***AGLC Gaming Proceeds-Recipient Agreement*** must be completed by (Donor Group) Ernest Morrow Junior High Parent Association and (The Recipient) FLHS Parent Advisory Association Each association must keep an original copy for record keeping purposes. **See Attached Copy**
- → As per AGLC both parties must provide each other with Proof of Commercial and Directors Liability Insurance. Being that this space is being partially funded through casino funds and accessible to the public community during and upon completion liability
- → The Recipient (FLHS Parent Advisory Association) must keep accurate records and provide Donor (Ernest Morrow Junior High Parent Association) copies of all disbursements of donated proceeds.

This process will take time but it must be completed in order to be in compliance with AGLC Requirements.

11. New Funding Requests on hold until a new board is formed.

11. Set Next Meeting Date: Meeting Adjourned:

FLHS Parent Advisory Minutes
May 19, 2026 6:30 pm
Conference Room
Contact Email: flhsadvisoryassociation@gmail.com

1. Call Meeting to Order at 7:13 pm

2. Approve Agenda for May 19,2026 Ceilia 1st Valerie 2nd

3. Approve Minutes April 28, 2026 Ceilia 1st Valerie 2nd

4. Chair Report

5. Old Business - None

6. Casino Update - Celia to give an update
   - Most of the positions have been filled for the casino, they will get Debbie to send out a school messenger to see if the last few positions can be filled.

7. Principal's New Funding Requests
   - On April 20, 2026 Parent Advisory received an email from administration requesting $4,000.00 for construction. As we approved up to $7,000.00 in the February meeting this fell within that context so we did not have to wait to approve expenditure in the May 19, 2026 meeting.
   - Sport Court - would like to be built in the back. Tentatively booked for Summer 2027. Will take up part of the parking lot. Will allow them to have groups come in to teach other sports so that they won't have to travel for these programs.

8. Treasurer Report
   - As we move into the summer there will be payments required prior to the new school year commencing.

Outstanding approvals as they become available	
Canadian Rockies Outdoor School	$ 3,800.00
Alien Inline Skating	$ 2,716.54
Construction Tools (Track Saw, Dust Collection and Drill Set0	$ 4,000.00
Band 50/50 Proceeds	$ 239.50
	$10,756.04
Casino Advisor Payments Estimated Based on Previous Casino	$ 2,600.00
Casino Food Extra Expenses If Required Amount Unknown	
Commercial and Directors Insurance due September 01, 2026	$ 1,200.00

   - After all approved expenses are allocated the available funds in the casino account as of May 19, 2026 is **$10,267.45.**
   - See Financial Statement attached for specific details of 2025-2026 transactions from to May 19, 2026.

10. New Business
    - AGM notice will be automatically scheduled to go in August 2026 a minimum 30 days prior to date.
    - As the outgoing Treasurer for the 2025-2026 School Year Lori K will run the Annual General Meeting as she will no longer be eligible to hold a position going forward as

her child is graduating from FLHS this year.

11. Motions : Ceilia made a motion to approve up to $5000 for French Horn for band and an Edge Sander for construction. This was approved.

11. Set AGM Meeting Date: September 22, 2026

Meeting Adjourned: 7:35 PM

Parent Advisory Association of Forest Lawn High School
Application for Funding (Updated September 2026)

Application Information

Date: _____ **Grade:** _____ **Department :** _____

Name of staff member requesting funding: _____

Funding Request

Purpose of funding (for example: technology, field trips, busing, etc.):

Description:

Student experience: How will this purchase, activity, or event enrich students' experience? (You may attach a separate sheet if more space is needed.)

Budget documentation required: Attach a separate sheet providing a budget that includes all funding sources and amounts. List all expenditures and specify what the money will be used for. Receipts or invoices must be submitted to the business office to ensure payment upon approval.

Funding Details

Date required: _____

Amount requested from the FLHS Parent Advisory Association $_____

Learning Leader name: _____

Learning Leader signature (support/approval): _____

Submission deadline: Submit the completed application to the administrative secretary in the main office at Forest Lawn High School before the 3rd Tuesday of the month for consideration.

Decision

Select one: ___ Declined____ Postponed____ Approved

If approved, approval number: _____

Date Approved: _____

Please note: Decisions are made by a majority at the meeting and are subject to availability of funds. Decisions may take up to 30 days.

Forest Lawn Parent Advisory Casino Account Bank Reconciliation
Financial Balance Sheet October 01, 2025 to August 31, 2026
Casino Account Ending In 4424
October 01, 2025 Balance Forward $42,086.65
August 31, 2026 Closing Balance $94,135.72

Month	Debits	Chq #	Date of Chq	Credits	Interest	Closing Statement Balance
10-23-2025	$ 0.00	-	-	$ 0.00	$ 1.35	$ 42,088.00
11-23-2025	$ 0.00	-	-	$ 0.00	$ 1.36	$ 42,089.36
12-23-2025	$ 0.00	-	-	$ 0.00	$ 1.32	$ 42,090.68
01-23-2026	$ 0.00	-	-	$ 0.00	$ 1.36	$ 42,092.04
02-23-2026	$ 0.00	-	-	$ 0.00	$ 1.36	$ 42,093.40
03-23-2026	$ 11,929.48	118	02-24-2026	$ 0.00	$ 1.23	$ 30,165.15
04-23-2026	$ 0.00	-	-	$ 0.00	$ 0.94	$ 30,166.09
05-23-2026	$ 0.00	-	-	$ 0.00	$ 0.83	$ 30,166.92
06-23-2026	$ 3,780.50	121	05-19-2026	$ 0.00	$ 0.82	$ 9,692.23
[redacted]	$ 7,083.94	122	06-16-2026	[redacted]		
	$ 5,811.07	123	06-02-2026			
	$ 3,800.00	128	06-19-2026			
07-23-2026	$ 600.25	124	06-26-2026	$ 2,445.44	$ 0.28	$ 9,692.51
[redacted]	$ 575.57	125	06-26-2026	[redacted]		
	$ 575.57	126	06-26-2026			
	$ 694.05	127	06-26-2026			
08-23-2026	$ 0.00	-		$ 85,146.93	$ 0.03	$ 94,839.47
08-24-2026 to 08-31-2026	$ 500.00	129	08-20-2026	$ 473.00	$ 3.25	$ 94,135.72
[redacted]	$ 680.00	130	08-20-2026	[redacted]		
Totals	CA$36,030.43	-		$ 88,065.37	$ 14.13	$94,135.72

NOTES
Cheque 119 was misplaced by FLHS Administration therefore voided and replaced with cheque 123
Cheque 120 was voided and given to AGLC for Direct Deposit Information

Bank Reconciliation

2024-2025 Balance Forward	$42,086.65
Debits	$36,030.43
Credits	$88,065.37
Bank Interest	$ 14.13
Total	$94,135.72

Detailed Breakdown

Credits	$	2,445.44	Reimbursement for Casino Event Advisors
	$	473.00	50/50 Revenue
	$	85,146.93	Casino Event
Total Credits	$	88,065.37	
Debits	$	20,065.70	Program Related Expenses
	$	12,339.29	Busing and Field Trips
	$	1,180.00	Administration
	$	2,445.44	Casino Event Advisors Fees
	$	36,030.43	

FLHS Parent Advisory Association
Casino Account Expenditures Listing
October 01, 2025 to August ,31, 2026
September 30, 2025 Bank Balance Forward $42,086.65

Description of Expenditure	AGLC Use of Proceeds Category	Approval Code	Amout Remitted	Date Remitted	Cheque No.
LEAD students to Zoo School	Busing and Field Trips	01202026-01	$2,936.44	02/24/2026	118
LEAD student to Theatre Calgary	Busing and Field Trips	01202026-01	$1,023.35	02/24/2026	118
Stained Glass Materials for Art Classess	Program Related Expenses	20250520-01	$661.05	02/24/2026	118
E-Sports	Program Related Expenses	20250520-02	$310.71	02/24/2026	118
Wrestling Singlets	Program Related Expenses	02242026-02	$2,700.00	02/24/2026	118
IIFX Education Dance Instructor (Allocated $356.00 From 50/50 Lic #765881)	Program Related Expenses	01202026-02	$1,625.60	02/24/2026	118
Costruction Woodworking Vises	Program Related Expenses	01202026-01	$1,472.33	02/24/2026	118
PE Beach Volleyball Field Trips	Busing and Field Trips	01202026-03	$1,200.00	02/24/2026	118
Construction Tools (Track Saw, Drill Set, Dust Collection)	Program Related Expenses	04202026-01	$3,541.00	05/19/2026	121
Band FT - Allocated 50/50 Proceeds - Lic# 737569 ($123.50 May 2025) Lic #761016 ($116.00 Dec 2025)	Busing and Field Trips	01202026-01	$239.50	05/19/2026	121
Alien Inline Skating (Onsite)	Program Related Expenses	01202026-02	$2,548.15	06/16/2026	122
PE Beach Volleyball Field Trips	Busing and Field Trips	06162026-01	$2,200.00	06/16/2026	122
Construction (Edgebanding Supplies)	Program Related Expenses	05192026-01	$2,335.79	06/16/2026	122
IIFX Education Dance Instructor	Program Related Expenses	01202026-02	$1016.00	05/19/2026	123
Power Tools for Fabrication	Program Related Expenses	01202026-02	$1,171.61	05/19/2026	123
Novels/Modern Plays	Program Related Expenses	02242026-01	$2,400.00	05/19/2026	123
Alien Inline Skating Onsite	Program Related Expenses	01202026-02	$283.46	05/19/2026	123
Calgary High School Drama Festival Field Trip	Busing and Field Trips	01202026-01	$940.00	05/19/2026	123
Ritchie Bogle - Casino Advisor	AGLC Casino Advisors	-	$600.25	06/26/2026	124
Sherry Johnson - Caino Advisor	AGLC Casino Advisors	-	$575.57	06/26/2026	125
Paul Drebit - Casino Advisor	AGLC Casino Advisors	-	$575.57	06/26/2026	126
Bill Swagar - Casino Advisor	AGLC Casino Advisors	-	$694.05	06/26/2026	127
Field Trip Outdoor Pursuits Canadian Rockies Outdoor Learning Centre	Busing and Field Trips	01202026-01	$3,800.00	06/19/2026	128
Co-Operators Commercial and Directors Insurance	Administrative	Annual	$500.00	08-20-2026	129
Co-Operators Commercial and Directors Insurance	Administrative	Annual	$680.00	08-20-2026	130
			$36,030.43		

AGLC Use Of Proceeds Breakdown

Program Related Expenses	$20,065.70
Busing and Field Trips	$12,339.29
Administrative Cost	$ 1,180.00
Casino Event Advisors	$ 2,445.44
Total	**$36,030.43**

FLHS Parent Advisory AGLC Raffles and 50/50 Fundraising
October 01, 2025 to September 30,2026
Expenditures Report For Raffles and 50/50 Fundraising
Casino Accout ending in 4424

Date	AGLC Licence	Revenue	Department	Deposit Date	Amount	Chq #	Amount	Date Paid	Decription
05-22-2025	737569	$123.50	Band	06-24-2025	$123.50	121	$123.50	05-19-2026	First Student Busing
12-04-2025	761016	$116.00	Band	08-24-2026	$116.00	121	$116.00	05-19-2026	First Student Busing
01-14-2026	765881	$356.00	Dance	08-24-2026	$356.00	118	$356.00	02-24-2026	Dance illFX Invoice

All 50/50 Proceeds Have Been Allocated

Forest Lawn High School Advisory Association
Financial Statement
For the Year October 01, 2025 to August 31, 2026

Assets		
Cash - ATB Community Spirit Account ending in 1200 - General		$ 1,694.42
Cash - ATB Community Spirit Account ending in 4424 - Casino		$ 42,086.65
Total Assests October 01,2025		$ 43,781.07
Recorded Income/Revenue		
Bank Interest	(Account Ending in 4424)	$ 14.13
Gaming Raffle Income Transactions	(Account Ending in 4424)	$ 472.00
AGLC Casino Proceeds Disbursements	(Account Ending in 4424)	$ 85,146.93
Fundraising	(Account Ending in 1200)	$ 2,025.44
Total Income		$ 87,658.50
Recorded Income Deposits		
Bank Interest	(Account Ending in 4424)	$ 14.13
Gaming Income Transactions	(Account Ending in 4424)	$ 473.00
AGLC Disbursements of Pooled Funds	(Account Ending in 4424)	$ 85,146.93
Fundraising	(Account Ending in 1200)	$ 2,225.44
Event Transactions (Casino Advisors)	(Account Ending in 4424)	$ 2,445.44
Total Deposit		$ 90,304.94
Disbursements		
Student Enhancement Expenditures	(Account Ending in 4424)	$ 32,404.99
Event Transactions (Casino Advisor)	(Account Ending in 4424)	$ 2,445.44
Commercial and Directors Insurance	(Account Ending in 4424)	$ 1,180.00
General Account Expenses	(Account Ending in 1200)	$ 3,600.00
Total Disbursements		$ 39,630.43

Continuity Verification General Account Ending 1200		
Bank Balance as of October 01,2025		$ 1,694.42
Deposits	+	$ 2025.44
Total Balance	=	$ 3,719.86
Less Disbursements	-	$ 3,600.00
Recorded Balance Forward as of August 31,2026	=	$ 119.86

Continuity Verification Casino Account Ending 4424		
Bank Balance as of October 01,2025		$ 42,086.65
Deposits	+	$ 88,065.37
Interest	+	$ 14.13
Total Balance	=	$ 130,166.15
Less Disbursements	-	$ 36,030.43
Recorded Balance Forward as of August 31,2026		$ 94,135.72

Forest Lawn High School Advisory Association
Financial Statement
For the Year October 01,2025 to August 31,2026

Bank Balance as of August 31,2026	$119.86
Bank Balance as of August 31,2026	$94,135.72
Combined Financial Statement August 31,2026 Balance Forward	$94,255.58

This Financial Statement has been prepared by Lori Kariga on this the 05th day of October 2026.

_____
Name: Lori Kariga
Treasurer
Date: October 05, 2027

This Financial Statement has been audited and approved on October 06,2025:

_____
Auditor Name: Celia Burns
Date: October 06, 2026

_____
Auditor Name: Valerie Little
Date: October 06, 2026

Financial Statements FLHS Advisory 2026-2027

Forest Lawn Parent Advisory Casino Account Bank Reconciliation
Financial Balance Sheet September 01, 2026 to October 1, 2027
Casino Account Ending In 4424
August 31, 2026 Balance Forward $94,135.72

Month	Debits	Chq #	Credits	Interest	Closing Statement Balance
09-23-2026	$ 46.53	132	$0.00	$3.25	$94,089.19
10-23-2026					
11-23-2026					
12-23-2026					
01-23-2027					
02-23-2027					
03-23-2027					
04-23-2027					
05-23-2027					
06-23-2027					
07-23-2027					
08-23-2027					
08-24-2027 to 08-31-2027					
09-23-2027					
Totals					

NOTES

AGLC changed our Financial Reporting end date this year from September 30,2026 to August 31, 2026 , therefore cheque 132 was required to move into next financial reporting period.

Financial Statements FLHS Advisory 2026-2027

Bank Reconciliation

2026-2027 Balance Forward	$94,135.72
Debits	
Credits	
Bank Interest	
Total	

Detailed Breakdown

Credits	Donations
Total Credits	
Debits	Program Related Expenses
	Busing and Field Trips
	Administration
	Donations
Total Debits	

Financial Statements FLHS Advisory 2026-2027

FLHS Parent Advisory Association
Casino Account Expenditures Listing
September 01, 2026 to September ,30, 2027
August 30, 2026 Bank Balance Forward $94,089.19
Actual Opening Balance Available $87,289.19

Description of Expenditure	Date Approved	AGLC Use of Proceeds Category	Amount Approved	Approval Code	Amout Remitted	Date Remitted	Cheque No.
Band - (Instrument approved last school year)	05/19/2026	Program Related Expenses	$2,500.00	5192026-02			
Celia Burns (Casino Uber Rembursement)	06/30/2026	Casino Expenses	$46.53	N/A	$ 46.53	08-12-2026	132

From: "Fotopoulos, Alexandros" <alfotopoulos@cbe.ab.ca>
Date: June 1, 2026 at 10:31:17 AM MDT
To: Roushdia Yassine <roushdia_yassine@yahoo.ca>, Lori Kariga <flhsadvisoryassociation@gmail.com>, lambetty6@gmail.com
Subject: Sport Court Project Update and Funding Confirmation Request

Dear Parent Council Members,

I hope you are doing well.

I wanted to provide an update regarding the proposed sport court project and seek confirmation regarding Parent Council's commitment to funding support.

An opportunity has recently become available that would allow us to move forward with the project on an accelerated timeline. If we are able to proceed, the sport court could potentially be completed in time to benefit students from both schools during the 2026–2027 school year.

After further discussions with our partners at Ernest Morrow School, we are proposing a shared-cost model for the project. By partnering together, both schools would contribute toward the construction of the sport court, significantly reducing the financial commitment required from each individual school while maximizing the impact of the investment. The proposed location would place the court in a central area between both schools, making it easily accessible to students from both Forest Lawn High School and Ernest Morrow School.

This collaborative approach not only lowers costs but also greatly expands the number of students who will benefit from the project. Combined, the sport court will have a direct impact on programming, recreation, wellness initiatives, and extracurricular opportunities for nearly 2,000 students across both school communities.

The educational and student wellness benefits of this project are substantial. The sport court would:

- Increase opportunities for daily physical activity and healthy lifestyles.
- Support Physical Education programming and outdoor learning opportunities.
- Provide an inclusive recreational space for students during breaks, lunch hours, and after school.
- Enhance leadership, intramural, and extracurricular programming.
- Encourage positive social interaction, school connectedness, and student engagement.
- Foster collaboration between the two neighbouring school communities.
- Create a lasting recreational asset that will serve students for years to come.

I am also pleased to share that I have been able to secure support from Grounds, which will help offset some of the overall project costs. Combined with the cost-sharing arrangement with Ernest Morrow School, the total financial contribution required from Parent Council is expected to be lower than originally anticipated. I am currently working through the final details and obtaining firm quotations and will provide a complete financial breakdown once all numbers have been confirmed.

Given that Parent Council funds are expected to be available in the fall, I would appreciate confirmation that Council remains supportive of allocating funding toward this project. Having this confirmation will allow us to continue planning, finalize agreements with Ernest Morrow School, and take advantage of the current opportunity and timeline.

This project represents a unique opportunity to leverage partnerships, reduce overall costs, and create a high-impact space that will directly benefit nearly 2,000 students through enhanced programming, recreation, wellness, and community engagement.

Thank you for your continued support of initiatives that enrich student experiences and strengthen our school community. I look forward to sharing additional details as they become available and discussing the project further with Council.

Alex

Alexandros Fotopoulos
Principal, Forest Lawn High School
Calgary Board of Education | www.cbe.ab.ca
t | 403-272-6665

The Calgary Board of Education acknowledges the traditional territories and oral practices of the Treaty 7 Nations, including the Siksikaitsitapi, comprised of the Siksika, the Kainai, the Piikani, and the Amskapi Piikani Nations. We acknowledge the Tsuut'ina Nation, the Îyârhe Nakoda, comprised of the Chiniki, Bearspaw, and Goodstoney Nations, the Métis Nation within Alberta, and all people who make their homes in the Treaty 7 region of southern Alberta.

This land on which we gather is traditionally known as Moh'kinstsis (Blackfoot), Guts'ists'i (Tsuut'ina), Wîchîspa (Nakoda), and otôskwanihk (Northern Michif & Cree).
As a learning organization, we are committed to advancing the Truth and Reconciliation Calls to Action focused on Education for ReconciliACTION.

The contents of this email and any attachment(s) are confidential and intended for the named recipient only. If you have received this email in error, please notify the sender immediately, delete this email and do not copy, use or disclose it.

Lori Kariga <flhsadvisoryassociation@gmail.com> Mon, Jun 1, 2026 at 2:15 PM
To: sharonmclellan@shaw.ca, burns_696@hotmail.com, Yassine Roushdia <roushdia_yassine@yahoo.ca>, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, lambetty6@gmail.com

Before a commitment, it's my suggestion that a conversation really does need to be had because there are steps that have to be gone through prior to being able to commit. Here

is some information especially estimated cost,

Additional Information For Your Information

As parent council casino funds can be used to help fund an outdoor sports court. However, you must first have the project explicitly approved by the Alberta Gaming, Liquor and Cannabis (AGLC) commission.

How to Get Approval

Because outdoor sports courts fall under facility enhancements, you must follow the AGLC guidelines:

- **Amend the Use of Proceeds:** You cannot use casino funds for a project that isn't on your approved use list. You must submit a Request to Amend Use of Gaming Proceeds to the AGLC.
- **Expense Limits:** Under AGLC facility renovation policies, charities can use up to \ (\$100,000\) in gaming proceeds for facility and renovation expenses without prior approval. If your court exceeds this amount, additional approval steps are required.

District & Principal Requirements

In addition to AGLC policies, the project must align with the regulations of your local school board:

- **Consultation:** All expenditures must be decided in consultation with the school principal, staff, and the school board to ensure it benefits student well-being. [1, 2]
- **Board Approval:** Since the sports court will be built on school board property, the Calgary Board of Education (or your specific school district) must approve the site plan, construction, and long-term maintenance. [1, 2]
- **Public Access:** Because casino funds must serve a charitable or public purpose, the court will generally need to be accessible to the broader community, not just for school use.

Actionable Next Steps:

1. Review the AGLC Charitable Gaming Policies Handbook for full details on eligible expenses.
2. Contact your school principal to confirm district guidelines and site requirements.
3. Fill out and submit the AGLC amendment form to legally allocate funds to your outdoor sports court project.

Sent from my iPhone

On Jun 1, 2026, at 2:04 PM, Lori Kariga <flhsadvisoryassociation@gmail.com> wrote:

Sent from my iPhone

Betty Lam <lambetty6@gmail.com> Mon, Jun 1, 2026 at 8:56 PM
To: Yassine Roushdia <roushdia_yassine@yahoo.ca>
Cc: sharonmclellan@shaw.ca, burns_696@hotmail.com, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, Lori Kariga <flhsadvisoryassociation@gmail.com>

Good afternoon everyone

Thank you for the update Alex. That sounds amazing that we can partner up with Ernest Morrow to cut some costs!

I am all in for Parent council to help with the funds needed to get this project rolling.

I would like to also put out there that the seniors boys soccer team made it to city finals and if they bring home the banner it'll be the first soccer banner Forest Lawn has gotten (I think) in over 10years!!

Please let me know if I can be of further assistance with anything.

Stay dry and warm!
Betty Lam

Celia Burns <burns_696@hotmail.com> Mon, Jun 1, 2026 at 8:53 PM
To: Yassine Roushdia <roushdia_yassine@yahoo.ca>
Cc: "sharonmclellan@shaw.ca" <sharonmclellan@shaw.ca>, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, "lambetty6@gmail.com" <lambetty6@gmail.com>, Lori Kariga <flhsadvisoryassociation@gmail.com>

Good Day,

I do believe this is a good idea and would be wonderful for both schools. I know it was mentioned at the last meeting but I was under the understanding we were going to talk about it in the new year when any grants or donations were processed and approved and when we had a concrete cost. I do know AGLC has some rules regarding this especially if it is over 50,000. AGLC also wants the councils to work together if they are doing a joint project like this so that each school has precise accounting as they should match exactly and if they don't AGLC can and will suspend use of casinos. It would be very important for the treasures to work together on this and AGLC would want it approved by both councils preferably on the same day. I hope this makes sense and any questions please feel free to contact me. I do think we can do this we just want to make sure everyone involved is doing proper 😊 Have a great week and look forward to chatting soon.

Ceilia Burns
Sent from my iPhone

On Jun 1, 2026, at 2:43 PM, Roushdia Yassine <roushdia_yassine@yahoo.ca> wrote:

Good afternoon,

I confirm receipt of the below thread. Thank you for the detailed update and for outlining the steps required to move forward with the sport court project. I want to confirm my full support for this initiative and approve the request to allocate Parent Council funds toward the project, pending completion of the necessary approvals and compliance with all regulatory requirements.

I recognize the importance of acting quickly to take advantage of the current opportunity and timeline. I am willing to help facilitate the next steps and will work with all parties to ensure we move forward as efficiently as possible. Given the below, what are the steps that you, Lori, the members copied or myself will split so we can get the ball rolling. We can split these tasks so we can all assist as soon as possible.

Please let me know how I can assist in coordinating the required conversations, documentation, and approvals so that we can proceed without delay.

I look forward to working together to make it a reality for our students and school community.

Regards,

Roushdia Yasisne
Chair, FLHS

Fotopoulos, Alexandros <alfotopoulos@cbe.ab.ca> Tue, Jun 2, 2026 at 7:40 AM
To: Betty Lam <lambetty6@gmail.com>, Yassine Roushdia <roushdia_yassine@yahoo.ca>, Lori Kariga <flhsadvisoryassociation@gmail.com>, "burns_696@hotmail.com" <burns_696@hotmail.com>, "sharonmclellan@shaw.ca" <sharonmclellan@shaw.ca>

Good morning,

My intention in bringing this forward at this time is that an unexpected opportunity has become available to accelerate the timeline for the sport court project. By partnering with Ernest Morrow School and their Parent Council, we have the potential to complete this project much sooner than originally anticipated, allowing students from both schools to benefit as early as next school year.

Based on our preliminary discussions, Forest Lawn's portion of the financial commitment would be approximately $40,000, which is significantly reduced due to the shared partnership model. This collaborative approach not only lowers the overall cost to each school community but also maximizes the impact of the investment, benefiting nearly 2,000 students through enhanced physical education programming, recreational opportunities, wellness initiatives, and community use.

At this stage, I am not requesting funding approval. Before any formal decision is made, I will ensure that Parent Council receives detailed project plans, formal quotes, timelines, and all supporting information necessary to make an informed decision.

What I am seeking at this point is an indication that Parent Council would be open to considering support for the project once the appropriate due diligence has been completed and all required information has been presented.

I believe this represents a unique opportunity to create a lasting legacy for our students while leveraging a cost-sharing partnership that makes the project more financially feasible. I look forward to bringing forward the complete proposal for your consideration.

Thank you for your ongoing support of our students and school community.

Alex

Alexandros Fotopoulos
Principal, Forest Lawn High School
Calgary Board of Education | www.cbe.ab.ca
t | 403-272-6665

The Calgary Board of Education acknowledges the traditional territories and oral practices of the Treaty 7 Nations, including the Siksikaitsitapi, comprised of the Siksika, the Kainai, the Piikani, and the Amskapi Piikani Nations. We acknowledge the Tsuut'ina Nation, the Îyârhe Nakoda, comprised of the Chiniki, Bearspaw, and Goodstoney Nations, the Métis Nation within Alberta, and all people who make their homes in the Treaty 7 region of southern Alberta.

This land on which we gather is traditionally known as Moh'kinstsis (Blackfoot), Guts'ists'i (Tsuut'ina), Wîchîspa (Nakoda), and otôskwanihk (Northern Michif & Cree).

As a learning organization, we are committed to advancing the Truth and Reconciliation Calls to Action focused on Education for ReconciliACTION.

The contents of this email and any attachment(s) are confidential and intended for the named recipient only. If you have received this email in error, please notify the sender immediately, delete this email and do not copy, use or disclose it.

Lori Kariga <flhsadvisoryassociation@gmail.com> Tue, Jun 2, 2026 at 10:10 AM
To: Betty Lam <lambetty6@gmail.com>
Cc: Yassine Roushdia <roushdia_yassine@yahoo.ca>, sharonmclellan@shaw.ca, burns_696@hotmail.com, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>

Morning All,

I agree that this project is beneficial to both communities however it must be approached and carried out very carefully and with meticulous records.

After a lengthy conversation with AGLC I can confirm that we **do not** need a separate use of proceeds. Guidelines have been updated reduce red tape to include projects, such as playgrounds, school enhancements up to $100,000.00 with out prior approval.
It should be noted that AGLC has very specific requirements when it comes to the financial reporting which becomes very difficult when two councils are sharing a project of this nature and therefore does not recommend joint involvement. That said there is no policies that prohibits it.

I have outlined procedures and requirements when considering a project of this nature.

A formal proposal outlining and presented to both Parent Advisory Associations

- *Reason for renovation/enhancement*
- *What each party (FLHS Parent Society and Earnest Morrow) will be responsible for and how it will be administered.*
- *Names and amounts of **all** third party secured and pending funding.*
- ***Copies** of the **all** applications, letters monetary awards received to include receipts of payments to the schools from any third party funding received made to each school with deposit verification included as well as verification of payments made using third party funding.*
- *A detailed budget along with estimated completion time lines.*
- *List of contractors and vendors to be used with any quotes and contracts must be provided to all parties.*
- *Permission from governing board of school (CBE) and City permits as required.*
- *Details of location and diagrams of enhancement.*

Important Note: ANY THIRD PARTY FUNDING MUST BE USED FIRST PRIOR TO CASINO FUNDS

Once a detailed project proposal has been completed it must be presented to both parties (This should be done at a joint meeting between FLHS and Earnest Morrow Parent Advisory and acting principals of each school).

- *A formal vote must be made from each individual parent association and entered into the minutes.*
- *Once passed a memorandum of understanding signed by both parent boards to including and addressing all pertinent details noted above.*

Once passed it is imperative both boards (Treasurers) keep a specific project file and expenditure, ongoing reports with copies of all invoices and payment records.

Upon completion of the project a financial report needs to be prepared and audited by each council to ensure transparency and accuracy a joint meeting should be held and all documents presented. This will help to ensure all Financial Obligations have been met and adhere to AGLC Financial Reporting Policies.

It is also imperative that both associations have current Commercial and Directors Liability Insurance. Being that this space is being partially funded through casino funds and accessible to the public community during and upon completion liability becomes very important as not to leave council vulnerable to potential suits. It is rare but we must be mindful.

Even though I will be leaving the Forest Lawn
Parent Advisory in the fall and will not be a part of the decision making process I wanted to ensure that all relevant information regarding a project of this undertaking is disclosed so that it is understood as to the importance of adhering to all AGLC regulations.

It was made very clear during my conversation with them on June 1, 2026 that if we enter into a joint agreement we must ensure all parties understands and agrees to the terms and conditions and adheres to all rules and financial requirements set out by AGLC.

I hope that this clarifies and gives some insight as to the tasks that hand when considering approval of a project of this magnitude with all its moving parts.

Lori Kariga
FLHS Treasurer

The above was written prior to the most recent correspondence from Alex.

Thanks for your latest clarification. Can you clarify/ confirm if any grants or 3rd party funding are being applied for towards this project and if Forest Lawn is contributing any money towards the build or is or is it strictly a Parent Advisory initiative.

You must keep in mind that a potential expense of this magnitude ($40,000.00) will very much decrease available funding for other program support. Depleting the casino account so quickly after a casino is risky because the remaining funds will need to sustain 2 years as another casino would not be for 18-24 months.

Regards Again,
Lor

Lori Kariga <flhsadvisoryassociation@gmail.com> Tue, Jun 2, 2026 at 7:08 PM
To: Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>
Cc: Betty Lam <lambetty6@gmail.com>, Yassine Roushdia <roushdia_yassine@yahoo.ca>, sharonmclellan@shaw.ca, burns_696@hotmail.com

After an impromptu meeting with Alex this afternoon regarding the proposed Sport Court. I am including a letter of support and requesting a vote to move forward with the attached letter. The results and letter will be attached to September Agenda so it is on record to be discussed and voted on in the future.

Please respond with yea or no as soon as possible.

The letter will be adjusted accordingly as your vote comes in

Lori K - Yes in favour of moving forward with the attached letter of support dated June 2, 2026

Letter of Support for Sports Court June 2, 2026.pdf
68K

Celia Burns <Burns_696@hotmail.com> Tue, Jun 2, 2026 at 9:05 PM
To: Lori Kariga <flhsadvisoryassociation@gmail.com>
Cc: Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, Betty Lam <lambetty6@gmail.com>, Yassine Roushdia <roushdia_yassine@yahoo.ca>, "sharonmclellan@shaw.ca" <sharonmclellan@shaw.ca>

Ceilia Burns- Yes in favour of moving forward with the attached letter of support dated June 2, 2026

Sent from my iPhone

> On Jun 2, 2026, at 7:09 PM, Lori Kariga <flhsadvisoryassociation@gmail.com> wrote:
>
> Yes in favour of moving forward with the attached letter of support dated June 2, 2026

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sharon MCLELLAN <sharonmclellan@shaw.ca> Tue, Jun 2, 2026 at 9:16 PM
To: Celia Burns <burns_696@hotmail.com>
Cc: Lori Kariga <flhsadvisoryassociation@gmail.com>, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, Betty Lam <lambetty6@gmail.com>, Yassine Roushdia <roushdia_yassine@yahoo.ca>

Yes I am in favour of this.

Sharon
Sent from my iPhone

> On Jun 2, 2026, at 9:05 PM, Celia Burns <burns_696@hotmail.com> wrote:
>
> Ceilia Burns- Yes in favour of moving forward with the attached letter of support dated June 2, 2026
>
>
> Sent from my iPhone
>
>> On Jun 2, 2026, at 7:09 PM, Lori Kariga <flhsadvisoryassociation@gmail.com> wrote:
>>
>> Yes in favour of moving forward with the attached letter of support dated June 2, 2026

Roushdia Yassine <roushdia_yassine@yahoo.ca> Tue, Jun 2, 2026 at 10:24 PM
To: sharon MCLELLAN <sharonmclellan@shaw.ca>, Celia Burns <burns_696@hotmail.com>
Cc: Lori Kariga <flhsadvisoryassociation@gmail.com>, Alexandros Fotopoulos <alfotopoulos@cbe.ab.ca>, Betty Lam <lambetty6@gmail.com>

Good evening,

I vote in favour. Apologies for the delay had an anticipated urgency today.

Thank you.

Roushdia

Sent from Yahoo Mail for iPhone

On Tuesday, June 2, 2026, 9:16 PM, sharon MCLELLAN <sharonmclellan@shaw.ca> wrote:

Yes I am in favour of this.

Sharon
Sent from my iPhone

> On Jun 2, 2026, at 9:05 PM, Celia Burns <burns_696@hotmail.com> wrote:
>
> Ceilia Burns- Yes in favour of moving forward with the attached letter of support dated June 2, 2026
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>> On Jun 2, 2026, at 7:09 PM, Lori Kariga <flhsadvisoryassociation@gmail.com> wrote:
>>
>> Yes in favour of moving forward with the attached letter of support dated June 2, 2026

June 02,2026

Forest Lawn High School
1304 44 St SE Calgary, AB
T2A 1M8

Attention: Alexandros Fotopoulos

Subject: Letter of support for FLHS Sport Court Project

On behalf of the Forest Lawn High School Parent Advisory Association 2025-2026 board we are writing to express our support for the Forest Lawn High School proposed Sport Court Project.

As a dedicated group of parents and caregivers, who work closely with the school administration and staff to enrich the educational environment for all students, we recognize the profound impact that it will have on the educational and student wellness by increasing opportunities for daily physical activity and healthy lifestyles. Our council firmly believes that this initiative aligns perfectly with our shared goals of fostering an engaging, equitable and learning environment for our students.

It should be noted that this letter serves only as one of support with the understanding that final approval with regards to our share of the cost; at the time of this letter it is expected not to exceed $40,000.00, details will be discussed and voted on once a proposal is put forth for review in October 2026.

We look forward to reviewing the final proposal alongside you in the future.

Thank you for your ongoing dedication to our students.

Regards,

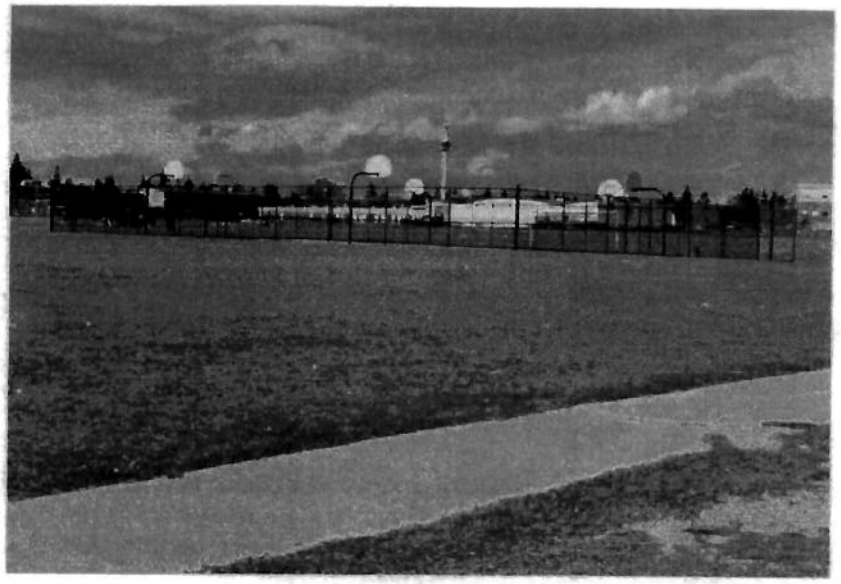
Roushdia Yassine
Chairperson, Forest Lawn Parent Advisory Association

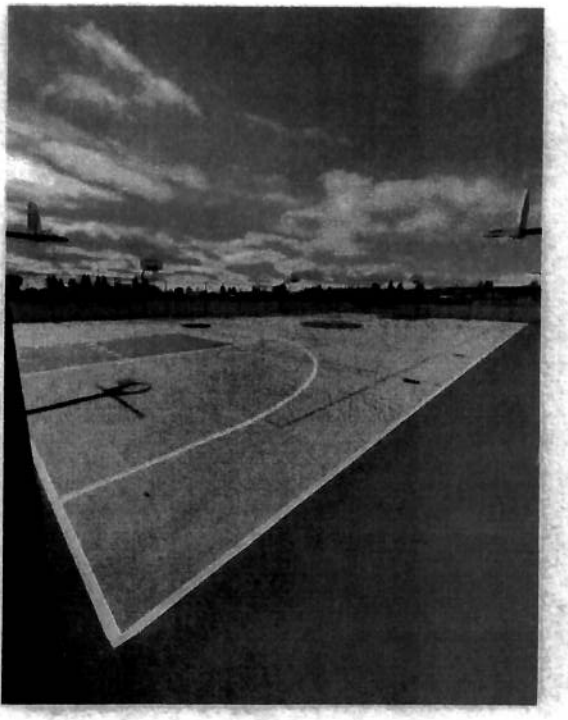
Betty Lam
Vice-Chairperson,Forest Lawn Parent Advisory Association

Sharon Mclellan,
Secretary,Forest Lawn Parent Advisory Association

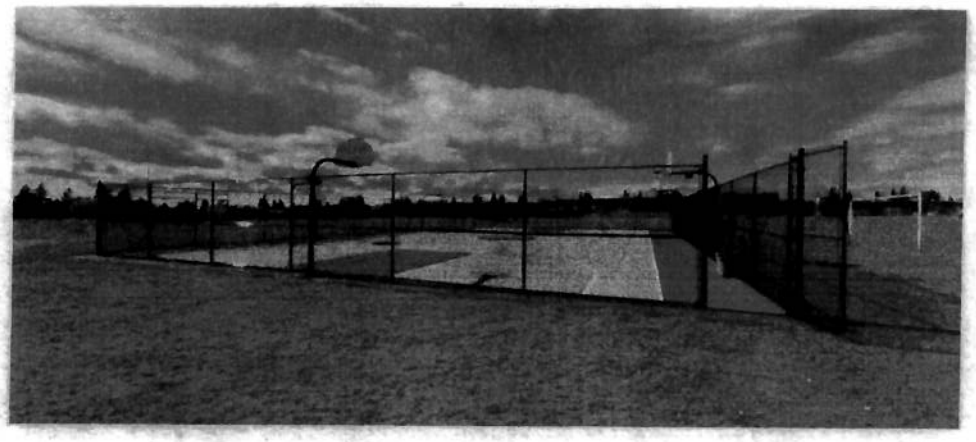
Lori Kariga
Treasurer,Forest Lawn Parent Advisory Association

Celia Burns
Casio Chairperson,Forest Lawn Parent Advisory Association









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Gaming Proceeds – Recipient Agreement

For donations to groups licensed with AGLC

Donations to licensed groups that conduct gaming events - casino, bingo, pull ticket, or raffles with a total ticket value over $20,000, do not require prior approval; however, the donor group must retain a copy of this signed Recipient Agreement.

By signature on this form, the recipient group confirms it is in good standing with AGLC.

NOTE: Groups licenced with AGLC that only conduct Raffles with a Total Ticket Value $20,000 or Less (i.e., that do not conduct casino, bingo, pull ticket, or raffle events with a total ticket value more than $20,000) must provide the Gaming Proceeds – Recipient Agreement for groups that are not licenced with AGLC (form 5507) to the donor group. The donor group is not required to submit the form to AGLC unless requested.

Date: _____

Donor Group: _____ AGLC ID#: _____

Donation Amount: $_____

THE RECIPIENT, _____ _____
(Organization Name) *AGLC #*

_____**, WILL:**
(Address, Town/City, Postal Code)

i) Deposit the proceeds into the recipient's gaming bank account.

ii) Use the proceeds according to the recipient's currently approved use of proceeds.

iii) Maintain a record of donations received showing the date, amount, and source of donated proceeds as well as the date, amount, and purpose of all disbursements of donated proceeds.

_____ _____
Recipient – Elected Executive (print name) Recipient – Elected Executive (signature)

_____ _____
Title Phone Number

Protection of Privacy
The personal information requested on this form is collected under the authority of Section 4(c) of the Alberta Protection of Privacy Act. It will be used for the administration of all policies and processes relating to Charitable Gaming Licensing. Automated systems may be used for internal analytics and/or support. If you have any questions, please contact our Privacy Officer at privacy@aglc.ca or via mail: AGLC, 50 Corriveau Avenue, St. Albert, AB T8N 3T5.

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Donations

Gaming proceeds may be donated to any eligible charitable group for purposes that comply with the AGLC Charitable Gaming Policies Handbook (CGPH). Policies for donations may be found in sections 4.3.9 and 4.4.6.

The recipient group is not required to be licensed with AGLC, but it must be a recognized non-profit group whose members are not directly related to the members of the donor group.

1. **Donations to Groups within Alberta that are Licensed with AGLC**

   Groups do not require prior AGLC approval to donate gaming proceeds, regardless of amount, to another group licensed with AGLC if the group:

   - Conducts one or more casino, bingo, pull ticket, or raffle with a total ticket value more than $20,000 events.
   - Deposits the proceeds to a gaming bank account.

   The donor group must retain a completed Recipient Agreement for Licensed AGLC Groups (Form 5627) but is not required to provide the form to AGLC unless requested.

2. **Donations to Groups within Alberta that are not Licensed with AGLC**

   a. **Donations that DO NOT require prior AGLC approval**

   Total annual donations up to $25,000 to any eligible individual charitable group within Alberta do not require prior AGLC approval if the recipient group meets one of the following:

   i. Is not licensed with AGLC.
   ii. Does not have a gaming bank account.
   iii. Is licensed and in good standing with AGLC but only conducts raffles with a total ticket value $20,000 and less.

   b. **Donations that DO require prior AGLC approval**

   Total annual donations more than $25,000 to any eligible individual charitable group within Alberta require prior AGLC approval if the recipient group meets one of the following:

   i. Is not licensed with AGLC.
   ii. Does not have a gaming bank account.
   iii. Is licensed and in good standing with AGLC but only conducts raffles with a total ticket value $20,000 and less.

   The donor group must submit the following forms to AGLC for prior approval:

   i. Request to Amend Use of Gaming Proceeds (Form 5506)
   ii. Recipient Agreement for Donations to Non-AGLC Licensed Organizations (Form 5507)

3. **Donations to Groups Outside Alberta, within Canada**

   Annual donations outside Alberta, within Canada, must not exceed 75% of all gaming proceeds earned.

   a. **Donations that DO NOT require prior AGLC approval**

   Total annual donations up to $10,000 to any eligible non-profit group outside Alberta, within Canada, do not require prior AGLC approval if:

   i. The recipient group supports disaster/emergency relief or nationally recognized programs that benefit Albertans.

The donor group must retain a completed Recipient Agreement for Non-AGLC Licensed Organization (Form 5507) but is not required to submit the form to AGLC unless requested.

b. Donations that DO require prior AGLC approval

Total annual donations more than $10,000 to any eligible non-profit group outside Alberta, within Canada, require prior AGLC approval. The recipient group must:

i. Support disaster/emergency relief or nationally-recognized programs that benefit Albertans.

The donor group must submit the following forms to AGLC for prior approval:

i. Request to Donate Proceeds Outside Alberta (form 5502)
ii. Recipient Agreement for Non- AGLC Licensed Organizations (form 5507)

4. Donations to Groups Outside Canada

Annual donations outside Canada must not exceed 50% of all gaming proceeds earned.

a. Donations that DO NOT require prior AGLC approval

Groups may make a total annual donation of $5,000 or less to any eligible non-profit group outside Canada without prior AGLC approval if:

i. The recipient group supports international disaster/emergency relief or projects in developing countries eligible for Canadian federal development assistance.

The donor group must retain a Recipient Agreement for Non-Licensed AGLC Organizations (Form 5507) but is not required to submit the form to AGLC unless requested.

b. Donations that DO require prior AGLC approval

Total annual donations more than $5,000 to any eligible non-profit group outside Canada require prior AGLC approval. The recipient group must:

i. Support international disaster/emergency relief or projects in developing countries eligible for Canadian federal development assistance.

The donor group must submit the following forms to AGLC for prior approval:

ii. Request to Donate Proceeds Outside Alberta (form 5502)
iii. Recipient Agreement for Non- AGLC Licensed Organizations (form 5507)