

Spruce Grove Composite High School Council Meeting Minutes October 20th

In Attendance:

Cheryl Otto, Principal, Linnea Nielsen, Vice Principal, Anne Montgomery, PSD Trustee, Rhonda Stewart, SGCHS School Chair, Brenda Cryer, John and Krista Tucker, Tracy Lebel, CPF Parkland Liaison, Nicole Buchanan, Donna Meier

1. Call to Order at 7:00 pm.
2. Introductions by all in Attendance.
3. Approval of the September 22nd, Meeting minutes. Tracy moved to approve the meeting minutes and Brenda Seconded, and all were in favour.
4. School Board Trustee Report by Anne Montgomery
5. School Council Chair's Report
 - Elections were held and Brenda Cryer is the new Chair of the SGCHS School Council, Tracy Lebel is the Vice Chair and Nicole Buchanan is the Secretary
 - CPF Report by Tracy Lebel, attended 2 Sessions at the National Conference and found them very informative. Tracy has volunteered to be the new CPF Liaison between CPF Alberta and CPF Parkland Chapter.
6. Administration Report by Cheryl Otto.

School Council

- COSC Meeting on Thursday will be virtual; the calendar will be updated to have the link for the meeting.

Surveys

- Q1 to Q2 Learning Option change form is due this Friday.
- Ed Development Plan Survey/form will be coming out to parents next week.

General

- Our Sept 30 count came in at 1097, up 66 students from last year. Of these, currently, 107 are Learning from Home.
- We have the Exam Room has expanded to twice a week on Tuesdays and Thursdays from 3:30-5:00 so that students who have been away can catch up outside of class time.
- Virtual Post Secondary Event was Oct 15. No in person school visits this year but we will have virtual 1 to 1s. MacEwan, NAIT and King's have all been in; Concordia is booked for next Tuesday.
- Retakes for school photos are Wed., Oct 21.
- Letters will be coming from Grade Coordinators to remind you that Quarter 1 ends in two weeks; Nov 3 is the last day of classes. As such, teachers will be setting their course recommendations; if there is a change in stream, they will be reaching out.

- First wall is up for Building Futures. We have 6 kids who are involved in this program where students do their gr 10 year working on building a house with Coventry Homes. There was a media blitz for this event.
- Intro to Trades students are working on a variety of things, including building a tiny home.

Extra-Curricular

- D & D and GSA have started.
- Volleyball has expanded to a competition of 4 games against Memorial only. Their Girls' Team was here Monday; our boys go there Thursday. The reverse happens next week. There is the potential for this to continue after Fall Break should all go well.

Misc

- Staff has agreed to have students eat in their cars.
- Classrooms have been opened up for lunch time unless there is Seminar going on or expensive/dangerous equipment requiring supervision within.
- Doors now open at 8:10 am

Staffing Update

- Mr. Connor Jamieson (Math and Science) and Mrs. Audrey Sonnenberg (English and Social) have joined our AAC (InReach) to assist with learners on modules.

Question and Answers:

- Question regarding having meetings in person rather than online in a space large enough so that 6 foot distancing an occur. Cheryl will look into this as most places are cleaned and sanitized by the custodians at the end of the school day.

7. Adjournment of the meeting at 7:40 pm



Annual General Meeting:

**Please join us for our AGM on October 19, 2021
at 7:00 pm in the Library or Virtually on line.**

POSITIONS ARE AS FOLLOWS:

CHAIR

VICE CHAIR

SECRETARY

It is expected that the School Council Executive Members will be a parent of a student enrolled in the School

DUTIES OF THE EXECUTIVE MEMBERS:

VICE-CHAIR:

SECRETARY:

1. Chair all meeting of the School Council
 2. Coordinate with the Principal to establish meeting agendas
 3. Communicate with the Principal on a regular basis
 4. Decide all matters relate to rules of order at the meetings
 5. Ensure that School Council Operating Procedures are current and followed
 6. Be the official Spokesperson of the School Council
 7. Ensure that there is regular communication with the whole School Community
 8. Review any communication to the School community prior to distribution and include the Principal in same.
 9. Stay informed about School Board policy that impacts School Council
 10. Comply with the School Councils Regulation by providing the School Board with an annual report that summarizes the School Council's activities for the previous school year, no later than September 30th
 11. Have general responsibility of all activities of School Council
1. Unless otherwise delegated, the Vice-Chair of the School Council will:
 1. In the event of resignation, incapacity or leave of the Chair, fulfill the Chair's responsibilities
 2. In the absence of the Chair, supervise the affairs and preside at any meetings of the School Council
 3. Work with and support the Chair in agenda preparation
 4. Ensure the appropriate management, in compliance with PIPA, of any personal information collected on behalf of the School Council
 5. Assume responsibility, in consultation with the School Council for communicating with other parent groups within the school
 6. Promote teamwork and assist the Chair in the smooth running of the meetings
 7. Keep informed of relevant School and School Board policies
 8. Prepare to assume the position of Chair in the future
 9. Assist the Chair and undertake tasks assigned by the Chair
 2. Unless otherwise delegated, the Secretary of the School Council will:
 1. Act as recorder at each meeting and ensure that the minutes are prepared accurately to reflect the directions agreed to at the meeting
 2. Keep minutes, correspondence, records and other School Council documents, and ensure that all relevant documents (as per legislation) are available to the public in an accessible location in the school, for a period of 7 years
 3. Maintain dated record of all the Members of School Council who have knowingly provided their contact information, in compliance with PIPA
 4. Distribute, as determined by the School Council, agendas, minutes, notices of meetings and notices of other events

