



**LAURA SECORD SCHOOL COUNCIL MINUTES**  
**April 15, 2019 at 7:00 pm**

**Present:** Helena Tritchew, Jennifer Johnson, Kelly Vlaar, Tracy Turavani, Richard Juritsch, Jean Kozela, Leah Klassen (Prefects), Maggie Umanetz (Student Union)

**Regrets:** Lori Blake, Natasha Lupish, Sandy Cowan, Natalie Brown, Byron Gracey, Justin Moore

Item	Discussion, Events, Activities	Action/Upcoming Activities	Person(s) Responsible	
1.0	<b>Call to Order/Welcome</b>			
2.0	<b>Adoption of Agenda</b>			
3.0	<b>Approval of February Minutes</b> <ul style="list-style-type: none"> <li>• 1<sup>st</sup> – Richard Juritsch; Jennifer Johnson will request Mike Balsom place on LSSS Website</li> <li>• 2<sup>nd</sup> – Jean Kozela</li> </ul>			
4.0	<b>Correspondence</b>	<ul style="list-style-type: none"> <li>• Email from family moving to Niagara from Colorado requesting input re: school, community</li> <li>• PIC – policies are available on DSBN website for parent input until April 25, 2019</li> </ul>	Provide input to family	Jennifer
5.0	<b>Reports</b>			
5.1	Prefects	<ul style="list-style-type: none"> <li>• Parent/Teacher Conferences (April 4) - went smoothly, busy at beginning</li> <li>• Yearbook group photos (April 10) – went</li> </ul>	Provide support to upcoming events	Leah

		<p>smoothly</p> <ul style="list-style-type: none"> <li>• Motivational speaker (April 12) – loaded students into auditorium</li> </ul> <p><u>Upcoming</u></p> <ul style="list-style-type: none"> <li>• GSA Symposium (April 30) – awaiting details</li> <li>• Head and new Prefect selection for next year (May - TBD)</li> <li>• Parent Council Event (May 22) – received details from Council; 8 Prefects required to help with set up, guiding parents to upper cafeteria and helping with reception – coffee, water, cookies and clean up</li> <li>• Rankin Run (May 24) – help along route</li> </ul>		
5.2	Student Union	<ul style="list-style-type: none"> <li>• Coffee House held on April 11 was successful and well-organized</li> <li>• Lip Sync Battle to be held on April 24/25 at lunch</li> <li>• Spirit Week including Grade Wards to be held week of May 26-30; may include Hawaiian Dance, Dress Like Your Favourite Teacher, etc.; Grades will receive points and a winner will be determined with prizes</li> <li>• International Kindness Day (June 2) – may have students encouraged to wear white t-shirts and have fabric markers for friends to write positive messages on shirts</li> </ul>	Plan and implement activities	Justin/Maggie (Student Union)
5.3	Principal	<ul style="list-style-type: none"> <li>• Begun staffing for next year; there may be some political impacts – awaiting further details</li> <li>• Student Voice – revitalized Secord Cares initiative – invited 25 student leaders to join,</li> </ul>		Helena

		<p>common themes identified (time management, managing stress, life balance, peer pressure); will work to unpack these topics and determine the root causes of issues; next meeting at end of April to develop plan to carry into next year; immediate focus on well-being during upcoming mental health week</p> <ul style="list-style-type: none"> <li>• MSIP – will revisit original intention through survey feedback, etc. to determine continuation or potential changes to ensure best use of time</li> <li>• Student Walkout (April 3) – No communications from DSBN as it was not a board initiative; well represented by students</li> <li>• Mid-term report cards to be distributed (April 29)</li> </ul>		
5.4	Guidance Report	<ul style="list-style-type: none"> <li>• Course selections complete (April)</li> <li>• Course verification forms to be sent home (April 23); No further changes after May 1</li> <li>• Grads: Assembly and OSAP presentation (April 11); Breakfast/rehearsal (May 14); Community involvement hours (due May 31); Valedictorian nominations (April 30) with student vote happening during Grad breakfast; Staff nominations for Rotary Medalists (male/female) underway with student vote (May 1)</li> <li>• Commencement (June 27 at 6 pm); invitations and information will be sent to grads in May</li> <li>• Commencement Awards in progress; website updated including School Council Awards</li> </ul>	Visit Guidance website for more information	

		<ul style="list-style-type: none"> <li>• College acceptances (by May 1)</li> <li>• University acceptances (by June 3)</li> <li>• OSAP/Scholarships/Bursary applications including Secord awards (due May 21)</li> </ul>		
5.5	Treasurer	<p><u>Current account balances:</u></p> <p>\$923.51 (General account)  \$1500.14 (Nevadaman account)  \$500.00 (Annual PIC Fund)  \$2423.65 (Current funds available)  <del>-\$1250.00</del> Allocated Funds – Scholarships x 5 = \$1250  <b>\$1173.65</b> (Forecast balance of at end of school year)</p> <p>* Student Union Start-up \$200; PRO Grant?</p> <p>Leslie confirmed grad hats now covered in Grad Fee, therefore the Council does not need to donate money this year.</p>		
5.6	Event Volunteer Committee (EVC)	<p><u>PAST EVENTS</u></p> <ul style="list-style-type: none"> <li>• Parent/Teacher Conferences (April 4)- Jennifer Johnson, Richard Juritsch, Sandy Cowan, Heidi Poltl</li> <li>• Coffee House – no volunteers requested</li> </ul> <p><u>UPCOMING EVENTS</u></p> <ul style="list-style-type: none"> <li>• Parent Engagement Event (May 22)</li> <li>• Graduation ceremony</li> </ul>	<p>Help with parent council event promotion</p> <p>Check if parent support is needed at grad ceremony</p>	<p>Tracey/All (see below)</p> <p>Leslie to confirm if parent support is needed</p>
5.7	PRO Grant	<p><u>Completed:</u></p> <ul style="list-style-type: none"> <li>• Handout cards at Parent/Teacher</li> </ul>		

		<p>Conferences</p> <ul style="list-style-type: none"> <li>Website promo</li> </ul> <p><u>To do:</u></p> <ul style="list-style-type: none"> <li>Event promotions</li> <li>RSVP tracking</li> <li>Room set-up with tables for inter-action</li> <li>Reception – water, tea, coffee, cookies (TBD)</li> <li>Arrange payment for facilitator (\$800 cheque)</li> <li>Final report due via PRO Grant website June 2019</li> </ul>	<p>Assist with promoting event through school channels and track RSVPs</p> <p>Promote event through FB</p> <p>Plan reception items and payment for facilitator</p> <p>Check if notepads/pens are needed; possible donation from PIC</p> <p>Send email reminder to those who have RSVP'd a few days before event</p> <p>Complete final report (June)</p>	<p>Kelly/Helena/Leslie/Tracey N – voicegate, website, feeder schools, posters in schools, add to Gr. 9 report card packages</p> <p>Jennifer/All</p> <p>Jean</p> <p>Kelly/Jennifer</p> <p>Kelly/Tracey N</p> <p>Kelly</p>
<b>6.0</b>	<b>Adoption of Reports</b>	1 <sup>st</sup> – Kelly		

		2 <sup>nd</sup> – Tracey		
<b>7.0</b>	<b>Other Business</b>			
<b>7.1</b>	<b>Safe Talk Training</b>	<ul style="list-style-type: none"> <li>Confirm if training can be offered (free of charge) through Public Health Nurse for Council and Student Union members (if not already taken) during week of October 7-10, 2019</li> </ul>	Contact Public Health to request training	Helena/Jennifer
<b>7.2</b>	<b>PIC Chairperson Session</b>	<p>Jennifer attended on March 6 at Jean Sauvé School; primarily a networking opportunity; shared table with other representatives from secondary schools; provided highlights from workshop; Have a general idea of what topics will be discussed at School Council for the entire school year before the first meeting:</p> <ul style="list-style-type: none"> <li>September- Elections, EQAO results, Goals for the year</li> <li>October/November- School Improvement Plan and how Council can help</li> <li>January/February- Policies under review with DSBN, Draft School Year Calendar</li> <li>March/April- Recruitment strategies for new year, by-law reviews and updates</li> <li>May/June- Assessment of School Council, finance wrap up, Annual Report, and creation of Election Committee for next year</li> </ul>		Jennifer
<b>7.3</b>	<b>Rankin Run Trivia Night</b>	<ul style="list-style-type: none"> <li>Being held May 4 in the cafeteria</li> <li>\$20/person</li> </ul>	Let Jennifer know if you wish to participate	
<b>7.2</b>	<b>Dates to Remember</b>	<p>April 19 Good Friday (School Closed)  April 22 Easter Monday (School Closed)  April 29 Mid-term Report Cards</p>		

		May 4 Rankin Run Garage Sale & Trivia Night May 20 Victoria Day May 22 Parent Council Event May 24 Rankin Run June 27 Commencement		
<b>8.0</b>	<b>Next Meeting</b>	<b>Monday, May 13<sup>th</sup> @ 7:00 pm (Library Learning Commons)</b>		