



## LAURA SECORD SCHOOL COUNCIL MINUTES October 21, 2019 - 7:00 pm

**Present:** Teri Thomson (Vice Principal), Christine Lafferty (Prefect Staff Lead), Jennifer Johnson, Sandy Cowan, Tracey Turavani, Kelly Vlaar, Heidi Poltl, Rebecca Kamin, Jan van t'Riet, Helen Mancini, Ian Middleton (Student Union), Olivia Reyno (Prefects), Sarah Turavani (Prefects)

**Regrets:** Helena Tritchew (Principal), Leslie Wilson (Guidance), Carly J (Student Union), Jean Kozela, Keith Leclair, Tara Christensen-Watson, Mayumi Munoz;

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> - No Guidance report – remove from agenda Agenda adopted as revised.		
3.0	<b>Approval of September 2019 Minutes</b> 1 <sup>st</sup> – Tracey Turavani 2 <sup>nd</sup> – Heidi Poltl		
4.0	<b>Correspondence</b> <ul style="list-style-type: none"> <li>PIC Email – Conference Nov 6 @ Eden High School; details on school website</li> <li>Wayne Jones – email received re: parenting workshops to consider for future</li> </ul>	N/A	Jennifer
5.0	<b>Reports</b>		
5.1	Prefects <ul style="list-style-type: none"> <li>Parent Teacher Conference support (October 17) – assisted with registration, parent greeters, etc.</li> <li>DSBN Art Battle (October 24) – waiting for information</li> <li>Grade 8 Day (Nov 6) – waiting for information</li> <li>Grade 8 Open House (Nov 27) – waiting for information)2</li> </ul>	Confirm details for upcoming events	Olivia/Prefects
5.2	Student Union <ul style="list-style-type: none"> <li>Halloween Dance (October 24) – no parent chaperones required</li> <li>Halloween Spirit Week (w/o October 28) – variety of daily activities</li> </ul>	Confirm date of Coffee House	Ian/Student Union

Item		Discussion, Events, Activities	Action/Upcoming Activities	Person(s) Responsible
		<ul style="list-style-type: none"> <li>planned</li> <li>Coffee House – date TBD (Nov or Dec)</li> </ul>		
5.3	Principal	<ul style="list-style-type: none"> <li>Progress Reports issued (Oct 15); Student Success Team working with students that require support and following up with teachers</li> <li>Parent/Teacher Conference held (Oct 17)</li> <li>Walk a Mile in Her Shoes event – more than \$400 raised by school and \$4000+ raised by student Logan L (Oct 18)</li> <li>Halloween Dance (Oct 24); forms required for guests</li> <li>Take Your Kids to Work Day (Gr 9s) (Nov 6) – forms will be issued to students</li> <li>Grade 8 Day (Nov 6) – welcome students from feeder schools; experience elective classes (abbreviated schedule); tour school; etc.</li> <li>Grade 8 Open House (Nov 27) – online registration for Grade 8s and families; extra-curricular teams and games (music, drama, art); classrooms open and meet the teachers, flyers being made and invitations go to family of schools</li> <li>FSF students won 2<sup>nd</sup> place at the Brock -Niagara French contest!</li> <li>Ultimate Frisbee and Cross Country Teams going to SOSSA</li> <li>College/University visits and fairs – ongoing, along with Grade 12 Grad interviews with Guidance</li> <li>Teacher development – literacy initiative; analyzed results of previous tests to assess current state and future needs; implementing resources based on student needs; selecting areas to support improvements, as part of overall school improvement plan</li> <li>Honour Roll event – date and details TBD</li> </ul>	<p>Confirm details of Honour Roll event</p>                <p>Confirm School Council table; lanyards; speaking remarks at Gr 8 Open House</p>	<p>Teri</p>                <p>Teri/Jennifer</p>
5.4	Treasurer	<ul style="list-style-type: none"> <li>Outlined accounts and approach - not typical fundraising like elementary schools; main sources of revenue are Nevadaman (\$1200-1500/year); assist with concessions during musicals/concerts; \$500 in PIC funds from DSNB for incidentals such as signage, photocopying, etc.; Present 5x \$250 School Council Scholarships each year (recipients chosen by staff)</li> <li>Current account balances:</li> </ul> <p>\$943.91 (General account)  \$533.71 (Nevadaman account)  \$500 (Annual PIC Fund)</p>		

Item		Discussion, Events, Activities	Action/Upcoming Activities	Person(s) Responsible
		<p>\$1977.62 (Current funds available)</p> <p><del>-\$1250</del> (Allocated Funds – Scholarships x 5 = \$1250)</p> <p><b>\$727.62</b> (Forecast balance of at end of school year, excluding future Nevadaman earnings)</p>		
5.5	Event Volunteer Committee (EVC)	<ul style="list-style-type: none"> <li>Grade 9 Night (Sep 26) – School Council table (manned by Jennifer, Kelly, Heidi)</li> <li>Parent Teacher Conference (Oct 17) (manned by Jennifer, Jennifer, Sandy, Lisa and Heidi)</li> <li>Grade 8 Open House (Nov 27) (so far being manned by Jennifer and Kelly)</li> <li>Holiday Music Concert (Dec 12)</li> </ul>	<p>Confirm Council members to man table at Gr. 8 Open House</p> <p>Confirm if Council able to sell refreshments at Holiday Music Concert</p>	<p>Tracey</p> <p>Jennifer</p>
5.6	Chair's Report	<ul style="list-style-type: none"> <li>Council By-Law Review – done every 3 years; located on website in School Council tab; due for review this year; Sandy will review in detail and note any updates required; all welcome to provide input to Sandy by next meeting; vote will be held at next meeting for any changes, if needed</li> <li>Safe Talk Trg – scope Jan 20 or 27 dates; all welcome; need 10-20 participants; 2.5 hours long; facilitated by trainer from Niagara Health; will have sign-up at next mtg</li> <li>Mama Mia Musical – Council refreshments evening performances (March 26, 27, 28 and April 2, 3, 4)</li> <li>School Council lanyards – need more/blank ones</li> <li>Facebook page – reminder to members as another way to stay informed (“Laura Secord School Council”)</li> <li>Council Reports – reminder to send these to the Secretary (Kelly) in advance of meetings</li> <li>Spirit Wear – Council hoodies are \$42 (incl. Tax) – order through Mr. Reid using order form</li> <li>School Cash Online – encourage teachers to use more often/consistently</li> </ul>	<p>Review and update by-laws</p> <p>Confirm date for Safetalk Trg and prep for sign up at next Council mtg</p> <p>Confirm concessions at Mama Mia and Holiday Concert</p> <p>Send list of people to school secretary for lanyards</p> <p>Email order form for Spirit Wear to all on contact list</p> <p>Communicate benefits of School Cash Online</p>	<p>Sandy</p> <p>Jennifer</p> <p>Jennifer/Sandy</p> <p>Jennifer</p> <p>Jennifer</p> <p>Helena/Teri</p>

Item	Discussion, Events, Activities		Action/Upcoming Activities	Person(s) Responsible
		to faculty		
<b>6.0</b>	<b>Adoption of Reports</b> 1 <sup>st</sup> – Kelly Vlaar 2 <sup>nd</sup> – Tracey			
<b>7.0</b>	<b>Other Business</b>			
7.1	School Council Photo	<ul style="list-style-type: none"> <li>• Photo taken</li> </ul>	Send photo and names to Mike Balsom for the website	Jennifer
7.2	Important Dates	<ul style="list-style-type: none"> <li>• DSBN Art Battle (Oct 24)</li> <li>• Halloween Zombie Dance (Oct 24)</li> <li>• Spirit Week (week of Oct 28)</li> <li>• Take Your Kids to Work Day (Nov 6)</li> <li>• Grade 8 Day (Nov 6)</li> <li>• Remembrance Day (Nov 11)</li> <li>• Grade 8 Open House (Nov 27)</li> <li>• Holiday Music Concert (Dec 12)</li> <li>• Safe Talk Training for Council Members (Jan – TBD)</li> </ul>		
7.3	Items for Next Meeting	<ul style="list-style-type: none"> <li>• Reminder to Council members to attend a min. of 3 meetings in order to remain an active member and attend the year-end social</li> <li>• Heidi to bring lots of yummy baked goods! 😊</li> </ul>		Heidi
<b>8.0</b>	<b>Next Meeting</b> <b>Monday, November 18 @ 7:00 pm (Library Learning Commons)</b>			