



**LAURA SECORD SCHOOL COUNCIL MINUTES**  
**Monday September 21st - 7:00 pm**

**Present:**, Jennifer Johnson, Sandy Cowan, Jean Kozela, Lisa Schmauder, Ashley Warkentin, Victoria Mattucci-Ganski, Traci Christenson-Watson, Jan van't Reit, Amanda Fretz, Karen Chcoski, Teri Thompson, Mayumi Munoz, Clair Jullien, Helen Mancini, Nicole Thompson, Amy Forte, Colleen Egan, Joy Janzen

**Regrets:** Helena Tritchew, Leslie Wilson, Lucy Teminski

Item	Discussion, Events, Activities	Action/Upcoming Activities	Person(s) Responsible
1.0	<p><b>Call to order/welcome</b></p> <ul style="list-style-type: none"> <li>• Welcome back to returning parents and thank you for joining us again this year</li> <li>• Welcome to all new parents, we are glad to have you join us today. If you intend to join for the remainder of the year, see below for details.</li> <li>• Your previous executive: Co-chairs Jennifer and Sandi, Treasurer Jean. The remaining executive has “graduated”</li> <li>• We have openings for all executive: Chair/Co-Chair(s), Treasurer, Secretary, EVO Chair and committee and PRO Grant Chair. See details below.</li> <li>• Introductions of members</li> <li>• What do we do: Support Student activities such as Coffee Houses, Musicals, Drama nights, etc. We volunteer to help support in a variety of ways including information tables and concession stands.</li> <li>• Fundraising is not a big part of what we do.</li> </ul>		
2.0	<p><b>Adoption of agenda</b></p> <ul style="list-style-type: none"> <li>• No changes requested</li> <li>• 1<sup>st</sup>: Karen C</li> <li>• 2<sup>nd</sup>: Jean K</li> </ul>		
3.0	<p><b>Approval of June 15, 2020 Minutes</b></p> <ul style="list-style-type: none"> <li>• Will be posted on the LSS website under parent council tab</li> <li>• 1<sup>st</sup> : Tracy G</li> <li>• 2<sup>nd</sup> – Sandy C</li> </ul>		

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4.0	Correspondence	<ul style="list-style-type: none"> <li>Over the summer Thank You cards from Scholarship recipients were received from: Bella P, attending Waterloo University; Sade W, attending Queens University; Sala W, attending Waterloo University.</li> </ul>		
5.0	Reports			
5a	Student Union	<ul style="list-style-type: none"> <li>There are representatives from grade 10-12 for this year's student council.</li> <li>Interested grade 9s are invited to talk to Ms. Thompson. At this time, we are unsure what activities we will be allowed to participate in.</li> <li>Student Senate: Sky Reid and Sophie Brawn</li> </ul>		
5b	Prefect	<ul style="list-style-type: none"> <li>Christine Lafferty is our teacher representative.</li> <li>Lucy Teminski our Prefect representative.</li> <li>We are not recruiting members at this time. We will keep everyone updated as the year moves on.</li> <li>Current Prefects met during MSIP last week. Their first activities included directing traffic on the Grade 9's first day of school.</li> </ul>		
5c	Guidance	<ul style="list-style-type: none"> <li>Leslie Wilson absent</li> <li>Terry will be providing an update below.</li> </ul>		
5d	Principal	<ul style="list-style-type: none"> <li>Opening Preparation: <ul style="list-style-type: none"> <li>Signage and directional information for students was complete including hallways and stairs</li> <li>staff were trained in the health and safety online as construction was still happening at the school.</li> <li>Handwashing and sanitizers were set up at each entrance; extra masks were available</li> </ul> </li> <li>New for this year: <ul style="list-style-type: none"> <li>Teacher were at all entrances and exits to monitor compliance from staff and students on the first day of school for each cohort</li> <li>Students have 2 staggered 10-minute breaks to go outside for fresh air and are able to remove their masks.</li> </ul> </li> </ul>	Look into study hall for after school while kids wait for busses	Terry

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		<ul style="list-style-type: none"> <li>○ Teachers take attendance online and in person using the D2L link Attendance check-in</li> <li>○ We are still working on ventilation in the auditorium and gym. The following have been changed to accommodate distancing and proper air circulation: Drama in upstairs cafeteria, vocals in upstairs cafeteria classroom, Art in the lower cafeteria, Phys Ed in the lower cafeteria and outside until Gym is ready.</li> <li>● Study hall begins at 8:10 in library. Students are to sign up as they require. <ul style="list-style-type: none"> <li>○ Will there be a study hall for kids at the end of the day waiting for busses, rather than waiting outside?</li> </ul> </li> <li>● We are still working on any challenges with student transfers as well as transportation issues.</li> <li>● Verification reports are being sent home this week while Student Agreements and Consent forms have been handled through Cash Online.</li> <li>● For information on the Blocks, please see the parent and student guides on the LSS website. <ul style="list-style-type: none"> <li>○ <a href="http://www.Dsbn.org/docs/default-source/default-document-library/secondary-guide-2020-new.pdf">www.Dsbn.org/docs/default-source/default-document-library/secondary-guide-2020-new.pdf</a></li> </ul> </li> <li>● AchieveED is the new platform for teachers to use for submission. But they have to use this or D2L.</li> <li>● Fall Grad will not proceed for last year's graduates. This is due to the 25-person cap.</li> <li>● Tech is still going out such as Chromebook. We have between 60-70 devices out now and have reached our capacity at this time.</li> <li>● See the attached information for more details</li> </ul>		
<b>5e</b>	Treasurer	<ul style="list-style-type: none"> <li>● Fundraising during the year: <ul style="list-style-type: none"> <li>○ License to sell Nevada break open tickets to sponsor Graduation Scholarships</li> <li>○ Run concessions during concerts and plays</li> </ul> </li> </ul>		

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		<ul style="list-style-type: none"> <li>• Each year we offer 5 grad scholarships. This year they were awarded to Maria G, Andrea N, Bella P, Sadie W, Selah W. All received \$250.</li> <li>• General Fund: \$88.91</li> <li>• Nevada Account: \$937.30</li> <li>• Current available: \$1026.21</li> <li>• Allocation for 2021 scholarships: \$1250.00</li> <li>• Funds available after allocation: -\$223.79</li> <li>• Pic funds 2020/2021 \$500.00 refilled annually by DSNB Parent Involvement Funds for us to use for functions and operating costs</li> <li>• We typically donate to \$50 to school for photocopying.</li> <li>• Detailed report is attached to minutes for each meeting</li> </ul>		
<b>5f</b>	Event Volunteer Committee (EVC)	<ul style="list-style-type: none"> <li>• An EVC coordinator is needed. Please let Sandy or Jennifer know if you are interested</li> <li>• We also are looking for volunteers to help out at events. Again, please speak to Sandy or Jennifer.</li> <li>• On this subcommittee you will be asked to assist with school events. Not a lot of time is needed, and this allows you to be more involved in the activities at the school. For example: Setting up and running concession stands, open houses welcome tables, chaperones for some events.</li> </ul>	Declare of intent to participate	Anyone wishing to be part of EVC
<b>5g</b>	PRO Grant Event	<ul style="list-style-type: none"> <li>• Submits applications for bursaries up to \$1000.00 to help facilitate parent events/workshops/speakers/fairs. Traditionally holds them the off year from our Musical.</li> <li>• Suggestions to think of additional fundraisers.</li> </ul>	Declare of intent to participate.	Anyone wishing to be part of PRO Grant Event
<b>6.0</b>	<b>Adoption of Reports</b>			
	1 <sup>st</sup> – Jean K			
	2 <sup>nd</sup> – Jon v			
<b>7.0</b>	<b>Other Business</b>			
	Grad for Class of 2020	<ul style="list-style-type: none"> <li>• Graduation Ceremonies have been cancelled for those graduation in 2020.</li> </ul>		

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	Appointment of Community Members	<ul style="list-style-type: none"> <li>Community members include Jean K and Jennifer J. While their kids have graduated, their commitment to the school remains strong. Thank you for your support.</li> </ul>		
	Items for next meeting: Nomination and Election of 2020/2021 State of Officers	<ul style="list-style-type: none"> <li>If you wish to continue on the Parent Council at LSS please email Jean at <a href="mailto:kozela.jean.tom@gmail.com">kozela.jean.tom@gmail.com</a> (election committee) by October 2. This is your commitment to be a regular member of the team and allows you a vote on the council. <ul style="list-style-type: none"> <li><i>"I wish to declare my intention for an elected parent member position as a parent/guardian representative on the LSS Parent Council"</i>.</li> <li>Please acknowledge if you are a DSBN employee</li> </ul> </li> <li>Parent members will vote for executive positions <ul style="list-style-type: none"> <li>Chairs/co-chair</li> <li>Vice chair (optional)</li> <li>Treasurer</li> <li>Secretary</li> <li>EVC</li> <li>PRO</li> </ul> </li> <li>Bylaws are attached to the minutes. Please read before the next meeting and email Sandy or Jennifer if you have any questions.</li> </ul>	Declaration of intention	Anyone wishing to be part of the 2020/2021 Parent Council at LSS
	Goals of the year	<ul style="list-style-type: none"> <li>Stay positive and test negative!</li> </ul>		
	Meeting dates for 2020/2021 year	<ul style="list-style-type: none"> <li>September 21; October 5; November 16; January 11; February 22; April 12; May 10; June 14.</li> <li>Meetings take place on Monday evenings from 7:00pm – 9:00pm.</li> </ul>		
	Motion to Adjourn	<ul style="list-style-type: none"> <li>1<sup>st</sup>: Jan</li> <li>2<sup>nd</sup>: Helen</li> </ul>		
<b>8.0</b>	<b>Next Meeting</b>	Monday October 5, 2020 at 7:00pm, online/Virtual Meeting		