

Leduc Composite High School Parent Association
AGENDA – March 1st, 2017

Call to Order: 6:30 p.m. by _____
Minutes recorded by: _____

1. **Thank You & Introductions**
2. **Additions to & Approval of Agenda:** **Motion to Approve:** _____ **Carried:** Yes No
3. **Minutes of Previous Meetings (Feb 1st, 2017)** **Motion to Approve:** _____ **Carried:** Yes No
4. **Correspondence**
 - a.
5. **Business Arising from the Previous Minutes**
 - a. Notice to File Society Annual Returns for 2014, 2015 & 2016
ACTION ITEM: Treasurers to prepare and file with Corporate Registry Society Annual Returns for 2014, 2015 & 2016.
 - b. AGLC Account Update
ACTION ITEM: Missy Chehayeb to confirm online access to AGLC account and to file update to Executive information to be filed with AGLC.
 - c. Electronic Funds Transfer (EFT) of Parent Paid LCHS PA fees
ACTION ITEM: Tasha Gerlitz to contact Tricia Barker in the school Accounting Office to follow up.
 - d. Legal Name Change Filing - **COMPLETED**
 - e. Google Email & Drive Update (L. Bauckman) – **IN PROGRESS**
 - f. *Summary of Motions / Purchases / Calendar to be prepared and maintained in the PCHS PA Google Drive.* - **IN PROGRESS**
 - g.
6. **Reports**
 - a. Treasurers' Report (S. Burghardt / S. Hashem)
 - i. Financial Statement: February 2017
Motion to Accept: _____ **Second:** _____ **Carried:** Yes No
 - b. Casino (R. Mitchell)
 - c. Grad Banquet Planning Committee (as reported under the School Council Meeting of the same date)
 - d. AFTERgrad Planning Committee (as reported under the School Council Meeting of the same date)
7. **New Business**
 - a. New Funding Requests (P. Wozny)
 - b.
8. **Parent Comments**
 - a.
9. **Next Meeting:** April 5th, 2017 in the Staff Room following the LCHS SC Meeting
10. **Adjournment:** @ _____ **pm**