

# Leduc Composite High School Parent Association Meeting Minutes – February 1<sup>st</sup>, 2017

Minutes recorded and prepared by L. Bauckman

The meeting was called to order by M. Tait at 7:44 p.m.

## In attendance:

### Parents

Michelle Tait (Co-Chair)  
Missy Chehayeb (Past Chair)  
Lori Bauckman (Secretary)

Sharon Burghardt (Co-Treasurer)  
Debbie Weir  
Katherine Halverson

### Admin

Dr. Paul Wozny (Principal, LCHS)  
Dave Holbrow (Asst. Principal, LCHS)  
Renee Drover (Empowerment, LCHS)

1. Thank You & Introductions
  2. Additions to & Approval of Agenda - **Motion to Approve As Amended:** **S. Burghardt** **Carried**
  3. Minutes of Previous Meeting – **S. Burghardt** **Carried**  
**S. Burghardt** **Carried**
    - Dec 7<sup>th</sup>, 2016 Motion to Approve:
    - Jan 11<sup>th</sup>, 2017 Motion to Approve:
  4. Correspondence
    - a. Purdy's Chocolate Spring Fundraising information brochure
  5. Business Arising from the Previous Minutes
    - a. Notice to File Society Annual Returns for 2014, 2015 & 2016 – Filings were executed, but data entry errors at the Registry Office require amendments.  
**ACTION ITEM: S. Burghardt to send letter to Corporate Registry to correct Annual Returns for 2014, 2015 & 2016.**
    - b. AGLC Account Update – Account access updated; Notice of Change in Executive form still to be filed.  
**ACTION ITEM: S. Burghardt to complete and file Notice of Change in Executive 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. - TABLED**
    - d. Legal Name Change Filing - Cheques required for NUANS Report and Name Change Filing received.  
**ACTION ITEM: L. Bauckman to obtain NUANS Report and file Name Change Request with Alberta Corporate Registry.**
    - e. Google Email & Drive Update (L. Bauckman) – **IN PROGRESS**
    - f. Funding Requests (P. Wozny)
      - i. Broadcast Journalism Department – Camera Grant (Tabled from Jan 11/17 meeting)  
Discussion regarding funding of this request considered the fact that significant funding was provided to this program last year and that the primary reason cited in the funding request is to film the Division-led trip to VIMY over Spring Break. The suggestion was made that if the PA elected not to fund this request, the school should approach the Board of Trustees to request that they fund this request as it supports their initiative.  
**MOTION: M. Chehayeb moved to grant the request as presented.** **Second: K. Halvorsen** **DEFEATED**  
(1 vote in favour; 4 votes against)
  6. Reports
    - a. Treasurer's Report (S. Burghardt)
      - ii. Financial Statements provided for January 2017  
**MOTION to Accept as presented: S. Burghardt** **Second: M. Chehayeb** **Carried**
    - b. Casino – Nothing to Report
    - 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) – NONE
    - b. Summary of Motions / Purchases / Calendar to be prepared and maintained in the PCHS PA Google Drive.  
**ACTION ITEM: L. Bauckman to initiate Google Drive Calendar to record key LCHS PA dates and documents to track and record Motions and purchases via Funding Requests to allow better tracking of funding.**
  8. Adjourned at 8:22 pm.
- Next Meeting:** March 1<sup>st</sup>. 2017 following the LCHS School Council Meeting