

Leduc Composite High School
School Council Agenda

November 4, 2020, 6:30 pm (<https://meet.google.com/eyw-gzpx-uhc>)
upon arrival, please mute your mike and sign in (name and email) via chat.

1. Call to order
2. Welcome and Introductions
3. Adoption of Agenda
Motioned by: Seconded by: Carried: Yes / No
4. Adoption of Minutes of September 30, 2020
Motioned by: Seconded by: Carried: Yes / No
5. Business Arising from Previous Minutes: Note the Special Events terms of reference from the PA procedures, attached. No Vocational Showcase subcommittee this year.
6. Correspondence:
 - a. ASCA: 15 min survey on how parents feel about school re-entry due Nov. 6 (<https://ca.surveygizmo.com/s3/50085641/ASCApreventcovidtest>). Resolutions for 2021 AGM due Jan 15 (we don't usually submit any; 2020 resolutions were discussed in October). Alberta Ed doing online "Respect in School" course to reduce bullying and discrimination available for all those interacting with students. Roots of Resilience foundation offers understanding of Indigenous worldview.
7. Reports
 - a. Black Gold: Board Highlights (also available online): Sept 23 highlights available online. Fall Trustee newsletter available. Leduc trustees will be assigned specific schools, except that both are assigned to LCHS. Again, most news relevant to us highlighted by the trustees at our Sept 30 meeting.
 - b. Principal's Report:
 - c. Student Services:
 - d. Student Council:
 - e. Leduc Community Drug Action Coalition:
 - f. School Grad Council:
 - g. Banquet and AFTERgrad Committees:
8. Other Business:
 - a. Review of Yearly Schedule. The past two years SC has also focused on learning what supports are provided for students and advocating to keep them.
9. Next Meeting: December 2, 2020, 6:30 pm.
Upcoming meetings: Jan 6, Feb 3, March 3, April 7, May 5, June 2
10. Adjournment

Special Events Committees Terms of Reference (Approved October 5, 2016)

Committee Name(s): Graduation Banquet Committee, AFTERgrad Committee, Show and Shine Committee (Vocational Showcase)

Membership and Appointment: Each Committee must have a mandate that specifies the minimum and maximum number of members including an LCHS PA Executive Member and staff required. Members will be selected by the membership at large either at the Annual General Meeting or a subsequent regular meeting. Term of membership will be for a maximum of one year (Sept 1 – Aug 31). There is no term limit to these Committees.

Chairing: The Committee Chairs will be selected by the members of each Committee.

Frequency of Meetings: As determined by the committee members

Quorum: 50% plus one (1) of the minimum Committee membership

Record of Meetings: Formal minutes are required. Decisions with financial or legal liability implications for the LCHS PA require formal motions, with second, and a majority vote to carry the motion(s).

Reporting Mechanism: The Chair of the Committee will provide a written report at regular LCHS PA meetings following any meeting of the policy committee.

Function: The function of Special Event Committees is to research, plan, organize, promote and execute special events at the request and direction of the LCHS PA. Such direction must be provided through a formal motion at a duly constituted LCHS PA meeting.

Delegate Authority: The Special Events Committees have limited expenditure authority as determined and assigned through a formal motion at a duly constituted PA meeting.

Financial accounting for special events will be maintained by the LCHS PA Treasurer(s), or delegates, with documentation of all deposits and expenditures required for all transactions as per Association Bylaws, policies and/or best practice.

Each special event committee must submit proposed event plans and budgets for approval by the LCHS PA at duly constituted Association meetings.

Each Special Event Committee will maintain a General Ledger as directed by the Association to track financial transactions. Periodic Financial Reports will be provided at duly constituted LCHS PA meetings during the period of time leading up to an event. A consolidated Financial Report will be submitted to the LCHS PA within 60 days of the conclusion of a special event.

Formal financial accounting for special events will be tracked under a sub-account of the General Account for each event or, at the discretion of the LCHS PA Executive, under a separate account held in the name of the LCHS PA and subject to the Bylaws, policies and/or best practices of the LCHS PA.

All fundraising plans, event budgets, contracts for products or services, and financial expenditures are subject to approval of the LCHS PA Executive and/or membership as per the Bylaws, policies and/or best practices of the LCHS PA.