

OSS School Council

Wednesday May 20, 2026 / 6:30 PM to 8:00 PM / Ohpaho Secondary School

Annual General Meeting Agenda

- 1. Welcome & Call To Order**
- 2. Agenda Approval**
- 3. Approval of April 15, 2026 Meeting Minutes**
- 4. Elections**
 - a. Chair - Sandra Jory (3rd term)
 - b. Vice-Chair - Tracy Schultz (2nd term)
 - c. Secretary - Amanda Saunders (1st term)
- 5. Reports**
 - a. Chair's Report
 - i. Council of School Councils - update
 - ii. 2026 Annual Report*
 - iii. Communication Survey Results*
 - iv. Upcoming Events:
 - Meet the Teacher Night - September
 - Hockey Watch Party - tbd
 - Student Market - tbd
- 6. New Business**
- 7. Old Business**
- 8. Upcoming Events**
 - a. Upcoming Meetings - Third Wednesday of the month
 - i. Wednesday September 16, 2026
 - ii. Wednesday October 21, 2026

Ohpaho Secondary School Council

Meeting Minutes

April 15, 2026

In Attendance: Sandra Jory (Chair), Leanne Martin (Vice Chair) Andrea Waterhouse, Kim Terry, Kevin Hancock (staff), Dan Lake (staff).

1. Welcome & Call to Order

Sandra called the meeting to order at 6:36 p.m.

2. Agenda Approval

The agenda was accepted as presented.

3. Approval of Meeting Minutes

The March 25, 2026 meeting minutes were accepted as presented.

4. Council Activities

a. Chair's Report

- No report

b. 2025-26 Goals Update:

i. Community Event

- April Oilers Playoff Watch Party - Tracy will coordinate with the school once the playoff schedule is known.

ii. Parent Engagement Activities - School Communication Survey (draft)

- Sandra discussed the overall survey and some additions/changes were suggested by the group.

5. Principal's Report

Mr. Lake presented his report as follows:

- Office administration staff changes with Ms. Blackburn retired, new administrative assistant Ms. Brooklyn Kwasnecha hired and Ms. Gerlitz is the new senior administrative assistant.
- Fall new leadership team was announced with Mr. Klaassen as Principal and Ms. Maltais, Mr. Hancock and Mr. Kirkham as Assistant Principals.
- Maternity leaves returning this fall include Ms. Kruse, Ms. Schwab, and Ms. Goudreau.
- Enrollment is projected to be lower in the coming year, so staffing numbers may need to be adjusted.
- Pupil ratio from a funding perspective hasn't changed from prior year.

- Class selections for the upcoming year are happening this week for planning purposes.
- Options for Q4 came out this week.
- New late sign-in process commenced to stop disruption in classrooms,
- Grad planning is ongoing and email communications have gone out to parents.
- Final exam schedule will be published at the beginning of May, non-diploma exams start at 9 am and end at 1pm.
- Discussion held about the possibility of an advanced placement English 20 class.
- No further parent teacher interviews for fourth semester but parents are encouraged to contact teachers if there are concerns.

a. **2025-26 Draft School Assurance Plan**

- Reviewed plan with BGSD advisor, Erin Tisdale, this week.
- Mr. Lake provided the group with an overview of the plan and goals in the report.

6. New Business

None

7. Old Business

None

8. Upcoming Meetings & Events

Meetings - third Wednesday of the month at 6:30 pm:

- i. May 20 (AGM)

9. Adjournment

Sandra adjourned the meeting at 7:37 p.m.

Ohpaho Secondary School Council

2025-26 Annual Report

OSS Council is proud to reflect on a successful year supporting students, families, staff, and the broader school community during our second year of operations. Building on the foundation established during our inaugural year, the School Council continued to strengthen collaboration between parents, school leadership, and the broader Black Gold School Division community.

Throughout the 2025–26 school year we remained committed to enhancing student learning and fostering meaningful family engagement. As an advisory body to the principal, the School Council achieved the following during the 2025–26 school year:

- Expanded communication and parent engagement efforts through regular monthly newsletters and social media updates.
- Utilized the Alberta Schools Enhancement Grant to attend the Alberta School Councils' Association course titled "Effective Engagement in Your School Community" which provided new ideas for facilitating two-way communication between families and school leadership.
- As a result, three surveys were conducted during the year to engage families outside of school council meetings. Early in the fall, interest was collected regarding volunteer opportunities and School Council-led events to better understand how families would like to participate and support the school community. A second survey in spring facilitated sharing parents' perspectives of student stressors. The school year's final survey focused on evaluating school communication practices and identifying opportunities to improve information sharing and parent engagement. Survey feedback was shared with school leadership to help inform planning and decision-making for students and the school.
- Met regularly throughout the school year to provide advice and feedback to the principal regarding school policies, budgeting priorities, the Assurance Plan, and other school-related matters as required.
- Continued participation in Black Gold School Division's Council of School Councils to share ideas, learn from other school communities, and strengthen advocacy for students and families.

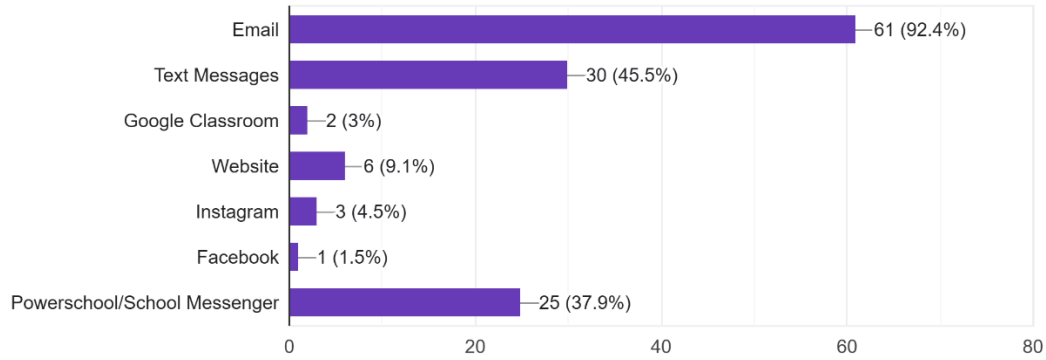
The School Council would like to thank the administration, staff, families, and volunteers for their continued support and commitment to the success of Ohpaho School. We look forward to continuing our work together in support of student learning and school community growth in the coming year.

OSS Council Communication Feedback Survey – May 2026

- 66 responses received

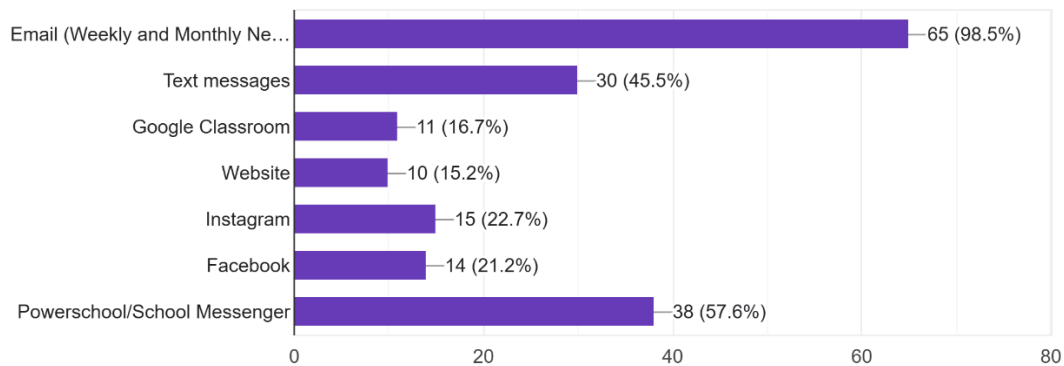
What is your preferred way to receive important school information? Select up to 2

66 responses



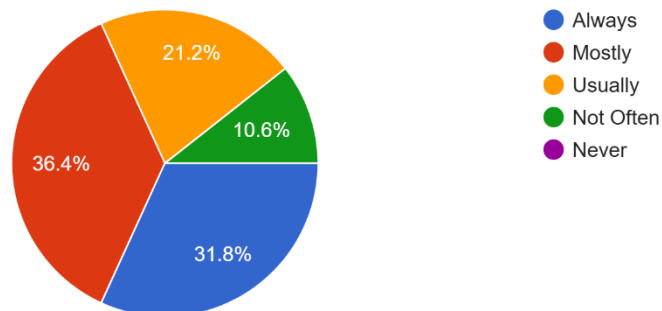
How do you currently receive communication from the school? Select all that apply

66 responses



Overall, do you feel well-informed about what is happening at school?

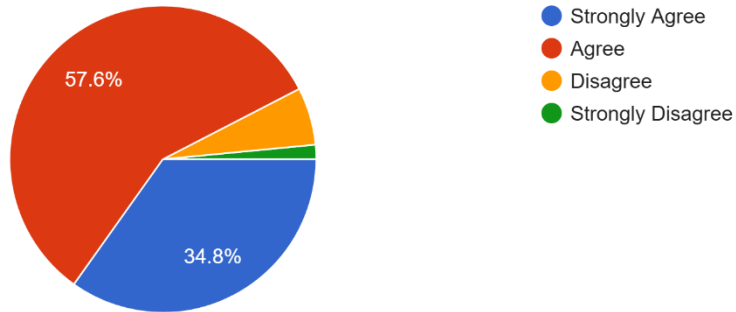
66 responses



OSS Council Communication Feedback Survey – May 2026

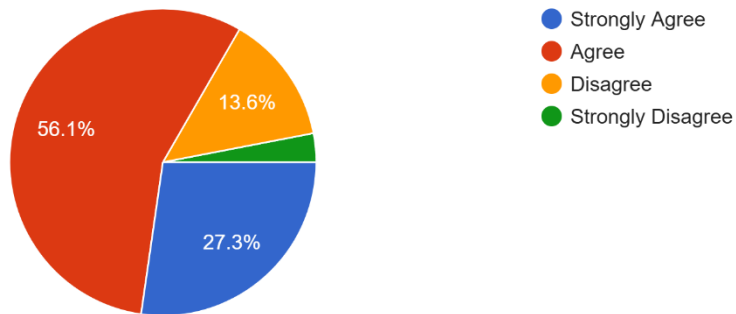
School communications are clear and easy to understand.

66 responses



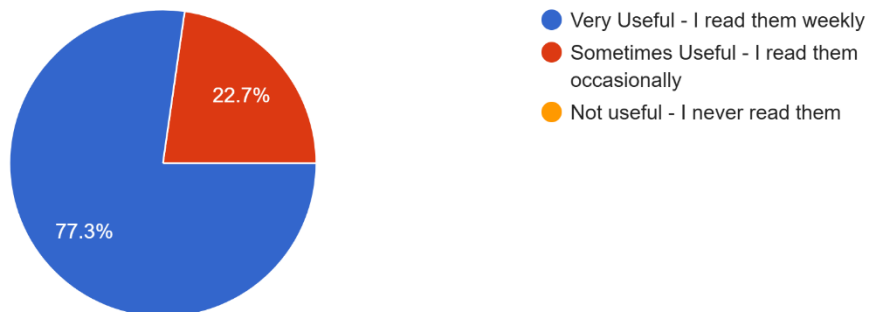
Important information is easy to find.

66 responses



Weekly Updates - how useful do you find the weekly updates?

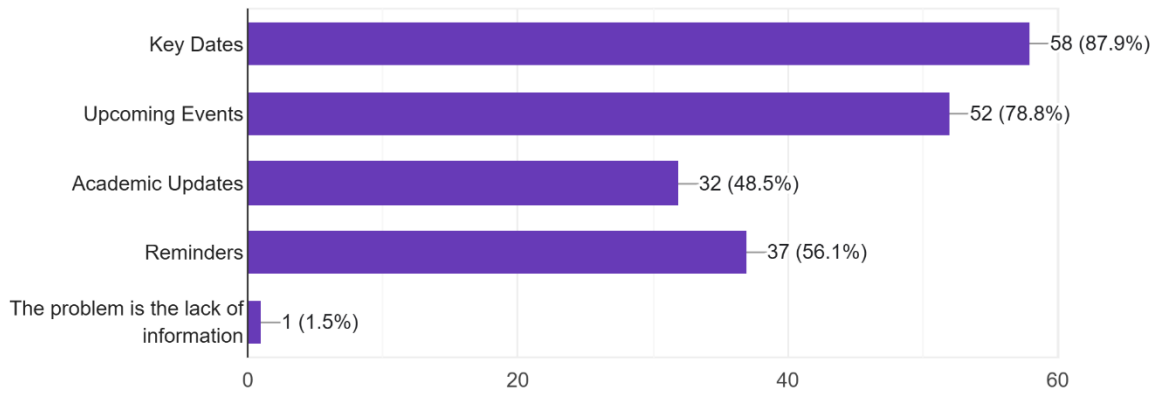
66 responses



OSS Council Communication Feedback Survey – May 2026

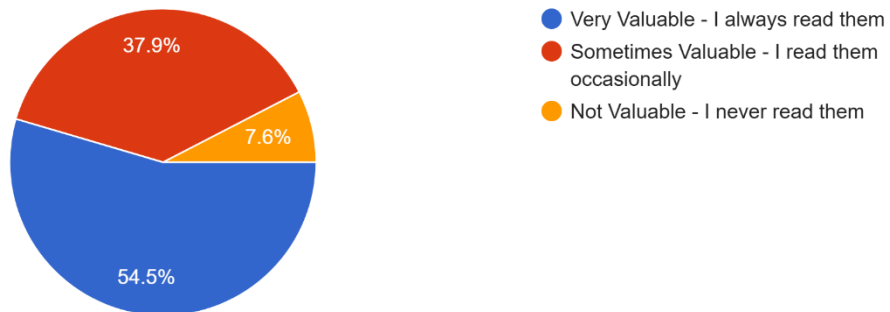
What information provided in the weekly update is most important to you? Select all that apply:

66 responses



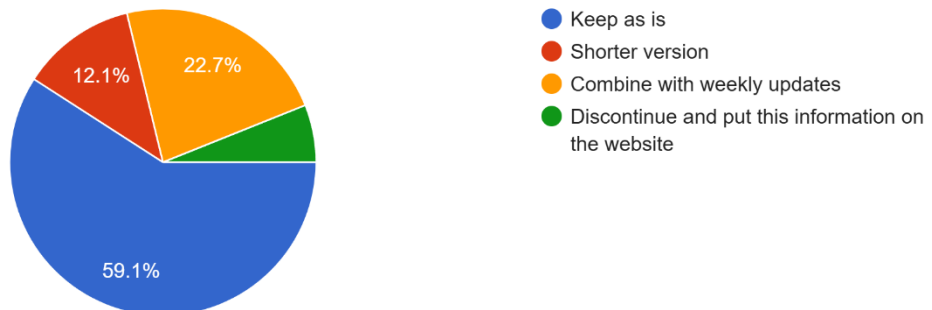
Monthly Newsletter - how valuable is the information?

66 responses



Monthly Newsletter - Would you prefer to:

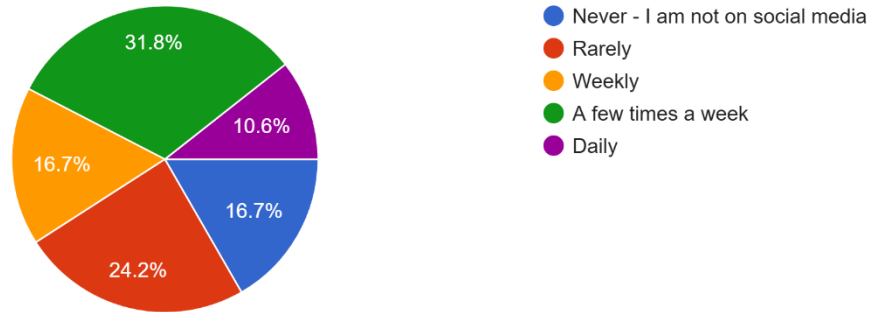
66 responses



OSS Council Communication Feedback Survey – May 2026

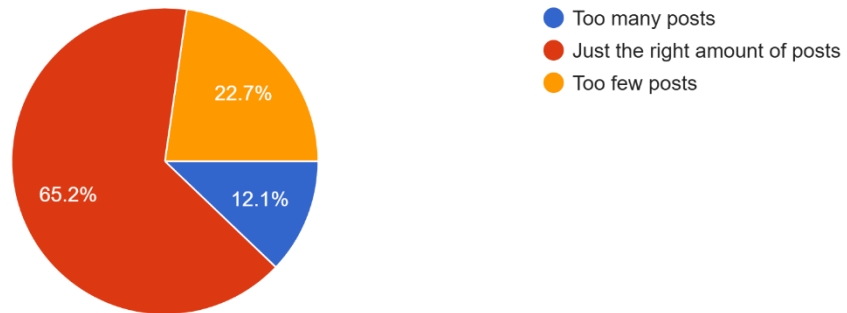
Social media - how often do you view social media posts?

66 responses



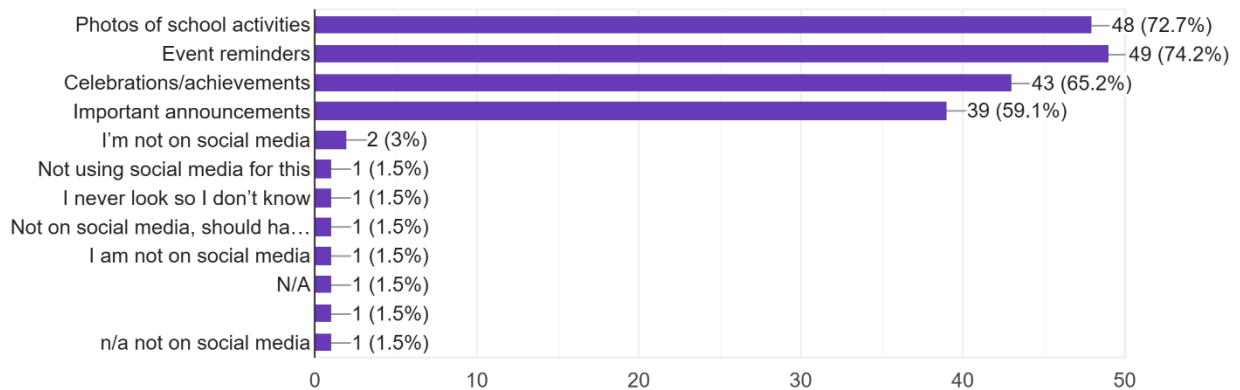
Social media - are there:

66 responses



Social media - what type of content do you find most valuable on social media? Select all that apply

66 responses



OSS Council Communication Feedback Survey – May 2026

What is one thing the school does well for communication?

Being consistent

Communicates regularly by email

Consistency

Daily updates on School Messenger

email

email

Email announcements that there is a new communication

Engaging posts on social media.

I like the weekly email, reminds me upcoming events and it's in once easy place to find

Information comes out in a timely manner and ahead of events & deadlines.

Informative

It is consistent...weekly and monthly messages arrive on time.

One school update email per week is manageable

Open door communication

Regular weekly updates.

Reminders

school calendar on webpage, newsletters

sends important information regularly

Sends out emails

The emails are organized and helpful

The school is clear in all the messages set either through email or newsletter

The weekly email from the school

The weekly update. Even though there is not a lot of information given weekly.

They give notice to parents and update us if it changes.

They post the school schedule

Txts are great to remind me to check my email!

up to date remnders

Weekly newsletter

Weekly updates

weekly updates

Weekly updates are informative. Upcoming events and key dates at the school are also included and updated regularly on social media.

OSS Council Communication Feedback Survey – May 2026

What could school do to improve its communication?

A monthly email from teachers to get an idea of what is happening that month in class would be nice.

Actually know what your posting, emailing.. send out correct information.

Ensuring the correct dates are posted to social media

Follow up.

Have a few emails with the importance information

Have all Opportunities and anything that might possibly involve the child or grade that child is in, be e-mailed out to parents. It's great to have information go to the child's Google classroom, however it should also go to parents. Just because it's posted on FB, does not mean it is seen by everyone.

High school students picking classes . Specifically children going into grade 10. I feel parents should be more involved and up to date

Honestly, I can't imagine what more you could do.

I feel well informed. And I feel that I could contact someone at the school anytime.

I get zero communication from any teachers. It would be extremely helpful to have a monthly communication with important dates/assignments/tests so we aren't missing anything.

I wish the school added a place in the weekly update or somewhere else about all the sports and clubs that students could join. There is rarely communication on sport team tryouts. I know a lot of kids miss the announcements, or can't hear them if that is where the information is provided.

Information on high school orientation night was not great.

Information on sports teams including when tryouts are

Instagram posts - more info per post would be great

It would be helpful if the weekly updates included after school student activities (ie. sporting events, try-outs, school clubs)

Keeping the students as informed as the parents

make finding information in one central location

Maybe add text messages in the means of communicating

Maybe include more examples of student work or activities...give more info about the climate of the school, show specifics about what's going on!

More details with the weekly

Personally I am extremely happy with the current school communication at OSS. I am a staff member but I feel that everything is laid out for parents, Many I feel do not take the time or initiative to find out where information is, or opt out of receiving information.

Posting when different teams play in any given week. Maybe in the weekly update so families and students can attend games.

satisfied with the system

Stop sending important stuff to Google Classroom to our kids, despite their age they are busy and have a lot going on.

Trying to include more of important dates and times. For example I still don't see much posted for prom times etc and it's not too far away. For next year sending out dates early is helpful for families planning the grad events.

OSS Council Communication Feedback Survey – May 2026

Very little communication with parents about the specifics of Grad Ceremony

Is there any other communication methods that should be considered?

Not sure. Email is usually my go to as I can miss posts on facebook. Its just a pain to have to check email and facebook and the website to get all the information. It would be nice if it was all in one spot.

Not that I can think of

please consider either teacher communication/newsletters. Or at least one newsletter per grade for important dates/tests.

Send all info to parents despite what grade they are in at preferred communication request

Text for important dates

Text messages

When you send an email out, the email should have all the information nit links to other website.

Is there any other feedback on communication that you would like to share?

Again I just wish there was a better way to find out more about sport teams and tryouts. If it is on the announcements, not all kids hear them. It would be nice to know that there is a golf team and archery and badminton, etc; and how and when to join. There seems to be not a lot of communication on that.

Appreciate all the hard work that goes into keeping families up to date on school information

I appreciate the time and understanding when communicating with staff

I would like fewer general emails. I would like emails about my kiddos progress Ince a month from their teachers

I'm not in social media but it required me to answer a follow up social media question. As such the answer to that question isn't accurate

It would be nice if the teachers would also announce or remind of the upcoming event. Sometimes my kids don't ever know about the upcoming event or an activity that take place after school. Thank you!

It's a shame that both principal and vice principal are retiring this year, I do hope that the school will continue to be a strong lead for the students.

Keep up the great work!

There is a serious lack of information in one of the most important years of my child's life making us feel lost. Grade 12

what is the point of power school if you can't update information on it

Wish information was sent out in a timely manner. The day of is not helpful.