

Ohpaho Secondary School Council

Wednesday September 17, 2025 / 6:30 PM to 8:00 PM / OSS Library

Agenda

- 1. Welcome & Call To Order**
- 2. Agenda Approval**
- 3. Approval of Annual General Meeting Minutes - May 21, 2025**
- 4. Reports**
 - a. Chair's Report
 - i. Vacant Positions
 1. Council Secretary
 2. Event Coordinator
 - ii. School Council Calendar of Events
 - iii. Volunteer Sign-up Form
 1. Feedback - Address school needs?
 - iv. Community Special Events
 1. Fall Career Night
 2. Prom 2026 - Committee
 - b. Principal's Report
 - i. Draft Dress Code Policy
 - ii. Learner Activity
- 5. New Business**
- 6. Old Business**
 - a. Parent Fundraising Society
- 7. Upcoming Events**
 - a. Upcoming Meetings - Third Wednesday of the month - 6:30 to 8pm
 - i. October 15, 2025
 - ii. November 19, 2025
 - iii. December - no meeting

Ohpaho Secondary School Council

Annual General Meeting Minutes

May 21, 2025

In Attendance: Sandra Jory, Karen Stiles, Leanne Martin, Aisha Syed, Pamela Rowe, Dannika May (staff), Dave Froland (staff), Dan Lake (staff)

1. Welcome & Call to Order

Sandra called the meeting to order at 6:35pm.

2. Agenda Approval

Mr. Froland asked to include a discussion on parent support for the 2026 theatre show. The Agenda was approved by consensus as amended.

3. Approval of Meeting Minutes

The April 16, 2025 meeting minutes were reviewed and approved by consensus as submitted.

4. Annual Elections

Sandra advised that there is a quorum for the meeting and made the call for nominations for Chair, Vice-Chair, Secretary and Event Coordinator. As no further nominations were made the following positions were filled by acclamation:

Chair - Sandra Jory (2nd term)

Vice-Chair - Leanne Martin (2nd Term)

Secretary - Vacant

Event Coordinator (NEW) - Vacant

5. Reports

a. Chair's Report

- i. Annual Report - reviewed and advised the report will be submitted to Black Gold School Division in June 2025. Sandra will be attending the next Council of School Councils meeting on May 26th.

- ii. Other

- Volunteer Sign-Up Google Form & Prom 2026 Committee - plan to send out a parent survey in the fall to identify talents and availability to volunteer based on needs from school. The survey will be reviewed at the September Council meeting.
- Prom 2026 Committee: Intend to set up a meeting to debrief 2025 prom and to discuss what worked and what could be improved. Will look to define the mandate of Prom committee, roles, sub-committees. The goal is to have students drive this process

with the support of parents. This would be a separate committee independent of the school council but reporting to it and supported by it.

- Community Special Events: Oilers watch party was tabled due to hectic school calendar. A 2025-26 career night will be discussed in the fall.
- Online Meeting Option - Look at increasing accessibility for parents by having meetings available online.

b. Principal's Report

- i. Assurance Plan: Mr. Lake presented the report and advised that assurance plan acts as the school's growth plan. Defines principles, challenges, celebrations, assurance measures and goals. The plan will be finalized in the fall.
- ii. Other
 - High School Timetable: will be completed in the next week or so and students have submitted their choices.
 - There will be three maternity positions to fill in the upcoming year. Jobs have been posted on the job board and applications have been received.
 - Tom Christiansen has been standing in the AP role for Shelley Hamilton. A third AP will be added for the 2025-26 school year.

6. Old Business

- a. Parent Fundraising Society - no update

7. New Business

- a. Theatre Arts Programs: Mr. Froland discussed the following:
 - Visual Voices Event is happening from 5-8 pm on May 30 in the library showcasing visual arts and music. Admission is by donation.
 - Musical Theatre: Looking for parent support with next for the February 2026 Performance.
 - Sponsorship - Letters can be made available to the School Council.
 - Managing Ticket Sales: selling tickets in house or can look at selling tickets online. Help with selling tickets outside of School(i.e. Canadian Tire, Leduc Co-op, Independent etc.)
 - Construction of sets – help from parents with constructing sets - this would be in addition to student constructions support.
 - Sandra advised these roles will be added to the parent survey in the fall.
- b. Sports: Pamela Rowe inquired as to whether the school could look at supplementing their current first aid kits with additional supplies or purchasing larger kits, as she is finding that the current kit is not providing enough support to the injuries that are seen with football and rugby. Dan Lake will look at addressing the same.

8. Adjournment

Sandra adjourned the meeting at 7:47 pm.



OHPAHO SCHOOL COUNCIL ANNUAL ACTIVITY CALENDAR

2025-2026

Oct

- Review and update operating procedures and website.
- Outline and discuss 2025-26 goals.
- Outline possible use of ASCE Grant.

Nov

- Overview of 2025-26 School Budget.
- ASCE Grant - Decision.
- Finalize 2025-26 goals.

Jan

- Review 2024-2025 School Assessment Results.
- Evaluate progress on goals.

Feb

- Review 2026-27 School Budget.

Mar

- Review 2026-27 Assurance Plan.
- Recruit for positions for 2026-27 school year.

Apr

- Evaluate progress on goals.

May

- Annual General Meeting- Elections.
- Presentation of Annual Report.

Legend

Red - Principal
Black - Council

OSS Volunteer Form

By providing this information you consent to share it with Ohpaho Secondary School Staff and School Council Executive only for purposes of volunteering with the school. This information will not be used for any other purpose.

* Indicates required question

1. Name *

2. Email *

3. Cell Phone *

4. Areas of Interest

Check all that apply.

- ☐ Classroom Support (e.g. tutoring, mentoring)
- ☐ School Events (e.g. concerts, dances, Prom/Grad, theatre show)
- ☐ Sport & athletics (coaching, scorekeeping, supervision)
- ☐ Arts & Culture (drama, music, art shows)
- ☐ Construction/Trades (i.e. building, etc.)
- ☐ Career exploration or guest speaker opportunities
- ☐ Library, office or resource support
- ☐ Fundraising
- ☐ 2026 Theatre Show - building sets, selling tickets, please specify below
- ☐ Other:

5. Availability (select all that apply)

Check all that apply.

- ☐ Weekdays - during school day
- ☐ Weekdays - after school
- ☐ Weekends
- ☐ Weekly

6. Do you have any special skills, hobbies or professional experience that could benefit the school?

7. Are you interested in participating in a career night to promote your profession or life or special skills? If so please list what you would be interested in speaking to students about.

8. Thank you for your participating in our survey. You will be contacted if your assistance is required. Is there anything else you would like to share?

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