

Ohpaho Secondary School Council

Wednesday September 23, 2026 / 6:30 PM to 8:00 PM / OSS Library

Agenda

- 1. Welcome & Call To Order**
- 2. Agenda Approval**
- 3. Review of Annual General Meeting Minutes - May 21,2025**
- 4. Reports**
 - a. Chair's Report
 - i. 2025-26 Annual Report
 - ii. School Council - 2026/27 Calendar of Events
 1. Operating Procedures & Website -Feedback
 2. 2026-27 Goals
 - a. Parent Learning Sessions
 3. ASCE Grant
 - a. Book Study
 - iii. Community Special Events
 1. Hockey Night
 - b. Principal's Report
- 5. New Business**
- 6. Old Business**
- 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 20, 2026

In Attendance: Sandra Jory, Leanne Martin, Tracy Schultz (Vice-Chair), Amanda Saunders (Secretary), Tracy Reid, Catherine Mariga, Kim Terry, Andrea Waterhouse, Justin Klaasen (staff). Dan Lake (staff)

1. Welcome & Call to Order

Sandra called the meeting to order at 6:31pm

2. Agenda Approval

The principal's report was omitted in error and re-added to agenda. No other changes and the agenda was accepted as amended.

3. Approval of Meeting Minutes

The April 15, 2026 meeting minutes were reviewed and approved by consensus as submitted.

4. Annual Elections

Sandra advised the group that in accordance with its by-laws, quorum has been achieved for the meeting and made the call for nominations for Chair, Vice-Chair, and Secretary. As no further nominations were made the following positions were filled by acclamation:

Chair - Sandra Jory (3rd term)

Vice-Chair/Event Coordinator - Tracy Schultz (2nd Term)

Secretary - Amanda Sauders (1st Term)

5. Reports

a. Chair's Report

i. Council of School Councils

- Meets 2 to 3 times per year, with the last meeting being held in April. Sandra provided the following information:
 - Possible topics for BGSD 2026-27 information sessions for parents/students were discussed, the most popular being responsible device usage.
 - Other schools utilization of grant funding included a book study on the *Anxious Generation* and a meal preparation class.
 - School calendar engagement sessions are being planned for the 2027-2028 school year - noting the balancing of the needs of parents, teachers and students can be challenging.
- Discussion held around the importance of building flexibility into the calendar where possible.

- ii. Annual Report - Sandra reviewed the report and advised that the content will be included with annual submission to BGSD no later than June 30, 2026.
- iii. Communication Survey:
 - Results were reviewed - a lower response received than other surveys this year but overall feedback received was positive.
 - Email was noted as the primary communication tool used by parents with social media use being lower than expected.
 - Discussions were held on the following
 - How to best use Google Classroom for the Fall 2026, as this must be initiated by school administration. Mr. Lake to reach out to BGSD to see how to send this out to parents in the fall.
 - School council to possibly host information sessions to train parents on google classroom, school messenger, powerschool, safe arrival and possibly record as resource on the website. School Council executive, principal and administrative staff to sit down in August to discuss prior to the next meeting.
 - Grad information - emailed out to parents but some haven't received, there is a possibility that parents opted out of email communication previously. Consider linking a google document that is accessible on the weekly update for ongoing updates for grad/prom (similar to the daily announcements).
 - Consider emailing out grad and prom information out earlier in the year.
 - Daily announcements - suggestion made to post on the school website and include the link in the weekly update email.

iv. Other:

Sandra congratulated Mr. Lake and Mrs. Hamilton on their upcoming retirements and presented gifts to them on behalf of School Council.

b. Principal's Report

- Timetables for next year are complete.
- Staff changes - Ms. Bursey is going to Alberta Ed for two years, Mr. Holowoychok will take over some of this workload, inclusive education teacher has been hired and Mr. Hayes is taking a leave of absence for the upcoming year.
- Recalled 9 EAs to date for the upcoming school year, student numbers being reviewed and will be monitored as enrollment is determined in the fall.
- Exam schedule has been released.
- Grad and prom activities are the focus for the final months.
- Looking at purchasing picnic tables for out front if budget funds are available.
- Discussed future engagement and fundraising opportunities, including possible garden/outdoor projects.

6. Old Business

None

7. New Business

None

8. Upcoming Meetings

First meeting next year will be held September 16, 2026.

9. Adjournment

Next meeting Sandra adjourned the meeting at 7:26 pm.



OSS COUNCIL 2026-27 ACTIVITY PLAN

SEPTEMBER

- Review and update operating procedures & website
- Brain storm annual goals
- Discuss ideas for ASCE grant

OCTOBER

- **Overview of 2026-27 budget**
- Finalize annual goals
- Finalize use of ASCE grant

NOVEMBER

- Evaluate progress on goals and use of ASCE grant

JANUARY

- **Review 2025-26 School Assessment Results**
- Evaluate progress on goals and use of ASCE grant

FEBRUARY

- Evaluate progress on goals and use of ASCE grant

MARCH

- Recruit for positions for next year

APRIL

- **2026-27 Assurance Plan Results**
- Evaluate progress on annual goals and use of ASCE grant

MAY

- **Review Draft Budget**
- Annual General Meeting (elections)
- Presentation of draft Annual Report