

Ohpaho Secondary School Council

Wednesday March 25, 2026 / 6:30 PM to 8:00 PM / OSS Library

Agenda

- 1. Welcome & Call To Order**
- 2. Agenda Approval**
- 3. Approval of Meeting Minutes -February 18, 2026***
- 4. Council Activities**
 - a. 2025-26 Goals:
 - i. Community Event - April Oilers Playoffs Watch Party - tbd
 - ii. Parent Engagement Activities:
 1. March - Stress Signals Survey - Results*
 2. April Activity - Communication
 - a. Powerschool & School Messenger Training (Fall)
- 5. Principal's Reports**
 - a. Report
 - b. 2026-27 Draft School Budget Review
- 6. New Business**
- 7. Old Business**
 - a. Student Council - Update
 - b. Fundraising Society - Incorporation
 - i. Requirements - need five applicants
 - ii. Draft By-laws*
 - iii. Executive Recruitment - President, VP, Secretary/Treasurer
 - iv. First Meeting - April 15, 2026 @ 6pm
- 8. Upcoming Events**
 - a. Upcoming Meetings - Third Wednesday of the month - 6:30 to 8pm
 - i. April 15
 - ii. May 20 (AGM)

*Denotes attachment

Ohpaho Secondary School Council

Meeting Minutes

February 18, 2026

In Attendance: Sandra Jory (Chair), Leanne Martin (Vice-Chair), Theresa Theberge (Secretary), Amanda Saunders, Andrea Waterhouse, Chantelle Riddel, Shelley Hamilton (staff), Dan Lake (staff),

1. Welcome & Call to Order

Sandra called the meeting to order at 6:38 p.m.

2. Agenda Approval

The agenda was accepted as presented.

3. Approval of Meeting Minutes

The January 21, 2026 meeting minutes were accepted as presented.

4. Council Activities

a. Chair's Report

- Sandra attended the Council of School Councils at the end of January and advised there are several new trustees who are getting acquainted with their new roles. Council has an open invitation to our trustee, Barb Martinson, to attend our meetings.
- Our new Principal Mr. Klassen is planning to attend a Spring meeting

b. 2025-26 Goals Update:

- Operating Procedures Review – completed, no amendments required.
- Community Event - Oilers Playoff Watch Party - Special Event Coordinator, Tracy, is looking into selecting the first Saturday playoff game for this event.
- Course -Effective Engagement in your School Community
Council members attended the course on February 9. Key learnings were:
 - The purpose of the School Council is to provide information to the teachers/staff via information received from parents and students (can be obtained through surveys)
 - Two way communication is key and the more platforms we can get information the better. School communications are available through:
 - School Messenger
 - Social Media - Facebook/Instagram
 - Powerschool

- School Council will look at facilitating two way communication with parents/families/students through Bi-monthly Parent Engagement Topics as follows:
 - February/March – Stress Signals Activity
 - April - School Culture/Communication - as perceived by parents/students

5. Principal's Report

Mr. Lake presented his report as follows:

- The staff is enforcing the no phone in class/during class time policy.
- A warning bell has been implemented and is assisting with students getting to their classes on time.
- We have 6 vibrant student teachers at our school this semester.
- Staff is working on the 2026-27 calendar, looking at which options to offer based on interest.
- There are several clubs available at lunch, such as - film, book, D & D, weight room, sports, with more being added as interest dictates.
- Grad 2026 planning activities are ramping up.
- 2024-25 awards night is taking place on Friday February 20, 2026. Awards being presented are Academic Honors (>79.5 to 89.5), Distinction (over 89.5), scholarships, highest 30 level grades in Academic, Arts and CTS classes.

a. 2024 -25 OSS Learning Assessment Results

Mr. Lake reviewed the results. As 2025 was our first year and would need additional data before adjustments can be made. Strong results in diploma results with a high rate of those meeting acceptable standards

b. Dress Code Policy

Mr. Lake has sent to Mr. Klaasen for review. The policy is now complete and will go out to parents and students in the coming weeks.

c. November Learner Activity

Deferred

6. New Business

None

7. Old Business

a. Student Council - no report

b. Fundraising Society - Update

- First Meeting will be held on Wednesday April 15 @ 6pm.
- Looking for Chair and Secretary/ Treasurer - please contact Sandra if interested.

8. Upcoming Meetings & Events

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

- i. *Moved to March 25 (due to parent-teacher interviews March 18)
- ii. April 15
- iii. May 20 (AGM)

9. Adjournment

Sandra adjourned the meeting at 7:40 p.m.

OSS Council – Stress Signals Survey Results – March 19, 2026

Survey Summary

154 surveys completed (approximately 20% of school population)

Question 1: Academic workload is overwhelming at times.

- Overall – 87% of Grades 8 to 11 experience this seldom/occasionally
- 32% of Grade 12 students experience this either regularly/consistently/frequently

Question 2: School stress affects sleep.

- Grade 12 students most affected with 18% saying sleep is frequently impacted (compared to 5% for Grades 8/9 and 9% Grade 10/11)
- Overall – Grade 8 &9 least affected with 91% seldom/occasionally

Question 3: Balancing school and other commitments is challenging.

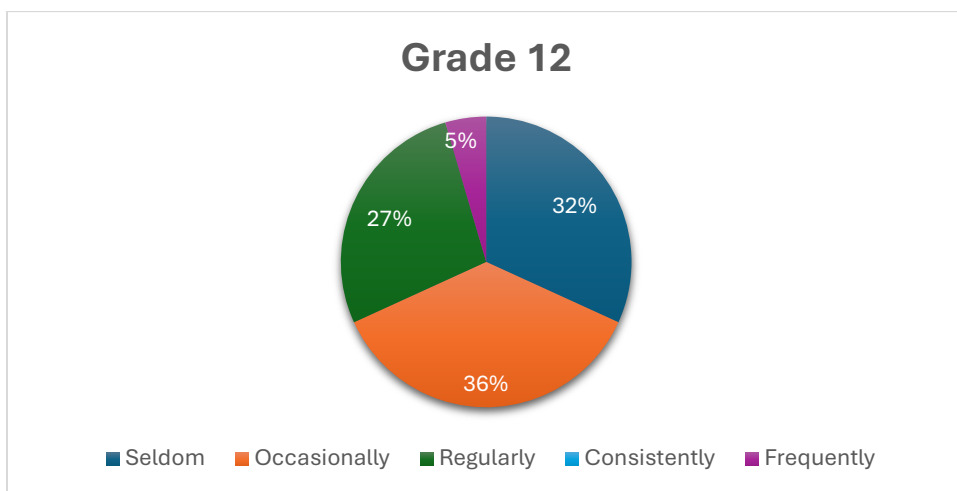
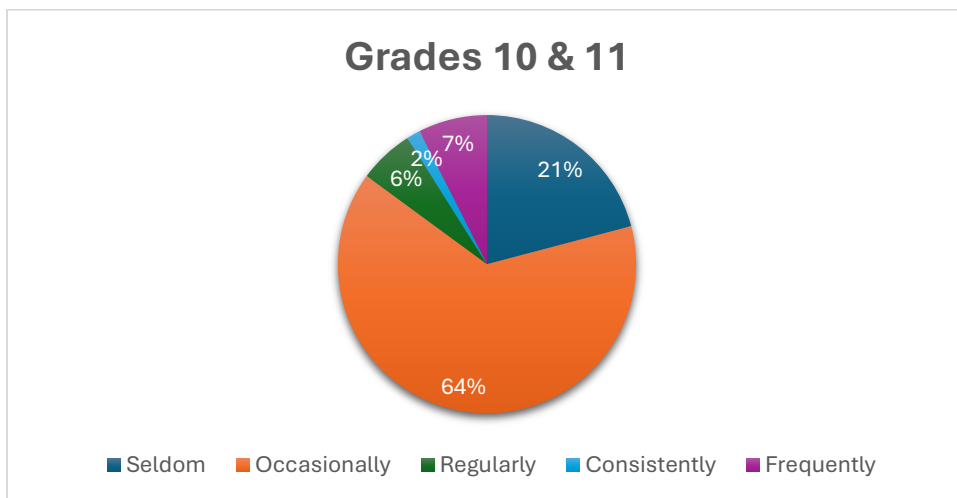
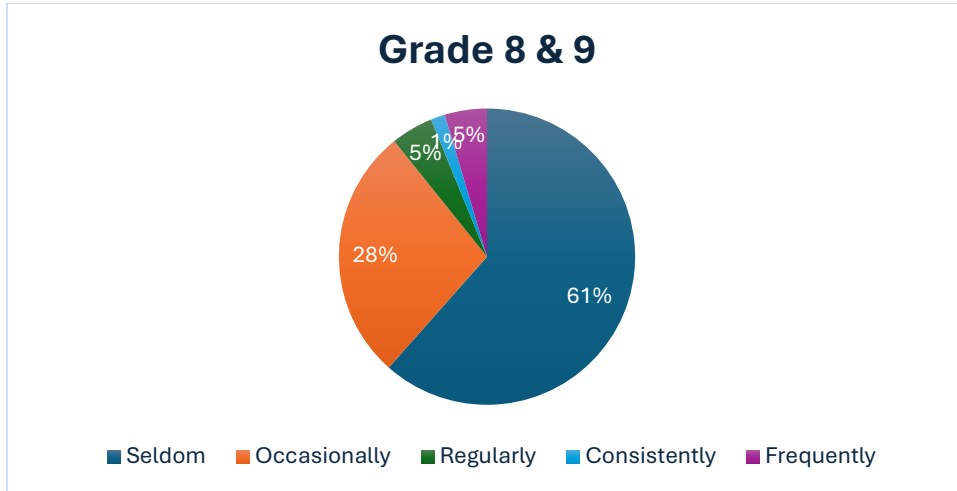
- Increasing frequency with age of students with Grade 12 students regularly and frequently experiencing this 23% of the time
- Overall 80% of all students balancing school and other commitments (seldom/occasionally challenged)

Question 4: Technology use impacts mood or focus at home.

- High school appears to be impact less than grade 8/9 with 76% reporting seldom/occasionally vs 66% of high school students.
- However, overall 10% of students of all ages are frequently affected.

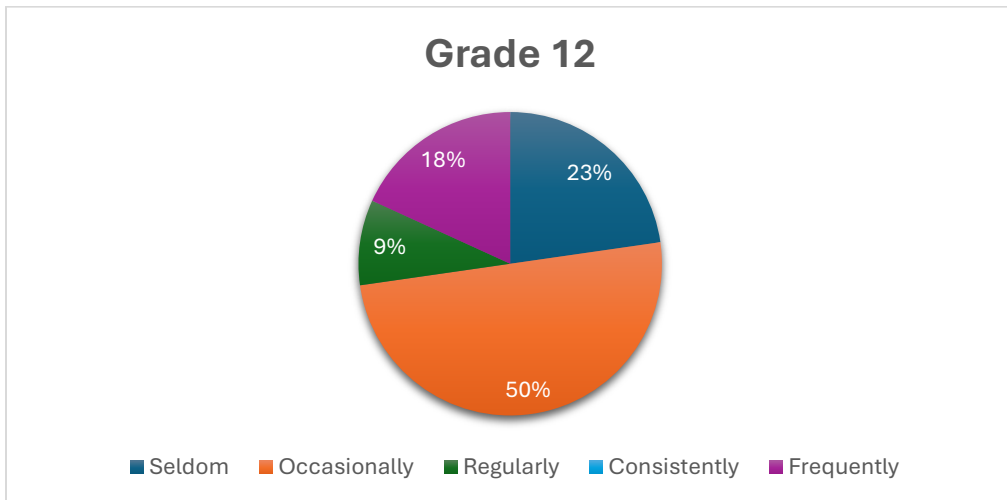
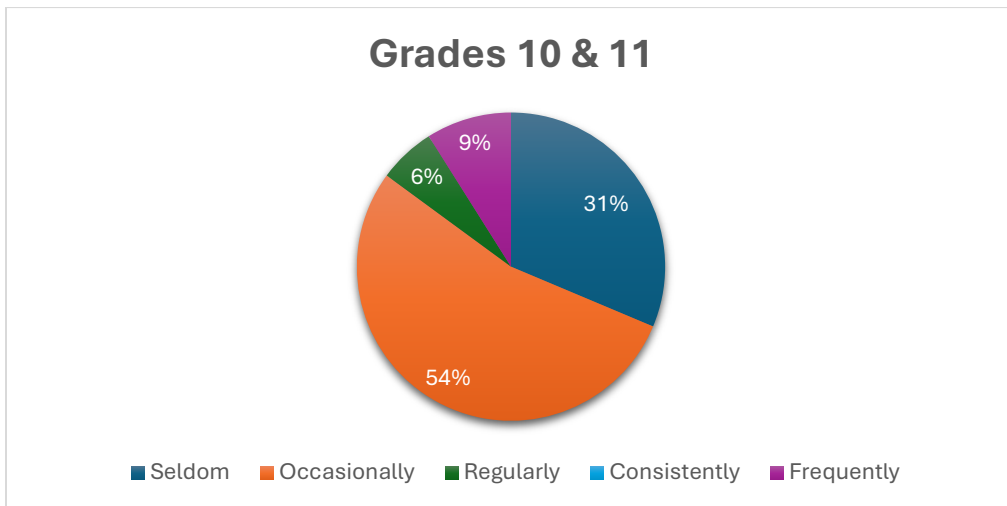
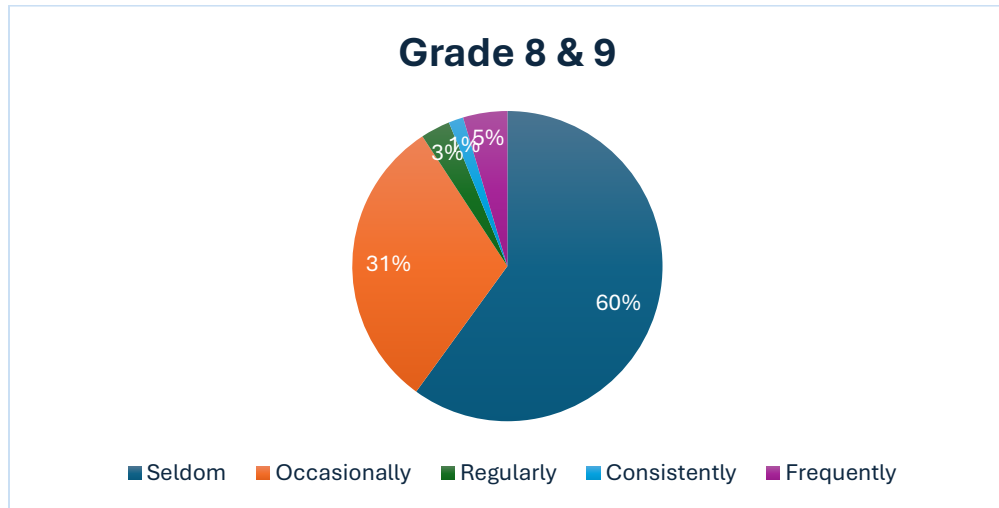
OSS Council – Stress Signals Survey Results – March 19, 2026

The academic workload feels overwhelming at times



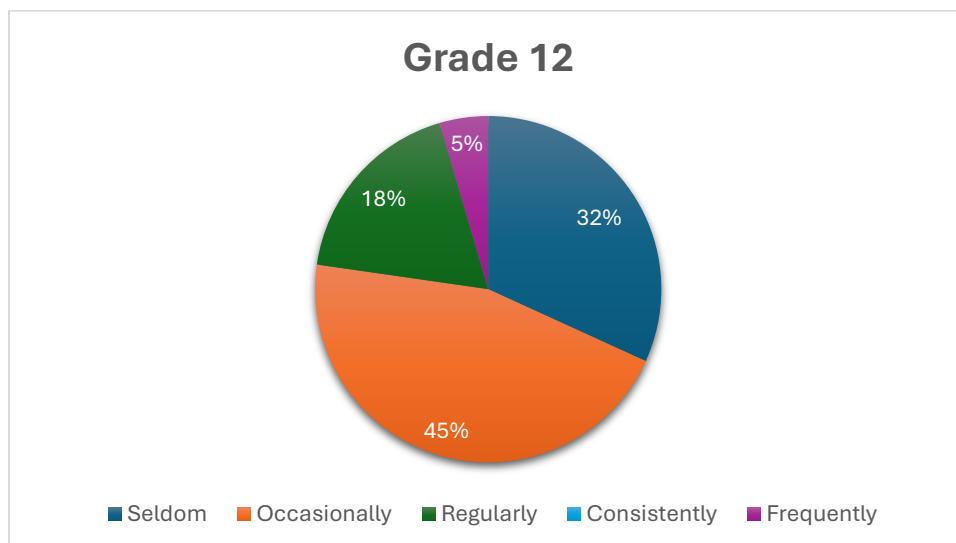
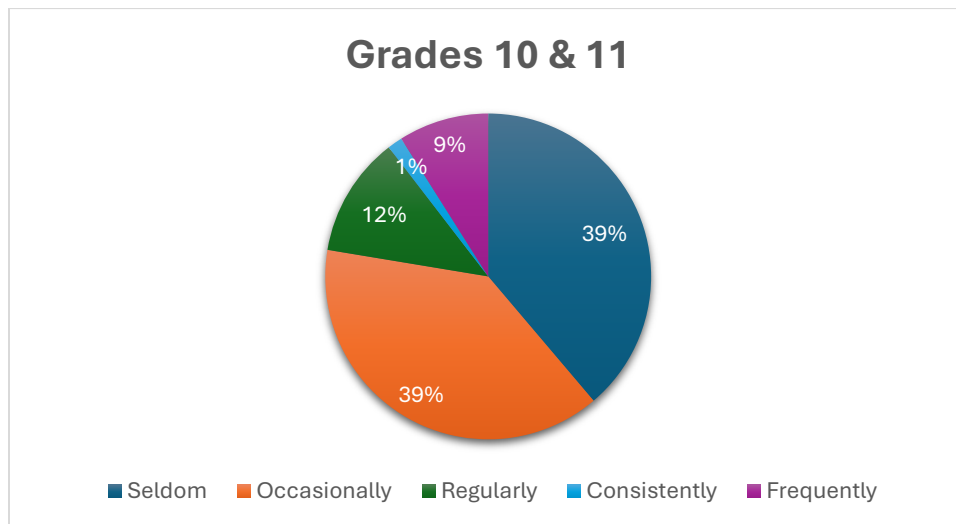
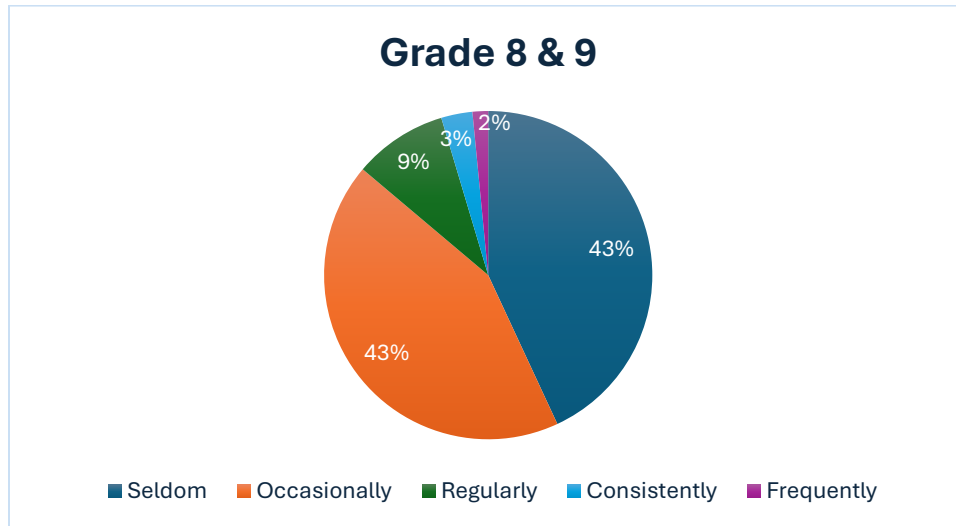
OSS Council – Stress Signals Survey Results – March 19, 2026

School Stress affects sleep



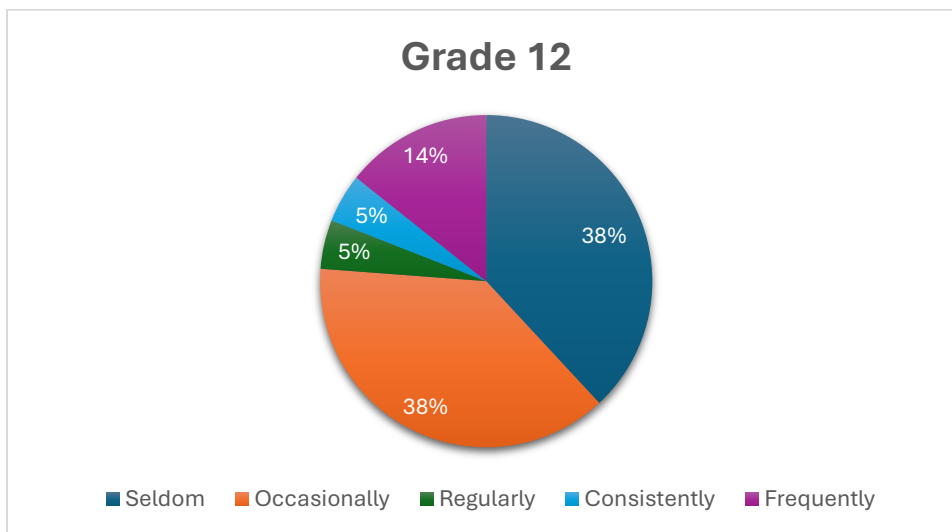
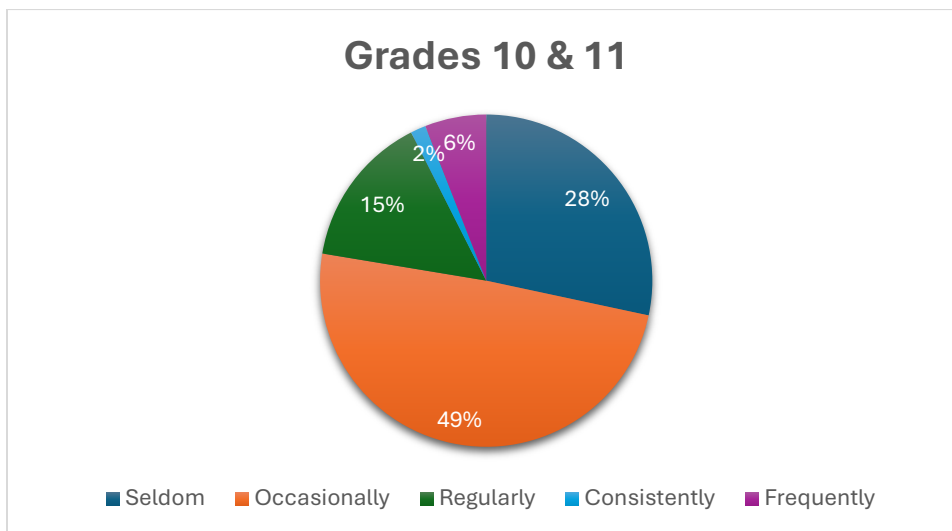
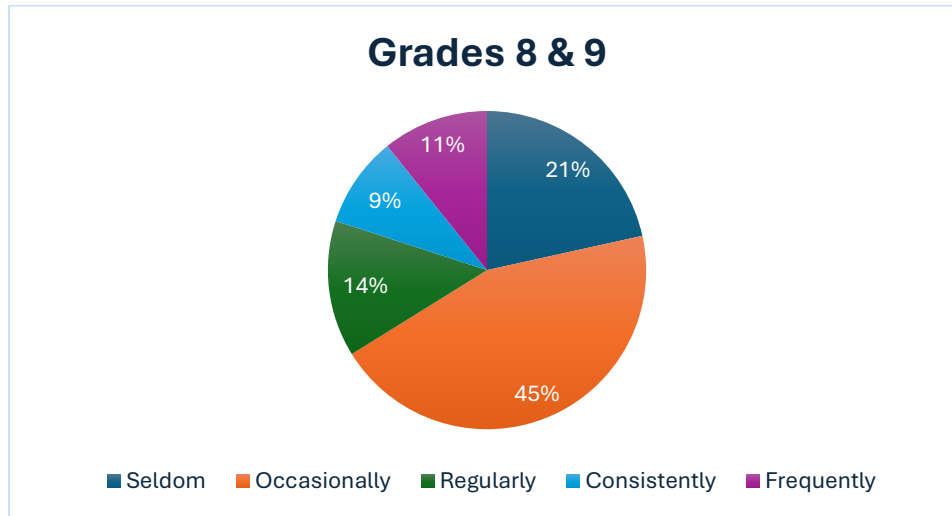
OSS Council – Stress Signals Survey Results – March 19, 2026

Balancing school and other commitments is challenging.



OSS Council – Stress Signals Survey Results – March 19, 2026

Technology use impacts mood or focus at home.



OSS Council – Stress Signals Survey Results – March 19, 2026

Is there any other general/helpful information you would like to share regarding how stress is affecting your student:

- His #1 stressor has been not being able to find employment, but he enjoys school and his classes
- Our child seems relatively unstressed. Often says their teachers don't actually teach but just sit there and tell them to read. They're always on their phone during class. It's frustrating how often they ask to come home because class is boring and aren't learning anything. Their grades are ok but do sometimes miss assignments and do poorly on quizzes or tests from time to time so I know they're definitely not challenging themselves to do better either. I just don't see what they have to be stressed about regarding school.
- There are clear issues with respect at the school coming from teachers. Many students and friends of my child tell me about: yelling at kids, telling kids they are going nowhere, derogatory comments. General feeling that many teachers "hate their life" and that kids have to earn respect but it is not the other way around. Culturally in the classrooms it is a sad state of affairs. There needs to be a culture shift within many of the teachers in order to make it a more positive school. Glad to have my child leave. The culture when they were at the Comp versus here is night and day. Hopefully a new principal will instill something more meaningful and positive for future students. This has been the largest stress to be honest. My child at one point was considering a teaching career but teachers certainly changed that with their opinions, complaints and attitude.
- Just perspective. Our student does occasionally/regularly feel stress over academics, they are in grade 12. I feel this is normal and have always used it as a life teaching moment and our student gets through it.
- Lack of homework worries me that not being prepared enough for high school
- Not feeling included / welcomed at school; Not getting the learning support needed
- As it often happens during these ages, most stress experienced by my child is more based on the relationships between peers and how they treat each other. Changing to semesters and random class pairings for cores has been helpful so that students aren't forced to get through a full year with the same homeroom and same peer groups.
- The schools math teachers and ability to handle students who fell behind during COVID is an issue. My child has struggled as has many of his peers. Many parents are having to pay for expensive tutoring. Math help is offered, but in class support and teachers that have a passion for teaching, experience and patience is lacking. Many parents in grade 9 are frustrated with the math teacher who is newer. My child is told not to ask questions anymore. The school is failing our children when it comes to mathematics. If you were to do a survey of parents on this topic you would find that it is very common and real concern. This was a concern in grade 8 as many kids started to fall behind. My child comes home daily, for the last two years, upset that their math teacher is not helpful and gets easily stressed. Every child and parent I have spoke with is having the same experience. Teachers are not able to support the various learning needs/questions in classrooms. If the school

OSS Council – Stress Signals Survey Results – March 19, 2026

could focus on one thing, this is it. A teacher telling my child "put your hand down, I don't want to hear from you and I am obviously ignoring you" is outrageous. Parents have stopped talking to admin, as they don't do anything in the end.

- One concern I have and that has made my kids very uncomfortable is the supposed "matchmaking" system around valentines day. The kids call it "Tinder for Kids." It is highly inappropriate in a school setting and I was surprised they allowed it again this year. There needs to be some eyes on how kids take/perceive these programs, as innocent as they may be. School is for learning and fun, not romance and matchmaking. It can and will open the door to likely, some child being harassed or made to feel uncomfortable in the future.
- Occasionally difficulty with peers (bullying, taunting, etc.) leads to mood changes and affects sleep.
- I would like them to address more topics about bullying in order to prevent school harassment
- Can we look into ways to teach students without having a device in front of them all day. And also, have classes other than boardgames and hair braiding. Maybe a few less PD days so the kids can actually learn more.
- Lack of technology at home prevents my child from completing class assignments
- Definite correlation between some teacher's teaching and communication style and time/course management, and the stress passed along to their students.
- Child reports lack of control in some classes in terms of the teacher not maintaining a quiet focused classroom and other children creating distractions which impede my child's mental health and learning.
- There can be classes where noise is out of control, adding to stress and anxiety, that result in needing to miss certain classes in order to effectively concentrate and complete required workloads. Stress and anxiety in my student can lead to physical ailments, such as stomach problems, also resulting in missed classes.
- Teachers not offering additional time for tutoring or assisting with clarification on key learning objectives within singular chapters. Using only technology or providing slides is ineffective in allowing for the application of theories and concepts for physical learning.
- When your child is being bullied for the past couple years and we try to have them transferred to another school the principal does not allow it. He says there's other resources and councillors students can speak to but put yourself in their shoes. Schools are always advocating mental health but when it really comes down too it, the school actually is no help. And this is also coming from other parents. It's unfortunate our child are unhappy at school and can't transfer to try and make a change. If I could I'd move to a different city all together.
- Only perspective. I believe that stress and time management skills are primarily a parent/guardian responsibility. The school and teachers can play a supporting role, of course. It's important for families to support their children in developing positive stress and time management skills because these often involve more than just school. I support schools in supporting students and talking about it but I don't feel it is the schools

OSS Council – Stress Signals Survey Results – March 19, 2026

responsibility. Our schools help students be successful at school. It's parent/guardian responsibility to help their child be successful in life.

- More E.A.'s are needed especially with class sizes. This would help relieve a majority of the stress of the students work load.

Ohpaho Secondary School Fundraising Society

Bylaws

1. Society Object

Ohpaho Secondary School Fundraising Society ("OSSFS" or "Society") will facilitate financial contributions, volunteer participation and program support for the benefit of Ohpaho Secondary School.

2. Membership

- A. Any person having a vested interest in the educational well-being of students enrolled in Ohpaho Secondary School, residing in Alberta, being of the full age of 18 years, who has completed the membership requirements and is in good standing with the Society, is eligible to become a Member of the Society with voting privileges at any General Meeting of the Society Membership.
- B. The majority of the Members of the Society will be parents or guardians of students currently enrolled in Ohpaho Secondary School.
- C. Membership must be renewed annually. Membership fees, if any, in the Society shall be determined from time to time by the Members at an Annual General Meeting.
- D. Any Member wishing to withdraw from membership may do so upon giving notice in writing or verbally to the Board through its Secretary.
- E. Any Member, upon a majority vote of all Members of the Society in good standing and present at a Special General Meeting of the Membership called for that purpose, may be suspended or expelled from membership for any cause that the Society may deem reasonable.

3. Associate Membership

- A. The Principal and staff members of Ohpaho Secondary School may have an Associate Membership only.
- B. As Associate Members, the Principal and all other staff members shall serve as resource people and in an advisory capacity; however, they will not have voting rights at any General Meeting of the Membership or Meeting of the Board.
- C. Neither the Principal nor any staff member shall have signing authority for the Society.
- D. The Principal, by virtue of the Education Act, shall have the power of veto relating to actions directly affecting the School building, staff or students, but not relating to financial expenditures, revenues or investments of the Society.

Ohpaho Secondary School Fundraising Society

Bylaws

4. Meetings of the Membership

A. Annual General Meeting of the Membership ("AGM")

- i. An **AGM** shall be called within 14 months of the previous AGM, providing no less than 14 days' notice in writing using a newsletter, website, email, text and/or social media. If a Special Resolution is proposed, no less than 21 days' notice will be required.
- ii. Only the matters set out in the notice for the AGM may be considered at the AGM.
- iii. At the AGM, there shall be elected a President, Vice-President, Secretary, Treasurer, (or Secretary-Treasurer), and Directors (at Large). The Officers and Directors so elected shall form a Board of Directors (the "Board") and shall serve until the end of the meeting at which their successors are elected.
- iv. Quorum at the Annual General Meeting of the Membership shall be 4 Members, 3 of whom must be voting Members.
- v. If quorum cannot be attained at the meeting, an AGM of the Membership will be scheduled for the same day, time and location the following week. The voting Members in attendance at that General Meeting will constitute quorum for the purposes of conducting Annual General Meeting business such as election of Officers, determining signing authority, and approval of financial statements.

B. Special General Meeting of the Membership ("SGM")

- i. A **SGM** may be called at any time by the Secretary upon the instructions of the President or the Board by providing no less than 14 days' notice in writing using a newsletter, website, email, text and/or social media. If a Special Resolution will be proposed, no less than 21 days' notice will be required, specifying the intention of the Special Resolution.
- ii. Only the matters set out in the notice for the SGM may be considered at the SGM.
- iii. Quorum at a SGM of the Membership shall be 7 Members, 5 of whom must be voting Members and 2 of whom must be elected Officers of the Society.

C. Irregularities or errors done in good faith do not invalidate acts done by any General Meeting of the Membership or Meeting of the Board. No action taken at a meeting is invalid due to accidental omission to give notice to any Member, any Member not receiving any notice, or any error in any notice that does not affect the meeting.

D. Meetings of the Membership may be held in-person or using a virtual or online platform suitable for conducting Society business, or a combination of the two. The Board will determine the meeting format and notify members. (ie. Raise Hand feature, Chat Window, private message, mic). In-person and electronic voting will not include voting by proxy.

E. Voting

- i. Any voting Member, including each Member of the Board, who has not withdrawn from membership and who has been neither suspended nor expelled shall have the right to vote at any Annual, Regular or Special General Meeting of the Membership.
- ii. Such votes must be made in person and not by proxy or otherwise.
- iii. Members will vote by show of hands or by secret ballot where 50% + 1 will be considered the majority, except in the case of a Special Resolution. (See Clause #7)
- iv. Any Member having a personal pecuniary gain or conflict of interest in any matter being discussed by the membership or the Board is required to declare such and absent himself/herself from any discussion or vote on such matter.

Ohpaho Secondary School Fundraising Society

Bylaws

5. Board of Directors (the “Board”)

- A. The Board will be composed of the following Officers and Directors:
- i. **Mandatory Directors:** Officers to be elected on the annual basis by the membership: President, Vice-President, Secretary, Treasurer, or Secretary-Treasurer. The Office of the Secretary and Treasurer may be filled by one person if the membership at any General Meeting of the Membership for the election of Officers shall so decide. These positions will be considered the officers of the Society.
 - ii. **Optional Directors:** A maximum of four (4) additional Directors (at Large) may be elected. The Board will determine the number of Directors at Large needed on an annual basis.
- B. The Board may from time to time vary, add to or limit the powers and duties of any officer or director. Unless otherwise specified by the Board, each Officer and Director shall have and perform those duties set forth in this bylaw:

i. **President**

- a. The President shall have general knowledge of all activities of the Society and will carry out duties assigned by the Society.
- b. The President shall call all Meetings of the Board and shall preside at all General Meetings of the Membership and Meetings of the Board.
- c. The President will be the chief spokesperson for the Society, unless otherwise delegated. The President shall be copied on all Society communications and will review any communications to the membership, parent body, School community or public prior to distribution and shall include the Vice-President in same.
- d. The President will be an ex-officio member of all Committees.

ii. **Vice-President**

- a. The Vice-President shall assist the President in all Society activities and will carry out other duties assigned by the President.
- b. In the event of absence, resignation, incapacity, or extended leave of absence of the President, the Vice-President shall fulfill the responsibilities of the President until the next elections at the AGM. The President’s position remains vacant until the new President is elected.
- c. In the absence of both the President and the Vice-President from meetings, a Chair may be elected or appointed at the meeting to preside.
- d. The Vice-President will be copied on all Society communications and will review any communications to the membership, parent body, School community or public prior to distribution.

Ohpaho Secondary School Fundraising Society

Bylaws

iii. Secretary

- a. It shall be the duty of the Secretary to attend all General Meetings of the Membership and Meetings of the Board, to keep accurate minutes of the same, and to prepare these for distribution.
- b. In the absence of the Secretary, his/her duties shall be discharged by such Officer or Director as may be appointed by the Board.
- c. The Secretary shall have charge of all Society membership forms, correspondence and/or documentation and be under the direction of the President and the Board. All documentation, literature, correspondence, forms, thumb drives, etc. are the property of the Society. The outgoing Secretary shall transition this property to the incoming Secretary at the end of his/her term.
- d. The Secretary shall keep an accurate Register of Members of the Society, including contact information, as required by the *Societies Act*, and shall send all Society correspondence/notices as required.

iv. Treasurer

- a. The Treasurer shall receive all monies paid to the Society and be responsible for the deposit of same in whatever Bank, Trust Company, Credit Union or Treasury Branch the Board may order.
- b. The Treasurer shall properly account for the funds of the Society, keep such books as may be directed and disburse funds as required. All records, receipts, documentation, forms, thumb drives, etc. are the property of the Society. The outgoing Treasurer shall transition this property to the incoming Treasurer at the end of his/her term.
- c. The Treasurer shall present a full detailed account of receipts and disbursements to the Board whenever requested and shall prepare for submission to the Annual General Meeting of the Membership a duly audited statement of the financial position of the Society and shall submit a copy of same to the Secretary for the records of the Society.
- d. The Treasurer will prepare, and submit with Board approval, any financial reports required by organizations and agencies in a timely manner.
- e. The signing authorities of the financial accounts will be a minimum of two elected Officers of the Society.

C. All Directors and Officers of the Board will:

- i. Attend Annual, Regular and Special General Meetings of the Membership.
- ii. Be prepared for, attend and actively participate in all Meetings of the Board.
- iii. Actively support the initiatives and actions of the Society.
- iv. Approve, where appropriate, policy and other recommendations received from the Board and its standing committees.
- v. Review the Bylaws and recommend Board-approved Bylaw changes to the membership.
- vi. Review the Board's structure, approve changes, and prepare necessary Bylaw amendments.
- vii. Participate in the development of the Society's plan and annual review.
- viii. Review the annual budget for the Society and submit to the membership for approval.
- ix. Assist in developing and maintaining positive working relations among the Board, committees, School and School Council to support and enhance education in the School community.
- x. Allow for opinions and positions of all Members to be voiced and heard in a safe, respectful environment.
- xi. Act as a leader and an ambassador of the Society.
- xii. Strive to reach consensus in all areas. If a consensus cannot be reached, Board Members will accept, and adhere to, the majority decision of the Board.

Ohpaho Secondary School Fundraising Society

Bylaws

- xiii. Address operational concerns openly and with input from Board Members.
 - xiv. Address personal concerns relating to Board Members' roles privately, constructively, respectfully, and in a timely manner.
- D. The Board shall, subject to the Bylaws or directions given it by majority vote at any meeting properly called and constituted, have full control and management of the affairs of the Society.
 - E. Any Officer or Director may resign his/her position by providing written notice to the Board.
 - F. Any Officer or Director may be removed from the Board at any time with cause by a majority vote of the Board whenever, in its judgment, the best interest of the Society will be served.
 - G. Board Members are elected by the voting Members at an AGM held annually.
 - H. Candidates must be voting Members in good standing.
 - I. Notification of the nomination procedure will be included with the notice of the AGM.
 - J. The term of office shall be complete at the end of the meeting at which successors are elected unless written notice of resignation is submitted to the Board.
 - K. The maximum number of consecutive terms, in the same Officer or Director position on the Board, shall be four (4) consecutive one year terms. In any given year where two or more officers are at the maximum (4) consecutive one year terms, one or more officers may have their term extended for a further one year term, for a maximum term of five (5). The maximum number of cumulative one year terms, in any Officer or Director position shall be six (6) terms.
 - L. Any vacancy occurring during the year may be filled at the next meeting, provided it is so stated in the notice calling such meeting, with the exception of the position of President.

6. Meetings of the Board of Directors

F. Regular Meeting of the Board

- i. A **Regular Meeting of the Board** shall be called at the frequency determined by the Board that will permit their duties to be accomplished. All Members of the Society are allowed to attend and observe Regular Meetings of the Board. At the discretion of the President, Members may participate in discussions and ask questions, but shall not be permitted to make, second or vote on a motion.
- ii. Regular Meetings of the Board will be announced to all Board Members by providing no less than 10 days' notice in writing using a newsletter, website, email, text and/or social media or 3 days' notice verbally, by telephone or in person.
- iii. Quorum at any Regular Meeting of the Board shall be 3 Board Members, 2 of whom must be elected Officers.
- iv. Regular Meetings of the Board may be held without notice if a quorum of the Board is present, provided that any business transactions shall be ratified at the next Regular Meeting of the Board; otherwise they shall be null and void.
- v. A topic to be discussed at a Regular Meeting of the Board may be deemed to be "in camera" or closed to anyone the Board chooses should the Board determine, by a majority vote of those present, that the topic is of a personal, sensitive or confidential nature.

G. Special Meeting of the Board

Ohpaho Secondary School Fundraising Society

Bylaws

- i. A **Special Meeting of the Board** shall be called by the Secretary upon the instructions of any 2 Board Members, by providing no less than 10 days' notice in writing using a newsletter, website, email, text and/or social media or 3 days' notice verbally by telephone or in person, to all Board Members setting forth the reasons for calling such meeting.
 - ii. Quorum at a Special Meeting of the Board shall be any 3 Board Members.
 - iii. All or any portion of a Special Meeting of the Board may be deemed to be "in camera" or closed to anyone the Board chooses should the Board determine, by a majority vote of those present, that the content of the meeting or agenda item is of a personal, sensitive or confidential nature.
- H. The Board may hold in-person or virtual meetings, or a combination of the two. The Board will determine the voting process for meetings, including what type of electronic voting will be used for virtual meetings (ie. Raise Hand feature, Chat Window, private message, mic). In-person and electronic voting will not include voting by proxy.
- I. **Voting**
- i. Each Director, excluding the President, will have 1 vote at all Meetings of the Board.
 - ii. In the case of a tie vote, the President will have 1 vote.
 - iii. Such votes must be made in person and not by proxy or otherwise.
 - iv. Directors will vote by show of hands where 50% + 1 will be considered the majority.
 - v. The President may authorize an electronic vote by email if a situation needs to be acted upon by the Board between physical meetings. In the case of an electronic vote, a quorum shall be constituted when at least 60% of the Directors of the Board cast a vote by email. Any motion taken electronically will be formally recorded into the minutes of the next Board meeting.
 - vi. Any Director having a personal pecuniary gain or conflict of interest in any matter being discussed by the membership or the Board is required to declare such and absent himself/herself from any discussion or vote on such matter.

Standing and ad hoc committees will be formed as necessary by the Board and will operate on an ongoing basis with specified lengths of term

7. Standing and Ad Hoc Committees

- A. Standing and ad hoc committees will be formed as necessary by the Board and will operate on an ongoing basis with specified lengths of terms for Members.
- B. Committees will meet outside of Meetings of the Board or General Meetings of the Membership to complete their assigned tasks as per the direction of the Board and present a report of their activities at meetings as requested.

8. Auditing

- A. The books, accounts and records of the Treasurer shall be audited at least once each year by either a duly qualified accountant, or by a qualified staff member of the Black Gold School Board or by two voting Members of the Society who are not Board members, have no signing authority, and who are not related. Auditors will be elected or appointed for that purpose at the Annual General Meeting of the Membership.
- B. A complete and proper statement of the standing of the books for the previous year shall be submitted by such auditor for presentation at the Annual General Meeting of the Membership.
- C. The fiscal year of the Society in each year shall be September 1st to August 31st.

Ohpaho Secondary School Fundraising Society

Bylaws

9. Special Resolution

Special Resolution will mean a resolution passed at a General Meeting of the Membership of which not less than 21 days' notice in writing using a newsletter, website, email, text and/or social media, or provided verbally by telephone or in person, specifying the intention to propose the resolution has been duly given, and by the approval of not less than 75% of those Members entitled to vote in attendance.

10. General Management

- A. The registered office of the Society is located within the School.
- B. The mailing address for all communication or correspondence shall be the registered office of the Society.
- C. To maintain integrity, minute books and financial records will be securely stored and may be inspected by any Member in good standing of the Society upon reasonable request, including the reason for inspection.
- D. Such inspection may only take place at the registered office of the Society, in the presence of a Board Member, and dual control (2 people present, 1 of whom is a Board Member) will be maintained at all times.

11. Remuneration

Unless authorized at any meeting and after notice for same shall have been given, no Officer, Director or Member of the Society shall receive any remuneration for his/her services.

12. Borrowing Powers

For the purpose of carrying out its objectives, the Society may borrow or raise or secure the payment of money in such manner as it thinks fit, and in particular by the issue of debentures, but this power shall be exercised only under the authority of the Society, and in no case shall debentures be issued without the sanction of a Special Resolution of the Society.

13. Society Seal

The Society has not adopted a Society Seal.

14. Insurance and Indemnity

- A. **Insurance:** For the purpose of carrying out its objectives, the Society will annually review and carry liability insurance as deemed necessary by the Board, or if required by the policies of the School or School Board.
- B. **Indemnity:** Provided appropriate insurance is in place, each Officer and Director holds office with protection from the Society.
 - i. The Society indemnifies each Officer and Director against all costs or charges that result from any act done in her/his role for the Society.
 - ii. The Society does not protect any Officer or Director for acts of fraud, dishonesty or bad faith.
 - iii. No Officer or Director is liable for the acts of any other Officer, Director or Member.
 - iv. No Officer or Director is responsible for any loss or damage due to the bankruptcy, insolvency, or wrongful act of any person, firm or corporation dealing with the Society.
 - v. No Officer or Director is liable for any loss due to an oversight or error in judgment, or by an act in his role for the Society, unless the act is fraud, dishonesty or bad faith.

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15. Privacy

- A. The Society shall not collect, use, share or store personal information for purposes other than those of Society business, and shall destroy it appropriately once it is no longer needed.
- B. The Society will adhere to *Personal Information Protection Act* (PIPA) guidelines as required by Alberta legislation, and voluntarily where appropriate.

16. Conflict Resolution

- A. If at any time 10 Members, or 5 Members and greater than 50% of the Board Members, of the Society are of the opinion that the Society is in a state of conflict such that its operation is significantly impaired, they may deliver a written "Special General Meeting of the Membership" request, signed by them, to the Board.
- B. Upon receipt of such, the President will call a Special General Meeting of the Membership, providing due notice as stated, and Members in attendance will have an opportunity to hear and discuss the issues causing conflict.
- C. On motion, a vote shall be held respecting a proposed resolution to the conflict, and if a majority of voting Members present vote in favour of the resolution proposed, the Society will immediately act upon the resolution, as directed by the assembly.

17. Bylaws

- A. All Members are responsible for behaving in accordance with the Bylaws and objectives of the Society.
- B. The Society Bylaws and operations will be in accordance with the laws of Alberta, the *Societies Act* and any other governmental legislation relating to the Society's operation and objectives.
- C. The Bylaws may be rescinded, altered or added to by a "Special Resolution." Changes to the Bylaws do not come into effect until the Special Resolution(s) is registered at Corporate Registry. Special Resolution(s) sent to the Corporate Registry shall be dated and verified by a person authorized by the Society.
- D. Any question regarding the proper application and interpretation of these Bylaws shall be determined by the Chair of any Society Meeting of the Membership or Board meeting. The Chair's decision may be appealed by a voting Member and can be overturned by a simple majority vote at a Special General Meeting of the Membership, or a Special Meeting of the Board, called in accordance with these Bylaws.

18. Policies and Procedures

A Policy and Procedure Manual may be created, maintained, and reviewed annually by the Board. Members in good standing may put forward policies to the Board for consideration and/or implementation.

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19. Dissolution of the Society

- A. In the event of the dissolution (closing) of the Society, which shall require a Special Resolution of the membership, the assets remaining after payment of all debts and liabilities shall be transferred to Ohpaho Secondary School with the exception of gaming proceeds.
- B. All remaining gaming proceeds, after payment of all debts and liabilities, shall be disbursed to eligible charitable groups or purposes as per Alberta Gaming, Liquor & Cannabis Commission regulations.

Date: April 15, 2026

President (clearly print name)

President's Signature

Secretary (clearly print name)

Secretary's Signature