

# Galbraith School Council Agenda

September 13, 2022

Chairperson of School Council: Kira Kinahan

Vice Chair of School Council: TBD

Location: [Microsoft Teams](#) and Galbraith Art Room

1. Adoption of Agenda
2. Approval of the Minutes from June 14, 2022 School Council meeting
3. Business arising from the minutes
  - 3.1 Open Positions 2022-2023 School Year: School Council Co-Chair, Secretary

## Co/Vice Chair of School Council

- chair all meetings of the school council
- coordinate with the principal to establish meeting agendas
- ensure that the operating procedures are current and followed
- be the official spokesperson of the school council
- ensure there is regular communication with the whole school community
- stay informed about school board policy that impacts school council
- comply with the School Councils Regulation by providing the school board with an annual report that summarizes the school council's activities for the previous school year, including a financial statement relating to money, if any, handled by the school council

On some school councils, the role of chair is shared, either through the creation of co-chairing positions or through the chair's dependence on the co-chair to undertake part of the work. Typically, the co-chair's duties are, in the event of resignation, incapacity or leave of absence of the chair, to fulfill the chair's responsibilities, and in the absence of the chair, supervise the affairs and preside at meetings of the school council.

## Secretary

- The school council secretary typically acts as a recorder at each meeting and ensures that the minutes are prepared accurately to reflect the directions agreed to at the meeting.

4. School Trustee's Report - Craig Whitehead
5. Division School Council Report – Kira Kinahan
6. Staff Members' Reports:
  - 6.1 Staff Report- Karen Henrie
  - 6.2 Vice Principal's Report – Nicole Court
  - 6.3 Principal's Report – Sandy Scheldrup
7. New Business
  - 7.1 Meeting Dates - Confirm Calendar
  - 7.2 Parent Lending Library
  - 7.3 Parent Class Reps
8. School Council Adjournment

**Next meeting: October 18, 2022 @ 6:30 PM**

# Galbraith Parent Advisory Council Society Agenda

## General Meeting

September 14, 2022

Chairperson: Kira Kinahan

Vice Chairperson: TDB

Location: [Microsoft Teams](#) and Galbraith Art Room

1. Adoption of Agenda
2. Minutes of June 14, 2022 Galbraith Parent Advisory Council Society meeting
3. Business arising from the minutes
  - 3.1 Open Positions 2022-2023 School Year: Chairperson of Society

### Co/Vice Chairperson of Society

- chair all meeting for school society
- coordinate with the principal to establish meeting agendas
- creates and supports fundraising initiatives
- ensure procedures are current and followed
- be the official spokesperson of the school society

4. Treasurer's Report – Cheryl Lyons
5. New Business
  - 5.1 Hot lunch
6. School Council Society Adjournment

**Next meeting: Next meeting: October 18, 2022 @ 6:30 PM**