

## CKSS School Council Meeting Agenda

LOCATION: CKSS Board Room Tuesday, 7:00 PM	<b>WiFi Password</b>	September 17, 2024
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\*\* CKSS School Council meeting minutes, meeting agenda, council positions posted on school's [website](#) \*\*

Agenda Item	Details	Responsibility
<b>Welcome / Introductions</b>	All welcome to the meeting	Chair
<b>Territorial Acknowledgement</b>	We acknowledge that the land on which we are gathered is part of the traditional territory of the Odawa, Potawatomi, and Delaware Nations.	Chair
<b>Welcome and Orientation</b>	<p><b>Roundtable</b></p> <p><b>Background Information:</b></p> <ul style="list-style-type: none"> <li>• 2023 / 2024 School Council Annual Report</li> <li>• School Council Guiding Principles 1<sup>st</sup> edition June</li> </ul> <p><b>REFERENCES</b></p> <p>Lambton Kent District School Board Regulation No: R-AD-102-18 Subject School Councils</p> <ul style="list-style-type: none"> <li>• <a href="#">Policy</a></li> <li>• <a href="#">Regulation</a></li> </ul> <p><a href="#">School Councils - A Guide for Members</a> 2001 Revised 2002</p> <p><b>Meeting frequency:</b> Six (6) meetings during the 2024 / 2025 School Year. CKSS Board Room on the third Tuesday of the month at 7:00 PM, as listed below:</p> <ol style="list-style-type: none"> <li>1. September 17, 2024</li> <li>2. October 15, 2024</li> <li>3. November 19, 2024</li> <li>4. February 18, 2025</li> <li>5. April 15, 2025</li> <li>6. May 20, 2025</li> </ol> <p>Skipping busy months of December (winter holiday); January (weather); March (March break); June (exams etc)</p>	Principal & Chair
<b>Minutes Approval / Old Business</b>		
<b>Agenda Additions</b>		
<b>Mailbox Items</b>		Principal
<b>Health and Safety</b>		
<b>Calendar</b>		Principal / Chair

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<b>Reports</b>	<b>1. Student Council Report</b>	Fauzan Khan
	<b>2. Student Athletic Association Report</b>	Melory Elson
	<b>3. Teachers' / Student Services / Special Education Reports</b> <ul style="list-style-type: none"> <li>• Melanie Rich - talk about OBA</li> </ul>	Stephanie Piercey and Kayla Darrach
	<b>4. Community Member Report</b>	Stella
	<b>5. Principal's Report</b> Review of the updated Student Handbook	Principal
	<b>6. Parent Involvement Committee (PIC) Report</b>	
	<b>7. Parent / Guardian Members' Reports</b>	
	<b>8. Chair Report</b> Communication issue - LTO's / accommodations / changes to perm FT teachers' mid-way through semester  To add to October agenda - to better understand the course selection process at CKSS. How are classes given to children; is there a selection process? Also is there something that we can do to improve this process? I know other schools get their timetables emailed and in early summer.	Deb  Addie
<b>New Business</b>		
<b>Next Meeting</b>	<ol style="list-style-type: none"> <li>1. October 15, 2024</li> <li>2. November 19, 2024</li> <li>3. February 18, 2025</li> <li>4. April 15, 2025</li> <li>5. May 20, 2025</li> </ol>	
<b>Parent Council Roles</b>	<p><b>CKSS School Council Roles to fill. Sharing roles is okay.</b></p> <p><b>A. Chair/Co-Chair</b></p> <ul style="list-style-type: none"> <li>• Call School Council meetings.</li> <li>• Prepare agenda for School Council meetings with principal.</li> <li>• Chair School Council meetings.</li> <li>• Ensure minutes of School Council meetings are recorded.</li> <li>• Participate in information and training programs.</li> <li>• Communicate with the school principal, as required.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Ensure regular communication with the school community.</li> <li>• Consult with senior board staff and trustees, as required.</li> </ul> <p><b>B. Vice Chair (if this position is created by the Council)</b></p> <ul style="list-style-type: none"> <li>• Assume role of the Chair in the absence of the Chair.</li> <li>• Assist Chair as requested.</li> </ul> <p><b>C. Secretary</b></p> <ul style="list-style-type: none"> <li>• Ensure minutes of the School Council meetings are recorded, maintained, reported and available at each meeting.</li> <li>• Verify and record all consensus decisions.</li> <li>• Act as corresponding secretary as required.</li> </ul> <p><b>D. Parent Involvement Committee (PIC) Representative</b> More info - <a href="https://www.lkdsb.net/Board/BoardCommittees/parent-involvement-committee/Pages/default.aspx#/=">https://www.lkdsb.net/Board/BoardCommittees/parent-involvement-committee/Pages/default.aspx#/="</a></p> <p><b>E. Community Member</b> Help to maintain good relations between CKSS and organizations and members of a community. Provide written and verbal updates to those working and living in communities.</p> <p><b>F. Social Media / Documentation Coordinator</b> Create and/or update information on social media platforms. To coordinate the data/information for submission to the principal for website update. Help with historical build on information accessibility year over year.</p> <p><b>G. Events Coordinator</b> Ensure that events are organized, processed, and have reports available.</p>	<p>Addie would share the role</p> <p>Stella is willing to serve again this year</p>
<b>Adjournment</b>		