

Centennial High School Council

AGM

In person, Learning Commons

Tuesday, September 22

19:00 hrs

All members in attendance may vote.

1.0 Call to order - 19:00 • Introduction of those in attendance	5 mins
2.0 Review of Agenda	2 mins
3.0 Approval of minutes of previous meeting from prior meeting	3 mins
4.0 Standing business • Principal's report	20 mins
5.0 New business • Elections of officers: Chair, Vice, Secretary, Treasurer; • Key communicator volunteer role • Review School Council Operating Procedures	20 mins
6.0 Next meeting of the CHiPS Council: October 27	
7.0 Adjourn	

Upcoming meetings:

Oct 27	Nov 24	Dec 15	Jan 26	Feb 23
Mar 30	Apr 27	May 25 (AGM)		

Roles:

School Council

Chair: Duties include: Chairing and organizing meetings; actively encourages others to become involved in meaningful ways; communicating regularly with the school principal, ensuring regular communication with the school community

Vice Chair: Duties include: chairing meetings in the absence of the council chair; helping prepare for meetings; preparing to assume the role of chair in the future

Secretary: Duties include: records meeting minutes and ensures accuracy of minutes; distributing minutes of meetings

Treasurer: Duties include: keeping an accurate record of funds and financial transactions; reporting on the receipt and expenditure of funds

Key Communicator: this volunteer role attends the Community of School Council meetings throughout the year hosted by the Calgary board of education.