

**Westwood Junior High School Governing Board Minutes**  
**September 26, 2016**  
**Staff Lounge Jr. Campus**

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**Attendees:** Tanja Minisini (GB Chair), Marie-Josée Coiteux (Principal), Melissa Salama, Kelly Ann Uren, Carol James, Barbara Hunter, Nathalie Vanasse, Jacky Connolly, Maria Anctil, Isabelle Fleury (Home & School Rep)

**Regrets:** Daniel Olivenstein (Commissioner)

**Meeting commenced at 7:02 PM**

Adoption of the agenda

Moved by Marie-Josée Coiteux, Seconded by Tanja Minisini. Motion carried

Adoption of the minutes from meeting of 7 June 2016

Moved by Marie-Josée Coiteux, seconded by Barbara Hunter; Motion Carried

2.1 Election of Tanja Minisini as Chair for the 2016-17 Governing Board. Vote was unanimous.

2.2 Appointment of Maria Anctil as Treasurer and Jacky Connolly as Secretary for the 2016-17 Governing Board. Vote was unanimous.

2.3 Appointment of Nathalie Vanasse as Region Parent Representative and Tanja Minisini as Alternate Region Parent Representative. Vote was unanimous.

2.4 Given that our Commissioner, Daniel Olivenstein, is so actively involved in SNAC and is able to provide us with reports on their meetings as well as represent any concerns that our school has, the 2016-17 Governing Board unanimously chose not to appoint a SNAC representative.

2.5 No Community Representative was appointed.

Business arising from the minutes – None

Internal Rules of Management

As in past years, the 2016-17 Governing Board has decided to adopt the following Internal Rules of Management:

A. Unless previously agreed upon by all GB members, meetings will end no later than 9pm.

B. The Public is welcome but a Public Question Period is reserved for the end.

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Motion to accept these Rules moved by Melissa Salama and seconded by Kelly Ann Uren. Motion carried.

Reports

5.1. Principal (see attached)

5.2. Sector parents committee

No report this month

5.3. Home & School (see attached)

Regarding the Ford Fundraiser, the Board has tentatively approved it providing that H&S obtain more information and that the fundraising initiative be permitted by LBPSB. Motion moved by Nathalie Vanasse and seconded by Barbara Hunter. Motion carried.

5.4. Commissioner's report - none

New Business

6.1 2016-17 Governing Board Budget approved. Moneys will be spent at 2 dinners out: one before the Holiday Season and one at the end of the year. Motion moved by Melissa Salama and seconded by Jacky Connolly. Motion carried.

6.2 Filed trip approval – none required

6.3 Change of schedule approvals – To allow for the MELS count on September 30<sup>th</sup>, 2016, Homeoroom will be extended by 10 minutes. Moved by Carol James, seconded by Barbara Hunter. Motion carried.

6.4 Tentative dates for 2016-17 Governing Board Meetings: Monday, October 17<sup>th</sup>, 2016; Monday, November 21<sup>st</sup>, 2016; Thursday, December 15<sup>th</sup>, 2016 (to be followed by a supper out at a local restaurant); Monday, January 23<sup>rd</sup>, 2017; Monday, February 20<sup>th</sup>, 2017; Monday, April 10<sup>th</sup>, 2017; Monday, May 15<sup>th</sup>, 2017; Thursday, June 15<sup>th</sup>, 2017 (to be followed by a supper out at a local restaurant). Motion moved by Carol James, seconded by Melissa Salama. Motion carried.

Public question period - No public present

Adjournment – Motion to adjourn the meeting at 7:55pm moved by Melissa Salama and seconded by Jacky Connolly. Motion carried. Next meeting, Monday, October 17<sup>th</sup>, 2016 at 7pm in the Staff Lounge at WWJR.

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**Report from Home and School – Isabelle Fleury**

Membership: we have more than 100 members so far – this is a record

15<sup>th</sup> Edition of the Craft Fair this year: we are doing a full weekend on November 26<sup>th</sup> & 27<sup>th</sup>

- a. All crafters and merchants are booked and 90% have paid already
- b. We started to gather raffle prizes already
- c. Craft Fair planning meeting on September 29<sup>th</sup>, 7 pm at my house: most coordinator roles will be assign and we will use it as a knowledge transfer session
- d. Craft Fair from the city of St-Lazare on the same weekend as Westwood and Hudson: The meeting with M. Paquin from St-Lazare went well. We agreed to work together to make all events successful. More information to come.

We had our H&S executive training last week and got a new fundraising suggestion: test drives with Ford Canada

- a. We would like to get approval from the GB to go ahead with this fundraiser for the Hockey team

## **Principal's report**

### **Governing Board**

Sept. 26th, 2016

Please see principal's report from Sept. 13<sup>th</sup>, 2016 Governing Board meeting

New staff members, new to WWJR-11 new teachers/3 new integration aides

**Terry Fox**-will take place Wednesday, Sept. 29<sup>th</sup>. Pledge forms went out and families can make donations on line. Jason Cordery will be organizing student leaders to go to each homeroom to discuss Terry Fox to encourage students to get donations.

**Girls soccer practices & games** have begun coached by Mrs. James & Ms. Hawker-

**Bantam Boys soccer underway-**

**Student Life:** The first student life meeting was held on Thursday September 15th

**Girls Volleyball** practices have started

**Firedrill**-had one Sept. 15<sup>th</sup>, another one scheduled for Wednesday, Sept.

28<sup>th</sup>

**Spirit week-Sept, 26<sup>th</sup>-29<sup>th</sup>**-pyjama day today, Tuesday, tape the

principal, Wednesday, Crazy hair day, Thursday,

WW spirit day & Terry Fox

**Sept. 30<sup>th</sup>**-Official attendance day with Ministry

**Interim reports**-go home on Oct. 14<sup>th</sup>

**WWJR Open House**-Oct. 27th

**Enriched Exam writing date-Saturday, Oct. 29th**

**Principal's report**

**Governing Board**

Sept. 13th, 2016

Smooth start-for grade 7's & our grade 8's

Short assemblies took place to welcome each group of students and two other longer assemblies took place for each grade level.

New staff members, new to WWJR-11 new teachers/3 new integration aides

**Agendas**-the students are expected to go over the code of conduct in the agenda and signatures are required from a parent and student once this is read.

Enrollment is at 463, 40 plus from last year

**Photo retake** will take place Sept. 20<sup>th</sup>

We had a *lock down* drill on Sept. 7<sup>th</sup> and it went very well. 2 fire drills to come in September (one of which will take place with the fire department), 2 fire drills to take place in October, 1 fire drill to take place in November and 1 fire drill to take place in the Spring.

**Curriculum Evening & AGA** taking place this Thursday, Sept. 15<sup>th</sup>. Two ERMS messages have gone out to our community

**Terry Fox**-Wednesday, Sept. 29th

**Girls soccer practices** have begun coached by Mrs. James & Ms. Hawker

**Bantam Boys soccer practices** taking place

**Cross Country Running Practice** have begun coached by Mr. Prahacs

**Student Life:** The first student life meeting will be held on Thursday September 15th

**Peewee and Bantam Hockey:** Two information meetings have taken place and we have enough players to have one Peewee team and one Bantam team

to play GMAA games. Practices will take place on Monday and Fridays at St.Lazare arena (Nathaniel Marx, Perfect skating, Montreal West) will run the Friday development.

**Track and Field** practices have begun with Mr. Tyrrell

**Girls Volleyball** last tryout today

**Library news** Ms. Ljilijana Kostic has sent out a message to all students about joining the library team to become a library volunteer!

**Golf** –Ms. Kollman has organized to bring 4 golfers to participate in the GMAA Golf Tournament taking place tomorrow Sept. 14<sup>th</sup>.

Ryan Motomura

Camren Mulcair

Joey Cox

Aidan Stangle