

**Westwood Senior High School  
Governing Board Minutes Wednesday, October 14, 2015  
6:45 pm – Conference Room  
Type of Meeting - Governing Board Regular 2-15 #2**

---

**Attendees:** Sheila Honeyborne Penny Squires  
Lynn Austin Dean Graddon  
Lynn Fitzpatrick Chloe Bullen  
Frank Clarke Isabelle Fleury  
Kathryn Clare Laura Pfeiffer  
Lisa Guarda Sue Judge  
Danny Olivenstein

**Regrets/Absent:**

**Invited Guests:** None

**Public:** None

---

The meeting was called to order at 6:45 pm

**1. Adoption of the Agenda**

Moved: Frank Clarke  
Seconded: Laura Pfeiffer  
Motion carried unanimously

**2. Adoption of the Minutes of the Meeting of Wednesday, September 15, 2015**

Moved: Dean Graddon  
Seconded: Laura Pfeiffer  
Motion carried unanimously

**3. Business Arising from the Minutes**

Meeting dates for 2015 – 2016 school year were decided  
We will meet the second Wednesday of every month at 6:45 p.m.

November 11 (changed to Nov. 10)	December 9	January 13
February 10	March 9	April 13
May 11	June 8	

Lockdown procedures will be necessary for recess/lunch hour. An e-mail was sent to principals asking this question for feedback about what they do. Most responded that they hadn't planned for that.

A possible solution proposed was to put red bristol board in the windows of classes with students in them to ensure that students don't come back into the school. It was mentioned that students should stay in their classes during the lockdown if the fire bell goes off.

#### **4. Public question period**

No public present

#### **5. Reports**

##### **5.1 Principal's Report** (see attached)

Student walkout day (second and third period) - we were the only school to have students leave after lunch. 100 students left the school for the afternoon. Those students will get a 90 minute detention and will be contacted in the coming days.

##### **5.2 Students**

Author Kim Thuy visited the school on October 1 and spoke to the Grade 11 enriched French classes. Her visit was enjoyed by all who attended. A small Westwood token of appreciation was given to her.

Grad pictures were done this week.

Grad dinner has been postponed to spring.

Yearbook committee is looking for ideas and suggestions.

Leadership camp has been postponed to early spring.

Halloween classroom doors are being decorated and will be done by the Art Club.

##### **5.3 Sector Parents Committee**

CPC is meeting next month

##### **5.4 Treasurer**

A new treasurer was chosen. Lynn Fitzpatrick has accepted the position. Nothing to report.

##### **5.5 Home & School** (report to come)

Home and School has 87 members so far this year

Westwood Craft Fair planning is going well.  $\frac{3}{4}$  of the tables have already been reserved.

Gift baskets are being prepared

Prom is being planned for June 28<sup>th</sup> and is to be held at Chateau Vaudreuil

##### **5.6 Commissioner** (see attached report)

##### **5.7 Bridge to Burundi**

J.C. (French teacher) is there now. Medical supplies are waiting for shipment. The cost is \$18,000 to ship them. They will arrive in December. They have created 262,000 bricks so far.

##### **5.8 Major School Change** (see attached report)

We created a template for the presentations. Briefs need to be submitted on November 18<sup>th</sup> Town Hall meeting at Westwood Junior.

The brief will be voted on by the Governing Board.

## **6. New Business/Correspondence**

### **6.1 Field Trips**

None

### **6.2 Change of Schedule Approvals**

None

### **6.3 Rental and Service Contracts:**

None

### **6.4 E-vote Ratification:**

None

### **6.5 Consultation – Policy on safe and caring schools**

Nothing to report

### **6.6 Governing Board Budget**

\$501 available for this school year      \$88.00 left over from June 2015

## **7. Questions and comments**

None

## **8. Meeting was adjourned at 8.15 pm**

Motion to Approve: Dean Graddon  
Seconded: Sue Judge  
Motion carried unanimously

**Next Meeting – Tuesday, November 10, 2015 @ 6:45pm.**

---

Sheila Honeyborne - Principal

---

Penny Squires - Chairperson