

**Westwood Senior High School  
Governing Board Minutes Wednesday, November 10, 2015  
6:45 pm – Conference Room  
Type of Meeting - Governing Board Regular 3-15 #3**

**Attendees:** Sheila Honeyborne Penny Squires  
Lynn Austin Dean Graddon  
Chloe Bullen Frank Clarke  
Kathryn Clare Laura Pfeiffer  
Lisa Guarda Sue Judge  
Aadam Hetlam

**Regrets/Absent:** Isabelle Fleury Lynn Fitzpatrick

**Invited Guests:** None

**Public:** None

The meeting was called to order at 6:45 pm

**1. Adoption of the Agenda**

Moved: Dean  
Seconded: Laura  
Motion carried unanimously

**2. Adoption of the Minutes of the Meeting of Wednesday, October 14, 2015**

Moved: Sue  
Seconded: Laura  
Motion carried unanimously

**3. Business Arising from the Minutes**

Emergency Preparedness Binder  
Binder has been updated with new staff members but everything else remains the same. New students have been added. The binder is in Sheila's office and she will bring it with her when we evacuate the school for a fire or emergency. Procedures have not changed regarding the evacuation process.

Changes in lockdown procedure will be done by head office and they will come up with a template for us to follow. We will move forward when we know the plan.

Frank motion to carry  
Lynn seconded  
Motion carried unanimously

**4. Public question period**

No public present

## **5. Reports**

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

Wellness grant for 2015-2016 has been set at \$5 per student

Homework program grant for this year is \$10,000

MELS grant for libraries was approved at \$14 per student (\$9 MELS + \$5 School Board)

High School and Beyond night was done and was a success. The attendance was the highest ever and many grade 10 students arrived with their parents.

5 fire drills were done and one lockdown. One more to come in the spring

April 15th school ped day is cancelled due to strike days

Fosters counsellor started today. She is an alumna of Westwood. Participation is voluntary, support is confidential

Jenny Thibault is still to be replaced. She is leaving in December.

### **5.2 Students**

Fundraisers that took place in the last month.

Raking jobs for the students

Nov. 7 and 8 Students were bagging at Walmart in Hawkesbury.

Fine Dining event Nov. 11 at the Willow Inn...tickets still available

Nov. 27 to 29 Hudson sponsoring the westwood IDP project

IDP are filming a commercial with Mr. Smith

TCBY sales will be starting soon.

Grad sweatshirts have arrived and students have received them.

Grad photos were distributed on November 10th

Halloween doors were completed by the art club and the prize winner was chosen

Silent Majority premiere was on Sunday and it will be shown to all students in the school

Next Thursday is the group photo for the yearbook. It will be taken outside the school.

Deposits need to be given in advance for the yearbook

McGill workshops being held and 8 of our students can attend

### **5.3 Sector Parents Committee**

Major school change Town Hall is coming up at Westwood Jr. this month

(see Frank's report)

### **5.4 Treasurer**

Nothing to report. Lynn is absent tonight

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

Home and School fundraiser for magazines launched last week for the month of November  
Craft fair raffle prizes are being requested and gathered up for the giveaways  
All vendors tables have been sold for the fair  
We are short 19 tables for the set-up We will try to borrow from churches and community centers  
H & S is up to 93 members so far this year

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

### **5.7 Bridge to Burundi**

J.C. (French teacher) is there now. Medical center is now finished except for minor things to be completed. The container is on its way and scheduled to be there on December 5th. No other news to report.

Sheila will send him an email asking about the safety over there

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

Brief was presented to Governing Board. Sheila, Laura and Penny will be there to present it next week  
at 7.30 p.m. at Westwood Junior.

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

### **6.1 Field Trips**

Verdun trip needs to be approved Lots of pre-planning needs to be done and teachers need to do this. Meetings need to be held with students and staff. Dec. 17 is the tentative day we are looking at. Buses need to be booked for 100 kids that go on this trip. \$10 - 15 dollars per student for the buses. Mark Smith is getting a play ready to present to the students at Verdun Elementary on that day. Teachers set a drop date of dec. 4th. Details can be approved at our next meeting.

Frank motion to carry  
Lisa seconded  
Motion carried unanimously

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

Silent Majority Nov. 26th to be shown here at school. Video is 40 minutes plus an 11 minute question period to follow. One and a half grades one period and one and a half grades the next period.  
We will present in the gym.

Laura motion to carry

Dean seconded  
Motion carried unanimously

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

Hudson requested to use the new gym for soccer training till end of December.  
Girls will train on Thursday evening

Dean motion to carry  
Sue seconded  
Motion carried unanimously

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

None

### **6.5 Consultations**

Enrollment criteria - No changes - Nothing to report

### **6.6 Governing Board Budget**

See report attached

## **7. Questions and comments**

Laura is concerned that there are not enough recycling bins available. She was happy to find out that they were already in the classrooms.

Strike days coming up, union decides the days they will strike. April 15th is lost as a ped day because of the teacher strike and we need to reach 180 days.

## **8. Meeting was adjourned at 8.05 pm**

Motion to Approve: Dean Graddon  
Seconded: Kate Clare  
Motion carried unanimously

**Next Meeting – Wed, December 16, 2015 @ 6:45pm.**

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Sheila Honeyborne – Principal

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Penny Squires - Chairperson