

**Westwood Senior High School  
Governing Board Minutes Wednesday, February 10, 2016  
6:45 pm – Staff Room  
Type of Meeting - Governing Board Regular 1-16 #6**

**Attendees:** Sheila Honeyborne Penny Squires  
Kate Clare Dean Graddon  
Aadam Hetlam Lynn Fitzpatrick  
Laura Pfeiffer Sue Judge  
Lisa Guarda Chloe Bullen  
Frank Clarke Danny Olivenstein

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

**Invited Guests:** None

**Public:** None

The meeting was called to order at 6:45 pm

**1. Adoption of the Agenda**

Moved: Sue Judge  
Seconded: Aadam Hetlam  
Motion carried unanimously

**2. Adoption of the Minutes of the Meeting of Tuesday, November 10, 2015**

Moved: Laura Pfeiffer  
Seconded: Kate Clare  
Motion carried unanimously

**3. Business Arising from the Minutes**

5.1 The student teacher in the English department is no longer with us.  
6.1 The Basketball team was able to change their playing schedule so the students wrote their exams at the regular time and the team left at 11:00am.

**4. Public question period**

No public present

**5. Reports**

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

Staffing changes, Open House, Option forms.

## **5.2 Students**

Mrs. Nesbitt gave a presentation about the process for applying to CEGEP – very informative  
There will be a Valentine's dance on Friday – proceeds to go to IDP  
Sports - Foolsol, rugby and badminton are running  
IDP Fiesta was a great success – raised \$2740  
- IDP leaves Feb 28<sup>th</sup>  
Leadership class organized a Dance Off  
Classes were visited by YMCA – substance abuse – very informative  
Whole school watched the play Squawk  
Vaccinations held

## **5.3 Sector Parents Committee**

Explanation of Major School Change reprieves (Lakeside Academy, Riverside)  
Bill 86 is the next major point of discussion – information session February 11 – Bill 86 from a parent's perspective

## **5.4 Treasurer**

Nothing to report

## **5.5 Home & School** (report attached)

Once again our meeting times conflict. Home and School is busy preparing Teacher Appreciation Week. Teachers will be treated to lunch Feb 16<sup>th</sup>.

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

Excellent workshop help for parents of students on an individual education plan (IEP).

## **5.7 Bridge to Burundi**

A fund raiser geared to corporations was held at the community center. \$75/plate. Between \$400 and \$5000 was raised. Great to see that Westwood alumni are staying involved with Bridge to Burundi project.

## **5.8 Major School Change**

Nothing to follow up on this month.

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

### **6.1 Field Trips**

Spring Camping Trip to Arundel Nature center. March 23-25 – 15 students - \$75

Motion to accept  
Moved: Lisa Guarda  
Seconded: Dean Graddon  
Motion carried unanimously

## **6.2 Change of Schedule Approvals**

None

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

None

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

Ratification for Ski trip e-vote  
Motion carried unanimously

## **6.5 Consultations**

### **6.5.1 Principal Criteria**

No changes to criteria we sent in last year.

### **6.5.2 Budget Consultation**

Long and short versions were consulted. Only recommendation/suggestion is to ask the provincial government for more money.

## **6.6 Credits & Subject Instructional Hours**

The Director of Educational Services wants to make sure that all governing boards understand the relationship between credits and hours of instruction. The credits and hours of instruction are not necessarily distributed the same at every school. Sheila explained how things work at Westwood:

1 credit = 25 hours of instruction = how often class is held during nine day cycle

Sec 4 – English, Francais enrichi, Scientific Math = 6 credits = 6/9

Francais de base, History and Social and Cultural Math = 4 credits but they meet 6/9

General Science = 4 credits    Advanced Science = 4 credits    This should equal 8/9 but they get 6/9. This doesn't seem to be a problem since these students are considered capable of handling it.

French and Math are given two more periods because students need more support in those classes and there are final exams. History gets two more because Ethics is embedded in the course (and there is a final exam).

This distribution of credits and hours will stay the same for Sec 4. However, the situation is not the same for Sec 5:

Presently, Ethics = 2 credits and is embedded in English (6 credit course). Therefore, English should be 8/9, but it is 6/9. It is important to keep English 6/9 because of the government exam, so Ethics is being removed from English. Art options = 2 credits, but have been meeting 4/9, so 2 periods will be taken from the Art options and Ethics will meet 2/9.

A discussion followed about the impact on teacher workload and who would be best to teach Ethics. This led to an interesting discussion about categories and hiring.

## **7. Questions and comments**

An email was received from a parent looking for clarification on the procedure for student detentions. Basically, it was explained that for minor infractions (eg lateness), a lunch dt is given, if they miss it, they get another, if they miss that one, they get an after school detention. Parents are not informed; staff is trying to teach students that their actions have consequences and they have to deal with the situation on their own. For major infractions (vandalism, police involvement), the parents are informed that their child's actions have resulted in consequences which could be served by detention or community service.

One of the parents attended a conference sponsored by the Leadership Committee for English Education in Quebec (also attended by two WW staff members and principal). Keynote speaker reminded us that there is much research that says that teenagers who start later in the morning function (learn) better and also that children's attention span is about 15 minutes. A discussion followed regarding the implications of changing from 75 minute periods to 55 or 60 minute periods.

## **8. Meeting was adjourned at 8.55 pm**

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

**Next Meeting – Wednesday, March 9, 2016 @ 6:45pm.**

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Sheila Honeyborne – Principal

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Penny Squires - Chairperson