

**Hadley Junior High School  
Philemon Wright High School  
Joint Governing Board  
Minutes**

April 12, 2017 5:30 – 7:30pm - Library

**In Attendance**

**Parents**

**P/W**

Diane Carman  
Lauren Barbour  
Mike Avon (H+PW)  
Zari Yaraghi  
Benoit Monette  
Helene Courchesne

**Hadley**

Jacquie Paisley  
Cindy Seguin  
Penelope Van Dine  
Tanya Bryant

**Staff**

Dodie Payne, Principal  
Bill Rosseel, VP  
Adam Leclair  
Jen Christy  
Ashley Smith  
Lori Brown  
Graeme Lachance

**Absent**

Sarah Cox  
Melanie Travers  
Rhonda Boucher  
Brennan McConnell  
Darlene Doucet  
Pierre Grosso  
Amanda Barnes (H + PW)

**Guests**

Erin McHardy, teacher

Quorum met by Philemon Wright High School and Hadley Junior High School

**Agenda/Minutes**

**1.1** Motion to approve the agenda with no amendments;

*PWHS-GB 16/17 -39 Motion approved by Benoit Monette, seconded by Mike Avon; carried*

**1.2** Motion to approve the minutes of the meeting 15Mar2017

*PWHS-GB 16/17 -40 Motion approved by Adam Leclair, seconded by Benoit Monette; carried.*

**2. Standing Committees**

**2.1 Parent Committee** - nothing to report

**2.2 SEAC-** nothing to report

**3. New Business**

**3.1** Volleyball tournament Dalhousie University October 2017, presented by Erin McHardy

Request for approval for up to two Grade 11 girls team to travel to Halifax over the Thanksgiving long weekend October 2017. May miss school the preceding Thursday. Students are willing to make up any assignments. Cost is \$700.00 not including food. Several parents of participating students have committed to organizing fundraising activities. Permission/student contract and tournament details documents provided by email.

*PWHS-GB 16/17 -41 Motion approved by Adam Leclair, seconded by Benoit Monette; carried*

**3.2. Safe Prom presented by Dodie Payne on behalf of Polly Green**

Polly Green will be facilitating various activities around drinking and driving awareness, including classroom sessions with Cst. Joel Larente, police liaison officer, and presentation by family members of Tony McColl to explain and re-dedicate to Tony's Promise. There is a tattoo campaign as well. Any graduating student who makes the commitment the Safe Prom cause will have their name entered in a draw for prizes. Any GB member who can is asked to supply gift

cards to Polly Green so that all participating students can receive a prize. Draw will take place at the end of May. Please let Polly know at pgreen@wqsb.qc.ca as well as Dodie.

Benoit Monette proposed a motion that the PW GB operational budget could donate a \$50.00 gift card.

*PWHS-GB 16/17 -42 Motion approved by Diane Carman, seconded by Adam Leclair; carried*

### **3.3 Teacher Appreciation Award nominations**

Per the documents sent with the agenda, the WQSB is again sponsoring a Teacher Appreciation Award modeled on the Prime Ministers teacher award program. The school board is encouraging parents with children in the WQSB to nominate an educator. Dodie advised that if any parent is interested to do so, she can help with any information needed for the nomination package. Submissions deadline is June 30, 2017.

### **3.4 Criteria for School Principal (session *in camera*)**

Revised document was reviewed by all and additional changes were recommended and agreed on. Criteria for School Principal document with motion to approve to be sent to WQSB by 17Apr2017.

*PWHS-GB 16/17 -43 Motion approved by Ashley Smith; seconded by Benoit Monette; one abstention; motion carried.*

## **4. Principal's Report**

**4.1** Congratulations to all students and staff who worked to put on the musical *In The Heights*, under the direction of Phil Holmes. Cappies reviewers were hosted on the Saturday matinee, all five shows were sold out, and the production was a huge success. Special thanks to teacher Ashley Smith for her work on costumes, props and behind the scenes advice and support, and Diane Carman for providing food for Cappies reviewers.

### **4.2 Budget update**

Outstanding school fees were discussed at School Council; they are continuing to be collected and there will be a correction shortly to reflect the spring roster of sports and activities. There is also a payment bump in advance of Grade 8 boat cruise and Prom. Budget freeze is reopened, with depts. and teachers submitting their requests. All budget items were reviewed with Finance dept staff and budget priorities were noted. Anticipating no surplus; only 7900 account (fundraised monies) can be rolled over.

### **4.3 School Success**

#### **4.3.1 Staff development plan**

Year 1 and 2 teachers are being evaluated in classroom (twice in the year), and then a QFF (question, favourite, feeling) assessment is done with the teacher. Term goals are set and will be assessed again by years end. A focused Walk Through is completed for all teachers. Teachers are asked to reflect on their practice and write a short response. We will be conducting an end of year review with all teachers.

#### **4.3.2 Exam schedule**

The WQSB and Ministry require that students are in class until 08Jun2017. Draft exam schedule provided to GB member; final will be sent home with students, emailed and placed on website. Advance planning has resulted in less overlap/schedule conflicts.

#### **4.3.3 School Survey**

Colin Bunge has been hired as the Spiritual Animator and Coordinator. Working with selected groups, exercises were done to establish a team dynamic, then a discussion was facilitated about school culture. Then individualized questions were sent to staff, students and parents based on the group findings. Discussion re: school contact list and that not all families are on it, or have recently been dropped from it.

#### **4.3.4. Integration**

Admin and staff are starting the conversation about what integration looks like in H/PW. Ideally it is a way to have students not in the regular academic program feel the experience of H/PW and be part of the wider group. Bill Rosseel is spearheading this initiative and has started to look at student and teacher profiles to get activities started.

#### 4.3.5. Principal's PLG, feedback from learning walk

PLG or Professional Learning Group brings together school groups (ours is D'Arcy and Pontiac HS) to view the school through someone else's eyes. The 10 minute inaugural walk turned into 90 mins. H/PW still has space dedicated to students (support centre, Lindsay Place) and Admin's challenge is to use it effectively. Other schools have to start sharing classrooms. Student art, gender neutral bathroom and having grade 7/8 students on campus only at lunch were viewed positively. Next meeting will take place at D'Arcy, then Pontiac. Next main discussion will be about budget building.

#### 4.4 Calendar

WQSB academic calendar was distributed. Floater PD days and Parent Teacher night input were discussed and passed School Council; will be available by next meeting. Parents have called the school to get calendar info.

#### 4.5 Finance Course

Ministry has require that the course become part of the BSR for Grade 11. PW will run it as a 2 credit elective with Contemporary world making up the other 2 credits; will be taught as part of the Contemp.World/Ethics/Finance mandatory courses.

#### 4.6 Buildings review

Dodie met with Michel Hotte and Pascal Proulx from WQSB to review building needs for the future. Possible renovations include: lobby area stairs (protruding overhang), re-purposing large classrooms in the Hadley wing, relocating fitness room, and renovating bathrooms (more likely 2018-2019). The Admin Wing will be renovated next. Question regarding lack of WQSB signage in front of building.

#### 4.7 School Council

Carnival Day to go ahead 04May2017; PW Prom group to hold a bake sale; Hadley Centre is starting a Best Buddy program and will host an end of year BBQ and hoops competition; Pizza lunch fundraiser for Hadley DI group 21Apr2017. Related to this, Dodie requested an additional stipend from WQSB to defray costs for DI travel; and additional \$1500.00 was granted and an agreement that the board would cover supply teacher costs (roughly \$2000.00). There will be a Prom fundraiser over Easter; if anyone has any gown/dresses they no longer wear consider donating them to Fairy Godmother Ottawa, a pop up shop that provides gowns/dresses, shoes and accessories on loan to graduating students in the greater Ottawa area.

#### 5. Varia

No questions or issues raised

#### 6. Adjournment

*PWHS-GB 16/17 -44 Motion to adjourn meeting at 7:12 pm, approved by Helene Courchesne; seconded by Benoit Monette; motion carried.*

Next meeting May 17, 2017