

**Hadley Junior High School
Philemon Wright High School
Joint Governing Board Minutes
Wednesday, November 15, 2017**

Present PWHS

Parents:

Diane Carman
Ana Maria Monterozza
Helene Courchesne
Rhonda Boucher
Zari Yaraghi
Tiffany Walsh
Abir El-Kadi
Mike Avon (H & PW)

Teachers/staff:

Adam Leclair
Shannon Murphy
Christine Bacon
Pierre Grosso
Steve Beketa
Costin Stancescu
Ashley Smith

Present Hadley JHS

Parent:

Sarah Cox
Erin Connell
Letitia Taylor
Penelope Van Dine
Mike Avon (H& PW)

Teachers/staff

Jen Christie
Lori Brown
Colleen McKinnon
Charlotte MacLeod
Darlene Doucet
Amanda Barnes

Non-voting members: Dodie Payne, Principal
Isaac Bunge, Student Government

Regrets:

Brennan McConnell (PW)
Bill Rosseel
Joe Campbell (H)
Tanya Bryant (H)
Melanie Travers (H)
Ashley Smith (PW)

Guests: Chris Schaler, WQSB Commissioner
Emilie Giacomelli, Staff

Quorum met by Hadley Junior and Philemon Wright High Schools

Electronic vote documentation:

- 1- Sent via email on Oct 13, 2017 to Hadley and Philemon Wright members of GB: Approval of an overnight camping trip Oct 19-20 2017 requested by the School Life Coordinator Emilie Giacomelli

PWHS-GB 17/18 - 8 Motion approved by Ana Maria Monterozza, seconded by Adam Leclair ; carried.

1. Agenda

- 1.1 approval of agenda with the addition of 2.4 Student Government amendment to 3.2 Quebec City Field trip 3.3 Drama trip to T.O to see Bat out of Hell, The Musical 3.4 GB Rules of Management

PWHS-GB 17/18 - 9 Motion to adopt the agenda approved by Tiiffany Walsh, seconded by Erin Connell; carried.

1.2 Approval of October 11 2017 meeting minutes with 1 amendment at 6. Varia – Move Feb 14 to Feb 15 because of Valentine’s day

PWHS-GB 17/18 - 10 Motion to approve the minutes by Adam Leclair, seconded by Ana Maria Monterozza; carried.

2. Standing committees

2.1 WQSB Parent Committee (Rhonda Boucher)

- 1st meeting was October 16th. Executive was elected; Rhonda is chairing. There is almost 50% turnover and it was a busy meeting. Talks about having Governing Board training for new parents and teachers/staff ASAP that has proven useful in the past.

2.2 SEAC – Special education advisory committee (Rhonda Boucher)

- 1st meeting was November 6th. SEAC policy is forthcoming to SEAC ethics. Next meeting is January 15th.
- Spoke to the chair about keeping people who want to be in SEAC by sending them the minutes.

2.3 EPCA – English Parents Committee Association (Rhonda Boucher)

- AGM next Saturday there are 16 directors expected
- EPCA is continuing to push for more inclusive History curriculum.
- Learn Quebec will be giving an update on what they are doing.
- “Next School Project” Rhonda will forward the presentation
- Shout out to PWHS – first public school in ranks of Fraser report

2.4 Student Government (Isaac Bunge, Co-President PWHS Student Govt)

- Great turnout this year with a lot of interest and student. A lot of representation from various groups like Native Circle, Rainbow Alliance, Commission de Jeunesse.
- They held a Halloween Dance, raised money for projects and have more ideas for fundraisers (24 hr silence challenge, food drive kicking off the last week of November, 24 hour famine).
- There will be a student government retreat at Mr. Earwaker’s Lodge (see 3.1) – an opportunity for everyone to get to know each other better.
- Spirit week, Spirit day (every month), more dances, spring carnival are some of the ideas that were brought forward

3. New Business

3.1 Philemon Student Government Retreat (Adam Leclair)

- 24 hour retreat planned this weekend at Mysteries Lodge. Expecting 20 PW students for planning and team building activities. Very enthusiastic group.

PWHS-GB 17/18 - 11 Motion to approve the retreat by Rhonda Boucher, seconded by Zari Yaraghi; carried.

3.2 Quebec City Field Trip (Hadley)

- Sarah Cox presenting for Karen Piercy. April 20-22, 2018 and no classes missed. 4 teachers with a full group.
- Cost is \$273.00 covers all cost.

PWHS-GB 17/18 - 12 Motion to approve the field trip by Jen Christie, seconded by Penelope Van Dine; carried.

3.3 Drama trip to T.O to see Bat out of Hell, The Musical (Emilie Giacomelli)

- Emilie explained that the trip is offered to grades 10 & 11. 3 Teachers with a full group of 30 students. Most of them are confirmed. Cost is \$259, which includes transportation, hotel and ticket. Excludes food and personal expenses.

PWHS-GB 17/18 - 13 Motion to approve the tour by Shannon Murphy, seconded by Christine Bacon; carried.

3.4 GB internal rules of management

(refer to document provided: H-PW GB Rules and Regulations)

- It is important to let the chair know if you can't attend a meeting as Quorum is required for motions.
- There were some discussions around current joint governing board vs. having two meetings, vs part of the meeting together and then separate. Those formulas were tried in the past. The group is currently quite big. It was pointed out that should either board wish to break to have a discussion, it is possible to do so.
- Diane will amend the document to reflect the current joint meetings, which aren't clear in the document.
- It has been proposed that the PW and H secretaries take turns doing minutes. Minutes are sent the chairs then the principal for review.

4. Principal's Report

4.1 Budget

- Errors are still being corrected in the operational budget. Should be cleaned up by next month.
- There have been a number of grants: \$25,278 towards staffing for literacy and resource support; \$66,240 'Accroche-Toi' towards staffing for students at risk of dropping out or not doing well in school. New staff was hired to work with guidance team and takes referrals, eg., new students.

4.2 School Success

- Behaviour *mesure* 31572 for students identified with behavioural difficulties: New staff was hired to track students, provide lunch time activities and other support.
- If you have documentation or information relative to grant applications, send them to Dodie.
- There are many fundraising activities in the school. All fundraising ideas need to be brought to Dodie. A staff member need to be responsible. Some fundraising occurs inside the school, some outside, such as in parent networks (ex. band). Dodie created and shared a reference list detailing fundraising activities. It was proposed that this list be shared on the website.
- Report from the Fraser institute: PW report card is very good. PW is 4th in the area after 3 private schools. (1st Public school). Kudos to Staff and community.
- School success plan: Dodie is working on combining the staff development plan

(actions with measures). Balancing school with community. She is working with Ruth Ahern and Sir George Berwick CBE who is providing coaching. There will be reviews during the upcoming PD days to review student progress and data.

PWHS-GB 17/18 - 14 Resolution that information about grants received was shared. Motion by Rhonda Boucher, seconded by Steve Beketa; carried.

4.3 Emergency Procedures

- There was an emergency lockdown practice: problems were found with the PA system where teachers didn't hear the announcement. Should be fixed by next PD day. Constable Larente came in to talk about lock downs. Next emergency lockdown practice is planned with the police who will be calling the lockdown. That'll be during the first week of December.
- Crisis team: There is a crisis team at the school, which is most often called at the Centers. There is a procedure where a team goes to the location and intervenes in case of crisis (ex. fight, medical emergency).

4.4 Anti-bullying / Anti Violence Plan

- #standtogether was stamped on T-shirts being sold this week. There are different activities and the students are having fun.
- Make-a-change assembly: 4 PW students went to Hadley assembly, to talk about experiences around bullying, and had a good message to share around their experience of being in grade 8.

4.5 Building

Some updates from over the summer:

- Connexions moved in the building from St. Petes. They help with different projects.
- Girls change room is now the fitness room. The old fitness room is now 2 classrooms.
- There was a generous donation of furniture. We are finding homes for the desks, tables and chairs.

4.6 School Council

- Dodie mentioned that with the school can't charge for school trips that are considered field trips during the school day. It is unclear for sports trips during school hours. There is not sufficient funding in the school budget to cover all costs of school field trips.
- There are activities being organized in and out of the school. Ex. Operation shoebox for northern communities. There are 2 components in Student government, 1 local, 1 global. Amanda Barnes coordinates referrals for food and gifts to the community (within and outside of the school).
- Sports Etudes
- Dodie will ask Connexions staff to come and present.

5. Varia

- Mixed reviews about the dance, but mostly the kids enjoyed it. Songs need to be preapproved.
- Question of whether fundraisers can be advertised on school website or outside of school.
- Rhonda, Letitia and Penelope met with Tracey about the Breakfast program.
- A variety of \$10 gift cards were donated by local businesses (Moca Loca, McDonalds, Tim Hortons, Shawarma Place and Pizza Pizza). Since it's breakfast and other snack / lunch items it'll be called the Hungry hearts program.
- Looking for ways to get students involved. Maybe have a donation table available for

cash donations during parent-teacher interviews. Letitia will be providing a list of required items, which will include dishes. Sarah Cox challenged Hadley board to bring breakfast items for the next meeting.

6. **Adjournment**

PWHS-GB 17/18 - 15 Motion to adjourn the meeting at 7:35 by Adam Leclair, seconded by Colleen; carried.

Minutes prepared by Helene Courchesne, Secretary PWHS GB

Next meeting: December 13, 2017