



# Sherwood Secondary School Council Meeting Minutes

Date: Tuesday, December 1, 2009

The meeting was called to order by R. Gagnon at 6:30 p.m.

## In Attendance

R. Gagnon, D. Wilson, B. Gerrish, Principal R. Gallant, Vice Principal J. Braun, Staff Representative Sandra Valeri

Regrets: N. Neu, B. Della Maestra, S. Shuttleworth

**Staff Presentation**—Mr. Gary Deveau, Technical Department Head, announced over 800 Sherwood students are enrolled in thirty-two technical courses which provide a mixed blend of choices and ample opportunity for students to explore technologies. Beginning next semester, there will be a new course offered in web design/digital graphics. There is a large co-op link between Sherwood School and the community. Sherwood students have an opportunity to take a 4-credit program working with journeymen and company owners.

Sherwood is hosting an *Apprenticeship Symposium* in the school library on Jan. 19/10 starting at 6 p.m. for students and parents to learn more about the 141 apprentice-able trades in Construction, Manufacturing, Motive Power and Service as well as the Ontario Youth Apprenticeship Program (OYAP) offered at Sherwood.

**Other Presentation**—Prior to the business meeting representatives Pat Bryson, Carly and Sonya Sinoski from S.O.C.K.S (support orphaned children Kisumu School) spoke about the outreach happening in support of the school/orphanage in Kenya. Sherwood's social justice group held a bake sale with proceeds forwarded to SOCKS. School Council invited SOCKS to set up their display at Parents' Night in March.

## Approval of Minutes

The November minutes were approved with no additions or deletions. Approved minutes and Council newsletters will be forwarded to our Superintendent and Trustee.

## Reports

**1. Principal's Report**—Principal Gallant reported on the success of the *Movember* fundraiser. Mr. Szkwara spearheaded the drive; nine teachers participated and a total of \$2,000 was raised for Prostate Cancer Canada. Thursday night is Music Night at Sherwood. Repertoire Ensemble presents *A Winter Wonderland* with performances from Grade 9 Music, Guitar Class, Jazz Ensemble, Enrichment Band and Rep.

A very moving Remembrance Day Assembly was held on November 11<sup>th</sup> with a guest speaker, drama presentation and Mr. Baker playing *The Last Post* on trumpet to close the ceremony. A Poppy Drive took place the week prior to Remembrance Day.

The mid-semester reports and front page of the November newsletter were issued on Nov. 17/09 with direction to view the entire electronic newsletter on the school website. Appreciation is extended to all contributors and A. Reid's assistance producing this 13-page booklet.

Approximately 150 students attended the Acoustic Coffee House on Nov. 18/09.

The new date for HWDSB Director John Malloy's visit is January 8/10. Associate Director Ken Bain is expected in February. A "math visit" took place with Helen McGregor, Peter Joshua, Donna Hale, Leeann Scott and Sherwood reps Ms. Theodoropoulos, Mr. Braun and Mr. Gallant. A team of five will be attending three days of Restorative Justice training from December 9-11, 2009.

Mr. Gallant is hosting an Open House in his office on December 18<sup>th</sup> and Air Band takes place in the Auditorium from 11 a.m. to 12:30 p.m. on that same date. The Awards Assembly postponed from Nov. 4/09 will be held in second semester but that date remains unconfirmed.

**2. Vice-Principals' Report**—Mr. Braun reported on new terms "Shelter in Place" and "Hold and Secure" which were implemented at the end of November and are part of the Emergency Procedures Manual. A lockdown practice-drill took place on November 24<sup>th</sup> with a Police Services officer in attendance. At the recommendation

of Safe Schools Committee, information for supply teachers at the school has been prepared that offers direction and awareness in emergency situations, for instance, student health issues.

To create awareness of anti bullying week November 16-20, there were anti bullying announcements, posters throughout the school and a “wear blue on Friday” initiative. Grade 9 students were surveyed. It is anticipated that an online reporting system will be in place shortly for students to anonymously report bullying. March has been designated anti bullying month at Sherwood. Plans include displays outside of the library and handing out awareness ribbons.

Graffiti issues have decreased due to school and police diligence. Four to five students were identified and suspended.

**3. Staff Report**—Ms. Valeri announced the student-teacher hockey game organized by Mr. Hilbert will be played on December 4/09. Proceeds go to *Living Rock Ministries* for youth at risk. A bus leaves the school at 11 a.m. to the rink returning at 1:30 p.m. A feeder school Floorball tournament organized by Scott Sincerbox and Rob Blunsdon takes place on December 9<sup>th</sup> in the Sherwood gymnasiums. Fourteen teams are participating in this Board-run event. Spirit Wear orders will be delivered to the school this week.

A new pep-rally date has not yet been set to replace the cancelled event from Nov. 17/09 that is to honour the fall sports. Girl’s Field Hockey team went to SOSSA. Junior Boy’s Volleyball team are city champs. Basketball, Volleyball, Waterpolo and Hockey continue.

Teacher-Librarian Mr. J.P. Morrison is retiring at the end of the current semester. Future plans for the library include an influx of technology and a “Twilight” display in the hallway bookcases. Sherwood entered a float in the Santa Claus parade on November 14<sup>th</sup>. Float participants included the Cheerleaders and School Band members led by Mr. Baker. Monthly cultural days continue.

**4. Student Council Report**—absent, no report.

## Open Issues

### 1. Plant & Safety

Quotes were submitted to the Board to replace carpet in the Library and concrete in the back walkway. Please also refer to the Vice-Principal’s report.

### 2. PRO Grant Event

Although we have not received approval for the grant funding, marketing plans must be initiated for the February event. A flyer has been drafted. Event time has been tentatively set for 6:30-8 p.m. with confirmation from the guest speaker pending. S. Valeri will circulate flyers within the school. B. Gerrish suggested we could publicize the event on Cable 14 and offered to deliver flyers to Billy Green School. R. Gagnon offered to post information on First Class Discussion Board for School Councils, school website and asked Mr. Gallant to make an announcement at Music Night to invite parents for this evening event. School Council can also promote the PRO Grant event at the January Open House/Grade 8 Parents’ Night. Once the flyers are printed, the parents on Council can also post them at their respective workplaces. Without the funding, we cannot proceed with print media advertising at this time or plan the refreshments. There is no January Council meeting so planning shall continue through email contacts.

### 3. Technology at Sherwood

*Parent Assistant* letters were sent home with students on November 25<sup>th</sup> explaining what *Parent Assistant* is and how parents can obtain a password. Further information on this program and helpful videos are available on the HWDSB website. There is a Board help-desk for assistance using the program at 905-304-1121, ex. 0 between 8 a.m. to 4:30 p.m. Monday to Friday or email [help@hwdsb.on.ca](mailto:help@hwdsb.on.ca).

The first electronic newsletter of the year is posted on the Sherwood website.

## New Business/Correspondence/Announcements

**1. Fundraising at Sherwood**—R. Gagnon reviewed the fundraising process for School Councils (governed by the Ontario Education Act 612) as it applies to Sherwood. A School Council may engage in fundraising activities in accordance with Board policies. Secondary school reporting is as follows: All Sherwood fundraising is through the Student Council (NO splinter groups). At the beginning of the year, brainstorming takes place at the Student Council level and the Student Council President reports fundraising amounts and activities to School Council. Funds raised must attain a zero balanced budget and are recorded using the School Generated Funds reporting process to the Board. Financial reporting is published for the community through meeting minutes and annual reports.

**2.** The scoping document is in place for the **Lockdown Policy**. Draft policy development is taking place from October to December 2009.

**3.** The Ontario Minister of Education, **Kathleen Wynne**, hosted a Town Hall Meeting at Ancaster Secondary School on November 16/09 to discuss the importance of parent involvement and how parents can learn to get more involved with their child’s education. This information was circulated to members on November 5<sup>th</sup>.

**4.** Mr. J. Forbeck, Superintendent of Education—Staff & Community Engagement, is soliciting the views of School Council with respect to the process and criteria applicable to the selection and placement of principals and vice-

principals. R. Gagnon circulated our PPPS to members November 11<sup>th</sup>. Deadline is December 13/09. There is no change to Sherwood's **Principal Placement Profile Survey** at this time; therefore, the survey filed with our cluster superintendent (Ms. Stephanian) will remain as our survey of record.

**5. January Open House and Grade 8 Parents' Night** is January 13/10 from 6-8 p.m. using the catch-phrase, "Sher-wood Like to be a Saint!" There was a short discussion about promoting School Council at this event. R. Gagnon will speak to parents on behalf of Council and prepare a newsletter handout and brochure. D. Wilson offered to "man" a display booth in the hallway and prepare signage. It was also acknowledged that an ad in the Mountain News to promote the evening is a possibility and a suggestion to use Parent Involvement Funding for this purpose is proposed. R. Gagnon provided 3 samples of ads that previously appeared in the print media from other secondary schools for their Parent Information Nights. R. Gagnon will solicit the views of Council members by email since only 2 parents and 2 administrators were in attendance by this point in time.

**6.** The HWDSB has released a policy on **nutrition** and is seeking public consultation until December 9/09. Online responses may be submitted to the Board website [www.hwdsb.on.ca](http://www.hwdsb.on.ca). This information was circulated to members on November 17<sup>th</sup>.

**7.** The Ontario Ministry of Education is seeking feedback on the new parent engagement policy draft called "**Parents in Partnership—A Parent Engagement Policy for Ontario Schools**". You may participate in the online survey by December 31/09 at [www.ontario.ca/EDUparents](http://www.ontario.ca/EDUparents) or contact the Parent Engagement Office at 416-327-7988. This information was circulated to Council members November 25<sup>th</sup>.

**8.** Superintendent J. Forbeck is seeking one representative from HWDSB's School Councils to sit on the **Out of Classroom/School Policy Committee** chaired by Mr. Rick Hart. The policy writing process will take place from December to June 2010. Interested parties may contact Linda Sheppard at [linda.sheppard@hwdsb.on.ca](mailto:linda.sheppard@hwdsb.on.ca). This information was circulated to Council members November 25<sup>th</sup>.

#### **9. Correspondence**

(a) R. Gagnon responded to an email inquiry from Parkdale School regarding the introduction of school uniforms.

**Due to our meeting overtime status, the remaining correspondence is included in the minutes but was not part of the discussion during the meeting.**

(b) School Council mailbox received a November newsletter from People for Education. Please contact R. Gagnon if you wish to review this issue. For more information please go to [www.peopleforeducation.com](http://www.peopleforeducation.com)

(c) School Council mailbox received the October issue of the School Bus Ontario booklet from the Ontario School Bus Association. Please contact R. Gagnon if you wish to review or visit their website at [www.osba.on.ca](http://www.osba.on.ca)

#### **Next School Council Meeting**

Tuesday, February 2, 2010 at 6:30 p.m. in the school library.

Staff presentation: D. Sawford, Special Education

**Meeting Adjourned at 8:30 p.m.**

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