



# Sherwood Secondary School

PROUD SCHOOL OF HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

25 High Street  
Hamilton, Ontario L8T 3Z4  
**Phone:** 905.383.3377  
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EMAIL: [sherwood@hwdsb.on.ca](mailto:sherwood@hwdsb.on.ca)  
PRINCIPAL: Ms. M. Visca  
VICE-PRINCIPALS: Ms. D. Alexandre and Ms. S. McNeill  
[www.hwdsb.on.ca/sherwood](http://www.hwdsb.on.ca/sherwood)

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## SHERWOOD SECONDARY SCHOOL COUNCIL MEETING MINUTES

**Date:** Tuesday, October 19<sup>th</sup>, 2021

**Time:** 6:00 pm – 7:30 pm

**Location:** Virtual Teams Meeting

### Attendance

**Staff Reps:** Michelle Visca, Kelly George Daigleish, Dian Alexandre, Stephanie McNeill

**Co-Chairs:** Ms. Sandi Horton, Ms. Deborah Simon

**Parent Reps:** Monelle Lacharite, Carly Jones, Deborah Simons, Jennifer Durley, Jay Edington, Danijel Radojevic, Shelley Stacey, Crystal Holland, Stephanie Baschiera, Eliza-Jane Scott, Michelle Bohaychuk, Melissa Wagner-Wong, Julie Carr

**Absent:** Jennifer Ward, John Popoola, Lisa Urban, Connie O'Hagen, Katarina Pavlovic, Lisa Mantysaari, Shanda Licop, Tracey van Gageldonk, Mike Martin

**Community Rep:** n/a

**Student Rep:** n/a

### Proceedings

#### INTRODUCTIONS

The October meeting was called to order at approximately 6:05 p.m. by Sherwood Principal, Michelle Visca. Round table introductions were done, with all in attendance introducing themselves.



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## 1. REVIEW OF COUNCIL CODE OF ETHICS AND MEMBERSHIP RESPONSIBILITIES

### Code of Ethics:

- A member shall consider the best interests of all students.
- A member shall be guided by the school's and the school board's goals and strategic directions.
- A member shall act within the limits of the roles and responsibilities of a school council, as identified by the school's operating guidelines, the school board, and the Ontario Ministry of Education.
- A member shall become familiar with the school's policies and operating practices and act in accordance with them.
- A member shall maintain the highest standards of integrity.
- A member shall recognize and respect the personal integrity of each member of the school community.
- A member shall treat all other members with respect and allow for diverse opinions to be shared without interruption.
- A member shall encourage a positive environment in which individual contributions are encouraged and valued. A member shall acknowledge democratic principles and accept the consensus of the council.
- A member shall respect the confidential nature of some school business and respect limitations this may place on the operation of the school council.
- A member shall not disclose confidential information. A member shall limit discussions at school council meetings to matters of concern to the school community as a whole.
- A member shall use established communication channels when questions or concerns arise.
- A member shall promote high standards of ethical practice within the school community.
- A member shall declare any conflict of interest.
- A member shall not accept any payment or benefit financially from school council involvement.

### Parent/Guardian Membership Responsibilities

- encourage participation of parents and representatives from the school community
- share their professional knowledge, expertise, and life experience
- encourage feedback and participation from community groups and individuals
- communicate information of interest to the school council and the school community
- share information from school council meetings with the community
- have a clear understanding of the school council objectives
- attend school council meetings and create an inviting environment
- identify possible topics for agendas



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## 2. ELECTION OF CHAIR/CO-CHAIRS: Acclaimed: Sandi Horton & Deb Simon

- Ms. Sandi Horton and Ms. Deborah Simon ran unopposed and maintained their positions as co-chairs for the 2021-2022 school year.

## 3. VOLUNTEER TO TAKE MINUTES AND DISTRIBUTE

- Melissa Wagner-Wong volunteered to take Minutes.

## 4. STUDENT REPORT

- Will occur next meeting, after Student Council Elections.

## 5. TEACHER REPORT: Kelly George-Daigleish

- Great to have sports back.
- Quad Model is especially favoured by seniors.

## 6. PRINCIPAL REPORT: Michelle Visca

- Announcements
  - Posted on Twitter: @sherwood\_HWDSB
  - Instagram run by Student Council: @sherwood\_HWDSB
  - Band running, repertoire happening virtually. Ms. Edington asked for a clubs/teams list, Ms. Visca to follow-up.
- Parents in building
  - Allowed by appointment only, following Public Health orders.
- Bell times rationale
  - The Bell Time Study was conducted due to the bus driver shortage with the result minimizing and consolidating routes.
  - High schools start earlier than elementary schools. Teenage brains were taken into consideration, however, could not justify younger students having to wait for the bus so early in the day. Many high school students have after-school responsibilities, incl. jobs, sibling care, and sports.
  - This is a permanent change.



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- Quad model benefits/hindrances
  - Benefits: wellness activities in the middle of class give students a break, quad allows students to focus on just two classes at a time, allows for homework to be completed in class.
  - Hindrance: length of class time, tough for teachers to be on for 300, then potentially coaching.
  - Quad model will not be permanent, hopefully Sherwood and all schools will see a return to regular semesters for Term 2.
- Teacher changes
  - Ms. Visca responded to questions raised by Ms. Scott: teachers are moved based on qualifications and contract, class max load. Attempts are made to minimize changes, unless teacher has personal reasons, coverage by LTO.
  - Struggle with French immersion teachers for science, etc. Sometimes classes must be taught by an English-speaking teacher (province-wide issue). Additionally, there is a shortage of supply teachers and EAs.
- Mid-Terms
  - Available in Parent Portal and sent via secure document to students October 20<sup>th</sup>, 2021.
  - Contact Brenda Smith for assistance: [bjsmith@hwdsb.on.ca](mailto:bjsmith@hwdsb.on.ca)
- Positive Case Procedure
  - All students in a class considered close contact if a positive case is confirmed.
  - Order of Contact: first – School Messenger (identifies class, not individual), second – email from admin (three-day communicability), student must quarantine for ten days, unless fully vaccinated (can then return next day with attestation signed). If at home for ten days, students can work with their teachers to keep up to date with their work via The Hub.
- School Teams and Clubs



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- Up and running with Covid protocols in place and attendance, etc.
- Ms. Jones asked about specific policies for outdoor spectators. Ms. Visca replied that Proof of Vaccination is not required for outdoor events. Parents are allowed, attendance is taken for contact tracing. No spectators for indoor events currently.
- Ms. Jones followed up with a question regarding when the cafeteria may re-open, at least to purchase food. Ms. Visca explained the closure is a Board protocol. The nutrition program runs in the morning though. The cafeteria is being utilized as a lunch space for students who have a high-risk classroom such as science lab or tech room.
- School Plan Directions (Aligned with the Board Strategic Directions)
  - Grad rates – large team approach to student success. Student Success teacher (Jessie Zsiros for grade 9), meets with students who are failing and develops a plan to get back on track. Much is done to get students back on track and the team accommodates student needs wherever possible. The grad rate is calculated on a 5-year scale. So students who started grade 9 in 2017 will determine the June 2022 grad rate.
  - Positive Climate Direction: Current focus is Wellness – helping students transition into school routines after a global pandemic. All we do is done with an equity lens and keeps the Board’s Equity Action plan in mind—we want to ensure all students are comfortable and have a feeling of belonging.
- EQAO
  - Grade 9: Dian Alexandre - Math EQAO will be online over two days, however, info for students not yet uploaded. Grade 9 students may use their iPads. Counts for 10% of final grade. Week of November 5, 2021.
  - Literacy Test: Stephanie McNeill – Required for graduation (although not required for students graduating in June 2022). Grade 11 students and under-credited 12s will write in Fall, Grade 10’s will write in the spring.
  - DELF – reaching out to French language consultant, finding out particulars.



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- Ms. Horton asked where to submit volunteer hours. They are to be submitted to Guidance (Kathy Chamoun, Guidance Administrator, [kchamoun@hwdsb.on.ca](mailto:kchamoun@hwdsb.on.ca)) This year's class is required to complete 20 hours of volunteer work, subsequent graduating classes will return to the required 40 hours.
- Physical Plant
  - Accommodation Reviews, parent/teacher/community advocacy kept Sherwood open.
  - Rebuilding? Updating? Moving? Eighth request for new build on the site was sent to the Ministry.
  - Over 1,300 students at Sherwood this school year.
  - Hoping for at least: Update to science labs, bathrooms, cafeteria and learning commons. Learning Commons already improved with school based funds.
  - Changes at Sherwood cost more and may take longer due to contained asbestos in the building.
  - Ideal scenario to keep existing gym/fitness facility and auditorium and re-build the midsection.
  - New fitness facility added into gym C to support grade SPARK PE program and student interest. Ms. Visca explained the Spark program developed by John J. Ratey, M.D. Exercise and increasing heart rate to 80% max for 20 minutes builds neurons which results in cognitive improvements. Phys Ed mark no longer based on physical ability (more of a fitness approach than team sports/games). After quadmester ends, math will follow gym, grade 9 students wear heart monitors.
- Sherwood School Council By-Laws Required
  - Please send email to Ms. Visca if you would like to be included in this committee.





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## 7. QUESTIONS?

- **Next meeting:** Nov 16<sup>th</sup>
- **Future meetings dates:** Jan 18<sup>th</sup>, Feb 15<sup>th</sup>, Apr 19<sup>th</sup>, May 17<sup>th</sup>
- Ms. Visca announced her retirement scheduled for the end of January 2022 after 30 years in education (23 in admin). Please feel free to follow Ms. Visca on YouTube as she documents cycling across Canada in May.
- Ms. Simon asked if lockers will be used this year. Ms. Visca responded they are still off the books but will ask the Board committee.
- Encourage more parents to join/attend Council Meetings.
- Stressed importance of writing by-laws.
- Meeting adjourned at 7:15 p.m.

Minutes recorded by Melissa Wagner-Wong, Secretary