



**Minutes of the First Meeting of the
School Council of
Waterford Valley High School**



2015 October 06 at 17:10
in the Learning Commons

Present: Bridget Ricketts Principal, Convenor
Claudette Brokenshire
Rob Butt
Sarah Colborne-Penney
Paula Dingle
Siobhan Foley-Lambert
Glyn George
Paul Gauchi
Michelle Hounsell
Jackie Hyde
Emily Lockyer
Ann Marie Pickup
Wendy Read
Leanne Rossiter
Janet Rumsey
Cheryl Tucker

1. Call to Order and Introductions

The Principal, Bridget Ricketts, convened the first ever meeting of the School Council of Waterford Valley High School and called the meeting to order at 17:10.

Each of the volunteers present introduced themselves. Most of those present either have children attending the school or are teachers at the school. Many have experience of more than one previous school council, but some are new.

2. Membership

After considerable discussion, consensus was reached on the initial composition of the school council. No ballot was required.

There should be as even a balance as possible between one- two- and three-year terms of office among the founding members of any new school council. Some adjustments are required. The initial membership follows on the next page.



2. Membership (continued)

Maximum total: 15

Parent representatives (maximum six):

Paula Dingle	(2015-16)
Siobhan Foley-Lambert	(2015-16)
Sarah Colborne-Penney	(2015-17)
Claudette Brokenshire	(2015-18)
Paul Gauchi	(2015-18)
Wendy Read	(2015-18)

Teacher representatives (maximum four):

Michelle Hounsell	(2015-17)
Leanne Rossiter	(2015-17)
Jackie Hyde	(2015-18)
Cheryl Tucker	(2015-18)

Community representatives (maximum four):

Glyn George	(2015-16)
Rob Butt	(2015-18)
Janet Rumsey	(2015-18)

Student representative (maximum two):

one to be elected by the Student Council, (2015-16)

Executive Secretary (ex officio):

Bridget Ricketts, Principal

Emily Lockyer and Ann Marie Pickup chose to volunteer for school council activities but not to serve as voting members of the Council at this time.

3. Election of Officers for the 2015-16 Academic Year

Sarah Colborne-Penney was nominated (Foley-Lambert / Rossiter) and elected unopposed as **Chair**

Siobhan Foley Lambert was nominated (George / Rumsey) and elected unopposed as **Vice-Chair**

Dr. Glyn George was nominated (Colborne-Penney / Hyde) and elected unopposed as **Secretary**



4. Information for School Council Members

The Principal noted the district training available for school council members and promoted the handbook issued by the provincial Department of Education (see <http://www.ed.gov.nl.ca/edu/publications/k12/Handbook2ndedition.pdf>).

5. Open House

The School will host an open house from 19:00 on Thursday October 08. It is an opportunity for the general public to walk through the school. Help is needed as guides. Some members of Council agreed to seek donations to provide refreshments (coffee and timbits, muffins or biscuits). The custodians will look after building security. Volunteers are asked to assemble by 18:45.

The Principal will create a handout with a map of the school on one side and an extract from the general information on the School's web site on the other side.

It was **agreed** to *create a guest book for visitors to the school to sign.*

6. School Identity

Some cliques of former students of the separate predecessor schools persist, but there are encouraging early signs of integration into one new school community. While the senior administration is from Bishops College, all but one of the department heads and nearly half of the teaching staff are from Booth Memorial.

There was some discussion about creating a video archive of events at the School. One student (with two alternates) has been chosen to wear the mascot costume.

7. Construction

There are still some items left to install in the new building. The work crews now begin after the end of each school day, to minimize disruption. Insecure doors in some areas will be fixed soon.

8. Fundraising Policy

The School did not inherit a fundraising policy from any of the predecessor schools. There was **general agreement** that

the Chair and Vice Chair form a committee to propose a fundraising policy for the consideration of the Council and that other members who wish to serve on the committee should contact the Chair.



9. Fundraising Request – Film Club

One request was received, that cannot wait for the adoption of a fundraising policy. A concern about approving requests on an ad hoc basis is the possibility that fundraising by small groups might have an unintended negative impact on school-wide fundraising efforts. All activities that raise funds in the name of the School require the approval of the School Council.

It was moved (Rumsey / Hounsell) and **carried unanimously** that *the Film Club be authorized to conduct a bulb-sale fundraiser, on condition that only members of the Film Club conduct the fundraiser, that all sales be completed, ready to place the order, by November 13 and that the organizers give an account of the funds raised and the funds spent at the conclusion of the fundraiser.*

10. Fundraising - Event at Chapters

A request to authorize an event on Nov. 17 at Chapters that may raise funds in the name of School was **deferred** until after the Council adopts a fundraising policy.

11. School Development

Because this is a transition year, the normal full cycle of school development planning will not begin until next year.

12. Protocol Agreement

This item was **deferred** to the next meeting.

13. [Newfoundland and Labrador Federation of School Councils](#) (NLFSC)

The Principal will take care of the membership fee for the School to join the NLFSC.

Siobhan Foley-Lambert advised the meeting of a “Panel on the Status of Public Education in Newfoundland and Labrador”, consisting of panellists from the NLTA, NLFSC and the MUN Faculty of Education, that is holding public meetings across the province during this month. Ms. Foley-Lambert plans to attend the session on Oct. 27 as an individual and invites other Council members to send issues to her that they would like to see raised at that session.



14. Clean St. John's

Sarah Colborne-Penney, who volunteers with Clean St. John's, gave notice that she wishes to place this item on the agenda of the next meeting.

15. Prom and Safe Grad

Leanne Rossiter and Paula Dingle agreed to serve on a committee to bring parents, students, teachers and administrators together to plan the first prom and safe grad from scratch, in a new culture for this new School. The committee will bring its recommendations to a future meeting of the Council.

16. Meeting Schedule

The was **general agreement** that
the council meet on the first Tuesday of each month in the school year (except when circumstances such as school holidays force a postponement to the second Tuesday) from 17:00 to 18:30.

The next meeting will be on Tuesday November 03 at 17:00.

17. Adjournment

The meeting adjourned at 18:58.

A handwritten signature in black ink that reads "Glyn George".

Dr. Glyn George, Secretary
