

**WESTWOOD HIGH SCHOOL JUNIOR CAMPUS**  
**GOVERNING BOARD MEETING MINUTES**  
**WEDNESDAY OCTOBER 4, 2023**  
**HELD ON ZOOM**

**Attendees:**

Genevive Haines Parent Rep (alternate)

Richard Langlois Parent Rep

Tanja Minisini Parent Rep (chair)

Hitomi Nakamura Parent Rep (alternate)

Kalpesh Patel Parent Rep

Barbara Baldino Teacher Rep

Elizabeth Dawson Teacher Rep

Steve Dubinsky Teacher Rep

Anna Haller Principal

Hugues Bertrand Vice Principal

Danny Olivenstein Commissioner

**1 Welcome, Introductions & Land Acknowledgement**

**2 Adoption of Agenda**

- The agenda was approved, unanimously via a motion moved by S. Dubinsky & seconded by B. Baldino

**3 Adoption of Minutes from June 22 2023**

- The minutes from June 22 2023 were approved unanimously via a motion moved by S. Dubinsky & seconded by R. Langlois

**4 Election of Chairperson**

- S. Dubinsky came forth on the floor to nominate T. Minisini as the 2023-2024 WWJR Governing Board Chairperson
- The nomination of T. Minisini as the 2023-2024 WWJR Governing Board Chairperson was seconded by G. Haines

- By acclamation, T. Minisini will be the WWJR Governing Board Chair

## **5 Appointment of Secretary**

- The appointment of Sue Day as the Recording Secretary for the 2023-2024 school year was approved unanimously, via a motion moved by S. Dubinsky & seconded by R. Langlois

## **6 Appointment of Community Representatives**

- No one came forth to apply for this position therefore at this time, WWJR will not have a Community Representative

## **7 Governing Board Operation**

### **7.1 Approval/Modification of Internal Rules of Management**

- The WWJR Internal Rules of Management will include the following: • The Internal Rules of Management will be updated with the names of the 2023-2024 Governing Board Members (Parent/Alternate Reps, Staff/Alternate Reps)
- The above mentioned change to the Internal Rules of Management was approved unanimously, via a motion moved by G. Haines & seconded by R. Langlois

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## **8. Reports**

### **8.1 Principals Report**

- Please refer to the link below for the Principals Report

[Principals Report - Oct 2023](#)

### **8.2 Commissioner Report**

- Please refer to the link below for the Commissioner's Report

[Council of Commissioners-September 26, 2023](#)

### **8.3 Parent Committee Report**

- Parent reps were elected other than the SNAC Committee rep, elections will be held at the next meeting
- Shane Ross was elected as the PC Chair for the 2023-2024 school year

### **8.4 Home & School**

- No official report was submitted

## **9 New Business**

### **9.1 Field Trip/In School Activities/Changes of Schedule**

- No field trips/in school activities or changes of schedule were mentioned

### **9.2 Service Contracts**

- No service contracts were mentioned

### **9.3 Selection of GB Meeting Dates 2023-2024**

- All meetings will be held on Zoom beginning at 7:00 pm
- Next meeting will be taking place on November 15 2023
- Future meeting dates for the 2023-2024 school year will be discussed at the November 15 2023 governing board meeting

### **9.4 Evaluation & Reporting Plan - Standards & Procedures 2023-2024 .**

- Document was emailed to the governing board for review prior to the meeting .
- Document is available on the WWJR website

### **9.5 Evaluation & Reporting of Student Learning 2023-2024**

- Document was emailed to the governing board for review prior to the meeting

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### **9.6 Emergency Preparedness Binder**

- The Emergency Preparedness Binder is updated every school year & is located in the main office
- T. Minisini will review the information in the binder & will approve it on behalf of the governing board

### **9.7 Commitment to Success Plan - Due November 17, 2023**

- Tabled to the November 15 2023 governing board meeting

### **9.8 Enrollment Criteria - Due November 17, 2023**

- Tabled to the November 15 2023 governing board meeting

## **10 Public Question Period**

- A concern was mentioned regarding the Open House date

- A. Haller mentioned that the conflict regarding the date of the Open House was resolved

#### **11 Adjournment/Next Meeting Date**

- A motion to adjourn the meeting at 7:58 pm was approved unanimously; the date of the next governing board meeting November 15 2023

Respectfully submitted, by Sue Day

Approved \_\_\_\_\_  
A. Haller, Principal

Approved \_\_\_\_\_  
T. Minisini, Governing Board Chair