

John Ware School Council – Meeting Minutes

Date: Monday, January 12, 2026

Location: John Ware School

Time: 6:30–7:21pm

1. Welcome & Housekeeping

Land Acknowledgement: Ms. Greenlaw

Approval of Agenda: Motion by Gary, seconded by Tanis Greenlaw – approved

Approval of Minutes: Motion by Gary, seconded by Greenlaw – approved

2. Principal's Update (Tanis Greenlaw & Stephanie Brugos)

2.1 Grade 7

Open House: Moved to January 22 for Grade 6 families and prospective students.

Report Cards: Semester ends Jan 27; Report cards sent Feb 24.

Parental Engagement Requested:

Assurance Survey opening soon for families (Grades 4, 7, 10)

- Feedback is school-specific and valuable for planning.
- Please avoid selecting "I don't know" or "N/A" as these negatively impact results.

Suggestions to Increase Participation:

- Diversify: access wider variety of communication channels (email, students, google classroom, ...).
- Incentivize: Offer prize draw entry for students whose parents/guardians complete the survey.

2.2 Camera Installation – Video Surveillance Technology (VST)

Current state: No surveillance at John Ware, although it is common among majority of schools; safety concerns prompted consultation.

Overview:

- Purpose: respond to unsafe situations, not performance monitoring.
- Upholds CBE obligation to create welcoming, caring, safe and respectful learning environment. NOT a replacement for direct supervision.
- Compliant with FOIP, POPA, ATIA, and Education Act.

- Signage at entrances and on website.
- Only Ms. Greenlaw and Ms. Brugos have exclusive access to recordings with justification. Footage not shared except with law enforcement.
- Timeline: operational by Spring 2026

Additional Controls:

- Cameras visible, not hidden
- No audio recording
- Not monitored in real time
- Focused on CBE property; privacy blocks used
- Direct access limited

Q&A:

Q: Cameras in gym/washrooms/change rooms?

A: No, only entrances/exits.

Q: Risk of vandalism?

A: Discouraged due to footage review.

Note: Stored for 30 days; trends/patterns may be noted.

Discussion of benefits: Faster incident response, deterrent, reduced vandalism costs, objective safety data, encourages reporting, accountability.

Discussion of concerns: May require more cameras for full coverage.

3. Treasurer's Report (Iain)

Note: meeting minutes aims to highlight only specific information. For complete documents in context, please contact the school for access to the treasurer's report.

- \$24,000 increase in spending budget since Christmas.
- Casino Account: \$66,000
- General Account: \$9,000

Next casino in **April**; payment expected in August.

Expenditures divided between Casino and General accounts.

4. New Business / Open Discussion

4.1 Council Executive Handover

- Tara and Erin met re: casino planning.

- Iain and Amanda meet for treasurer document handover.

- Gary to meet with Kondilena and Erin for Google Workspace access.
- Bylaws available in Google Workspace (quorum = 3 members).

Gratitude expressed to incoming/outgoing members and school leadership.

4.2 Bamfield Marine Sciences Field Station Trip

- Proposal released to Grade 8 students.
- 33 students committed (14 Grade 9s, rest Grade 8s).
- Limited opportunity; premier experiential science trip.
- Demands physical activity and resilience.

5. Adjournment

- Motion to adjourn by Gary at 7:21pm – approved.
- Next Meeting: February 17, 2026

John Ware Parent Association – Meeting Minutes

Start Time: 7:23pm

1. Welcome & Housekeeping

Welcome extended to new council members.

2. AGM Elections

- Voting Members: Jackie, Iain, Gary

- Official handoff of Council roles.

- Treasurer: Amanda Edwards

- Secretary: Lyndsay Lingard

- Co-Chairs: Erin Clipsham & Kondelinia Kaketsis

- Casino Chair: Erin Clipsham