

**Minutes of the OCASC Secondary School Committee
Thursday, October 14, 2010
Fisher Park PS**

The objectives of the Secondary School Committee are to:

1. Increase parent knowledge of and involvement in secondary school education in Ottawa-Carleton;
2. Promote the development of school councils and parent associations to represent parents of students in each Ottawa-Carleton secondary school;
3. Sponsor and encourage research into and study of education issues and concerns in Ottawa-Carleton secondary schools;
4. Formulate recommendations regarding secondary school education in Ottawa-Carleton, and to assist in implementing such recommendations.

Participants:

Jean MacIsaac (Glebe), Anne Teutsch (Merivale), Beth Doubt (SEAC), Elizabeth Verbruggen (John McCrae), Lori Siewecke (Canterbury), Tracy Cledgett (AY Jackson), Lisa Stevenson (Sir Guy Carleton), Tammy Watkinson (Sir Guy Carleton), Lise Pennie (Colonel By), Donna Bussierre- Finnegan (Bell), Nadine Clarke (Chair)
Guest Speaker: Neil Yorke-Slader, Superintendent Curriculum Services, OCDSB

Agenda covered at meeting:

Introductions

Presentation and Discussion: Board Improvement

Introduction:

The Chair welcomed the new representatives and those returning then reviewed the terms of reference for Secondary School and highlighted the previous year's meetings. The focus was on 21st Century Learners. We began last year with a brainstorming session to set the stage for presentations on the Board Improvement Plan, Special Education, Focus Programming, Trades and Technology and discussions about Board Governance (the Provincial Interest Regulation Consultation Paper), Community Schools as the Hub, School Effectiveness Framework, Secondary Gifted Centres, Assessment and Evaluation and French Second Language Review Secondary School Phase, Student Transfer Policy and Continuing Education. We also had presentations from OCRI (Volunteers in Education), Police Services Youth Intervention and Diversion Services, Mental Health and Body Image.

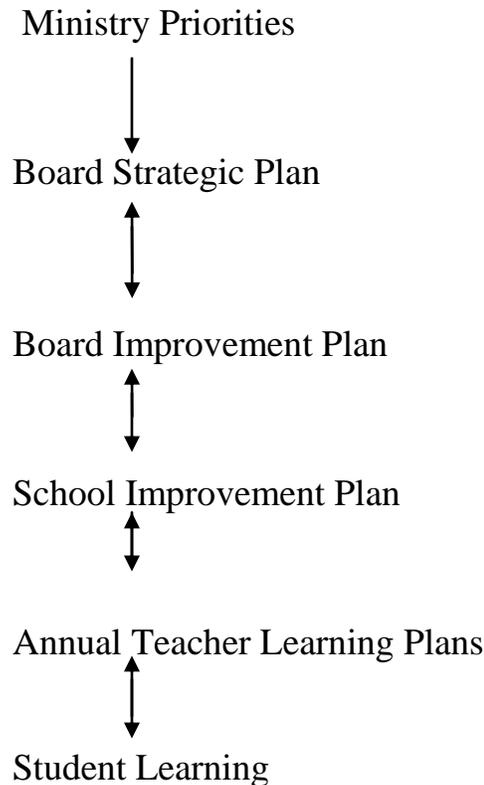
This year we intend to continue to inform councils and share information. On the schedule is the French Second Language Survey of graduating students, Program Pathways and Student Success and Assessment and Evaluation. Other ideas were canvassed with the group. Representatives were asked to let the chair know of other ideas from their councils. The chair informed the committee of the upcoming session "Building Relationships; Imagine the Possibilities, a regional PRO grant symposium sponsored by OCASC, OCISO and the OCDSB.

Presentation: Board Improvement Plan.

Neil Yorke-Slader, Superintendent Curriculum Services, OCDSB

Neil told the group that the Board Improvement Plan was developed by the executive council and is going to the Education Committee for discussion the following Thursday. One hundred and fifty principals and vice-principals have seen the plan.

The Ministry of Education sets the education priorities for the province. These priorities determine the Board's strategic Plan which in turns impacts the Board's Improvement Plan. The Board Improvement Plan frames the School Improvement Plan which then impacts the Annual Teachers' Learning Plans and Student Learning.



Ministry of Education has 3 stated goals:

- High level of student achievement
- Reduce the gaps in student achievement
- High level of public confidence

School Effectiveness Framework.

The board researched the best practices for effective grades K-12 schools. Then the practices across the board are to be in alignment. The focus is on achievement for all students. The dialogue is deep and purposeful and is the foundation of the district review.

OCDSB Strategy #1

Improve student achievement through a focus on innovative, creative and critical thinking.

Improve student achievement through a focus on ongoing assessment and feedback.

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The first elementary school report will have no marks. It will describe how the student is doing, his/her skills and next steps. It is a formative assessment and comments on how to do better.

Key elements of the Board Improvement Plan

SMART goals – Specific, measurable, achievable, results-orientated and time bound.

“What will students be doing differently in classrooms.”

Neil took us through the contextual framework and targets.

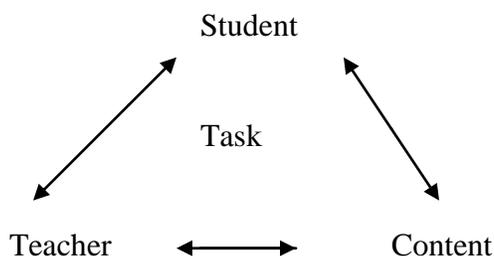
- Pillars: Learning, Leadership and Community
 - Literacy in K-8 and 9-12
 - Numeracy
 - Pathways in grade 7 – 12
 - Community, Culture and Caring K-12

Pathways 7 – 12

Grades 7 – 10 Science and Grade 7 – 9 Geography will make connections to the environment, society and self through a critical/creative thinking process, skills and strategies, measured by indicators of success.

Educating for Success, Inspiring Learning, and Building citizenship. Curriculum connections, Building Relationships and Instructional Practices.

The nature of Instructional Practice by Richard Elmore



When looking at the other end of the telescope we need improvement in the level of content, teachers' skills and knowledge and engaging students.

Questions to ask:

Where is the student in the Board Improvement Plan?

What is student success?

What about goals?

Ministry → Board → School → Classroom → Student

Ministry goal is that students will be level 3 & 4 by the end of grade 6

The Board's goal is 90% graduation rate by 2020.

Every year our Board has improved. There have been huge increases but we don't want regression to the mean to happen when there is a great differential between scores. We need to focus on individual students.

In the document "Reach Every Student, Energizing Ontario Education 2008"

<http://www.edu.gov.on.ca/eng/document/energize/energize.pdf> at page 6 there is a new definition of

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literacy that includes language, images, reading, writing, listening and critical thinking. It recognizes the capacity to access, manage and evaluate information, thinking imaginatively and analytically, and communicating.

The Ottawa Carleton District School Board had committed in its Improvement Plan to an appreciative collaborative inquiry approach to improvement. It encompasses a multi-faceted approach to indicators for success using quantitative and qualitative data.

It is designed to promote a professional learning and leadership collaboration for all staff learning and to model inquiry at the district level. Every teacher has annual learning plans. Those plans should identify what will improve teaching to improve student learning.

Connecting the Board Improvement Plan to the School Improvement Plan

It is likely to be more focussed and connected to goals. Seeing the school improvement plan or having input to it should be a conversation including council and parents. Parents need to know what is going on to support the plan and help their student.

The Board improvement plan is a mentor text.

- Structure is SMART goals
- Indicators of learning and core strategies
- Actions
- Parent and community engagement
- Questions to facilitate learning

Parents will more likely to be involved at the School Improvement Plan discussion as it is more focussed and closer to their student.

The changes we will see are:

- Champions
- Data quantitative and qualitative
- Indicators of progress
- Number of SMART goals limited to 1 – 3
- Scope specific and focussed

The School Improvement Plan

Schools will submit one plan with 1 – 3 SMART goals on the greatest need as determined by the school teachers. It will define what students will do differently.

Student Success was once about credit recovery and credit success. Now the focus will be on instructional practice, content, the teacher and the student.

Assessment and Evaluations Policy is approved and the procedure will go to the Education Committee on the 19th. There will be “multi opportunities to demonstrate learning.

Action: Neil will look into whether a student in credit rescue/recovery can achieve more than 50%. All schools need to be in alignment.

Suggested presenters and topics to the SSC in future meetings are Barry Bickerton on the Assessment and Evaluation, Mark Lafleur on Student Success and Susan MacDonald on School Effectiveness.

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Recommendations on how to approach to discuss the school improvement plan (SIP) with your principal or get it on the council agenda: Go to the council chair and ask for it to be on the agenda or ask how you can share your thoughts or inquire from staff about what is important. The plan should be a DRAFT. The plan should be checked with the correlation between action and result and it is is not working review and revise. Suggest you are looking fro things to discuss. Another change in this year's document is that the word "Will" is not used.

Neil shared his view of his job as superintendent of curriculum providing services to the front line and prefers the title curriculum services. He also noted that the ministry has funded 2 full time teachers to research best practices of effective learning or "Rich Practices" or good instructional practices. The committee engaged in a fulsome and interesting discussion with Neil about many aspects of the Board improvement plan and process. It was an engaging and energizing evening.

Next Meeting

November 11, 2010

Presentation by Jennifer Adams, Executive Superintendent OCDSB

French Second Language Graduate Student Review

Fisher Park PS

Action Item Summary

ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
ITEMS OPENED					
A8	Can students in credit recovery achieve greater than 50%	Nadine	10.14.10	11.11.10	Done
A7	Check previous Secondary School Minutes for information about the math curriculum changes for grade 12	Nadine	03.11.10		
ITEMS CLOSED					
A6	Send link to the updated Secondary School Gifted Program report (includes SEAC input)	Nadine	03.11.10		Done
A5	Send Link to the School Councils Handbook	Nadine	03.11.10		Done
A4	Send Link to the School Improvement Planning Handbook	Nadine	03.11.10		Done
A2	Is there a policy, procedure, recommendation or decision on "Turn-Around Day" evaluation process for end of the semester exams	Nadine	02.11.10	Next meeting	Done
A3	Presentation on the new testing format for standardized math test, Grade 10 and Assessment of the test	Nadine	02.11.10	April or May meeting	Done
A1	Request/Ask for information or for volunteers from OCRI for one on one tutoring. Contact Lee-Ann Scott at lscott@ocri.ca or 613-828-6274 X247	All	09.10.09	Ongoing	Reminder
CARRY-FORWARD actions					
A1	Record locations and numbers of students enrolled in focus programs for secondary school (T&T completed)	Anne	09.11.08	11.13.08	Anne reported on the Trades and Technology. Will update after the SS Steering Team meeting

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ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
A3	What are schools doing to help students transition to post-secondary education. Consider school councils hosting sessions in which guidance counsellors present options. Check and ask Board to consider preparing a booklet or web based outline for transitioning help	Nadine and Anne	09.11.08	11.13.08	Anne updated that the staff is interested but overloaded now. Follow up with timing later
A4	What is the Board position on students taking a 5 th year. What are the schools authority to allow or limit	Nadine and Anne	09.11.08	11.13.08	Answered than additional questions asked for clarification
A11 of 007-008	Check at the end of the SSC term to see if any change to Action # 6 on consultation	All SSC Reps	2007.10.11	2008.06.12	OUTSTANDING
A24 of 007-008	Action items 12 and 13: update SSC on gifted centres and mandate at SSPR. Define issues and decisions	Juliet	2008.03.06		uncertain
A06 of 007-008	Check whether consultation on program changes occur with their school council	SSC reps	2007.09.13	2007.10.11	Responses that the consultation varies across the board. Some councils are asked for input, some consultation and some no request.
A12 of 007-008	Form discussion group to focus on Secondary Gifted Centres issue.	Chairs	2007.12.13	asap	Revised
A13 of 007-008	Write, get email okays and send feedback on Secondary Gifted under SSPR mandate to Education Committee	Juliet?	2007.10.11	2008.01.22	Revised
CLOSED ITEMS					
A2	Record those exams which are board wide exams	Nadine and Anne	09.11.08	11.13.08	Sent 10.16.08 and again 11.13.08
A5	What options are there for students and parents to follow up the evaluation and final report for students (after the school year ends and summer starts)? What options to close the feedback loop for students at the end of the school year? Is there a Board process, policy or protocol?	Nadine and Anne	09.11.08	10.09.08	No policy or protocol
A6	What is the credit recovery option?	Nadine and Anne	09.11.08	10.09.08	Credit recovery, credit rescue and upgrading explained
A8 from A4	Can you be on school teams of you are in the 5 th year of secondary school?	Nadine	10.09.08	11.13.08	Reported 11.13.08

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ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
	If you graduate after 4 years, how does your average calculated with the additional courses?				
A9	What new curriculum is expected next year which will require new textbooks? Who's going to pay; province or board?	Nadine	10.09.08	11.13.08	Reported 11.13.08
A11	What is the school policy on parents' choice of class timetable for siblings of the same age?	Nadine	10.09.08	11.13.08	Reported 11.13.08