

**Minutes of the OCASC Secondary School Committee
Thursday, April 14, 2011
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:

Anne Teutsch (Merivale), Elizabeth Melanson (Lisgar), Jean MacIsaac (Glebe), Lise Pennie (Sir Guy Carleton), Susanne Striegler (Brookfield) Becky Hughes (Woodroffe), Nadine Clarke (Chair),

Guest Speaker: Walter Piovesan, Superintendent, OCDSB

Agenda covered at meeting:

Introductions

Agenda and Minutes

Presentation and Discussion: Student Survey

Chalk it Up

Other Business

Student Survey

Walter Piovesan, Superintendent, has responsibility for Safe Schools, Equity and Diversity, Inclusion and the Student Survey. The administration of the survey starts on April 18 and will be concluded on May 20. Students at the secondary school level as well as grade 7 and 8, may complete the survey on line at school or at home or by filling in a hard copy. For students in JK to grade 6 the surveys will go home for parents to complete on the student's behalf.

The Ministry of Education states three objectives: to increase student achievement, to reduce the gap in student achievement and to increase public confidence in public education. The focus of the OCDSB is on student achievement and reducing the gap. The Ministry of Education has mandated that every board conduct a school climate survey every 2 years. It also requires an opportunity for aboriginals to self-identify. The OCDSB decided that self identification should be done for multiple groups in our schools and to ascertain how they are doing, where they come from and how they are feeling. Data on English as a Second Language, English Language Learners, gender and Special Education are collected from EQAO. The National census provides socio-economic factors that can be compared to the survey.

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The Toronto District School Board conducted a survey to determine how Italian boys perform compared to Caribbean boys, Somalian girls to Canadian girls etc. Toronto used the EQAO data to identify how well groups of students performed. The South East Asian group performed well, then Canadian and at the bottom were students of African descent. This led to the creation of “boutique” schools such as the African centred schools.

The school climate survey is important to find out how students judge the safety of our schools, how much bullying is a part of the school and how they feel about belonging to their schools. Some of the barriers to student achievement are socio-economic, ethnic and cultural background, gender, safety, sense of well being and parents’ education and engagement. The student survey is voluntary and they can choose to answer or skip questions. All students will be invited to participate.

The information from the student and staff surveys will help the board target supports for students within certain groups and drive the strategic planning and budget process. Over 80% of the staff identified themselves as Christian. The board will review its hiring practices with respect to diversity and with respect to the student population. The hiring process is school based. The principal recommends a candidate for an interview, the central administration conducts the interview and then the successful candidate goes on the occasional list. The board is going to the teacher’s colleges to see they are open to diverse populations. Staff comprises multiple jobs in addition to the teacher; Human Resources, Information Technology, Finance, Education Assistants and Technicians. The majority of teachers are women. The board is studying ways to reach out to community groups to bring them into the education system.

Walter noted an interesting fact that Ottawa has the largest urban Inuit population.

Grades 7 – 12 will have time in computer labs to complete the survey. Each student has a unique identifier. The concerns about confidentiality and privacy have been reviewed by the Privacy Commissioner who has approved the process. If there are fewer than 15 in the aggregate numbers then they will not be included in the reporting. The survey for grades K-6 will be sent home. The survey is on line at <http://www.ocdsb.ca/ab-ocdsb/leadtheway/e-n-d/Pages/default.aspx>. It is translated into 10 languages. The results will take into account the student attitude towards completing the survey so that answers from students who are not taking the process seriously are identified by TDI and bumped out.

The response rate from the Toronto board was over 80% in grades 9-12 and over 70% in K-8. The board’s staff census had a 50% response rate.

The logistics: Teachers have received training to ensure students are comfortable. IEP requirements and accommodations will be the same. There will be 20-40 minutes to do the survey. Principals and Vic-Principals set the tone for the process in the schools. Some schools will have students do the survey in period 1 and the next day period 2.

The plan will be implemented over a 5 year period. The first phase is a system level and the second phase will have a focus on collating data at the school level. Then programming supports and differentiated programming will follow.

By spring the aggregate numbers will be released by TDI (the outside consultant). Quality Assurance at the board will provide the information by schools within the year.

The Board Improvement Plan will be done by May/June so schools can start the school improvement planning early.

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Action Item Summary

ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
ITEMS OPENED					
A9	Send out minutes of the Trades and Technology meeting	Nadine	01.13.11	02.10.11	Attached to minutes
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		Done
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					

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ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
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
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

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ID	Actions	Assigned to	Date Raised mm.dd.yy	Target Date mm.dd.yy	Status
A8 from A4	Can you be on school teams if you are in the 5 th year of secondary school? If you graduate after 4 years, how does your average calculated with the additional courses?	Nadine	10.09.08	11.13.08	Reported 11.13.08
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