



OCASC Assembly Meeting Minutes

Sharing Information • Facilitating Communication • Representing Our Membership

Date: January 17, 2013
Location: Fisher Park School, 250 Holland Avenue, Library
Time: 7:00 - 9:00 p.m.

Member Schools (36/58)

A Lorne Cassidy ES - Debi Mathew, Karyn Larsen
Barrhaven PS-Ellen Dickson
Bell HS-Mike Beavington
Berrigan ES-Susan Klimchuk (Co-Chair)
Bridlewood Community ES-Stacy Krahn
Canterbury HS-Osnat Fellus (Secretary)
Castlefrank ES-Josh Kemp
Cedarview MS-Ellen Dickson
Connaught PS-Viki Holan
Dunlop PS-Craig Tiberi
Emily Carr MS-Robert Hawgood
Fallingbrook Community ES-Bev Naylor (Liaison Office, SEAC)
Farley Mowat PS-Tarek Gergawi
First Avenue PS-Chari Marple
Glebe CI-Lillian Thomsen
Glen Cairn PS-Paul Warner
Hawthorne PS-Louise Crawford
Huntley Centennial PS-Mark Tymowski
John McCrae SS-Nicola Hemstock
Katimavik ES-Marcia Goodfellow
Knoxdale PS-Geoff Pearce
Lady Evelyn Alt PS-Kim Petersen
Lakeview PS-Tracy Neufeld
Longfields-Davidson Heights SS-Ravinder Minhas
Manordale PS-Cathy Babyak (Membership)
Maple Ridge ES-Kim Glass
Mary Honeywell ES-Elizabeth Conabree
Meadowlands PS-Patricia Lieu
Mutchmor PS-Milana Karaganis
North Gower-Marlborough PS-Aaron Daley
Riverview AS-Jocelyne Koepke
Roch Carrier ES-Shannon Walker
South March PS-Chris Bridgen (Communication Officer)
Steve MacLean PS-Jared Langdon
Stittsville PS-Coreen Tyers
Woodroffe PS-Tara Finlay

Non-Member Schools (4): Alta Vista PS - Adair Crosby; Broadview PS - Bobby Chawla (Liaison Officer); Elmdale PS - Megan Richardson; Stephen Leacock PS - Enang Akan

Guests and Other People in Attendance (7): Nadine Clarke (Secondary School Committee), Mike Carson (Chief Financial Officer), Kevin Gardner (OCDSB Finance and Purchasing), Kelly Meincke and Cindy Bradley DIFD (kelly.meincke@theroyal.ca), Frank Wiley (Superintendent of Instruction), Joey Gunn (Alternative School Advisory Committee (hired.gunn@gmail.com))



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1. Meeting called to order: 7:00 p.m.

2. Approval of Agenda

Suggested modifications:

- The Chair notifies that the DIFD presentation will be delivered by Kelly Meincke;
- Item 7 should read: Mike Carson: Chief Financial Officer;
- Item 8.a will be presented before 8:30pm to accommodate Bobby Chawla, OCASC Liaison Officer;
- NOTE: OCASC's next general meeting is on February 21, the regular third Thursday of the month.

Agenda approved as modified.

3. Approval of Minutes

Attendees take a few moments to go over the minutes.

Suggested modifications:

- 1) To add Riverview to the list of attendees;
- 2) First item on Chalk-it-Up was presented by Bev Naylor, OCASC's representative to SEAC;
- 3) First indented bulleted point under "Early Learning Advisory Committee" on p. 4 should be removed.

Minutes approved as amended.

4. Chalk It Up

- 1) Bev Naylor (Fallingbrook Community ES): SEAC's info session Saturday Jan. 19, 2013
 - o SEAC will be presenting free information sessions on IEPs (a morning session) and IPRCs (an afternoon session).
 - o Where: Rideau High School Library
 - o When: Saturday January 19, 2013 at 9am to 11:30am (IEP) and at 1pm to 3:30pm (IPRC).
- 2) Aaron Daley (North Gower-Marlborough PS): A Balanced School Day
 - o North Gower-Marlborough PS is looking at adopting the Balanced School Day Program. If you have any information please email Aaron at: magpehile@sympatico.ca.
 - o Elizabeth Conabree (Mary Honeywell ES): There is research that shows that to do nutrition first and then physical activity is more effective than doing physical activity first.
 - o Kim Glass (Maple Ridge ES): Balanced School Day Program helps children adopt healthy eating habits. For example, labeling food helps them know what to eat when.
 - o Bobby Chawla (Broadview PS): With the Balanced School Day Program, students handle longer recess



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time better.

- o Debi Mathew (A Lorne Cassidy ES): Children can use compartment lunch boxes with labels that make it easier for them to know what snack to eat when. These compartment lunch boxes are sold in specialty kids stores.
- o Marcia Goodfellow (Katimavik ES): The school can sell compartment lunch boxes as a fundraiser.
- o Susan Klimchuk (Berrigan ES): At Berrigan ES, the school council asked school staff to consider having one of the nutrition breaks longer so that girls who tend to be more talkative and eat more slowly will have more time for eating.
- o Debi Mathew (A Lorne Cassidy ES): At A. Lorne Cassidy ES, nutrition breaks start with silent time for 10 minutes to help kids concentrate on eating.

3) Tara Finlay (Woodroffe PS): Extended After-School Day Care

- o Tara Finlay (Woodroffe PS): The Board decided to extend after-school day care to grade 6. What is the experience in other schools?
- o Patricia Lieu (Meadowlands PS): At Meadowlands, there are two programs—the OCDSB ECE and another program—run at the school gym before and after school.
- o Coreen Tyers (Stittsville PS): Stittsville PS is going to full-day kindergarten in September 2013. The school is working on the extended after-school day care.
- o Kim Glass (Maple Ridge ES): Maple Ridge started full day kindergarten this year and there is an extended after-school day care in place.
- o Kim Petersen (Lady Evelyn Alt PS): Lady Evelyn just started full-day kindergarten and has an extended program run by Rainbow.
- o Viki Holan (Connaught PS): An OSDN, which is a more expensive provider of after-school programs, runs extended day program.

4) Megan Richardson (Elmdale PS): Winter Walk to School Day (Active and Safe Routes to School).

Wednesday, Feb. 6, 2013 is the official Winter Walk to School Day across Canada. Last year kids recorded their walk and walks all over Canada were traced on a map. The program is inclusive as bussed kids get to walk around in the schoolyard and record themselves winter walking as well. In addition, children who are driven to school are encouraged to get out a short distance from the school and record themselves walking the rest of the way to school. Ottawa Mayor, Jim Watson, visited Elmdale on the day of the 2012 Winter Walk to School Day, which turned out to be a fun-filled day. Winter Walk to School Day is also an effective community building activity. Other advantages that the program entails are having fewer cars on the roads to school, and more children engaged in physical activity. For more information, please contact Karin Jordan at: karin.jorda3@gmail.com or log on www.elemdale.com.



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5. Presentation of DIFD: Kelly Meincke and Cindy Bradley

DIFD is run by the Royal Hospital. The Royal runs program to ensure that this tragedy never happens again. The Hospital runs a few programs through which schools can get involved. These include:

- DIFD Power to the Purple Challenge (Feb. 1 to Feb. 10) – to raise awareness about youth mental health through conversations and fundraising in support of youth mental health education at the Royal.
- DIFD Youth Mental Health Kits that include a USB stick (with pre-loaded mental health resources); a roll-out pen (with information on how to ask for help & how to help a friend); paper hearts, a magnet, and bracelets. The cost of a kit is \$20. The selling of the Youth Mental Health Kits is done on a consignment basis. A parent, teacher or administrator must contact DIFD by phone (613-722-6521 X6322) or email (difd@theroyal.ca) to order the kits. The school or parent will not be charged at the outset for the kits ordered, but will be responsible for returning funds raised and any unsold kits.
- An online fundraising system where students collect pledges to participate in or host their own school-based skating party. The top 10 fundraising schools will be placed into a draw to win a visit from a local hockey star.
- Feb. 1, 2013 big purple skate in Ottawa 67s DIFD Hockey Game. Special DIFD discounted tickets are available at www.difd.com
- A Youth Mental Health Webcast / Educational Video (for grades 7 to 12) will be accessible to schools and will provide teachers and students an opportunity to learn about mental health from clinical experts as well as from people who have experienced mental illness in their lives. Among other things, causes of illness, symptoms, and ways to ask for help and help others will be discussed. Some of these videos may be age appropriate for elementary school children.
- Grade 8 to 12 students are invited into the Royal for a half-day session. A few speakers that include a neuroscientist, a psychologist, a counselor, social worker, and a young adult with lived experience speak to the children. Students are bussed free of charge. To register to the *Is it Just Me* Education Sessions, contact Sue Riley at sue.riley@theroyal.ca
- For more information, contact Kelly Meincke at Kelly.meincke@theroyal.ca or call 613.722.6521 x6322.

All fundraising goes towards supporting these programs.

Question: How much DIFD should be brought into the elementary level?

Answer: Some videos that are geared particularly to the elementary level are being worked on. We need to be cautious with messaging. One way of doing it is incorporating the messaging within an assembly to show kids that their impact on each other is substantive. Elementary children want to talk about it but teachers need guidelines on how to talk about these issues. OCDSB website has a lot of material about mental health for teachers and staff members.

Question from Ellen Dickson (Barrhaven PS): Parents expressed concern about the problem of glamourization in the DIFD campaigns. Parents are concerned about the messaging this might instill.

Answer: The color purple is the color of positive mental health. Also only the initials are used to refer to the program, not the person's name. These facts help to disassociate the individual from the campaign.

6. Market demand survey for the Alternative Education Program: Frank Wiley (Superintendent of Instruction), Joey Gunn (ASAC: hired.gunn@gmail.com)

The Alternative Education Program is dedicated to looking at how things are taught. Specifically, it focuses, among other things, on non-traditional teaching and learning experiences that are enhanced through project-based learning and multi-age environments to promote interaction.



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In December 2010, The Board directed the ASAC to conduct a market demand survey of the elementary alternative program. The market demand survey will be open to both OCDSB and non-OCDSB families, including families who are currently in the alternative program and families who reside within and outside the Greenbelt. (i.e. Orleans and Kanata). The purpose of this wide inclusion is to increase awareness of this program and to its availability. We also have a lot of interest from international parents. ASAC has reviewed and refined the tenets of the elementary alternative program during the 2011–2012 school year. The online survey will be available to the public on the Board's website from February 1, 2013 for eight weeks. The survey will also go through blogging in order to garner more information. It is an online survey but families who will require a hard copy of the survey can receive one through OCDSB Communications. Recommendations based on the survey results will be presented to the Board for approval in September 2013.

Question: Are you talking about building a new school or about incorporating it into an existing school?

Answer: We have no answer to that. Currently, there are just four schools that have these programs. The purpose of the survey is to see whether there is any interest among families in the alternative education program. The results from the survey will provide the information in regard to such interest and will help us to see what the level of interest is. We'll wait to hear what the trustees do with the survey results.

7. Budget 101 and financial procedures: Mike Carson (Chief Financial Officer), Kevin Gardner (OCDSB Finance and Purchasing)

The budget process: The budget is comprised of \$800 million a year. Three quarters is spent on salaries. This expenditure is governed by the Education Act and is a factor of the size of classes. We can come back in March and April to talk about what the 2013-2014 budget looks like.

Timelines: Financial year is from September 1 to August 31. The challenge we have is timing to meet all requirements of collective agreement. Decisions need to be made re: staffing around the second week of March—long before we know what funding we get from the Province. We commit ourselves to the staff. By law, we have to approve the budget by June 30. Although it's computerized, it takes time.

In some years, because of the uncertainty the Province had, there had been substantial cuts. The Province wants to eliminate its deficits by eliminating payments in healthcare (reducing the number of procedures); in universities and colleges (raising tuition fees); in schools (level of service is reduced such as in maintenance department.) OCDSB has managed, over the years, to maintain funding of programs in schools and in some cases enhance them. The year of 2018 is the target year of cuts in school boards through amalgamating schools and services. However, as for next year, there will be an increase in costs. Since the Minister said she will not support school amalgamations, we'll need to see where else cuts can be made. Additional resources for libraries may be one direction.

Budget: A budget overview will be presented on February 4 in the budget committee of the Board. The meeting will be attended by 12 trustees, a SEAC representative, an OCASC representative and others. Ask trustees and the non-voting reps to talk to the board about concerns that may include increase support for technology, for example. This year, like last year, we'll identify some of the pressures that will help us build a 4-year plan.

Board meetings are not the only opportunity for input. There will be a series of meetings beginning the end of April. We want to make sure to hear from the community. We set up two or three nights, groups will have a chance to look into the budget and speak about concerns that they may have. In May, the Board will hold a few nights of debates. By June, we'll need to come with a plan in spite of the tight timeline.

With the new Premier, we'll have a new budget in the middle of March. This will need to go through the House. If it passes, the budget will be solidified a little later than usual.

There will be information available on the Board's website.

With respect to School Council Funds, across the Province, the Ministry of Education introduced a new guideline.



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About a third of the school councils carry fundraising through the Board. School Councils should bank with the schools but the school office is busy already. The Board will be moving forward to start discussion on this topic. Kevin or Mike can come and speak to School Councils about it. When we raise money under the school's name, the Board's reputation is at stake. During the consultation, we would like to talk about some of the concerns people might have. There are political concerns as well as schools might run the risk of having to look after themselves.

Question: Councils that do fundraising through the school, who has access to the money?

Answer: There needs to be a requisition from the School Council for the Principal to be able to sign a cheque.

Question: What types of purchases are schools hoping to make with the fundraised monies?

Answer: Basic requirements are to be paid by the Board. A link that includes legitimate items that can be purchased will be sent to the OCASC Secretary. There are grey areas. There is some judgment that you need to apply.

Question: Banking with the Board, how will this change the dynamic at the School Council?

Answer: The school council will still need to have a treasurer who will be monitoring the reports that the Board will be sending monthly. Scotia Bank is the bank the Board works with.

Question: In regard to the wording we are allowed to relate to parents. It says 'voluntary' but this leads to a misunderstanding of the needs of the school.

Answer: The Principal and the superintendent need to think of how to word the letter to the parents.

Question: Banking with the School Board, who will be handling parents who cannot pay the fees?

Answer: The school office will have to deal with it.

Question: Is there any impact to the Council's charitable status if it goes with banking with the Board?

Answer: A school council will still receive a receipt for the donor for the tax benefit.

Question: The Board's revenue depends on the number of registered students. What is the Board doing to protect its market share?

Answer: High schools were built in the suburban areas. When the Board can build near-by schools, kids move back to the area. The Board is not growing as fast as it should at the Secondary level. In the elementary level we are receiving an enrolment growth. In some communities it works to our advantage especially in the urban area.

Question: What is the potential of centralization shared services?

Answer: The Provincial Government favors the idea of shared services. A report will be available in six weeks. In order to make it work, there needs to be adequate infrastructure. When you centralize services, there are a lot of issues of compatibility the Board will have to think of and address. Costs may go up when implementing shared services. Having said that, there may be a move toward it. Our two IT departments (OCDSB and the Catholic Board) are already shared.

8. From the executive

Chair's Report - Susan Klimchuk

- Motion regarding inclusion of electronic voting in constitution. Bobby has left but suggested that the change, as he emailed, can be discussed through directing comments and giving feedback at: L05@ocasc.ca or at bobby@amun.ca



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PIC Report - Tracy Neufeld

- Parent appreciation award: Info will be sent out in the Friday's newsletter. Michèle Giroux sends the newsletter. michelle.jeroud@ocdsb.ca If your school does not receive the newsletter, make sure to ask for it.
- There are brochures about PIC.
- Speaker's series looking for topics. If you have ideas or topics, please let Tracy, Marty, or Carrie know.
- EQAO forum: A parent forum for all parents in the region will take place on March 23, Brook St. A presenter will talk about the EQAO test and how parents can support student learning. The second half of the day, an expert will talk about math.
- OCASC can also invite a presentation about the EQAO results.

Next OCASC Meeting: Thursday, Feb. 21, 7-9pm, Fisher Park School (250 Holland Avenue)

Adjournment: 9:00pm

Acronyms used

- ECE = Early Childhood Educator
- EQAO = Education Quality and Accountability Office
- IEP = Individualized Education Program
- IPRC = Identification, Placement, and Review Committee
- OCASC = Ottawa Carleton Assembly of School Councils
- OSDN = Ottawa Day School Nursery
- PIC = Parent Involvement Committee
- SEAC = Special Education Advisory Committee