



# Ottawa Carleton Assembly of School Councils

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Ottawa, ON  
K2H 6L3

October 2017

Dear school council chair, OCASC representative, or school administrator,

## **Welcome back!**

First of all, we are excited for the 2017–18 school year. We want to thank our returning member schools and welcome new member schools.

The Ottawa Carleton Assembly of School Councils (OCASC) is an umbrella organization for school councils, within the Ottawa Carleton District School Board (OCDSB). To help us best represent district-wide issues, we encourage all councils to join.

The benefits of OCASC include opportunities to

- share great ideas with other school councils,
- gain insights into how education works at the OCDSB, and
- learn how to maximize the value of your council to your kids' school.

The following OCASC information package has the details that you need.

Please complete the attached membership form (and write a cheque for \$35.00) and send it to us via OCDSB mail (drop it off in your school office) or bring it to an OCASC meeting. Don't have the funds to cover membership fees? Simply request a waiver by ticking the appropriate box.

Thanks and have a great year!

Malaka Hendela and Christine Moulaison, OCASC Co-Chairs ([chair@ocasc.ca](mailto:chair@ocasc.ca))



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## OCASC Information Package

### What is OCASC?

The Ottawa-Carleton Assembly of School Councils (OCASC) is an umbrella organization for school councils of the Ottawa-Carleton District School Board (OCDSB). In a nutshell, OCASC is about:

- Sharing Information
- Facilitating Communication
- Representing its Membership

Our statement of purpose reads:

*The Ottawa-Carleton Assembly of School Councils (OCASC) is an organization for school councils and parents to share information and facilitate communication within the communities of the OCDSB in order to enhance the education of all its students. OCASC represents its membership to the OCDSB, government and the wider community.*

### When and where does OCASC meet?

OCASC usually meets on the third Thursday of each month. Meetings are held in the library (second floor) of Fisher Park Public School, 250 Holland Avenue, just north of the Queensway, from 7:00 p.m. to 9:00 p.m. Participants are encouraged to arrive at 6:45 p.m. to register and sign in. Please check the website ([ocasc.ca](http://ocasc.ca)) for dates, locations, and times. We offer refreshments at our meetings.

### Who should come to OCASC meetings?

OCASC meetings are open to the public; any parent or interested person is welcome to attend meetings. School councils are encouraged to elect an OCASC representative and an alternate, who will attend the OCASC meeting and take the shared information back to their councils.

### Why should your school council become a member of OCASC?

We share best practices and solutions to problems. We foster a sense of community and the notion that councils are key to well run, welcoming schools. We work with the OCDSB to build more effective consultation, communication, and collaboration.

### How does a school council become a member of OCASC?

The school council of any elementary or secondary school in the OCDSB can join OCASC. The annual membership fee of \$35.00 entitles a council to participate in votes taken at OCASC meetings. Fees may be waived if requested.

### What are our priorities?

Helping councils work together and be efficient and effective. Making sure your kids get the most out of their schooling. What we do and how we do it can be found on our website: <http://ocasc.ca/about-ocasc/>



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## What does my membership allow me to do?

- Represent your school council, participate in discussions, and take back new information to your school council.
- Invite OCASC to your school council meeting to talk about the interesting things happening across the board. To have someone from OCASC speak to your school council, contact [chair@ocasc.ca](mailto:chair@ocasc.ca)
- Participate in “Chalk-It-Up”; traditionally a favourite part of the monthly OCASC meeting, this year we are also piloting a Chalk-It-Up forum on our Facebook page for instant answers to questions. At the meetings, it is an opportunity to talk to the assembled representatives, share best practices, find out if other schools are struggling with the same issues, ask for suggestions on how to handle situations, and to exchange contact information for further communication.
- Have an opportunity keep your school council informed about current Board activities, by listening to guest speakers and participating in group discussions.
- Advertise an event at upcoming any school council organized activities of interest to parents at the meetings (this invitation will then be a part of the meeting minutes) and via Facebook, Twitter, and the OCASC website (<http://www.ocasc.ca>). Email your event details to [communications@ocasc.ca](mailto:communications@ocasc.ca)

## OCASC Committees

### Secondary School Committee

The OCASC Secondary Schools Committee (SSC) is a sub-committee of OCASC, which traditionally met, on the second Thursday of the month, throughout the school year, to discuss issues that are specific to OCDSB secondary schools. During the 2016–17 school year, the SSC separated from the General Assembly about halfway through the meeting. This year, it hasn't yet been decided whether the SSC meetings will take place during the general assembly meetings or on a separate evening. Keep an eye on the website ([www.ocasc.ca](http://www.ocasc.ca)) and on the Facebook page ([www.facebook.com/ocasc](https://www.facebook.com/ocasc)) for more details.

### OCDSB Committees

OCASC is fortunate to have representation on many of the committees in the OCDSB. Each year, in November, OCASC selects individuals to represent the organization on these committees. Information from committee meetings will be posted on our website ([www.ocasc.ca](http://www.ocasc.ca)) or the Board site (<http://www.ocdsb.ca/cms/One.aspx?portalId=55478&pageId=1113399>). A list of the committees, as well as which ones need reps can be found on our website at <http://ocasc.ca/contact-us/>.

## Want to know more?

We value your input. We welcome your comments, suggestions, feedback and questions throughout the year. There are many ways to reach us:

- At our website [www.ocasc.ca](http://www.ocasc.ca)
- Via email at [chair@ocasc.ca](mailto:chair@ocasc.ca) or [communications@ocasc.ca](mailto:communications@ocasc.ca)
- Follow us on Twitter at [@OCASC\\_ca](https://twitter.com/OCASC_ca)
- Like us on Facebook at [www.facebook.com/ocasc](https://www.facebook.com/ocasc)



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## 2017–18 OCASC Membership Form

The Ottawa Carleton Assembly of School Councils (OCASC) is an umbrella organization for school councils within the Ottawa-Carleton District School Board (OCDSB). OCASC works together with school councils and the OCDSB to enhance the education of all students.

All school councils in the OCDSB are entitled to OCASC membership and are encouraged to join and to participate. The annual membership fee, of \$35.00, supports the running of the organization, and gives your school the right to vote at OCASC meetings. Fees may be waived for councils unable to pay.

For additional information on OCASC or if you have any suggestions, comments, or questions, please visit our website at [www.ocasc.ca](http://www.ocasc.ca). You can also send an email to [chair@ocasc.ca](mailto:chair@ocasc.ca) or [communications@ocasc.ca](mailto:communications@ocasc.ca), follow us on Twitter (@OCASC\_ca) and like us on Facebook ([www.facebook.com/ocasc](http://www.facebook.com/ocasc))

School Name:

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Position	Name	Email*	Tel
Chair (or Co-Chair)			
Vice Chair			
OCASC Representative			
OCASC Alternate			
SSC Rep. (if applicable)			

\* Your e-mail address will be added to our contact list, unless otherwise indicated.

Membership Fee:  \$35.00 cheque (payable to OCASC)  \$35.00 cash  waiver requested

Please bring this completed form and membership fee to the next OCASC meeting or return it to OCASC through the Board mail at your school to OCASC, 133 Greenbank Road. Membership fees are due prior to the November OCASC meeting. Thank you!

Personal information requested in this form is collected under the authority of the *Municipal Freedom of Information and Protection of Privacy Act* and will be protected under that Act. It will be used for OCASC membership subscription and communications between OCASC and members, as required. Send any questions about this to the OCASC Co-Chairs [chair@ocasc.ca](mailto:chair@ocasc.ca).