



DRAFT MINUTES

OCASC Assembly Meeting Minutes

Sharing Information • Facilitating Communication • Representing Our Membership

Date: September 20, 2012
Location: Fisher Park School, 250 Holland Avenue, Library
Time: 7:00 - 9:00 p.m.

Attendance:

Adrienne Clarkson ES (ACES)	Carrie Eaton	Katimavik ES	Marcia Goodfellow
Adrienne Clarkson ES (ACES)	Marti Falcone	Knoxdale PS	Geoff Pearce
Barrhaven PS	Ellen Dickson	Lady Evelyn Alt PS	Kim Petersen
Berrigan ES	Susan Klimchuk	Manordale PS	Cathy Babyak
Bridlewood Community ES	Susanne Bowen	Maple Ridge ES	Kim Glass
Broadview PS	Angelina Munaretto	Mary Honeywell ES	Elizabeth Conabree
Broadview PS	Bobby Chawla	Nepean HS	Mark Rollins
Canterbury HS	Nadine Clarke	North Gower-Marlborough PS	Aaron Daley
Castor Valley ES	Alka Moorjani	Rideau HS	Chris Ellis
Castor Valley ES	Leslie Segal	Riverview AS	Jocelyne Koepke
Cedarview MS	Ellen Dickson	South March PS	Chris Bridgen
Devonshire Com PS	Sarah Sorensen	Steve MacLean PS	Jared Langdon
Devonshire Com PS	Jennifer Block	Stonecrest ES	Jen Muise
Dunlop PS	Craig Tiberi	Westwind	Sharon Carruthers Joseph
Emily Carr MS	Robert Hawgood	Woodroffe PS	Tara Finlay
Fallingbrook Community ES	Bev Naylor		
First Avenue Public School	Chari Marple	SEAC Alt	Beth Doubt
Glebe CI	Lillian Thomsen	Associate Director of Education	Walter Piovesan
Glen Ogilvie PS	Kate Unrau	School board Trustee Chair	Jennifer McKenzie
Hawthorne PS	Louise Crawford		
Jack Donohue PS	Alex Ribeiro	Total Schools Represented:	35
John McCrae SS	Nicola Hemstock	Total School Representatives:	38
John Young ES	Susanne Bowen	Total Guests:	3
		Total attendance	41

Acronyms used in notes:

- OCASC = Ottawa Carleton Assembly of School Councils
- SSC = OCASC secondary Schools Committee
- PIC = Parent Involvement Committee
- FTE = Full Time
- Equivalent (for student or staff – 2 people half time = 1 person full time = 1 FTE)
- ECE = Early Childhood Educator

Meeting called to order: 7:02 p.m.

Approval of Agenda: Approved.

Approval of Minutes: Approved with changes.

Chair's Report: Covered in 'From your Executive'



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Chalk It Up:

Woodroffe Public School, Tara Finlay (tarafinlay@hotmail.com)

- Q – School is locking gates in school perimeter – this is difficult for parents. Are other schools doing this?
 - A – Adrienne Clarkson – our school is doing this at the front and back but there is only a fence and gate at the front. In front of the school bus loading zone not there. Idea was to stop parents from walking dogs in the yard. Also a safety concern if there is a fire etc.
 - A – Woodroffe – The entire perimeter is closed and there are two competing interests – one group wants it locked and the other does not want it locked.
 - A - Jack Donohue – Parents no longer allowed to go in past the cones. Question of security but meant that school did not have to lock gates. But some parents want it locked. French school down the road is also completely locked.
- Q – Local YMCA being torn down crosswalk is beside construction site. Issue with safety.
 - A - Jack Donohue – We had a crosswalk extension built when had problem with construction trucks. Crosswalks can be moved temporarily.

Special Education Advisory Committee (SEAC) – Beth Doubt (ocasc.seac@ocasc.ca)

- IEP presentation Monday Oct. 29, by Lamar Mason at Woodroffe High School - IEPs are for changes to curriculum allowed for that child because of special needs – advanced or slower learners – most things not modifications to curriculum but accommodations (what teacher should do to help that child learn)
- For November meeting would like to have a new representative for SEAC and one or two alternates.
 - Q - Stonecrest: What are responsibilities?
 - A – Attend meetings once per month, read agenda and understand the related issues.

Broadview Public School, Bobby Chawla (Bobby@amun.ca)

- Q – Wondered if any other schools have an issue with mini-van use in lieu of school busses. In time at Hilson PS, we had old rusty vans, balding snow tires etc. Idea is that minivans are cheaper and they have less security regulations. For example, if you are only carrying 5 or fewer people, you can have any mini-van that passes a safety test.
 - A – John Young – We have had 6 years of experience when using vans and have some concerns. For example items in the van for personal use but could cause issues if unsecured items became airborne during an accident or stop.
 - A – SEAC – Strongly suggest that you go to the Board with this. There is a trustee on the Board who is the representative for the Ottawa Student Transportation Authority (OSTA). If there are safety issues they should be discussed with the Board.
 - A – Knoxdale – Other issue is that because of the class of vans they don't need the same licensing requirements for drivers. Don't need a special Ministry of transportation license.
 - A – Katimavik – Which bussing company is it – there are many Direct Star etc.
 - A – SEAC – They are all under the contract with OSTA.
 - A – Broadview – Issue really is whether there are regulations for vans. At Hilson we had 8 minivans waiting to take home students.
 - Q – Emily Carr – Is OSTA only for the English Boards
 - A – SEAC – Yes.



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From Your Executive

Carrie Eaton -Introductions

OCASC executive elected at the June meeting:

- OCASC Co-Chairs – Carrie Eaton and Susan Klimchuk
- Recording Secretary – Angelina Munaretto
- Membership - Cathy Babyak
- Communications Officer - Chris Bridgen
- Treasurer – Chris Ellis
- Liaison Officers – Bobby Chawla and Marti Falcone and others not in attendance
- Current Committee representatives –
 - o Parent involvement committee (PIC) –Marti Falcone & Louise Hawthorne.
 - o Special Education Advisory Committee (SEAC) - Beth Doubt

OCASC Newsflash – Sent every second Tuesday after the meeting. You will receive if you fill out membership form.

Parent Council Workshop – Date was set for October 13th but is being postponed because of lack of keynote speakers. Day will be rescheduled to November. We have planned for six workshops including:

- Financial circumstances for school councils
- What to expect from Principals and what Principals should expect from you.
- Fundraising guidelines
- Council Websites
- Council workshop

Principal competitions

Two OCASC members are invited to the School Board interview process for Principals and Vice-Principals. This will require 3 full days from 8:30 to 4:30 and as the dates cannot be predetermined, The Board is asking volunteers to hold November 5, 6, 12, 19 and 20 until the three dates are determined. Deadline is October 19th to get back to the Board.

Pro grants – Anyone should have gotten info by now (Parent Reaching Out grants) school or community to ask for how to reach out – max of 1000 to get parents involved with children and the school – something new – through ministry of Education – ask every June and used by end of August next year.

OCDSB Annual Parent Appreciation event –the OCDSB will be holding its annual Parent appreciation event at 6 p.m. on November 15th, at its offices at 133 Greenbank. Our monthly OCASC meeting for November will be held following the reception.

British educator Sir John Jones. ODCSB Lead the Way Presentation – Will be held at Longfields Davidson, 149 Berrigan Drive –Wednesday October 3rd starting at 5:30 mix and mingle to find out what creative initiatives are happening in our schools. At 7 p.m. Sir John Jones will speak. 500 spots available. Please register on the Board site.

Treasurer's report – Chris Ellis

- Presentation and financial statements are presented on the OCASC Website as well.
- Financial year ends August 31.
- Bank account balance is at \$13,000 and with GICs and assets the amount totals \$17,125.49



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Question: Nepean High school – What are OCASCs typical expenditures in a year?

Chris Ellis – In a typical year operating expenses include:

- Food brought in
- Conferences executive attends
- Web site hosting
- Honoraria
- Gifts for retiring council members
- One or two key events per year

OCASC Calendar committee – Suzanne Bowen

Currently planning 2013-14 Calendar and would like feedback for March Break. Requesting feedback from councils at www.surveymonkey.com/s/7NBWMCP . Next calendar committee meeting is late October. Feedback required by October 16th.

- Question: North Gower. Seems like all PA days are strategically positioned on Fridays of long weekends – is this a request of teachers?
 - Answer – Nadine Clarke - Reason for this is because parents have been asking for long weekends so families can get away and have family time.
 - Barrhaven – To clarify that teachers are working on PA days it is not a holiday for teachers even though a holiday for students. It is a day to learn and do things such as report cards.

Presentation: Walter Piovesan, Associate Director of Education

- Thanks for being here and thanks for the work you do in our schools Came to discuss the strategic plan for the Board and the student survey but a lot has happened in the world of education in the last couple of weeks.
- I will give an overview of some of the accomplishments of the Board in the strategic plan and provide some time for a Q & A session following this.
- As you know the four pillars of our plan are Well-Being, Engagement, Learning and Leadership (W.E.L.L.)
- Last year we delivered a mental health white paper and this year will be focussing on a well-being framework following the student survey. Well-being is for students but it is also for staff.
- We are also measuring student engagement and parent engagement. We need to involve parents in the SIP program so that we can see student improvement.
- The leadership piece is also important. The conference on October 3 is an important example of how we are working to develop leadership. Sir John Jones worked in one of the lowest performing schools and made it into one of the top performing schools. The Principal competition is another leadership initiative.
- The School Calendar discussion is important. As part of the agreement teachers will now have 3 unpaid PA days. The Government has already indicated which days those will be. We also receive proposed dates for March break from the Ministry of Education.
- Only two Boards have ratified the MOU that the Government of Ontario has signed with unions. Details include:
 - Teachers will not be paid for 3 of the 6 PA days resulting in an elimination of 3 PA days. There is a reduction in the number of sick days and no payment for accumulation of sick days as was the previous agreement.



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- Q – Broadview Public School – Don't teachers require 3 PA days to do report cards and does this mean there is no room for professional development anymore?
 - A- WP – At the elementary level they have 2 out of 3 PA days for report cards.
- Q - Mary Honeywell - Does this mean that teachers who take professional development will now need replacement teachers?
 - A – WP Yes and no. We also have professional development outside of PA days for items such as numeracy and literacy. Some teachers may be called out of the classroom. In terms of other stuff – like numeracy and literacy etc. so there are days that teachers may be called out.
 - Q- Mary Honeywell – Has the Board considered possible resentment from teachers and its effect on children's mental health/morale?
 - A - WP – Yes. We consider it every day. We are looking into what we can do including curriculum and extracurricular activities.
 - A – Mary Honeywell - Glad to hear board is taking this seriously.
- Q - Barrhaven Cedarview – In terms of sports teams, unfortunate that decision was not to support extracurricular activities. Parents could help coach teams.
 - A – WP – The high school sports deadline was extended and a further extension for National Capital board has been made. Unfortunately some regulations like those of OFSA require minimum numbers of practices and games. We are hoping we can continue and will not know until October 13 what the contingency deadlines are. Next deadline is October 31st. A lot of focus on media in sports – however, we also expect this will impact bands day events, cross country, drama productions etc.
- Q - Rideau – It is unusual for teachers to withdraw services but this may be an opportunity to look at something bigger to ensure that we can engage community partners, universities, the city and parents to ensure that there is no complete void to be filled in other situations.
 - A – WP – In my experience this is not so unusual – this is my third time. The difference here is that this situation is not official as there is no strike or strike vote in place. Athletics are complicated at the high school level. All things must be considered before making decisions on how to involve community etc.
- Q - Canterbury – We had a conversation on how to help Grade 12 students meet their requirements in the case of a strike. We need to get parents screened and insured to volunteer. Are individuals liable? Most school councils get insurance from the Ontario Federation of Boards and trustees and there is no coverage during the summer months. How will we protect parent volunteers?
 - A - WP – Police checks can be done by going to the police station and if a parent volunteer is supported by the Principal, they are volunteering with the Board and therefore are covered by Board
- Q - Berrigan – I am hearing a lot about how things are going to change in the next term and that there is hope there won't be a strike but Bill 115 has already passed. What might change?
 - A – WP – Not sure a lot will change. We hope that it will. We know that unions have set strike votes.
- Q - Knoxdale – Are there any other models in other provinces that might work for sports other than our OFSA model?
 - A – WP – No unfortunately.
- Q - Katimavik – How does it work in younger grades in terms of putting a parent in charge as a volunteer.
 - A – WP – This vulnerability at the elementary level is why we have a policy. Principals will conduct volunteer interviews etc. School council must also agree to the use of volunteers.



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- Q - Glebe – There were only 6 percent of teachers present at parent teacher night however course outlines were available in the cafeteria. What measures are in place to support delivery of curriculum?
 - A- WP – Parent-teacher interviews are part of the contract however meet the teacher nights are optional for teachers. Credit rescue and recovery are part of the school day and this may involve using lunch periods to support students. .
- Q – Riverview – If there is a strike/lockout do daycares located in schools close?
 - A – WP – Daycares are extended days. Not sure what will happen in that case. ECEs may also be covered.
- Q – Mapleridge – Legislation states teachers cannot go on strike until after December 31st, doesn't prohibit strikes after that but legislation gives them the right to legislate back to work.

Presentation: New committee structure and way of doing business at the Board, Jennifer Mackenzie

Jennifer Mackenzie discussed moving from having four standing committees, two Board meetings and statutory committees each month to reducing the number of meetings to respond to the needs of the Board. Revisited what it meant to be a trustee and to govern this school board.

Decision allows a better interface of Board with the Staff. The focus is to let the staff their work and provide overall guidance and strategy. They do tactics and operations.

They have gone from 10 to 12 meetings per month to 3 meetings per month.

Now there are 2 Committee of the Whole meetings (federations and all Board and non-voting reps + staff) and one Board meeting to ratify all decisions made in the month.

The Board's focus is not to look at each of the 12 strategic objectives and get monthly progress and monitoring reports.

How does this impact OCASC? OCASC still has a representative on the Committee of the Whole, can speak and inform decisions of the board. What might become challenging is to determine where and when there are issues of particular interest to ensure to inform the discussion.

- Q – Rideau HS. Mentioned that he was at the meeting on governance and that there was a discussion on evaluation of the meetings by meeting participants. Would like to know if the general public and parents can give feedback on what is working or not. Would like the Trustee to consider how to do that.
 - A – JM -Great point. The Board is still talking about how to do that.
 - Comment - Rideau HS - Felt a lack of consultation with public.
 - A- JM We did have one consultation night – but agree that it was rushed.
- Q – OCASC Chair/Adrienne Clarkson: Unfortunately our representatives are the Co-Chairs and we used to have the expertise of a number of people at the table. We were unable to attend the meeting and didn't receive the information on time. We would like to be able to send the member of Executive who has the most experience or knowledge on a given issue to attend the meeting. Can this be accommodated?
 - A – JM – We will look into this.
 - A - SEAC – Have already requested it and has been turned down. SEAC has a rep and an alternate only.
- Q- Stonecrest – Board has done a great job refocusing but what has happened to the time devoted to issues – how can all the issues be reviewed in only three monthly meetings?
 - A – JM – people are asked to share but are not given as much time, Trustees have taken items such as detailed information of kindergarten supplies out of their approvals and some things will be taken up by other groups. Some information was too much detailed for a governing body. This new way is a way of focusing the board.



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- Q - Rideau – With previous committee structure, changes to instructional items affecting individual schools would go to education committee and have one month before the next Board meeting – now there is less time to prepare. How will that school-based information be made available so that parent councils can see what decisions are being made to curriculum?
 - A - JM – That is a complicated question. The Board has a policy that if courses are added, they must be presented and approved by the Board. Reason for this is because of competing high schools. Where we see an impact or required communications the Board may ask for the item to come to the Board as an information item one month and as a decision item the following month.
- Q - Hawthorne – How does information from Board discussions get out to schools. In the context of the labour issues what are the timelines? They should be very clear.
 - A - JM – Negotiations were a hot topic of the Committee meeting held Tuesday. There was a lot of in-camera discussion but here are some key points:
 - Trustees are very keen to make up for loss of extracurricular through community/parent volunteers
 - There is a Board Volunteer Policy in existence for this situation. Walter Piovesan is working on the policy and communicating with Principals to ensure schools have all things that need to be communicated to put volunteers in place.
 - Two groups presented to the Board on this issue. One was an organized sports group on the importance of getting communities involved in schools and could be transformative. Another was a father talking about importance of sports in schools.
 - There were a number of questions from trustees including one on how to ensure that we continue sports and other activities in our high risk schools and how important it is to the students. As well rural schools will also have more difficulty getting children into alternative sports programs.

Closing remarks:

Co-Chair, Carrie Eaton – if you haven't received the 2010-11 OCDSB strategy document: Public education doing it W.E.L.L. please see me as I have a few copies.

Next OCASC Meeting:

- Thursday October 18, 7:00 – 9:00 p.m. at Fisher Park School, 250 Holland Avenue
- Secondary School Committee – Thursday, October 11, 7:30 to 9:30, Fisher Park School, 250 Holland Avenue

Adjournment: 9:10 p.m.