



OCASC Assembly Meeting Minutes

Sharing Information • Facilitating Communication • Representing Our Membership

Date: April 18, 2013
Location: Fisher Park School, 250 Holland Avenue, Library
Time: 7:00 - 9:00 p.m.

Members Schools (42/68 member schools)

A Lorne Cassidy ES-Debi Mathew, Karyn Larsen
Adrienne Clarkson ES (ACES)-Carrie Eaton (Co-Chair), Marti Falcone (Liaison Office, PIC)
A Y Jackson SS-April Boomer
Barrhaven PS-Ellen Dickson
Bayview PS-Dawn Harrison
Berrigan ES-Susan Klimchuk (Co-Chair)
Bridlewood Community ES-Andrea Haas
Broadview PS-Bobby Chawla (Liaison Officer)
Canterbury HS-Nadine Clarke
Castor Valley ES-Alka Moorjani
Cedarview MS-Ellen Dickson
Connaught PS-Carlo Difelice
Devonshire Com PS-Jennifer Block
Dunlop PS-Craig Tiberi
Elmdale PS-Megan Richardson
Emily Carr MS-Robert Hawgood
Fallingbrook Community ES-Bev Naylor (Liaison Office, SEAC)
First Avenue Public School-Chari Marple
Glebe CI-Lillian Thomsen
Glen Cairn PS-Paul Warner
Hawthorne PS-Louise Crawford
Hilson Avenue PS-Mona Pare
Huntley Centennial PS-Mark Tymowski
Jack Donohue PS-David Bird
Jockvale ES-Wendy Hovdestad
John McCrae SS-Nicola Hemstock
Katimavik ES-Marcia Goodfellow
Lady Evelyn Alt PS-Kim Petersen
Lakeview PS-Tracy Neufeld (Liaison Officer)
Longfields-Davidson Heights SS-John Rivenell
Manordale PS-Cathy Babyak (Membership)
Maple Ridge ES-Kim Glass
Mary Honeywell ES-Elizabeth Conabree
Meadowlands PS-Patricia Lieu
North Gower-Marlborough PS-Aaron Daley
Pleasant Park PS-Cecilia Lee
Rideau HS-Chris Ellis (Treasurer)
Roberta Bondar PS-Kelly Dubinsky
Roch Carrier ES-Shannon Walker
Stittsville PS-Coreen Tyers
Westwind-Sharon Carruthers Joseph
Woodroffe PS-Tara Finlay

Non-Member Schools (1)

John Young ES-Susanne Bowen



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Guests (2) René Bibaud (Principal Adult HS, OCDSB Exit outcomes) Allison Buchanan, OCDSB policy analyst

Non-Member School (6) Alta Vista PS- Adair Crosby, Elmdale PS-Megan Richardson, John Young ES-Susanne Bowen, Stephen Leacock PS- Enang Akan

Guests (3) Secondary School Committee - Nadine Clarke, Mike Carson (CFO OCDSB), Donna Blackburn (School Trustee Zone3)

1. Meeting called to order: 7:03 p.m.

2. Approval of Agenda

Agenda approved.

3. Approval of Minutes

Attendees take a few moments to go over the minutes. Correction of April minutes: Minutes state Roch Carrier asked question regarding banking policies and two signatures required. This was not Roch Carrier and it is still uncertain which school posed the question.

Minutes approved as amended.

4. Chalk It Up

1) Roch Carrier ES: doing an E waste fundraiser for their school to raise funds for a playground

- A Lorne Cassidy: how do you make money from this?

2) Maple Ridge ES: is having a cyber-bullying social networking safety for grade four and up in classroom and to parents on April 30th. Rsvp email site on flyer. It will be at 6:30pm, is a 90 minute session with questions and answers at end.

- Adrienne Clarkson ES: we had a similar event and it was a great session. For \$5 you receive two stylus pens and slide deck from presentation.

5. Proxy Voting Motion

Bobby Chawla (OCASC Executive Member/ Liaison Officer)

It is hard to have constitution amended because when it comes time for a vote not everyone able to attend meeting and this results in not being able to attain quorum. The first step to ease this to enable people to express opinions through a constitutional amendment from sealed ballot to recording secretary to allow an email for electronic voting purposes. Bobby mentioned there is a software voting option (simply voting). Please see Proposal: OCASC Constitution Amendment dated April 18, 2013 for details on proposal.

Fallingbrook seconded motion :

Stittsville: Article 4: "at the councils discretion the entire voting process....." change accepted.

Another change: second last line: strike "to" in front of "before the "Announcement....."



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- Rideau HS: how do you anticipate dealing with proxy vote during discussion if amendment is made to it so if people gave proxy with the understanding this is the motion and further amendments can change it....I am concerned about how this can be dealt with.

Bobby Chawla : re-voting not required for grammar issues but should be re-voted upon if a major change to be made.

- Stittsville: asked how currently handled.

Co-Chair Carrie : No one has ever come across a proxy vote in the past.

- Rideau:if a quorum and amendment made after debate and if we need to wait another month due to amendment – has wording been considered to add if proxy votes only come into play if quorum not reached?

Bobby Chawla : if essence of what is being proposed is to change the full 28 day procedure should be taken, no matter if people in attendance or online should be handled in similar fashion.

Co-Chair Carrie : Agree but reality is that OCASC does not vote much, usually we reach consensus but when discussing Constitution voting needs to happen. That being said, if we agree to do proxy voting, votes counted that day no matter if 55% agree or not because your vote counts – if amendment changes this would be only time doesn't count.

- Barrhaven: practice of OCASC is that if you raise something in meeting then you go away to speak with your Councils then you come back and vote. Concern that proxy binds you to a vote prior to discussion with council. Practice has been present, discuss with councils and then vote. Thinks that this should be incorporated somehow into proposed amendments
- Jack Donahue: change quorum

Co-Chairs Susan & Carrie : that is the point that you cannot do this until the constitution is changed.

Room discussion about what quorum for meeting vs for group. Quorum for meeting is 21.5 out of 64 schools – it is one third. Simple majority to change constitution (i.e. 50% plus one)

Vote taken: no opposed, no abstentions. Passed!

6. Pro Grant Discussion

Co-Chair Carrie:

ProGrants coming up, \$1k available for schools. Best practice discussion in an open forum. We used Paul Davis at our school for a cyber bullying seminar, he gave a parent consultation (fee based), student discussion (free) and a teacher session. Focused on similar issues Ministry did. Many ideas on the Ministry website as to what other schools have done.

- Glebe: this year PG received built around how child assessed and evaluated, had English, Farsi, Arabic, Mandarin and Somali (she wasn't sure) but held in four languages. Students as projects made letters of invitations which were vetted by Multicultural Liaison for accuracy. On Ministry website there is an invitation translated into 23 languages. Glebe used honorarium for interpreters. Very well received.
- Lakeview: question for Glebe: how did they successfully get people out to event?
- Glebe: I think because the email invites were in specific languages. Good turnout for most, some had some less turnouts. They made sure they did not clash with any holidays. School Council will fund this type of event again next year.. This Fall they will do something similar but on "pathways" for after high school options. Also having a psychologist come in from CHEO



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- Hawthorne: at a previous school they had a family dance night to pay for DJ and lighting. Council paid for food. Dance for families of the school. This probably doubled attendance at Council for the next year because parents chatted up others.

Co-Chair Carrie : This would no longer fit under the revised ProGrant guidelines unfortunately. You could have an ethnic type dance but not a purely social occasion dance.

OCDSB Policy Analyst Allison: The theory behind it needs to be parental engagement type event.... This type needs to have an outreach or engagement process that could not otherwise be achieved by Council without this financial assistance. Perhaps if there was a numeracy and literacy presentation by Council and then a DJ showed up – this might work but there is a strict reporting requirement with the PG. The reporting side on the end of the event is cumbersome as you must account to the Ministry on how the funds were spent. If you don't do this I need to chase you as to why it wasn't submitted yet.

Co Chair Carrie : Allow me to introduce you to Allison Buchanan our OCDSB Policy Analyst.

- Connaught: thinking of using PG for electronic upgrades with parental component.... To join the two of them. Wondered if anyone had tried this.

Policy Analyst Alison: I haven't heard of anyone doing this but she thinks this might work.

Co Chair Carrie : Due date is May 21st to apply. If not received last year, Ministry wants to give money to schools so simply submit anything and see if funds received, likely will be. Woodroffe has done this at least twice and won, Glebe five times

- Canterbury: Presenter Rebecca J Lloyd funded by PG and it will be followed by a Zumba session
- Glen Cairin: implementing a maker space: combines engineering math and science arts dance and thinking and takes conceptual ideas but can't build something or vice versa and puts all together in one place. Students will go from idea to rolling it out, flushing it out and building something.... Results in entrepreneurial type spirit. Students can design project, often a bench and dialogue happens and children assemble in class. Parents and students do this together during the day with staff and volunteers and then work in evening together.
- Lakeview: health and wellness evening for parents with experiential stations (8 or 9) with nutritionist/chef making healthy snacks with parents, another DPA with teacher and healthy school eating, another was yoga. 66 people showed up which was a lot. Had healthy eating and living CHEO speaker. Handled like speed dating fashion with a bell and was 8 or 9 minutes per station. Community centre came in with multicultural officer talk.
- Woodroffe: arts workshops where parents and kids came into school with artists in the community, last year was a birch bark canoe discussion. Hoping to this year have first part of report card on emotional intelligence partner with Family Service of Ottawa friends for life program on anti-anxiety wants a program to bring kids and parents together. Can we do joint projects with other schools? Carrie said yes for sure to do joint projects and you could combine proposals or you could apply as a group. How do you reach out to schools that do not have an active council?

Alison : this does not have to fall under PGs. District encourages this type of mentoring where an active Council mentors one with a less active and OCDSB can assist with this. Theory behind the Family of Schools and OCDSB attempts to engage all parents. (District will help with this and could possible help financially.)

- Cedarview: is there an issue with collaborating with another school board? Alison said yes as partnering with others outside board is done but two school boards collaborating together poses funding issues. Informally okay but not cross board



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- Mapleridge: has been successful every year in receiving PG but because directions and Councils change YOY they are pretty lose in preparing PGs. Question if they wrote a specific PG proposal but changed their minds the year after is there an issue? Carrie said as long as it falls within the range of what they are looking at the Ministry would be okay with this. Alison agreed, the foundation of the idea is to use the money for parental engagement and you are accountable for the money. The report provides a place for why change of scope occurred.

7. Chair Report:

There will be another Council Workshop in the Fall in September, likely third week of the month or first week of October

Question: Councils asked questions about finance issue that will be forthcoming

Co-Chair Carrie : We should have the answer regarding council finances in June (i.e. how to have Councils bank – through OCDSB or on their own). Several Councils have asked about PTAs and Home and School options. We think that this would be part of How to Council Workshop we should include PTA, Mike Carson and Home and School options be presented and second question: is this soon enough if handled in Sept or Oct. Group thinks this is fine to wait until Sept or Oct for this.... Do we need a special meeting to discuss this? Carrie asked if anyone wants to help work on the committee to let the co-chairs know.

- First Avenue: Contacted Mike Carson's office and was told there will be another OCASC meeting consultation; there will be a full consultation with others but reality is that the plan was around in September and due to other issues this has moved to back burner.... Because of this it will be rolled out in a year or so. When is consultation taking place and can we be a part of it? Cherry is on the list from the school.
- Emily Carr: Sept presentation sounds good and recommends Treasurer to come along
- Lakeview: echoed same sentiment and Mike Carson said there will be an open consultation event for anyone that wants to attend
- Katimavik: March minutes said there will be two public consultations in April but it was actually changed to the OCASC mtg in March. Questioned about the smaller group consultation – Carrie advised to send Mike Carson a note directly
- John Young: their council will have a major changeover this Fall thus she supports Sept meeting
- Lakeview: can PTAs and Home and School Association be part of OCASC? Chair uncertain
- Mary Honeywell: you can have a PTA and Council? Carrie advised we will discuss this at the workshop

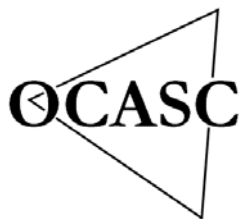
Carrie: we will start a committee on how to do the workshop email at chair@ocasc.ca

Carrie: leaves for PIC conference tomorrow in Toronto. She will bring info back to OCASC and find out about fundraising there for next meeting

Carrie: Principal competition discussion: discussed the competition itself and what is involved in the event. This morning for the first time co chairs were invited to internship workshop on parent engagement with new Principals to discuss what they should do to engage Councils etc. Carrie advised important to share SIPSA and to have Council engaged in writing the SIPSA.

8.OCDSB Exit Outcomes: Rene Bibaud Principal of Adult High School.

Rene is looking for feedback and input from all stakeholders from OCDSB and beyond. In 2011 Secondary School Review began under the leadership of a task force, an ad hoc committee and six working groups (school configurations, community hubs, e-learning, specialist high skills major, international baccalaureate and French immersion).



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The mandate of the secondary school ad review ad hoc committee was in part to discuss the overall vision for secondary schools in the district and the vision for students leaving our school system. Committee made of Trustees, Director, Elementary and SS Principals, and community partners, etc.

Ad hoc committee has developed a draft Exit Outcomes document, which is online to reach out to stakeholders.

Objective is to have a 90% graduation rate in high schools for every student – kindergarten to success as this incorporates young adults in alternate sites. Intent is to have OCDSB identified outcomes and skills. There are different pathways, work, apprenticeship, college, university and community living.

Characteristics (our students will have):

- Resilient\adaptable\globally aware\collaborative\innovative and creative

Skills (our students will have):

- Critical thinkers, effective communicators, academically diverse, digital fluency
- Came from three foundations: Ontario Schools: kindergarten to grade 12; Learning Skills and Work Habits & OCDSB Community of Character wheel

Feedback being sought: ideally by April 30th but Rene recognized this is an aggressive date. Request to complete online survey available at www.ocdsb.ca or exitoutcomes@ocdsb.ca

Many stakeholders will be met with to obtain feedback throughout April. Rene doesn't believe discussion should end there. What about former grads? Interesting to see their thoughts and feedback. Target deadline is April 30th but he believes it will be extended. Hope was to have draft completed late spring, presented to Trustees in June but reality will be pushed to the Fall. Please provide feedback online either individually or as a group.

- o Longfields Davidson Heights: was always wondering who the client was, were we looking after the parent or the student? He thinks it is the employers as he has a difficult time with kids graduating and not having a real picture of the real world. You need to set up the kids on how they can understand the workspace. Rene: reaching out to corporate world through this process, he agrees important. Important kids can get a job and hold it
- o Broadview: didn't see ethical or good corporate citizens in the characteristics and skills section. Rene said this could fit into globally aware.

Rene said it is not about how this is presented on a paper, it is how it is imbedded in curriculum and modeled in the classroom. Rene said this is the challenge. Secondary School review will be around another few years and this is part of it. He has asked us to have everyone review.

- o Katimavik: how do Councils give feedback? Rene: Principals are to speak to Councils individually to share this document throughout the month of April but could be in May
- o Broadview: comment well thought out discussion
- o Hawthorne: wants the word accountable added
- o Longfield Davidson Heights: in business we don't mark by level. Susan said we need to let students learn and help them along.
- o Bridlewood: Who measures their success? Who decides who is successful and is it just because 90% achieved a diploma? Rene: one is successful when they find something they love and they are patient about what they do.
- o Elmdale: likes that there will be consistency across the Board with this document, important to point out there are other options or pathways than just college and university. Constant and consistent character messaging is important for all students from kindergarten up through the system



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- Rideau: many schools in his community have large “new comer” population and language is a challenge. Big push from this population is that their children do better than they did. He thinks we are forgetting that segment in this document
- Lady Evelyn: Important that parents teach the children too and not just educators

9. Executive Committee Reports:

Nomination Committee: Coreen, Bobby and Tracy

If interested in an OCASC position email: ocasc.agm@gmail.com

Execs gave a brief discussion on what every position is.

- Chair: lead the group, find time for exec meetings, lead the assembly meeting, read the crowd to obtain topics for meetings, be available to speak with people and work in between the meetings
- Vice Chair: step in when Chair unavailable; co-chairs make it more even front rather than Chair and Vice Chair
- Treasurer: not too time consuming, beginning of school year is busiest time as membership cheques are received and expense cheques cut at that time. Also work on budget. Chris Ellis uses Simply Accounting for reports; he is not running again but happy to help new Treasurer
- Communications Officer: responsible for updating Facebook account, Twitter updates and website updates, if media sends a message and Chairs not available they will step in and help
- Recording Secretary: don't have one now
- Membership Secretary: busiest at beginning of year with receiving paid and waived memberships, attendance as people come in, allocating green and red stickers and updating membership@ocasc.ca for email addresses
- Liaison Officer: good way to get your feet wet with OCASC and learning without being part of formal exec and allow to express opinions

10. Executive Reports :

SEAC: Marti Falcone:

- OCDSB CFO provided financial overview of Special Education budget of approx. \$98.9 million
- Post 21 discussion presented by Jill Bennett, Superintendent of Learning Support Services, much discussion took place on this topic from items on the Adaptive Learning Program; Adult High School; Algonquin programming called AAA. The goal is to provide recommendations for children reaching adulthood.
- For additional information please email Marti at martianne@me.com

Early Learning Advisory Committee: Marti :

- Trustee Lynn Scott's motion of standardization of programming across the system. The OCDSB will look to develop standardized programming along with review on flexibility of care (depending on if financial viable for community partners).
- Enrolment of children with special needs in both community partner run centres as well as OCDSB run centres. The Learning Support Services team has been engaged on this subject. For additional information please email Marti at martianne@me.com



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Parent Involvement Committee : Marti

- Establishment of a membership sub-committee
- OCDSB CFO Mike Carson presented Management of School Council Funds
- English Accommodation Options and Program Supports presentation
- Parents' Guide for Numeracy (support for parents in math, parent guide to be published on how to interpret ratings by teachers likely in the Fall)
- Discussion on Parent and Community Appreciation event to be held on June 11th between 6:30 to 8:30pm at Algonquin College – more details to come

Secondary School Committee:

We also had a presentation by Rene on Exit Outcomes; discussed upcoming proms; discuss curriculum issues; presentation on international certificate program; conversation is geared towards older age group including grades seven and eight as well. Everyone is welcome

Next OCASC Meeting, AGM: Thursday, May 16 7-9pm, Fisher Park School (250 Holland Avenue)

Acronyms used

- ECE = Early Childhood Educator
- OCASC = Ottawa Carleton Assembly of School Councils
- OSDN = Ottawa Day School Nursery
- PIC = Parent Involvement Committee
- SEAC = Special Education Advisory Committee