



# OCASC February 2016 Meeting Minutes

[chair@ocasc.ca](mailto:chair@ocasc.ca) facebook/ocasc ocasc.ca 133 Greenbank Road, Ottawa, ON K2H 6L3

Date: February 18, 2016

Location: Fisher Park School, 250 Holland Avenue, Library

Time: 7:00pm – 9:00pm

## Attendance

Total attendance (48); Total Schools represented(42) Total Member Schools (51) 69%

## Member School attending (34) based on SY2015-2016

|                                                    |                                                                   |
|----------------------------------------------------|-------------------------------------------------------------------|
| Adrienne Clarkson ES (ACES)-Carrie McConnachie     | Huntley Centennial PS-Mark Tymowski (Communication)               |
| Bayview PS-Michelle Branigan                       | Jockvale ES-Sofia Atiyat John McCrae SS-Ellen Dickson (Treasurer) |
| Briargreen PS-Carlie Brown                         | John Young ES-Mike Hickey                                         |
| Bridlewood Community ES-Andrea Haas                | Katimavik ES-Stephanie Nasmith                                    |
| Broadview PS-Michelle Milne                        | Lakeview PS-Chris Klymowsky, Tracy Neufeld (Chair)                |
| Canterbury HS-Louise Crawford                      | Longfields-Davidson Heights SS-Michael Nied                       |
| Castlefrank ES-Carol Mothersill, Stephanie Nasmith | Manordale PS-Cathy Babyak (Membership)                            |
| Castor Valley ES-Alka Moorjani                     | Meadowlands PS-Rula Worrall                                       |
| Dunlop PS-Craig Tiberi                             | Mutchmor PS-Adrienne Annan                                        |
| Earl of March SS-Donna Garnons-Williams            | North Gower-Marlborough PS-Tara Hawkins Kavanagh                  |
| Elizabeth Park PS-Dale Childs                      | Richmond PS-Fiona Sutherland                                      |
| Elmdale PS-Megan Richardson                        | Roch Carrier ES-Jen Nunes                                         |
| Forest Valley ES-Joel MacKinnon                    | South March PS-Christine Moulaison                                |
| Glashan PS-Gerry Nera                              | WE Gowling PS-Jason Dubois                                        |
| Glen Cairn PS-Paul Warner (Vice-Chair)             | WO Mitchell ES-Deborah Ross                                       |
| Glen Ogilvie PS-Stephanie Ettinger                 |                                                                   |
| Greenbank MS-Helen Norman (note taker)             |                                                                   |
| Hopewell Avenue PS-Mike Stewart                    |                                                                   |

## Non-member School attending (8)

|                                                     |                                           |
|-----------------------------------------------------|-------------------------------------------|
| A Lorne Cassidy ES-Michelle Sabourin, Jill Sheppard | Farley Mowat PS-Debby M                   |
| Bells Corners PS-David McCormick                    | Goulbourn MS-Susanne Bowen                |
| Cedarview MS-Ellen Dickson                          | Knoxdale PS-JP (Jean Paul) Larochette     |
| D Aubrey Moodie IS-David McCormick                  | Stephen Leacock PS-Donna Garnons-Williams |

## Guests (3)

Keith Penny (Trustee Zone 8, Orleans-Cumberland), Donna Blackburn (Trustee Zone 3, Barrhaven/Knoxdale-Merivale) and Kevin Gardner (OCDSB Assistant Treasurer)



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### 1. Welcome and Call to Order (7:00 pm)

OCASC Chair Tracy Neufeld welcomed members and guests.

### 2. Approval of Agenda

The agenda was approved as presented. South March PS; seconded: Glashan PS

### 3. Approval of Minutes

December 2015 minutes:

Approved as presented. Motion: Huntley Centennial PS Second: Adrienne Clarkson

January 2016 minutes:

Approved as presented. Motion: Richmond PS Second: Glashan PS

### 4. Money Matters: Board Budget Cuts and School Council Finance with K. Gardner

- Accumulated surplus - supporting overspending
- Looking at investments and drawing down accumulated surplus
- Working to balance the budget
- Kevin used the powerpoint presentation to give information about the budget.  
**Note: The powerpoint presentation is included in the [February 2016 Meeting Materials](#)**
- The upcoming meetings are listed at the end of the presentation. Delegations will be able to attend the meetings and raise concerns.

Questions and Answers:

Q: What concerns have already been voiced by parents and community?

A:

- Summer learning programs (for special needs). This is not a core or mandated program, but it is very important to parents and their concerns are being listened to.
- The changes to the French curriculum

Q: Is this a one-year process?

A: It is a multi-year challenge, but the solutions may also be multi-year.

Q: Earl of March - Will it affect the International Baccalaureate?

A: Not sure

Q: Goulburn: Is there a plan to market the board to international students?

A: Yes, through [OCENET](#) (Ottawa Carleton Education Network) - working to put students in different schools and grants for language training. Students pay a premium, and it does provide a small profit



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Q: Are the budget meetings open to the public?

A: Yes, and more information is on the website

Q: Richmond: Where are salaries drawn from?

A: From the full \$850 million (\$750 is subject to 1% clawback)

Q: How can school space be used by the community?

A: Always in communication with schools

Q: Hopewell: Private public possibilities in Outdoor Education centres

A: Some revenue comes from other groups

Q: Would you accept help from the public and private sectors?

A: Send ideas to the OCDSB budget email ([budgetinfo@ocdsb.ca](mailto:budgetinfo@ocdsb.ca))

### **School Council finance guide (October 2014)**

- How to manage funds at the school council level.
- Many transitions - challenge is to have continuity
- In the future, school council finances will be audited and a fundraising plan will be made
- School councils have sometimes been reluctant to share information with the board
- Guide is for safeguarding assets
- Training will be easier

Q: A Lorne Cassidy ES: Where can I find it?

A: In the [February 2016 Meeting Materials](#)

Q: Hopewell: Can we carry over funds? (specifically playgrounds)

A: If you are fundraising for a multi-year project, make sure you are very clear about the details.

Q: How is banking dealt with?

A: Work with principal if needed, but if there are enough volunteers, the council can do the banking.

Q: Castlefrank: Is banking through the school the best way?

A: Not necessarily, but using the same banking software would be useful

Q: A Lorne Cassidy ES: How do tax receipts work?

A: Work with school principal to find out if a receipt is warranted (\$25 min)

Q: Mutchmore: If council has a large sum of money that is earmarked for a particular project, can we put it in a high interest saving account.

A: Can hold money, but need to be very transparent with stakeholders

Q: Is there a limit to how much can be held? (e.g. for play structures)



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A: There is no specific rule

Q: Are high interest accounts ok?

A: As long as it's a trusted financial institution

Q: Richmond: Could council set up an account for longer range projects (25 year playground projects)

A: It's a long timeframe and would be difficult to present it to the community - you would be expected to return it to the stakeholders

Q: Canterbury: Isn't most of it determined by CRA?

A: For tax receipts, yes. But for time lines, would have to clarify

Q: Is school council a registered charity?

A: Yes

Chair Neufeld thanked Kevin for the presentation and suggested that we send questions and concerns to [budgetinfo@ocdsb.ca](mailto:budgetinfo@ocdsb.ca)

### 5. Chalk It Up

Q: Online payments (Bells Corners PS): Has anyone successfully set it up?

A:

- School cash suite is coming from the board, but currently there isn't a board sanctioned for in school fundraising and for school councils. There are security and confidentiality issues.
- Looking for online shopping carts
- Hopewell: [hotlunches.net](http://hotlunches.net)
- Meadowlands: Concerns about confidentiality on hot lunches

Q: Outdoor classroom (Bells Corners PS): Fundraising done by school council. Who we talk to about using the funds?

A: Talk to the trustee

Q: Cheaper banking (WOM) - What do about service charges on cheques? Does the bank require two signatures?

A: Two signatories are required

Q: What about coins?

A:

- TD has a coin counter
- Don't use personal accounts
- John Young: Can take the cash in bills and deposit in the council's account

Q: A Lorne Cassidy: Would councils get a break if they bank through the board?

A: It would be something to be discussed - the board banks through Scotiabank



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### 6. From Your Trustee - Keith Penney (Head Keith (head of the budget committee))

Q: Will the IB be affected by the budget cuts?

A: No

Q: Meadowlands: How will the IB be rolled out as far as areas? Timeline?

A: Hasn't been decided yet. 2017

Q: Glen Oglivie: How will the ECEs and EAs be cut? It would be a problem with the new changes to the French programs.

A: Only through attrition

### 7. From Your Executive

Pro grants are coming out. Any questions?

- Examples of what has been done in the past
- Math night, go on the list to find ideas
- Wellness night. Clear guidelines. Reduce barriers for parents getting to the school. Greenbank...keep it non-specific.
- Try and keep it inline with the School learning plan

OCDSB Committee of the Whole meeting

- Changes to French program went through
- funding for ELL and Special Needs
- cultural funding used for kids who are in JK and SK now

Poll on Future meeting topics:

- OSTA - active transportation and empty seat next month - 9
- Secondary school review - 22
- Communications, web, social media for school councils - 12
- Strengthening French literacy in the home - 11
- Provincial Ombudsman - looking to come and answer concerns - 11
- Middle school - pathways, prep for high school, electronics - 14

### 8. The meeting was adjourned at 9:00 pm - on the dot!