

**COLONEL BY SECONDARY SCHOOL
SCHOOL COUNCIL 2009-10**

**DRAFT MINUTES
SCHOOL COUNCIL AGM and MEETING #1
Tuesday, September 29, 2009
7:00 pm – 8:30 pm**

Attendees: Alfred & Mira Alvares, Mandy Bailey, Mandy Brady (Recorder), Tom Brandt, Richard Burelle, Buffey Cassidy, Catherine Chung How, Marlene Dobson, Janet Evans (Treasurer), Linda Harding, Jennifer Harris, Paul Hébert, Sandeep Hemmady, Katie Holtzhauer (Co-chair), Bryan Johnson, Tammy Jones, Delia Kecskemeti, Nicolas Kecskemeti, Mike Lachapelle, Gail Lyon (Principal), Jane Mahoney, Gabrielle Mettler, David Moen (Trustee), Kishore Murtagy, Mary Ellen Norland, Jenny Ong, Jeanne Percival, Heather Pierscianowski, Mitra Rostami (Student rep), Liz Stanich (Co-chair), Henry Starzynski, Louise Stephens, Tim Tierney, Alison Weir (35 persons)

1. Call to Order, Welcome and Introductions

School Council Co-chair Liz Stanich chaired the meeting. OCDSB Trustee David Moen (Zone 12) was introduced, as was CB Student Council Co-president Mitra Rostami.

1.1 Student Council Rep Report

Mitra Rostami provided the student rep update early as she had to depart. Initiatives mentioned included: School Dance (October 2nd), Leadership Camp for Grade 9s and 10s (Oct 16-18th) for ~90 students on a first come-first served basis, and “Dare to Remember” – Stephen Lewis Foundation fundraiser to combat Aids in Africa (October). Mitra also discussed the aim of collaborating more with the many other clubs at CB to coordinate activities.

2. Approval of Agenda

Motion (J. Evans / J. Mahoney) to approve the agenda was carried.

3. Approval of Minutes of Previous Meeting

Motion (J. Evans / J. Mahoney) to approve the CB School Council Minutes of June 5th, 2009 was carried.

4. Annual Reports

4.1 Chair

The CB School Council draft Annual Report for 2008-09 was circulated by Co-chair Katie Holtzhauer for review by attendees. Comments were requested before the end of next week when the final version is due in to the Board. (document attached)

4.2 Treasurer

The CB School Council Annual Financial Report for 2008-09 was presented by Treasurer Janet Evans. The opening balance for Sept 1, 2008 was \$2830.46, and the closing balance as of July 31, 2009 was \$4652.82. Note - \$4000 of this amount has been earmarked for the future purchase of an electronic display board for the school. **Motion** (M. Brady / G. Mettler) to approve the CB School Council 2008-09 Annual Financial Report was carried. (document attached)

5. Elections

The following members were nominated and elected as outlined below into School Council Executive positions:

5.1 Chair / Co-chairs: Liz Stanich and Katie Holtzhauer

5.2 Treasurer: Janet Evans

5.3 Secretary: Mandy Brady

5.4 Communications: Alison Weir

5.5 Reps for IB: Heather Pierscianowski **and OCASC:** Tammy Jones

5.6 Council members: Tom Brandt, Buffey Cassidy, Catherine Chung How, Marlene Dobson, Paul Hébert, Jane Mahoney, Jenny Ong, Jeanne Percival, Louise Stephens

Motion (J. Percival / L. Stephens) to approve the elected members above was carried.

6. Reports

6.1 Student Rep report – reported above

6.2 Principal's report

Gail Lyon (interim Principal until December) introduced herself and presented the attached report. Also mentioned were the upcoming Gr. 9 "Unity Activity Conference" (Oct. 2), Thanksgiving Food Drive, and Gr. 12 French class "Haunted Walk" (Oct. 14). (document attached)

6.3 Staff report – next meeting

7. ARC Update

Co-chair Katie Holtzhauer provided an update on the Beacon Hill – Ottawa East Accommodation Review Committee (ARC). It is a Ministry of Education mandated community consultation process that ran, in this case, from June 2008 – June 2009 regarding declining enrolment and possible school closures in this area. The ARC presented its final report to Board Trustees on June 15, 2008, containing its recommendation for "no closures"; this was a consensus agreement by all ARC members. The next step is a Board Staff report to be presented to the Special Committee of the Whole next week on October 8th. This will be followed by a meeting November 23rd which will receive public delegations. David Moen was asked for his perspective; he commented that the recommendation from staff is considered along with the ARC recommendation to come to a final decision, due December 15th. He noted that the last time the Board went through a secondary school closure (in Nepean 2004-05), it did not follow the Staff recommendation (close 1 of 3 schools), but ended up making its own recommendation to close 2 of 3 schools (Laurentian and J.S. Woodsworth). This time he expects that the Board will close 1 or 0 schools, not likely 2. He also noted that the Merivale-South of Baseline ARC is running concurrently, so an additional meeting night for public delegations may be required, depending on the number of delegations registering.

8. Potential Projects

8.1 40th Anniversary

CB's 40th Anniversary is this year; celebratory activities are proposed for the May long weekend (May 22-24, 2009). This will be discussed further in future meetings.

8.2 Delegation to Board on November 23rd

Any interested person or group may present at the November 23rd Special Committee of the Whole meeting regarding the Beacon Hill – Ottawa East ARC. The CB School Council will be registering a delegation, as well as local community groups. Those who are interested in being involved please contact one of the co-chairs or your local community group, or register a delegation on behalf of your association or self.

8.3 Update of Council Constitution

Co-chairs hope to update the Council Constitution this school year.

8.4 Update of Principal Profile

The Principle Profile for Colonel By has not been updated officially on record since 1997. This document needs to be updated and filed with the Board by the end of Oct.

8.5 Presentations

If anyone has a particular topic or speaker suggestion that may be of interest to the Council as a group, please let the Council co-chairs know. Suggestions or organizers are welcome!

8.6 Update Council website

The CB Technology Department Head (Cam Baird) has offered to assist the Council with updating its website. The aim is to post Council notices, agendas, and minutes in a more timely manner.

9. Teacher Appreciation Day

Janet Evans informed the group that next Monday (October 5th) is UNESCO World Teacher Appreciation Day. She requested approval to spend up to \$200 on treats for the staff (all staff, not just teachers; total number ~85). Cougar Vision will also have a small announcement regarding this initiative. **Motion** (J. Evans / J. Harris) to approve expenditure up to \$200 on this event was carried.

10. Correspondence

An information notice has been received from the Board regarding "Parent Reaching Out" grants, where an amount of up to \$1000 may be applied for to assist with initiatives that will encourage parents not typically involved with their child's school to get involved. The deadline for applications is October 16th. The Council chair noted that all school councils receive automatic parental engagement funding of \$500, and suggested that CB not apply for the additional funding in order to leave it available for other schools with less parent involvement.

11. Other Business

- OCASC (Ottawa-Carleton Association of School Councils) membership dues of \$35 are required. **Motion** (J. Mahoney / H. Pierscianowski) to pay these dues was carried.
- A mechanism for voting by email of Council voting members may be set up.
- A clarification of the date for the Parent Information Night for prospective 2010-11 IB students was requested – the revised date is November 25th at 7 pm.

- IB Volunteer Sheets apparently were not distributed to Grade 9 students / parents (as they paid their IB fees last Spring upon acceptance to the program). Council asked that the IB co-ordinator ensure that these parents receive this information as many would like to volunteer.
- The new IB Co-ordinator (Lewis Harthun) and new Head of Languages (Martine Rheaume) will be the Staff representatives attending alternating School Council meetings. A presentation will also be upcoming regarding the “Student Success” initiative.
- Information regarding the CB Cafeteria food options etc would be useful – can this be put on the CB website?
- Gail Lyon requested feedback on the “Meet the Teacher” Night held Sept 24th. Feedback was extremely positive; many felt it was the “best one yet”.
- The CB Faculty website has now been updated; all teacher’s websites are now included.

12. Closing

12.1 Next meeting date and time

The student agendas have incorrect dates for this year’s School Council meetings. The correct dates are the 3rd Tuesday of each month. Next meeting is Tuesday, October 20th at 7:00 pm.

12.2 Items for next meeting – no new items brought forward at this time.

Motion (A. Weir / J. Mahoney) to end the School Council AGM and Meeting #1 was carried.