

**Earl of March School Council Meeting**  
**Monday, October 17, 2022**  
**7:00 pm**  
**Library, Second Floor**

**Attendees:** Melissa Adams, Anthony Anderson, Steve Collins, Josephine Davidson, Louise Foley, Melanie Gavan, Joanne Greenwood, Faye Hughson, Daniel Lau, Suboshana (Subo) Leenasrajah, Ram Manikavasagar, Mante Molepo, Maria Short, Katherine Smith

**Regrets:** David Che, Thomas Holloway

**Call to order:** 7:06 pm

**Welcome - Ram Manikavasagar, Co-Chair**

**Review and Approval of Previous Minutes**

Louise Foley moved a motion to approve the minutes from September 2022, seconded by Joanne Greenwood. Motion carried.

Question to Ram - How to obtain a copy of the minutes if you are not part of council?

Answer - Provide your email to council or the minutes are posted on the school website, under the school council tab.

**Student Council Report - Daniel Lau**

- Ottawa Carleton District School Board (OCDSB) Menstrual Equity Initiative - In January 2021, the OCDSB approved a student trustee-led motion to provide free menstrual products for students in schools across the board. In October 2021 the province announced a similar program. The two initiatives have been merged. The Ontario government has partnered with Shoppers Drug Mart to supply menstrual products for three years. The objective is to increase awareness around menstrual equity. It is a student-led initiative with staff support. Feedback on the initiative will be gathered at the end of the year. Want students to be able to access the products without having to ask for them, in locations like the office or Phys. Ed. office. Plan to have dispensers installed in all female washrooms as well as gender-neutral washrooms and at least one stall within a male washroom.
- Student Council activities: planning a dance for next Friday. Halloween-themed activities happening throughout the week including apple bobbing, guess the number of candies in a jar and pumpkin decorating. Will be holding a pep rally for all athletic teams.

**Secondary Admin Report - Steve Collins, Principal**

- Divides his report into three sections: People (staffing), Plant (building) and Programs.

People (Staffing):

- Acting Head of Physical Education position is now filled. Two teachers are sharing the role: Katie Hill and Leigh Williamson. This is to fill Megan Port's position while she is Acting Vice-Principal.
- Enrolments are finalized -1494 secondary students. This makes EOM one of the two biggest schools in the board (the other one is Longfields-Davidson Heights in Barrhaven.)
- 7 classes were created in September and 7 will be created in February.
- 21 out of 26 high schools in the board went up in enrolment.

#### Plant:

- The intermediate gym floor was able to be rescued after being flooded.
- The cafeteria is running at full capacity.
- Asbestos sign - Steve asked Council Co-Chair Louise Foley to elaborate. Louise explained that on the Earl of March Parents Facebook page (an informal group, not managed by the school or the council), someone had shared a photo of an asbestos sign and indicated that it was posted on one of the doors at the school. Steve replied that most OCDSB schools have asbestos in them, given their age. Asbestos abatement is ongoing related to the installation of LED lights in the school. The work is carried out in the evenings and the sign was not taken down after the work was finished one evening, so it was on the door when students arrived the next day. Steve assured the council that there is no cause for concern. Communication is sent to staff who are in the building when the work is being done but not to the school community at large.
- Bus overcrowding - Steve turned the item over to Louise to elaborate. Louise explained that on the Earl of March Parents Facebook page there had been comments about overcrowding of the buses resulting in safety issues. Steve indicated he was aware of the incident where a student's backpack got caught in the doors and their glasses were broken. A 664 bus has been added in the morning and evening, as a result of an OC Transpo supervisor regularly being on site at the school to monitor usage. Possible that overcrowding is happening on non-school route buses? Kids congregate at doors of articulated buses and don't move out of the way. Steve said the bus situation is much better than it was last year.

#### Programs:

- Purchase proposals for the year. Challenge is that the school only receives its budget in November. Department heads submit requests. Divided into three categories:  
1) Curriculum 2) Technology 3) Equipment/Furniture. Addressed in that order of priority.  
1) Curriculum:
  - The cost of textbooks is very high. It could cost \$4000 for a class set of textbooks so e-subscriptions are preferred whenever possible.
  - Continuing to broaden offerings, especially in English and to acquire culturally relevant reading material. Rather than have everyone in class read the same novel, creating literature circles where groups of 5-6 students have a wide selection of novels from which to choose.
- 2) Technology:
  - Last year replaced seven computers in the design lab. This year need to upgrade existing computers in the Manufacturing Technology computer lab to enable them to run CAD (computer-aided design) platform.

- Science sensors for Grade 9 and physics classes
- 3) Equipment/furniture:
  - Spin bikes for Phys. Ed. classes - need to be high quality to withstand heavy use.
  - Whiteboards are a common request.
- Extracurricular activities: There are 38 clubs being offered. Steve read through the list. This means that 38 teachers have offered their time to lead these clubs. This is one of the benefits of a large school. Would not have this range of club offerings at a smaller school.
- School yearbooks are arriving this week or next. The reason they are later than usual is that the school wanted to have as many photos in the yearbook as possible. Normally would be sent for printing so they would be back before the end of the school year.
- This year's school musical is *The Addams Family*, to be presented in April 2023. Auditions are being held November 28-December 1. All students who audition will be given a part.

Question: How do students find out about the clubs?

Answer: Through the announcements. Also, a Club Fair was held. For classes that do not hear the announcements in their portables, a slide show with the announcements will be projected.

**Important dates (Secondary):**

- Parent-Teacher Interviews, in-person, by appointment only - October 20
- School Photo retake day - October 28
- Take Our Kids to Work Day - Grade 9 students only - November 2
- Mid-term marks to parents - November 23

Question - What do parents have to do in order for their child to participate in Take Our Kids to Work Day?

Answer - Nothing at the school level. Some workplaces have organized events/activities on offer.

**Senior Staff Report - Anthony Anderson**

English and Business - Will Kelly

- Student submissions to OSSTF (Ontario Secondary School Teachers' Federation) Awards are progressing very well. Grades 9-12 students may enter multiple categories in prose, poetry, visual arts, painting and drawing and media. Submission deadline is November 1. Questions may be directed to Mr. Kelly.

Technology - Eleanor O'Connor

- The EOM FIRST (For Inspiration and Recognition in Science and Technology) robotics team is up and running. Team hopes to compete for the first time since 2019, when our current Grade 12 students were in Grade 9. More than 80 students applied so a new "sibling" team was formed, which means two robots will be built and twice as many students can participate.

Canadian and World Studies (CWS) - Bonnie Day

- American history class participated in a mock Constitutional Convention two weeks ago. Starting a new assignment acting as volunteer transcriptionists for the Gilder Lehrman Institute of American History. Will be transcribing real letters and newspaper articles from

the early 1800s. Opportunity for students to act as true historians and for their work to matter in the real world.

#### CWS - Graham Kappel

- Civics classes have written to elected officials and have heard back from our city councillor and MP but not from our MPP. The Grade 10 history classes have participated in the Canadian War Museum's WWI Discovery Box that was set up in the library.

#### CWS - Kathy Scheepers

- Two Grade 10 Canadian History classes will be visiting the Canadian War Museum on Wednesday, December 21 for a guided tour and independent exploration. This is a valuable experiential learning opportunity that has been missing during Covid. The students will have completed the WWI, WWII and Cold War Units by this time. Difficult to book buses and there is a tour guide shortage with the national museums, so securing and guaranteeing a field trip is not as easy as it was pre-pandemic.

#### Math - Andrea Bortnowski

- Math club started last week with the greatest participation ever (a packed classroom with some students left standing). It was an interactive "math party" with probability experiments and students working together on contest questions. Pre-pandemic model, with group seating allowing for increased collaboration, has resulted in improved student engagement.

#### English - Robert Perrigo

- Holding first-ever EOM Harry Potter Grade 9 drama unit. Students are being placed in their Hogwarts Houses via sorting ceremony (lights out, spotlight on, flashing lights, atmospheric music, etc.). Will compete against each other in daily drama games to gain "house points" and determine an eventual champion. The goal is to deconstruct the film script and adapt it to perform as a class. Actors, writers, directors, etc. will be cast and a theatrical production will be performed in December.

#### Phys. Ed. - Katherine Hill

- The HPE and Fitness classes have been enjoying this beautiful fall weather. Phys. Ed. classes have gone to March Tennis Club for cardio tennis to learn tennis technique while working on their cardiovascular fitness. Thankful to have the opportunity to use these tennis courts.
- All classes have been playing a variety of sports outdoors and enjoying this beautiful weather while being active. Over the next two months Grade 9 classes will have a chance to learn about Inuit Games and wheelchair basketball. The fitness classes have been training for their 5km Autumn Classic Race next week at Wesley Clover Park. It is a wonderful race that includes many other west end schools from the board.
- Fall Athletics is up and running. All teams have been seeing successes on and off the field. The Field Hockey team came second in the Nighthawks Tournament in September. Many tennis athletes who have made it to the city finals. We are lucky to have such a talented group of students at Earl.

### Library Learning Commons - Laura Johnstone

- Scholastic Book Fair is back IN PERSON, November 14-18, 2022. Need parent volunteers: please contact Laura Johnstone: [laura.johnstone@ocdsb.ca](mailto:laura.johnstone@ocdsb.ca). Volunteers need a Vulnerable Sector Check that can be done through the Ottawa Network for Education (ONFE) Volunteers in Education program: <https://onfe-rope.ca/our-work/ottawa-volunteers-in-education>
- The Canadian War Museum First World War Discovery Box is back! Thank you to the Canadian War Museum for providing an awesome interactive experiential-learning experience for Grade 10 History students. Check out the pictures on our Instagram feed: @eom\_library.
- Just completed *NEW Science in Popular Media* information-literacy workshops with all Grade 9 Science students, teaching them how to evaluate scientific claims and references in popular media, including social media. Grade 9 students will also be attending *Introduction to Avoiding Plagiarism* workshops in November, followed by more in-depth workshops on *Using and Paraphrasing Sources* in second semester. These general workshops complement the more course-specific research workshops that Ms. Johnstone does with classes when they have research-based assignments.
- First Earl Reads Book Club of the year is Wednesday, October 26 during secondary lunch in the Library Media Room. Our theme this month is *Spooky Reads*, but students are welcome to come and chat about whatever they're reading. New members welcome!
- Established roster of Library Volunteers and Teen Advisory Group. Volunteers are currently being trained, and our first Teen Advisory Group meeting is this week. Students are encouraged to join the Library Google Classroom. Students and parents are invited to check out the Library website and to follow on Instagram: @eom\_library.

Question - Does everyone require a vulnerable sector check when volunteering for school activities?

Answer from Steve - It depends on the level of risk. A parent coach of a sports team would require one, for instance. A parent accompanying a class on a field trip would not, because a teacher (or teachers) would be in attendance. Steve was surprised that the book fair volunteers are required to have one as he would consider it low risk.

### **Intermediate Admin Report - Faye Hughson, Vice-Principal**

- Ottawa Public Health held a vaccination clinic at the school for Grades 7 and 8 a few weeks ago and are coming back tomorrow for anyone who missed it. It is usually just for Grade 7 students but it is being offered to Grade 8 students to catch up on vaccinations that they may have missed due to the pandemic. Another clinic will be held in the spring.
- Recent province-wide PD Day for elementary teachers focused on expanding understanding of culturally relevant and responsive pedagogy, also best practices around literacy in classrooms and how to structure and target language arts programs. Learned about specific tools to target individuals who require reading interventions. Second part of the day was focused on science and math learning.

- Special Education team has been working with all our classes to complete reading assessments and our ESL and Special Education teachers are able to work with our lower level readers and create targeted interventions.
- The cafeteria is open and the Grades 7 and 8 students are pumped about it.
- The intermediate gym is open again.
- Sports teams are up and running.
- Mock student vote is being held in conjunction with the upcoming municipal election. Faye noted the student vote is usually a good predictor of the outcome of the actual vote. Students tend to vote along the same lines as their parents.
- Parent-teacher interviews being held November 24-25.

**Important dates (Intermediate):**

- Province-wide PD day - November 4
- Progress reports sent home to families - November 17
- Parent-teacher interviews - November 24-25

**Intermediate Staff Report - Melanie Gavan**

- Grade 7 and 8 music teachers are going to be starting band. Interest based, not mandatory.
- Caribou math - first of six tests being held this Wednesday. 70 students are participating. Focus is on outside-the-box thinking.
- Tier 1 and 2 Girls touch football is underway and Grades 7 and 8 Boys Touch Football.
- Cross country meet was held last week - lots of students in the top ten.
- Lots of clubs are running including competitive and recreational chess, guitar, debate, etc.
- Link on Google Classroom for EOM school clothing purchases.
- Grade 8 science classes have been using microscopes to learn about cell structures.
- Truth and Reconciliation Day - school-wide activities were held to commemorate.

**Open Discussion**

**OCASC** - Thomas Holloway sent his regrets, along with a detailed report on the most recent Ottawa Carleton Assembly of School Councils (OCASC) meeting. His report is annexed to these minutes.

**Guest Speakers** - Louise would like to plan for future guest speakers at council meetings. She would like to advertise guest speakers to the school community in advance so people can plan ahead. Open to suggestions, which can be emailed to the council account. Melissa Adams suggested that the new Zone 2 school board trustee be invited once the elections are over. Suggestion from Maria Short to have a session about what teachers want parents to know about supporting their students. Steve indicated that he would like guest speakers to be internal (from the school) as he does not have the time to organize external speakers.

Question: Who were past speakers at council meetings?

Answer: Head of the International Baccalaureate program; Leanne Horner who is English Department Head; representative from Rideauwood Addictions Centre; Anthony Anderson, who is Tech Department Head.

**Constitution** - Louise noted that the version of the Constitution that is currently on the school website does not include the ratification date so is not valid. If there are no objections, will put date of June 2022 on it and send to Steve for reposting on the website. No objections were raised.

**Principal Profile** - Louise explained that this is a document prepared by the council that outlines the experience and attributes that the council believes are important for the principal/vice-principals to possess. It is one tool used by the Board when hiring new principal/vice-principals. EOM's Principal Profile needs to be reviewed and updated. Louise stated that the review could be done by the whole council or a small group. Consensus was to review by small group. Volunteers can indicate their interest by sending an email to council.

**In-Person or Virtual Meetings** - Ram indicated that he and Louise will be taking turns chairing the council meetings. The November meeting will be held in person. Short discussion was held about in-person versus virtual versus hybrid meetings. It was noted that hybrid meetings could be more challenging to manage.

Motion to adjourn the meeting moved by Melissa Adams. Seconded by Joanne Greenwood. Motion carried. Meeting was adjourned at approximately 8:45 pm.

Next Council meeting is Monday, November 21, 2022 at 7:00 pm.

**OCASC Update - Submitted in writing by Thomas Holloway  
October 17, 2022**

Ottawa Carleton Assembly of School Councils (OCASC) met on September 29, 2022, followed by its AGM. Approximately 25 attendees.

Introductions were provided by Christine Moulaison (co-chair), Nancy Solange Dean, Meaghan Allen (membership).

**PIC** – Tess Porter – Family and Community Engagement (FACE) Coordinator for OCDSB spoke about the Parent Involvement Committee (PIC), noting applications for those wanting to become a member are available on OCDSB website. There are also opportunities to get involved on sub-committees. Parent conference is scheduled for November 5, 2022, and would be in-person but location still TBD. Theme is “reconnect and renewal”. Event is open to every parent and approximately 400 to 500 participants in prior years. More information should be available on OCDSB website. Nothing new yet on the annual PRO grant.

**Election update** – Councils are encouraged to reach out to candidates and host events, forums or meet and greets, but make sure not to exclude any candidates from zone. OCASC can help with organizing but councils should reach out for help if needed. Information is available on OCASC’s website, as well as its Facebook page, including tips on running an event and candidate information. FYI, trustees control \$1.2 billion in funding per year.

**Membership** – Membership form needs to be updated annually, and \$35 membership fee is due. Checks made payable to OCASC are recommended and can be mailed to 133 Greenbank Road, Nepean, ON K2H 6K3. Note: Please provide me (Thomas Holloway) with the names and email addresses for co-chairs and I will complete the membership form.

**Arts** – Reminder that each school can elect a representative to serve on the Arts Subcommittee of the OCDSB. Nancy Solange Dean is the point person and can answer questions.

**AGM** – Christine and Maleka were re-elected co-chairs; Regan Briaerd and Josie Gibbs are sharing the Secretary role; Meaghan Allen will serve for Membership and Lisa G. will continue as Treasurer; Nancy Solange Dean will serve as Communications; Calendar and PIC rep will be chosen next meeting. I was re-elected to serve as the Committee of the Whole (COW) representative with OCDSB.

All **meetings** of OCASC are open to the public and anyone can participate. Please make sure to follow along on OCASC’s webpage and Facebook page. Meetings will be held monthly and will alternate between virtual and in-person. Below is a list of upcoming meetings, starting at 7pm.

**Upcoming OCASC meetings:**

10/20/2022 – In-person @ Fisher Park School  
11/17/2022 – virtual  
No December meeting  
01/19/2023 – in-person, TBD  
02/16/2023 – virtual  
03/23/2023 – in-person, TBD  
04/20/2023 – virtual  
05/18/2023 – in-person, TBD  
No June meeting



Please contact me (Thomas Holloway) if you have any questions or would like me to bring something up at the next OCASC meeting. Likewise, as OCASC's rep to the OCDSB COW, please let me know if you have any items that you would like me to be aware of or speak to in that capacity. OCDSB provides their agenda packages in advance of their monthly meetings.