

**Earl of March School Council Meeting**  
**Monday, September 18, 2023**  
**7:00 pm**  
**Library, Second Floor**

**Attendees:** Melissa Adams, Anthony Anderson, Sheila Ball, Aneliya Borisoua-Terziwa, Nupur Chakravorty, Mirah Chang, David Che, Steve Collins, Josephine Davidson, Louise Foley, Tracey Frost, Anshu Garg, Teisha Gaylard, Tricia Gheorghe, Joanne Greenwood, Kristen Lafrance, Ramashan (Ram) Manikavasagar, Jaime McDonald, Caitlin McIlveen, Mante Molepo, Roop Mukherjee, Sathy Paskaran, Ara Salazar, Kathryn Smith, Naomi Starosta, Yaron Starosta, John Sweetman, Suguna Tamilarasu, Kelly Tsarouhas-Lacey, Afroditi Vihtari, Shannon Wang, Oznur Yanik, Karen Zhang, Sharon Zheng

**Regrets:** Megan Cornell, Tom Holloway

**Welcome and Introductions - Ram Manikavasagar, Co-Chair (Intermediate)**

- Louise Foley (2022-23 Co-Chair, Secondary), Melissa Adams (2022-23 Secretary), David Che (2022-23 Treasurer) Steve Collins (Principal), Caitlin McIlveen (Vice-Principal, Intermediate), Jeffrey Zhang (Senior Student Senator - new for 2023-24), Anthony Anderson (2022-23 Secondary Staff Representative), Tracey Frost (Intermediate Staff Representative - new for 2023-24)

**Approval of Agenda**

Items to add to agenda:

- 31 portables in use
- fire drills
- how to propose a club

**Approval of Previous Minutes**

May 2023 minutes will be circulated prior to October 2023 meeting for approval at that meeting.

**Student Council Report - Jeffrey Zhang, Student Senator (Grade 11)**

- Every secondary school in OCDSB has a representative on the Student Senate. The Student Senate meets once a month to discuss board-wide issues. Student senators represent the student voice.
- Update to the way Student Senate will be organized. Each school will now have two Student Senators: one senior (drawn from grades 11 and 12) and one junior (drawn from grades 9 and 10). Elections for the junior senator are still to come. Student Senators can hold office for two years.
- Spirit Week had good participation.
- A BBQ was held to welcome Grade 9 students.
- A Club Fair is being planned for October (the week after Thanksgiving).

- Upcoming events: Halloween Spirit Week and election for position of Head of Diversity and Inclusion on Student Council.
- No updates for Student Senate as the first meeting of the year has not been held.

Question: Are intermediate students involved in the Student Senate?

Answer: There are no Student Senators at the intermediate level.

Question: Is an election held for the two positions?

Answer: Election of Senior Student Senator has already taken place. Election of Junior Student Senator is upcoming.

Question: When do clubs start? How do students find out about clubs?

Answer: Clubs are advertised on the school website, Instagram, daily announcements, slide shows, Club Fair and each club does its own promotion.

It was noted that secondary school daily announcements are available on the school website.

Question: What about clubs for intermediate students?

Answer from Caitlin: There will be a Club Fair for intermediate students on October 5, 2023.

### **School Council Elections**

Principal Steve Collins provided an overview of School Council and the election process as well as the requirements for officer positions. Meeting attendees put their names forward if they wanted to be voting Council members for 2023-2024. It was emphasized that you do not have to be an elected member in order to attend Council meetings; you only need to be an elected member to vote on motions that are raised.

Question: What are the expectations for Council members regarding attendance?

Answer: You are asked to advise Council in advance if you cannot attend a meeting (send email to [sc-earlofmarchss@ocdsb.ca](mailto:sc-earlofmarchss@ocdsb.ca)). A member who misses 3 consecutive meetings and has not notified Council will be considered inactive and will be unable to vote. Their membership may be reactivated upon request.

Question: Can Council meetings be held virtually?

Answer: To be determined

Question: Ottawa Carleton Assembly of School Councils (OCASC) position

Answer: Tom Holloway was the OCASC representative for 2022-23 and has indicated via email that he is interested in continuing in the role. Tom provides notes from the monthly OCASC meetings that are annexed to the monthly council minutes.

### **School Council for 2023-24:**

Co-Chair (Intermediate): Roop Mukherjee

Co-Chair (Secondary): Louise Foley

Secretary: Melissa Adams

Treasurer: David Che

Communications: vacant

Members-at-Large: Megan Cornell, Ramashan (Ram) Manikavasagar, Jaime McDonald, Mante Molepo, Ara Salazar, Yaron Starosta, Shannon Wang

Student Representative: Jeffrey Zhang

Principal: Steve Collins (non-voting)

Teaching Staff Representatives: Tracey Frost (Intermediate), Anthony Anderson (Secondary)

Administrative Staff Representative (Vice Principal, Intermediate): Caitlin McIlveen

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

- Likes to share behind-the-scenes of what is taking place at the school. Likes to get feedback from parents/caregivers.
- Likes to structure his report in three categories: People, Plant (Building) and Program.
- Format of council meetings - in-person or virtual? Co-chairs will come back to the group before the October meeting.
- Communication from school office: they try to be timely and precise and send messages only about 3 times per month. School website is up-to-date; it is not a static document.

### Staffing

- New Director of Education for OCDSB is Pino Buffone. Returning to OCDSB after working at another board for several years.
- Staffing numbers:
  - 100 contract teachers
  - Returning contract staff members - 4
  - New contract staff members - 14
  - LTO's (long-term occasional) - 10
- Enrolment projections (N.B. these numbers are for secondary only)
  - May 2022: 1450
  - May 2023: 1600
  - September 2022: 1500
  - September 2023: 1647
- Enrolment expected to stabilize by end of September.

### Plant (Building)

- Have capacity for a maximum of 32 portables. Currently have 31 portables at EOM.
- The Board planning department says enrolment will continue to grow over the next three to four years.
- A.Y. Jackson and West Carleton High Schools are at capacity, which means that redrawing the boundary maps is not a solution to EOM being over capacity.

Brief discussion about school being over capacity, what will happen when maximum number of portables is reached, opportunity to present a united front as council and bring our concerns forward.

Question: Does the trustee visit the school?

Answer: Not necessarily during school hours. Alysha Aziz, Trustee for Zone 2 Kanata, attended the November 2022 School Council meeting. At that time, she was newly elected and came to the council meeting to introduce herself.

- Steve - there are benefits to attending a big school. He knows this based on having been an administrator at Bell High School, which is much smaller. Much wider range of course offerings and clubs available at a large school.
  - Cross-boundary applications are not the reason for the school's large enrolment. At the secondary level, there were 33 applications for cross-boundary transfers and 2 were accepted. At the intermediate level, there were 20 applications received and 3 were accepted.
  - 1 yellow school bus comes to EOM. 10 OC Transpo buses come onto the school grounds and 2 OC Transpo buses are available on Campeau Drive.
  - Recent purchases of equipment include: Music stereo system, four manufacturing technology desktop computers, three spin bikes, classroom whiteboards, photography camera lens, easels, art portfolios, two science carts, family studies camera. A display cabinet and wooden benches in foyer will be purchased at a later date.
- Program
- Restarting math help program. Have asked for expressions of interest from teachers. After school, for Grades 7-12.
  - Grade 12 post-secondary information night to be held on October 5.

### **Senior Staff Report - Anthony Anderson**

#### Tech - Eleanor O'Connor

- The EOM FIRST robotics team will be up and running soon. Last year they went to two out-of-city competitions and gained valuable experience.
- The Tech Dept is waiting to receive the CNC machine which will provide new opportunities for our students.

#### Physical Education

- Fall sports are in the process of gearing up, including cross country running.

#### Library Learning Commons - Laura Johnstone

- Have just completed Grade 7 Library Orientations, and are now starting Grade 9 Library Orientations. We want to make sure that all students are aware of the resources and supports available to them through the Earl of March Library. Students and parents are invited to check out our Library website at [https://earlofmarchss.ocdsb.ca/academics/library\\_learning\\_commons](https://earlofmarchss.ocdsb.ca/academics/library_learning_commons) and Instagram [@eom\\_library](#). Students are also encouraged to join the NEW Library Google Classroom – our classroom code has changed, and is now **cjasj5o** – for updates about resources, library events, book clubs, opportunities, volunteering, and more. Stay tuned for the first Earl Reads Book Club of the year – new members welcome!
- Just finished first Reading for Me sessions with all Grade 9 English classes. Students spent a period browsing the library to find a book of their choice, and later this term they will be having book clubs and individual book chats with Ms. Johnstone.

- ❑ The Canadian War Museum First World War Discovery Box is back! Thank you to the Canadian War Museum for providing us with an awesome interactive experiential-learning opportunity for our Grade 10 History students. Stay tuned to our Instagram feed for pictures! [@eom\\_library](#).
- ❑ The Scholastic Book Fair is back IN PERSON this year! We have it booked for Nov. 13-18, just in time for holiday shopping! Parent volunteers are needed to staff the fair and run the cash, so if you are interested in helping, please contact Laura Johnstone at [laura.johnstone@ocdsb.ca](mailto:laura.johnstone@ocdsb.ca).

Question: Could Steve comment on the incident of locks having been stolen from lockers?

Answer from Steve: A student went around checking for locks that were not actually locked and took them off the lockers. The locks were found in the woods. Any student who is missing a lock should check in the office.

Question: Crowding on buses/concern about missing bus due to lack of space on bus.

Answer from Steve: There are five #168 buses that service the school. The last one is at 3:15pm so no need to rush to get on the first one. Students will quickly realize this as the school year goes on.

#### **Intermediate Admin Report - Caitlin McIlveen (Intermediate Vice-Principal)**

- ❑ Ashley Legault - office administrator hired specifically for the intermediate level.
- ❑ Five new teachers at the intermediate level.
- ❑ 633 students in intermediate. 640 was the projected number.
- ❑ 24 homeroom classes.
- ❑ No phones are to be seen in the classroom, cafeteria or washroom.
- ❑ Intermediate students are entering the building at 8:30 am so they are ready to go at 8:40 am.
- ❑ Intermediate staff - communicating to students that staff are their "net". Staff is quite responsive and welcoming and students are feeling comfortable talking to them.
- ❑ DIBELS - a reading assessment for grades K-8. Teachers get more data about supports students need.
- ❑ As an administrator, Caitlin is focusing on giving teachers more time to devote to their classrooms. She is reminding teachers that they have a lot going on in the classroom.
- ❑ Looking ahead, Caitlin is interested in bringing Indigenous and South Asian dance workshops to the school.
- ❑ Intermediate Vice Principal position is split: 75% administration and 25% learning support.

Question: There is no longer a resource room available for intermediate students, due to a capacity issue. Wondering how to best advocate for learning support/student success.

Question about phone use in class:

Answer: Will use it as a learning tool at the high school level. This represents a change from intermediate. Hundreds of Chromebooks (laptops) are loaned to students who request one.

Question about fire drills (concern raised over incident at last spring's Leadership Camp. Parent did not elaborate).

Steve: Required to hold six drills each year (3 per semester).

Question about congestion in the hallways and incident where student was pushed into the lockers.

Steve: Would like to speak to the specific student who was affected.

**Intermediate Staff Report - Tracey Frost (Grade 8 teacher)**

- Music teachers are sorting out instrument inventory. Trying to get every student an instrument.
- Grade 8 Jazz Band sign-up. Mr. Steiner is auditioning students this week. Ensembles are starting in October.
- Clubs - cross country, robotics and boys and girls touch football. Going to try a club fair for intermediate students. Students can talk to a teacher about starting a club.

Motion to adjourn the meeting moved by Joanne Greenwood. Seconded by Ram Manikavasagar. Motion carried. Meeting adjourned at 8:55 pm.

Next Council meeting is October 16, 2023, 7:00 pm.