

**Lisgar School Council Meeting**  
**May 6, 2008**  
**Minutes**

**Council Members Present:**

Amit Anand; Sylvie Couture; Rachel Eugster, Sue-Ellen Gahagan; Tina Hogue; Lynn Honsberger; Myla Hum; Phil Italiano, Sanjay Srivastava; Bruce Warnock; Lawrence Wolofsky; Elaine Wong;

**Council Members Regrets:**

Parameswari Bhagi; Vasant Chivukula; Pam Coculuzzi; Mark Farren; Jeremy Lo; Kate Preston-Thomas; Sarah Witiuk; Sidney Witiuk;

**Parents and Guardians:**

Lillian Chow; Lianhua He; Liz Melanson;

**Ex-Officio Members Present:**

Karen Gledhill; Anne McKillop-Ostrom;

**Invited Guest Speakers:**

**Meeting Secretary:**

Gertrud Jeewanjee;

**1. Welcoming Remarks, Call to Order, and Anticipated Motions (Sylvie Couture)**

Sylvie welcomed everybody present.  
Two motions were requested.

**2. Approval of Meeting Agenda (additions, changes, etc.)**

It was

MOVED BY: Rachel Eugster  
SECONDED BY: Sue-Ellen Gahagan  
THAT the agenda be accepted as circulated

CARRIED

**3. Approval of Minutes of Previous Meeting(s) / Business Arising**

It was

MOVED BY: Elaine Wong  
SECONDED BY: Liz Melanson

THAT the minutes be accepted with the following changes:

- Elaine Wong' name corrected;
- Sanjay Srivastava was present;
- Names of trustees Shea and Getty added;
- Name of Norah Vollmer and Elizabeth Manley corrected;
- Spelling errors in Principal's report corrected.

CARRIED

**4. Students Council Representatives' Report (Amit Anand, et al)**

- Elections for a new trustee and student council co-chairs took place; Jennifer Tran was acclaimed as trustee and also as one of the two student trustees at the board level. Jamie Gardiner and Jeremy Chitpin were elected as co-presidents.

- Events being planned:
  - Art project: students will propose projects to decorate the school; murals will be created in hallways and possibly washrooms;
  - Penny drive in May: "Battle of the grades"; students can decrease the amount collected by a competing grade by 10 cents if they put a dime into their collection jar.
- A planning meeting took place on April 30 to determine the schedule of events of all clubs for the next school year;
- The leadership camp was a huge success; some events were moved indoors because the weather was not very good; everybody had a great time.

Q: Where is the graduation party taking place?

A: The location has not been decided yet; perhaps it will be the Hilton Lac Leamy.

## **5. Invited Presentation(s)**

### **a. Proposed 2008-09 LSC Schedule (Rachel Eugster)**

- The dates recommended by Rachel fit into the school schedule without further changes.
- The first two meetings will take place on Wednesday, September 17 and Tuesday, October 7.
- The rotating schedule from Monday to Wednesday seems to work well; it was decided to continue this practice for the next school year;

### **b. Proposed changes to LAA Award for 2008-09 (Karen Gledhill)**

- This will be discussed during the staff meeting of the week of May 12;
- This proposed change only applies to grade 12 students; criteria remain the same for all other students;
- This change would take effect in the 2008-09 school year;
- Awards given out to grade 12 students:
  - *Silver Medal Award*  
Awarded by the Board;  
Criteria: an average of 90% or over in the current year's work (the last 12 months) in grades 9, 10, 11; 8 courses in grades 9 & 10, 7 in grade 11, at any grade level. For grade 12, the 6 courses must be taken at the grade 12 level but need not be taken during the grade 12 year. All courses taken at day school, online, night school, summer school, Saturday language school and correspondence can be included as long as they were completed within the last 24 months.
  - *Ontario Scholar Award*  
The award is granted by the Ministry of Education:  
Criteria: a minimum of 80% on the best 6 grade 12 university preparation, university/college preparation, and/or college preparation courses authorized under OSS and the student has been recommended by the Principal for the Ontario Secondary School Diploma (OSSD). Courses may be completed any time, anywhere as stated above.
  - *Lisgar Collegiate "L" Award*  
Awarded for all-round achievement, including academic work, non-academic activities and character, with emphasis on non-academic rather than academic achievement and on Character and influence.
  - *Lisgar Academic Achievement Award (LAAA)*  
This award is presented to graduating students who have attained a standing of 80% or over on their best 6 grade 12 courses (excluding Repertory Music) of the current year's work in the day school program.
- Suggested changes to criteria for grade 12 students only:
  - Include courses taken anywhere;
  - Raise the average to 85%;
  - If average is not being raised, then eliminate this award from Commencement;
- Ontario Scholar and LAA would have identical criteria if LAA wasn't changed;
- Graduates in June 2007: 51 Silver Medals, 130 Ontario Scholars, and 107 LAA Awards.
- Last year and this year LCI had the most students in the district doing online courses.
- The decision has to go into the planner, which is due before the next council meeting

Comments:

- This might be a point where parental input is important. Should a parent sit in the staff meeting?
- The suggested changes are making sense.
- Different levels of achievements are encouraging student participation.
- Based on the conversion from the 4-mark system to the percentage system, would it make a difference if the average was set at 84% instead?
- Parent community has to be informed that the criteria will change for the next school year.

**Action Item:** Karen will distribute a Synervoice message to direct them to the website, where the new criteria will be posted.

Q: Would Repertoire and music be included too if the limit was raised to 85%?

A: This could be considered. There is no record available as to why the current rules are in place. It might be that before LCI was semestered, students used to go to night school to raise their marks; they would drop a course and pick up a semestered course halfway through the year to improve their marks.

Q: If we include repertoire music more children would obtain the 85% level?

A: These numbers are not easily attainable, as the calculations are still done by hand.

Q: Does “eliminate from commencement” mean not giving the LAA Award to grade 12s at all?

A: Yes.

Q: Do the students get higher marks at summer school?

A: Not necessarily. They do a full curriculum in 4 weeks, which cannot cover a whole semester’s curriculum; they need at least **70% in a prerequisite course to take a reach ahead course**. Students are encouraged to take core courses taken during day school.

Q: What is being done in other schools regarding awards?

A: Most schools have an award for being involved in the school community, not all have academic awards.

### c. Outreach and Parent Engagement Expenditure Plan (Sue-Ellen Gahagan)

- A draft of the new flyer was circulated; the flyer will be ready in time to be included in the letter going out to grade 9 parents in August;
- The flyer should also be posted to the web;
- Deadline for completing the flyer is end of July.

### d. Trustee motion(s) follow-up (Liz Melanson and Lynn Honsberger)

*Motion filed by Trustee Getty that SpecEd locations be established by staff, not by trustees. (Liz)*

- The concerns of the LSC were presented to OCASC; there was a lot of interest at OCASC for this issue; OCASC passed a motion to ask the Board to reject Getty’s motion based on parent organizations not having a chance to review the details.
- During the meeting on April 22, a number of delegations spoke to the motion; the motion was deferred to the Chair’s Committee on June 16, then it will go to the Board.
- The Motion had two parts: (a) to rescind the earlier motion and (b) Getty wanted to make people feel better; part (b) was ruled out of order.
- Getty thinks that the trustees don’t have the knowledge to make decisions regarding location and programs;
- Other school councils are very concerned too and have contacted their trustees;
- 22 voted for the rejection of the motion, 2 voted for the motion; many voted for the rejection because of the way it has been brought forward; many believed that trustees should have the knowledge to make this suggestion.
- Liz offered to prepare an information package for Council details of this motion; in time to pass a motion at the June council meeting.

Q: What would be the most helpful action to advance this issue?

A: A letter to the trustee or a delegation; we have a little more time to prepare now that the issue has been deferred to June 16.

It was

MOVED BY: Liz Melanson

SECONDED BY: Rachel Eugster

TO encourage our trustee to vote against Getty's motion to rescind the motion of September 2001 regarding the removal of trustee oversight of SpecEd system classes.

CARRIED

*Motion filed by Trustee Shea to have the cross boundary transfer process reviewed; the goal is to have all children go to their home school. (Lynn)*

- This is an important issue for LCI as close to 50% of our grade 9 are transfers.

It was

MOVED BY: Lynn Honsberger

SECONDED BY: Sanjay Srivastava

THAT the LSC's student transfer group continue to encourage the OCDSB to advance its school transfer policy and procedures to increase the benefits of transfers to students, families, high schools (in particular Lisgar), educators and school administrators. The Lisgar student transfer group should review its recommendations and materials in anticipation of an upcoming review of the Board's transfer policy. It will change or add to its recommendations as needed to counteract any Board recommendations being considered (or that may be considered) if these Board recommendations may have a less than favorable impact on Lisgar, its students and its programs. The Lisgar student transfer group will work with other school councils whenever feasible to show broad support for its initiatives.

Amendment: We will request our trustee's support and encouragement.

CARRIED

Comments:

- This might be an opportunity to bring the cause of transfers forward for secondary schools with the recommendations made to the board by LSC.
- Suggestion to move forward with a simplified motion.

**e. Brainstorming on Welcome Event in the fall**

Deferred to the June 2 meeting.

**f. LSC Constitution Review Update (Rachel Eugster)**

- The team has made progress;
- The decision to rework the current constitution considerably resulted in more work than initially anticipated;
- The first draft might be posted within the next two weeks; in which case the school council might approve it in June, and it would go to the school community in September for ratification.

**6. Chair's Report (Sylvie for Sid)**

Deferred to the June 2 meeting.

**7. Staff Representative's Report (Phil Italiano)**

- IPRCs will be distributed to students on Friday, May 9. Parents should expect to receive them on Friday after school. Parents are asked to return a signed copy of the IPRC by May 24, to be added to their child's OSR. IPRC meetings are scheduled for May 29 & 30. If parents are interested in scheduling a meeting, they should contact Sarah Storey.
- Patrick Liao (grade 9) will be a national finalist in the Great Canadian Geography Challenge on May 15, having finished 2<sup>nd</sup> in the province.
- Reach for the Top team will play at the provincial finals in Toronto this weekend and at the American national finals on May 24.
- All the volunteers who sewed costumes for the musical, "Damn Yankees" (Karole Witiuk and Elaine Wong, in particular) are extended a sincere and heartfelt thank-you for all their hard work.

## 8. Principal's Report (Karen Gledhill)

- Report cards and news letter went out April 28;
- A flyer, entitled: Your Teen at Work, Tips for Parents” is available for interested parents;
- June exam schedule will be distributed on May 7;
- *Damn Yankees* performances were fantastic; many thanks to everybody involved;
- *Coffee House* event took place on April 8; went very well;
- All bands did well at the *Kiwans Music Festival*;
- Elizabeth Manley gave a very good presentation on eating disorders; she is very motivational;
- AP exams started on Monday, May 5; the exams are very long and tiring; parents should decide whether students need to stay home and study or whether they should be in school to be less nervous;
- *Jazz Night* on May 14;
- *Music Night* on May 15;
- Board has suspended all canine searches (sniffer dogs) until practices have been reviewed;
- Fire drill should take place 3 times per semester; but because of the many recent bomb warnings, lock-downs and fire drills had been suspended. This ban had been lifted last week, but because the drills should not interfere with exams, it might not be possible to hold the required 3 drills before the end of the school year. The Board has acknowledged that schools might not be able to complete all 3 drills.
- Staffing: no surplus teachers, some French geography classes might have to be filled by substitute teachers.
- Anne McKillop-Ostrom has been working on a time table for some of the specialized courses (science, art, drama). There will be 8 art classes next year, 4 per semester; 6.5K grant from Alumni will be used to convert a 3rd floor room to an extra art room. The time table should have the fewest student conflicts, but due to the large amount of courses offered, a small number of conflicts are inevitable. Lisgar offers a large amount of courses so students are able to choose the courses they would like best.

### School transfer:

- Siblings: 7 grade 9 transfers already had siblings at Lisgar; 4 applicants with siblings at Lisgar are on the waiting list.
- Designated schools as of May 6: AY Jackson – 4, Bell – 6, Brookfield – 3, Canterbury – 3, Cairine Wilson – 3, Colonel By – 1, Earl of March – 7, Glebe – 5, Gloucester – 5, Hillcrest – 2, John McCrae – 3, Merivale – 27, Nepean – 6, Osgoode Township – 4, Rideau – 10, Ridgemont – 9+8, SR Borden – 5, West Carleton – 3, Woodroffe – 4.  
Adult, Ottawa Tech. Learning Centre, Sir Guy Carleton, Sir W. Laurier, South Carleton – 0.
- Any changes to enrollment would impact the staffing at other high schools, therefore only transfers from outside the district or from private schools can still be considered.

### *Assessment, Evaluation and Reporting of Student Achievement Procedure (Anne McKillop-Ostrom)*

- In 2007, a review was started on how to align the district policy to the province policy; the chairs of departments from all high schools got together for a day to align policy;
- It turned out that there was tremendous discourse between the different schools;
- A lot of discussion has gone into this issue;
- The aim is to have something available by the end of the year to include in the planner;
- One continuous issue is that more and more senior students are manipulating the system by handing in assignments late, because no marks are deducted for handing them in late; the school has to better communicate its expectations to the students and parents and having the students recognize why timely submission is important;
- Another issue is plagiarism: not all students have been told what is acceptable and what is not; from now on, each course has to discuss this when the first assignment is given;

### Comments:

- There needs to be a consequence for misbehavior, but not necessarily a deduction in marks; possibly something like staying behind after school to listen to feedback on the assignments;
- It is not fair to other students who hand in their assignment in time, if students don't face consequences for late submissions; these students give a bad example to other students.
- 25% of the grade 12 students had not completed / handed in their community hours.

Q: How do the parents know when assignments are due? How can we get this to the parents if the students don't tell them?

A: We could have the course outlines on the web with assignment due dates listed.

Q: Why are there no points deducted for late assignments?

A: Because only the academic quality is to be evaluated. Some teachers do deduct points, but we need to establish consistent evaluations within a department.

**9. OCASC Representative (Kate Preston – Thomas)**

Absent.

**10. SSC Representative Report (Pam Coculuzzi)**

Absent

**11. Other Business and Discussion “Overflow” from previous items**

- Need somebody to take minutes at June meeting; Liz will take them and if she is unable to attend, somebody will be chosen at the beginning of the meeting.
- The Ontario University Fair in early September in Toronto is an extremely good venue for grade 12 students to collect information on the various options available to them.  
Maybe a note should go into the planner and on the web site;  
The event web site is located at [www.ouf.ca](http://www.ouf.ca)
- Open Doors Ottawa: Elaine might be willing to coordinate the event; Rachel is prepared to train; some parents have agreed to volunteer during event taking place on June 7 & 8 from 10:00am to 4:00pm; 2 shifts of 3 hours each per day should be sufficient.

**Action Item:** Karen will put a note in the June Newsletter.

**12. Round Table (Sharing Quick ‘News’ Items of Interest)**

No comments.

**13. Adjournment**

The meeting was adjourned at 9:30 pm. The next meeting will take place on Monday, June 2 at 7:00 pm.