

**Lisgar School Council Meeting  
November 6, 2007  
Minutes**

**Council Members Present:**

Amit Anand and Galang To (Student Council Reps.), Mario Coculuzzi (Council Co-Chair), Phil Italiano (Teaching Staff Rep.), Lawrence Wolofsky (Webmaster Designate);

**Members at Large (Interim status):**

Pam Coculuzzi (SSC Representative), Mark Farren (Community Rep. Designate), Ed Gardiner, Lynn Honsberger (School Transfer Working Group Chair Designate), Tina Hogue, Myla Hum, Kate Preston-Thomas, Sanjay Srivastava, Bruce Warnock; Elaine Wong,

**Council Members Regrets:**

Parameswari Bhagi, Vasant Chivukula, Sylvie Couture (Past Council Co-Chair Designate), Rachel Eugster (Constitution Review Coordinator), Jeremy Lo, Sidney Witiuk (Council Co-Chair);

**Parents and Guardians:**

Edward Chen, Lillian Chow, Sonia Higgins, Liz Melanson, Jacquie Rust, Evelyn Algar,

**Ex-Officio Members Present:**

Karen Gledhill (Principal); Mark Goebel (Vice Principals)

**Invited Guest Speakers:**

Character Education: Joanne Anas, Trevor Grills, Sheri Jarvis (staff); Student Fund Raising Organizers: Sarah Witiuk and Sarah Mckenzie

**Meeting Secretary:**

Gertrud Jeewanjee (Secretary Designate);

**1. Welcoming Remarks from the Principal and Co-Chair(s)**

Mario Coculuzzi welcomed all attendees and introduced Gertrud Jeewanjee as new secretary. Round table introductions.

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

It was

MOVED BY: Tina Hogue  
SECONDED BY: Ed Gardiner

THAT the agenda be accepted with the following changes:

- Trustee Jennifer McKenzie's presentation was removed.
- Student reps presentation to take place right after approval of agenda.
- A review of the co-chair election be added to 'Business Arising' as per request from Kate Preston-Thomas.

CARRIED

**3. Approval of Minutes of Previous Meeting / Business Arising**

Mario C. announced that it is the goal of the council to have future minutes posted at least one week prior to the next meeting so parents can review them online before the meeting.

- Item 3 – name of person who seconded the motion could not be clarified
- Item 6 - Ed Gardiner: claimed He did not move; decision made to follow up at next meeting.
- Item 7 - Take kids to work day is November 7, not November 9 (Myla Hum)
- Item 9 - OCASC report was not a year-end report, just an update; Kate is the OCASC representative to the school board budget committee and the school board's Parental Involvement Committee (PIC); (Kate Preston-Thomas)

It was

MOVED BY: Kate Preston-Thomas  
 SECONDED BY: Edward Chen

THAT the minutes be accepted with the above changes.

ACCEPTED

#### **Business Arising – Co-Chair Election Process**

Kate P.-T. expressed concerns about the validity of the election based on the fact that the candidates were not given an opportunity to vote. Several attendees agreed that the process had been confusing; other attendees expressed their opinion that any concerns about the process should have been raised during the election. Currently, the voting process is not established in the constitution.

Discussion was deferred to the next council meeting to allow time for research on applicable procedures.

#### **4. Students Council Co-Presidents' Report**

Presentation took place right after approval of agenda.

Amit Anand and Galang To introduced themselves.

- Grade Reps assembly ran smoothly. Elected Reps: Alisha Lal (grade 9), Jooja Arora (grade 10), Amrita Pal (grade 11), Chelsea Murray (grade 12);
- Halloween costume dance was a major success with 480 tickets sold and \$1,000 raised, which constitutes a new record; money will be reinvested in future fundraising events.
- Upcoming pancake breakfast has been in the making for two months; parents' help required for setup and ticket sales; many prizes have been collected but various items are still needed; volunteer group will decide where the proceeds go to. (presented by Sarah Witiuk and Sarah Mackenzie, Lisgar.goodwill@gmail.com)
- Food drive will be starting during the last week of November; event was a big success last year; team wants to break last year's record and collect 5,000 cans of food.

#### **5. Character Education, presentation and questions**

- Character Development Team: Peter Cantrell, Donna Ceci-Ward, Maureen Nause, Paul O'Connor, Derek Tokarski, Kathleen Klassen, Mark Chase, Rick Mathers, Joanne Anas, Sheri Jarvis, Trevor Grills
- What is Character Development: A common language used to describe attributes; Deliberate efforts to nurture the universal attributes upon which communities agree; A school-wide commitment to model, teach, and expect demonstrations of the attributes in all school, classroom, and extra curricular activities
- How is Character developed: Exemplary teachers have always fostered universal attributes, explicitly and implicitly, in their classrooms; Character Development is not a new curriculum. Neither is it an add-on. It is embedded in all that we do in our schools. It is intentionally infused in our policies, practices, programs and interactions. The "hidden curriculum" is conveyed by the moral atmosphere that is a part of every school; The moral atmosphere is created by school and classroom rules, the moral orientation of staff, and text materials; Staff serve as models of ethical behaviour;
- Benefits: positive results in student engagement, motivation, and achievement; self-discipline, behavioural and interpersonal relationships; preparation for the workplace; school culture, civility, and feelings of safety; school-community partnerships; volunteerism and civic engagement
- Eight core values: Integrity, Respect, Perseverance, Acceptance, Responsibility, Optimism, Honesty, Community.

- Approach: Use a common language (ie attributes); Model and reinforce positive behaviour among students and staff; Take opportunities to discuss the attributes in “teachable moments” with students; Put up posters of attributes in classes; Involve whole school but focus on grade 9s

Ed Gardiner made rude and inappropriate comments (after presentation) to the teachers. All other attendees agreed they have great appreciation for the work the teachers are doing. Mario C. gave Ed G. an opportunity to retract his comments from the minutes, Ed G. declined.

A motion was brought forward to suspend Mr. Gardiner from council.

It was

MOVED BY: LynnHornsberger  
 SECONDED BY: Edward Chen

Discussion ensued.

Motion “THAT Ed Gardiner be suspended from the next three council meetings.”

CARRIED (9 yes, 3 nay)

Mr. Gardiner left the meeting.

#### **6. Room 203, Principal’s update and questions**

- The support team was not able to attend tonight, but will be available at next meeting.
- All IEPs have gone to parents and are starting to come back.
- The team is collaborating with staff and guidance councilors, psychologists and social workers to make sure all students are taken care of.
- This item will be referred to as ‘Student support room’ in future council meetings.

Q: Is there a cap on the room? How many students at any given time, how many support staff at any time?

A: Feedback has been received that it is working well, some times are busier than others depending on assignments; the noon hour is very busy and exiting. The capacity of the room is based on chairs and desks available in the room, which is 32. Sometimes up to 15 children are in the room during lunch hour to play board games or cards; the room has a relaxed atmosphere. Anybody who needs help has access.

Q: What happens if expertise is not present when needed?

A: 15 volunteers are available to provide expertise; the team is very diverse.

Q: Was there any time the room was not accessible? A couple of times nobody was in the room who could help. It replaces a resource center that was only available to special ed students.

A: This is incorrect; the room was always open to all students; it was only dependent on where the teacher was who had the required expertise; the previous room was too small and claustrophobic. It is still available for quiet work. The resource room is open from 8:00 am to 3:30 pm; sometimes the LST is sick, so room will remain locked until the replacement arrives. EAs arrive at 8:30 am and it is certainly open at that time.

Q: Will the LSTs or EAs be replaced by volunteers who don’t necessarily have expertise in special ed?

The volunteers don’t have access to the children’s files to see what the IEP is. EAs are only going through grade 9 and 10.

A: The teachers are not waiting for an EA if a student needs help; they will help too. EAs are in up to three classes in one period; sometimes the EA takes some students out of class to work on a specific topic. The volunteers are never alone with students, there is always a LST present and the volunteers help based on instructions of the LST.

#### **7. Principal’s Report – Karen Gledhill**

- New babies this Fall: John and Amy Ruff; Peter and Melanie Cantrell.

- Susan Henderson, Guidance Counsellor, has returned from leave.
- Diane Langwal's last day is on Friday.
- Undergraduate awards ceremony: very successful, although not 100% of students were attending, it is desirable that all students should be applauded for their efforts last year.
- Parent-Teacher interviews: great turnout, many teachers were booked all afternoon.
- Take kids to work day: 92% of students are participating, only 22 students didn't return the forms. Supervision and assignments are in place for students not participating.
- Report cards: will be distributed on November 20
- Last day of withdrawal from class without showing on transcripts: the appointment needs to be made by November 23
- Spaghetti and Trivia Night: on November 23, hosted by Reach for the Top and the Key Club; fees are 15\$ per adult with 4 people to a team; children have collected prizes; huge group of grade 9s are participating.
- Cross Boundary Transfers: On November 2, Superintendent Cathy Nevins sent memo to Trustees, indicating that LCI plans to, based on feedback received at the end of the project last year, to continue to work with our Business and Learning Technologies staff to refine the process for the 2008 student transfer period. Refinement discussions will only take place after the trustees have voted.
- Dawn Paxton, Superintendent of Special Education visited Lisgar last week to talk about the gifted program. She has been visiting all secondary schools over the course of last year, this was her first visit to Lisgar. She requested to speak to some of the gifted students to inquire how they liked the program. The staff was asked to suggest students of both genders, one or two from each grade. She was impressed how extensive the gifted program is.

Q: Is there any feedback available from people using the online border transfer process?

A: The feedback was mostly from people who didn't get in. People who got in didn't like the uncertainty of not knowing if they got in or not. One parent did click 'send', but the application was not received; the technician is looked into this and it was resolved. Nobody complained about a lack of access.

- Feeder schools need to inform parents that language assistance is available and provide an LMO to the parent requiring assistance. The LMOs can be booked in advance.

### **8. Staff Representative's Report – Phil Italiano**

- The teachers are busy with the grading of marks right now.
- PD day last Friday: Prof. ??? from Carleton University gave a presentation on generation differences; different generations have different view on work-life balance, etc., which will have an impact on the work environment in the future.

### **9. OCASC Representative - Kate Preston – Thomas**

- Kate P.-T. is not listed as OCASC representative in the last minutes.
- Jennifer Perry's presentation on Character Development was great; more information will be provided on how this program will proceed.
- Chalk it up online voting: it has to be as transparent as possible, treated as if all people were in the same room and everybody needs to see each other comments.

### **10. SSC Representative Report – Pam Coculuzzi (8:30 – 8:35)**

- Pam Coculuzzi agreed to be the representative for SSC.
- Donna Taylor gave a presentation on the secondary school enhanced arts programming at the last meeting on October 11. A map was shown with all high schools indicating who had arts programs, and which ones have an excellent program in a certain area. The program will have five arts streams, a package of four courses per semester. Programs can be attended by students from other schools. The courses are for grade 11 for four credits.
- The link to the SSC minutes will be on OCASC website.

### **11. Co-Chair(s) Report – Mario Coculuzzi**

- Board Policy on Program Delivery: The board has invited comments on the revision to the Policy on program delivery. The consultation plan calls for school councils and OCASC to be consulted in October, with the consultation to be completed by November 5, 2007. The email distributed last week contains a list of who is participating. If our council is happy with what school councils are doing, then no committee is needed to put together any input. The SSC will suggest a few changes, contained in their October minutes. It is clear that a broad approach is needed; the board should not react piecemeal to various initiatives in the meantime.
- A presentation by well known Clinical Psychologist and Author, Dr. Maggie Maman is scheduled for November 15 at Sir Guy Carleton Secondary School.
- Safe Schools Policy and Procedures: the meeting is taking place on November 20; Mario C. will attend; OCASC has asked for additional volunteers to participate.
- Action Items: Mario showed an example of how SSC does it's monthly meetings. They've developed a spreadsheet of a list of action items coming up during council meeting, then report back on any development at the next meeting.  
Example of some LCI assigned action items: feedback on French as 2nd language, focus group on safe schools act, Volunteer coordination; Communications plan to LCI Parent Community. Changes to programs and program delivery structure at secondary schools, Review of constitution etc.

### **12. Other Business**

- The email exchange regarding the ProGrant gave the impression that Mario C. and Sid W. would not work well together; this should not be taken as a problem. Co-chairs do not have to agree on all points; it is healthy to have different view points.
- Some council members indicated that they do not want their email addresses to be shown, so Daniel created a distribution list that includes everybody who signed up; the list did not work smoothly the first time around;
- The auto-reply of the list will be changed so that responses only go to the originator of the first message, not to all members of the list.

### **13. Round Table (Sharing Quick 'News' Items of Interest) (9:10-9:15)**

It was requested that the council implement strict time management and adhere to ending the meeting promptly at 9:00 pm.

### **14. Adjournment 21:35. Next meeting Monday, December 3<sup>rd</sup>, 2007**