

**Colonel By Secondary School
School Council**
**Minutes of meeting held on
Tuesday, October 17th, 2017 at 7:00 p.m.**

1. Call to Order, welcome and introductions (start time 7:05 p.m.)

2. Approval of Agenda and September Minutes

- The agenda is approved by all.
- The September minutes will be approved at the next meeting since there are amendments to make.

3. Reports

1. Student Report (no report, no representative present)

2. Principal Report (Steven Spidell)

- The principal report is attached.
- The Twitter accounts for the school are shared with the Council as well as the Principal Profile (attached).
- The staffing for the school is done. For the 1,133 students in the school, there are 68.17 teacher full-time equivalent (FTE), which represent approximately 75 teachers (full and part time). The contract vacancies were filled. One teacher transferred to another school and this position needs to be filled. The LTO position has been posted and should be filled by the middle of next week.
- The tentative operating budget should be approved tomorrow. It is early this year. There is approximately \$116,000 which cover for occasional teachers, paper, photocopier, etc. There is approx. \$23,000 sweated funds to cover for funding school courses, team transportation, special education, guidance and careers. There is \$6,900 allocated for team transportation, compared to \$16,000 last year. The PROGrant of \$1,000 has been approved for transfer to the school account.
- All staff have received an awareness training on opioids, in collaboration with Public Health. Two members of the staff have been trained on administering the naloxone if needed. The problem with drugs in school is more present in the west of the city than the east, however, CB needs to be ready, as it is growing. There are lots of this drug in Montreal. The drug has been contributing to the rates of death in high schools.

3. Staff Report (Lewis Harthun)

- \$1,500 have been raised for the Gloucester Emergency Food Cupboard
- There are more than fifty clubs active in the school this year. The CB Muslim club held its first meeting this week.
- The school jazz bands have been rehearsing for Remembrance Day. There will be a winter concert on Dec 7th at 7:30. The tickets are \$25 per family. The proceeds will be used to maintain the bands' activities.
- There will be a Band performing tour and cultural exchange from March 1-8, 2018. The group will be going to Cuba. More information is available on Mr. Richardson website.
- The Debate Club will be travelling to McGill and Carleton Universities.
- Student services is organizing again a post-secondary info session on October 24th. Parents are invited to attend as the event brings to CB many universities in Ontario which will be presenting their programs. For the registrations to universities, students should have received their OUAC access codes.

4. IB Coordinator Report (Lewis Harthun)

- The beginning of the year was busy as there was training provided to the principal regarding the administration of the IB Program.
- Extended Essays for Grade 12 IB Students are in. Teachers will be assessing the students' work and giving it back to the students by the end of October.

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- There will be IB information nights on November 22nd and 23rd for parents interested in having their kids attend CB next year.
 - Grade 11 and 12 students have started to register for the IB Exams.
- 5. OCASC (Ottawa-Carleton Assembly of School Councils) Report (Gisell Delgado)**
- Gisell will be bringing updates and forwarding the newsletter.
- 6. School Council Financial Report (Don Wang)**
- As of September 30th, the balance is \$662.76.
 - Money was used to provide for coffee at the Meet the teacher night.
 - There is lots of work to be done by Lise and Don regarding the collection of forms from parents contributing to SC at the beginning of the school year.
 - A request is made to the Principal to explore other options for the fee to be collected. It would be great if it could be included in the School Cash online. Since the amount donated by parents can be variable the School Cash online could show 3 amounts: \$5, 10 or 15, for parents to choose from. Mr. Spidell will look into it.
 - Members offered to help Don for the collection of the forms. Many tasks need to be done, the major one being entering information in the Xcel spreadsheet for the donations and tax receipts. Don will advise on the help needed as the process goes.
- 4. Others**
- The Board will be offering a school council training day on November 18th at Sir Robert Borden High School, from 9 to 1:30PM. Anyone wishing to attend needs to register.
 - The update on the Constitution will be provided at the next meeting.
 - Topics of interest need to be chosen for presentation to parents. The Screenagers was presented last year with a low turnout as other activities were going on. It could be presented again this year, in collaboration with other schools in Ottawa who have showed interest in presenting it too. The target audience for the presentation is probably more middle school students, although it could be beneficial for Grade 9-10 at CB too. Another topic could include a presentation related to opioids. Mr. Spidell mentions he will be discussing with teachers during the next PD Day in October regarding elements that impact students' life: sports, bullying, self-esteem. He will bring back other ideas at the next meeting.
 - Parents mentioned that information about the SC and the scheduled meetings is hard to find on the website. Today's meeting was not showing on the calendar. Mr. Spidell will look into it.
 - The members need to decide if there will be a meeting in December, as this month is optional. A decision will be made at the November meeting.
- 5. Closing**
- Next meeting will be held on November 21st.
 - Meeting is adjourned 8:30 p.m.

**Minutes prepared by
Julie Laurendeau, co-secretary**