

**Colonel By Secondary School
School Council
Minutes of meeting held on
Tuesday, December 13th, 2016 at 7:00 p.m.**

1. Call to order, welcome and introductions

2. Approval of Agenda & November minutes

The agenda and the November minutes are approved by all.

3. Presentations: Topics of Interest for 2016-2017

There are not topics to present at this meeting.

4. Reports

4.1 Student Council Report

- The Snowsuit Drive was completed with a total of 17 oversized bags of donated items and \$100 cash, for the Snowsuit Foundation of Ottawa.
- There were athletic intramural activities in the gym that allowed students to earn points for their houses.
- Another episode of High School Happenings airs tonight on Rogers TV and the students are presenting this episode as a documentary for a try. The episode with features concussion in sports, the Snow Suit drive, the Gloucester High School Christmas Music Night, and how students deal with stress.

4.2 Staff Report

- The Grade 12 students have finalized their university and college applications. The students should start getting responses starting before Christmas continuing in January. There is no rush in answering. Students should wait until they have received all answers, may go up to May.
- Students and staff are tired and ready for the break.

4.3 Principal Report

- The school thanks all the parents that attended the Parent-Teacher interview night. Families show that they support the students learning.
- There were 2 IB information nights on November 23-24th. There was snow and the school is thankful to all the families who came.
- The music night on December 8th was well appreciated. It allowed all levels of musicians, learners and experienced to perform. There was a coming back of the Junior Jazz Band that performed during that night.
- Items are being collected for the Holiday Hampers, gathering food baskets that will be distributed to families in needs in the community.

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- Academically, a team of teachers have been working on a program called AEAC “Achieving Excellence in Applied Courses”. It is a lesson study model and an opportunity for the teachers to increase professional capacity. Teachers get together to co-create a lesson. Courses are linked together: Math, English, Biology and Native Studies, and the lessons created are cross-curricular. It is well received by teachers.
- For information, the Advisory Council for eastern accommodation review will hold their last meeting on January 11th. Two representative parents of CB will attend.

4.4 IB Report

- Applications are coming this week.

4.5 OCASC Report

No report available.

4.6 Financial Report

- In November the reconciled balance was \$6,504.52. A cheque was made for the parent-teacher night and OCASC membership. There was a second deposit of the remaining of the ProGrant of \$500, which brought the balance to \$7,050.31\$. We owed \$3,125 of bursaries to the school and \$70 in school fees. The available balance was \$3,925.31, and with another deposit of \$45, the balance as of today is \$3,970.31.
- We received a very touching letter from the Youth Services Bureau. They expressed extended thanks for the support they received from CB for their program. The funds donated by the School Council will be directed to help the greatest needs and break chronic homelessness.

5. Co- Chairs SC training updates

The training was very beneficial. All the sessions are on line and are very informative.

6. Co-Chair Council Constitution update - review Constitution/ Sub - Committee elect

There is a need to set a sub-committee of 2-3 people to look at the constitution. It is old and needs to be updated with relevant goals and objectives for our current activities. The constitution needs to reflect the Board’s constitution. The goal of the constitution is to provide structure, lay out clear expectation and minimize conflict. It is suggested to identify the parents that would be interested at the next meeting and plan the meeting of the sub-committee from 6 to 7 before the School Council Meeting.

7. Safe keeping documentation update

Lise attended the SC training as well. The subject of school council finances was presented. Various activities would need to be reviewed, like for example the deposit of the pink forms.

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They should be quickly counted on site of the school by 2 people. Another element is that the Chair needs to sign the bank reconciliations. The records should be kept on the premises of the school. For electronic copies, Google Drive and Cloud is acceptable.

8. A question was raised by a parent regarding the grading of the students by the teachers. There are 2 different ways of grading the work of the students. One is using percentages. The other is using letters (A, B, C, etc.). It is hard for the parents to understand both system and how to compare the results of their children and also how the 2 relate together. Jean explained the difference and encourage parents to meet with a teacher when questions arise about the grades of their child.
9. A card was signed on behalf of the School Council for the student that passed away recently. Jean will forward the card to the family.
10. **Next meeting: January 17th, 2016 7:00 p.m.**

Prepared by: Julie Laurendeau, Co-Secretary