

# **DRAFT Minutes**

## **Sir Robert Borden High School Council**

### **June 14, 2011**

A regular meeting of the Sir Robert Borden High School Council was held on Tuesday, June 14, 2011 at 19:00 hours in the library at Sir Robert Borden High School, 131 Greenbank Road, Ottawa.

Present: Jill Badgery  
Carolyn Eckersley (Chair/Acting Secretary)  
Kayla Estrin  
Barb Gage  
Ginny Kopan  
Lionel Moser  
Usha Neermul  
Wendy Verreault

**1. Call to Order**

Carolyn Eckersley called the meeting to order at 19:09 hours.

**2. Approval of Minutes**

**Moved by Ginny Kopan, seconded by Usha Neermul, that the minutes of the May 10, 2011 meeting be approved as presented. CARRIED.**

**3. Student Report**

It was reported that the Multicultural Club recently had a fund raiser that yielded \$134 for Libyan Children at the Border.

The final band concert of the year was held on June 2, 2011.

Thanks to the efforts of the BASE group and Mr. Archibald's Civics class, SRB has received an Eco Bronze Certificate from the OCDSB. This certification is based on the Ontario EcoSchools which is an environmental education and certification program for grades K-12. Certification recognizes a school for its annual achievement in 4 key areas: energy conservation, waste minimization, ecological literacy and school ground greening.

The Council was advised that a new Student Representative has been elected. The Council acknowledged the valuable contribution made by Student Representative Alana Ali in the past year. It was noted that in addition to her informative reports, Ms. Ali was an active participant in general discussion, providing a student's point of view on various issues. We thank Ms. Ali for her commitment and active service on the School Council.

**4. Principal's Report**

Barb Gage advised that SRB has received a certificate, plaque and banner from the Ontario Ministry of Education from Healthy Schools Recognition Program which promotes and celebrates healthy behaviours and practices.

The Ontario Secondary School Literacy Test is a mandatory requirement for high school graduation. Results from this year's testing indicated that SRB scores were up 3% overall. Student attendance was 100% and there was a significant improvement in results for the first time writers. It is believed that these improvements are related to measures that were taken last year such as the mock-test, which was designed with two goals in mind. The first goal was to provide all students with practice and generally build their confidence. The second goal was to identify students in need of assistance and provide them with support in advance of the actual test. Overall attainment was a Level 3 or above which approximates to 92% which meets provincial objectives. It is important to note that SRB offers a Literacy Course for students that do not achieve the literacy level required for high school graduation purposes.

There is continued pressure on school finances based on rising costs in general and declining funds from sources such as the cafeteria and vending machines – both of which have provided the school with revenue through profit sharing. According to the suppliers, changes to the Ontario Healthy Foods Act (2008) and School Food and Beverage Policy have had an impact on their profits. Reductions are as follows:

- Chartwells (cafeteria): currently based on an ROI of 17% with 13% going to the school. New rates will be 13% ROI with 8% going to the school.
- Ventrex (vending machines): 80% of items must be in "Choose Most" category which will eliminate many of today's bigger selling items. Revenues are anticipated to drop by 25% for drinks and 15% for snacks.

In order to address the anticipated shortfall Ms. Gage has undertaken a full review and is evaluating and taking a number of measures. She requested that the Council approve an increase in school fees from \$50 to \$55. A vote was held and all parents agreed to raising the school fees to \$55 in deference to the anticipated changes in income from cafeteria and vending revenues with the condition of reevaluation of the need for student (hardcopy) agendas and review of yearbook costs. Ms. Gage committed to provide the Council with a full account of agenda and yearbook costs/options at the October 2011 Council meeting. **Moved by Ginny Kopan, seconded by Carolyn Eckersley, that the \$5 increase in School Fees be approved for the 2011-12 school year. CARRIED.**

Timetabling is underway. In that enrollment has decreased somewhat, fewer sections (basis for course offerings) are possible which has led to reduced availability of classes. This phenomenon occurs more at the Grade 11 and 12 level where there is more specialization. Issues are being addressed on a case by case basis and should be resolved, for the most part, by the end of June.

The 3<sup>rd</sup> Annual SRB Grad Breakfast was another huge success.

There is a Careers Centre in the Library where students can explore various career options using tools such as Career Cruising (online). Further, new netbooks have been ordered for the Centre.

Some important upcoming dates of note:

- Commencement will take place at 10:00 AM on June 30. Any other year end celebrations are not school-sanctioned events.
- Grade 10-12 registration and locker assignments will start on Friday August 26<sup>th</sup> from 8:30AM to 1:30PM. Students can form an orderly queue outside the school before the doors open. Grade 9 registration and locker assignments start on Monday August 29<sup>th</sup> from 8:30AM to 1:30PM. Registration will continue until (but not on) September 2<sup>nd</sup>.

- The first day of the 2011-2012 school year is September 6<sup>th</sup>. All students on grade 9 are to report to school for 9:00AM for Link Crew Welcoming activities. Grades 9, 10, 11 and 12 will attend regular classes from 12:30PM to 2:45PM.

## 5. Teaching Staff's Report

The Council was advised of the following staff changes for 2011-12:

- SRB Office Administrator Mrs. Johnston will be taking a leave of absence.
- Mrs. Bernard will become the Office Administrator.
- Mrs. Darby will become the Assistant Office Administrator
- SRB welcomes Mrs. Wilson who will be the new Receptionist.
- Mrs. Swain and Mrs. Orchard will be retiring.
- Mrs. Saunders will take over managing the Library.
- Mr. Wilson will be transferring to West Carleton. Mr. Bollman will be taking his place
- Mr. McAnany will be transferring to Hillcrest.
- Mr. Pender will become the new Head of the Mathematics Department

SRB is looking at offering Advanced Placement (AP) courses (acknowledged by US colleges). Madame Guertin is exploring offering a Grade 12 AP French for the second semester next year. Mr. Pender will be evaluating the possibility of AP for mathematics for the 2012-2013 school year.

## 6. Non-Teaching Staff's Report

Mr. James Wright reported that an SRB student will be employed by Waterloo University on their AV crew while the student attends Waterloo.

## 7. Elections

Elections for the 2011-2012 SRB School Council were held. A number of Council members were unable to attend the meeting, however, prior to the meeting they indicated their intentions via email to the Council Chair.

Elayne Adler indicated that she would no longer stand as Community Representative. Her longstanding commitment to the SRB Council as a parent member, Chair and Community Representative was acknowledged. The Council thanks Ms. Adler for her invaluable contribution.

Joanie Asch indicated (via email) that she would be willing to continue as Council Secretary/Treasurer.

Bessie Giovanopoulos indicated (via email) that she would be willing to continue to act as the Vice-Chair and Secondary School Council (SSC) representative. Carolyn Eckersley agreed to act as an alternative should Bessie not be able to attend. Other volunteers will be solicited at the September meeting.

Neil Blacher and Stan Farber indicated (via email) that they intended to stand for re-election as members at large.

A vote as held and all nominees standing for election were (unanimously) accepted. It was **moved by Carolyn Eckersley and seconded by Wendy Verrault that the following slate be elected as members of the Sir Robert Borden High School Council for the 2011-2012 school year.**

Council Role	Council Member	Council Members at Large	
Principal	Barb Gage	Jill Badgery	
Student Representative	Marisa Barkhouse	Neil Blacher	
Teaching Staff	Christy Armstrong	Kayla Estrin	
Non-Teaching Staff	James Wright	Stan Farber	
Community Representative	<<TBD>>	Lionel Moser	
Chair and Alternate SSC Rep.	Carolyn Eckersley	Usha Neermul	
Secretary/Treasurer	Joanie Asch		
Vice-Chair and SSC Rep.	Bessie Giovanopoulos		

**CARRIED.**

The group will collectively seek a Community Representative.

**8. Other Business**

A letter regarding the student safety concerns with respect to the development at the corner of Craig Henry Drive and Greenbank Road was drafted and circulated to the SRB Council members as well as the members of the Council’s mailing list in advance of the meeting. Carolyn Eckersley provided an update on the feedback on the letter as she received many emails that voiced strong support for sending the letter. Further, all parents in attendance were in favour of sending the letter. It was **moved by Ginny Kopan, seconded by Lionel Moser, to approve the letter (as amended; attached) and to send it to Councillor Egli. CARRIED.**

Topics for feature presentations for 2011-2012 were decided to be:

- September 13 – Election (incoming/Grade 9 parents), Special Education, Student Success
- November 8 – Department Heads
- November 29 – Post-Secondary Information Night
- January 17 – Course Calendar
- March 20 – Cyber Safety
- May 8 – Teenage Mental Health
- June 12 – Elections

Pursuant to the obligations of the Chair as detailed in the Council Constitution, Carolyn Eckersley prepared and presented the Sir Robert Borden High School Council Annual Report (attached) and has advised the OCDSB that the Council’s Annual Financial Report is filed as part of the SRB Annual Financial Report.

It was pointed out that there is a lack of French tutors listed in the Guidance resources. Ms. Gage is to advise.

The Council was informed that ServiceMaster Clean of Ottawa has donated a microwave for students’ use to replace the one that had failed. The Council thanks President John Cooke for the donation.

There was a discussion about the increasing evidence about the positive impact exercise on learning and how morning workouts help students learn and focus. Further, in Ontario there is a mandatory 20 minutes daily physical activity in elementary school but not at the secondary level. The Council asked Ms. Gage to explore offering a morning fitness class – styled after the approach to the School Band – that would run through the entire school year and could be offered as a credit course. In instances across on Ontario the program is being focused on students at risk which may be another facet to evaluate.

The OCDSB has established a page on their website for information for School Councils and Parents. This will replace the previous method of sending emails with large attachments. It will be available as of June 17<sup>th</sup>, 2011 at

<http://www.ocdsb.ca/PAR/SC/INFO-N-UPDATES/Pages/default.aspx>

A question was asked with respect to how varsity sports funding and fundraising is tracked and accounted for and how often these funds were audited. Ms. Gage explained that there is a specific account in the school ledger and each coach and/or team manager is held to account for funds relative to their teams. On an annual basis these accounts are subject to detailed review as part of the overall annual audit of school generated funds.

**8. Adjournment**

The meeting adjourned at 21:08 hours.

Minutes approved by:

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Carolyn Eckersley, Chair

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Joanie Asch, Secretary

2 Attachments:

- Letter to Councillor Egli
- SRB School Council Annual Report