

## **OTSS School Council**

**Ottawa Technical Secondary School  
School Council Meeting Minutes**

**Date: February 3 2015**

**Location: School Library**

### **Present:**

Bruce Giles, Parent and Chair  
Andrea Fisher, Parent and Secretary  
Christina MacDougall, Parent  
Jane Alexander, Principal  
Carl Dobbin, Vice Principal  
Jane MacIntyre, Teacher  
Chris Jupp, Teacher

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### **Opening:**

The monthly School Council meeting of the OTSS was called to order on February 3, 2015 by Bruce Giles a School Council.

- **Welcome – Chair**

Bruce Giles welcomed members to the meeting.

- **Presentation on School Learning Plan from Chris Jupp**

Chris Jupp presented learning strategies used to help students plan to finish a job/homework assignment. successfully implemented in a class room setting as a pilot and implementation is planned in more class ro is for students to take more time to plan and less time to complete the task. Meeting the needs for each s priority. Two resources were presented to facilitate the school learning plan. The first document includes - goal and picture of what the task will look like; 2. Plan – how you will do the work; I need to jail my time Ready – understand what to do and some strategies that will be helpful; 4. Do – your work; 5. Evaluate, my goal? What worked? What didn't work? What should I do differently next time?



Chris presented a second resource document - Get Ready, Do, Done. This resource includes 6 steps to assist in completing homework assignments: 1. Done; what will it look like?; 2. Do: Plan the steps, first I will; next I will; 3. Get ready, tools I need, time it will take; people who can help; 4. Am I ready?; 5. Did I do the work?; 6. Did I reach my goal? What worked? What didn't work? What should I do differently next time?



# GET READY, DO, DONE



Today's Goal: \_\_\_\_\_

<b>3. GET READY</b> 	<b>2. DO: PLAN THE STEPS</b> 	<b>1. DONE: WHAT WILL IT LOOK LIKE?</b>
<b>TOOLS I NEED</b>  <b>TIME IT WILL TAKE</b> MIN  <b>PEOPLE WHO CAN HELP</b>	<b>First I will....</b> <input type="checkbox"/> <input type="checkbox"/>  <b>Next I will...</b> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>  <b>Then I will...</b> <input type="checkbox"/> <input type="checkbox"/>	<b>Look into the future</b> <b>What will your project look like when finished?</b>    <hr/> <b>SELF-EVALUATION</b> <input type="checkbox"/> <b>Am I done?</b> <b>If yes, hand it in!!!!!!</b> <b>If no, review, what's missing?</b>  <hr/> <b>Go back and fix it.</b>
<b>4. AM I READY?</b>	<b>5. DID I DO THE WORK?</b>	<b>6. DID I THINK IT OVER.</b>

Members offered wide support for these important learning initiatives. Parents made comments about how resources will be to support the learning needs of their children.

- Presentation on School Co-Op from Jane Macintyre**

Jane Macintyre teaches Co-Op at OTSS. This program began in 1997 and has been very successful at introducing the work life/colleague experiences. It has received positive evaluations by the students and employers. The experiences are in retail and provide excellent opportunities for the students to make connections that may last into the future. Students often have multiple placements.

Components of the Co-Op include: pre-course interview; establishment of the placement; pre-placement interview; personalized placement learning plan; assessment and evaluation; and in-school integration sessions.

Three hand-outs were provided: Cooperative Education Fact Sheet describing details of the above components; Co-operative Education- Log Sheet and Destinations for Student Success outlining a wide range of course selection pathways.

- Approval of Agenda and Minutes from November 4, 2014**

One correction; title, Vice Principal added to Jenifer Tremblay name. Approved by Christina MacDougall, Secretary and Lisa Giles.

- Happenings at OTSS Principal / Staff report**

Principal's report:

- The first semester is now complete, with Semester 2 already in full swing.
- Semester 1 report cards will be sent home on February 10.
- We are pleased that, thanks to a \$10,000 RBC grant, our Skating Club will soon be starting. The initial plan is to have students to skate for half days on Wednesdays for the first 5 weeks. Equipment will be provided to all students.
- The school skiing club is also set to begin, with 3 dates in February at Mont Cascades.
- Ms. Lydia Hamilton, a long time teacher and department head at OTSS, has left the school to take on a new role on the board. She will be the new instructional coach for the Board's High Skills Specialist Major program. We all wish her the best in her new role. Mr. Peter Schliehauf will serve as acting department head for the remainder of the academic year.
- Upcoming Student's Council activities: Feb 9-12 is Spirit Week, with our Valentine's Dance on the afternoon of Feb 10.
- Feb 13 is a PA day, so no classes for students

A report to O.T.S.S. School Council on activities/events from Phys. Ed., Athletics & The Arts  
Tues. Feb. 3, 2015.



### Mustang Report Varsity Sports



**Boys & Girls Wrestling** this year is a mix of veterans & novices. So far they have competed in three tournaments winning 3 medals in total. The last invitational is this week at Hillcrest prior to the NOC Conference Championships Wed. Feb. 11th (1st round of OFSAA qualifiers).



For the 1st time in the history of our school there is a female varsity team – **Girls Volleyball!** They have really get up to speed in the league & are on the cusp of winning matches = congratulations girls, & thank you to the coaches, Mecedry & Verheyen.



**Jr. & Sr. Singles/doubles badminton** starts later this month., the team will attend some invitational events during the April Championship series.

### Vocom Sports



There are no scheduled events in January



On Thurs. Feb. 5th, OTSS will travel to Sir Guy for **Co-ed Volleyball**.

### Intramurals



Jan. saw our annual **Arm Wrestling Tournament** with many students involved in 3 weight categories. The competition Champions & finalists were determined & will receive medals for their efforts.

### Clubs



**Fitness Club** continues to maintain a following of students who utilize the fitness center before school (before 8:00 AM Thurs.'s thanks to staff volunteers who come in early to supervise the facility), lunch time & after school. It is a well appointed space, with a large variety of different training apparatus, certainly above average for most school sites.



O.T.S.S. has received a generous grant to promote active healthy lifestyles through skating opportunities at the school. The '**Skating Club**' will operate on 5 consecutive Wednesdays beginning Feb. 11th. The program is completely free - skates & helmets will be made available to any student who needs them. Students will be individually assessed & grouped & receive appropriate instruction for their ability. The equipment is also available for sign out by students who wish to involve their class skating on other days of the week.



### The Arts

The 2014-2015 '**OTSS Has Talent Show**' is scheduled to take place on Fri. Feb. 27th in the beautiful

with an all-school assembly. Auditions will take place at lunch over the next couple of weeks. Whether it is juggling...or whatever skill you're good at, all students are invited to share/show their talents.



On Jan. 12th, **Visual Arts Teacher, Sheila Williams & Music Teacher, Keith Brown**, were honored by the Arts Committee with distinction for excellence in each of their respective Arts disciplines & **THEY TROPHIES TO THEIR SONS/DAUGHTERS AT O.T.S.S.!**

### Upcoming Events



**Ski Club** is ready to go on their 1st outing of the season Wed. Feb. 11, followed by 2 more excursions on Feb. 20th & Thurs. Feb. 26 (destination for all 3 dates is to Mont Cascade). The school heavily subsidizes the cost of the trip. The school is heavily involved in an effort to keep the activity affordable for students & families. As is the case for all school events or activities with a cost, if a student does not have the ability to pay there are supports available for their participation.



### Physical Education

With a new semester upon us we welcome the return of grade 10 Rhythm & Dance by Mrs. Rush and the start of grade 12 Outdoor Education under the direction of Mrs. Rush. Both courses will provide students with many enjoyable & challenging new experiences to both enrich their everyday lives and increase their understanding of movement and active healthy lifestyles.

- **Suggestions on how to improve future meetings and possible guests for the March Meeting**

Jane Alexander suggested inviting the Public Health Nurse to discuss health education interventions implemented in the community; health care concerns; obesity and smoking. A nurse from Ottawa Public Health is assigned to OTSS. Another suggestion was to invite the School Resource Officer to discuss strategies to help students proactively address bullying and harassment. Presentations by both professionals were highly supported by the members. Jane will invite other speakers based on availability.

- **Any other concerns/questions members have about upcoming school events**

No concerns were identified.

- **Next meeting March 3, 2015**
- **Meeting Adjournment**

The meeting of February 3, 2015 was adjourned at 8:40 pm

# OTSS School Council

Ottawa Technical Secondary School  
School Council Meeting Minutes  
Date: April 7 2015  
Location: School Library

## Present:

Bruce Giles, Parent and Chair  
Christina MacDougall, Parent  
Jane Alexander, Principal  
Carl Dobbin, Vice Principal  
Melody Mantil, Public Health Nurse  
Stephen MacDougall

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## Opening:

The monthly School Council meeting of the OTSS was called to order on April 7, 2015 by Bruce Giles at 7:00 pm., Chair, School Council.

- **Welcome – Chair**

Bruce Giles welcomed members to the meeting.

- **Chair introduced guest speaker, Melody Mantil, Public Health Nurse**

She provided a brief description of her role:

- currently assigned to 12 schools in the school board
- assists schools with information on problems with tobacco smoking

*note: Board does not recommend "electric cigarettes"*

- assists health classes with materials for various health related subjects
- on call for whenever OTSS teachers require services
- If students wish to discuss something with the nurse they must do it through one of their teachers. Students are not supposed to contact the nurse directly
- the nurse is not authorized to give student's doctor referrals
- She is allowed to recommend clinics

For parents looking for help: <http://www.parentinginottawa.com>

- **Note March meeting cancelled due to bad weather.**

February Minutes approved by Christina MacDougall, seconded by Bruce Giles.

#### **4: Happenings at OTSS Principal/ Staff report**

Principal's report for April:

Recent events

-The Ontario Secondary School Literacy Test (OSSLT) was written by many of our students on March 26th. This year we incorporated a session of physical activity (dodgeball) and a nutritious snack for all participants before sitting down to write this test. We hope this format will result in success for each of our students.

-Mme Sauve's baking class did a terrific job with our Valentine's Day bake sale April 1st. \$160 was raised for the Canadian Cancer society.

-At the end of March, OTSS was fortunate to be able to participate in a District Review. This process involves a team of principals and superintendents who spend a day touring the school. They provide feedback to our staff as to all of the good teaching and learning they observe. Here is a sample of the strengths they identified in their review: "Caring staff that know their students...professional familiarity, personal connections, strong relationships, respectful interactions. Sense of comfort and safety, because of the acceptance. Cross-curricular work among staff - leading to common language. Students are proud of being at OTSS and understand and appreciate the relevancy to chosen pathways.

Upcoming events:

-Day of Pink April 8th. Students encouraged to wear pink to promote anti-bullying.

-Paint 4 Life April 29th. Ms. Last's class will be doing manicures to raise awareness and money for Cancer research.

-Midterm report cards distributed April 28th

#### **5. Information on GLP Students to be integrated into the adaptive program.**

Moved to May meeting to allow teacher who knows about item to be there.

#### **6. Decision to Cancel School Council Meetings**

For future meetings the decision to cancel because of bad weather must be made by noon. School can then contact parents by either phone or e-mail to cancel meeting.

Jane Alexander suggested one possible way to have more parents involved in meetings is by allowing parents to follow along with meetings using electronic means such as Skype. This would allow parents to be part of the meetings without leaving their home. It was agreed this is one possible way and will be discussed at future meetings.

#### **8. Concerns or questions**

No concerns or questions

#### **9. Next meeting May 5, 2015**

#### **10. Meeting Adjournment**

The meeting of April 7, 2015 was adjourned at 8:10 pm by Christina MacDougall, seconded by Bruce Giles.

