



OTTAWA-CARLETON
DISTRICT SCHOOL BOARD

School Council Newsletter

February 3, 2017

WHAT'S NEW...

This week the Board made some important policy decisions. One of those was the approval of a new policy regarding the process for complaint resolution in the school district. In education, we build long-term relationships with our students, parents and community members. Those relationships are really important to student learning and well-being. We recognize that from time to time, there may be misunderstanding, a lack of communication, or a situation that needs to be addressed in order to maintain these relationships.

The new Complaint Resolution Policy establishes standard processes for handling complaints, built on the principles of open communication and cooperative problem solving. In many respects, the policy formally documents the practices that have been in place for many years. If you have a concern about your child's learning, the first step is to talk with the teacher; if the concern is not resolved, the next step would be to talk with the school principal. Where a complaint or concern cannot be resolved at the school level, the next step would be to speak with the superintendent of instruction. In those cases where a concern continues to be unresolved, the concern would elevate to the Director of Education or her designate. Of course, your local trustee is always available to assist by facilitating communication between the parent(s)/guardians(s), or community member and the appropriate staff member at the school or District office.

Thanks to everyone who provided feedback during our complaint policy consultation process - it was very helpful. In the weeks ahead, we will be working on some communications material to make this policy more accessible to the community.

Elementary School Program Framework

This week the Board approved the policy on elementary program delivery structures, including the Elementary School Program Framework. The framework was revised as a result of the feedback received during consultation. The framework is an important document as it describes the program offerings of the district and it will guide decision making about elementary programs. During the consultation there was a lot of concern about the stated ideal of 1.5 classes per grade per program. That was changed in the framework and the new language recognizes the many factors which impact decision-making related to school size and the number of programs offered at a school. These factors include, but are not limited to: community school model considerations, equity, transportation, student transitions, District boundaries, population changes, enrolment; enrolment capacity; utilization rate; size of school building; number of programs currently offered; location of the school; the impact of program

offerings on other schools and programs; program demand; community interest; and resource allocation.

School Accommodation Reviews - UPDATE

The Western Area Review - Final Report and the Eastern Area Review - Final Report have been posted on the district website. There is also an executive summary for both the Western Area and the Eastern Secondary reviews which summarizes the report and recommendations and these are also on the website.

The Committee of the Whole will consider the **Western Area Review report on Monday, February 13th. The meeting begins at 6:00 p.m.** They will hear delegations and then will debate the recommendations. If they don't finish on that night, the meeting will continue at 7:00 p.m. on February 14th.

The Committee of the Whole will consider the **Eastern Secondary Review report on Wednesday, February 15th at 6:00 p.m.** and if necessary, Thursday, February 16th at 7:00 p.m.. The meetings are public and anyone can attend. They are held in the Boardroom at 133 Greenbank Road.

The recommendation by the Committee of the Whole has to be approved at a Board meeting. The Board for the **Western Area Review is scheduled for Wednesday, March 1st, 2017.** The Board meeting for the **Eastern Secondary Review is scheduled for Tuesday, March 7, 2017.**

How can I participate in the decision making process?

You can speak with your trustee or send an email to westernareareview@ocdsb.ca or easternsecondaryreview@ocdsb.ca. You also can sign up as a delegation at the Committee of the Whole meeting. If you want to sign up as a delegation, please send an email to Samantha.flynn@ocdsb.ca

VIDEO: Parent and Family Literacy Centres

The OCDSB operates Parenting and Family Literacy Centres in eight elementary schools with the support of the Ministry of Education. They offer fun, play-based activities within a school setting for parents, grandparents and caregivers with children birth to six years old. Watch the video here.

Free Online Homework Help in French - Voilà Learning

Voilà Learning is extending the *Online Homework Help in French* free of charge to ALL students registered in the OCDSB. Last year, this program provided live homework help to hundreds of French Immersion and Extended French students across Ontario. This coming school year, and thanks to a generous contribution from the **Ministry of Education**, all students from your school board can benefit from the help of a French, English or Math teacher online **every Monday, Tuesday, Wednesday, and Thursday from 5:00 p.m. to 8:00 p.m.** Watch the demo video here.

[Register now.](#)

High School Information Nights

All of our secondary schools host Grade 8 Parent Information Nights. These sessions are an important opportunity for parents and students to learn more about high school and the programs and pathways best suited to your child's needs.

Minister's Student Advisory Council (MSAC) applications are open

Student voice is so important and here is an amazing opportunity for student voice. Students in grades 7-12 can apply to advise Ontario's Education Minister. Apply online today. Deadline: February 9, 2017.

Continuing Education Newsletter - February 2017

Take a look at the latest edition of the Continuing Education Newsletter and what is coming up in our department. It is interactive, so please click anywhere to be linked to our website for more information on all of our programs.

REMINDERS

Kindergarten Registration

If your child will be age four or five by December 31, 2017, they are ready for junior or senior kindergarten starting September 2017. Students already in junior kindergarten do not have to re-register for senior kindergarten. Visit your local school to register anytime.

2017-2018 Student Transfer Application Period: February 6-17th, 2017

If your child wishes to submit a student transfer request, the application period is between February 6 and the 17th for next school year. Making a transfer request does not mean that your request will be approved but following the process is essential for consideration. Check here for the 4 basic steps to the process.

Middle French Immersion Registration Period - February 17th-23rd

Middle French Immersion starts in grade 4. If your child has completed the grade 3 English/Core French Program, together you can choose to enter your child in the Middle French Immersion Program.

Ottawa Public Health (OPH) Immunization

A reminder that parents are required to report all immunizations done at the doctor's office to OPH. Under this *Act*, OPH has the authority to suspend students from school. Due to the size of our District, OPH is dividing its surveillance campaign into two phases. The first phase of notification letters to parents alerting them of missing documentation was sent out on November 15, 2016 and the second on November 22, 2016. Suspensions for the first group will commence on February 8, 2017 and for the second group on February 22, 2017 so it is very important to ensure your child's immunizations are up to date. Immunization protects children from many serious diseases that are easily spread in schools. Learn more here.

Updating your child's immunization record

Any time your child gets a vaccination or booster shot you need to update their record with Ottawa Public Health by:

- Completing the Online Immunization Reporting to Ottawa Public Health
- Fax: [613-580-9660](tel:613-580-9660)
- Mail: Immunization Program, 100 Constellation Dr., Ottawa, ON, K2G 6J8, 7th floor, mail code 26-44
- Phone [613-580-6744](tel:613-580-6744) Monday to Friday, 9 am to 4 pm
- ImmunizeCA App: appottawa.immunize.ca

CANImmunize has also launched an action comic, *Immunity Warriors: Invasion of the Alien Zombies*, to educate elementary school students about the immune system and the role of immunization in defending against illness.

Math Facts

Math Tips for Parents

Check out this newsletter that supports math learning and encourages your child to love math. This edition was written by Lynda Colgan, Associate Professor and Director, Queen's Community Outreach Centre, Faculty of Education, Queen's University.

SCHOOL COUNCIL BUSINESS

Your Child's Education - Be a Part of It!

Several years ago, the Parent Involvement Committee (PIC) coordinated the production of a booklet for parents about how to get involved in your child's education. The booklet is posted on the district website and is available in several different languages. Next week, PIC will be having a discussion about this booklet and how to update it. We always welcome your ideas. If you have thoughts or suggestions about this booklet, please send them to pic@ocdsb.ca. Take a look at the booklet here. You can find the links to it in other languages on this webpage.

Funding for Play Structures and Playgrounds

Funding is available to assist school communities in developing their school grounds and installing or replacing some of their play structures. Please submit your application using Form 700, as soon as possible. Approval will take into account equity, special circumstances and other funding already in place. Project applications that did not receive funding in previous years will be carried over; however, it is important to update the application to reflect the current status. If you have any questions, please contact Dan Fournier at [613-596-8211 ext. 8690](tel:613-596-8211) or at daniel.fournier@ocdsb.ca.

BOARD AND COMMITTEE MEETINGS

Meetings that Matter....

Board and Committee of the Whole Meetings

The next **Committee of the Whole Meeting** will be February 7th st at 7:30 p.m.. There are several items of interest on this agenda including a report on the Elementary School Program Framework and the Complaints Resolution Policy. For more information about the meeting please read the full [agenda here](#).

Upcoming Meetings:

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| 2/8/2017 | Parent Involvement Committee |
| 6:00 PM | |
| 2/13/2017 | Special Committee of the Whole, Western Area Review |
| 6:00 PM | PLEASE NOTE START TIME |

2/15/2017 Special Committee of the Whole, Eastern Secondary Review
6:00 PM PLEASE NOTE START TIME

2/16/2017 OCASC Secondary School Committee
7:00 PM

Boardroom Highlights can be found here.

EVENTS AND REMINDERS

Places to Go...Things to Remember

Agincourt Road Public School - Blues in the Schools Fundraiser - Feb 11th

Did you get your tickets yet? Blues in the Schools is bringing educators and local musicians to Agincourt for two weeks to expose our Grade 1-5 students to music and to encourage them how to use music as a positive outlet in the world. The fundraiser is next month - and it's going to be a rockin' good time!

When: Saturday, February 11, 2017

Where: Fatboys Southern Smokehouse (Byward Market)

What: 3 course meal with musical entertainment by Sussex (<http://sussexrocks.ca/>)

\$50 per person; \$40 per person vegetarian option

Order your tickets online here.

Questions? Email agincourt.executive@gmail.com

Speaker Series 2017

Parents, guardians and caregivers are invited to join us for our free Speaker Series Presentations. The presentations will begin at 7:00 p.m. Please save the date; more details will be added to our website in the near future.

First Nations, Métis, Inuit event

Thursday, March 2nd

Rideau High School auditorium, 815 St. Laurent Boulevard

Gender Identity and Expression

Thursday, May 8th

Sir Robert Borden High School auditorium, 131 Greenbank Road.

CHEO Workshops on MindMasters 2 at Alta Vista P.S. - February 23rd, March 30th and May 11th

MindMasters 2 is a free toolkit, developed by CHEO, for children from JK to Grade 3, to help children learn mindfulness, relaxation and positive thinking strategies that will help them manage emotions and cope with stress. Learn about the toolkit (including the free app for iPad) at a 3-part workshop series at Alta Vista Public School 1349 Randall Avenue in the Main Gym 7:00 - 9:00 p.m. on Thursday, February 23rd, March 30th and May 11th. Attend any or all workshops. Child minding is available. These tools can be modified for all ages. More information can be found here.

Stay Connected

OCDSB staff, students and community members can view the District's website. Keep in touch by following us on Twitter, visiting our Facebook and LinkedIn pages, and watching our videos on YouTube.

About the Newsletter

We get a lot of feedback about the newsletter and we are always happy to hear from you. Anyone can receive the newsletter. If you are not on our distribution list and would like to be please click [here](#) or email Communications@ocdsb.ca. At this time of year there are many changes on school council, please be sure to notify us about any change of email address.

Many people forward the newsletter to others in their community. If you forward this message, please delete all of the text from the "forward e-mail" link at the bottom left of the newsletter (just outside of the purple border). Otherwise, anyone who receives the message can click the opt-out button at the bottom of the newsletter and will actually unsubscribe your name from our distribution list. This may explain why some regular users are being dropped from our distribution list.