

Minutes

Meeting Details

Meeting	Executive Council
Date & Time	February 15 th , 2020 at 11:00 AM - 2:00 PM
Location	Microsoft Teams conference call

Revision History

Version	Date	Author(s)	Revision Notes
1.0	February 15 th , 2020	Taylor Dallin	Draft Meeting Minutes
2.0	March 10 th , 2020	Taylor Dallin	External Meeting Minutes

Meeting Attendance

Name	Role	Attendance
Voting Members		
Sophia Trozzo	Chief Executive Officer	Y
Tara Rezvan	Chief Financial Officer	Y
Sally Meseret	President	Y
Jade Bilodeau	CBC President	Y
Sofia Zamorano	CBC Vice-President	Y
Sarah Chun	PBC President	Y
Sam Abbott	PBC Vice-President	Y
Quorum Achieved (3/3)		Yes (100%)
Non-Voting Members		
Cameron Prosic	Public Affairs Coordinator	Y
Taylor Dallin	Operations Coordinator	Y
Simon Harris	Policy Coordinator	Y
Arlene Wang	Media Design Coordinator	Y
Lily Sutton	Outreach Coordinator	Y
Justine Mackay	Professional Development Coordinator	Y

Meeting Minutes

#	Agenda item	Key Points Noted
Opening		
1.	Call to Order	Meeting was called to order at 11:04 AM.
2.	Approval of Agenda	J Bilodeau Seconded by S Abbott
3.	Approval of Minutes	S Chun Seconded by J Bilodeau
Information Items		
4.	CEO Address (S Trozzo)	<ul style="list-style-type: none"> - S Trozzo opened the floor to general comments from the past month on how the Executive Council is doing as a team, areas of improvement, and any questions regarding BCC - Common themes from the discussion were increasing communication, efficiency and meeting deadlines, and keeping one another updated on events and meetings people are attending - S Trozzo emphasized the importance of the Executive Council taking care of themselves heading into BCC - S Trozzo opened the floor to questions regarding the webinar PowerPoint slides
5.	Equity Document Update (S Harris, S Meseret)	<ul style="list-style-type: none"> - S Meseret shared that work is happening surrounding finalizing the survey questions - S Harris discussed reaching out Canadian Federation of Students, People for Education, and a few other stakeholders about survey platforms - Options: Microsoft Forms, Survey Monkey, CCI - S Harris shared that the platform moving forward will most likely be Microsoft Forms (ability to move responses to Excel and utilize pivot tables, free trial for two weeks) - S Harris is planning a Sandbox meeting with C Corso for training on how to use the platform - S Harris will review the questions and synthesize everything by February 15th - Stakeholder and Executive Council review process to be completed by February 25th - Finalized draft by February 26th and release later that week - S Harris will work with the Rights to Education Working Group to gather feedback and take detailed minutes - The Executive Council will review the questions at some point during BCC (most likely on Thursday evening) - S Harris pointed out the need to include different perspectives when writing the final document (ex. Indigenous Working Group getting involved in editing)
6.	By-law Changes (S Harris)	<ul style="list-style-type: none"> - S Harris shared that notices of by-law changes must be made at least 10 days before a by-law session occurs - S Harris discussed the need for urgent by-law changes especially considering how OSTA-AECO is quite different today in comparison with how it is described in the by-laws

		<ul style="list-style-type: none"> - S Harris stressed the importance of maintaining good governance and staying in line with the by-laws - S Trozzo suggested starting a subcommittee to work on developing those changes - S Trozzo explained how discussing by-law changes at AGM will also allow Student Trustees to learn more about the by-laws and OSTA-AECO's overarching governance process
7.	Pre-budget Submission Consultation: Next Steps (C Prosic)	<ul style="list-style-type: none"> - The embargoed copy for the pre-budget submission consultation results has been sent to stakeholders - People for Education is doing their own public release of the results
8.	Collaboration with OELC (S Meseret)	<ul style="list-style-type: none"> - L Sutton, C Prosic, and S Meseret had a call with OELC regarding a potential partnership - OELC is hoping to support students more - Partnership could include possibly having spots for programs held for Student Trustees, establishing contact between OELC and Student Trustees, providing time at an OSTA-AECO conference for a session - Possibility to host an event at the OELC camp facilities
9.	OHRC Education Advisory Committee Discussion (S Trozzo)	<ul style="list-style-type: none"> - S Trozzo shared that the Ontario Human Rights Commission invited OSTA-AECO to join their education advisory committee - S Trozzo shared that this would be a one-year commitment - Ideas/discussion points included having at least one Executive Council member on the committee, having a two-term Student Trustee given that it is a one-year commitment, holding off until the new Executive Council is elected so that there's no need to transition a new person in, considering the geographical location of the two selected people due to financial concerns, considering the Advocacy Working Group Co-Chairs - S Trozzo started a poll regarding who should be a part of the committee (two Executive Council members or one Executive Council member and one GA member) - Result: having two Executive Council members was the favourable option - S Meseret mentioned that the first meeting is taking place in March - The Executive Council agreed to start attending in March
10.	BCC: Final Updates and Discussion (S Trozzo, T Dallin)	<ul style="list-style-type: none"> - S Trozzo shared an overview of the debate session (S Trozzo will lead one half of the GA, T Rezvan will lead the other half, and then the groups will swap) - T Rezvan's session is line-up style, and S Trozzo's session is reporter-style with school boards and reporters - S Trozzo shared the debate session topics and outlined the session's structure - The Executive Council will touch base on Friday - T Dallin discussed the OPHEA session and the Executive Council's involvement in the session's small group breakouts - T Dallin opened the floor to questions

11.	Coordinator and Board Council Updates	<ul style="list-style-type: none"> - S Chun and S Abbott shared the following update: <ul style="list-style-type: none"> - PBC attended OPSBA's Public Education Symposium and met with many student trustees during the student trustee session - PBC attended Minister Lecce's speech at the Canadian Club Toronto - Finalized the PBC panel for BCC (including Marit Stiles, NDP Education Critic) - Call with PBC cabinet to prepare for BCC - J Bilodeau and S Zamorano shared the following update: <ul style="list-style-type: none"> - OCSTA January seminar went extremely well - Ontario Catholic Student Youth Day is being finalized - Communicated with Ottawa Mission regarding BCC session - Had a meeting with the English Catholic Council of Directors of Education - Shared an update on CBC first time student trustees attended one of their meetings - A Wang shared the following update: <ul style="list-style-type: none"> - Finalized BCC nametags and created a nametag-generating template for easy use in coming years - IG posts - Prebudget submission design in progress - J Mackay shared the following update: <ul style="list-style-type: none"> - BCC preparations - Attended OPHEA social emotional learning think tank last month - L Sutton shared the following update: <ul style="list-style-type: none"> - Formulating a document for Elementary Student Outreach project - A meeting with RECFO will be taking place on the Friday of BCC - Developing an outreach presentation for BCC - S Harris shared the following update: <ul style="list-style-type: none"> - Finalized and sent the prebudget submission to the standing committee on finance and economic affairs - Began a cyclical review of OSTA-AECO's outdated by laws - Began to trial the use of IBM's SPSS software for the equity document - Determined a cost-effective way to analyze data and do effective outreach that will be collected for the equity document in two months - T Dallin shared the following update: <ul style="list-style-type: none"> - Organized and posted the January working group update - Posted about the OPHEA BCC session on Facebook - Had a call with OPHEA on February 10th regarding their
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		<p>concussion education e-learning module session at BCCs</p> <ul style="list-style-type: none"> - Had a call with SMHO on Feb 11th regarding a potential collaboration to take action on the student recommendations outlined in the HearNowON final report - Created a schedule for mid-year check in calls with working groups - Worked closely with French Relations on the planning of their upcoming conference and had a call with co-chairs, T Rezvan and A MacDonald - Wrote the draft meeting minutes and external meeting minutes for January Exec <ul style="list-style-type: none"> - C Prosic shared the following update: <ul style="list-style-type: none"> - Microsoft Teams voicemails need to be set up (instructions are on the way) - Pronouns will be added to email signatures - S Meseret shared the following update: <ul style="list-style-type: none"> - Had media interviews with CBC and Breakfast Television - Currently collaborating with OELC - Worked on the equity document project - Communicated with the Toronto Youth Cabinet
12.	Review of Actions, Decisions, and Next Steps (S Trozzo)	<ul style="list-style-type: none"> - S Trozzo discussed the Via Rail situation and securing transportation - J Mackay will reorganize the internal agenda to fit people's new arrival times
13.	Motion to Adjourn	<ul style="list-style-type: none"> - Meeting adjourned at 1:38 pm

Upcoming Meeting:

- **March Executive Meeting:** March 28th, 2020