

Date: May 16, 2011
Location: Ridgetown District High School

Present:

Committee Members:

Director of Education – Jim Costello
Superintendent of Education – Dave Doey
First Nations Representative – Anita Huff
CUPE Representative – Irene Duff

ETFO Vice-President – John Neville
Transition Facilitator – Isabella Beattie
Others – Andy Scheibli, Frank Vergunst, Tom LeBoeuf,
Ron Andruchow

Ridgeview Moravian Elementary School Representatives

Principal – Mary Lynn Anderson
Teachers – Mark MacDonald and Geraldine Van de Kleut
School Council Co- Chairs – Lynette Scott, Jane Lawton

Clerical/Custodian – Andrea West
Students – Mackenzie Taylor-Noah and Griffin Peltier
Community – Kim Galbraith

Ridgetown Public School Representatives

Principal – Todd Tiffin
Teachers – Denise Desbiens and Jenny Sheppy
School Council Chair – Heather Simpson

Clerical/Custodian – Eileen Osborne
Students – Jillian Carter and Valerie Gotelaer
Community – Barb MacAllister

Ridgetown District High School Representatives

Principal – Mark Hunt
Teachers – Kathleen Osborne, Deb Verhart and Elsa Natvik
School Council Chair – Susan Kelner

Clerical/Custodian – Michell Jones and Ken Osborne
Community – Rene Geluk

Regrets: Barb Young, Terri Konecny, Stacy Sojak, Jody Joseph, Lisan deNijs, Sunny Baek, Megan Logan, Jordan Dunlop

Item	Discussion	Action/Responsibility
Welcome and Introduction	<p>Mark Hunt welcomed the committee and the public to the meeting</p> <p>Jim Costello introduced Andy Scheibli (Plant Manager), Frank Vergunst (Transportation), Ron Andruchow (Finance), and Tom LeBoeuf (Maintenance Supervisor). Jim also highlighted the duties of the personnel.</p> <p>Jim also welcomed Isabella Beattie and Anita Huff (Education Director and First Nations Representative).</p> <p>Mark Hunt congratulated Ben Hazzard for being appointed to the new Vice-Principal at the school.</p>	
Review of Record of Action from previous Meeting	<p>Bell times - Mark Hunt asked Ron or Frank to speak to bell times:</p> <p>Ron explained that buses are integrated with RDHS, RMES and St. Michael's so that there is minimal flexibility of the bus times due to double runs.</p> <p>Mark discussed the option of RDHS starting 5 minutes later than the current time so that there is a common time between the 9/12 and 7/8 students for opening exercises.</p> <p>Grade 7/8 start time of 9:20 ensures that there is a 5 minute overlap with RDHS at the end of period 1 (from 9:20 until 9:25)</p> <p>Grade 7/8 end time would be 3:40 and would allow Naahii Ridge K-6 students to ride the bus to RDHS so they can walk home with older students</p> <p>There would be a change in times of RDHS 9/12 students of 8:05am to 2:10pm (with a 40 minute lunch).</p> <p>The other school times would stay the same from the previous recommendations.</p> <p>This meets the need of younger students to be escorted home by grade 7/8 students.</p> <p>Question: So the students will go from Naahii Ridge to RDHS to get siblings on the bus?</p> <p>Answer: Yes</p>	<p>1) Executive Council will continue to look at a crosswalk or alternative for the North Sidewalk to Naahii Ridge</p> <p>2) Crossing Guards in Ridgetown should be re-examined to determine if they can be moved to Naahii Ridge</p> <p>3) Frank Vergunst and Ron Andruchow will look at bus times again with the buses going to RDHS 7/8 first in both the morning and afternoon. The concern is the bell</p>

	<p>Question: Can any students go to RDHS or just bus students?</p> <p>Discussion: If we open this up to all students, then the buses may become too full. We need to watch who we allow to take the bus to RDHS. However, this could include students taking the bus from Naahii Ridge to RDHS to shorten the walk home. This would require courtesy seats.</p> <p>Dave Doey: We need a process to determine who wants to ride the bus and how students are selected to be on the bus.</p> <p>Discussion: We also need to look at situations where a student comes to RDHS and the sibling has already gone home. We need to look at the communication and process of the system between the schools to ensure that the students are safe at all times if no adult is on the other end.</p> <p>It is a worry that the teachers receiving the students at the end of the day at RDHS will not know the younger students and will not be able to verify who they go home with or if they do not have a chaperone.</p> <p>Isabella: As a safety default, there could be a supervisor at RDHS that would receive the students and would notice when a student was not paired up with another student to go home.</p> <p>Frank: The process of having students go from one school to another looks like a transfer and this would require a process to determine the eligibility of students.</p> <p>Discussion: It may work better if the students go from RDHS to Naahii Ridge. If RDHS grade 7/8 was released early, they could walk to Naahii Ridge to get siblings. The problem is that the 40 minute lunch time would have to be shortened to 35 minutes which is a violation of the Education Act.</p> <p>Potential Issue: grade 9/12 students also could request siblings to be sent to RDHS to walk home with the older sibling.</p> <p>Potential Issue: if a little one is left at RDHS, an administrative staff member needs to be available to supervisor the student until a parent is available. This may be an issue as RDHS office staff finishes at 3:30. Ben Hazzard (VP) would be available and responsible for the student until a parent could be contacted.</p>	<p>times for RDHS 9/12, St. Michael and Naahii Ridge bus coordination.</p> <p>4) Executive Council to look at the busing eligibility for students.</p> <p>5) Helping Hands program from Union Gas is to be examined.</p>
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Potential Issue: If the courtesy seats are used to transfer students from Naahii Ridge and RDHS, parents of St. Michael's students may request courtesy seats for students to get a ride across Ridgetown instead of walking.

Resolution: Frank Vergunst will look at all the issues mentioned and discuss options with Executive Council. Jim will forward the information to the committee.

Sidewalk – Jim spoke to the process that needs to be undertaken to try to get a sidewalk on the south side of Main Street

- 1) letter to the municipality that LKDSB would like to have the issue examined
- 2) contact the CK Health Unit to determine if there are any safety concerns (CK will work with the police to determine if there are any concerns)
- 3) if a sidewalk is necessary, this may include contacting neighbours to see if they want to contribute to the cost of a sidewalk
- 4) a sidewalk may have to be added to the Naahii Ridge site from the road to the school. Ron Andruchow showed the proposed sidewalk that would go along the west of the current driveway so students do not have to walk across the driveway to the current sidewalk.
- 5) CK also could put overhead lights at the school so students could cross Main Street safely from the North side to the sidewalk at the school. This may have to include a crossing guard.

Question – could we prioritize which of the 2 we would want – a crosswalk versus a crossing guard? In other words, will we get a crossing guard at Naahii Ridge?

Discussion – we already have 2 crossing guards in Ridgetown which are paid by CK. Maybe these could be moved down to Naahii Ridge.

Teachers: John Neville stated that the collective agreement was followed and teachers have been allocated to the various schools.

Question: Have the teachers been assigned?

Discussion: Transfer requests have been dealt with, but 2nd round postings still have to occur.

Secretary: There still are questions around the 0.5 secretary and discussions are still ongoing

Question: Why is the secretary going to be downstairs and not upstairs where the students are?

Discussion: The reason for the decision is that administration wanted to have both schools working as one, which includes having the administration work together. This follows the Avon-Maitland system of being a grade 7-12 school. Administration will be for the entire school, not just 7/8 students. This includes the new VP position being for the entire school. This doubles the amount of staff available to the school and will increase efficiencies.

Question: Has this job been filled?

Discussion: Irene Duff stated that this position has not been posted as yet.

Question: What happens if 2 students have to be sent down due to an altercation and now they are by themselves going downstairs?

Discussion: The students could be sent down 1 at a time, with contact with the office between the 2 (PA system). Or the VP could be given a radio and come up to get the students. Communication between the office and the class rooms is a critical factor.

Question: Who registers the grade 7/8 students now if they come to the school?

Discussion: LKDSB has a new MIDENT number for the grade 7/8 class and is in the process of setting up the system. RDHS will eventually be linked to the grade 7/8 MIDENT system so RDHS can register the students in the future (not setup yet). Currently, elementary secretaries are asked to collect the registration information.

Class Size and Resource Teacher: John Neville stated that the contract has been honoured in terms of Class size and resource teacher allocation.

Jim clarified that LKDSB is being generous in class size for a reason – the classes were kept small so that there was room for growth (students may come from other boards and people choosing to move to Ridgetown). The Resource teacher is also kept at current levels.

	<p>Union Gas Helping Hands: An application has not been completed and it was been deferred to a later meeting.</p> <p>Safety Patrollers – Committee felt that this was not what was needed Naahii Ridge Public School and therefore did not need to be discussed.</p>	
Updates of Sub-Committee	<p>Colours/Jerseys/Macots – Chair Mark MacDonald A vote was taken and finalized Name – Naahii Ridge Thunderbirds Colours – Blue and Gold/Yellow They have a letter out to the community for donations</p> <p>Question: Will the grade 7/8 students be Thunderbirds? If not, then are they Royals? Discussion: The idea is that the grade 7/8 students will eventually be part of RDHS. It was brought up that if they are part of RDHS, then they would need to have a different name and colour. They would be part of the RDHS culture.</p> <p>Question: Will there be a grade 6 graduation when students leave Naahii Ridge? Discussion: Originally it was stated that the grade 7/8 students would still be part of Naahii Ridge and therefore there would not be a graduation. Instead they would receive a certificate to show they changed locations. Jim would prefer this be decided by the staff or Naahii Ridge Public School.</p> <p>Question: Will there still be a grade 8 graduation since the students are not moving? Discussion: We can still have a grade 8 graduation as all other schools do. However, we are unique as they are not leaving the building when entering grade 9.</p> <p>Question: Will students go back to Naahii Ridge for events or are they part of RDHS? Discussion: The Grade 7 /8 Students will use the facilities at RDHS all day long and will likely identify with RDHS. The different start times help grade 7/8 students have access to all the facilities after the 9/12 day is done. Therefore the intent is that the students would not go back often to Naahii Ridge as they have all the facilities that they</p>	<p>1) Jim will ensure that local news media are invited to transition committee meetings.</p> <p>2) Isabella will draft a series of ongoing communication memos for parents to be distributed by principals.</p>

need at RDHS.

Question: Will the name of Naahii Ridge Public School be on the outside wall of RDHS.

Discussion: RPS Student reps were asked what they would like. They replied that they feel that they would be part of the Royals, but would still want to be part of the Naahii Ridge School. The major focus is to make sure that the grade 7/8 students are welcome here and part of the school. Mark MacDonald stated that the Sub-committee wanted the grade 7/8 students to be still part of the Naahii Ridge Thunderbirds. Jim pointed out that the students cannot be both Royals and Thunderbirds. There is no plan to put the Naahii Ridge name on the outside of the school.

Question: How did the focus change from the grade 7/8 students to be part of the elementary school to a part of the high school? Some committee member felt they had been misled because they originally understood that the grade 7/8 students would be part of Naahii Ridge, not RDHS. The original plan proposed that the grade 7/8 students would have their own secretary and VP and now these positions are considered part of the grade 7-12 school configuration.

Discussion: The record of action from the Avon-Maitland conference was read to determine what the original intent was. There was no clear indication of either situation being chosen at that time.

Jim explained that it always has been a long term goal to have the grade 7/8 students be part of the RDHS school. He also stated that that the school will get a full-time VP (0.5 VP and 0.5 Student Success) by sharing the administrative role with the RDHS 9/12.

Some members of the committee felt that the community needs to be told that the school will be working towards becoming a grade 7-12 school. Isabella Beattie will draft a communiqué to be sent to all parents regarding the direction of the committee.

Dave Doey: 3 issues need to be addressed and sorted out:

- 1) Grade 8 graduation – a rite of passage the students want
- 2) Location of the VP and Secretary – there are practical reasons for having them downstairs and they will have contact with the upstairs as needed, however, the communication method with the office will have to be determined

	<p>3) Athletic involvement of the grade 7/8 students – this includes having access to facilities, but also the strength of connection of the students to a school (either Naahii Ridge or RDHS)</p>	
	<p>Break</p>	
	<p>Jim: Will look at setting up a group to look at the issues discussed before the break.</p>	
	<p>School Orientation – Chair Kathleen Osborne RMES and RPS are continuing to get together. Wed, May 17 – RMES is going to watch RPS production May 6 – RDHS, RMES students went to Moraviantown to Cultural Celebration May 19 – ArtsFest at RDHS May 27 – Dance for the grades 6-8 June 10 – Tractor Day – Parade for all students and Lunch June – Amazing Race August – registration and open house</p>	
	<p>Graduation Sub-Committee – Chair Eileen Osborne Completed all tasks</p> <p>Question: Who is eligible for awards? Answer: Grade 8 students are taken care of in their own graduations this year. There also will be certificates for the grade 6's going to RDHS</p>	
	<p>Memorabilia Sub-Committee – Chair Stacy Sojak (absent) Todd Tiffin updated – Completed all tasks</p>	
	<p>Resource/Materials Sub-Committee – Chair Geraldine Van de Kleut Isabella Beattie responded Teachers were contacted to make selections on where the items were to go IF they were responsible for that area. Teachers and literacy coaches were asked to sort the books at the schools. Movers have been ordered for June 13 PA to move books. Teacher resources will also be moved on the PA day.</p>	

	<p>Mike Moving will be meeting on Thurs at RPS to determine what is going to be moved and where they are going (they will be providing boxes to teachers to start to pack up their rooms)</p> <p>Resources – the decisions on the pianos, science equipment, fridges and other larger items have been made on where they are going and movers have been arranged</p> <p>Question: What about the filing and shelving/storage for the new rooms at RDHS? Answer: Personal filing cabinets and bookshelves will be moved. There has been approval of new shelves and storage for the rooms upstairs.</p>	
	<p>School Day Scheduling Sub-Committee – Chair Mark Hunt Complete</p>	
	<p>Special Events Sub-Committee – Barb McAllister</p> <p>Each school is planning their own end of year events</p> <p>Mary Lynn Anderson discussed the open house to be held Thurs May 19.</p> <p>There will be student tour guides to show the parents and students the school (each group will have a RMES and a RPS student). There will be a social in the gym, including a number of songs sung and drummed by a youth drummer from Moraviantown. Students will be given tours of the Delaware Room as well.</p>	
<p>Review of Business and Finance Operational Issues</p>	<p>Ron Andruchow: Introduction of members</p> <p>Transportation: A family asked Ron about the system and policies at break. This policy needs to be given to the parents from RPS that are not aware of the system.</p> <p>Also need to make sure the parents understand the busing regulations on who gets bused to school – 1.6 km for elementary and 3.2 km for secondary.</p> <p>If a family is approved for busing, they should get information about the busing from the board in a letter in August. Also this information will be given to the families at registration.</p> <p>Ron also explained that each bus is colour and symbolized for recognition. Also, teachers get lists of students on bus to ensure that they get on the correct bus.</p>	<p>1) Ron – get message to parents of busing policies and where they can locate the information on the website</p>

Renovations: \$1.9 million in work being planned.

outside includes

- 1) soccer field upgrades (with sprinklers)
- 2) 4 lane track
- 3) jumping pits
- 4) fencing of the field
- 5) outside hard-surface play area includes basketball and 4-square and will be resurfaced
- 6) pave the student parking lot and move staff parking to this area (115 parking spaces with accessibility spots)

Inside:

- 1) 3 labs – designed so that the students have pods for the experiments and the classroom in the centre. Redesigned prep rooms and storage for the teachers. Increased safety measures. The labs are scheduled to be ready for second semester.
- 2) new PA system for the entire school. This will increase communication between the office and the classrooms upstairs
- 3) installation of an elevator to second floor – will hold 4 students at a time
- 4) renovations to the 4 classrooms for the 7/8 and 1 work room for the students upstairs
- 5) washrooms are being reworked upstairs
- 6) heating system will be upgraded (first phase was last summer) to have personal heating controls in the classrooms

Question: Are there any plans for Naahii Ridge parking improvements?

Answer: There have been some plans including sidewalks at the school and additional fencing.

A consideration is that in Sept 2012 there will be Full Day Kindergarten. This will require additional space for the kindergarten classrooms (maybe 2 extra rooms).

Question: Will there be any changes to the gym?

Answer: There is no funding for this at this time under the kindergarten programming expansion.

	<p>Question: What about the parking congestion when parents pick up their children? Harwich Raleigh got a new parking lot with similar concerns.</p> <p>Answer: School Administration will be asked to work on a solution and additional parking lot changes would be a possible consideration.</p> <p>Question: What about if the driveway is unsafe in September?</p> <p>Answer: Other options could be considered like bus loading places, monitors, where parents load, how many parents load and unload students at one time, etc. For now, School Administration will continue to monitor the situation.</p>	
Questions	<p>Question: Busing – do the grade 7/8 students follow the 1.6 km or 3.2 km rule?</p> <p>Answer: 1.6 km.</p> <p>Comment: A member of the public expressed concern that the students will transition two times into new schools (grade 6 to 7 and grade 8 to 9). The person expressed that they would like the students to feel that they belong to a community at RDHS and therefore should be integrated into the grade 7-12 school.</p>	
Next Meeting	Thursday, June 9, 2011 –Naahii Ridge @ 6:30 p.m.	
Tour of RDHS		