

TRANSITION COMMITTEE
RECORD OF ACTION
RIDGETOWN AREA OF SCHOOLS

Date: March 28, 2011

Location: Ridgeview Moravian Elementary School

Present: Committee Members:

Director of Education – Jim Costello

Superintendent of Education – Dave Doey

First Nation Representative – Katherine Hopkins

CUPE President – Irene Duff

ETFO Vice-President – John Neville

OSSTF – Barb Young

Also Present:

Transition Facilitator – Isabell Beattie

Delaware First Nation Councilor – Jody Joseph

Ridgeview Moravian Elementary School Representatives

Principal	Mary Lynn Anderson
Teachers	Mark MacDonald and Geraldine Van de Kleut
School Council Co-Chairs	Lynette Scott
Clerical/Custodian	Andrea West
Education Assistant	Stacy Sojak
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
Educational Assistant	Terri Konecny
Students	Jillian Carter and Valerie Gotelaer
Community	Barb McAllister

Ridgetown District High School Representatives

Principal	Mark Hunt
Teachers	Kathleen Osborne, Deb Verhart and Elsa Navtik
School Council Chair	Susan Kelner
Clerical/Custodian	Michell Jones and Ken Osborne (alternate Carolyn Oliphant)
Students	Lisa deNijs, Sunny Baek, Megan Logan and Jordan Dunlop
Community	Rene Geluk

Regrets: Jim Costello, Katherine Hopkins, Jane Lawton, Kim Galbraith, Denise Desbiens, Jillian Carter, Valerie Gotelaer, Ken Osborne, Sunny Baek and Megan Logan

Note: This document is not a verbatim transcript. Questions and answers have been paraphrased for the sake of clarity and brevity.

Item	Discussion	Action/Responsibility
Welcome and Introductions	<p>Mrs. Anderson welcomed the committee</p> <p>Mrs. Anderson introduced Mrs. Beattie as the Transition Facilitator and reviewed her duties with this position which include supporting principals, assisting with the transition process</p>	
Review of Record of Action	<p>Mr. Doey began the follow-up discussion regarding transportation and bell times. The action plan for the bell times will be, with buses starting from Naahii Ridge P.S. than going to Ridgetown District H.S.:</p> <p style="padding-left: 40px;">JK to 6 – 9:15 Start to 3:35 End</p> <p style="padding-left: 40px;">7 & 8 – 9:20 Start to 3:40 End</p> <p style="padding-left: 40px;">9 to 12 – 8:00 Start to 2:10 End</p> <p>Question: How is this going to work with the older students assisting with younger siblings?</p> <p>Discussion: With the older student being released after the younger students, this will not help with walking younger siblings home. This will create stress for parents.</p> <p>Question/Suggestion: Is it possible for the buses to pick up at the High School location first, and students who are responsible for walking younger siblings will ride the bus to the Naahii Ridge location to be on time for picking students up?</p> <p>Question: Is there going to be a separate parking area for parking to drop-off and pick-up students at the Naahii Ridge location? As the current parking situation is not an ideal situation.</p> <p>Discussion: Currently parents park along the side of the driveway, not an ideal parking area.</p> <p>Question: Is there a safety concern with the buses entering and exiting the Naahii Ridge location for walking students as well as crossing the Victoria Road? Will crossing guards be needed? Is it possible for walking students to use the yard access to Hillsdale Avenue?</p> <p>Discussion: Currently Mrs. Van de Kleut walks the walking student across Victoria Road to the side walk, so that can be on their way. However with the possibility of more students walking this could be too many for one person to supervise. The possibility of more supervision may be needed. If students were to use the yard access, this would mean they would have to cross the bus traffic. Also we would have to check with the municipality regarding the maintenance of the</p>	<p>Mr. Doey will speak with the Transportation Department to determine the number of students who will be walking versus riding the bus, as well as determining the number of students who will be staying on the south side versus the north side of Victoria Road</p> <p>Mr. Doey will also speak with the Transportation Department regarding the bus schedule for transporting 7 & 8's to the Naahii Ridge location to walk siblings home.</p>

	<p>sidewalk connecting the avenue to the school yard.</p> <p>Question: In Blenheim with the separate school they had 2 dismissals times, one for bus students and one for walking students. Is this something to look at?</p> <p>Discussion: This may not work as we do not have the enough schools to off-set the time needed for this.</p>	
<p>Sub-Committees Update :real work”</p>	<p>School Orientation Sub-Committee: Chair – Kathleen Osborne Mrs. Osborne provided a “What’s Happening” for the months of March through to June. This included fundraisers, seminars/conventions, dances, etc. Student in 6, 7, and 8 will be invited to participate in different activities; however, with so much happening at the individual schools, from now to the end of the school year, it will be very difficult for the schedules to conincide. Parents have indicated that they would like the current transition from Grade 8 to Grade 9 to remain the same for this year. Therefore there are going to be different activities scheduled for the current 6 & 7’s. There is an Amazing Race planned with a date to be determined.</p> <p>The School Councils from Ridgetown Public and Ridgeview Moravian have met, and have planned “Grand Opening” of Naahii Ridge Public School on May 19th. This is still in the planning stages, however they are planning activities and a meet and greet with all teachers. Students will have the opportunity to meet teachers who will be teaching their grade for the 2011-2012 school year.</p> <p>Graduation Sub-Committee: Chair – Eileen Osborne The graduation sub-committee duties are now complete; therefore there is nothing more to report.</p> <p>Memorabilia Sub-Committee: Chair – Stacy Sojak The sub-committee has met and compiled a list of memorabilia that will be sent to Ridgetown District High School, and to Naahii Ridge Public School. Pictures of former principals, graduating classes will be scanned and will be displayed on the television in the main hall at Naahii Ridge Public School, on a continuous loop. Pictures of former principals will be given to them or to their families.</p> <p>Resource/Materials Sub-Committee: Chair – Geraldine Van de Kleut Sorting is still underway. The libraries will hopefully be finish in the next week. Further sorting and decisions to be made is need for many supplies and resources.</p> <p>Question: Is this something that Mrs. Beattie will be helping with?</p>	<p>Sub-committees will report back at next meeting</p>

	<p>Comment: No, Mrs. Beattie will be helping with the action side of the transition. She will be assisting if needed. The staff will be deciding which supplies and materials are needed and useful at each location.</p> <p>School Day Scheduling Sub-Committee: Chair – Mark Hunt This is discussed through Bell Times; no further discussion is required.</p> <p>Special Events Sub-Committee: Chair – Barb McAllister This committee will now be former, with Barb McAllister as the chair. They will work closely with the School Council in planning special events.</p> <p>Colours/Jerseys/Mascot Sub Committee – Mark MacDonald There are 2 sets of colours, and 2 mascots to choose from. The students in Grades 4 to 7 will be voting on which they would like to see. They will be shown sample jerseys in the 2 sets of colours, and the mascot names on Tuesday March 29th and will be voting Wednesday March 30th. Both schools will be voting at the same time. The colours to choose from are Blue and Yellow or Blue and Green. The mascot name choices are the Thunderbirds or Thunder. Once a decision on the mascot name is made, and mascot logo will be chosen.</p>	
<p>Review of Business and Finance Operational Issues</p>	<p>This will be addressed at the next meeting as Superintendent of Business Ron Andruchow will be in attendance.</p>	<p>Superintendent of Business to attend next meeting.</p>
<p>Review of Staff Transition Plan</p>	<p>Teachers - Mrs. Anderson has met with Human Resources personnel Mike Gilfoyle and ETFO Vice-President John Neville. All will be placements in agreement with the Collective Agreement. The framework has been put in place, and teachers have now been made aware of this framework. Placements at this time are still unknown and a more formal announcement will be made when available.</p> <p>Secretaries and Education Assistants – CUPE President, Irene Duff, indicated that the current secretary at Ridgeview Moravian will stay, and the Secretary at Ridgetown Public will go to her assigned position as the current placement was a temporary placement. A half-time elementary secretary will be hired for the high school location, working out of the high school office. Educational Assistants will follow the current contact, and will be provided to those students who are eligible to receive support.</p>	<p>Follow-up discussion on this matter will happen when the information is available.</p>

	<p>Vice-Principal – Mr. Doey indicated there will be a Vice-Principal position at the High School. This position will be a half-time Vice-Principal and a half-time teaching position.</p>	
<p>Provide Input to School Administration for Timetabling and Class Allocation as per Collective Agreement</p>	<p>The target is to have average class sizes, which is 20 to 25 students per class. A resource teacher will be assigned part-time to assist students who require the support. There will be flexibility when timetabling begins.</p> <p>Question: Will there be enough teachers to support the duty schedule? Answer: If it is found that there are not enough teachers to cover the duty schedule, a supervision position will be created to cover the uncovered schedule.</p>	<p>Further investigation is needed to determine the number of supervision hours needed, and if a supervision position is needed.</p>
<p>Questions</p>	<p>Question: What is going to happen to the Ridgetown Public School building? Answer: We need to follow the Ministry of Education process. This would mean offering the building to the spate school board. If they are uninterested in purchasing the building, it will then be placed on the market for sale.</p> <p>Question: Has there been any progress made with the Municipality regarding the addition of sidewalks? Answer: Mr. Costello will have an update at the next meeting.</p> <p>Question: What, if any, structural changes will be made to the building: Answer: This will also be addressed at the next meeting.</p> <p>Question: Is it possible for Grade 5 & 6 students to become safety patrollers to help students cross the bus line? Answer: There are currently safety patrollers at Ridgetown Public, however there is a process that needs to be done through a Committee and the local Police to ensure the safety of patrollers and students. A teacher representative would be needed for this.</p> <p>Question: Is it possible to apply for the Union Gas Helping Hands, and Anniversary Grants? Answer: This would involve Union Gas Volunteers who would be winning to help with this. This is something to look into further.</p> <p>Question: Is it possible that there are available funds from the board to assist with the purchase of new school uniforms?</p>	<p>Follow-up discussions will be needed regarding the sidewalks, structural changes, and available funds for uniforms at the next meeting.</p> <p>Heather Simpson will forward Mrs. Anderson the information regarding the Union Gas grants. Mrs. Anderson will look more into these grants.</p> <p>Mrs. Anderson will look into what is need for having safety patrollers, and see if this would benefit Naadii Ridge Public School.</p>

	Answer: Mr. Doey will look into more, and will discuss at the next meeting.	
Next Meeting	The next Committee meeting was agreed for May 2 nd at Ridgetown District High School at 6:30. However, after the meeting adjournment it was then brought to attention that May 2 nd is the Federal Election, therefore a new date needs to be established.	The new meeting date is May 16 th .
Adjournment	The meeting was adjourned at 7:40 Mrs. Anderson thanked everyone for coming.	