

**CHATHAM ELEMENTARY SCHOOLS  
PUPIL ACCOMMODATION REVIEW COMMITTEE WORKING MEETING #1  
MINUTES / RECORD OF ACTION**

**Date:** January 19, 2017

**Location:** Chatham Regional Education Centre, 476 McNaughton Avenue East, Chatham, Ontario, N7M 5L7

**Present:** Committee Members: Daphne Zondag, Principal John N. Given Public School, Kevin Hadlock, Parent Representative John N. Given Public School, Della Lambkin Parent Representative John N. Given Public School, Laurie Willick, Community Representative John N. Given Public School, Jordyn Loyer, Student Representative John N. Given Public School, Mary Lynn Anderson, Principal McNaughton Avenue Public School, Kevin Konecny, Parent Representative McNaughton Avenue Public School, Corinne Kennedy, Community Representative McNaughton Avenue Public School, Jackson Haley, Student Representative McNaughton Avenue Public School, Darlene Penney, Principal Tecumseh Public School, Janet Raddatz, Parent Representative Tecumseh Public School

Resource Personnel: Gary Girardi, Superintendent of Education – Capital Planning and Accommodation, Helen Lane, Superintendent of Education – Program: Leadership and Equity, Kent Orr, General Manager, Chatham-Kent Lambton Administrative School Services (CLASS), Andy Scheibli, Manager, Plant and Maintenance, Jaime Gudrie, Recorder

**Regrets:** Karen Waymouth, Parent Representative Tecumseh Public School, Stephanie Watkinson, Community Representative Tecumseh Public School, Angie Barrese, Superintendent of Education – Program: Special Education, Greg Terry, Parent Representative McNaughton Avenue Public School, Logan Smith, Student Representative Tecumseh Public School

*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 Call to Order	<p>Superintendent Girardi welcomed the committee to Working Meeting #1 for the Chatham Elementary Schools Pupil Accommodation Review Committee. He explained that Working Meeting #1 followed Public Meeting #1 and if the committee was unable to attend the meeting the <a href="#">Record of Action</a> and corresponding <a href="#">presentations</a> are located on the Lambton Kent District School Board (LKDSB) website.</p> <p>Superintendent Girardi explained that Working Meeting #1 was an opportunity for</p>	

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	<p>representatives from all three schools involved in the Pupil Accommodation Review to ask questions on behalf of their school community and that discussion items from Working Meeting #1 could direct the Agenda for Working Meeting #2. He remarked that after two Public Meetings and two Working Meetings, Senior Administration will present a Final Staff Report to Trustees and that it is important all interests of the school communities are discussed in the meetings to be included in this report.</p> <p>Superintendent Girardi introduced two new Superintendents of Education to the committee. He explained that Superintendent Helen Lane has taken over for Joy Badder as the Superintendent of Education, Program: Leadership and Equity and Superintendent Angie Barrese, who was not in attendance at the meeting, has taken over for Dave Doey as the Superintendent of Education, Program: Special Education. He also introduced Chair Jane Bryce, Trustee Randy Campbell, and Trustee Ruth Ann Dodman. He remarked that Trustees of the Board keep well informed on the Pupil Accommodation Review process and he appreciated having them in attendance at the meeting.</p>	
Adoption of Agenda	The committee adopted the Agenda.	
Adoption of Minutes/Record of Action from Public Meeting 1	The committee adopted the Record of Action from Public Meeting #1.	
Committee Role and Individual Reflection of Public Meeting 1	Superintendent Girardi explained that Senior Administration counts on committee members to bring up discussion points that Administration may not have thought of or to ask questions on items there may not have been enough clarification on. He said that some items on the Agenda at the meeting came out of concerns expressed at the Orientation Meeting, Public Meeting #1 and/or conversations and email exchanges with the committee.	
Follow-up Item from Orientation Meeting 5.1 John N. Given	Superintendent Girardi explained that Administration would be working with community partners to address some of the issues discussed at the Orientation Session.	

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Public School Community Partnership	He reminded the committee that there is no decision made on the Pupil Accommodation Review until Trustees vote on the Final Staff Report that is presented by Senior Administration.	
Questions from Committee Members	Superintendent Girardi asked the committee if there were any questions collected from their school's community. There were no questions from the committee.	
Discussion with CLASS – Transportation	<p>Superintendent Girardi explained to the committee that a number of people expressed concern at Public Meeting #1 with traffic patterns should students be moved to Tecumseh Public School. He remarked that traffic is a significant issue in all LKDSB schools and student safety is very important to the LKDSB.</p> <p>Kent Orr presented from Chatham-Kent Lambton Administrative School Services (CLASS). This presentation can be found on the LKDSB website.</p> <p><u>Questions from Committee Members:</u></p> <p><b>Question:</b> Janet Raddatz asked which sidewalks were referred to in the presentation that could be expanded.</p> <p><b>Response:</b> Kent Orr responded that the sidewalk is at the front of Tecumseh Public School, and this would help load multiple buses at one time.</p> <p><b>Question:</b> Kevin Hadlock asked where the presentation had suggested the crosswalk be moved from the west end of Tecumseh Public School.</p> <p><b>Response:</b> Kent Orr responded that there could be a sidewalk connected through the tennis courts on the east side of the school in order to keep the students out of the parking lot.</p> <p><b>Follow-up Question:</b> Janet Raddatz asked if the suggestion was that the crosswalk would be moved to the middle of the school.</p> <p><b>Response:</b> Kent Orr responded yes, and that the bused students would be dismissed first so the buses would be gone when the other students are</p>	

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	<p>dismissed.</p> <p><b>Follow-up Question:</b> Janet Raddatz asked if the start times are staggered enough, as the school can't control when the students are walking at the cross walk in the morning.</p> <p><b>Response:</b> Kent Orr responded that the morning would come down to the supervision on site.</p> <p>Superintendent Girardi commented that there are students now that cross McNaughton Avenue to Tecumseh Public School. He also reminded the committee that Mayor Randy Hope attended Public Meeting #1 and the Board has a working relationship with the Municipality of Chatham-Kent and would work with them on this item.</p> <p><b>Question:</b> Kevin Hadlock commented that he was concerned, as a parent, that there are now 156 more students walking to the school.</p> <p><b>Response:</b> Superintendent Girardi responded that it is a concern for the Board as well and if the plan were to move forward, the LKDSB would want to ensure there is an effective pathway for students to arrive and return home safely. Senior Administration would like input from your communities on where the crosswalk should be located.</p> <p><b>Question:</b> Principal Penney asked if it is possible to move the existing crosswalk in front of the daycare. She said that this could gather the students from both sides of the subdivision.</p> <p><b>Response:</b> Kent Orr responded that the Municipality of Chatham-Kent would have parameters on where crosswalks can be located in relation to each other and that CLASS would have them look at the site and see what their restrictions are.</p> <p><b>Comment:</b> Kevin Hadlock commented that keeping the existing crosswalk and adding a well-defined path behind the tennis courts is not a bad solution if the crosswalk is not moved, as it keeps the students away from the bus zone and parking lot.</p> <p>Kent Orr commented that it will come down to defining the plan, and setting the</p>	

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	<p>students up for success with the proper tools.</p> <p><b>Question:</b> Janet Raddatz asked if there could be two crosswalks, or if they would be too close together.</p> <p><b>Response:</b> Kent Orr responded that he thinks it would be too close but can speak to the Municipality of Chatham-Kent.</p> <p><b>Comment:</b> Laurie Willick commented that on Lecroix Street at Mary Street there is not much distance between the lights, so it may work and is better for the students.</p> <p>Superintendent Girardi told the committee that Kent Orr could be brought back for Working Meeting #2 if they would like and that there should be as much discussion at these meetings as possible.</p>	
Discussion with Architects	<p>Superintendent Girardi introduced the architects from Architecttura Inc., Carmen Brunone and Shaun Gignac. He explained that an architect firm is assigned for each Pupil Accommodation Review to investigate specific items in the schools that are proposed to be consolidated.</p> <p>Superintendent Girardi told the committee that the architects have been asked to look at the Tecumseh Public School parking area and what could help with that flow and said that one thing the Board has full control over is what happens on its property. He asked if the committee had any items of concern in regard to the buildings.</p> <p>The committee did not have any questions or concerns.</p> <p>Superintendent Girardi explained to the committee that if the schools are to be consolidated, Tecumseh Public School does not have enough Full Day Kindergarten (FDK) classrooms. As a result, some classrooms would need to be reorganized and updated and that the ALLP rooms and closed classrooms might be part of the discussion. He said that the architects may be able to provide the committee with a vision of what the school could look like, but if the Trustees voted in favour of the recommendation, this site vision would have to be revisited. He remarked that the heating and cooling system at Tecumseh Public School came up at Public Meeting #1 so that is another item of concern.</p>	

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	<p>Andy Scheibli told the committee that the LKDSB has already planned work at Tecumseh Public School this summer. He said that this would include upgrading the boiler system, adding heating, ventilating and air-conditioning, which will be done regardless of how the Pupil Accommodation Review process proceeds.</p> <p>Superintendent Girardi explained that the LKDSB continues to do work in all the schools because there has been no decision made.</p> <p><b>Comment:</b> Janet Raddatz remarked that another thing that should be looked at is adding asphalt, as during blacktop recesses it doesn't accommodate the current number of students so it may need to be expanded if there are more students.</p> <p><b>Response:</b> Andy Scheibli responded that the suggestion can be taken to the architects to look at.</p> <p><b>Question:</b> Principal Zondag said that the staff has asked about timelines, should the vote be yes, and how things are going to get done.</p> <p><b>Response:</b> Superintendent Girardi explained that after the Trustees vote, should it be in favour of the recommendation, Senior Administration would apply to the Ministry for funding to complete the work that has been discussed, and information on funding from the Ministry may not occur until October 2017. He said that there is a question of whether it would be beneficial to move students in September 2017 or wait until September 2018 so all construction can be completed prior to consolidation. He said that in addition, it would have to be decided if Grade 6 FI students would go to John N. Given Public School or stay at McNaughton Avenue Public School in September 2017. He said that staff from all three schools have brought forward this discussion during the meetings regarding process and staffing. He encouraged committee members to talk to their communities and bring their thoughts to Working Meeting #2.</p>	
<p>Questions from Committee Members / Future Discussions</p>	<p><b>Question:</b> Kevin Hadlock asked if there is anything in place for students who are finding it difficult, if this does take place, to help them through this.</p> <p><b>Response:</b> Superintendent Girardi responded that if there are students who are concerned about it now then a conversation should be had with a school</p>	

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	<p>administrator and supports can be brought in. He said that if the schools are consolidated there will be a Transition Committee, made up of staff, students, parents, and community members, which would tell Senior Administration what things need to be put in place to make the transition possible for the students, staff, parents, and community. He said that the committee last year implemented a process to assist students, so that the transition went smoothly. Students from different schools did activities together and the staff from the consolidated schools met to make the transition positive.</p> <p><b>Question:</b> Kevin Konecny commented that there are no open classrooms at McNaughton Avenue Public School currently, and asked that with 68 extra students would portables be brought in.</p> <p><b>Response:</b> Principal Anderson responded that there is one possible open classroom.</p> <p>Superintendent Girardi explained that in the Initial Staff Report enrolment is projected to stay relatively stable for the next year or two and then start to slowly decline, as per Baragar. There are two classrooms at McNaughton Avenue Public School that are only used for half days, so there is one classroom open at the school. He said that the projections will depend on what happens in the younger grades next year, so it could be that one classroom is enough but two may be needed in which case a portable may be brought in. At present McNaughton Avenue Public School has 697 students and the Ministry of Education states it can accommodate 757 students. In order for a school to receive money for constructing an addition the on-the-ground capacity, as outlined by the Ministry, should be exceeded. While the Ministry of Education states that the capacity is 757 the numbers for classrooms may not work out efficiently. Some schools that are under capacity may need a portable and some schools that are over capacity may not need a portable.</p> <p>Superintendent Girardi said that Senior Administration, with Principal Anderson, has been looking at the traffic flow at McNaughton Avenue Public School, and found that a lot of it has to do with the number of student pick-ups and number of cars coming in. He said that some parking spaces have been allotted to McNaughton Avenue Public School at the Chatham Regional Education Centre. He said that the LKDSB may need to look at whether there is enough meeting space for outside agencies to come in to the school.</p>	

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	<p><b>Question:</b> Kevin Hadlock asked if John N. Given Public School students would have an opportunity to tour Tecumseh Public School if the recommendation goes through.</p> <p><b>Response:</b> Superintendent Girardi responded that in the past schools have had BBQs and other events to come together. He said that the Ministry has come out with reports from other boards that have had consolidations, and if you do that process well it becomes an energizing development for students. He said that his understanding is that the high school consolidation in Sarnia has made the high school very energized because of the increased number of students in the building.</p> <p><b>Follow-up Question:</b> Kevin Hadlock asked if it is the Transition Committee that organizes that.</p> <p><b>Response:</b> Superintendent Girardi said that the school staff and the Transition Committee organize this.</p> <p>Principal Zondag commented that it would be very similar to making students acclimatized to high school.</p> <p>Principal Anderson commented that if there is a year before the transition it gives the principals' time, so there can be field trips, and the opportunity for teachers to work on things, but it's a little different if the transition happens next year in which case things would have to be done quickly.</p> <p>Superintendent Girardi remarked that this is a positive discussion and that in the Pupil Accommodation Review process last year, one transition was extended and one transition was moved quickly and both are working out well.</p> <p>Principal Zondag remarked that it helps that the schools are so close together.</p> <p>Superintendent Girardi asked the committee to contact him if they would like anything added to the agenda for Working Meeting #2 or if they would like Kent Orr from CLASS to attend the meeting. He said that the architects would be invited back for Working Meeting #2.</p> <p>Superintendent Girardi thanked the committee for their time and remarked that the LKDSB appreciates the participation of the communities, staff, and students.</p>	

<b>Item</b>	<b>Discussion</b>	<b>Action/Responsibility</b>
Future Meetings	Public Meeting #2 will be held on February 23, 2017 from 6:00 p.m. to 8:00 p.m. at Tecumseh Public School.	
Adjournment	The meeting was adjourned at 7:13 p.m.	