

**CHATHAM ELEMENTARY SCHOOLS
TRANSITION COMMITTEE
MINUTES / RECORD OF ACTION**

Date: January 31, 2018

Location: Tecumseh Public School, 287 McNaughton Ave. W, Chatham, ON, N7L 1R8

Present: Committee Members: Daphne Zondag, Principal, John N. Given Public School, Nicolle Evans, Teaching Staff Representative, John N. Given Public School, Jenn Jackson, Teaching Staff Representative, John N. Given Public School, Della Lambkin, Parent/Community Representative, John N. Given Public School, Chris Moore, Principal, Tecumseh Public School, Kristin Heaton, School Council Chair, Tecumseh Public School, Susan Bond, Teaching Staff Representative, Tecumseh Public School, Yvette Caron, Clerical Staff Representative, Tecumseh Public School, Gabriella Ostropolec, Student Representative, Tecumseh Public School, Kevin Hadlock, Parent/Community Representative, John N. Given Public School, Theresa McFadden, Parent/Community Representative, Tecumseh Public School, Michele Lalonge-Davey, CUPE 1238 President, Judy Rountree, Teaching Staff Representative, Tecumseh Public School, Jessica Spafford, Parent/Community Representative, John N. Given Public School

Resource Personnel: Dave Doey, Facilitator of the Transition Process, Angie Barrese, Superintendent of Education – Program: Special Education, Gary Girardi, Superintendent of Education – Capital Planning and Accommodation, Jaime Shannon, Recorder

Regrets: Maclean Norris, Student Representative, Tecumseh Public School, Carrie Lynn Brown, School Council Co-Chair, Tecumseh Public School, Laurel Liddicoat, President, LK-ETFO, Jolene Greenbird, First Nation Representative, Tecumseh Public School, Melanie Hadlock, Student Representative, John N. Given Public School, Shawna Ray, ECE Staff Representative, John N. Given Public School, Cristina Haskell, EA Staff Representative, Tecumseh Public School, Dylan Purdy, Student Representative, John N. Given Public School, Daloni Van Goethem, School Council Chair, John N. Given 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	Facilitator of the Transition Process Dave Doey welcomed the committee. He noted that the work of committee is progressing well.	
Traditional Territory Acknowledgement	Student Representative Gabriella Ostropolec read the Traditional Territory Acknowledgement.	

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Review of Agenda	The agenda was reviewed by the committee.	
Review of Record of Action – November 13, 2017	The Record of Action from the November 13, 2017 meeting was reviewed and approved.	
Update on Naming Process	<p>Superintendent Girardi reported that the Ad Hoc Naming Committee recommendation of Tecumseh Public School as the name of the consolidated school was approved by LKDSB Trustees on November 14, 2017. He remarked that the Trustee vote was unanimous and they were very pleased with the recommendation.</p> <p>Principal Moore added that the Ad Hoc Naming Committee also recommended that a piece of Tecumseh Public School be named in honour of the John N. Given Public School name.</p>	
Funding Announcement	<p>Superintendent Girardi reported that the Ministry of Education announced \$2.6M in funding to complete renovations and upgrades to Tecumseh Public School. He explained that this funding would cover the cost of the FDK rooms, parking lot area, and other areas of the building, but in order to begin this work the Board must following the Ministry process for approvals. He said that Senior Administration has contacted the Ministry to see if the tendering process can begin and that there will be an update provided at the next Transition Committee meeting. He noted that this funding was in addition to the work that the Board completed on the building last school year.</p> <p>Committee member Kevin Hadlock asked what will happen with the transition of students to Tecumseh Public School if the work does not progress as planned. Superintendent Girardi responded that it is too early to know if there will be a concern, but if there was a concern about the timeline there would be a discussion with the Transition Committee at that time.</p>	
Principal Reports	Principal Zondag announced that the Community Open House for the farewell of John N. Given Public School will take place on Saturday, May 5, 2018 from 1	

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	<p>p.m. to 4 p.m., and provided the following update:</p> <ul style="list-style-type: none"> • Tecumseh Public School building plans will be reviewed with John N. Given Public School staff at the February staff meeting. • French teachers from both schools applied for a grant to have DuffleBag Theatre perform at Tecumseh Public School on March 1, 2018 for Grade 1 to Grade 8 students. The principals are looking at providing a tour of Tecumseh Public School for John N. Given Public School students on this date. <p>Principal Moore provided the following update:</p> <ul style="list-style-type: none"> • On May 10, during Education Week, there will be Math/STEM presentations at Tecumseh Public School. John N. Given Public school will be offered stations at the event and there will be a speaker coming in to talk about social media. • KinderSTART will take place at Tecumseh Public School, but the day will be split between the FDK teacher(s) and ECE(s) from John N. Given Public School and Tecumseh Public School. <p>Superintendent Girardi noted that the Tecumseh Public School building plans are almost complete, and may be ready to share at the next Transition Committee meeting. He remarked that the location of the crosswalk will be decided upon once the traffic study is completed by the Municipality of Chatham-Kent. He added that the Municipality of Chatham-Kent is agreeable to a fence around the pathway and the cutting of trees for safety reasons, which was suggested by the ARC and the Chatham-Kent Police Youth Officer.</p>	
<p>Updates from Sub-committees</p>	<p><u>Traditions and Identity</u></p> <p>Committee member Sue Bond, Chair of the sub-committee, reported that potential mascot names were sent to Mnogiizhgad (Chris Riley), Indigenous Liaison, and Helen Lane, Superintendent of Education, for review. The options they are looking for feedback on are Thunderbolts, Timberwolves, and Stars. Committee member Nicolle Evans reported that John N. Given Public School staff were surveyed and the top pick was Timberwolves, and that the students will be surveyed as well. Committee member Sue Bond added that Tecumseh Public School students and staff were also surveyed and they are waiting on the results.</p> <p>Committee member Kristin Heaton asked if the students could design the logo</p>	

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	<p>as part of a contest. Superintendent Girardi responded that there is a concern that this could infringe on a copyrighted image and that the process used in the past has been to hire a company to design an original logo. He added that this could include student input in some form.</p> <p>Committee member Kevin Hadlock asked if it would be possible to open it as a contest to design the logo and then submit the winner to the graphic artist. Superintendent Girardi responded that if the sub-committee has a plan on how they would like to proceed then this can be checked with the graphic artist to ensure it is possible.</p> <p>Principal Moore suggested that the students could be involved in the criteria selection, and noted that it is important for the students to be involved in some way.</p> <p>Committee member Sue Bond asked if the mascot name must be approved by the Board. Superintendent Girardi responded that the mascot name does not have to be approved, but the process on designing the logo must be supported.</p> <p><u>Resources</u> Committee member Jenn Jackson, Chair of the sub-committee, reported that the sub-committee is going through the process of purging, and will be requesting a dumpster sometime in the Spring.</p> <p><u>Graduation</u> Committee member Jenn Jackson noted that there is nothing for the sub-committee to do until the schools are together and have their first graduation.</p> <p>Principal Moore asked if the sub-committee's work could continue until the following school year. Superintendent Girardi responded that sub-committees can continue and will report to principals when the Transition Committee is completed.</p> <p>Facilitator Dave Doey asked if the Resources Sub-committee feels comfortable with the timeline and the number of people helping. Committee member Jenn Jackson responded that they are still a long way away from moving items over to Tecumseh Public School. She said they are looking for a spot to house all of the items in order to see if they have extra items. Principal Zondag noted that they are gradually feeding old resources into classrooms or donating items.</p>	

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	<p>Principal Moore noted that there has been a lot of purging completed at Tecumseh Public School and have the lower floor to move out, but desks, chairs, and smart boards can be moved to the multipurpose room. He said that the Before and After School Program that uses the room now can use the Library.</p> <p>Superintendent Girardi remarked that John N. Given Public School will still be accessible once the students have moved to Tecumseh Public School. He said that some items can stay that the school is unsure of and they can be assessed later.</p> <p>Principal Zondag asked about using a closed classroom to store items. Superintendent Girardi said this can be discussed.</p> <p>Superintendent Barrese noted that other schools have experienced this in the past and administrators could be contacted to see what was done.</p> <p>Superintendent Girardi explained that movers have been hired in the past, as well as someone to help coordinate the move. He said that if there is something that the committee thinks would help the move run smoothly then Senior Administration will try to find the resources to help.</p> <p>Principal Moore suggested that the better items from John N. Given Public School be moved over to Tecumseh Public School, as there are items at Tecumseh Public School that could be replaced. He suggested that the bigger items remain at John N. Given Public School until the last two weeks of August, but teacher resources are moved earlier in order to set up classrooms. He added that sorting through the items is the challenging part, not moving the items.</p> <p>Superintendent Girardi remarked that in the past some staff members preferred to move their own items when they had the option of using a professional mover.</p> <p><u>Memorabilia</u> Committee member Della Lambkin, Chair of the sub-committee, reported that the sub-committee has finished an inventory list at John N. Given Public School and is going to meet in March to go through the list to see what will be auctioned off and what will be moved to Tecumseh Public School.</p> <p>Principal Moore noted that the existing trophy cases at Tecumseh Public School</p>	

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	<p>have been rebuilt, and will be raised up with storage added underneath. He added that a time capsule could be stored underneath and locked.</p> <p>Principal Moore remarked that there was an idea to add a display case to the location of the totem pole that would contain items to represent each of the four First Nations and Chief Tecumseh.</p> <p>Principal Zondag asked who will decide which part of the school will represent John N. Given Public School and when this decision will be made. Principal Moore suggested naming the hallway with the display cases "Given Way". He said that the Memorabilia sub-committee could make a recommendation and feedback could be asked for. Principal Zondag suggested a picture of John N. Given Public School be included with a plaque explaining the inception of the school. Facilitator Dave Doey noted that Chatham-Kent Secondary School has a couple of displays that could serve as examples.</p> <p>Principal Zondag reported that she has been contacted by alumni and a former John N. Given Public School principal in regard to what will happen with the artwork that is currently displayed on the John N. Given Public School building. She explained that the metal pieces were made by a famous Canadian artist. Superintendent Girardi responded that Building Services has been asked to assess the pieces to see if they can be moved without being damaged and if they should be repaired. Once the determination has been made by Building Services the Memorabilia sub-committee will make a recommendation based on the integrity of the pieces.</p> <p>Facilitator Dave Doey thanked the sub-committees for the work that has been done thus far.</p>	<p>The principals will update Committee member Della Lambkin once Building Services has made a determination on the artwork.</p>
Totem Poles – Tecumseh P.S.	<p>Superintendent Girardi reported that he was contacted by a community member, who was one of the students who created the totem pole. He explained that he is concerned that the totem pole will be discarded. The gentleman was informed that the totem pole is one of the many items the Transition Committee is reviewing but no decision has been made yet.</p> <p>Indigenous Liaison Mnogiizhgad attended the November 13, 2017 meeting and the committee's understanding is that he is not concerned with the totem pole and feels that while it is not part of the local Indigenous culture it could be a teaching point for the students.</p>	<p>Superintendent Girardi will update this community member once a decision has been made.</p>

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	<p>Superintendent Girardi remarked that if the totem pole remains at the school then a plan will be needed on how to complete the work that is required in that area, and if the totem pole is removed from the school then a plan will be needed on where it will go. He explained that the totem pole is currently anchored to the railing and the railings will be replaced.</p> <p>Committee member Kevin Hadlock asked if this would be a committee decision and when the decision would need to be made. Superintendent Girardi responded that it would be similar to deciding on which memorabilia items are displayed in the school.</p> <p>Committee member ideas for feedback on the totem pole included reaching out to the West Coast community that the totem pole represents, soliciting suggestions from the Indigenous Liaison Committee (ILC), and reaching out to interested parties if the committee is looking for a new home for the totem pole.</p> <p>Committee member Kevin Hadlock asked if the totem pole has any significance and if it was carved by First Nations people. Principal Moore responded that it was made by a group of high school students as part of a project.</p>	<p>Superintendent Girardi will provide the committee with potential options for the totem pole.</p>
<p>Questions/Suggestions from the Committee and Public</p>	<p>There were no members of the public at the meeting and there were no questions or suggestions from committee members.</p>	
<p>Next Meeting Date</p>	<p>The next meeting will be held on February 28, 2018 from 6:30 p.m. to 8:30 p.m. at John N. Given Public School.</p>	
<p>Adjournment</p>	<p>The meeting was adjourned at 7:45 p.m.</p>	