

**SARNIA SOUTH SECONDARY SCHOOLS
PUPIL ACCOMMODATION REVIEW COMMITTEE
MINUTES / RECORD OF ACTION**

Date: October 4, 2016
Location: Great Lakes Secondary School, 275 Wellington Street, Sarnia, Ontario, N7T 1H1

Present: Committee Members: Reena Herbstreit, Student Representative Sarnia Collegiate Institute & T.S., Lynn LeFaive, Parent/Community Representative Sarnia Collegiate Institute & T.S., April Brander, Teaching Staff Representative Sarnia Collegiate Institute & T.S., Marnie Majeski, Teaching Staff Representative Sarnia Collegiate Institute & T.S., Jayne Collier, Clerical Representative Sarnia Collegiate Institute & T.S., Max Cryderman, EA Representative, Sarnia Collegiate Institute & T.S., Paul Wiersma, Principal Great Lakes Secondary School, Keaton Jennings, Student Representative St. Clair Secondary School, Jacqueline Knapp, School Council Chair St. Clair Secondary School, Paul Frayne, Teaching Staff Representative St. Clair Secondary School, Kathy Beatty, Clerical/Custodial Representative St. Clair Secondary School, Vicki Ware, First Nation Representative, Jodi McGill, CUPE President, Jennifer George, School Council Chair Sarnia Collegiate Institute, Joy Shah, Student Representative Sarnia Collegiate Institute & T.S., Liberty Clements, Student Representative, St. Clair Secondary School, Jeanette Denes, Teaching Staff Representative, St. Clair Secondary School

Resource Personnel: Roberta Buchanan, Facilitator of Transition Process, Jaime Gudrie, Recorder

Regrets: Hugh Garrett, OSSTF President, Renata de Rechter, Parent/Community Representative St. Clair Secondary School, Bev Brodie, Custodial Representative Sarnia Collegiate Institute & T.S., Vicki Ware, First Nation Representative, Jennifer George, School Council Chair Sarnia Collegiate Institute

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 Introduction	<p>The meeting began at 3:00 pm.</p> <p>Roberta Buchanan welcomed the group and thanked them for being a part of the Transition Committee. She remarked that this process is important because it gives everyone an opportunity to provide input in order to ensure that we are doing what is best for the students.</p>	

Item	Discussion	Action/Responsibility
Review of Agenda	Roberta Buchanan reviewed the agenda.	
Review Record of Action from June 22, 2016	<p>The committee reviewed the Record of Action from June 22, 2016.</p> <p>Dan Thorner has accepted the request to be part of the Awards/Scholarship Commencement Sub-committee.</p>	
Review sub-committee activity sheets	<p>The committee reviewed the Sub-committee Activity Sheets.</p> <p>Lisa Bicum is the representative for the former Sarnia Collegiate Institute & T.S. on the Identity Sub-committee.</p>	
Principal Update	<p>Principal Wiersma provided an update.</p> <p>Principal Wiersma remarked that in the first month of the school year a lot of exciting things have happened, and that the students and staff have been great, making for a good start. The first School Council meeting was on Sept 20th, with 21 School Council Members.</p> <p>Principal Wiersma introduced School Council Chair, Transition Committee Member Jacqueline Knapp, and Vice-Chair Mary Ethier.</p> <p><u>Administrative Policies</u> This sub-committee was delegated to the Curriculum Leaders at the previous Transition Committee Meeting. The sub-committee met last June, at the end of August, and October 3rd. The sub-committee has been looking at past practices of the predecessor schools. The Curriculum Leaders will continue to work on all administrative policies throughout the school year.</p> <p><u>School Activities</u> This sub-committee met on September 14th, with 14 attendees. Staff and students were invited to participate. The sub-committee reviewed the school year calendar in order to see all of the events and activities offered in the past, and to decide on how they can be scheduled in the calendar without overlap.</p>	

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	<p>The sub-committee will reconvene for another meeting to look at school activity mapping, such as sports, clubs, etc. and see how the staff are leading the activities to ensure there aren't any gaps.</p> <p><u>Awards/Scholarship/Commencement</u></p> <p>Two guidance counselors, Jerome deSchiffert and Ryan Bedard, are the Chairs of this sub-committee. They will look at how awards points are accumulated, criteria for the honours designation, and when and where commencement will take place.</p> <p>A question was asked regarding prom and the School Activities Sub-committee decided that prom would be on June 3rd, the first Saturday in June.</p>	
<p>June Awards Recognition: Paul Frayne</p>	<p>Paul Frayne reported that he and Matt Godfrey have experience in points systems as they have used them in the past and an update will be given when the points are determined. For the clubs, math awards, etc. an email will be sent to confirm who will be part of the process.</p> <p>In early May, Paul Frayne and Matt Godfrey will send an email and schedule a meeting to see who will be taking part in the Awards Ceremony.</p> <p>Principal Wiersma suggested that a decision has to be made on the location as all of the students will not fit in the auditorium at the same time, and the possibility of two assemblies was mentioned.</p>	
<p>Identity Committee: April Brander, Paul Frayne</p>	<p>Principal Wiersma reported that there are 800 submissions to this point for the school colours and mascot. There are a lot of really good suggestions with rationale, and also a number that are a little less serious.</p> <p>Submissions can be made until October 7th. The submissions will then be forwarded to Paul Frayne and April Brander as soon as possible, who will then forward the submissions to the members of the Identity Sub-Committee no later than October 10th.</p> <p>The next meeting is planned for October 13th in order to discuss the suggestions. At this meeting the committee will work toward a consensus for both the school colours and mascot.</p>	

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	<p>Paul Frayne indicated that following the decision for school colours and mascot, attention will be put on making a decision on the school crest and logo.</p> <p>The final recommendation from the Identity Sub-committee will be brought to the next Transition Committee Meeting.</p> <p>Paul Frayne indicated that the introductory paragraph of the School Colours and Mascot Survey explains the process that the sub-committee is using.</p>	
<p>History/Memorabilia Committee: Process for sub-committee members</p>	<p>The responsibilities for this committee were discussed and updated (i.e. War Memorial inclusion, and the archiving of recent photos of both school sites - yearbook).</p> <p>Principal Wiersma will use emails and social media to ask for sub-committee Members. Volunteers will be asked to provide a rationale for wanting to be part of the sub-committee. Staff, students, alumni and former staff will be invited to submit their name. Names will be forwarded to Transition Committee Members prior to the next meeting to help decide on the sub-committee make-up.</p> <p>There will be a two week timeline for the above.</p> <p>Principal Wiersma will set the agenda for the first meeting, and the first item on the agenda will be to choose a Chair for the sub-committee.</p> <p>The Sarnia Historical Society may be contacted as a resource for the sub-committee.</p>	
<p>Next Meeting</p>	<p>The next meeting will be on Monday, October 24th, from 3 p.m. to 5 p.m. at Great Lakes Secondary School, Room 107.</p>	
<p>Adjournment</p>	<p>The meeting adjourned at 4:20 p.m.</p>	