

**TRANSITION COMMITTEE
 RECORD OF ACTION
 WALLACEBURG FAMILY OF SCHOOLS**

Date: October 23, 2013

Location: WDSS

Present:

Committee Members:

Facilitator Gayle Stucke
 Director of Education Jim Costello,
 Superintendent of Education Joy Badder
 Superintendent OF Education Mike Gilfoyle
 Psychoeducational Clinician Stephanie McMath-Williams
 CUPE President, Jody McGill
 ETFO Vice-President, John Neville

A.A. Wright Public School Representatives

Principal	Chris Coyle
Teachers	Jean Van Damme, Crystal Babbitt
School Council Co-chairs	David Gough
Clerical/Custodian	
Parent/Community	Lisa Findlater
First Nation/Parent	Shawna Smith
Educational Assistant	Michelle Freeburn
Students	Lillian Herreweyers, Gabriel Therrien

D.A. Gordon Public School Representatives

Principal	Ben Hazzard
School Council Chair	
Teachers	Kathy Myers, Candi Richards
Educational Assistant	Fred McPherson
Clerical/ Custodial	Deb Aarssen
Early Years	Kim Unsworth
Community Member	Ben Moyes
Students	Allan Hadlock, Krislyn Howell

H.W. Burgess Public School Representatives

Principal	Todd Tiffin
School Council Chair	Hillary Murphy
Teachers	Laura Comiskey, Kristan Blair

**Educational Assistant
Clerical/ Custodial
Students**

**Rachel Martin
Lynda Nicholson
Carter Benedict, Zoe Broadbent**

Wallaceburg District Secondary School Representatives

**Principal Rob Lee
School Council Chair Sylkie Kilbride
Teachers Scott Lalonde, Janine Day
First Nation Suzette Sands
Educational Assistant Lisa Cornish
Clerical/Custodial Russell Hebert
Students Nathan Outridge, Cassidy Turner**

Regrets: Superintendent Mike Gilfoyle, OSSTF Vice-President, Terry Stitch

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>Director Costello welcomed members of the committee and introductions were made around the table. Members were thanked for their participation in this important process and students were especially encouraged to speak up during discussions.</p> <p>Isabella Beattie was introduced as a retired Principal who will assist schools with day to day tasks of the June move of resources and equipment to AA Wright, HW Burgess and WDSS as well as the closure of DA Gordon Public School.</p> <p>Agreement has been reached with St. Clair College to have the west wing of WDSS vacated by April 2014.</p>	
Overview of the Transition Committee Process	<p>The importance of those directly affected being involved in transition decisions was stressed. The Transition Committee has 41 members representing students, parents and staff in the four Wallaceburg schools and including teacher and CUPE union leaders.</p> <p>The voice of each School Council will continue to be important for individual school decisions.</p> <p>Meetings will be facilitated by Gayle Stucke .</p> <p>Stephanie McMath-Williams volunteered to keep the Record of Action for the first meeting.</p>	

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<p>Meetings - Format, contact information, suggested future dates</p>	<p>These meetings will be informal with the main focus being regular reports from Sub Committees. Questions and suggestions may come forward from members at any time in the agenda. Members of the public are welcome as observers and will have an opportunity for input on each agenda.</p> <p>The suggested dates and locations were agreed upon for future Transition Committee Meetings with a start time of 6:30 and end time no later than 8:30.</p>	
<p>Establishment of Sub-Committees</p>	<p>It was agreed to form the following suggested sub-committees with the addition of a sixth to plan for Extra -curricular Activities in the new organization of schools. Members volunteered for each of the Sub-committees with others encouraged to sign up to work in an area that interested them.</p> <ul style="list-style-type: none"> i) School orientation/transition – Kathy Myers ii) Transition to gr 7/8 – Janine Day (Fred McPherson to assist) iii) Memorabilia –Sylke Kilbride iv) Resources and equipment- Kim Unsworth v) Special events (including Graduation and awards) – David Gough vi) Extra-curricular Activities – Kristan Blair 	<p>Sub-committee Leads</p>
<p>Transportation and Boundary change</p>	<p>A new boundary to determine the September 2014 catchment area for HW Burgess and AA Wright Public Schools is being reviewed by the Transportation Department and will be studied by Senior Administration in the weeks to come. The key determining factor is the number of empty spaces, by grade in each of these schools. A plan will be brought to the December Transition Committee Meeting with the goal of a final decision early in the new year.</p>	<p>Gayle Stucke</p>
<p>Staffing</p>	<p>Timelines for staffing of schools of the LKDSB are determined by teacher contracts. Teachers Surplus to a school, including a closing school, are notified by April 19. At a following Staffing Meeting, transfer requests are</p>	<p>Senior Administration</p>

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	<p>considered with a priority given to Surplus teachers. The reorganization of Wallaceburg schools is not anticipated to reduce the number of teachers required at the 7/8 level in the high school. A staffing protocol developed for school closures many years ago will be followed with consultation with ETFO (teacher union).</p> <p>Secretaries, custodians and Education Assistants follow the CUPE contract where job transfers are determined by seniority. Those place placements are likely to be decided by mid June. Child and Youth Workers are non- union and assignments determined by Senior Administration.</p> <p>School Principals and Vice Principals will be named early in the new year. There will be a Vice Principal with elementary school experience assigned to grade 7 and 8 students. School secretarial complement is determined mainly by student enrolment and having grade 7/8 at WDSS will be a factor.</p>	
Questions from Members	<p>1. Q Will grade 7 and 8 students be able to use Drama and Music rooms? A Your classrooms will be within a separate wing of the high school but your teachers will teach you in special rooms of the high school, such as, drama, music, library and science labs.</p> <p>Jim Costello shared new information that there is potential capital funding from the Ministry to further enhance WDSS for both elementary and secondary students.</p> <p>2. Q Will grade 7 and students have recess time outdoors? A The needs of elementary students will be recognized with time and special space for outdoor activities. There will still be a time and place for recess games.</p> <p>3. Q Will grade 7 and 8 sports be the same as in our schools now? A Students can expect the same teams and dependant on teacher volunteers and gym time, there could be A and B teams for some</p>	

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	<p>sports. Planning will determine which schools would be played given that the new combined teams will be stronger. Transportation issues will be given consideration.</p> <p>4. Q Could we use the expertise from the Ridgetown experience to bring guests to our school or Transition Committee Meetings? A DA Gordon parents have already met the former School Council Chair from the Ridgetown school that closed and learned from her experiences. Principals from Ridgetown schools have offered their support in the Wallaceburg transition process.</p> <p>5. Q Will grade 7 and 8 students have a separate entrance? A Yes, the grade 7 and 8 wing of WDSS will be an entirely separate part of the school. The students will have their own entrance, own washrooms, classrooms and lockers. There will be an informal tour at the end of this meeting for those who have not seen the area.</p>	
Questions from Public	<p>1. Q Can grade 7 and 8 students be included in assemblies or special events for the secondary school students? A WDSS currently looks for opportunities to invite its feeder school students to participate. Any activities deemed appropriate will include grade 7 and students in a supervised setting.</p> <p>2. Q Will grade 7 and 8 curriculum be the same as this year? Will there be Rotary? A Ontario Curriculum will be followed. There will be homeroom teachers for each class with some opportunity for specialist teachers exchanging for some subjects.</p> <p>3. Q Will Sub-committees be open for parents to attend? A Anyone from the public can attend as an observer but these meetings are intended for internal planning.</p> <p>4. Q Will grade 7 and 8 students have lockers? A Yes</p>	

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Meeting Schedule and Next Meeting Dates	<ul style="list-style-type: none"> • December 4, 2013, 6:30 p.m. @ A.A. Wright Public School • January 29, 2014, 6:30 p.m. @ D.A. Gordon Public School • March 26, 2014, 6:30 p.m. @ H.W. Burgess Public School • April 30, 2014, 6:30 p.m. @ WDSS • May 28 (if needed) 	
Next Steps	<ol style="list-style-type: none"> 1. Information from this meeting to be shared with School Councils. 2. Staff and School Council members to be invited to join Sub-committees. 	Principals
Adjournment	Meeting was adjourned at 8:45 p.m. Rob Lee led a tour of the future Grade 7/8 wing of the school.	