

**WYOMING AREA SCHOOLS
TRANSITION COMMITTEE
MINUTES / RECORD OF ACTION**

Date: October 19, 2016

Location: Wyoming Public School, 606 Thames Street, P.O. Box 339, Wyoming, Ontario, N0N 1T0

Present: Committee Members: Jodi McGill, CUPE 1238 President, Andy Parnham, Principal, South Plympton/Wyoming Public School, Valerie Prudom-Reiss, Parent/Community Representative, South Plympton Public School, Carrie-Ann Wilson-Zavitz, Parent/Community Representative, South Plympton Public School, Tarah Maw, School Council Chair, South Plympton/Wyoming Public School, Missy Shain, Teaching Staff Representative, South Plympton Public School, Cynthia Buchner, Teaching Staff Representative, South Plympton Public School, Amy MacLachlan, Teaching Staff Representative, South Plympton/Wyoming Public School, Molley Hendra, ECE Representative, South Plympton Public School, DeeAnna Smith, Acting Vice-Principal, Wyoming Public School, Molly Campbell, Student Representative, Wyoming Public School, Cody Hillman, Student Representative, Wyoming Public School, Brayden Bedard, Student Representative, Wyoming Public School, Allison Hawkins, Student Representative, Wyoming Public School, Bonnie Burdett, Parent/Community Representative, Wyoming Public School, Brandon Owen, Teaching Staff Representative, Wyoming Public School, Tammy Amstine, EA Representative, Wyoming Public School

Resource Personnel: Gayle Stucke, Facilitator of the Transition Process, Taf Lounsbury, Superintendent of Education – Early Years/Elementary, Jaime Gudrie, Recorder

Regrets: Ron Rivait, LKETFO President

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>Gayle Stucke welcomed the committee and thanked everyone for participating.</p> <p>Gayle stated that the goal of the Transition Committee is to help provide students with a safe and smooth transition and to ensure the best possible transition for students, staff, parents, and members of the community. This is a very important job for the committee members.</p> <p>Introductions were made around the table.</p>	

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Review of Agenda	Gayle Stucke reviewed the agenda.	
Purpose of Transition Committee	Gayle Stucke reviewed the School Closure Implementation Administrative Procedure .	
Timelines	<p>The November meeting will include information and discussion about the Ministry decision on Capital projects for changes to the current Wyoming campus.</p> <p>All transition items are anticipated to be in place by September 2017. The Transition Committee will conclude prior to the opening of the consolidated school, but a follow up meeting could be scheduled following the transition if the committee chooses to do so.</p>	
Sub-committees	<p>Gayle Stucke stated that a major part of each transition meeting will be a report from the sub-committees. The role of the sub-committee is to discuss and bring recommendations to the Transition Committee, who will make the final decision.</p> <p>The following sub-committees were established by the committee:</p> <p>Name: Resources (i.e. books, learning materials, gym equipment) Members: Brandon Owen, Missy Shain, Cynthia Buchner, Amy MacLachlan, Tarah Maw, Valerie Prudom-Reiss</p> <p>Name: Memorabilia (i.e. trophies, plaques, photographs) Members: Molley Hendra, Brandon Owen Suggestions: Liz Pray, Custodian, Carolin Boersma, Secretary at South Plympton Public School, Brian Burdett, Community Member, and son Sebastian Burdett</p> <p>Name: Special Events (i.e. Christmas Concert, Year-End Celebrations) Members: Molly Campbell, Allison Hawkins, Brayden Bedard, Molley Hendra, Tarah Maw Suggestion: Tressa Brown, Teacher at South Plympton Public School</p>	

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	<p>A future sub-committee called School Spirit will be established in Spring 2017. This sub-committee will have the responsibilities of deciding on school colours and mascot once the school has been named.</p> <p>The committee decided that a Student Orientation Sub-committee is not necessary as the current School Improvement Team is responsible for organizing activities to bring the two schools together and help with the transition. The School Improvement Team will provide an update on student orientation at future Transition Meetings. There will also be a report on communication at the Transition Meetings.</p> <p>Gayle suggested that the committee members could contact a member of a past transition committee to help with ideas on what should be done to aid in the transition process for South Plympton/Wyoming Public School. Principal Andy Parnham will put any members wishing to do this in contact with a school council chair from a school that has undergone an Accommodation Review.</p>	
<p>Questions/Suggestions from the Public</p>	<p>No members of the public were in attendance at the meeting.</p> <p><u>Questions/Suggestions from the members:</u></p> <ul style="list-style-type: none"> • Any media communication will go through Principal Andy Parnham. • The annual Play Day, organized by Wyoming Public School students for the South Plympton Public School students, will continue. • Funds for special events will come from school funds. • The board will co-ordinate a moving date and help organize the move from South Plympton Public School to Wyoming Public School. Gayle Stucke stated that the classrooms should remain welcoming and attractive for students as late as possible prior to the move in order to ensure a smooth transition for the students. • There will be a future discussion on outdoor space. • The Architects responsible for the design of the school will be invited to a future Transition Meeting so the committee members can ask questions about the design. • There will be future presentations from Best Start and the Transportation department. • Additional sub-committees could be formed during the process. 	

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	<ul style="list-style-type: none"> <li data-bbox="443 155 1178 188">• A member could join a sub-committee at a later date. <p data-bbox="443 220 1444 318">The committee decided that it would be beneficial to add another student representative to the committee. Teaching representative Brandon Owen will provide a name suggestion to Principal Andy Parnham for approval.</p> <p data-bbox="443 350 1461 480">Gary Girardi was asked about a September transition of students to the Wyoming Public School site and responded that the date of the Ministry announcement on funding has been pushed back so the timeline is dependent on when the announcement is made.</p>	
Next Meeting Date	<p data-bbox="443 553 1482 716">There was considerable discussion about the night of the week that worked best for most members and tentative dates were selected. Since that time, the November 21, 2016 date has been changed to November 28, 2016. The committee agreed on a 6:30 p.m. start time with adjournment no later than 8:30 p.m.</p> <p data-bbox="443 748 1461 813">The next meeting is scheduled for Monday, November 28, 2016 from 6:30 p.m. to 8:30 p.m. at Wyoming Public School.</p>	
Adjournment	The meeting adjourned at 8:10 p.m.	