

**FOREST AREA FAMILY OF SCHOOLS
TRANSITION COMMITTEE
MINUTES / RECORD OF ACTION**

Date: January 16, 2019

Location: North Lambton Secondary School, 15-17 George Street N, Forest, Ontario, N0N 1L0

Present: Committee Members: Rhonda Leystra, Principal, North Lambton Secondary School, Adam Willemse, Teaching Staff Representative, North Lambton Secondary School, Mia Boere, Parent Representative, North Lambton Secondary School, Cheryl Anderson, Non-Teaching Staff Representative, North Lambton Secondary School, Everett Moons, Community Representative, North Lambton Secondary School, Joyce Vlcek, Principal, Aberarder Central School, Sara Armitage, Teaching Staff Representative, Aberarder Central School, Mandy Wright, School Council Parent Representative, Aberarder Central School, Brenda O'Connor, Non-Teaching Staff Representative, Aberarder Central School, Grace Needham, Student Representative, Aberarder Central School, Karen Houle, Community Representative, Aberarder Central School, Emily Dixon, Principal, Bosanquet Central Public School, Melinda Battram, Teaching Representative, Bosanquet Central Public School, Andrea Walden, Parent Representative, Bosanquet Central Public School, Jenny Abbott, Non-Teaching Staff Representative, Bosanquet Central Public School, Christine O'Reilly, Community Representative, Bosanquet Central Public School, Steve Thomas, Principal, Kinnwood Central Public School, Janet Vanos, Teaching Staff Representative, Kinnwood Central Public School, Doug Vaessen, Parent Representative, Kinnwood Central Public School, Lori McLeish, Non-Teaching Staff Representative, Kinnwood Central Public School, Jillian Fuller, Student Representative, Kinnwood Central Public School, Claire Giles, Community Representative, Kinnwood Central Public School

Resource Personnel: Mike Gilfoyle, Transition Committee Facilitator, Gary Girardi, Superintendent of Education – Capital Planning and Accommodation, Bonnie Gotelaer Recorder

Regrets: Meagan Ravell, Student Representative, North Lambton Secondary School, Sydney Sollen, Student Representative, North Lambton Secondary School, Morgan Donald, Student Representative, Bosanquet Central Public School, Zandra Bear-Lowen, First Nation Representative

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
<p>Welcome and Reading of Traditional Territorial Acknowledgment</p>	<p>Transition Committee Facilitator Mike Gilfoyle welcomed committee members. Superintendent Gary Girardi read the Traditional Territorial Acknowledgement.</p>	
<p>Introductions</p>	<p>Transition Committee Facilitator introduced Superintendent Gary Girardi, Recorder Bonnie Gotelaer, Jane Bryce, Chair of the Board as well as invited guests Janice Morrison, Principal, East Lambton Elementary School, Leona Hamlin, Principal, Grand Bend Public School. Marc Coates, Vice Principal, North Lambton Secondary School was also introduced.</p> <p>Question: Committee Member Andrea Walden asked if the principals from the outlying schools could be invited to be committee members. Superintendent Gary Girardi answered explaining that at the previous Accommodation Review meetings the principals felt being invited as guests to meetings would include them in the process.</p> <p>Introduction Activity</p> <ul style="list-style-type: none"> ○ Group committee members by role. (Principal, Teacher, Parent, CUPE Member, Student, Community Member etc.) ○ Get to know someone of similar role from another school ○ Introduce someone from your group (Name/Something Interesting About Your Partner) – 10 minutes <ul style="list-style-type: none"> ▪ Why they're interested in becoming involved? ▪ What they would like to see from this process? ▪ Do they have a unique personal connect to the school? ▪ Is there something else interesting about them that they are comfortable having shared with the larger group? <p>Activity Reflection</p> <ul style="list-style-type: none"> ○ Each Committee member introduced their activity partner ○ Facilitator Mike Gilfoyle thanked the Committee for their participation in the activity 	

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Review of Agenda	There were no changes or additions to the agenda after it was reviewed by the Committee.	
Purpose of Transition Committee	<p>Superintendent Gary Girardi noted that the School Closure Implementation Administrative Procedure has an outline that will need to be followed but with some flexibility as the purchase of land is not yet complete. An architect has been hired.</p> <p>Superintendent Gary Girardi stated the school community will be welcoming to all students and will create a unique identity.</p> <p>Committee member Everett Moons asked since an architect has been hired does that mean plans are in place? Superintendent Gary Girardi indicated the board will not be able to proceed until property has been purchased and suggested representation from Building Services may be helpful to the group at a future meeting.</p> <p>Committee member Janet Vanos expressed concern about gymnasium size and accommodating a large number of students. Superintendent Gary Girardi suggested to have the Committee tour Walkerton District Community School as a visual reference regarding a K-12 school and its facilities.</p> <p>Committee member Doug Vaessen asked if there has been any communication in purchasing property. Superintendent Gary Girardi stated that Lambton Shores has provided clear communications in all aspects and has a solid reciprocal relationship with LKDSB.</p> <p>Superintendent Gary Girardi stated the Ad Hoc Naming Committee will begin its process on February 19, 2019. Superintendent Gary Girardi noted there will be opportunity to name the school using different processes including online suggestions and voting. Superintendent Gary Girardi explained the naming of the school is completed within three months of starting the procedure.</p>	
Timelines	<p>Superintendent Gary Girardi stated the timelines of various Transition Committees will vary depending on the situation and that this Committee has the benefit of time to get to know each other better as a group.</p> <p>Facilitator Mike Gilfoyle indicated that moving the Transition Committee meetings around to each school would be helpful for the group to learn more about each and acquire a better sense of areas of commonality/difference between schools.</p>	

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	<p>Committee member Everett Moons asked if the projection was to have the school built in three or more years.</p> <p>Superintendent Gary Girardi stated it takes approximately two years to build a school depending on the time of year construction would begin and what the preparation process is required on the property once purchased.</p> <p>Committee Member Christine O'Reilly stated transparency will be very important to the school community with respect to communications to the public. Superintendent Gary Girardi noted that the minutes are recorded by Recorder Bonnie Gotelaer and published on the LKDSB website for the public to read and moving meetings around the entire community enables information to be gained by the public. Committee member Christine O'Reilly indicated it was important to share accurate information including social media feeds Superintendent Gary Girardi suggested to invite LKDSB Public Relations Officer Heather Hughes to our next meeting to provide advice going forward in communications to the public.</p>	<p>-Superintendent Gary Girardi to contact Public Relations Officer Heather Hughes</p>
Sub-committees	<p>A list of potential sub-committees was shared with Committee Members. Facilitator Mike Gilfoyle suggested the group use the list as a resource to reflect upon what types of Sub-committees Committee members would like to propose to the Committee at the next meeting.</p> <p>Committee member Andrea Walden suggested one Sub-committee could be Fundraising and Finance to cover financial costs of items wanted included in the school.</p> <p>Committee member Everett Moons suggested the group think of a wish list and asked if the Committee could have Superintendent of Business Brian McKay provide advice. Superintendent Gary Girardi was in favor of input from Brian McKay and noted that some community partners are interested in the building of the school. Superintendent Gary Girardi stated there would be great potential for success for the students in accessing these resources.</p>	

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<p>Questions and Suggestions from the Public</p>	<p>Concern was brought forward regarding the transition of students particularly the students who will be leaving their elementary school after Grade 8 (i.e. ELES, Grand Bend PS, Hillside School) and entering secondary in a new environment.</p> <p>Superintendent Gary Girardi indicated that principals in all the schools involved have been proactive in thinking of ways to make the environment cohesive. Some suggestions principals have discussed includes class trips with mentorship from the secondary students.</p>	
	<p>Concern was also noted by a parent regarding special needs students - particularly those sensitive to noise being in a larger school and busier environment.</p> <p>Superintendent Gary Girardi noted that it is important to continue with the sense of community that has been portrayed during Accommodation Review. Superintendent Gary Girardi noted finding space for individual needs will occur and transition planning will occur in much the same way as it presently occurs as students with varying needs transition between different learning environments.</p> <p>Lambton Kent District School Board Chair Jane Bryce stated she is excited to witness history in the making and thanked the group noting they will make their school community their own personal and unique school community.</p>	
<p>Next Meeting Date</p>	<p>The next meeting will be held on Wednesday, April 3, 2019 at Aberarder Central School at 6:00 p.m.</p>	
<p>Adjournment</p>	<p>Meeting was adjourned at 7:31 p.m.</p>	

