



**Forest Area Family of Schools Transition Committee Principals' Meeting**  
**Tuesday, February 15, 2022**  
**via TEAMS**

**Present:** Mike Gilfoyle, Chair, Mark Sherman, Superintendent, Rhonda Leystra, Principal, Cam Gordon, Principal, Todd Hayward, Principal, Janice Morrison, Principal, Helen Lane, Superintendent, Kari Aubertin, Andy Parnham, Principal, Kim Laird, Recorder

**Regrets:**

Item	Discussion	Action Items
<b>Welcome and Introductory Remarks</b>	- Mike Gilfoyle welcomed everyone. The meeting began at 6:30 p.m.	
<b>Agenda</b>	- Accepted and adopted.	
<b>1. Review of Committee Progress to Date- Mike</b>	<p>- Mike reviewed the DRAFT Minutes from the February 26, 2021 Principals' Meeting highlighting the following items:</p> <p>- Accommodation Review for the Forest Area Family of schools occurred between October 2016-March 2017. Over those several months, 3 reports were taken to the board suggesting the schools be consolidated into a K-12 school. The transition committee including Principals, CUPE rep, teacher rep, community rep, parent rep. and student rep. from each of the schools named in the ARC was created. The principals from ELES and GBPS were also invited to attend meetings as guests. Sub-committee members can make recommendations to the Transition Committee for consideration.</p> <p>- The first Forest Area Transition Committee Meeting was at NLSS in Jan. 2019; the second was at Aberarder Central in April 2019; and the third meeting was held at Bosanquet in June 2019. A meeting was scheduled for Oct. 2019 @ Kinnwood but it was cancelled as there was nothing new to share around land acquisition. The minutes from the June 2019 meeting will be reviewed at our next formal Transition Committee Meeting for approval.</p> <p>- Key themes that Mike took away from the three initial Transition Committee meetings were – a lot of interest from school communities in being involved – a lot of interest in inter-school fundraising with a</p>	

	<p>possible meeting to occur with this group and Superintendent McKay. STEM was a focus from many schools. There was extensive support for the sub-committee structure suggested by principals and shared by Principal Leystra during the June 2019 Transition Committee Meeting. <b>Fundraising</b> – Rhonda/Emily; <b>Events</b> – Emily; <b>Identity</b> – Janice, KSP rep; <b>History</b> – Carla/Leona; <b>Facilities</b> – Steve</p> <p>Cam offered to replace Emily on the Fundraising Committee. Kari offered to assist another Principal as co-chair of a committee. It was suggested that except for the Fundraising Committee, committee chair roles could be further discussed at an upcoming Area Principal Breakfast meeting – date TBD.</p> <p>Finally, interest was expressed by some Transition Committee members in touring a couple of existing K-12 schools. - The site visit to Walkerton – K-12 and Essex County (St. Anne’s in Belle River and Kingsville?) – have been on hold due to COVID.</p>	<p><b>When appropriate, Mark will reach out to Superintendents from identified Boards regarding possible meetings and/or site visits to existing K-12 schools in other school districts.</b></p>
<p><b>2. Land Acquisition Progress/Update -Mark</b></p>	<p>- Significant progress has been made on securing the premium site announced at our previous meeting. It is anticipated that a formal announcement regarding the acquisition of the land will be released in the very near future. The parcel of land is in the Town of Forest due west of the existing Lambton Shores Recreation Centre. This information needs to be kept confidential at this time. In the meantime, we can certainly be getting ourselves ready to resume Transition Committee work in the very near future.</p>	
<p><b>3. Items for Discussion</b></p> <p><b>1.School Transition Committee Membership</b></p>	<p>1). Helen reviewed previous discussions from our last meeting regarding the continued involvement of Kettle/Stony Point in the Transition Committee process. Helen, once again, suggested there would be value in reaching out to Chief Henry to set up a low- profile meeting with Kettle and Stony Point representative(s) prior to our next meeting with Helen, Mark and Mike attending.</p> <p>2. At the conclusion of our previous Transition Committee Principals’ meeting in January 2021, Kim sent out a list of former committee</p>	<p><b>Helen will reach out to Chief Henry in the hopes of arranging a meeting on February 24<sup>th</sup> or 25<sup>th</sup> if possible.</b></p>

<p><b>2. Subcommittee Structures/Membership</b></p>	<p>membership to Transition Committee principals. Committee membership may have changed significantly due to staff changes and students moving from elementary to secondary or secondary to post-secondary. It was suggested that, if possible, previous committee members should be reinvited to resume participation if they remain in our system.</p>	<p><b>Mike would like principals on the Transition Committee to review their previous committee membership list and once the official announcement of the land acquisition is released, principals can begin to recreate their school transition committees. Please send this list to Kim by noon on Friday, February 25<sup>th</sup>, 2022</b></p>
<p><b>3. Future Presentation by Architects</b></p>	<p>- Mark briefly reviewed initial conversations to date with architects hired to design the new K-12 school once land has been acquired. An initial meeting with the architects the Director, Principals, Superintendents of Business and Capital Planning has occurred to review the design process and identify items for future discussion. It was agreed that there would be value in arranging a meeting with members of the transition committee and the architects in the very near future once the land as officially been acquired.</p>	<p><b>Mark has confirmed the meeting with the architects on the evening of March 1<sup>st</sup>, 2022 at 6:30 p.m. via Teams. Kim sent this invitation out on February 22<sup>nd</sup> and Principals are being asked to forward this invitation to their sub committee.</b></p>

<p><b>4. Next Steps</b></p>	<ul style="list-style-type: none"> <li>- Mike reiterated we will remain confidential about the land acquisition process until a public announcement has been made. Once a formal press release occurs, principals may begin identifying school-based committee representatives.</li> <li>- Mark mentioned that a Naming Committee will eventually be created involving principals and school council chairs.</li> </ul>	<p><b>Mike will provide a list of sub-committee members and structures to new principals, if required.</b></p>
<p><b>7. Next Meeting and Adjournment</b></p>	<ul style="list-style-type: none"> <li>- Next meeting of the Transition Committee: Tuesday, March 1st @ 6:30 p.m. Stay tuned for details of a follow-up meeting in the spring.</li> <li>- Meeting adjourned at 12:42 p.m.</li> </ul>	<p><b>Kim sent out the Teams invitation on February 22<sup>nd</sup>.</b></p>