

**CHATHAM ELEMENTARY SCHOOLS  
TRANSITION COMMITTEE  
MINUTES / RECORD OF ACTION**

**Date:** October 17, 2017

**Location:** Tecumseh Public School, 287 McNaughton Ave. W, Chatham, ON, N7L 1R8

**Present:** Committee Members: Daphne Zondag, Principal, John N. Given Public School, Daloni Van Goethem, School Council Chair, John N. Given Public School, Nicolle Evans, Teaching Staff Representative, John N. Given Public School, Jenn Jackson, Teaching Staff Representative, John N. Given Public School, Shawna Ray, ECE Staff Representative, John N. Given Public School, Dana Goodall, Clerical Staff Representative, John N. Given Public School, Melanie Hadlock, Student Representative, John N. Given Public School, Della Lambkin, Parent/Community Representative, John N. Given Public School, Chris Moore, Principal, Tecumseh Public School, Kristin Heaton, School Council Chair, Tecumseh Public School, Carrie-Lynn Brown, School Council Co-Chair, Tecumseh Public School, Susan Bond, Teaching Staff Representative, Tecumseh Public School, Cristina Haskell, EA Staff Representative, Tecumseh Public School, Yvette Caron, Clerical Staff Representative, Tecumseh Public School, Maclean Norris, Student Representative, Tecumseh Public School, Gabriella Ostropolec, Student Representative, Tecumseh Public School, Judy Rountree, Teaching Staff Representative, Dylan Purdy, Student Representative, John N. Given Public School, Debbie Smeltzer, CUPE 1238 President, Jolene Greenbird, First Nation Representative, Tecumseh Public School

Resource Personnel: Dave Doey, Facilitator of the Transition Process, Angie Barrese, Superintendent of Education – Program: Special Education, Jaime Gudrie, Recorder, Gary Girardi, Superintendent of Education – Capital Planning and Accommodation, Kent Orr, General Manager, Chatham-Kent Lambton Administrative School Services (CLASS), Andy Scheibli, Manager, Plant and Maintenance

**Regrets:** Kevin Hadlock, Parent/Community Representative, John N. Given Public School, Laurel Liddicoat, President, LK-ETFO, Theresa McFadden, Parent/Community Representative, Tecumseh Public School

*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	<p>Facilitator of the Transition Process Dave Doey welcomed those in attendance to the meeting.</p> <p>Student Representative Maclean Norris read the Traditional Territory Preamble.</p>	

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	Trustee Ruth Ann Dodman was in attendance at the meeting.	
Review of Agenda	There were no additions to the agenda.	
Review of Record of Action – September 13, 2017	<p>Since the last meeting there have been staff member updates made to the sub-committees. An updated list was shared by Principal Chris Moore and Principal Daphne Zondag.</p> <p>There were no changes to the Record of Action.</p>	
<p>Parking Lot and Crosswalks</p> <ul style="list-style-type: none"> <li>- Architecttura Inc., Andy Scheibli, Manager of Facility Maintenance and Capital, Kent Orr, General Manager of CLASS</li> </ul>	<p><u>Parking Lot</u></p> <p>Dan Amicone and Carmen Brunone from Architecttura Inc. were introduced as the architects responsible for designing the Tecumseh Public School parking lot and FDK rooms. Two diagrams were presented to the Accommodation Review Committee but the Transition Committee is responsible for recommending an option to move forward with.</p> <p>Andy Scheibli, Manager of Facility Maintenance and Capital, and Kent Orr, Manager of CLASS, were also introduced.</p> <p>Dan Amicone presented <a href="#">Option 1</a> and <a href="#">Option 2</a> to the committee.</p> <p>Principal Moore asked if there would be fencing around the busing area. Dan Amicone responded that the bus bay and area in front would be fenced off.</p> <p>After discussing the options, Option 1 was the recommended option by the committee, with the following changes:</p> <ul style="list-style-type: none"> <li>- Additional staff parking will be reduced and changed to daycare parking</li> <li>- Bus bay will be expanded to allow room for bus drop-off closer to the school</li> <li>- Additional staff parking spots will be added in the centre of bus bay</li> </ul> <p>The committee felt that this option would be an improvement to the current parking lot conditions and would be a much safer environment for the students.</p>	

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	<p><u>Crosswalks</u></p> <p>Superintendent Girardi explained that any feedback from the committee would be taken to the Municipality of Chatham-Kent. He explained that during the Accommodation Review Committee meetings there was concern expressed about the high amounts of traffic on McNaughton Avenue, and that the Mayor of the Municipality of Chatham-Kent said that he would work with the Board on potential changes.</p> <p>Principal Moore said that he would like to see the existing crosswalk moved from the west side of the school to the east side of the school. He said that if students crossed there they would have a direct pathway to the playground away from the parking lot. This would also eliminate the need to cross at Sandy St., which is a very busy intersection.</p> <p>The committee agreed that this would be the best spot for the crosswalk as it would make sense with traffic patterns and would be safer for students walking.</p>	
Principal Reports	<p>Principal Zondag provided an update from the last Transition Committee Meeting:</p> <ul style="list-style-type: none"> <li>• The two schools planned to share the Respect Tour, but there was a scheduling conflict.</li> <li>• The girls' soccer team made it to the semi-finals.</li> <li>• There will be a family night in November through "Super Kids".</li> <li>• A Grade 5/6 teacher at John N. Given Public School and a Grade 5/6 teacher at Tecumseh Public School have become pen pals.</li> <li>• Tecumseh Public School teacher Karen Walker is doing "Maker Mondays" with classes from both schools.</li> <li>• A Halloween dance was hosted at Tecumseh Public School for Grade 7 and 8 students from both schools</li> </ul> <p>Principal Moore reported the following:</p> <ul style="list-style-type: none"> <li>• He met with the architects and the FDK team, and the team came up with some good suggestions and walked away feeling heard.</li> <li>• For the staffing process when the two staffs come together there should be less split classes, and staff were asked to send a request if they would like to teach a different grade.</li> <li>• The staff from the two schools came together for the October PA Day. It</li> </ul>	

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	<p>was a good opportunity for staff as some John N. Given Public School staff members had never been in the Tecumseh Public School building.</p> <ul style="list-style-type: none"> <li>The FDK classrooms are going on a field trip together to Sloan's.</li> </ul>	
<p>Updates from Sub-committees</p>	<p><u>Resources</u> Teaching Staff Representative Jenn Jackson said they have started cleaning and purging at the school, and asked about adding dumpsters and shredding bins. Superintendent Girardi said that Senior Administration would like to support this process, and asked that any requests be coordinated through Principal Zondag.</p> <p><u>Traditions and Identity</u> Teaching Staff Representative Sue Bond noted that there have been conversations with current students on keeping traditions and that she hopes that once the name is decided upon the sub-committee can move forward on other items.</p> <p><u>Memorabilia</u> Principal Zondag said that it was difficult to find volunteers for this sub-committee because many felt it was too much responsibility.</p> <p>Principal Moore spoke to Principal Ben Hazzard, who was the principal of D.A. Gordon Public School when it closed, and he said you can't keep everything but it may mean something to someone, so excess items were offered to the public via silent auction. Superintendent Girardi said that this example was followed in the Sarnia South Secondary Schools consolidation as well.</p> <p><u>Amalgamation</u> Principal Moore reported that this is an ongoing process, and have already started coming together and planning things together, but need to define that more and look at what the community portion of that looks like. He said that he is trying to be really cognizant that it is not Tecumseh absorbing John N. Given Public School and that it is a new entity.</p> <p><u>Graduation/awards</u> Teaching Staff Representative Judy Rountree said that the sub-committee needs to decide what they feel is most important and will need the principals involved.</p>	<ul style="list-style-type: none"> <li>- Principal Moore to ask Principal Hazzard for a list that was used in the past in order to help the sub-committee sort through items</li> </ul>

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	Principal Moore suggested the sub-committee members attend the graduation ceremonies for both schools. ECE Staff Representative Shawna Ray noted that the ceremonies are very similar.	
Questions/Suggestions from the Committee and Public	<p><b>Question:</b> Teaching Staff Representative Judy Rountree asked when the naming process will be finished.</p> <p><b>Response:</b> Trustee Ruth Ann Dodman, who is the chair of the Ad Hoc Naming Committee, responded that the committee is meeting next on November 2, 2017 and they are currently seeking input from the public. She added that the recommendation to Trustees is planned for the November 27, 2017 Board Meeting. Superintendent Girardi noted that the impact on the Transition Committee will be decisions on mascot and colours of the school once the name of the school has been decided upon.</p> <p>Superintendent Girardi noted that Superintendent Helen Lane, whose portfolio includes Indigenous Education, and Chris Riley, Indigenous Liaison, will be in attendance at the next Transition Committee Meeting. They have been invited in order to share information with the committee and provide an Indigenous perspective on the school mascot. This will help the committee in making future decisions.</p>	
Next Meeting Date	The next meeting will be held on Monday, November 13, 2017 at 6:30 p.m.	
Adjournment	The meeting was adjourned at 8:29 p.m.	