

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

Date: Feb 28, 2024, at 5:00 p.m.

Location: Grand Bend Public School - Gymnasium

Present: Committee: Bob Bressette (Hillside Public School, Kettle & Stony Point Representative), Melinda Battram (Teaching Representative, Bosanquet Central School), Randi McDonald (Principal, East Lambton Elementary School), Andy Parnham (Principal, Grand Bend Public School), Lisa Thomson (Principal, Kinnwood Central School), Bryauna Batty (Student Representative, Kinnwood Central School), Holly Vaughan (Teaching Staff Representative, Kinnwood Central School), Rhonda Leystra (Principal, North Lambton Secondary School), Adam Willemse (Teaching Staff Representative, North Lambton Secondary School), Claire Giles (Community Representative, Kinnwood Central School), Laurie Stephenson (Principal, Aberarder Central School), Cheryl Anderson (Non-Teaching Staff Representative, North Lambton Secondary School), Andrea Walden (School Council Parent Representative, Bosanquet Central School), Christine O'Reilly (Community Representative, Bosanquet Central School), Julie Fuller (Parent Representative, Kinnwood Central School), Grace Needham (Student Representative, North Lambton Secondary School), Tammy Marcinov (Non-Teaching Staff Representative, Bosanquet Central School), and Everett Moons (Community Representative, North Lambton Secondary School).

Board Office: Liz Parry (Administrative Assistant to Associate Director), Emily Dixon (Superintendent of Education-EDIJ), Brian Pelletier (Manager of Facility Maintenance & Capital)

Chairperson: Mike Gilfoyle (Transition Committee Facilitator)

Guest(s): Jane Bryce (Trustee of the Board), Roberta Northmore (Four First Nations Trustee of the Board), Joseph Ouellette ROA Studio, Ryan Villalta ROA Studio.

Regrets:

Guest(s): Marco Raposo ROA Studio, Jack Fletcher (Trustee of the Board), Michele LaLonge-Davey (CUPE President 1238)

Board Office: Brian McKay (Associate Director – Corporate Services)

Committee: Lisa MacDonald (Principal, Bosanquet Central School), Lori McLeish (Non-Teaching Staff Representative, Kinnwood Central School), Jen Batty (School Council Representative – Kinnwood), Jordan George (Kettle & Stony Point Representative), Jillian Fuller (Student Representative, North Lambton Secondary School), Carla Sitter (School Council

Parent Representative, North Lambton Secondary School), Heather Sheppard (Non-Teaching Staff Representative, Aberarder Central School), Mandy Wright (School Council Representative, Aberarder Central School), Sam Wright (Student Representative, Aberarder Central School), Melissa Van Engelen (Teaching Staff Representative, Aberarder), Vanessa Peters (Student Representative, Bosanquet Central 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
1. Welcome and Reading of the Traditional Territorial Acknowledgment	<p>Chairperson Gilfoyle opened the meeting at 5:23 p.m. and welcomed those in attendance (committee members and members of the public). He expressed thanks to those who were able to attend and participate in the meeting. He introduced Principal Parnham.</p> <p>Principal Parnham welcomed everyone to Grand Bend Public School and read the Traditional Territorial Acknowledgment.</p>	
2. Introductions	<p>Chairperson Gilfoyle led introductions of those in attendance at the head table. He also introduced the trustees in attendance: Trustee Northmore and Trustee Bryce. He also introduced new Principals Bressette and McDonald and Superintendent Dixon.</p> <p>Chairperson Gilfoyle gave regrets for Principal MacDonald and Associate Director McKay.</p>	

Item	Discussion	Action/Responsibility
3. Review of Agenda	<p>Chairperson Gilfoyle reviewed the meeting agenda and asked if there were any additions.</p> <p>No additions to the agenda were raised by the committee.</p>	
4. Review of DRAFT Record of Action – Meeting of Nov 1, 2023.	<p>Chairperson Gilfoyle reviewed the Draft Record of Action (ROA) of the meeting held on Nov 1, 2023, at East Lambton Elementary School. He reviewed the action items.</p>	<p>ROA will now be posted to the LKDSB website.</p>

	No errors or omissions were expressed, and the ROA was approved by the committee.	
Item	Discussion	Action/Responsibility
5. Updates – Manager of Facility Maintenance and Capital	<p>Brian Pelletier – Manager of Facility Maintenance and Capital, provided an update. The project is progressing well. We have an approved space template from the Ministry. We have been challenged by the Ministry to reduce size and condense spaces. There will be a smaller gym than originally planned, it will be a double gym instead of a triple gym. One elementary class and the indoor walking track have been removed from the design. However, the number of classrooms is sufficient for the students. Brian read a statement from the Ministry <i>“The board has been advised that specialized program spaces, such as music/arts rooms and technical/ vocational rooms, may need to be scaled down and pivoted to regular classrooms if cost estimates for the project come back high. The ministry will continue to work with the board to monitor as preliminary costs are developed.”</i> The budget for this project is \$39 Million, which will be insufficient in today’s market. Additional funds will need to be acquired from the Ministry. Letters of support for specialized spaces from the community are needed. The LKDSB does not desire to lose these spaces. The cost estimate has to go back to the Ministry’s desk for approval. ROA is in the process of working through the tender process. Initial cost estimates will be ready around the beginning of March. It was asked what the enrollment is projected to be. It was answered that there will be approximately 1200 students with equal proportion of Elementary and Secondary. The Ministry has a “benchmark” school example which states there should only be 1 large shop and 1 small shop. It was asked if there is any high school in Ontario that only has two shops? (Auto, woodworking, welding, etc.). Brian answered that he is not sure about other boards, but he can look into the question. It was asked how many students are enrolled in the SHSM at NLSS. Trustee Bryce suggests sending those numbers to the Ministry in a letter, as skilled trades are a current focus in the Province. Principal Leystra stated that grade 9 and 10 students must take a tech course. It was asked if the Family Studies room is considered a specialized room and Brian P answered he’s not sure, but believes yes, as it falls under the same category as art and tech.</p>	<p>Brian asked the group to email letters to arc@lkdsb.net.</p> <p>Brian will research the number of tech shops in high schools throughout the province. To report back at the next meeting.</p>

<p>6. Presentation – ROA Architects Inc.</p>	<p>Joe Ouellette and Ryan Villalta from ROA projected site plans on the wall for the group.</p> <p>Highlights of the presentation:</p> <ul style="list-style-type: none">• There is no traffic light at this time – final piece to work out with the Municipality• Children drop off “kiss and ride” options are being reviewed• Daycare Wing (Independent Vendor)• Bus Lane – 21-23 buses are projected for this school• There will be one set of bell times• Trees are part of the 20-year plan• There will be a budget for landscaping• Retention ponds – dry pond – no water unless a heavy rain• 142,000 square feet – 2 floors – This is approved• Cafetorium• 8 lane track – goal is turf – to be decided based on price (separate funding coming from the board, and donors)• Soccer Fields, Elementary Play Area, Outdoor Play Area• There will be an access road to the arena• Buses will come in one way and leave out the other• All buses will load and unload at the same time.• Buses will be “double-stacked”• A location is planned for 8 portables as a possible future contingency• Projected Students - Elementary 613 Secondary 573• Shared spaces between Elementary and Secondary (Ex – Learning Commons)• Main entrance (double gym, cafetorium)• Gym can be split into 4 quadrants with a centre hard partition• Curtain to split the two sides in half again with 4 small gyms total• Cafetorium includes a stage• Indigenous room• Library/Learning Commons• Community Hub• JK/SK Pod – 5 classes	
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	<ul style="list-style-type: none">• Daycare has different pockets of funding (determined by Ministry of Education) However, the funding is lumped together with the school funding as it is the same building• Resource Area• ALLP Area• Family Studies Room• Tech Shops• Greenhouse (plan for the future) not part of Ministry funding• Gyms are sunken with bleachers (this helps with energy efficiency)• Net Zero is the goal for sustainability• Elementary classrooms size – 750 square feet – Ministry mandated• Kinnwood - 775 -790 square feet are the average size of the classrooms• Storage is on the Elementary side of the gym but if the hard partition is up there is still access• Common Pod is used for - Collaborative Group Work – Flexible Area – it will be a common space with flexible seating• Sensory Room for Elementary Side – This is under review• Teacher Workspace• Pod resource for storage for shared materials• Gym will be 12,000 square feet – each quadrant 3,000 sq feet• Library/Learning Commons Area – This is Ministry size – The library will be shared for Elementary and Secondary• Second floor will include an independent study area• Second floor 1/3 to ½ half the size of the first floor• Weight Room• Counselling/Student Success• Staff Lounge• Atrium• Art Room• Mezzanines in the shops – stairs only – not as a teaching area as it is not accessible – it is for storage• 2 Elevators – 100% barrier free for students• The design includes structuring for potential expansion• ROA is 50% of the way through the working drawings• The goal is to be ready for tender by the first of May	
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	<ul style="list-style-type: none"> • May 2026 is the goal for construction completion • Move into the building is planned for June, July, August 2026 • Doors open September 2026 • All regular Secondary classrooms will be on the second floor • Special Secondary Classrooms will be on the first floor (ex – tech) 	
7. Subcommittee Updates		
7.1 Events – Principal MacDonald	Principal MacDonald was unable to attend today’s meeting. An update from the Events Sub-Committee will be shared at the next meeting.	
7.2 History/Memorabilia – Principal Stephenson	Principal Stephenson shared an update from the History/Memorabilia Sub-Committee. They met on November 20 th . David McLean from the Forest Museum and Laurie Webb from the County of Lambton were at the meeting along with representatives from the schools. Laurie Webb was involved in the St. Clair/SCITS amalgamation. A spreadsheet to inventory the artifacts will be created. The items at NLSS will be inventoried during the summer months. The Bosanquet playground was discussed, as there is the potential to move it to the new site. Yearbooks can be scanned and stored digitally. The inventory process is the next step. Scholarships/Bursaries are also part of the discussion. It was asked where the memorabilia items will be stored in the new school. It was answered that there will be wall spots for images and plaques. Display cases are still being worked out depending on the amount of memorabilia. Trustee Bryce asked if artwork is included in this sub-committee. Principal Stephenson answered yes, that would be part of the inventory. All items will be numbered.	
7.3 Identity – Principal Thomson	Principal Thomson shared an update from the Identity Sub-Committee. Mascot, logo, and colours will be chosen. There will be a deliberate approach which will follow the LKDSB Equity and Diversity Statement. Principal Thomson read the following statement <i>“Each day our school is committed to building brave, just and equitable learning spaces for all. Everyone has the right to work, learn and play in an environment free from hate and discrimination, and to feel seen, heard, and represented. We will not tolerate ableism, body shaming, classism, homophobia, misogyny, racism, religious discrimination, sexism, transphobia, or other forms of oppression as defined in the Ontario Human Rights Code.”</i> The Identity	

	<p>Subcommittee has reached out to Superintendent Dixon and the EDIJ team. Next week they are meeting with Kettle and Stony Point Members to gain their feedback. Uniforms are part of this sub-committee as well. It was asked why the term “Misandry” was not included in the LKDSB Equity and Diversity Statement. Superintendent Dixon answered that the statement focuses on those who have been historically disadvantaged.</p> <p>Bryauna Batty from Kinnwood read the student's voice message – Please see the attachment.</p>	
<p>8. Questions/ Suggestions from the Public</p>	<p>It was stated by a member of the public that a student with mobility issues would struggle with the size of the building. Superintendent Dixon answered that the issue would be addressed. SSSWB will have a transition process as well that includes parents and students. Joe mentions that students won't be walking to the other side of the building regularly. A student would typically stay in their area of the school which is approximately the same size as a regular school. The design plans have grouped the ALLP learning environments together.</p>	
<p>9. Future Meeting Dates</p>	<p>Weather Permitting</p> <p>April 24, 2024 @ Aberarder Central School, at 5:00 p.m. June 12, 2024 @ Bosanquet Central School, at 5:00 p.m.</p>	
<p>10. Adjournment</p>	<p>Chairperson Gilfoyle adjourned the meeting at 7:03 p.m.</p>	

Kinnwood student wonderings

We polled our grade 6-8 students on what they are currently wondering about in terms of our new school. Here are some of the most common questions and wonderings for Kinnwood students.

- Will we have an opportunity to meet our classmates and teachers before the school is ready, so we feel more connected?
- Could we do a play day or some sort of event, prior to the school opening to build our new community?
- Many of our students expressed an interest in wearing school uniforms. Is this a consideration? Will we have gym uniforms for the whole school?
- We have questions about sports teams and our competition, since we are consolidated
- In terms of learning- we are hoping for specialized programs and classrooms. We hope that Ojibwe can be accessed by elementary and secondary
- We are wondering if rooms like the learning commons, Indigenous Education room, study room could be accessed by all grades?
- We are wondering about bell times- will the elementary and secondary school be on the same bell schedule? Will we hear each others bells?
- We wonder about parking spots – will there be enough?
- We wonder who will have lockers? And who will be allowed to leave at lunch?

In terms of developing an Identity

- We think the medicine wheel colours would be good school colours
- We also think that our colours should be a rainbow, to show that we are all unique and represent us coming together from all different schools
- We think that students should be included in a survey to vote on mascots
- We think that students should have an opportunity to sketch the mascot, once decided

In terms of the History Committee work

- We would like to keep our medicine wheel poster
- We would like to keep some of our school award plaques
- We will like to keep our Kinnwood Kodiak Plaque
- We would like to keep our school rock at the front of our school
- We would like to keep our big Kodiak gym mat