

Transition Meeting Minutes December 11, 2018

In Attendance:

- Amy MacLeod, HRCE School Administration
- Carole DesBarres, Principal Lakefront
- Ronnie Reynolds, Principal Duncan MacMillan
- Deanna Parks, SAC Lakefront
- Jeannie Hubley, SAC Duncan MacMillan
- Troy Smith, Vice Principal Duncan MacMillan
- Angela Hawes, Teacher Duncan MacMillan
- Holly Collings, Teacher Lakefront
- Shelley Leslie, Teacher Duncan MacMillan

The following was discussed:

- Meeting Norms were reviewed with the importance for all voices to be heard identified as critical

- Being transparent and providing communication for Lakefront families was identified as important. Possibility of sending meeting minutes home to families, posting them on Websites etc.

- Going forward Amy would like input from committee members for agenda topics.

- The letter from Elwin LeRoux to the Community about the closure of Lakefront Consolidated School:
 - ◆ It was identified that it will be good for the students to come together and be together for the opening of the new school.
 - ◆ People were grateful to have some communication from the HRCE.
 - ◆ There are mixed feelings from the community. Some of the concerns raised at the meeting were the following:
 1. Some parents are concerned about the students having to go through two transitions.
 2. Long bus rides for the students (approx an hour both ways for some students living in the most distant communities)
 3. Students of Lakefront Consolidated are used to very small groups and teacher: student ratios are small. The larger class sizes will be a big adjustment for them.
 - ◆ It was identified that it is important to help the community understand and focus on the positives. It was also identified that some of the hurdles that the students from Sheet Harbour Consolidated had to deal with are now resolved (ex: no

playground, and the high school didn't look like an elementary school in the beginning)

→ It was suggested that Lakefront teachers begin the process of gathering questions and concerns from their students. Teachers should start having class meetings to discuss and answer students' questions and ease concerns. Google docs was identified as a good means to collect and communicate information as it is gathered from students.

→ **Some topics for future consideration include:**

- ◆ Student Transportation: Currently the bus ride would be over an hour for some students. During the initial School Review Process for Lakefront Consolidated School, Stock Transportation identified the possibility of express bussing for students who live in the most distant communities.

- ◆ Decisions need to be made about what materials and supplies to move from Lakefront school to DMHS.

→ **Artwork:**

- ◆ New Schools have the opportunity to incorporate artwork that will support the building of their new school community.
- ◆ There are many local artists in our catchment area. Those to become involved should represent the communities throughout the catchment area.
- ◆ Ideas for a design should represent all communities, and should also be meaningful to students and the communities in the future.
- ◆ It was understood that the Artwork component was under the direction of the School Steering Committee. Clarification is needed on this.
- ◆ We need to look to other new schools that have gone through the process and ask them for feedback and answer questions. No sense in reinventing the wheel. Also need to check to see what the criteria and time frame is.
- ◆ Amy said she would check with Peter Hollett and Darryl regarding timeline and criteria, etc.

→ **Naming of the School:**

- ◆ Amy read the policy to the committee. She said that Elwin is eager to get the naming process started. Ideas discussed include; making it into a contest, the importance of student voice in the decision, & opening it up to community and families (project?)
- ◆ Need to check in with other new schools to find out what they have done around choosing a name. Ronnie offered to contact Pat Savage (principal

of Island View) and Adrienne Blumenthal (principal of Dartmouth South) to see how their naming process evolved.

- ◆ The members chosen for the naming committee should be representing the entire catchment of the new school.

→ **Staffing Process for the New School:** Amy sent an email to Kathy Isley and is waiting on a reply. What is the process for staffing? It was identified that HR should send someone to speak with the staff to clarify the process and timeline for staffing the New School.

Action Required for the next meeting:

- **Amy: Contact HR to request a meeting with staff at Lakefront and Duncan to identify the staff process for the New School and timelines for all staff groups.**
- **Amy: Contact Peter and Darryl re: artwork process. Timeline, criteria, process.**
- **Ronnie: Contact Pat Savage and Adrienne Blumenthal how these new schools implemented the School Naming Policy.**
- **Lakefront teachers: Start the conversations with their students about the transition and collect their questions and/or concerns.**
- **All Members: Forward Agenda items to Amy prior to the meeting date.**
- **Upcoming meeting dates were identified as follows :**
 - **January 9th, 1:30 pm at DMHS**
 - **February 14th, 3 pm at Lakefront**
 - **April 9th, 2:30 at DMHS**