

**Summit Park Transition Committee
Meeting #1
March 6, 2019 – Janet Lee Elementary School**

In Attendance:

Trustee – **Cam Galindo** (Wards 9/10), **Alex Johnstone** (Wards 11/12, Chair)
Superintendent of Student Achievement (Family of Schools#1) – **Jeff Gillies**
Superintendent of Transitions – **Michael Prendergast**
Executive Assistant, Recorder – **Linda Sheppard**
Principal, Janet Lee Elementary School (Summit Park Elementary School) – **Julie Anderson**
Student Rep, Janet Lee Elementary School – **Marissa Gauvreau**
Teacher Rep, Janet Lee Elementary School – **Sara Wilson**
Teacher Rep, Janet Lee Elementary School – **Bekki Goman**
Teacher Rep, Janet Lee Elementary School – **Tiffany Starr**
Parent Council Rep, Janet Lee Elementary School – **Nicole Jones**
Parent, Janet Lee Elementary School – **Nicole Abraham**
Community Rep, YMCA, Janet Lee Elementary School – **Justine Schultes**
Community Rep, Umbrella Family, Janet Lee Elementary School – **Sheila Greenland**
Principal, Tapleystown Elementary School – **Brandon Berketa**
Teacher Rep, Tapleystown Elementary School – **Chris Perry**
Teacher Rep, Tapleystown Elementary School – **Steve DeRoche**
Parent, Tapleystown Elementary School – **Chantal La Duke**
Principal, Bellmoore Elementary School – **Kevin Heer**
Parent Council Rep, Bellmoore Elementary School – **Jackie Boyer**
Parent Council Rep, Bellmoore Elementary School – **Richard Wouters**

Regrets:

Parent Council Rep, Tapleystown Elementary School – **Diane VandenHoven**

The meeting began at **6:01 pm**

Michael Prendergast, Superintendent of Transitions, welcomed and thanked both committee members and guests in the audience, for coming to this evening's meeting.

Superintendent Prendergast shared the Land Acknowledgement and outlined the Agenda for the evening as well as determined the topics of discussion. It was mentioned that construction for the new "Summit Park" school was back on track and no future delays are anticipated (the inclement weather was a key factor). The HWDSB will have access to the building in late June, early July if the schedule and weather cooperates.

The Naming of the School process will also begin at our next meeting and will involve a separate committee consisting of the following members:

- Two school council reps from any school in whole or in part affected by a name change or new construction;
- Two Home and School Association reps, where they may exist;
- One rep from Hamilton Public Library and/or local historical society;
- One teacher from each impacted school;
- Two student reps (grades 7-8);
- Community rep (neighbourhood association; BIA, etc.)

The mandate of the Transition committee is to:

- Meet and scrutinize the potential names submitted through public consultation;
- Review current names of HWDSB schools;
- Provide a report to the appropriate meeting of trustees listing up to three names for the schools.

The website is currently open for any interested person(s) to submit a proposed name for the new school and will remain open until March 22, 2019. www.hwdsb.on.ca/about/public-consultation/

The Naming of the School Committee will review the suggested names and make recommendations to the Board of Trustees at the May meeting with the goal of naming the school in June.

The new “Summit Park” school’s capacity is 625 students and will have a child care site; dedicated Art, Music and Science labs; Learning Commons (Library) and a gymnasium with stage.

“Summit Park” boundary map – a final decision regarding the new school’s boundaries was made in February, 2019, including a revised plan for Bellmoore students. All current students attending Bellmoore, may remain at Bellmoore regardless of which boundary they reside in. If new JSK students have siblings currently attending Bellmoore, they may also attend Bellmoore School. Effective immediately, all families moving into the new boundary for “Summit Park”, must attend “Summit Park”. Registration may be completed at Bellmoore, Tapleystown or Janet Lee.

“Summit Park” boundary map - identifying transportation and/or walking routes was also shared. The pink highlighted area indicated walking distance (1 km) for JSK students. The blue

highlighted area indicated walking distance (1.6 km) for grades 1-8 students. JSK students residing in the blue area will receive transportation.

Q: Chantal La Duke: Bellagio Avenue has a break where the road is still under development and then continues on in the next neighbourhood. Until the city completes construction, will the Board be providing transportation as there will be no sidewalks for the kids to travel on, keeping in mind safety-first. Will this be considered?

A: Superintendent Prendergast agreed to look into this with the appropriate staff.

Staffing: Staffing at the new school is underway. Working together with the elementary union, teachers from the affected schools will be given choices for September. They may have the opportunity to move with the students or remain at their current school. The process is being finalized and will be shared with staff soon.

Q: Bekki Goman: will staff be given an opportunity to express interest? This won't be dependent on numbers?

A: This is currently being worked on by both the Board and Union.

Q: Chantal La Duke: When will parents know who the staff will be at the new school?

A: The process will be completed and teachers informed first. Families will know who will be staffing the new school by the end of June (sooner if possible).

Bell Times: Currently under review as this will affect all the schools. It is set by transportation and co-ordinated with the other affected schools as well as the Catholic Board through the Transportation Department. A suggest time has been made for 9:10-3:30 pm, but not confirmed yet. There has been no conversation to change the bell times at Janet Lee. It was noted that there is a lot of congestion and the current transportation situation is not safe.

School Colours, Mascot, etc.: Once the school name has been identified, the work will continue to choose school colours, mascot, activities to organize to bring students and staff together, etc.

Q: Nicole Abraham: Are there any activities planned to bring the three schools together so they can get to know each other?

A: Yes, activities can be planned. Maybe at an off-site location? Any ideas?

- Sara Wilson: The kids will want to know about clubs; what other kids look like; assemblies – maybe share a slide show from each of the schools to see what they are going to experience.
- It was suggested that athletics might also a great way to relieve the students concerns. Maybe take this question to the students to see what they'd like to happen.

- Jackie Boyer: Suggesting use a pen pal program – same grade from other schools to help form a friendship – it would be cost-effective so students can get to know at least one student before-hand.
- Chantal La Duke: hold play dates to bring all the new students together in June at a neutral site. Senior students could participate and act as ambassadors with the younger students.
- Julie Anderson: Loop in the mascot in May and bring them all together. Saltfleet would be a great location.

At this point in the meeting, Superintendent Prendergast suggested the Committee break out into groups to brainstorm new ideas, focusing on what can be accomplished:

- Jackie Boyer: If the Pen Pal suggestion happens, complete an activity to make a card; on day one in September, find your pal and exchange cards.
- Utilize smart boards and connect classrooms together using math or run a contest via smart board, and on day one, hand out rewards in an assembly.
- In August – see the new school ahead of time in August so the children will know where things are.
- Day 1 important – when getting off their bus, kids won't have a parent to help them find where to go. The new school must be organized with signs. How do we greet them on the first day? Don't come into the gym and find your teacher - it doesn't work and very chaotic. Note: at Janet Lee, kids find out their teacher at the end of June and can go to their new class on the first day back. Will they know who their new principal is? It's important for kids to know that and Julie will have to work through this and see how it can work. It will be on her mind to make a good effort.
- Can the kids pop in the new school and see things, assuming the building will be ready?
- Would it be appropriate to meet the teacher at Saltfleet in an informal setting? (It would be up to the new staff to determine if this is possible.)
- Important that support is allotted to the new school – access to social work, learning services, EA, etc., and the students will need support for the major transition to the new school.
- Marissa Gauvreau: Currently in grade 7 at Janet Lee but lives in the new Summit Park area. Will she be able to remain at Janet Lee to finish her grade 8 year and graduate? Could this be applied to the other schools? **(Superintendent Prendergast indicated he would take this away and determine an answer).**
- Richard Wouters: Bellmoore plan was to phase in a two-year process to allow grade 7 students to graduate at Bellmoore in their grade 8 year.
- Richard Wouters: would love to see students, perhaps Grade 3 and above, get together to determine mascot, school colours, during the week determined where all the schools

get together; perhaps the the basketball teams can meet and have a friendly game of basketball; have a Q&A time with a the principals and the new principal. Splitting up friendships is difficult; although kids are resilient, it would be nice to keep them connected.

- **Michael Prendergast: Take these ideas away - dependent on what the structure of this school will look like next year as well as what the other schools are looking at as well.**
- Brandon Berketa: Anticipating a smooth student transition with kindergarten orientation as well as a smooth transition for Special Education students. Important to make sure there is a good plan in place. What does kindergarten look like – when will the building/staff be accessible.
- **Michael Prendergast: We will determine a clean process. We will attempt to have an opportunity for students and families to meet staff and see the new school before it opens if possible.**
- Bekki Goman – it’s important to relieve the anxiety of students as well as staff, especially not knowing whether they will have a place in their current school or the new school. The uncertainty is a real thing. **Michael Prendergast: The Board is working with Jeff Sorensen, HWETL, to firm up the process. It’s almost done and a communication will be shared after March break as well as the other staffing roles within. EA and OCTU positions will be posted as well. CUPE positions are already posted.**
- Chantal La Duke: teachers can’t lead if they aren’t supported. They need help through the process. **Michael Prendergast: Staff who feel they need support need to reach out through either their principal or union.**
- Current activities: moving students can put up something in the new school; i.e., each logo from Tapleystown, Janet Lee and Bellmoore be displayed along with the new one in the lobby or gym.
- Member of Audience: an event to keep connected with old friends at former school would be appreciated.

Transitions information: Justine Schultes introduced - Before/After school child care. There are no changes and will operate at 60 school age students; 26 kindergarten. In a good position to serve the community and will stay status quo.

Revised: from Meeting of April 10, 2019

At the April 10 meeting, the numbers for day care spaces were corrected as follows:

Sheila Greenland: Umbrella Day care – infants – **10** spaces; toddlers – **15** spaces; pre-school – **24** spaces; JK/SK – **52** spaces; school age (Grades 1-6) – **75** spaces.

Flyers/applications available to take home tonight.

Richard Wouters: waiting list at Bellmoore – are the registrations automatically transferring to the new school? Answer; yes they maintain their space on the list.

Chantal La Duke: Facebook concern from families on how to get registered and hiring process if they are looking to apply to work in daycare. Sheila Greenland is the contact person and will accept student registration applications for Day Care. Job postings go internally first as they are union positions.

If registration numbers go up, Sheila can increase her license to match the numbers.

Julie Anderson: communication will be going home via newsletters, etc

Kindergarten: letters have gone home to Taplestown and Janet Lee families for Summit Park; families to register at their current school knowing there are boundary changes. Bellmoore parents have been notified as well.

Next meeting: Come prepared to discuss what opening day will look like.

Q: Chantal La Duke: How will the special needs kids be supported?

A: Michael Prendergast: Individual plans for each child will be put in place with the support of principals – Brandon Berketa (Taplestown), Kevin Heer (Bellmoore) and Julie Anderson (Janet Lee/Summit Park). Intake meetings will occur in late April/early May.

Next meeting: **April 10, 2019, 6:00 pm (Janet Lee)** will have a school naming committee (mentioned earlier) as well as a Transitions #2 meeting.

Proposed Name will go forward to Board mid-May.

Naming Committee reps will be identified and work in a separate area from this committee.

Adjourned 7:15 pm

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