



**Accommodation Review Orientation Session
November 29, 2016 - 6:00 pm
Education Centre, 20 Education Court, Hamilton, ON Room EC-201C**

Minutes

Attendance:

Ancaster – Ancaster Senior, C.H. Bray, Fessenden, Queen’s Rangers, Rousseau- Committee Members (13), Principals (5)

West Hamilton – Bennetto, Cathy Wever, Central, Dr. J. Edgar Davey, Earl Kitchener, Hess Street, Queen Victoria, Ryerson, Strathcona- Members (12), Principals (7)

HWDSB Staff – Sue Dunlop, Bill Torrens, Bob Fex, Ian Hopkins, Ellen Warling,

Trustees – Christine Bingham, Larry Pattison, Todd White

Public - Nil

Recording Secretary – Teresa Movre

1. Welcome and Introductions

Superintendent Sue Dunlop, Chair of the West Hamilton committee welcomed everyone to the meeting and provided introductions. The purpose of the orientation session is to provide an overview on how the process will unfold.

Todd White, Chair of the Board, gave opening remarks noting this will be a clean and transparent process that serves the committee and ultimately the community. The basis of these two accommodation reviews is infrastructure and infrastructure renewal. We have the opportunity to invest in our infrastructure by designing new schools around our communities. There are five schools in Ancaster and nine schools in West Hamilton under review. The guiding principles will help the committee’s discussions, and the Board staff is there to assist. The purpose of the committee is to advise the Board of Trustees of the best ideas for their community. The timeline of approximately three months must be adhered to and the schools selected for the review cannot be altered. The Board of Trustees will consider the ideas and feedback brought forward in May/June 2017 and bring this information to the Ministry.

Sue Dunlop, Superintendent of Student Achievement, will facilitate the West Hamilton committee. Bill Torrens, Superintendent of Student Achievement, will facilitate the Ancaster committee. The role of each superintendent is to guide the committee through the process, to ensure their voices are heard, and to facilitate discussions. Principals are also there in a supportive role.

Bill Torrens thanked the committee members for volunteering their time, and for their commitment to their school communities.



2. Presentation

Sue Dunlop, Bill Torrens, and Ellen Warling presented an overview of the process including timelines, key documents, key criteria, guiding principles, policy and directive, mandate, committee composition, committee role, resource supports, information/data requests and meetings. This is an opportunity to revitalize our schools. Through school consolidation, there may be new schools, retrofits, and additions. The committee is the conduit to the community. Questions from the community will be brought back to the committee for review and response. The School Council rep will meet with their council and will bring input back to the working group meetings. The Staff rep will relay information back to the school staff and bring back their input. Questions are often submitted through the board website and brought back to the committee for review. Resource support for the committee will be provided by the Superintendents, Trustees, and Principals/Vice Principals, as well as Board staff from a number of departments including Planning and Accommodation and Corporate Communications.

The process of the working group meetings and public meetings were highlighted. A minimum of six working group meetings and two public meetings. The working group meetings involve a lot of brainstorming and discussion. Anyone can attend these meetings to observe. However, only the committee can participate in the discussions. Public meetings are opened up to the public to get feedback on the options that are available.

A brief overview of the timelines for the Ancaster review was presented. The first working group meeting will take place on December 8th, 2016 at Ancaster Senior School followed by the first public meeting on January 12th, 2017 at Ancaster Secondary School. The timelines are posted on our Board website at <http://www.hwdsb.on.ca/reviews/files/2016/11/Ancaster-Schedule.pdf>.

A brief overview of timelines for West Hamilton review was presented. The first working group meeting will take place on December 14th, 2016 at Hess Street School followed by the first public meeting on January 11th, 2017 at Sir John A MacDonald Secondary School. The timelines are posted on our Board website at <http://www.hwdsb.on.ca/reviews/files/2016/11/WHC-Schedule.pdf>.

If either committee decides an additional working group meeting or public meeting is required one can be added as long as the meeting falls within the initial timeline.

Handouts provided (presentation/binders). There are blank tabs included in each binder to organize the handouts from the working group meetings. Updates from all meetings will regularly be posted on the HWDSB website for public information. <http://www.hwdsb.on.ca/reviews/>. Minutes will be taken at the meetings to record main discussion points. Sign-in sheets will be used for attendance.



3. Questions & Answers

Q1. Can each committee have more than one community representative?

A1. The minimum requirement is one community member. If there are additional community members interested the request can be considered depending on the size of the committee.

Q2. Why are there so many schools in the West Hamilton review?

A2. This number of schools allows for as many options as possible. Fewer schools offer fewer options.

Q3. Do we vote on options?

A3. No. The committee brings as many ideas forward as possible. Trustees attend the accommodation review meeting to hear your ideas and feedback. They bring the committee's feedback and ideas back to the Board of Trustees to make the decision.

Q4. Does the committee run/plan the public meeting?

A4. No. Board staff has scheduled the dates and locations for the public meetings. The committee members provide input at the first working group meeting as to what the public meeting should look like. Committee members can participate but are not involved in the presentation.

Q5. Where will the Accommodation Review meetings be held?

A5. Working group meetings will be held at the different school locations involved in the review. The public meetings must be held at a location large enough to accommodate numbers (a high school).

Q6. Is a Public Delegation different from a public meeting?

A6. Yes. Once the committee work has finished but before the trustees make a final decision a public delegation can make a presentation at a Board meeting.

Q7. Is the information provided at tonight's meeting posted on the Board website?

A7. Yes. All information is posted on the Board website at <http://www.hwdsb.on.ca/reviews/>

Q8. Will each committee member receive a list of the other committee members?

A8. A list will be shared at the first working group meeting.

Q9. Has the Board made a preliminary decision as to the minimum number of schools it would like to see?

A9. No decisions have been made. Accommodation and Planning staff have come up with an initial option. It's just a starting point to begin discussions.

Q10. Is the final decision made by the Board of Trustees dependent on Ministry funding?

A10. Once the Board of Trustees has a recommendation, the next step is a proposal to the Ministry for capital funding. New builds and school renewals are contingent on receiving funding from the Ministry.



Q11. Who makes the decision at the ministry?

A11. The Capital branch at the Ministry, all the way up to the Minister of Education, make the final decision regarding funding.

Q12. Will there be an opportunity to review potential site plans?

A12. Preliminary information is attached to the initial option. At this point, it is not a binding document. When a final decision is made, the process would be revisited.

Q13. The West Hamilton committee requested the first working group meeting take place at Hess Street School. - Dec 14th-

A13. We will review and send out an email. Contingent on rentals. Location change has been confirmed.

4. Closing Remarks

Superintendents Dunlop and Torrens thanked everyone for their time and commitment to their school communities.