

TIFFANY HILLS TRANSITION COMMITTEE MEETING

Wednesday, September 21st, 2016

6:30 pm – 8:30 pm

Ancaster Meadow Elementary School

93 Kitty Murray Lane, Ancaster, Ontario L9K 1S3

MINUTES

In Attendance:

Trustee – Alex Johnstone

Superintendent – Bill Torrens

Principal, Tiffany Hills – Jane Gerritsen

Executive Assistant – Michele Lambie

Vice-Principal, Ancaster Meadow – Melissa McCormack (*Designate for Principal Paul Clemens*)

Teachers, Ancaster Meadow – Betty Thompson, Kyle Bunganich

Parent Representatives, Ancaster Meadow – Amy Telford, Julie Hope

Vice-Principal, Chedoke – Jo Ann Corbin-Harper

Teacher, Chedoke – Kirsty Russell

Student Representative, Chedoke – Noor Al Neamat

Student Representative, Ancaster Meadow – Areeban Qureshi (*Designate for Tamana Atta*)

Guests:

Hamilton City Councillor, Lloyd Ferguson

HWDSB Board Project Manager, Bob White

Regrets:

Principal, Ancaster Meadow – Paul Clemens

Parent Representative, Chedoke – Jacqueline Moore

Gallery:

Teacher, Ancaster Meadow/Tiffany Hills – Judith Wolsley

Teacher, Ancaster Meadow – Jennifer Miscas

Welcome and introductions

- Principal of Tiffany Hills, Jane Gerritsen, introduced Superintendent Bill Torrens to the Transition Committee. Mr. Torrens is stepping into retired Superintendent Mag Gardner's role in opening Tiffany Hills Elementary with the additional responsibility of respecting the voices and traditions of the Ancaster and Chedoke communities
- Welcoming of Hamilton City Councillor Lloyd Ferguson and Board Project Manager Bob White, collaborating with meaningful deliberation and transparency while honouring Board policies and city regulations

Purpose of this meeting

- The purpose of this Transition Committee meeting is to provide updates on the progress of the Tiffany Hill's construction. Also, this will serve as an opportunity to listen to our Transition Committee members as representatives of their school communities to highlight some of their feedback. Understanding that not all of the questions posed tonight can be answered, however it will allow the opportunity to investigate answers prior to the upcoming Parent meeting. Consequently, the Transition Committee's feedback and queries presented tonight will generate the items on the October 5th agenda.

1. (A) Update on Facility – Project Manager, Bob White

- Jane Gerritsen, Bill Torrens and Bob White visited the construction site last week and witnessed major improvements that occurred over summer
- Bob White provided a visual update, allowing Transition Committee to view the new developments, prepare questions, and provide information that can be shared at the Parent Meeting on October 5th
- Complimentary and functional aspects of Tiffany Hills include:
 - Parking lot designed to promote safety and supervision
 - Inside and outside facility building progression
 - Landscaping, including trees for a natural visual boundary for the back playground
 - Playground fencing
 - Services being completed: running water; mechanical, electrical and hydronic system; phone lines; elevators tested

(B) Facility Questions

Has a date been determined for the opening of Tiffany Hills?

- The facility's construction is progressing well, however there is no specific opening date that has been announced. Time delays in co-ordinating a multitude of city inspections that must be performed on a monthly basis before a facility can be deemed safe and functional for occupancy for the final inspection. Service inspections include: the Fire Department examining alarms; determine if spaces are clean, safe and properly installed; and mechanical processes are working prior to occupancy.

What is the percentage of the facility that must be completed before occupancy can be granted?

- 99.6% of the construction value. Once the contractor achieves this percentage and is able to prove it upon successful monthly inspections, then the facility is ready for a final inspection.

How many full parking spots will there be?

- There are 50 parking spots, plus Kiss & Ride. The Board is bound by the City to allow for 1.5 parking space per teacher, and presently the total number of staff members is well below 50. Therefore, there will be ample space for visitors and the community. Furthermore, during the planning stages there was deep deliberation for potential future portable space in order for the parking lot to expand if necessary. Bob White will provide detailed drawings for the Parent Meeting, which will show the parking areas.

Will there be portables?

- There are no portables at this point, however there is a designated area already graded and set up for electrical services if future portables are required. Furthermore, the Board already has infrastructure in place to allow for the construction of additional classrooms in preparation for future community growth. *(Alex Johnstone requested that these maps be shared at the Parent Meeting to identify the spaces for future portables and classrooms).*
- In the next 2 to 3 years, statistics indicate that there will be a significant growth in the number of students in the Tiffany Hills area. The school is designed to house the present population, however this facility is built to accommodate future increased enrollment. Today, schools are designed so they are not landlocked to allow for growth. Previous experience has proven that the life of a school changes, for when the school is first constructed the community typically inhabits young families but over time the community grows older and therefore the school enrollment slowly decreases and therefore the facility must accommodate both present and future populations.

Are there sinks in all of the classrooms?

- Not all classrooms have sinks. Bob White explained that Facilities must adhere to the budget and there is no set standard in regards to sinks and lockers. However, Jane Gerritsen will choose the best location for room function.

Do the intermediate students have lockers?

- There are no lockers in the school. Although, intermediate students are on rotary, the classes are built big enough to accommodate their personal belongings. With the growing implementation of technology, it has reduced the number of materials that are required to be carried while on rotary. Furthermore, Jane Gerritsen will plan with staff the layout of the classrooms to ensure security of the storage of student items.

Ordering of materials: the process and when does it occur?

- Jane Gerritsen said that the planning and ordering of internal items for the school aligns with the Board's template and in collaboration with the Program Consultants, which will commence shortly upon the Board approving the budget.

What types of computer optics are available in the classrooms?

- The Board's standard for IT infrastructure dictates that IT will be available in all of the classrooms, including whiteboards and short throw projectors. Jane Gerritsen will be working with the Program Consultant and System Principals to establish the technological template.

Will there be enough washrooms for staff and students?

- There are bathrooms for staff and students, including handicap accessibility on both floors. In the centre of the school are change rooms that are universal and barrier free. The Facilities Department planned that there would be enough washrooms to allow for future student population growth. The number of toilets is in accordance with the Ontario Building code which is calculated by the engineers to ensure male/female ratio capacity is met. All the FDK washrooms have standard toilets that are AODA (Accessibility with Ontarians with Disabilities) compliant. Furthermore, there are appropriately marked gender neutral washrooms on both floors.

2. Visit with City Official, Councillor Lloyd Ferguson: Q & A

The Tiffany Hills housing developer previously indicated that a city park was going to build nearby, and originally it was supposed to be on school property – is this park still in the plans?

- Bob White said there was signage behind the Tiffany Hills playground that indicated there would be a city park, adjacent to the school, but townhouses were built with no pathway
- Typically, once homes are built, the City retains the developer who is to seed the field and then start a public consultation process, as some people are opposed to courts or trails, etc. Once a decision has been reached, the people's choice goes into the capitol budget, a design is created and the development process begins
- Councillor Ferguson will investigate and obtain a site plan, including regulations in an attempt to get a timeline of a park building schedule, and he will give this information to Jane Gerritsen and Alex Johnstone

The proposed park would have provided a pathway through the field to the new school. As a result, students will be required to walk a distance to access the school without a pathway. Moreover, these students will not be eligible for bussing.

- Councillor Ferguson will research the possibility of putting in a temporary trail until the park is built. However, there are some safety questions in regards to who will be responsible for the path's maintenance, for example: cutting down the field; snow removal and the liability of snow plows digging into the field; and risk of student injury
- Bill Torrens will connect with Transportation in the next two weeks, with the query that if there is not a safe walking route to the school, what alternative solutions can be explored

Parents are concerned about the safety of their children crossing at the roundabouts.

- Councillor Ferguson said that the statistics show there have been zero accidents; personal injuries are down by 90%; with the absence of traffic lights drivers are not tempted to jump the lights; traffic is naturally slower; thereby calming traffic flow
- Roundabouts typically include obstructions in the middle, so that people must slow down and look both ways before proceeding
- “Wigwam lights” serve as crossing lights, which are solar powered and are activated when the pedestrian touches the button. There are concrete islands for walkers
- Bill Torrens will contact the City to request crossing guards and signage from the By-law office
- Tiffany Hills’ staff will be responsible to educate students about round-about safety, however parents should also reinforce road rules
- Citizens of the community are encouraged to contact the City’s By-law officers if they have concerns with people speeding in residential and school zones

3. Preparation for the October 5th Parent Information Night

The Parent Information Night will provide another opportunity for community involvement, including voicing their concerns. The questions that are raised at tonight’s meeting will serve as a reflection of the Tiffany Hill’s community’s issues. Therefore, it is important that these concerns are mirrored in the Parent’s Night agenda. Furthermore, it provides the Transition Committee the opportunity to follow-up on these questions in order to investigate and prepare answers prior to the upcoming community meeting.

- Agenda will include school organization; construction update; transportation plan; daycare and extended daycare
- Corporate Communications will create a Flyer which will outline the Agenda for the Parent Information Night. These flyers will be distributed via “backpack express”
- Synervoice to invite the community to share their concerns and address questions with the understanding that the planning of the opening of Tiffany Hills is moving forward

4. New Business

- Alex Johnstone requested that Minutes are reviewed and carried forward at the beginning of every Transition Committee meeting
- Chedoke has an Open House tonight, where both School Councils (representatives from Chedoke and a Vice Chair who will be joining the Tiffany Hills School Council) will be in attendance
- *Next Transition Committee meeting* is scheduled for **October 19th Transition Committee** at Ancaster Meadow in the Library from 6:30 pm to 8:30 pm.

