

**SCHOOL TRANSITION INFORMATION SESSION**  
***(Queen's Rangers/ Beverly Central / Dr. John Seaton)***

**Thursday, December 13, 2018**  
**6:30 pm**

**Dr. J. Seaton**  
**1279 Seaton Road, Sheffield**

**Attendance- 75 Public**

**HWDSB Resource Staff** – Transitions Support Michael Prendergast, Superintendent Jane Macpherson, Rob Faulkner, Tammy McLaughlin

**Trustees** – Chair of the Board, Trustee Wards 11 & 12 Alex Johnstone, Trustee Ward 13 Paul Tut

**Recording Secretary** – Michele Lambie

6:36 pm Start Up

**Welcome and Introductions**

Superintendent Jane Macpherson shared the Land Acknowledgement and introduced Michael Prendergast former Superintendent/current role of Transitions Support; Chair/Trustee Alex Johnstone; Trustee Paul Tut, Rob Faulkner and Principals.

There are many transitions taking place across our family of schools. Currently there are (3) projects: Beverly site, C.H. Bray site, and Ancaster Senior. All of these projects are interconnected and when we move students there are ripple effects.

**Purpose of the School Transition Information Session**

- The purpose of this public meeting is to provide information on the preliminary plans and next steps of the transition process
- This is an important opportunity for the school communities to voice their concerns during a question and answer period
- Questions raised at this meeting, that the Board members are not able to address, will be taken away for further follow up

**Board Decision**

- As part of the Ancaster Accommodation Review, the Board of Trustees approved the closure of Fessenden, Queen's Rangers, pending Ministry of Education funding for (2)

new JK-8 elementary schools on the CH Bray and Rousseau sites, as well as an addition at Ancaster Senior

- In March 2015 and March 2018, the Board received total Ministry of Education funding of \$14.4 million for a 511 pupil place, **K-8 elementary school on the Beverly Community Centre site**. Construction has started on this school and completion is expected in the 2019-20 school year
- In addition, in March of this year, HWDSB received Ministry of Education funding for a new \$12.25 million, 495 pupil place, **K-8 elementary school on the current C.H. Bray site**. The new school construction is currently awaiting Site Plan Approval. Once Site Plan Approval is received, the school will be tendered with the intention of starting construction in the summer of 2019. Construction of an elementary school usually takes 12-16 months

### Transitions – Slide Presentation

- Michael Prendergast presented slides that reviewed: School Renewal process; Ancaster Transition Map; Site plans; and Construction/facility highlights
- As part of the transition plan, Queen's Rangers will close in June 2019
- In order for construction to begin, C.H. Bray will close at the end of June 2019
- The new schools to be built on the C.H. Bray site and the Beverly Community Centre site will be named in 2018-19 in accordance with the HWDSB Naming Policy and the majority of Queen's Rangers will be members of one of these school communities
- The slides presented tonight will be posted on the Board website:  
<http://www.hwdsb.on.ca/blog/upcoming-school-transitions/>

### Transition Maps - Queen's Rangers students

The presentation includes an Ancaster Transition map that shows the new school boundaries and the co-ordination of school closure and consolidation planned for Ancaster over the months/years ahead. As can be seen in the map, **current Queen's Rangers students are in Zones 1, 2 and 3**

- **Zone 1** students who live on, and north, of Powerline Road West **will attend the new school on the Beverly Community Centre site** when it is complete. Starting in September 2019, these students in **Zone 1 will temporarily attend Dr. J. Seaton** until the new school opens
- **Zone 3** students who live south of Powerline Road West will attend the **new school on the CH Bray site** when it is complete. Starting in September 2019, these students in Zone 2 will be temporarily accommodated as follows:
  - **K-Grade 6:** at the current Queen's Rangers site

- **Grades 7-8:** at the new school on the Ancaster Senior site
- **Zone 2** students will attend the new **school on the Greenville site** when it is complete. During the construction period, these students will have the *option* of **joining the Zone 3 students or attending Spencer Valley**

### School Renewal

- Process: Ministry funding - design, receive regulatory approvals and permits, tendered within budget (Time period: can take up to 18 months)
- Construction (Time period: 12-16 months)
- Ministry does not always approve all proposals
- In most cases, building a new school requires moving students to another location, short term solutions are needed
- Board is always looking for ways to minimize transitions for students and acknowledges short term relocations are necessary and will work with their communities

### School Transition Committees

- Parents and community input is essential and this is achieved through the creation of the Transition Committee, beginning in January 2019
- The purpose of this Transition Committee is to formulate a plan at the school level to ease transitions

### What phase are we in today?

- Contractor began work on October 30, 2018
- Site is cleared and excavation underway

### Next steps

- Attain building permit for the 6 classroom addition
- Pour footings and foundations
- Anticipated construction completion is November 2019
- Move in January 2020 for second term

### Question & Answer

#### **Q1. How will children be supported in the move?**

A1. A Transition Committee including all (3) school communities involved will ensure children feel supported. This may include visits to Dr. Seaton, shared community events and opportunities for students to meet prior to the move. Parents and school staff at each site will

have the opportunity to ensure smooth transitions between January and June next year in 2019.

**Q2. Why not wait until approvals are done and construction has started?**

A2. This may result in a mid-semester closure and transition of students from C.H. Bray to Queen's Ranger and Queen's Rangers to Dr. John Seaton. It is easier to plan a transition and commence at the start or mid-point of a school year. Furthermore, once we get site approval we want to start as soon as possible because of the funding formula that grants only so much time to spend it and therefore we must be ready to start the process immediately. Alex Johnstone said the Board of Trustees will provide an update in February 2019.

**Q3. Construction has not begun, yet Queen's Rangers children are 'earmarked' for that school, and will be bused to Dr. Seaton in September 2019, where there isn't the space for them in a school that is in poor condition.**

A3. Dr. John Seaton has a capacity of 349 and the current enrolment is 201. There are minimum of (4) vacant classrooms. The projected enrolment for 2019 with a portion of Queen's Rangers students is 275. The utilization at that point will be 79%. The 2018 review of Dr. John Seaton is that it is fair condition according to standards.

**Q4. Why has it taken so long?**

A4. The new Beverly Community school site had additional conditions to clear prior to construction which included:

- Constructing a school on non-board owned property
- Approvals through MOECC due to septic system
- Approvals through MOT due to location of the school entrance on Highway 8
- Combined design with City of Hamilton due to the community centre

**Q5. How is the Transition Committee membership determined? What is the process?**

A5. School letters will go home in early January, to define the roles and required participants that comprise the Transition Committee. Members are Principals/Vice-Principals of the transitioning schools, including their teaching staff, parents, School Council Chairs, student reps, and the Superintendent. Although their number of members is limited, these Transition Committee meetings are open for the public to attend to lend their voice, share concerns and contribute ideas. Typically, the Committee meets on a monthly basis prior to the school transition and after.

**Q6. What if the Board finds out the building will not be done by December?**

A6. Then we would not move. To move in February or April would require public consultation because it would affect daycare and busing. The Board would continue with its' past practice of waiting for natural breaks in the school year.

**Q7. With transferring children from (3) different locations, how will it affect their classrooms?**

A7. There will be no changes to classrooms, as staffing would have been completed. Teachers would already been assigned to schools; Administration already in place; and consequently, there will be no changes to your child's teacher.

**Q8. How will bus routes be scheduled?**

A8. Scheduling of buses will be determined in February 2019. However, it is important to note that Transportation is currently under critical review, investigating ways to maximize the buses/drivers, to minimize the strains that the provincial driver shortage is having upon our families and schools. Consequently, the Board and HWSTS are examining Bell Times across the Board, as it is a key factor that directly impacts bus pickup/drop off, in order to avoid duplication and reduce student ride times. Also, hoping for more provincial solutions and sharing of buses with other Boards. Understanding that this is a concern for parents to schedule their children's daycare, the Superintendent will request for earlier notification from Transportation, this will be a *'take-away' for further information item.*

**Q9. With three schools amalgamating, how will staffing be determined?**

A9. Once the Administrator has been established, the Principal will take the lead role in building a staffing model that will be reflected in the new school, as essentially the staff at the transition school will be the model used in the new school.

**Q10. Why rename the school during the transition period, isn't it a waste of time and money?**

A10. Transition schools will be named in accordance with the HWDSB Naming Policy. This is an essential process as a means to blend the different communities, into one school community with a new identity that will move to the new building as an already established school family.

**Q11. What percentage of the building has to be complete before occupancy?**

A11. The Board demands that the building be 100 percent complete before occupancy.

**Q12. Parent concerns of too many transitions for students.**

A12. Administration and staff will focus on working diligently in preparing students for transitioning, to ensure safety and their emotional well-being. Should parents have specific concerns with their child(ren), they are encouraged to contact the Principal to discuss strategies

to put supports in place for a smooth transition. Also, Principals can utilize our Board resources for further assistance, including social work. This will be a priority of the Transition Committee to establish a plan of action to help alleviate children and parent's concerns before, during and after the transitioning period. The advantage of students being in the transition schools is that by the time they are moving to the new school, friendships have already been established, familiarity with the staff, and they will moving into the same classroom with their peers and teachers.

**Q13. Will Spencer Valley and C.H. Bray buildings have the same challenges with conditions to clear prior to construction?**

A13. No, these schools are on board owned sites, with none of the conditions that the new Beverly school were facing including approvals with septic system, and a combined design through a community partnership.

**Q14. Will there be any more Boundary changes?**

A14. No, there will be no changes to the boundaries, nor will programs be moved. Boundaries have already been established through the decision of the Board of Trustees Ancaster Boundary Review process.

**Q15. During this transition period, will schools be open for Out-of-Catchment?**

A15. No, schools will be closed to Out-of-Catchment during the construction period.

**Q16. What can we expect for the new school model in terms of staff?**

A16. Parents can expect a renovated school that encompasses all of the teaching talents from both campuses, including a qualified Music teacher; a state-of-the-art facility that meets Ministry standards.

**Q17. With the two schools merging, how will staffing be determined?**

A17. Once the Administrator has been established, the Principal will take the lead role in building a staffing model that will be reflected in the new school, as essentially the staff at the transition school will be the model used in the new school.

**Q18. With a January opening, when will classroom materials be moved?**

A18. Materials will be transferred to the new school through the Christmas Break by movers. Classrooms will be fully equipped and ready to receive children upon opening in January.

**Q19. In projecting occupancy, at what point is the public notified if there will be delays?**

A19. The Board is closely monitoring the construction, and if there is a delay in occupancy parents will be given two months notice.

**Q20. Has the Board already made a decision on the name of the new school?**

A20. No, there is a Naming Process that involves creating a Naming Committee with opportunities for public input through an online survey. The committee consists of Trustee(s), Superintendent, Principals, teachers, School Council, Library, Archives, members of the community and students. There are guiding principles for name selection, based upon geographical and historical value, people who have made a significant impact on our Canadian culture and community. This process will occur this spring.

**Q21. Our school councils have worked hard fundraising for our students' laptops and tablets, what will happen to these items when we transition?**

A21. Technology is often acquired through parent support, with the majority coming from Board funding. School Items purchased by School Councils/Home and School become materials of the Board. Our IIT Department will do a survey and inventory of all of the transitioning schools' existing viable resources/equipment, and where there are gaps new purchases will be requisitioned.

**Q22. How will the Administration be determined?**

A22. The Superintendent works with each of the Administration teams, discussing their career paths in January 2019. Principals need to be assigned to schools, prior to the staffing process, as this will impact teachers' decision making on their school choices.

**Q23. Will the new school have lots of windows? And will the windows open?**

A23. Yes, the new building will have many windows for natural light. As a representative from the Facilities department is not present tonight, this will be a *'take-away' for further information item.*

**Q24. Will there be air conditioning in the new school?**

A24. As a representative from the Facilities department is not present tonight, this will be a *'take-away' for further information item – The Superintendent has followed up with our Facilities department and it has been confirmed that there will be air conditioning in the new school.*

**Q25. Who was the architect and what is the environmental standard?**

A25. All of our school building designs must meet Ministry standards, and the sites are dependent upon Environmental approvals. In regards to the question of the name of the architect, as a representative from the Facilities department is not present tonight, this will be a *'take-away' for further information item.*

**Q.26. Some of the Queen's Rangers students who live in the Governor's Road and Binkley Road, do they have a choice of where they attend?**

A.26. This affects three families and four students that reside in the new portion of Sir William Osler's boundary that attend Queen's Ranges or Ancaster Senior. The approved Board of Trustee reports states that, "Current Queen's Rangers residing in the area recommended to attend Sir William Osler to be given the choice to attend the New School on Beverly Community Centre Site or attend Sir William Osler." The students from Ancaster Senior fall into the approved motion from the Trustees that indicated all grade 8 graduates from Ancaster Senior in June 2018, 2019 and 2020 have the choice to attend Ancaster High with transportation.

**Q27. Will there be Before/After care?**

A27. Yes, Before/After care, and the Board will work with our community partners to ensure there is enough space.

**Q28. Will there be enough space for Kindergarten students at Dr. Seaton?**

A28. Yes, according to our Accommodations and Planning projected enrolment projections. In the short interim, space may need to be created, however this will be a school based decision that will be assessed through the school organization process.

**Q29. Will there be a Life Skills classroom in the new school?**

A29. Yes, there are classrooms designated for Special Education.

**Q30. During the transition period with schools merging together, how will the Bell Times be determined? When will parents be notified?**

A30. Bell times are predominately determined by Transportation. However, the school Administration will make contributions to the decision making, including recommendations from the Transition Committee. Parents will be notified of the Bell Times well in advance being respectful of families' schedules, before/after care, as well as daycare establishments.

**Q31. Will there be a playground structure at the new school?**

A31. Playgrounds are not included in the Ministry funding, and are decisions based upon discussions with the Administration, School Councils and Transition Committees. Currently the focus of the Ministry and schools are to encourage the development of 'natural playgrounds'. Similar to some of our city schools using adjoining City playgrounds, there will be shared use with our community partners at the new school.

**Q32. Will there be fencing between the community park and the new school grounds?**

A32. Typically there is no fence but rather a defined natural border (e.g. trees, pylons) that is monitored through staff supervision.



**Q33. Can our existing playground structure be moved to the new school?**

A33. Trustee Paul Tut said that he has already had a conversation with the City of Hamilton, regarding relocating playgrounds. Although the school's playground structure may meet the City's safety standards, unfortunately the City would not support this because this would incur high-priced maintenance and replacement of material expenses. However, the City is agreeable for students to having access to their parks.

**Q34. In regards to traffic congestion and safety, will there be a turning lane at the new school? What other safety measures will be put in place?**

A34. Yes, there will be a turning lane. Also, there will be traffic signs and flashing lights approaching the school zone ahead to reduce speed through school hours. Prior to construction, the MOT must be consulted with plans for routing traffic that include ensuring safe accessibility to the school's entrance that must be satisfied in order to receive approval.

**Q35. How will the Board manage the traffic in regards to the increased number of parents who will be driving their children to and from school?**

A35. There will be a review of the parking lot on where buses will be picking up and dropping off students, in relation to the increased parent traffic to ensure safety. Furthermore, this will be managed in co-ordination with the City, by-law officers, Facility department, school Administration and staff, with recommendations from the Transition Committee for planning strategies to assist with the flow of buses and traffic for student safety.

**Q36. What will transportation look like during this transition period?**

A36. Scheduling of buses will be determined in February 2019. However, it is important to note that Transportation is currently under critical review, investigating ways to maximize the buses/drivers, to minimize the strains that the provincial driver shortage is having upon our families and schools. Consequently, the Board and HWSTS are examining Bell Times across the Board, as it is a key factor that directly impacts bus pickup/drop off, in order to avoid duplication and reduce student ride times. Also, hoping for more provincial solutions and sharing of buses with other Boards.

**Q37. Will students have the option of what high school they attend? And will they get transportation?**

A37. This will depend on your child's catchment area. In regards, to transportation, this is dependent upon your residence in accordance with the Board policy for secondary students who have a walking distance that exceeds 3.2 km from the school. Another factor is in reference to the approved Ancaster Boundary policy, should it state that according to your residence, that your children were 'grandfathered' into receiving transportation.

**Q38. Previously, there had been discussion of putting Beverly Central students into Dr. Seaton and it didn't work. Why will it work with Queen's Rangers this time?**

A38. There is a smaller number of students.

**Q39. Parent concerns of too many transitions for students.**

A39. Administration and staff will focus on working diligently in preparing students for transitioning, to ensure safety and their emotional well-being. Should parents have specific concerns with their child(ren), they are encouraged to contact the Principal to discuss strategies to put supports in place for a smooth transition. Also, Principals can utilize our Board resources for further assistance, including social work. This will be a priority of the Transition Committee to establish a plan of action and activities (e.g. Open Houses, joint 'play dates', etc.) to help alleviate children and parent's concerns before, during and after the transitioning period.

**Q40. Parents voiced concerns with friendships, in relation to the effects of being moved during this transition period.**

A40. Administration will mitigate these concerns through class organization that will be based upon learning abilities, while being mindful of the importance of nurturing friendships.

**Q41. How will do we promote a positive student experience through the transition period?**

A41. There will be opportunities created prior to the transition, such as arranging Open Houses to visit each other's schools with transportation provided, allowing students to become familiar and recognizing staff from both schools which will be beneficial in preparing children for the future school amalgamation. The staff will encourage and promote leadership opportunities (e.g. Reading Buddies). There are funds through the Board, dedicated to supporting students through transitioning periods.

**Next Steps**

- The goal of the Board is to minimize the disruption to both schools by remaining open until the construction phase is complete, while seeking positive solutions so that students feel supported and safe during this transition period
- Your questions and concerns will be taken back to the Board, and unanswered questions will be followed up for further information
- In January, families can expect to receive communication, in the form of letters that will be posted on your school's website
- Information regarding the formation of the Transition Committee that serve to support the transition of students, staff and families involved in school relocation/consolidation, including on how parents can become involved in this important process

- Transition Committee information can be found on the HWDSB's website:  
<http://www.hwdsb.on.ca/about/school-renewal/transition-committees/>
- Please visit the Construction Updates section on the HWDSB's website for updates and more information about school consolidation plans:  
<http://www.hwdsb.on.ca/about/school-renewal/construction/>
- If you have further questions and concerns, please contact your school's Administration
- Minutes from this evening's School Information Session will be posted on the Board's website

8:20 pm Closing