

## Waterdown Transition Committee Meeting

April 11, 2024

4:30 p.m.

Waterdown Secondary School

### In Attendance:

Nicole Lee	Superintendent of Student Achievement
Graeme Noble	Trustee Ward 15
David Anderson	Senior Manager
Nancy Kucic	Principal Flamborough Centre
Leah Young	Flamborough Centre School Council
Jason Murray	Flamborough Centre School Council
Susete Bloom	Principal Mary Hopkins
Paula Thomas	Acting Vice-Principal Mary Hopkins
Carley Casey	Mary Hopkins School Council
Mohamed Khamis	Mary Hopkins School Council
Stephen Yull	Principal Allan A. Greenleaf
Matthew Reid	Vice Principal Allan A. Greenleaf
Glen Spry	Allan A. Greenleaf School Council
Matthew Lingard	Allan A. Greenleaf School Council
Josie Dalley	Principal Guy B. Brown
Lindsey Sheahan	Vice Principal Guy B. Brown
Laura Hamilton	Guy B Brown School Council
Kathleen Hussey	Executive Assistant to Superintendent Lee

### Welcome and Introductions:

Superintendent Lee welcomed all attendees and reviewed the Agenda for the meeting and members of the Committee introduced themselves.

### Purpose and Timeline:

Superintendent Lee reviewed the purpose of the Transition Committee and advised that information would be shared regarding student transition activities, traffic and transportation questions and facility questions.

### Accommodation Outcomes:

A review of the outcomes of the Waterdown Accommodation Strategy for each of the 4 schools were reviewed. Superintendent Lee then asked the Administration from each of the schools to provide an update of the Transition planning taking place at their schools.

### Mary Hopkins:

Administration shared their updates regarding their Transition planning to date.

- Celebrations are being planned for the Grade 4 and 5 students. They will occur separately on June 25<sup>th</sup> in the a.m. and p.m. and teachers are currently working with students to support students speaking at the ceremonies.
- Life Touch will be at the school on May 1<sup>st</sup> for group photos for the Grade 4 and 5 students at no cost.
- Welcomed a group of students and staff from Guy B. Brown last week for a presentation about the school and French Immersion Program.
- 36 students are making the transition to Guy B. Brown and staff are working closely with Administration re student visits and a community event.
- School is working with Flamborough Centre to arrange a visit to the school for the 150 students and their families. A community event is also being planned.
- Indicate that their understanding is that the number of portables will be dropping from 10 to 8 with a plan to have the Grades 3 and 4 students in the portables.
- Welcome the gained outdoor space.

### **Allan A. Greenleaf:**

Administration shared updates on their Transition planning to date.

- New Kindergarten Registrations are the focus with a Welcome to Kindergarten Orientation Event on May 30<sup>th</sup>.
- There is ongoing communication between the school offices to ensure students are being registered in the correct school.
- They are not anticipating an impact on their outdoor space at this time.

### **Guy B. Brown:**

Administration shared updates on the Transition planning and action to date.

- Staff and students have established a Student Led Committee
- On April 4<sup>th</sup> staff, Administration, and students visited both Mary Hopkins and Flamborough Centre to share information about Guy B. Brown.
- Impacted Mary Hopkins and Flamborough Centre students will visit the school as a school trip. This will be in collaboration with both schools, the date will be determined next week and shared with the community.
- Families will be invited for a visit on May 9<sup>th</sup> at 4:30 prior to the scheduled Open House and will be invited to the schools' Fun Fair on May 29<sup>th</sup>. Information to be shared with both schools next week.
- School anticipates receiving 3 portables and will be working with Facilities to develop a plan.
- Shared that they have addressed questions from students around class creations and advise that they will work as a team with educators from their schools that will integrate students from the 3 schools into classes.
- Active and Sustainable School Transportation (ASST) Request has been submitted to the City to support planning for safe arrivals and dismissals and traffic flow concerns.
- Staff spoke to the struggle that has existed with securing French Qualified Long Term Occasional teachers when leaves exist, noting that they are not struggling with hiring permanent teachers. While acknowledging that the shortage exists province-wide Administration stressed that HWDSB continues to recruit from Universities while working with staff and Administration to support French Instruction as the Program department provides resources to support. Administration

continues to communicate with Secondary schools to ensure that there is a focus on ensuring the Grade 8 students are best prepared for the courses which will be taught in French in Grade 9. School is applying a purposeful and very creative approach to supporting students.

## **Flamborough Centre:**

Administration shared update to the Transition planning occurring at the school.

- French Immersion staff and students from Guy B Brown came to the school to present to the Grade 6 and 7 French Immersion students in preparation for their Transition and the event went well.
- Focused on continuing to work with other schools to plan Transition meetings and develop Orientation.
- Planning a farewell to the French Immersion students and a welcome to incoming students.
- Shared that Superintendent Lee visited at the school, and they have begun the work of focusing on the school specific challenges around safety including parking and the traffic flow on the rural road. Shared that much of what is needed must come from the City of Hamilton and shares that they have reached out with requests for consideration for speedbumps, crosswalks and additional parking. Acknowledges that the City is currently having struggles and Administration and HWDSB staff will continue to reach out to work with them to come up with ideas for slowing down traffic in the area at drop off and pick up times.

Facilities Senior Manager shared update regarding Flamborough Centre advising that HWDSB has connected with the City of Hamilton to request they consider;

- 1) Speedbumps
- 2) A 3 way stop sign at the exit.
- 3) Parking options

It was discussed and confirmed that HWDSB will also request that consideration be given by the City to a stoplight installation at the bus exit. The request would be specific to a unit which is activated based on recognizing the weight of a vehicle waiting and therefore would not impact traffic flow on non-school days.

Staff confirmed that HWDSB has a Consultant working with the Ministry on both Septic and Parking and shared that they expect an update shortly. Committed to continuing to engage with the City.

## **HWSTS:**

Superintendent Lee advised that representation from HWSTS were unable to attend and that they had shared an update for the Committee. HWSTS indicates that they are not anticipating a significant change for bussing. In response to requests they have indicated that a Bell Time review cannot be addressed in the short time frame that exists. They will be closely monitoring and will adjust where volumes are heavier and will monitor routes and the length of time

students are riding. HWSTS will work to attend the next Transition meeting and will provide any additional transportation questions at that time.

## **Questions:**

Committee members were invited to share questions or recommendations.

## **School Specific Questions:**

### **Mary Hopkins:**

Q - Seeking clarity regarding grades of students leaving Mary Hopkins.

R - Confirmed that all current Grade 4 and 5 French Immersion students will move to Guy B Brown and all Grade 4 and 5 English students will move to Flamborough Centre.

Q - Asked how the process worked for the Out of Catchment process.

R - Shared that a lottery system was used for the submitted requests. 2 students were accommodated and the other 5 will remain on a wait list for review in the fall.

Q - Concern raised regarding bell times for families that have students at more than one school.

R - Restated that a bell time review cannot be conducted in the timeframe available. Bell times and their impact on families will be monitored and should concerns persist the process of requesting a bell time review will be revisited.

### **Allan A Greenleaf:**

Q - Can consideration be given to working with the YMCA to create a second exit from the parking lot?

R - Staff committed to taking the request away for follow up.

### **Guy B. Brown:**

Q - What can realistically be done to address the vehicular situation?

R - Acknowledged that a lot of people are parking in no parking areas. School is working with the City as much of the solutions are driven by them (signage, crossing guard, enforcement) Optimistic as prior experience working with Active Transportation has been successful in applying strategies. Process is very thorough with data gathered through community staff and students.

Q - Is it normal practice for the Principal to be the one working with the City?

R - The process is open for an application for any Principal to initiate.

Q – Is there centralized support from the Board in this process?

R – Yes. Superintendent Office has been supporting current outreach.

Q - With regards to Transportation, does HWSTS consider busy streets and the student route to stops when setting?

R - HWSTS looks at safety factors when determining routes and bus stop locations.

## **Flamborough Centre:**

Q - Requesting clear and consistent messaging from Board and Committee.

R - Superintendent Lee confirmed that specifics regarding the students moving to Flamborough Centre was taken directly from the Board's website and the approved Accommodation Strategy.

Q - Both Mr. Gerard and Mr. Anderson are on record providing assurances regarding the septic and continued due diligence addressing concerns. Request that they indicate where the assurances are coming from.

R - Staff shared that HWDSB has a Consultant who is working directly with the Ministry of Environment, Conservation and Parks (MECP). The Consultant has had soil samples reviewed with indication being that the soil is in good shape and can accept the capacity increase. Consultant will submit the Operations and Maintenance Manual (O&M manual) to the Ministry with their suggestions and HWDSB then awaits any further recommendations from the Ministry.

## **Flamborough Centre cont'd:**

Q - Can you provide timelines for a new septic system?

R - A new Septic System takes 3 years.

Q - What is the due diligence being actioned?

R - The Consultant will be submitting O&M manual. They were waiting for soil analysis. Estimation is that it should be submitted in the next couple of weeks. The O&M manual will provide recommended action to ensure the system remains operational. Once the MECP review and provide feedback the O&M manual will be finalized. Next steps following the approval of the O&M manual will include the preliminary design memo and impact assessment submissions to the MECP.

Q - Feel that the messaging regarding parking has been inconsistent and has not referenced the appropriate guiding Codes.

R - Staff clarified that Bylaw impacts parking and not the Build Code.

Concern voiced that it feels like concerns around parking and septic are being dismissed and that they are safety concerns that reflect a critical danger.

R - Staff reassured Committee that concerns have not been dismissed. Emphasized that the purpose of the meeting is to address the Transitions resulting from the Strategy and shared that they cannot speak for the City when being asked to confirm completion times.

Q - Can you share where the parking spots will be?

R - It is a fluid process in working with the City. They are looking at adding 4 spots at the front of the school.

Superintendent Lee summarized the following;

- Staff are working with the City regarding parking.
- The Consultant will be submitting the O&M manual to the Ministry and then we will have next steps.
- Confirmed that requests have been submitted for consideration for speedbumps, lights and a 3-way stop.

## **Flamborough Centre Cont'd:**

Q - When was it identified that the septic was identified as overcapacity?

R - The septic has been determined to be non-complaint with the current regulations. The Building Code allows you to look at actual flow. MECP has taken over so HWDSB no longer looking at it through the Building Code.

Q - Is it a safety concern?

R - No, MECP has the file. HWDSB's intention is to satisfy O&M manual recommendations. We will await direction from the Ministry. Direction from Ministry will guide the design for a new system. The design cannot be initiated until the O&M manual process is complete.

Committee member offered comment that they are understanding that the current septic is non complaint but functional as established by the Consultant and shared that their previous understanding had been that non complaint meant broken and not fit for purpose. They now understand that belief to be incorrect.

## **Next Steps:**

With a focus on moving forward with a solid plan to continue to look at how schools will be supporting students, Superintendent Lee shared the next steps in the process for the Committee. The invitations for the 2<sup>nd</sup> Committee meeting, to be held in early May, will be sent out next week. Committee members were asked to share any questions or recommendations they receive from their communities with the Principal and Vice Principal at the school. The Administrators are updating a shared spreadsheet with this information and staff are looking into responses to be shared at the next meeting.

## General Questions:

Q - What kind of support is being offered to schools with regards to Transition meetings and students with IEPs and special needs?

R - Staff to staff transition meetings will occur to discuss IEPs, Special Education, EA support and other specific needs. The Special Education Principal is working closely with the schools and extra time is being given for these meetings.

Q - Is there a deadline for families to notify the school if switching from French Immersion Program to English?

R -Administration is connecting with families and staff are working with their Principals and Vice Principals. While technically families have a late date for change available, we are focusing on there being fewer transitions for students as that is healthier for them.

Comment – There are many factors to consider in moving from French Immersion to English.

R -Staff has anticipated potential moves and built it into the projections for 2024-2025, leaning towards a worst-case scenario with regards to numbers. School staff are working with families and making certain to communicate regarding how well the students are doing in French Immersion to help support families moving forward.

Q -How many portables is Flamborough Centre receiving?

R -2 are planned for September.

Q -Will the portables have electrical?

R -Yes.

Q -How many portables will remain at Mary Hopkins?

R -The plan is to leave 8. Details will be finalized.

Q - Has there been an update on the approval for the new school?

R - There has not been an update. We are hopeful we will hear before May.

Q -Understand that things move slowly and appreciate that staff are trying to get things done. Does the O&M Manual get submitted by the Consultant? If so, concerned about the timeline for submitting and impact on September start up.

R -The Consultant submits the O&M manual with their recommendations. The Septic System will not prevent the school from opening. If an Order to Comply is issued the Board has 5 years. HWDSB is trying to be proactive in following this process now.

Feedback shared by Committee member that there appears to be a lot of moving parts with a lot that seems to be floating in the air. Feels that process has identified remediated specifics. Requesting that we can move away from this approach of sharing information and move to school specific information with timeline details. Granular details of how and when is what is needed.

Staff acknowledged that the process can be frustrating sharing that there are so many pieces outside of the control of HWDSB and noting that the Board can neither control nor speak to specific timelines on behalf of the City.

Staff further shared that historically school traffic issues have experienced anywhere from 12-16 weeks for guidance and 3-6 months for action.

Staff shared that there are no concerns as it pertains to the portables piece. Committed that updates to the process will be posted to the Flamborough Centre website.

With regards to the Traffic Management plans Superintendent Lee advised that the Board would continue to reach out to work with Calloway at the City looking beyond the school year. Shared that it is a very involved process that includes a step-by-step plan with strategies and adjustments and Healthy plans promoted which are introduced in phases to help support family adjustments.

Q -How do other schools get involved?

R -Once we begin working with Calloway we are hoping to include all Waterdown schools.

Q -When will portable placements occur?

R -July placement.

Q -Will traffic for Flamborough be addressed?

R -We are hoping that the requests made to date will organically trigger action but if not, we will see what they advise. Facilities are engaging with the city.

Q -What is the Boards position regarding the septic? What if it fails?

R -We will do whatever it takes to keep it operating.

## **Conclusion:**

Superintendent Lee emphasized that the goal is to put as much in place to support the transitions for students as we can for September.

Committed that staff will try to provide more concrete timelines where possible.

Asked that Committee members share any questions or recommendations they receive from the community directly with their Principals and Vice Principals noting that they will then in turn share with the Superintendent who will follow up with the appropriate Department.

An invitation to attend the next meeting will be extended to Calloway.

The invitation to the Committee for the May meeting will be shared next week. The May meeting will once again provide an update on what is being done at each school to support the student transitions.

Meeting adjourned 5:47 p.m.