

## MINUTES

Kincardine Family of Schools Grades Relocation Committee Meeting  
Kincardine District Secondary School library - February 5, 2019

### 1) List of attendees

Kincardine District Secondary School (KDSS):

Mark Ozorio, Principal ([mark\\_ozorio@bwdsb.on.ca](mailto:mark_ozorio@bwdsb.on.ca))  
Lori Templeton, Vice-Principal ([lori\\_templeton@bwdsb.on.ca](mailto:lori_templeton@bwdsb.on.ca))  
Carrie Wilson, Teacher  
Carrie Houghton, Teacher  
Sheetal Gill, Co-President of the Student Council  
Charlene Martin, Parent Representative Home and School

Kincardine Township-Tiverton Public School (KTTPS):

Graham Martin, Principal ([graham\\_martin@bwdsb.on.ca](mailto:graham_martin@bwdsb.on.ca))  
Janice Blackwell, Teacher  
Denice Kirk, Resource Teacher  
Becky Cohoon, Teacher and Parent

Huron Heights (HHE):

Colleen Maguire, Principal ([colleen\\_maguire@bwdsb.on.ca](mailto:colleen_maguire@bwdsb.on.ca))  
Brent Urie, Teacher  
Jenn McKellar, Teacher  
Chrystal Murphy, Parent Representative

Elgin Market Public School (EMP):

Laura Stockland, Principal ([laura\\_stockland@bwdsb.on.ca](mailto:laura_stockland@bwdsb.on.ca))  
Molly MacLennan, Teacher  
Tiffany Rutledge, Teacher and Parent  
Aryana Nasimi, Grade 7 Student Representative  
Ethan Kaminski, Grade 6 Student Representative  
Laura Clark, Parent Representative for Home and School  
Jenny Sinclair, Parent Representative for School Community Council (SCC)  
Sheona Simpson, Parent Representative for Canadian Parents for French (CPF)  
Elnara Nasimi, Parent accompanying Grade 7 student representative

Minutes taken by Laura Stockland

### 2) Roles and Responsibilities

This is a grade relocation, not an accommodation review and is therefore not a prescribed format. Meetings are ongoing with parents, students, plant services, etc. Our responsibility is to share information, gain input from the various representatives, and try to respond to questions. Our goal is to be transparent, responsible, and share what is proposed, and decided with the wider community. Information will be shared through the school websites and social media accounts.

### 3) Facilities Update

Graham Martin, Colleen Maguire and Laura Stockland provided an overview of the current transitions at their schools. This included transition visits for students, furniture, resources, and technology and questions at the school level. A survey has been shared on all three schools' Facebook pages. Mark Ozorio provided an update to the transition planning at KDSS. Meetings with the BWDSB plant department, police and municipality are taking place to discuss safety, traffic flow, renovations, etc. Renovations are planned for the classrooms, hallway, cafeteria and gym as well as the outdoor space and parking.

#### **4) Questions raised from meeting participants and via the survey**

Q: Does the bandwidth need adjusting?

A: The board is committed to ensuring sufficient bandwidth for the student population.

Q: What about elementary Developmental Learners?

A: Special education staff, resources, and physical spaces are based on enrolment, the staffing process and student need. The needs of the students will be assessed and the appropriate supports will be put in place to support the learners. This includes staffing and appropriate renovations to accommodate the students.

Q: Will elementary students use the music room?

A: Elementary students will continue to receive the same quality education based on the Ministry of Education curriculum requirements. Timetabling will be happening over the next few months at KDSS, including the schedules for shared spaces.

Q: Where will portables go if the playground is where the portables used to go?

A: The playground will be to the East of the school. There is space for portables should there be the need in the future.

Q: Will there be a Grade 8 graduation and trip?

A: Grade 8 graduation will continue to be an important celebrated milestone for the students after the grades relocation. Curriculum based field trips are planned by the educators and approved by the principal.

Q: Will food programs continue?

A: Food programs depend on volunteers to assist. There is a milk machine at the school. There is also discussion about the cafeteria offerings.

Q: Will my child have access to an EA like they currently do?

A: Special education staff, resources, and physical spaces are based on enrolment, the staffing process and student need. The needs of the students will be assessed and the appropriate supports will be put in place to support the learners. This includes staffing and appropriate renovations to accommodate the students.

Q: Will there still be leadership opportunities for Grade 7/8?

A: Elementary students will continue to be given opportunities to participate in extra-curricular and leadership activities. Leadership activities are important at all grade levels to ensure students are prepared for the next steps in their academic careers. The leadership activities at the intermediate, or Grades 7 and 8 levels are important to help them transition to high school. This will continue to be true after the grades relocation.

Q: How will we ensure elementary students are not exposed to influences from older students?

A: Bluewater District School Board has successfully established five combined elementary and secondary schools, and transitioned several grades over the past many years. Student and staff well-being in a safe and caring environment is a priority. Appropriate transition activities will occur for any students joining the Grade 7-12 school community.

Q: Questions were raised about students who live close to the school but have to cross busy roads.

A: Renovations to the outdoor space have been planned and we will continue working with the town to support student safety.

Q: What is being done to ensure that the 7/8 students are treated as elementary students?

A: There will be designated instructional spaces for both elementary and secondary students. There will be designated outside space for the elementary students. Common areas (e.g. library and gymnasium) will be accessed by both elementary and secondary students.

Q: Will there be an elementary administrator?

A: Both the current principal and vice-principal are experienced in cross panel schools. Administrator allocations are completed in the spring each year.

Q: How will we ensure that French Immersion (FI) students receive the same FI experience?

A: French Immersion programming for elementary students will continue after the relocation. Students will continue to receive the same quality education based on the Ministry of Education curriculum requirements.

Q: Will they know who the teacher is before the start of June?

A: Students will find out who their teacher will be on the first day of school as per the regular process.

Q: Will there be crossing over between FI and English students?

A: Once staffing has been determined, there may be opportunities.

Q: Will they have recess and will they be able to leave for lunch?

A: They will have recess, and with written consent from their parent/guardian, may leave for lunch.

Q: How much introduction can we expect for the Grade 2 students to go to Huron Heights, and is their bussing funded for these events?

A: Activities and transition planning has been considered for these students. The cost of bussing has been anticipated by the school administrators.

Q: Will there be integration opportunities between elementary and Grades 9-12?

A: There are some whole school assemblies and programming. This planning is still in its early stages.

Q: What will the sports teams be called?

A: All students would be Knights. We will keep the KDSS moniker and initials, as we respect and create new traditions with our new Grade 7/8 Knights. This will provide a common identity and code of conduct.

Q: Will there be monkey bars and swings?

A: This will be determined in consultation with students, and is included in our current student survey.

Q: Will there be secondary tech walls installed too?

A: Newly renovated rooms will receive tech walls. We are accessing grants to try and provide additional tech walls at secondary.

Q: Will fundscript continue?

A: This will be determined. It currently runs at KDSS.

Q: Will there be the same level of supervision in the cafeteria and gym?

A: students will be supervised during non-instructional time as scheduled by school administration.

Q: Will there be a nurse, first aid etc. with 650 students?

A: Presently there are no nurses in any of our secondary schools.

Q: Where will the students park if all the parking is taken away?

A: There will only be approximately eight spaces lost on one side of the road.

Q: Will the Grade 7/8s be joining concerts and activities with the older students?

A: Presently there is a band, and vocal ensemble at KDSS. Plans for next year are being developed.

Q: Subject matter for assemblies can vary by age, will they have them cross panel?

A: This will depend on the material. Some assemblies will be combined, others separated according to age group and appropriateness of the material.

Q: Will the parent survey continue to be open?

A: Yes, it is not closed, and principals will repost to Facebook and home and school pages to remind parents.

### **5) Scheduling**

Three proposals were delivered to the group based on samples from other schools (see appendix). We need to harmonize when school starts and finishes between elementary and secondary grades. There was discussion about the scheduling that administrators will consider as they begin to timetable to new building.

### **6) School Name and Identity**

A Naming Committee will be formed and a recommendation for the name of the school will be put forth to the board for consideration of approval.

### **7) Future transition plans**

Principals will be arranging for the Grade 6/7 students to continue visiting KDSS. Mark Ozorio will consult with elementary students regarding the playground.

### **9) Next meeting**

**March 5, and April 30, 2019. Both meetings will be at 7:00 p.m. at KDSS, in the library.**