

Transition Committee Meeting Agenda
March 31, 2017

1. Welcome and Introductions

- Neil Yorke-Slader - Superintendent
- Pamela Thistle - Briargreen Office Assistant
- Leslie McLeod - Briargreen Principal
- Sharon Creasey - Briargreen School Council Chair/Parent
- Heather McGregor - Leslie Park Office Administrator
- Christine Thomson - Leslie Park Parent
- Anne Lavoie - Leslie Park Teacher
- Sadhana Lad - Leslie Park Teacher
- Rian Bayne - Leslie Park Principal
- Monique Riou - Briargreen Teacher
- Andrea Horton - Briargreen School Council Member/Parent
- Kristy Fiegehen - Briargreen Teacher
- Absent: Amanda Banford - Leslie Park School Council Member/Parent

2. Terms of Reference

- To determine the priorities in support of positively transitioning students, families and staff to a new school and welcoming students, families and staff into that school.
- Meeting minutes will be shared at School Council meetings and posted on the school's websites.
- Former Superintendent of Instruction Neil Yorke-Slader will serve as a liaison to the central transition committee. He will bring any concerns/questions/issues that arise back to the central committee.
- Roles and responsibilities - parent representatives to report back to School Council meetings, teacher representatives to report back to teaching staff, non-teaching staff representatives will report back to all other staff.

3. Updates

- Renovations
 - Info Night on March 6th, due to inclement weather another information night will be planned in the near future
 - Working on communication piece (letter for both schools)
 - Construction date pushed back

- Student Transition and IPRC meetings
 - IPRC meetings with both schools and parents in May
 - Transition meetings for all students with principals and LSTs beginning April 4th
 - Communication to parents in newsletters re: solicit information for class placement next year
 - Class placement meetings in May with both staff

4. Discussion Items

- Name of school
 - Procedure to follow, consultation process
 - Option to start fresh with new name or merge the two schools
 - Decision to wait until September to broach the subject with whole community
- Naturalized play area
 - Leslie Park and Briargreen have both been fundraising for a naturalized play area
 - Possibility of naming this area after Leslie Park
 - School generated funds designated for this purpose will be transferred to Briargreen to be used for this project
 - Form 700 Grant, Evergreen Grant to transfer as well
 - Reapply for City of Ottawa Grant, if required
 - Action item: Rian to follow up with Dan Fournier on next steps
- Resources
 - Ukuleles to transfer
 - All resources will be examined and those required will be transferred
- Student visits
 - Activity Days
 - Class day, Right to Play cooperative game day, whole school day (3 days to be planned)
- Pen pals
 - Briargreen classes to begin writing to Leslie Park classes and inviting to activity days
- Social events
 - BBQ at Briargreen near the end of the year (beginning of June), food trucks
 - Open House combined with second Info Night (tours)

- Joint School Council meetings
 - May and June
- School Closure Ceremony
 - Subcommittee for Leslie Park, procedure to follow

5. Open Forum/Questions

- Focus on positive
- Briargreen to prepare for bigger cohort
- Work on the same song and come together (Music Monday) - music teachers to connect
- Tech component for Pen Pals - Skype, Facetime, Google Hangout
- Grade 6 to be included in plans as transitioning to SRB together
- Briargreen after school programming to be looked into
- Crossing guards required for Greenbank Road?
- Budget for transition and closure
- Reviewed projected staffing allocation and projected enrolment numbers for next year

Next Meeting Date: Friday, April 28th at 8:00 am at Leslie Park

Update:

- Crossing Guards not necessary - OSTA reports that all Leslie Park students re-directed to Briargreen are eligible for bus transportation by the 1.6 km distance.