

Lester B. Pearson/M.M. Robinson Integration Committee Record of Action - Meeting #1

Date: October 12, 2017

Time: 5:00 - 7:00 p.m.

Location: Small Boardroom, J. W. Singleton Centre Education Centre, 2050 Guelph Line, Burlington, ON L7P 5A8

Committee Members Present: Loraine Fedurco, Principal - Lester B. Pearson; Claire Proteau, Principal - M.M. Robinson; Linna Luo- student reps Lester B. Pearson; Zion Oginni, Meg Malloy and Galilee Wall - student reps M.M. Robinson; Cheryl DeLugt - parent rep Lester B. Pearson; Rishia Burke - parent rep M. M. Robinson; Lisa Galay and Danielle McCarthy - staff reps Lester B. Pearson; Lee Banks and Caitlin Boutros - staff reps M.M. Robinson; Richelle Papin - Trustee Lester B. Pearson; Andréa Grebenc - Trustee M.M. Robinson; John Pennyfather - Superintendent Lester B. Pearson and M.M. Robinson; Terri Blackwell - PAR Coordinating Superintendent; Jim Young - OSSTF rep, Judy Watson - HDEAA rep

Resource Personnel: Mitchell Gundy - Planning Officer/Recorder

Guest: Amy Collard - Trustee (Burlington - Ward 5)

Regrets/Absent: Michelle Bates - Mental Health Lead/MASS rep, Taya Armstrong - student rep Lester B. Pearson, Debbie Majka - OCTU rep

Note: This document is not a verbatim transcript. Questions and answers have been paraphrased for the sake of clarity and brevity.

Item	Discussion	Action/Responsibility
Welcome and Introductions	<p>Superintendent Pennyfather honours the land, welcomes the committee and asks everyone to introduce themselves. The following norms were reviewed with the committee:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Always assume positive intent <input type="checkbox"/> Be respectful of people's time <input type="checkbox"/> Always consider how our actions will impact the students 	
Committee Mandate	<p>Superintendent Pennyfather reviews the Committee's mandate, as per HDSB Policy.</p> <p>Mandate: The Integration Committee will plan for and implement the positive integration of students and staff affected by consolidation, closure or program relocation into their new school environment(s).The purpose of the</p>	Committee responses to the activity will be collated and shared at the November meeting.

	<p>Integration Committee is to act in an advisory capacity to address the needs of students and staff at all these schools, however the final decisions are made by the Principal and Superintendent.</p> <p>Committee members reviewed Provincial Perspective Research - School Consolidation Experience Studies and responded to the following: Something to remember..., I wonder..., I really like..., I'd like to learn more about...An "aha" for me ...</p>	
Board Report	<p>Superintendent Blackwell shared that there is much happening at the Board level to support the transitions of staff, students, parents and the community..</p> <ul style="list-style-type: none"> <input type="checkbox"/> Program Department - additional opportunities for program may also occur as a result of a larger student population; students will complete course selections as per Board timelines; <input type="checkbox"/> Student Services - updates will be shared with SEAC and a request to provide feedback regarding guiding principles for the Integration Committee will be made; while there is no SEAC representative on the committee, Trustee Papin is also a member of SEAC <input type="checkbox"/> The HDSB mental health lead, Michelle Bates, will work with school-based staff to support staff and student transitions <input type="checkbox"/> Facilities Services - an architect has been appointed (Snyder Architects Inc.) and will be touring both schools prior to the next meeting <input type="checkbox"/> Human Resources - is continuing to work with our federation/employee group partners to support staff transitions <input type="checkbox"/> Steering Committee meetings include senior staff and the Burlington Trustees; support the implementation of all approved recommendations <input type="checkbox"/> There are multiple departments at the board level to help with the transition and support the work of schools 	This will be a standing item on the agenda.
Principals' Report	<p>The Principal Reports will be a standing item on the agenda. Both Lester B. Pearson and M. M. Robinson principals will share with respect to staff and student transitions work. Principals and vice principals are meeting weekly to plan for successful transitions, including meetings with Board staff, as needed.</p> <p><i>Principal of Lester B. Pearson, Loraine Fedurco</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> There are lots of opportunities happening at the school this year with respect to extra curricular. There is a positive atmosphere with students and a continued focus on student achievement and well-being will occur. <input type="checkbox"/> Lester B. Pearson is focusing on the wellness component for staff and students. <input type="checkbox"/> There are current areas of focus shared by Lester B. Pearson and M.M. Robinson. These include participation in professional development with the Applied Learning Strategy and work in supporting English 	<p>Principals will bring a report monthly.</p> <p>Administration and Superintendents Blackwell and Pennyfather will work to develop the structure of the sub-committees and communicate opportunities to staff, students, parents and the</p>

	<p>Language Learners.</p> <ul style="list-style-type: none"> <input type="checkbox"/> There are already blended opportunities happening between both schools, including Football (both schools did not have enough players to run their own team; the blending has provided this opportunity) and band. <input type="checkbox"/> Staff well-being will continue to be a focus through the year. Morneau Shepell, the Board's Employee and Family Assistance provider, will be facilitating a workshop for staff on building resilience through change. <p><i>Principal of M.M. Robinson, Claire Proteau</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> There is a focus on the students and staff, of both schools <input type="checkbox"/> There will be multiple opportunities for transition activities; recognizing the different needs of students and their families will be key in planning <input type="checkbox"/> Talking program and what may be available <input type="checkbox"/> Lester B. Pearson and M.M. Robinson staff have worked together to plan the November grade 8 Parent Night; a separate night will also be provided for parents of students entering French Immersion in Sept. 2018 <input type="checkbox"/> The focus will be on building a new community; culture will be a bi-product of our efforts. 	community.
Artifacts and Memorabilia	<p>Superintendent Blackwell acknowledged that preserving, honouring and displaying Lester B. Pearson's history is important to the community, as shared at delegation evenings and communicated following the decision.</p> <p>A review of the purpose of this work was shared with the Integration Committee. These guiding principles will be important in the work of the sub-committee:</p> <ol style="list-style-type: none"> 1. To assist in the identification, gathering and cataloguing of school artifacts and memorabilia from the closing school 2. To develop a plan to honour and display the items identified above in the new school community <p>Information was shared regarding what has been started and the need for a sub-committee</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Board has consulted/researched other school consolidations across the province with respect to artifacts and memorabilia; <input type="checkbox"/> The school is working to catalogue artifacts and memorabilia; <input type="checkbox"/> There has been contact with the Burlington Historical Society; <input type="checkbox"/> Working within the guiding purpose outlined; <input type="checkbox"/> The purpose of this Integration Committee is to ensure what we say and do is kept and honoured. <p>A member asks: Are there murals that may be hard to move?</p>	The Steering Committee will be meeting to review the HDSB process of honouring memorabilia. This will be brought to the November meeting and shared with the sub-committee members.

	<p>Response: We'll be presenting these to a committee that will be in charge of the preservation. Discussion of the committee. Students and staff shared some of the traditions and artifacts/memorabilia that have meaning (e.g., grade 12 benches at LBP) should be part of the work of the sub-committee</p>	
School Closure/Welcome Celebrations	<p>Superintendents Pennyfather and Blackwell acknowledge that we need to honour the commitment of staff and students during the year, as student achievement will continue to be at the forefront. The schools have many events happening throughout and at the end of the year. Awareness of these timelines during these transition period will be important (e.g., Athletic Banquets, Award Ceremonies, exams, Commencement and other school related activities).</p> <ul style="list-style-type: none"> <input type="checkbox"/> Additional committees can be formed to address different aspects of the transition. Staff, parents, students, and community members can be involved. For the next meeting a calendar with all the school events dates will be provided. <input type="checkbox"/> Superintendent Blackwell mentions, There will be multiple opportunities for parents/community to be on one of the subcommittees. An expression of interest form will be made available through the schools, to be on one of the subcommittees and a process for selection of members <input type="checkbox"/> The committee discussed the importance keeping the students informed is key to keeping them involved in the process. Student voice will be important in the commitment to two-way communication. There was discussion around ensuring all student groups are represented in this process. <input type="checkbox"/> A further discussion around transitions included a comparison between this transition and the multiple transitions all students make in their K-12 years (e.g., Kindergarten to grade 1, moving from elementary schools to secondary schools; with friends and making new ones). <input type="checkbox"/> A suggestion is made to offer a "Question of The Week" in the schools for feedback about this process. School councils at each school create natural channels to the students for questions and information. 	<p>Sub-committees will be created for this work, including:</p> <ul style="list-style-type: none"> ● Closing Celebrations at Lester B. Pearson, ● Welcoming Celebrations at M.M. Robinson, and ● Student Voice.
Communications	<p>Discussion around the networks that currently exist at the schools (e.g., School Council, Student Council, Staff meetings, school communication, etc.). This includes leadership and the importance of identifying formal and informal leaders in the schools, and engage them to get everyone involved. Superintendent Blackwell addresses the committee.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Where are we going after today? <input type="checkbox"/> Record of action will be shared with the committee and posted at www.hdsb.ca - committee members are free to share these. <input type="checkbox"/> Communication will be developed and shared regarding the subcommittee opportunities <input type="checkbox"/> The group discussed the importance of communication and encouraging input vs. one way messaging. Is 	<p>A member of the HDSB Communications department will be at the next meeting to support the further development of communication ideas.</p> <p>Superintendent Blackwell will share examples of transition</p>

	<p>communication from the board level the most effective way for the community?</p> <ul style="list-style-type: none"> ❑ Parents are going to the school website instead of the board. <p>Superintendent Blackwell suggests the committee watch videos created by students and staff before the next meeting to generate some thinking around creating opportunities.</p> <p>A question is asked by a committee member if there will be a change to the name or colour of MMR.</p> <ul style="list-style-type: none"> ❑ A review of the delegations heard and that the history from Lester B. Pearson is honoured and present at M.M. Robinson. ❑ Staff who were part of the Brock/Elgin amalgamation shared that a third name created a further divide of students: Brock, Elgin and Robert Bateman. ❑ M.M. Robinson is a Burlington resident who started the Commonwealth Games. ❑ Committee shared different perspectives. 	<p>ideas captured (Student Intro video, Lunch Hour Layover video, Remembering QCVI video) with the committee members.</p> <p>HDSB example to consider for any facility enhancements Martin St. video</p> <p>Further discussion will be held at an upcoming Integration Committee Meeting,</p>
Next Meeting	<p>Nov. 9, 2017</p> <p>A member of the Communications Department will be at the next meeting.</p> <p>Committee members had the option to submit an “Exit Pass” at the end of the meeting.</p> <p>A request from a parent member of the committee was made to start 15 min later.</p>	<p>The Committee approved November 9 meeting to start at 5:15 p.m.</p> <p>“Exit Passes” will be used to inform next meeting agenda and/or added to the collation of questions/ideas from the activity at the start of the meeting.</p>
Adjournment	<p>Superintendent Pennyfather concludes the meeting at 7:13 by gives his thanks to the students, staff and parents who showed up for the meeting, as they will be leading the transition.</p>	