

Lester B. Pearson/M.M. Robinson Integration Committee Record of Action - Meeting #4

Date: April 12, 2018 (5:00 - 7:00 p.m.)

Location: M.M. Robinson High School

Committee Members Present: Lorraine Fedurco, Principal - Lester B. Pearson; Claire Proteau, Principal - M.M. Robinson; Linna Luo - student rep Lester B. Pearson; Zion Oginni, Meg Malloy - student reps M.M. Robinson; Steve Armstrong - parent rep Lester B. Pearson; Rishia Burke- parent rep M.M. Robinson; Lisa Galay, Danielle McCarthy - staff reps Lester B. Pearson; Caitlin Boutros, Lee Banks - staff reps M.M. Robinson; Richelle Papin - Trustee Lester B. Pearson; Andréa Grebenc - Trustee M.M. Robinson; Jason Bartlett - SEAC rep, Judy Watson - HDEAA rep, John Pennyfather - Superintendent Lester B. Pearson and M.M. Robinson; Terri Blackwell - PAR Coordinating Superintendent

Resource Personnel: Mitchell Gundy - Planning Officer/Recorder

Guest: Rebecca Newcombe, Chair of Artifacts & Memorabilia Subcommittee - Vice Principal

Regrets: Kelly Ponce, Rylee Neil, Taya Armstrong, Marcy Barclay, Michelle Bates, Jim Young, Cindy Gage

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

Agenda Item	Discussion	Action/Responsibility
Welcome Back	Superintendent Pennyfather welcomes the committee back and shares a video highlighting Lester B. Pearson and M.M. Robinson Integration opportunities for students, parents and staff since the last meeting.	Post on the Board website under the Lester B. Pearson/M.M. Robinson webpage
Student Voice Subcommittee Report	Principal Proteau shared the many ways this committee is gathering student voice, including: <ul style="list-style-type: none"> ● Student voice committee planning and feedback/feedforward, ● 2 surveys at Lester B. Pearson, ● Focus groups at both schools, facilitated by the HDSB Research Department, ● Class discussions, ● Student council input, ● Parent Night (parent voice), ● Town Halls with students at both schools to address frequently asked questions that have arisen from the work of the Student Voice Committee 	Student voice committee and student leadership teams will continue to work together. FAQs will continue to be answered in upcoming grade specific assemblies at MMR. Link crew for 2018-2019 is being

	<p>In response to the FAQ gathered:</p> <ul style="list-style-type: none"> ● Tours will be available for students on May 25, 2018 ● A 360 Tour Video of MMR is being created for students to access at any time ● In August, there will be opportunities to walk through the school <p>Additionally, Principal Proteau spoke about:</p> <ul style="list-style-type: none"> ● an increase in the course options available for all students, ● teaching staffing is now complete; all full time teaching staff at LBP and MMR have been offered positions at MMR for 2018-2019, ● Teams and Clubs/Activities - there will be lots of opportunities for students ● Traditions - student voice has already been discussing the honouring of traditions; Principal Proteau spoke about LBP's Amazing Race and planning this at MMR; student leadership will be working together to develop a plan, starting with a calendar to ensure balance ● Student leadership (Link Crew is up and running) <ul style="list-style-type: none"> ○ A 2 day retreat has been booked for next years' student leadership team ● Both groups have asked if they will both get along (asked to report any negativity) ● Town Halls: <ul style="list-style-type: none"> ○ The MMR Town Hall addressed many FAQs, though did not have time for all questions. FAQs will continue to be answered in upcoming grade specific assemblies. ○ LBP's town hall was well organized and positive, with 14 FAQs answered based on the questions students had brought forward <p>Question from SEAC committee member regarding the inclusion of students with special education needs in these activities.</p> <p>Principal Proteau responded:</p> <ul style="list-style-type: none"> ● that students in the Community Pathways Program were included in the Town Hall and shared that the first student to the microphone was from the program. She also shared how his comments were powerful, insightful and well-received; ● Educational Assistants who work with students in the CPP were also in attendance; and ● she regularly ensures that she asks different student groups (including students in CPP) what their thoughts are and ensures these voices are considered in planning. 	<p>formed.</p>
Artifacts and	Vice Principal Newcombe shared:	The committee will be finishing the

Memorabilia Subcommittee Report	<ul style="list-style-type: none"> ● The committee has identified and catalogued 700 items and are in the process of creating a website for the items (a preview of the website was shared with the Integration Committee) ● All stakeholders will have the opportunity to put a request for memorabilia via an online form. ● In June, the form will close and the distribution of artifacts/memorabilia will occur as per the process for distribution outlined by the committee ● The support of the Burlington Museum’s curator has been very much appreciated, as well as the entire committee who have worked throughout the year in ● The locations to display the artifacts will be: <ul style="list-style-type: none"> ○ Outside the M.M. Robinson cafeteria and main foyer ○ Viewing the Sketch Plans for M.M. Robinson, a redesign of the theatre was shared (available in the April 4 Board Report section beginning on page 56) 	<p>website in the next week, with it going live after that.</p>
LBP Celebrations Subcommittee Report	<p>Principal Fedurco shared:</p> <ul style="list-style-type: none"> ● The committee decided that it will be a weekend event - June 1 and 2 ● The Friday event will include generations tournaments, the Burlington Teen Tour Band and other exciting events and guests planned for the two day celebration ● Media release was sent March 23, 2018 and shared via the Burlington Post ● A website has been established and will continue to provide updates here ● Over 1000 people completed an initial planning survey and indicated their interest in attending ● Over 80 people have put forth interest in volunteering ● Former band/choir members (over 100) interested in performing 	<p>Another media release will be forthcoming</p> <p>Updates regarding details of events and opportunities will continue to be posted here</p>
Principal’s Report	<p>Principal Proteau:</p> <ul style="list-style-type: none"> ● Transition days will be May 18 - LBP and May 25 - MMR <ul style="list-style-type: none"> ○ Tours will be offered for students and their families and communicated by schools ● Professional development <ul style="list-style-type: none"> ○ Release time has been provided for the teachers to work together from both schools and gather inventories ○ This work has been supported by Instructional Program Leaders in subject specific areas <p>Principal Fedurco:</p> <ul style="list-style-type: none"> ● Reiterated that staff from both schools are connecting within departments are now working together to identify and designate the best resources for the students between the two schools <p>Staffing update</p> <ul style="list-style-type: none"> ● All full time teaching staff at both schools have been offered a job at MMR in the subject area that they are 	<p>Update the webpage with FAQs from parents following the community event on April 5, 2018</p> <p>Principal Proteau will be sending a second letter to the 2018-2019 MMR parents/guardians</p> <p>HDSB Planning Department will continue to work with Halton Student Transportation Services to communicate this information as soon</p>

	<p>currently teaching</p> <ul style="list-style-type: none"> ● As per their collective agreements, non teaching staff have been placed at a new location or are awaiting this information as per their agreements <p>Question by student committee member about not having a prerequisite credit for a course offered, given the prerequisite was not offered. Response:</p> <ul style="list-style-type: none"> ● The principal is able to waive the prerequisite courses, where possible (e.g., can't waive grade 10 math to go from grade 9 math to grade 11 math), ● Both staff in the Student Services departments at LBP and MMR are very aware of this and have been supporting students with course selection under this awareness <p>Principal Fedurco provided an update for students with special education needs, specifically:</p> <ul style="list-style-type: none"> ○ The new Special Education Program Leader at MM Robinson will be Lester B. Pearson's current Acting Special Education Program Leader Cory Trodd ○ The plan for tracking special education equipment, as per the regular practices that occur at all high schools (e.g., students return equipment if graduating, student prescribed equipment will go with them to the new location, etc.) ○ Parents of students with an IEP were invited to provide feedback online and/or book a meeting with the Student Services staff ○ In March letters were mailed home with IEPs for signatures ○ Parents were invited in prior to Parent-Teacher Interviews to discussion post-secondary and transitions (the same evening as Parent-Teacher Interviews) ○ This month the annual review will take place, parents have also been invited to set up appointments to further support the individual transition plans for students ○ IPRC Waiver forms have gone home to families, with invitations to come in to discuss transition day opportunities ○ There is opportunity to sit down with the new Special Education Program Leader at MMR (Cory Trodd) ○ On May 25, the MMR student services department will be working with the LBP student services department ○ There is also a plan to individually address timetable conflicts for students with special education needs <p>Community Meeting for Parents at LBP and MMR - Principal Proteau</p>	<p>as it is available.</p>
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	<ul style="list-style-type: none"> ● A barbeque was held at M.M. Robinson on April 5, 2018 followed by a 45 minute introduction in the auditorium which included: <ul style="list-style-type: none"> ○ The sketch plans for additions/renovations at M.M. Robinson ○ The new school logo - incorporating the maple leaf from Pearson ● Families had the opportunity to ask questions ● Principal Proteau shared that she received good feedback from her first communication letter sent home to all 2018-2019 MMR families; a second is coming soon <p>Question from a committee member regarding the timing for bus routes/information. Response:</p> <ul style="list-style-type: none"> ● Halton Student Transportation Services (HSTS) is currently designing routes as per their usual process ● At this time, 11 students from LBP qualify for busing at MMR - eligibility criteria is available at https://www.haltonbus.ca/hsts-operating-procedures/section-1-eligibility/ ● The information regarding busing at the HDSB website is the current year, it will be updated once the information is available from HSTS ● For secondary students, the distance for busing eligibility is 3.2 km <p>Question from MMR student committee member about possibly updating the M.M.Robinson website. Response:</p> <ul style="list-style-type: none"> ● Principal Proteau would like to have the website updated ● Link crew and student voice representatives were invited to discuss communications to students ● Acknowledged that Pearson’s way of sending announcements to student phones would work well ● At MMR, the students in the Community Pathways Program work on the website <p>Suggestion from LBP student committee member for a clubs section on the website.</p> <ul style="list-style-type: none"> ● Principal Proteau mentions that they will look into it next year ● The committee looked at an example of how this was located on the LBP website <p>School Council representative shared the Council are unsure on what to do as they do not have a role in the committees.</p>	
Board Report	Superintendent Blackwell thanks the students from both schools who presented updates at the Board meeting and everyone taking time out of their night to attend.	Updates continue to be posted at website, as available.

	<p>Superintendent Blackwell shared:</p> <ul style="list-style-type: none"> ● Office Move Pro have been selected for the movers. <ul style="list-style-type: none"> ○ The company will work with the schools and will be attending an upcoming staff meeting to discuss the process ○ Staff (teaching and non teaching) and students will not be physically moving materials and resources ● LBP/MMR Webpage has been updated to include a link to the CelebrateLBP website and will include a link to the Artifacts/Memorabilia website 	Next update to Board is May 2, 2018.
Next Meeting Superintendent Pennyfather	Superintendent Pennyfather thanked everyone for attending the meeting and the next meeting is May 24, 2018 (5 - 7 pm at J.W. Singleton).	Superintendent Blackwell will communicate room location at J.W. Singleton to the committee.
Adjournment	The meeting adjourned at 6:26 pm with sketch plans for M.M. Robinson on display to address any questions.	