

## Lester B. Pearson/M.M. Robinson Integration Committee Record of Action - Meeting #3

**Date:** January 18, 2017 (5:15 - 7:15 p.m.)

**Location:** Lester B. Pearson 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, Galilee Wall - student reps M.M. Robinson; Steve Armstrong, Cheryl DeLugt - parent reps Lester B. Pearson; Lisa Galay, Danielle McCarthy - staff reps Lester B. Pearson; Caitlin Boutros - staff rep 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; Michelle Bates - Mental Health Lead/MASS rep; Kelly Ponce - OCTU rep, Judy Watson - HDEAA rep, Jason Bartlett - SEAC rep

**Resource Personnel:** Mitchell Gundy - Planning Officer/Recorder

**Regrets:** Taya Armstrong, Lee Banks, Rishia Burke, Jim Young

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

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

Item/Responsibility	Discussion	Action/Responsibility
<b>Welcome Back and New Member</b>	<p>Superintendent Blackwell welcomed back the committee members and introduced Jason Bartlett, the newest member of the committee representing the Special Education Advisory Committee (SEAC). Students are acknowledged for attending at this time of year, given the final evaluations are underway.</p> <p>Superintendent Pennyfather asks the committee to use a provided handout to share back with the subcommittees, as each provides their updates.</p>	Feedback will be collated and shared with the sub-committees and back to the integration committee.
<b>Meeting #2 Feedback/Emergent Themes</b> Superintendent Pennyfather	<p>The committee watched a <a href="#">video</a> of students from Lester B. Pearson and M.M. Robinson connecting on Dec. 6, 2017. As noted in the video, Rebecca Newcome has been placed as vice principal at M.M. Robinson for September 2018.</p> <p>Superintendent Pennyfather reviewed the feedback from the last meeting. Emerging themes from meeting #1: Transition &amp; integration activities, expanded program and extra -curriculars, student voice,</p>	<p>Feedback from today's meeting will continue to feed forward to the integration committee.</p> <p>A continued emphasis on communication. Committee members</p>

	<p>naming/renaming, positivity moving forward</p> <p>He noted that some of the questions would be addressed in today's meeting and spoke to:</p> <p>Q. <i>Can we introduce, register students and start tryouts for extra-curricular before fall 2018?</i></p> <p>A. As per Board and provincial policies, there are conditions around this to ensure eligibility. Approval for unique conditions is sought by coaches who seek approval with HSSAA.</p> <p>Q. <i>What will the last day look like- equip moving?</i></p> <p>A. A moving company will be hired by the Board to coordinate a process, which will not be a one day process.</p> <p>Q. <i>How will French look?</i></p> <p>A. M.M. Robinson hosted an "all things French night" and have staff to address any questions regarding program (French Immersion and Extended French).</p> <p>Q. <i>With the expansion of academic options- how will we support students who don't have the prerequisites?</i></p> <p>A. Principal Proteau and LBP guidance staff spoke to how this has been messaged with students at both schools. In some courses offered at MMR, the students from LBP would not have the prerequisite course. The principal of MMR has the discretion to waive the prerequisite, within reason.</p> <p>Q. <i>Can we sell memorabilia to offset the costs for closing ceremonies?</i></p> <p>A. HDSB Purchasing Department has confirmed that the sale of memorabilia can be used for closing ceremonies. The committee is establishing a process for this, given the importance and commitment to honouring the LBP tradition.</p>	<p>are encouraged to redirect questions to schools or the school/board websites for ongoing updates.</p> <p>Students are asked to bring questions to the attention of the school staff, so that staff can address/clarify (e.g., prerequisite example).</p>
<p><b>Subcommittee Report</b> Rebecca Newcombe (Chair - Artifacts and Memorabilia)</p>	<p>The subcommittee has been formed. Vice Principal Newcombe shared:</p> <ul style="list-style-type: none"> <li>● 3rd meeting is tonight (formed in the first week of Dec.)</li> <li>● Prior meetings included an overview of the work, cataloging every item (pictures of every item)</li> <li>● Considerations: a website for electronically holding items, process for capturing the Hall of fame, process for the distribution of artifacts and memorabilia</li> <li>● Burlington historical society has been supporting this work</li> <li>● The sub-committee chair has spoken to other Boards who have recently undertaken this work and shared some best practices</li> </ul>	<p>Finalize a process for distribution of artifacts and memorabilia</p> <p>Feedback will be collated and shared with the Chair of this committee.</p>
<p><b>Subcommittee Report</b> Claire Proteau (Chair - Student Voice and</p>	<p>The subcommittee has been formed. Principal Proteau shared:</p> <ul style="list-style-type: none"> <li>● The group has met once since the formation in December; with the next two meetings set for February 8 and March 2</li> <li>● As heard from the Integration Committee, this committee is representative of a variety of students.</li> </ul>	<p>Continue to focus on communication of information for students and their families.</p>

<p>Welcoming)</p>	<p>Both MMR and LBP staff developed a process to select students in the creation of this group, given the mandate. There are 2 students from each school from grades 9, 10 and 11</p> <ul style="list-style-type: none"> <li>● Students on the Integration committee share that Pearson students would like more time in the MMR building. Principals Proteau and Fedurco have been working together to provide additional opportunities and would take this to their weekly discussions. The committee discussed that the needs of students are different and Principal Proteau shared that there will be differentiated opportunities to address this.</li> <li>● Discussion ensued regarding students with special education needs. <ul style="list-style-type: none"> <li>○ Principal Fedurco shared that the upcoming IEP review process will provide and opportunity to further support the individualized approaches to student transitions</li> <li>○ Principal Proteau shared that she had attended SEAC. At the meeting she shared the work that is happening/has happened with both staff from LBP and MMR to support this transition. One of the parents on the committee had viewed the <a href="#">video</a> of the meeting and found it very informative. The committee discussed other ways that this information can be shared.</li> </ul> </li> <li>● A suggestion is made that maybe the time is now to come together as one community. <ul style="list-style-type: none"> <li>○ Maybe add a website for the electronic distribution rather than synervoice.</li> <li>○ A discussion ensued regarding communication for events.</li> <li>○ Superintendent Blackwell attended SEAC meeting to seek ideas regarding communication best practices.</li> </ul> </li> <li>● Superintendent Blackwell shared that a successful subcommittee communication strategy was developed as per the recommendation of this committee and included newspaper advertisement, social media ads on <a href="#">Facebook/Twitter/Instagram</a>, <a href="#">board</a> and <a href="#">school</a> website, hard copy and locally posted flyers, synermail and school based communication via principal’s blog. Parents can add to the email address(es) on file to receive direct communication by contacting the school.</li> </ul>	<p>Superintendent Blackwell will connect with parents on the Integration Committee and SEAC members of the committee to further generate communication ideas.</p> <p>Updates will continue to be posted on the Board website at the LBP/MMR specific <a href="#">webpage</a>.</p> <p>Updates will continue to be shared by schools in their ongoing communication with parents (e.g., LBP Principal’s blog, School Council Meetings).</p>
<p><b>Subcommittee Report</b> Loraine Fedurco (Chair - Celebration Committee)</p>	<p>The subcommittee has been formed. Principal Fedurco shared:</p> <ul style="list-style-type: none"> <li>● The subcommittee has met, starting the first meeting with just the committee and now have developed a working group</li> <li>● The subcommittee will be known as the “Celebration Committee”</li> <li>● Initial planning of the events include a Friday evening and Saturday component <ul style="list-style-type: none"> <li>○ Given the existing demands in June (e.g., Pearson Review, Commencement, Athletic Banquet, etc.), the subcommittee is looking to secure a May weekend date</li> </ul> </li> <li>● Initial thinking re: Friday Night - Flood Light festival</li> </ul>	<p>Reach out to the LBP Alumni via their website at <a href="https://www.alumniclass.com/lester-b-pearson-high-school">https://www.alumniclass.com/lester-b-pearson-high-school</a></p> <p>LBP Staff Member will connect with the LBP Student leadership team regarding celebrations for semester 2.</p>

	<ul style="list-style-type: none"> <li>○ In the parklands, Floodlight touch football game (staff vs. alumni) with Tailgate pregame festivities, Food Trucks, Dance/DJ, Upper Middle band, fireworks (pending permits)</li> <li>○ Principal Fedurco is working with the city re: availability of field and parking</li> <li>○ Rain plan would be inside (basketball and/or volleyball) with trucks on roundabout and tent</li> <li>○ Will also be reaching out to the Fire Department and St. John Ambulance</li> <li>● Initial cost considerations are being developed (e.g., custodial staff, permit, police, tents, food, etc.)</li> <li>● Saturday initial planning includes <ul style="list-style-type: none"> <li>○ memorabilia displays in decade rooms</li> <li>○ a closing celebration ceremony</li> <li>○ Honoring members from LBP - the subcommittee is working to ito establish criteria for alumni and staff who have made considerable contributions from 1976 to present day</li> <li>○ Members are reaching out to alumni</li> </ul> </li> <li>● It was noted that there is a LBP alumni website <ul style="list-style-type: none"> <li>○ Principal Fedurco mentioned that this group had connected with her are looking to host a “Final Curtain Call” on June 29 at Burlington Performing Arts Centre. There was a discussion around coordinating the two events, but June 29 is the long weekend and end of June is problematic, as per previously shared rationale</li> </ul> </li> <li>● A committee member asked about the students who may not want/be able to attend. Students have also suggested that there be more celebration throughout the second semester. The students feel like they would need more than one day.</li> <li>● Principal Fedurco shared that school based celebrations are occurring monthly. The Pearson Review is limited to students and their families. A suggestion is made that during the Pearson Review have a moment to address and respect the closing of the school.</li> <li>● There is lots of support for these events both from the board and the community.</li> </ul>	
<p><b>Principal’s Report</b> Principal Fedurco (Lester B. Pearson)</p> <p>Principal Proteau (M.M. Robinson)</p>	<p><u>Principal Proteau (M.M. Robinson)</u></p> <ul style="list-style-type: none"> <li>● Presentation to SEAC on Dec. 5, highlights the work that was already in place.</li> <li>● Monitoring plans are in place to support students with special education needs and/or identified as “at risk” - connecting with a caring adult will be key</li> <li>● Question from the committee: How do we support the students that have changed their adult support? <ul style="list-style-type: none"> <li>○ Awaiting staffing as per our collective agreements</li> <li>○ Principal Fedurco noted that all schools experience changes to staffing and ensure that</li> </ul> </li> </ul>	<p>Staffing updates will be provided at the next subcommittee meeting.</p> <p>Monitoring of support needed will continue at both schools in transitions for students. Administrative teams from LBP and MMR meet weekly. Administrative teams and</p>

	<p>students remain the focus</p> <p><u>Principal Fedurco (Lester B. Pearson)</u></p> <ul style="list-style-type: none"> <li>● Final evaluations are underway</li> <li>● Grades 9, 10, 11 students have spent time at the new school (Dec. 6 2018)</li> <li>● Teachers have been presented with an umbrella time for moving and are being supported by Board subject leads. Both schools are working to identify the best resources for all students.</li> <li>● One of the subcommittee members asked that we remember that not all employees will be moving to MMR (e.g., OCTU, CUPE and MASS) based on the enrolment <ul style="list-style-type: none"> <li>○ Superintendent Blackwell shared that these staff members are also being supported by staff from Board departments (e.g., Business Services, Information Services and Facilities Services) in school closure and consolidation processes.</li> </ul> </li> <li>● Question from the committee: How will staff be supported in all of the work</li> <li>● Staffing according to critical path: What are the course options in September. The leadership team will begin the transition first.</li> <li>● Once enrolment is determined, the leadership team works with the Principal to determine course offerings. Students have selected their “wish list” through a pre course selection process facilitated at MMR and LBP</li> <li>● Question from a student; Would there be exceptions for grade 11’s due to lack of prerequisites for classes? <ul style="list-style-type: none"> <li>○ Guidance at both schools will be working to accommodate the transitioning students in their course selections; there is some flexibility under the direction of the Principal (e.g., where prerequisite courses were previously not available to students)</li> </ul> </li> <li>● Question from a parent: Do we know summer school locations? <ul style="list-style-type: none"> <li>○ Summer school location will be determine next week, as per the Board’s annual timelines</li> </ul> </li> </ul>	<p>Superintendents from this committee meet monthly to discuss ongoing timelines, communication and support.</p> <p>Update re: summer school location will be posted at the Board website</p>
<p><b>Board Report</b> Superintendent Blackwell</p>	<p>Administrative Review Update:</p> <ul style="list-style-type: none"> <li>● Administrative review is completed; further information is posted <a href="#">here</a>.</li> <li>● HDSB was instructed to continue the implementation through this process and will continue this important work</li> <li>● A commitment was made by the Board to be fiscally conscious of spending during the review; a budget was established in September to support the work of this committee and schools in building positive transition opportunities for staff and students</li> </ul>	<p>Principals will provide messages to staff, School Council members regarding the name. This information will also be provided in updates shared by schools and the Board.</p> <p>Principal Proteau will work with the</p>

	<p>Staffing:</p> <ul style="list-style-type: none"> <li>• Ms. Newcombe (current VP at LBP) will be VP at MMR effective September 2018. This announcement was made prior to the regular timelines to support students, staff and families and provide consistency for all.</li> <li>• Staffing is determined by enrolment. This process is aligned with the staffing critical path for educators. CUPE, MASS and OCTU have a different process. Their employee group leaders are working with the Human Resources department. The Board is continuing to work through this process.</li> </ul> <p>Update re: naming/renaming</p> <ul style="list-style-type: none"> <li>• The role of HDSB senior staff is to gather information and learning from previous experiences re: school consolidations. Previously, the Board renamed in some consolidations and did not in others. The Board looked at what was done in the past and consulted with people that have gone through this in HDSB and beyond. HDSB learnings and that shared by other Boards was that time is more purposefully spent focused on supporting student and staff transitions.</li> <li>• M.M. Robinson will remain named as such. The theatre, a prominent location in the building and reflective of the theatrical presence at LBP will be renamed the Lester B. Pearson Theatre</li> <li>• Given that schools are purposefully names, renaming would result in the loss of two school names, named after very important people. Both names will be honoured in recognition of the meaningful contributions of M.M. Robinson and Lester B. Pearson (see <a href="#">here</a>).</li> <li>• The work being done at the school level, by staff and students, and additional responsibilities and committee work was recognized as an important consideration. A Board in Ontario just went through this renaming process last year, resulting in 34 meetings for names, colours, mascots and the logistics around this.</li> <li>• Delegates shared that there should be a way to honour the Lester B. Pearson name. The theatre and memorabilia display will be prominent. Principal Proteau will work with the student voice committee. As shared at this Integration Committee meeting, an example is the benches are very important to students. Surveys throughout the PAR highlighted the people and the relationships as key factors in the school community.</li> <li>• Principal Proteau shared that the start of the year will be an opportunity to build a new student leadership structure (no formal student elections will occur at the end of the year).</li> <li>• Superintendent Pennyfather shared the idea used in Acton High School re: memorabilia <a href="#">displays in</a></li> </ul>	<p>Student Voice subcommittee to bring an update to the March Board meeting.</p>
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	<p><a href="#">lockers</a></p> <p>Update re: transition plans/timelines:</p> <ul style="list-style-type: none"> <li>● Transition plans and timelines have been developed at the Board level with consultation from all departments. These were shared with both staff at their January staff meetings.</li> <li>● The process for securing a moving company is now underway. This company will be working with the schools to support this process.</li> <li>● Question from the committee: What resources are at Pearson that needs to be moved to MMR? <ul style="list-style-type: none"> <li>○ A process is in place to identify these that builds on similar processes that occur when students move from grade 8 to grade 9, as well as after grade 9. Student Services and Student Success are tracking student equipment to ensure these travel with students, where appropriate</li> </ul> </li> </ul> <p>Child Care facilities at Brant Hills and Frontenac:</p> <ul style="list-style-type: none"> <li>● As shared at the January 10, 2018 Board Meeting and in the <a href="#">HDSB News Release</a>, the Board has received funding to build child care facilities at Brant Hills and Frontenac. The Board has worked with child care partners in identifying relocation for current facilities housed at Lester B. Pearson and Robert Bateman. The Brant Hills facility will be ready for September 2018. The Lester B. Pearson Co-Op nursery does not run over the summer months. This will add 25 childcare spaces for the community.</li> </ul> <p>March Board Meeting:</p> <ul style="list-style-type: none"> <li>● Superintendent Blackwell spoke to the possibility of having students share some of the transition work happening with LBP and MMR</li> </ul>	
<p><b>Next Meeting</b> Superintendent Pennyfather</p>	<p>A recommendation was made to use the February meeting for subcommittee work.</p>	<p>The meeting scheduled for Feb. 9 to be replaced for subcommittee work time. The April 12, 2018 meeting will be held at M.M. Robinson.</p>
<p>Adjournment</p>		<p>Meeting is adjourned 7:37pm</p>