

SSRSB Transition Meeting

13 October 2016, 4-5:35

1. Introductions
2. Meeting Norms
3. Agenda

a. Roles and Responsibilities of the Lead Transition Team

- What is required to align things for the transition, this is not a committee to rehash the decision
- Responsibility is to the students of our school board and to set them up for success
- In terms of student voice and making sure that the BHS kids who are going to PVEC are treated appropriately on all levels.
- Communication is huge – students, parents and teacher pieces

b. Communication Through the Process

- Subcommittees report to this Transition Committee; this committee reports back to the communities and the Superintendent
- The Facilitator of the Sub Committee will take information back to this committee
- Section on the SSRSB website regarding transition – information funneled through Lamar and Mark
- Hugely important to show the community what we are doing and be transparent
- Something on each school's homepage for people to communicate.
- **ACTION**: Creating a website so that people can send questions/comments (e.g. Through Lori Ferraina or Rob Bonney)
- **ACTION**: Is there a way to connect SSRSB, BJSBS and PVEC comment sections of the web pages so that people can access what other people have been saying?

c. Introductions to subcommittees and timelines

- **Student Services Facilitator – Darren Haley**
 - **WHO (including but not limited to):**
 - Program support teachers,
 - TAs,
 - Guidance,
 - HR,
 - Health,
 - Operations/transportation
 - **CONSIDERATIONS:**
 - Transition Teams/Planning already occurs
 - How do we notify the families of students with special needs that there is a transition process in place and plan

their transition meetings. Communicate to parents that there is a process in place already:

- Letters home
- Phone calls
- Communication page on website and school pages
- Structure of the building (LC and Resource)
- Students need to be identified at BHS who will be moving and what specific transition needs that they have. Daphne will work on a list of students that will need the transition support (3 yrs of students)
- Staff from both schools will be available for transition meetings to meet students and families. Possible sub time??
- PVEC Transition meetings with feeder schools will keep their usual schedules; BHS transition meetings need to happen sooner
- **QUESTIONS:**
 - Who is making the call to families and when does this start

● **Student Programming: Jeff DeWolfe and content specific coordinators**

- **GOAL:** Providing the best course selections for all students. Making Registration/Process and timeline for registration appropriate for students
 - Some specific course discussion (French/O2/COOP/AP/IB, etc.)
- **WHO (including but not limited to):**
 - Students,
 - Guidance/schedulers if other than guidance,
 - Admin
 - HR being a part of this for the combination of staffing

● **CONSIDERATIONS:**

- Timing of the course booklet and registration process/timeline
 - **Student Voice** -- picking courses -- needs all courses to graduate -- needs to know about AP courses -- will we be offering this? Keeping options open - needed extra time to figure out what they want to do. Registration dates - need time to think about what courses they want to take
- Course selection timelines need to be parallel between schools. Need to know what programs will be available at PVEC

● **QUESTION:**

- Technology Integration - could this be its' own entity? assistive technology - If Jim is planning PD with PVEC staff, he should be including BHS teachers who this would impact

● **ACTION:**

- Asking for a staggered start - PVEC - usually Grade 10 students (and NSISP students) come in alone - could it be students new to the school? One in June and again in September.
- Grade 9 visits to PVEC -

- Is there a time that the students would want to walk through PVEC? students would like that - sometime in June - later in the year - so that you are familiar with the school before you get there. Time to bring this back.

● **School Culture: Jeff DeWolfe/Denise Dodge-Baker**

- **GOAL:** sub committee members in all discussions will be focusing on and finding ways to incorporate BHS culture into PVEC.
- **WHO (including but not limited to):**
 - Students
 - Admin
 - Athletic directors at the schools
 - Graduation coordinators
 - Parents
 - Student councils
 - Need to include more student voices than just the four at this table
- **CONSIDERATIONS:**
 - Extra-Curriculars - Athletics, clubs, arts, etc.
 - Graduation Ceremony 2017-2018
 - Banners and awards and Alumni Room - what will happen with all of that stuff? Bridgewater Memorial Space at PVEC?
 - Student Council's working together
 - Special Events - downplay the rivalry eg. Glen Murray Tournament
 - Who is more concerned about a past rivalry - the students or the adults?
 - Student Councils can make signs and sit together - hockey games are pretty divided - formulate some thoughts from the student perspective
 - Merging SAC - new letters of agreement - maintain SAC at BHS and have BHS members move to PVEC with students
- **ACTIONS:**
 - Organizing student tours (cost implications)
 - Organizing welcome day
 - Lamar - Find out if there are any provincial regulations on naming/renaming schools for next meeting

● **Finance: Tiffany Joudry/Wade Tattrie/Robyn Bell**

- **GOAL:** Looking at Scholarships/Awards/Bursaries/Honours
- **WHO (including but not limited to):**
 - School admin, guidance and finance
- **CONSIDERATIONS:**
 - School Based Funds
 - Turn it over to the Finance Subcommittee to contact school administration regarding this

- **ACTION:**
 - Contact community - some awards are tied to people's estates - this may require a legal opinion.
 - What are the rules that the families follow

- **Transportation: Denise Crouse/Gilbert Jackson**

- **WHO (including but not limited to):**
 - SSRSB transportation department
- **CONSIDERATIONS:**
 - Students with special needs
 - Include the voice of: Town of Bridgewater - Traffic Authority/Police
 - Assessing bell times: the two schools have different start and end times - is there a movement to change bell times?

- **Human Resources/Staffing:**

- **WHO (including but not limited to):**
 - Tina Munro (will start meeting with impacted staff in November)
 - School staff at PVEC and BJSHS
- **CONSIDERATIONS:**
 - Staff well-being
 - Staffing process, contractual items

4. Information Sharing: Student Focus Forum

- SSRSB putting together two sessions
 - One for grade 9s
 - One for 10-11
- Purpose: to get some feedback from students - just student voice

5. Set Next Meeting Dates

- November 3rd from 4-6pm

Adjourn: 5:35