

Clayton Park-Fairview School

School Steering Team (SST) Meeting

DRAFT Meeting Minutes #3: Teams

Date: September 11, 2025 Time: 3:00-5:00 PM

Attendees:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Alina Bozhko	Community Member
Gareth Evans	Representative, HRM
Janet Lee	Community Member
Krista Ranahan	Director, Education Infrastructure, DPW
Karen Saweczko	SAC Chair, Park West School
Cory Schlievert	Project Director, Capital and Operations, EECD
Neil Wang	Student, Halifax West
Beth Ann Prime	Coordinator, Schools Plus, HRCE
Shaza Khattab	Student, Halifax West
Kavita Khanna	Director, Operations Services, HRCE
Paula Fairbairn	Retired school administrator, HRCE
Tristan Richardson-Prager	Project Manager, DPW
Krista LeBlanc	Consultant, English Program. Secondary Achievement, HRCE
Christina Munroe	Administrative Assistant, HRCE
Geoff Olsson	Coordinator, Property Services (Maintenance), HRCE
Chris McPhail	Community Member

Regrets:

Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Dinesh Pathak	Community Member
Omar Elsherif	Manager, Education Infrastructure, DPW
Andrea Lawson	Design Lead, DPW
Dr. Simone LeGenre	Community Member

#1: Intros/Welcome:

- Kavita welcomed everyone to the meeting

#2: Minutes from August 14, 2025 meeting and review of SD report:

- The minutes have been confirmed and will be posted on the Capital Projects page on the HRCE website

#3: Gather feedback from SD Presentation:

a. School Building

VP Offices on differing floors:

There are concerns about the VP's offices being on separate floors of the school. This was done to increase VP supervision.

Schools Plus:

It was clarified that offices c1 and c 2 are for the school counsellors, with the additional offices earmarked for Schools Plus (e.g. external therapists). The middle area is a lounge/waiting area for students. The kitchen is part of the Schools Plus hub.

Showers in the Learning centre:

Showers will not be included in the learning centre, there may be a shower available in the staff room area.

Staff Washrooms:

Staff have their own dedicated washrooms in the staffroom area, and there is also a washroom in the admin area. It was noted that there is only one staff washroom at each of the schools at West Bedford, which isn't enough.

The washroom counters at West Bedford are slanted, forcing people to put water bottles on the floor, please ensure that similar counter tops are not installed at this school.

DPW Note / Action: DPW will review these design considerations during design development. Any adjustments will be evaluated within the approved program and budget.

Robotics Lab:

The two innovation classrooms and shared storage space will enable capacity for teachers to run a robotics program if there is interest from staff and students.

Snoezelen Room:

These rooms were used in the past to provide options for neuro diverse students with offerings such as swings, bean bag chairs etc. This stopped being offered due to lack of evidence that it was effective.

Sensory Garden:

If there is interest, a sub-committee can be formed to plan and fundraise for any incremental costs. Sustaining gardens past the school year would need to be considered and planned for.

HRM Partnership/Community Use:

There is currently no plan to have HRM Rec space at this school as the site is too small for an additional dedicated entrance. Community groups will be able to rent the gym.

b. Outdoor Features**Field:**

At the present time, we are unsure of what the field design will look like. Significant work will be required to get it up to HRM's field standards. HRM will be consulted to advise on opportunities for rejuvenating the field and adding any additional recreational amenities (e.g. courts)

Basketball Courts:

Basketball courts are NOT going to be fenced off, so the community will be able to access the space. The courtyard will be fenced off after school hours.

Student/Community Gardens:

There is potential to plan a student/community garden near the gaga pit. This is something that is often run by volunteers. If there is community interest, a committee will need to be created to lead the work. This committee can start now to incorporate their planning within this project or after the school opens.

c. Transportation, parking and waste collection**Parking spaces:**

There are 88 parking spaces proposed for the school.

If anyone has any further feedback, please send an email to HRCE Operations, hrceoperations@hrce.ca, so it can be recorded and shared with the group.

#4: DPW to provide project status and ongoing work:**a) Design development**

Is currently in the design development stage, which should be complete by mid October. This will include more detailed plans on the electrical, mechanical, millwork and room design. A more detailed cost estimate will be developed during this stage.

b) Site Work**What does the site look like and how will it change?**

The vast majority of the trees will be removed, rock fill will be brought in, and the area will be graded. Security/construction fencing will be placed to secure the construction zone. No blasting is currently expected. There will be a small amount of underground civil work. A line will be run underneath the Mainland Trail on the north side of the

building, resulting in a brief disruption to trail access. It is anticipated that the work of this phase will be done with a minimum of disruption to the trail. This won't impact the sports field during this phase.

c) Construction

Currently finalizing plans for the grading and filling of the site as well as some civil work. Construction would begin two weeks after approval, with a potential start date of mid-October.

DPW Note / Action: Construction is targeted to begin mid-October, pending approvals, permitting, and design completion. Timelines remain estimates and may adjust based on site or procurement factors.

#5: Opportunities to contribute to school features:

a) Potential art project

There is interest from this committee to work with HRA to develop a fine art project for the school. Janet Lee offered to lead the project. Examples of a project include a mosaic, sculpture, mural, etc.

Concerns were expressed concerning the OFM fire regulations and how they might impact the art project. It was suggested that technology be used to showcase student art, with an example of using a large screen in the main area of the school scrolling student art projects. This would also be an avenue for groups such as students council and the athletic department to showcase their work.

b) Outdoor features (e.g. courtyard, field, courts, bus loop)

It was confirmed that there would be no fencing around the basketball court in the bus loop. Fencing will be installed around the courtyard area to prevent after hours access.

#6: School name

There is a policy for naming new schools, please see the attached.
The school should be named before the end of the 2025/26 school year.

#7: Next Meeting:

- The next meeting is confirmed for Thursday, October 9th from 3-5 PM

Meeting adjourned at 4:26 PM