

**Auburn, Cole Harbour Family of School  
School Options Committee Meeting Notes**

April 24, 2017  
6:30 pm – 8:30 pm  
Cole Harbour District High

**Purpose**

- To receive and approve the April 18<sup>th</sup> and April 10<sup>th</sup> minutes
- To review update from the HRSB
- To provide update of School Tours
- To review options
- To run options through the Evaluation Matrix
- To discuss the design of the next Public Meeting

**Notes**

Agenda Item and Discussion	Actions
<p><b>Call to Order:</b> At 6:35 by Co-Chairs</p> <p><b>Overview of agenda and purpose:</b> As per previously circulated agenda.</p> <p><i>In attendance:</i></p> <p>Coralee Dyck                      Cole Harbour District High            Scott MacDonald              Cole Harbour District High            Tasha Neal                      Ross Road School            Amanda Anthony              Ross Road School            Robin Heffler                  Sir Robert Borden J.H.            Amanda Lowery                  Atlantic View Elem.            Kimberley Aselstine          Colonel John Stuart Elem.            Heather Deighan              Colonel John Stuart Elem.            Adele Dionne                  George Bissett Elem.            Rosella Fraser                  Nelson Whynder Elem.            Dwayne Green                  Nelson Whynder Elem.            Keri-Lee MacDonald          Robert Kemp Turner Elem.            Jennifer Collier                Robert Kemp Turner Elem.            Chris White                      Robert Kemp Turner Elem.            Susan Russell McGrath       Auburn Drive High            Corrie Anderson               Astral Drive J.H.            Margaret Rao                   Astral Drive J.H.            Krista Dicks                    Graham Creighton J.H.            Heidi Stevenson               Astral Drive Elem.            Shannon Parsons              Astral Drive Elem.            Jill Warren                      Caldwell Road Elem.            Jessica Quillan                Caldwell Road Elem.            Craig Hirtle                    Colby Village Elem.            Beth Newton                    Joseph Giles Elem.            Gina Conrod                    Joseph Giles Elem.            Laura Tait                       Bell Park Academic Centre</p>	

Agenda Item and Discussion	Actions
<p><i>Regrets:</i></p> <p>Brenda Riley                      Humber Park Elem.</p>	
<p>The updated April 10<sup>th</sup> meeting minutes and the April 18<sup>th</sup> meeting minutes were discussed.</p> <p><b>It was moved and seconded (Dionne/Dicks) to approve the minutes from the April 10, 2017 and April 18, 2017 Auburn Drive High and Cole Harbour District High Families of Schools – School Options Committee Meeting.</b></p> <p style="text-align: right;"><b>(CARRIED)</b></p>	
<p><b>HRSB Update:</b></p> <p>A document outlining responses from the Halifax Regional School Board regarding questions the School Options Committee brought forward was discussed. Topics included:</p> <p><i>Is there a template for the Staff Technical Report?</i></p> <p>There is no template: each report responds to the content of the SOC report. Generally however, the Technical Report speaks to the Mandate of the SOC's Review (has it been met?) and also to how the SOC report meets the School Review Policy Directives.</p> <p><i>Are the schools under review represented on the SOC through the attendance of their appointees?</i></p> <p>The principals have been contacted to ensure each school is appropriately represented as per the policy.</p> <p><i>What is the process connected to the SOC report submitted to the HRSB and Governing Board decision?</i></p> <p>Outline of how submissions occur was given.</p> <p><i>All of the motions from the April 18<sup>th</sup> SOC meeting that impact the HRSB have been conveyed to the HRSB.</i></p>	
<p><b>School Tour Update:</b></p> <p>Adele Dionne reported she sent out an email asking who was interested in going on school tours and/or who is interested in sitting on an organizing Committee. How to coordinate school tours will be discussed with the Halifax Regional School Board. A set of criteria to guide and standardize the visits will be developed by the sub-committee</p>	<p><b>Criteria to be developed by sub-committee.</b></p> <p><b>Corrie Anderson, Co-Chair and</b></p>

Agenda Item and Discussion	Actions
<p>It was noted, upon comment about a number of email bounce backs from the group email list, that an updated email distribution list will be sent out.</p>	<p><b>LaMeia Reddick, Facilitator, will work together to send out updated distribution list.</b></p>
<p><b>Options Review:</b></p> <p>It was noted that twelve new scenarios were submitted through the week, for a total of 15 scenarios. A conversation ensued regarding being mindful of what is discussed outside of the Committee meetings while recommendations are still under development, and the key message to the community is that various scenarios are being developed and reviewed and no final recommendations have been decided as of yet. Members are to keep to key messages for the Community, respecting this is a sensitive process. It was noted that it may be a good idea to prepare key messages at the end of each meeting to ensure good communication.</p> <p>The calculations from last week's evaluation matrix of presented options were distributed. A discussion ensued regarding those results.</p> <p>Craig Hirtle reviewed the twelve new scenarios.</p> <p>A discussion ensued regarding the BLAC Report. Clarification is required regarding the intent in the report around schools and diversity. IE. Is diversity maintained and supported by ensuring schools exist in a particular geographic and culturally unique area, or by ensuring diversity exists in schools in general where possible.</p> <p>A common theme noted in all the options is the value of another French Immersion school.</p> <p>Thanks were extended to Craig for preparing the scenarios and also to those who submitted the scenarios.</p> <p>How to calculate school capacity was discussed.</p> <p><b>It was moved and seconded (Green/Lowery) to accept the fifteen options and to work within those fifteen options.</b></p> <p><b>Motion tabled.</b></p>	<p><b>Electronic copy of Evaluation Matrix to be sent to Facilitators by Corrie.</b></p> <p><b>Facilitators to investigate and confirm.</b></p> <p><b>Motion to be lifted from the table at a subsequent meeting.</b></p>
<p><b>Run Options:</b></p> <p>The Committee broke out into three smaller groups to review and prioritize the fifteen options. The SOC will follow this process by running them through the Evaluation Matrix.</p>	

Agenda Item and Discussion	Actions
<p>Each group summarized their preferred options and clarified points for others upon request.</p> <p>The following process was outlined:</p> <ol style="list-style-type: none"> <li>1. Groups to submit preferred options with edits to Facilitators by end of day Tuesday.</li> <li>2. Facilitators to summarize options and send to Craig Hirtle and Jill McGillicuddy by end of day Wednesday.</li> <li>3. Jill to pull data for street reconfiguration and other requested data as necessary and provide to Craig.</li> <li>4. Craig to input options into Excel spreadsheet and email out to the Committee by Friday.</li> <li>5. The Facilitators will create a survey or other mechanism for rating options and send out to the Committee. As previously noted, the Evaluation Matrix will also be shared.</li> <li>6. The Committee is to complete the survey by end of day Saturday.</li> </ol> <p><b>It was moved (Dionne/Quillan) to schedule the next Public Meeting for May 17, 2017.</b></p> <p style="text-align: right;"><b>(CARRIED)</b></p>	<p><b>Groups to submit summary of options and necessary edits to Facilitators.</b></p> <p><b>Facilitators to send compiled options to Craig and Jill.</b></p> <p><b>Craig to email out spreadsheet to Committee.</b></p> <p><b>Facilitators to email out survey.</b></p> <p><b>Committee to complete survey.</b></p> <p><b>Facilitators to convey date to the HRSB.</b></p>
<p><b>Public Meeting Design Discussion</b></p> <p>Item deferred until next meeting.</p>	
<p><b>Final Decisions and Close</b></p>	
<p><b>Adjournment:</b></p> <p>The meeting adjourned at 8:50 p.m. by consensus.</p>	