

A meeting of the Central Kingston Intermediate/Secondary School Integration Committee met on Tuesday, June, 21, 2016 at 4 pm at QECVI, Kingston, Ontario.

**In Attendance:** K. Burra, Superintendent of Education  
P. Murray, Trustee  
A Ross, Trustee  
A. McDonald, Principal - QECVI  
R. Saunders, Principal - LCVI  
K. Smith, Communications Officer  
T. Orpin, Integration Coordinator  
L. Bark – Chair, QECVI Parent Council  
C. Young – QECVI Parent Council  
J. Lee – Co-Chair, LCVI Parent Council  
J. Riley, Teacher – LCVI  
S. Cherry, Teacher– QECVI  
J. Ascough, Student – LCVI  
M. Brant, Student – LCVI  
S. Amsden, Teacher – QECVI  
M. Leake, Teacher – LCVI  
S. Murphy, Student – QECVI  
M. Major-Thompson, Student – QECVI  
R. Munroe, Student – QECVI  
R. Rushton, Kingston Youth Unlimited

**Guests:** K. Stewart, Move Coordinator

**Recorder:** L. Strange, Records Management Coordinator

Trustee Murray called the meeting to order at 4:10 p.m.

**1. Approval of Agenda**

*MOVED BY: C. Young, that the agenda, as distributed, be approved. Carried.*

**2. Welcome & Introductions**

P. Murray welcome members and each attendee introduced themselves and their affiliation.

**3. Communication Update**

K. Smith provided a brief update on communication activities to date. These included news and other information updates to various social media channels including the QECVI Transition Website (off LDSB website), Facebook, Remind 101 APP and Twitter (LDSB account). She indicated there have now been three parent newsletters issued and a fourth will be distributed before the end of the school year. Staff email newsletters continue. The Welcome to LCVI Handbook and Welcome to LCVI Video are also available on all social media channels. A hard copy of the handbook will be distributed with report cards of all QECVI students transitioning to LCVI in September 2016.

#### **4. Closure of QECVI Update**

K. Stewart outlined the plan to move academic resources from QECVI. Stewart is assisted by two custodians. To date, the move team has stayed away from teaching and learning areas so as not to disrupt classes. Following the end of the school year, they will move into other areas with a goal to have all items moved by the end of July. Resources will follow students. Some items may be moved to an off-site storage area until they are needed.

Several former students and retired staff are helping to identify historical or noteworthy items. Memorabilia items are being stored until decisions are made. The group will reconvene in the fall.

A separate facilities and information technology team is dealing with equipment and fixtures.

A. McDonald indicated school has a sign-up "wish list" for items requested by the public such as pieces of the gym floor, bricks etc.

A. McDonald indicated the QE Reunion Weekend and recent Farewell Ceremony were both well attended and received. A video that was shown at the school's final recognition assembly was shown. The "Remembering QECVI" video that was shown as the Farewell Ceremony is available on social media channels.

S. Cherry wanted to share that the timetable process (now under way) was running smoothly. Students were very positive about their course selections for next year and were excited about all of the new program opportunities that await them. M. Leake indicated LCVI students are also excited as they, too, have new opportunities given the larger student body. The work of T. Orpin and M. Bartlett and all QECVI and LCVI student services staff was recognized from the outset of course selection.

#### **5. Student Voice Update & Next Steps**

K. Smith provided a report outlining the various student voice opportunities that have occurred since last fall. The report outlined student feedback and input related to activities and athletics (extra-curriculars), transition supports and orientations and culture. There was discussion that more discussion was needed on some items.

J. Riley and J. Ascough indicated that some of the action items outlined in the report have already been acted upon including a club carousel to showcase school activities and athletics and an orientation day during the first week of school in September.

#### **6. Parent Engagement Update & Next Steps**

J. Lee & R. Saunders provided an update on LCVI's June 7 welcome barbecue for QECVI Community. About 40 students and families attended the evening which included informal tours of the LCVI. Parents who attended said it was beneficial to have parents meet parents and find out what they wanted at their own pace. It was suggested by the Committee that a similar event be replicated in the fall perhaps the week before school, or the week that school starts.

**7. Subcommittee Discussions**

K. Burra invited members to stay and have discussions with their peers if they had specific items to discuss.

**8. Other Business**

There was no other business.

**9. Dates for Further Meetings**

P. Murray indicated that there was no pressing work for Committee over the summer and next meeting would be scheduled for after start up, likely sometime in October. Members were encouraged to get in touch via email if they needed an item discussed over the summer.

**12. Adjournment**

The meeting adjourned at 6:15 p.m.