

## **Joint Carson Capital Project Steering Committee**

### November 9, 2009 Meeting Summary Notes

In attendance: Assistant Superintendent Dave Pearce (Chair); Carson Graham Principal Steve Garland; Balmoral Principal Michael Kee; Carson Graham Vice Principal Renee Hislop; Teacher Representative John Buchanan; CUPE Staff Representative Joyce Griffiths; Student Representatives Paul Kim and Melissa Lasure; Parent Representative Sherri Thomas; NVSD Capital Projects Manager Jim Prunty

Regrets: Teacher Representatives Suzanne Postle and Toby MacDonald; Parent Representative Mary St. Martin; District Vice Principal Program & Student Services Brad Baker; Director of Facilities & Planning Ian Abercrombie; Trustee Representative Susan Skinner; Trustee Representative Mary Tasi

#### **1. School Operations**

##### Carson Graham -

School Principal Steve Garland reported on the upcoming challenge at Carson Graham with respect to the decrease in available student space that will occur after the scheduled December 18<sup>th</sup> demolition of the school gymnasium. Student needs will be addressed, in part, by the reconfiguration of the upper library to support a student gathering place.

Further to the loss of the gymnasium space, the PE Dept will generate a list of equipment for storage and for deployment once access to the gymnasium ceases in December.

Identification of a suitable location at Balmoral for the temporary relocation of the Carson Graham totem pole is underway and is being coordinated by the school principal and PAC chair.

It was reported that a solution for cafeteria services is still outstanding as the district has been unable to find a food service company that is interested in the reduced contract for three years. The district's Purchasing Department will continue to investigate the potential use of a mobile catering service.

##### Balmoral -

School Principal Michael Kee provided an update on the status of ongoing teacher development and training with respect to the IB Middle Years Programme and IB instruction and assessment. Electives in the areas of Fine Arts, Applied Skills and PE at Balmoral will be aligned with the electives to be offered at Carson Graham in 2010-11 to provide the necessary continuum needed between schools to support the IB programs (MYP and DP) at both schools.

M. Kee reported that students appear to have adjusted well to the increase in Balmoral's population this year (600+) with benefits seen in the increase of available activities, choices, the larger mix of teachers and more and different opportunities for students.

## **2. Design Meetings**

Three design meetings were held in October, involving staff, students and PAC/parents from both Balmoral and Carson Graham. All three groups reported that they were impressed with the architectural design and different opportunities a new school will offer. Design space for applied and technology skills, incorporating a working area and design area, is still being investigated.

## **3. Demolition and next stages**

Jim Prunty reported that demolition is on schedule and 1/3 is complete. The second phase of the demolition will begin on Dec 18 when the school closes for winter break. The building electrical and heating systems will be disconnected and a new power supply to the school established. Demolition of the school gymnasium is also scheduled to occur during the two-week winter break window. The building power system changes will be completed during this time period and all systems will be operational when school resumes on January 4<sup>th</sup>.

## **4. New School Student Capacity**

Dave Pearce reported that the design and construction of the building is proceeding based upon a school population of 1100 students.

## **5. Gym Requirements**

Meetings have been held with the North Shore Recreation Commission to identify available gymnasium space for Carson Graham PE classes for the Jan – June 2010 schedule. First and last classes in the timetable could be accommodated by the Rec Commission at its civic facilities; a pilot is to run in December to work out details. Balmoral PE classes would need some support as well beginning in Sept 2010.

## **6. ICT Infrastructure**

Dave Pearce spoke to the future design for ICT systems and the complexity of planning three years in advance in a rapidly-changing IT environment. He confirmed that the ICT and Facilities departments are working on identifying the school's anticipated needs for 2012. Standards (for new schools) are being developed to help ensure that the most up-to-date technological requirements are being met once the school is completed.

## **7. Next Meeting:**

Thursday, December 10<sup>th</sup>                      3:00 pm @ Carson Graham