

## **Ridgeway Heritage Restoration Capital Project Steering Committee Meeting**

### **March 23, 2009 Meeting Summary Notes**

In attendance: Assistant Superintendent Bryn Roberts (Chair); Ridgeway Principal Aline Burlone; Ridgeway Teacher Representative Chris Kirkland; Ridgeway CUPE Staff Representative Linda Reid; Ridgeway Annex CUPE Staff Representative Christine Borden; Ridgeway Parent Representatives Christie Sacre and Dianne Wanless; Ridgeway Annex Parent Representative Laurie Harbidge; Ridgeway Heritage Representative Jeanette Langmann; NVSD Capital Project Manager Mark Thomson

With regrets: Trustee Representative Holly Back

#### **1. Committee Membership/ Terms of Reference**

Bryn Roberts provided a copy of the Terms of Reference document to each member and reviewed the committee's mandate with the group.

#### **2. Ridgeway Annex – Consideration of Closure and Policy 610**

B. Roberts reported that further to the Board's February 24, 2009 motion to investigate the possible closure of Ridgeway Annex and consolidation with Ridgeway Elementary, the public meeting required under the district's Policy 610 process has been scheduled for March 25, 2009.

The presentation to the Board by the Ridgeway Annex Response Team will occur at the Board's April 14, 2009 meeting and the Board will make its final decision with respect to the possible closure of Ridgeway Annex at its April 28, 2009 meeting.

#### **3. Overview of Timelines for Ridgeway Heritage Restoration Capital Project and the Cloverley Site Renovation Project**

NVSD Capital Project Manager Mark Thomson circulated an overview of the project timelines and reviewed the document with committee members.

#### **4. Temporary Relocation to Cloverley Site – Items for Consideration**

The committee discussed a number of items including:

- Provision of packing supplies (boxes) for Ridgeway classrooms – M. Thomson to organize
- Identification of basic requirements for classrooms – Principal Aline Burlone and teacher Chris Kirkland will investigate and report back to the committee
- Establishment of crossing guard at the intersection of Keith Road and Queensbury Ave – B. Roberts to investigate and report back to the committee
- Playground provisions – M. Thomson will investigate the presence of soccer posts and basketball hoops at Cloverley. A. Burlone and M. Thomson will investigate access/availability of city tennis courts

Committee members asked about the possibility of the temporary relocation of the current Ridgeway Elementary School sign to the Cloverley site. - M. Thomson to investigate.

The committee discussed potential for relocation to Cloverley of vegetation and landscape items from the Refuge at Ridgeway Annex. B. Roberts confirmed that Refuge items will be temporarily relocated to a protected location on the Ridgeway site during the construction period.

Discussion ensued regarding student transportation needs during the temporary relocation to Cloverley, including who would require transportation, what would the costs be. A Transportation Sub-committee will be established to review these considerations in further detail.

Ridgeway Elementary staff representatives noted that school staff would rather save money on the move/temporary relocation to Cloverley and invest those savings into the new permanent Ridgeway Elementary facility.

## **5. Ridgeway Heritage Restoration Capital Project – Design and Construction**

M. Thomson provided an overview and hand out outlining the parties and roles involved in shaping any new School Capital Construction Project. He also provided and reviewed Capital Project Communication Flow Chart and Ministry of Education – Area Standards handouts.

Committee questions with respect to the Ridgeway project included:

- Teacher compensation (time) for classroom moves – B. Roberts confirmed that the provisions of the current Collective Agreement will apply.
- Clarification of the current heritage features of Ridgeway Elementary (i.e., size of classroom, windows) – Jeanette Langmann will send a list to M. Thomson.
- Status of Ridgeway Elementary playground during construction – B. Roberts confirmed that it will remain available to the public.
- Parking plans for the new Ridgeway – M. Thomson will check city bylaw.
- Teacher Voice amplification system – M. Thomson will price this item and discuss with the architect.
- Location for daycare – M. Thomson will discuss with Community and Business Development Manager Sandy Shaw.

## **6. Future Meeting Dates**

Every Monday at 1:00 pm until June 22<sup>nd</sup>. (Due to statutory holidays, the April 13<sup>th</sup> meeting is scheduled for April 14<sup>th</sup> and the May 18<sup>th</sup> meeting is scheduled for May 20<sup>th</sup>).