

Carson Graham Community - Carson Capital Project Steering Committee

March 25, 2009 Meeting Summary Notes

In attendance: Assistant Superintendent Dave Pearce (Chair); Principal Steve Garland; Teacher Representative John Buchanan; CUPE Staff Representative Joyce Griffiths; Parent Representative Mary St. Martin; Student Representative Paul Kim; Director of Facilities & Planning Ian Abercrombie; NVSD Capital Projects Manager Jim Prunty

With regrets: Trustee Representative Susan Skinner

1. Committee Terms of Reference

Copies of the Terms of Reference were distributed and D. Pearce reviewed the document with the committee.

2. Policy 610 – Meetings and Response Teams re Possible Closure/Consolidation of Balmoral

The public consultation meeting required under Policy 610 to discuss the possible closure of Balmoral and consolidation with Carson Graham has been scheduled for April 1, 2009.

The presentation by the Balmoral Response Team regarding their response to the possible closure/consolidation of Balmoral Junior Secondary has been scheduled for the April 28, 2009 Public Board Meeting. The Board will make its final decision with respect to the possible closure/consolidation at its May 11, 2009 Public Meeting.

D. Pearce indicated that the Carson community could also organize a Response Team from the Carson Graham parent community. The Assistant Superintendent and school Principal could not be members but would be available as resource personnel to provide information if needed.

3. School Capital Projects Development and Design Process

D. Pearce distributed a flowchart identifying the stakeholder groups involved in the capital project process and discussed the roles of and relationships between the identified groups.

4. Focus Committees

D. Pearce identified that 3 sub-committees would be formed to address Transportation, Program Offerings and Extracurricular Activities in more detail. These Focus Committees would be formed jointly with representatives of the Balmoral Community Steering Committee.

The Transportation Focus Committee will be chaired by Balmoral Junior Secondary vice principal Kathleen Barter. Chairs for the remaining two committees will be determined prior to the next Steering Committee meeting.

In addition to the above Focus Committees, District Finance & Facilities Director Ian Abercrombie reported that his department will organize site visits to new/renovated schools as well as open houses locally for staff, students and parents to participate in the design process for the Carson Graham replacement school. Capital Projects Manager Jim Prunty reported that Carson will be built to the Leeds Gold Standard (environmentally-friendly and safe)

5. Staffing

D. Pearce reported that meetings are on-going between Human Resources and the NVTAs to determine a staffing plan for the two schools. Discussions with respect to CUPE (Support Staff) staffing will begin shortly.

6. Next Meetings:

April 14, 2009	3:30 pm
April 29, 2009	3:30 pm
May 13, 2009	3:30 pm