

## **Duncan MacMillan Family of Schools Site Selection Committee Meeting**

Duncan MacMillan High School

Thursday, April 24, 2014 – 6pm

**Present:** Nancy O'Brien, Wanda Scott, Lisa Hutt, Jennifer Lowe, Betty Lou Killen, Bridget Boutilier, Joy Josey, Carole DesBarres, Phillip Cox, Maria Jacobs, Jill McGillicuddy, Ron Heiman, Molly Gammon and Jeannie Hubley.

**Regrets:** HRSB Supervisor-Mrs. Stacey Toth

### **Introduction:**

Chair Nancy called the meeting to order at 6:10 pm and welcomed everyone. Nancy provided members with a copy of the Agenda, Terms of Reference and a Draft Work Plan. Members introduced themselves. Nancy asked for volunteers for a Vice Chair to act in her absence, a secretary and someone to write the report. Vice Chair: Joy Josey; Secretary: Molly Gammon and Molly, Wanda & Carol offered to write the report.

### **Discussion:**

- Ron Heiman reviewed the Site Selection Process for the committee. He asked that we focus our efforts on having three sites selected by the middle of June for presentation to Senior Staff of the HRSB and to the Governing Board by the end of June. - Support will be given by Ron/Jill /Phil and Maria. They will identify possible properties to be visited. Committee will short list and eventually select three possible sites. Another factor which may affect our selection is the possible proposal of a "HUB" school model. Ron reviewed the letter received from the Deputy Minister of Education concerning the amendments made to the site selection process.
  1. School boards are required to include the existing school site or at least one of the existing sites if more than one, when identifying and evaluating sites for new school construction. Permission from Minister is required to exclude site
  2. School boards may seek permission from the Minister to submit fewer than three sites for the Minister's consideration.
  3. The Department of Education and Early Childhood Development (EECD) will refer the recommended sites to the Department of Transportation and Infrastructure (TIR) for evaluation, EECD either selects from the proposed sites or, if no approved sites, EECD works with the TIR and school board to choose an additional site.
- Member Discussion:

It was recommended that we have community members on the committee. There are 34 individual communities within the catchment area. As it will be hard to have all 34 communities represented, we will look at the individual schools as three communities one for Lakefront, one for Sheet Harbour and Duncan MacMillan and one for Eastern Consolidated.

HRSB will invite potential partnerships and advise SSC as they become identified. Other possible partnerships might include – Chamber of Commerce, Department of Education and Early Childhood Development, Dept. of Health/Community Services

We discussed that for the next meeting we should have community members identified.

**Motion:** Mrs. Jeannie Hubley moved and Mrs. Wanda Scott seconded that two high school students and two elementary students from each elementary school be part of the committee. The high school students will attend regularly and the elementary students will attend when appropriate.

Discussion – no further discussion

Question –Motion Carried

**Motion:** Mrs. Joy Josey moved and Mrs. Lisa Hutt seconded that three voting community members who will be non-staff and non-affiliated (cannot be parents or grandparents) with the school be added to the committee, One from Sheet Harbour area (SHCS & DMHS); One from Eastern Consolidated and one from Lakefront Consolidated.

Discussion –No further

Question-Motion Carried

- The question arose about how these members would be selected. It was decided that the Administration and SAC member select and invite the individual from their communities.

**Community Enhancement** – Betty Lou Killen (HRM Regional Recreation) reported to the group concerning the issues around community enhancement and how this might affect the type of structure required and thus the size of the site we would need. Highlights touched upon:

- Based upon needs in the community
- Recreation already in the – Facilities
- Proposals have to go to Regional Council for approval
- No needs have been identified to date
- No Council direction has come to do the needs assessment
- Anticipates there will be a call to do a full needs assessment in the near future
- Models of delivery for new schools - Report will be coming back as available but the school is the focus.
- Public Library– to date not in a school but certainly could be.

**Additional Site Selection Criteria:** Mr. Phillip Cox – TIR Rep discussed the following:

- Site Selection
- Property Acquisition
- Preliminary Site Plan
- Site Investigations

- Municipal Infrastructure Improvements
- Archaeological Assessments
- Design and Construction
- Financial

\*Committee- not the job of the committee to seek out land, so, no “Requests For Proposal” will be sent out.

Question arose: “How do we know what land is out there?” Phil said they can provide all this information to the committee.

**Terms of Reference:** Ms. Nancy O’Brien discussed these. Highlights:

- Quorum - Four of the seven 7 voting members
- Meeting weekly
- Voting –Question was raised concerning voting procedure and Ms. Jill McGillicuddy offered to check with Selena Henderson about recording of the vote.

Meeting Dates:

April 24th at 6:00 pm – DMHS

May 1st at 7:00 pm – LFC

May 6<sup>th</sup> at 6:00 pm – SHCS

May 12 at 9:00 am – Site Visits

All other dates will be selected in a future meeting.

**HRM Regional Plan, Land Use Bylaw and other applicable documents** Ms. Maria Jacobs – HRM Planning shared info on:

- Rural resources
- Government levels
- Will bring maps that show – 10km –west & east of DMHS
- Possible site could require between 12-20 acres so Maria will search for possible sites

**Other:** It was mentioned that Guysborough had a similar community to ours and they have a new Hub School. If we wanted to go visit, the Lions will donate a bus. It was recommended that the visit should only be done to see the type of site. Our purpose is to select possible sites. A future Steering Committee will be charged with the design of the school building.

**Adjourned:** at 8:20pm by a motion from Mrs. Joy Josey

Respectfully submitted:

Molly Gammon  
Secretary

Nancy O’Brien  
Chairperson