



**Joint City of Hamilton & Hamilton-Wentworth District School Board
Liaison Committee**

MINUTES

Monday June 30, 2011

9:30 a.m.

Room 1

**Hamilton-Wentworth District School Board Office
100 Main Street West**

Present: Trustee J. Brennan, Co-Chair
Mayor B. Bratina, Co-Chair
Councillor B. Johnson
Trustee J. Bishop, Chair of the Board
Trustee W. Hicks

Absent: Councillor B. McHattie – City Business

Also present: C. Murray, P. Johnson, L. Zinkewich, P. Chapman, K. Bain, J. Malloy,
S. Stephanian, D. Hall, E. Warling, B. Farkas, J. Penman, C. Newman

FOR THE INFORMATION OF THE COMMITTEE:

(a) CALL TO ORDER (Item 1)

Chair J. Brennan called the meeting to order.

(b) CHANGES TO THE AGENDA (Item 2)

None

(c) MINUTES (Item 3)

3.1 April 4, 2011

Mayor Bratina and Trustee Brennan indicated that they would like to be identified as Co-Chairs on the minutes from April 4, 2011.

Mr. Johnson indicated that the presentation respecting Healthy Neighborhoods will be given to the School Board Trustee's in late summer or early fall.

(Bratina/Hicks)

That the minutes of the April 4, 2011 City of Hamilton and Hamilton-Wentworth District School Board meeting be approved, as amended. **CARRIED**

(d) DISCUSSION ITEMS (Item 4)

(i) Communications Protocol (Item 4.1)

(ii) Gaps between the City of Hamilton and Hamilton-Wentworth District School Board (Item 4.2)

(iii) Strategic Alignment Exercise (Item 4.3)

City of Hamilton staff gave a presentation to Committee with the aid of a PowerPoint presentation. The presentation combined items 4.1 to 4.3 on the agenda. Comments included, but were not limited, to the following:

Background

Moving Forward

- Focus on issues of joint concern
- Focus on work where results can be seen within a year

Three Areas of Focus

- Share planning principles
- Work on strategic initiatives & projects of mutual concern
- Formalize a working relationship

Sharing our Planning Principles

- Develop a list of key items to work towards

Working on Strategic Initiatives

- Neighborhood, Early Years & Health Strategies

Formalizing our Relationship

- Development of Communications protocol
- Committees for capital projects

The Committee discussed the presentation given by staff. Comments included, but were not limited to, the following:

The Committee indicated a need to develop a strong communications protocol and have practices in place to deal with communications issues. Trustee Bishop indicated that the School Board will be making decision with

respect to the closure of schools and a formalized communications protocol would assist in producing a central message during this stressful time.

Councillor Johnson indicated that the School Board needed to rethink how it communicated with school communities and cited the closing and renaming of schools in Ward 11 where many citizens were unaware of what was happening. Councillor Johnson indicated that sending information home with children and working with the Separate School Board may assist in getting the message into the local communities. Staff indicated that they would incorporate these ideas into the development of a communications protocol.

The Committee requested that the next meeting be scheduled for early September.

At 10:41 a.m., quorum was lost and the meeting stood adjourned. The following items:

4. DISCUSSION ITEMS
 - 4.4 Correspondence from the Community School Alliance
5. NEXT MEETING
 - 5.1 Meeting Dates for the 2011-2012 School Year

Will be place on the next agenda of the Joint City of Hamilton & Hamilton-Wentworth District School Board Liaison Committee meeting.

Respectfully submitted,

Trustee J. Brennan, Chair
Joint City of Hamilton & Hamilton-Wentworth
District School Board Liaison Committee

Christopher Newman
Legislative Assistant
June 30, 2011