



**Renaming of Land of Lakes School  
Naming Committee Minutes  
February 27, 2017 – 6:00 p.m.  
M.A. Wittick School**

**Present:**

Harry Fry	Trustee
Alan Bottomley	Trustee
Anita Armstrong	Parent Advisory Committee Member
Pamela Kreps	Staff Representative
Elizabeth Simser	Principal
Timothy Graves	Supervisory Officer
Lisa Morrison	Town Councillor
Cathy Still	Reeve

**Regrets:**

Carla Cusiter	Executive Assistant
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**1. Welcome and Introductions**

Tim conducted introductions and reviewed the agenda.

Trustee Bottomley addressed the historic significance of MAW, and recognizing the significance of the emotional attachment the community has with the building.

Consider the following:

- Memorabilia in each school and how to organize and celebrate with the community
- Invite Dr. Wittick's son regarding attending the closing ceremony

We will be charged with submitting the school name options to the board. Tim suggested the naming of the mascot be up to the children.

**2. Establishment of Committee**

**• Administrative Guideline**

Tim reviewed the process as per Administrative Guideline.

- some discussion around the student representative who will be a part of this committee moving forward. It was felt the Principal is best to select this student - some discussion around choosing a grade 8 student who has attended both Land of Lakes and MAW.

- some advice given is not to use a name of someone still alive; some experiences have involved having to rename a building after reputation-damaging events of the individual has occurred.

### **3. School Naming Procedure**

- we may read the sample process, but we are welcome to come up with our own process (Tim reviewed this sample process with the committee)

Al Bottomley recommended community members have the option of mailing suggestions to MAW to the attention of the Principal. Liz will then courier the results to Carla.

### **4. Press Release**

Discussion around disseminating information - decision was to tap into a variety of methods in order to reach the community which included social media, townships, school information, media release, etc.

- the thought is to have the process completed by May 6th School Closing Ceremony at 2:00 pm. This means we need to be able to present to the board April 25th.

The committee was asked if they agree/have input regarding the suggestions in the sample process. Committee members agreed they like the sample process.

It was suggested that the Post Office have a drop box for community to submit names, and later vote on the short-listed names.

- posters on community bulletin boards regarding what this is and why, and how to participate in the process (email, mail, drop at post office and school).

### **5. Setting of Dates**

Tuesday, March 21st - submission deadline

Monday, March 27th - Committee meeting at 6:00 pm sorts all submissions (round 1)

Monday, April 3rd - media release with short list inviting input

Monday, April 10th - all comments on the short-listed name submissions to Carla

Wednesday, April 12th - Carla sorts final comments

Tuesday, April 18th - Committee meeting 6:00 pm at MAW to go over final collated results (round 2)

Tuesday, April 25th - NNDSB Board meeting to present top 3 ranked 6:00 pm

Al will speak with the Post Mistress to request permission to leave a ballot box and poster there. Tim will ask Carla to create the ballots, and will ask Carrie Girard to create both the media releases as well as potentially a poster. Tim will investigate the poster making and will let Al know.

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### **5. Adjournment**

Meeting adjourned 7:16 pm.