

Clayton Park-Fairview School

School Steering Team (SST) Meeting

Meeting Minutes #5: Park West School/Teams

Date: October 30, 2025 **Time: 3:00-5:00 PM**

Attendees:

Name	Organization/Role
Tyler Bell	Project Executive, Capital and Operations, EECD
Alina Bozhko	Community Member
BethAnn Prime	Coordinator, Schools Plus, HRCE
Janet Lee	Community Member
Dr, Simone Legendre	Community Member (Virtual)
Karen Saweczko	SAC Chair, Park West School
Cory Schlievert	Project Director, Capital and Operations, EECD
Neil Wang	Student, Halifax West
Shaza Khattab	Student, Halifax West
Kavita Khanna	Director, Operations Services, HRCE
Paula Fairbarn	Retired school administrator, HRCE (Virtual)
Omar Elsherif	Manager, Education Infrastructure, DPW
Colin Carrigan	Design Lead, DPW
Tristan Richardson-Prager	Project Manager, DPW
Christina Munroe	Administrative Assistant, HRCE
Wendy McDonald	Community Member
Krista LeBlanc	Consultant, English Program, Secondary Achievement, HRCE
Maureen O'Shaughnessy	Project Architect, CS&P
Greg Winchester	Proposal Manager, RCS Construction
Victoria Veltaro	Design Architect, CS&P
Natalie Hamlin	Architect, Lydon Lynch
Andrew Carruthers	Executive Architect, Lydon Lynch
Chris McPhail	Community Member

Regrets:

Geoff Olsson	Coordinator, Property Services (Maintenance), HRCE
Marie Fagan	Coordinator, Property Services (Custodial), HRCE
Gareth Evans,	Representative, HRM
Krista Ranahan	Director, Education Infrastructure, DPW
Dinesh Pathak	Community Member

1. Welcome & Review of Previous Minutes

- Follow-up on the school art project and funding.
- Boundary work expected about 9 months before school opening (possibly up to 12 months if needed).
- Review of scoreboard and bleacher costing to continue.

2. Art Project & Fundraising

- SST discussed interest in fundraising for an art project.
- Approximate cost: **\$9,000–\$15,000**; existing \$5,000 allocation must be used in the school's first year.

Correction: The project team is responsible for installation of the art project, but there are no funds that are specifically allocated from the project budget.

- Possible art locations: main stage area or main stairwell.
- **Action:**
 - Contact the Halifax Regional Arts (HRA) representative (Melanie Breen) to discuss process/fundraising/sub committee for school art project. Tina/Kavita to contact Melanie

3. DPW Site and Construction Update

- Site clearing complete; drilling and grading underway; rock infill in progress.
- Stormwater and sanitary work planned for December.
- Temporary chain-link fencing in place; privacy fence and tree replanting to follow later.
- **Communication:**
 - Project signage to be installed at Radcliffe Dr. soon.
 - DPW will provide **monthly construction updates** to be shared with the local MLA. HRCE will continue to post online updates (quarterly) on their capital project page.

4. Design Development (DD) Presentation

Presented by: Maureen O'Shaughnessy (Design) and Andrew (Site Plan)

See attached presentation

- **Actions:**
 - Provide drawings for gym and bleachers.
 - Share colour boards and logo options with SST.
 - Consider gym markings (4-square, pickleball lines, etc.).
 - Discussion also included scoreboard and bleacher plans
 - Gym layout adjusted for smaller bleachers (Maureen).

5. Other Business

- No new business raised.

6. Summary / Next Steps

- Awaiting confirmation from HRA on next steps for the school art project
- DPW to continue providing regular updates.
- Design team to share drawings, colour boards, and logo concepts.

7. Next Meeting

Date: November 27, 2025 (Virtual)

Meeting Adjourned: 4:57 PM