



MINUTES

Active & Safe Routes to School Steering Committee

Thursday, November 21, 2024

2:00 – 3: 15 pm

Microsoft Teams

Co-Chairs: Andrew Clark (Fanshawe) & Kristy Kastelic (SWO STS)

SECRETARY: Laura Dueck (MLHU)

ATTENDEES: Andrew Clark, Kristy Kastelic, Sean Wraight, Sylvia Hazenberg, Laura Dueck, Sarah Petrie, Katherin O’Hara, Marianne Larsen, Allison Miller, Haleigh Beam, Erica Arnett

REGRETS: London Cycle Link

#	Notes	Action to be Taken
1	Welcome & Introductions (Andrew)	
2	Review and Approval of September Minutes (Andrew) <ul style="list-style-type: none"> • Previous minutes were circulated with the agenda invitation. 	
	Review and Approval of Agenda (Andrew) <ul style="list-style-type: none"> • No changes were identified. 	
3	<p>Wayfinding Signs Working Group (Kristy)</p> <ul style="list-style-type: none"> • Still waiting for the actual deposit from MTO; working group reviewed application from 2021 and will use this as a template for the project; committee will assess applications that are received; and will use an equity lens. • Haleigh (student) has developed a tool kit and 1 page infographic. Both items will be used for promotion and sharing with schools. ASRTS will review the toolkit with approved schools to find a plan that best fits their situation. <i>Thanks to Haleigh for all of her work with this project!</i> • Steering committee to share project application with schools. Katherin prompted a review of the timelines: rollout planned for mid-January (promo and applications) and then 4 weeks are allotted before submissions due back. • Haleigh is focusing on the wayfinding signs project – toolkit, promo sheet, application, and website connections. The 2 new winter term students will look at resource development around wayfinding sign installation/implementation. 	<p>Kristy to get more current images to Haleigh for the toolkit</p> <p>1 page infographic to be sent to working group and then able to be shared next week</p> <p>Steering committee to assist with promotion of the project</p>
4	<p>CAA Safety Patrol (Kristy)</p> <ul style="list-style-type: none"> • Sylvia reached out to two schools – Sir Arthur Currie is moving forward with bus patrol. Kristy did training with them and they have implemented their program. Mountsfield has also expressed interest. Kristy waiting to hear back about their capacity though. 	

	<p>CAA timeline is to have schools trained by end of November, but Kristy will wait – school is having a number of other infrastructure changes, so may be best to follow up with them next year.</p> <ul style="list-style-type: none"> • Kristy clarified that no safety foot patrols currently allowed at roundabouts and PXO r/t CAA insurance issues. 	
5	<p>Student Staffing Updates (Andrew)</p> <ul style="list-style-type: none"> • Haleigh plus the other fall student, Aria, are current students working on ASRTS projects. Two new Western students to start in the winter term (Ashley and Mary) to support ASRTS. 10 hrs/week for the semester. These students will be a great resource for ASRTS and upcoming tasks. 	
6	<p>Website Updates (Andrew)</p> <ul style="list-style-type: none"> • Haleigh provided an update on current plans with the website: organized resources; will replace images, update resource descriptions, shift resources to focus on ones that are used. Next steps – get onto the web platform and make the proposed changes. • Group reviewed the blueprint of the proposed website changes; no concerns expressed. • Andrew asked the group to share any resources that the steering committee would like to share on the ASRTS website. They could then be added to the inventory of resource products. ASRTS would just link to the organization website location of the resource. • This website will be driving the STP process and within the toolkit. Need it to be easy to navigate. • Examples of items to share: City of London, MTO, > will support other ASRTS resources 	<p>Haleigh to make the actual website changes on the ASRTS platform</p> <p>Send resource links to Andrew within next week or two</p>
7	<p>iWalk Story Contest (Andrew)</p> <ul style="list-style-type: none"> • Andrew reports that we have received some submissions! (there were none up to a week ago) • 11 from 4 classes in 3 schools. One is a video, and the others are poster submissions. This means that all 4 classes will receive a prize! • Innerkip in SWPH area plus 2 in London (Lord Nelson and Princess Ann) submitted. 	<p>Would be great to advertise the winners on social media to create recognition for future initiatives</p>
	<p>Discussion Question – Social Media Platforms:</p> <ul style="list-style-type: none"> • Andrew expressed some concern about how to schedule free social media posts. Many of the auto aspects are now a cost function. Instagram tends to be one of the most popular ones, along with Facebook. Leaning away from Twitter/X -- keep for casual posting only. New platform is “Blue Sky” -- alternative to X. • Marianne shared that many teachers in TVDSB still use Twitter/X. Concern that if we don’t use Twitter, are we missing a large number of educators? Could we use Linked In to reach educators? 	<p>Decision to keep all platforms at the moment but we will likely need to shift. Use scheduling function for Meta platforms. Use Twitter/X in purposeful way to ensure we reach educators (although will likely reduce its use.</p>

	<ul style="list-style-type: none"> • Sarah has heard that Insta is good for young children & parents and then Facebook for older children & parents • Meta does have free scheduling capabilities for Facebook/Insta. • Katherin reports that still teachers use X to share what is happening in classrooms (maybe not as many, but still a valuable tool). • Some platforms are blocked within school wifi (to keep children focused) which could impact our choice of platform. • Sean – suggested to continue to keep eyes on the situation and adapt as needed. Let’s keep all platforms at the moment but we will likely need to shift. • Move to Threads and Blue Sky (both are Meta). Definitely a shift away from Twitter/X. • Use Meta products for scheduled posts and then post as needed on Twitter/X. 	
8	<p>Roundtable Updates (including STPs)</p> <ul style="list-style-type: none"> • TVDSB – Katherin reports Karen Wilkinson will not attend ASRTS but Sheila Builder will be the one to invite to future meetings. • Marianne Larsen TVDSB Trustee – requested clarification of reps from TVDSB (in the TOR) that require trustees to be involved. Requested to shift to perhaps a resource member/email. • London Cycle Link – has done 6 schools with their Ride to Thrive (3 in spring and 3 in fall); MLHU provides some print resources for their student packages. City has hand signal/helmet fitting handout – bells and lights, share the road, watch for bike stickers – Laura to send contact to Allison (City has resources); Sean has MTO resources that could also be shared. • Sarah Petrie SWPH – working with Algonguin PS in Woodstock on STP. Kristy has been a big assistance. Walkabout was done and report created. Pathway through park beside school – municipality is now in process of paving a pathway which has increased drop offs at other end of park and reduced vehicle traffic out front. Also, “Kiss and Ride” established, and bus lane used properly. Municipality has supplied a crossing guard at nearby intersections. Follow up pieces from report include signage, bylaw things etc. Behaviour change is still needed therefore a grade 7 leadership opportunity has been launched to address this. • Forest Park in Woodstock has also begun STP – still early in the process but planning underway. Profile done and action plan has been sent to the school. • Sean MTO – reported on one initiative which is the Road Safety Calendar; winter update which will include electronic info cards; includes a resource card for impaired driving and snowmobile safety. Could be added to ASRTS library of resources. Sean to send update to Laura. Sean said farewell to the group – will let group know about his replacement when they have been named by end of Dec. <i>Thank you for your incredible commitment to this work, Sean! You will be missed.</i> 	<p>Marianne to shift to a resource member for TVDSB.</p> <p>Laura send RTT contact to Allison.</p> <p>Laura to add Sean’s update to the minutes</p> <p>Sean will let the committee know if his imminent replacement</p>

	<ul style="list-style-type: none">• Andrew shared that there has been interest expressed about bike parking safety at secondary schools. Has been a challenge at many SS within the area. Consider grant opportunities for safe secure bike parking project.• Kristy thanked Allison for assisting with the new ASRTS photos that will be incorporated into ASRTS projects. <i>Photos are great!</i>	
9	Closing Remarks (Andrew)	