

ARC MEETING NOTES

Tuesday, November 18, 2008
St. Patrick's Catholic High School, Sarnia

TIME	ITEM
5:00 p.m.	Accommodation Review Committee (ARC) members toured the inside of St. Patrick's Catholic High School.
7:04 p.m.	<p>Welcome/Opening Remarks</p> <ul style="list-style-type: none"> ▪ Ann Sutton, Superintendent of Education, introduced herself as Chair and thanked everyone for attending.
7:05 p.m.	<p>Opening Prayer</p> <ul style="list-style-type: none"> ▪ Ms. Sutton opened the meeting with prayer. ▪ Housekeeping issues were addressed: washrooms, fire exits, etc.
7:07 p.m.	<p>Introductions – Ann Sutton</p> <ul style="list-style-type: none"> ▪ The members of the ARC introduced themselves. ▪ Ms. Sutton explained that the Student Prime Ministers of each of the schools are non-voting members of the ARC, although they were not in attendance at the meeting. ▪ The roles of voting and non-voting ARC members were explained. ▪ Trustees and board staff were introduced. ▪ Ms. Sutton provided a brief overview of the accommodation review process relative to Ministry of Education guidelines and board policy.
7:15 p.m.	<p>Rules of Order</p> <ul style="list-style-type: none"> ▪ The rules of order, as outlined in the agenda, will be followed. <p>Notes of the meetings</p> <ul style="list-style-type: none"> ▪ Notes will be taken by two recording secretaries and will be placed on the website within 10 working days after the meeting. These are not minutes. <p>Protocols</p> <ul style="list-style-type: none"> ▪ Meeting protocols, as outlined in the agenda, will be followed. <p>Focus Groups -</p> <ul style="list-style-type: none"> ▪ Focus groups will be conducted by Fred Galloway, Galloway Associates, who will also act as facilitator for the Accommodation Review Committee meetings. ▪ Focus groups will ensure representatives of various stakeholder groups have an opportunity to provide input and ask questions. The focus groups include: <ul style="list-style-type: none"> • Students - Grades 11 &12 • Students – Grades 9 &10 • Teachers • School Administrators

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	<ul style="list-style-type: none"> • Parents - Grades 11 & 12 students • Parents - Grades 9 & 10 students • School Alumni • Mixed Community Group – shop owners, co-op placement employers, partnering service providers etc. • Unions and Federations <ul style="list-style-type: none"> ▪ Results will be brought to the ARC for information and consideration.
<p>7:20 p.m.</p>	<p>Review of Board Policy</p> <ul style="list-style-type: none"> ▪ Ms. Sutton led a brief overview of Policy 7.4 <i>Student Accommodation and Boundary Review</i>, which is available on the website. Policy Report <p>Review of the Board Motion</p> <ul style="list-style-type: none"> ▪ The board motion from the June 10, 2008, which outlines the reasons for establishment of an Accommodation Review Committee, is available on the website. Minutes <p>Defining the Issue</p> <ul style="list-style-type: none"> ▪ Declining enrolment ▪ Potential impact on student programming due to declining enrolment ▪ The best interest of the overall system ▪ The ARC has been charged with the task of making a recommendation to the Board of Trustees which will be in the best interest of all students in Sarnia Lambton ▪ Trustees will receive the recommendation from the ARC as well as a recommendation from the Director of Education. ▪ The final decision will be made by the Board of Trustees.
<p>7:30 p.m.</p>	<p>Introduction of the Valuation Instrument</p> <ul style="list-style-type: none"> ▪ Available on the website. Valuation Tool
<p>7:32 p.m.</p> <p>7:32 p.m.</p> <p>8:00 p.m.</p> <p>8:52 p.m.</p>	<p>Presentations:</p> <p>Mr. Fred Galloway, Facilitator:</p> <ul style="list-style-type: none"> ▪ <i>A Demographic Overview</i> – available on the website Presentation <p>Mr. Jim McKenzie, Associate Director – Corporate Services and Treasurer:</p> <ul style="list-style-type: none"> ▪ <i>Report – Financial, Demographics, Staffing, Facilities and Transportation</i> – available on the website Report <p>Mrs. Bernadette Gray, Principal – St. Patrick's Catholic High School:</p> <ul style="list-style-type: none"> ▪ <i>A Review of the Valuation Instrument Relative to Schools</i> – available on the website Report

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9:00 p.m.	<p>Mr. Brendan Deery, Principal – St. Christopher Catholic Secondary School</p> <ul style="list-style-type: none"> ▪ <i>A Review of the Valuation Instrument Relative to Schools</i> – available on the website Report
9:10 p.m.	<p>Ms. Sutton noted that the exterior tour at St. Patrick's Catholic High School was postponed due to weather. A future date will be arranged in order for ARC members to tour the exteriors of both schools. A suitable time will also be arranged, so that the tours can be completed before dark. There will be no meeting following the tour.</p>
9:11 p.m.	<p>Questions from ARC</p> <ul style="list-style-type: none"> ▪ Question - Father Matthew Bedard – Why does the school utilization graph in Mr. McKenzie's presentation only show full-time enrolment? Where is the data on part-time enrolment? ▪ <i>Answer – Mr. McKenzie responded by saying the full-time equivalent (FTE) data used in the graph captures both full-time and part-time students.</i>
9:15 p.m.	<p>Presentation of the proposed agenda – January 20, 2009 – St. Christopher Catholic Secondary School</p> <ul style="list-style-type: none"> ▪ Proposed agenda for the January 20, 2009 ARC meeting was presented.
9:20 p.m.	<p>Questions from the floor</p> <p>Ms. Sutton noted that since no students were present, no microphone would be designated for students' use. Audience members were invited to use any microphone on the floor.</p> <p>Question – Pat Brown – St. Patrick's retired teacher; occasional teacher with the St. Clair Catholic District School Board; parent of son in grade 8 at a Catholic elementary partner school; and President, Sarnia Central Athletics Group.</p> <ol style="list-style-type: none"> 1. Can additional Focus groups be added, one for Sarnia Central Athletics Group and one for Elementary Groups? <ul style="list-style-type: none"> ▪ <i>Answer – Mr. Galloway – The Sarnia Central Athletics Group would be included within the focus group for "Mixed Community Groups." If the ARC wishes, an additional group could be added for Catholic elementary school students and parents.</i> 2. As enrolment declines in the next couple of years, will there be board supplied transportation between the two schools so that students can take courses at both locations to ensure student get the best of both programs offered? <ul style="list-style-type: none"> ▪ <i>Answer – Mr. McKenzie – This has not specifically been looked at as it would be viewed as a transitional issue. This would depend on the recommendation that the ARC makes to the Board of Trustees, although there is nothing to suggest that it could not be done.</i>

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	<p>Question – Jim Kee – St. Christopher Parent</p> <p>1. The date of the ARC meeting in March is on the Agenda as March 10th and on the Proposed Agenda for January 20th it is shown as March 20th can you please clarify which date is the correct date?</p> <ul style="list-style-type: none"> ▪ <i>Answer – Ms. Sutton – The date of the March meeting is scheduled for March 10, 2009.</i>
<p>9:28 p.m.</p>	<p>Closing Prayer Ms. Sutton led the closing prayer.</p>
	<p>Future ARC Meeting Dates</p> <ul style="list-style-type: none"> ▪ <i>Tuesday, January 20, 2009 – St. Christopher Catholic Secondary School</i> ▪ Tuesday, March 10, 2009 - St. Patrick's Catholic High School ▪ Tuesday, May 5, 2009 – St. Christopher Catholic Secondary School