

# PUPIL ACCOMMODATION REVIEW COMMITTEE MEETING

## NOTES

Tuesday, November 29, 2016

St. Ursula Catholic School

<b>Chair</b>	<b>D. Crawford, Superintendent of Education</b>
<b>Recorder</b>	<b>C. Calvert, Administrative Assistant</b>
<b>TIME</b>	<b>ITEM</b>
<b>6:05p.m.</b>	<p><b>Opening Prayer &amp; Review of Agenda</b>            Deb led the Opening Prayer and welcomed everyone as well as the Pastoral Staff from Blessed Sacrament St. Agnes Parish Cluster: Father Jim Higgins; Colleen Keane, Pastoral Minister; Mike McPherson, Coordinator of Youth Ministry, who will serve as valuable resources for this group.</p> <p>Deb also welcomed the following to the meeting.  <u>Board Staff in attendance were:</u>            Dan Parr, Director of Education            Jim McKenzie, Associate Director Corporate Services &amp; Treasurer            Amy Janssens, Executive Superintendent – Corporate Services            Laura Callaghan, Superintendent of Education            Todd Lozon, Supervisor – Communications and Community Relations            Tony Montanino, Manager – Facility Services  <u>Trustees in attendance were:</u>            Anita Mallett-Snoblen            Matt Roop</p> <p>Deb also made note of our Board's Mission Statement and the Norms for Working Together were also reviewed.</p>
<b>6:05 p.m.</b>	<p><b>Review of the Summary Notes from November 9<sup>th</sup> Public Meeting</b>            The Notes of the November 9, 2016 Public Meeting were sent out to the PARC Committee prior to this meeting for review.</p>
<b>6:10 p.m.</b>	<p><b>Review of Questions with Responses Received by Board Staff to date.</b>            The Questions and Board staff responses, received to date, were sent out to the PARC Committee prior to this meeting for review.</p> <ul style="list-style-type: none"> <li>• The Committee was asked if there were any rising from the Questions and Answers posted on the website. PARC Committee members were asked to write down any on chart paper set up for the meeting.</li> <li>• Any recorded questions will be responded to by the Board staff and reported back to the Committee at the January 19, 2017 meeting.</li> </ul>

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<b>6:15 p.m.</b>	<p><b>Skype Call with Holy Trinity Parents – Rob Kardas and Tony Gabrielle with Scott Johnson</b></p> <p>Deb explained that Christine Canniff, a PARC Committee member, suggested that our PARC Committee would like to speak with parents who have been through this process in Sarnia.</p> <p>Christine and the PARC Committee developed the following questions to be answered by the Holy Trinity Parents.</p> <p>Scott Johnson, Superintendent of Education facilitated the Skype call and the parents involved were Rob Kardas and Tony Gabrielle. Rob Kardas could not attend the Skype call but provided his written responses to Scott. Tony Gabrielle, attended, and was able to add additional information to the responses.</p> <p><b>1. <i>What were some of the biggest challenges you faced when moving to the new school?</i></b></p> <p>Rob: Some of the most significant challenges that I recall were,</p> <ul style="list-style-type: none"> <li>• Ensuring all school communities felt included and part of the decision making process.</li> <li>• Minor anxiety for our daughter as she was quite comfortable at her old school and she wondered what this would be like.</li> </ul> <p>Tony: Agreed with Rob’s response</p> <ul style="list-style-type: none"> <li>• Transition was a big concern of the parents</li> </ul> <p><b>2. <i>What have the benefits been for your children going to the new, larger school?</i></b></p> <p>Rob: The largest benefit, without a doubt, would be the amount of extra-curricular activity available for students to engage in. With an increase in staff complement, comes teachers/staff who are passionate about a wide range of activities. This has translated into more clubs and opportunities for students to become involved in outside of the classroom.</p> <p>A second benefit would be that it provided my daughter more opportunity to expand her circle of friends. This has served her well, even as she now transitions into High School.</p> <p>Tony: Agreed with Rob’s response. With a larger staff and more students, it has made it easier to build teams.</p> <p><b>3. <i>How did the students adjust to the move?</i></b></p> <p>Rob: For the student body in general, I never heard of any major issues in terms of adjustment. For my daughter, as mentioned above, due to her comfort level with the previous St. Theresa’s environment, there was some anxiety about the move. However, my wife and I transitioned this conversation into a ‘teachable moment’ related to embracing change and making the most of it. I also need to credit Kevin Cannon, the Principal at the time who was very sensitive to the needs of the student body, and in the case of my daughter, Laura Rocca was an</p>
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excellent Grade 3 teacher.

Tony: He was very involved in coaching and PAC during the time of transition. When the parents and staff considered the new school as a positive thing then the students responded in a very positive manner as well.

#### **4. How were they transitioned?**

Rob: There was a committee made up of parents, priests, and staff from all schools that was chaired by a retired Principal. This committee worked on all issues related to the transition. The most important part of this committee was the retired Principal who chaired it, as he possessed great skill in building consensus on issues that were not always easy.

At the end of the school year before the new opening schools opening, a significant celebration occurred and this culminated with a special mass that symbolically gestured in the new era by respecting the previous era. It was extremely well done.

Tony: Having a retired principal to facilitate the transition committee was excellent. He made sure that everyone was heard and he made hard decisions easier.

#### **5. Is there anything you would do differently if you had to go through the process again?**

Rob: Not a lot comes right to mind. The one piece I would suggest is just to ensure parents from all parent councils feel engaged and heard. Again, the Chair of any transition committee needs to be a thoughtful choice, as this individual needs to be able to navigate the conversation effectively.

Tony: Agreed with Rob that the transition committee needs to be chaired by an individual who can facilitate this process in a fair way.

#### **6. Were you able to maintain a sense of community?**

Rob: I think so. I think the involvement in the Church was paramount to this and the “transition mass” I detailed above was critical. The continued presence of the Parish priest in the conversation and life of the school has been very important.

In addition, it was important that the new school nickname, logos and colours were established ahead of time. This created great pride from the beginning in that the children identified with what it means to be a “Tiger”.

Obviously, the leadership and staff of the school are critical here as well. I mentioned Kevin Cannon above who did a good job leading the transition to the new community and the staff were excellent.

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Tony: We also engaged the student body in the changes i.e. nickname, logo, school colours and this provided the students with a connection to their new school community.

**7. *What has been done to build a sense of community in a larger school?***

Rob: Some of that is detailed above. In addition, I think the advent of school dances for a period of time helped to build a sense of community and raise some good money for Muskoka Woods. I think getting the logo on clothing was important so that more and more you saw the Holy Trinity Tiger logo around the school or community.

Tony: Spirit Wear was very important. Every student received a new “Tiger” tee shirt, no child was left out. This aided in building the new school community.

**8. *Do your children feel they all get a fair opportunity to play on sports teams?***

Rob: Yes. There has never been an issue with this and we were always of the belief that being “cut” from a sports team, if handled correctly, helps to build grit and resilience in our children. This was never a concern.

Tony: I have been a coach at the school and more students come to try outs the better. Students who do not make it on to teams are welcomed to come out and practice with the team to build their skills.

**9. *Have there been any challenges for parents about accessing the school due to transportation/location of the school?***

Rob: Not that I know of directly. There have been some challenges with the parking but the Board has recently rectified this.

Tony: The new school was built on the same site as the old school was on and it was difficult during the construction period. Egress and ingress to the school property i.e. parents dropping off and picking up students at the beginning and end of the school day; as well as bus loading areas, needs to have a lot of thought, this was one problem, which we encountered but the Board has now rectified it.

**10. *There has been some concern from parents whose children have special medical needs. The fear is that staff will not be as aware of the needs of these children in a larger school. How do you feel this has been handled?***

Rob: I have not heard any complaints that this was not handled well. The school seems to be significantly staffed in this area.

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	<p>Tony: We had a parent who has a child with special needs on our transition committee and we found this to be of great assistance to all our special needs students and parents and gave them a voice in the planning process. A new facility will have much better access for those students i.e. washrooms and gym access.</p> <p>Deb thanked Tony and Scott for their time and their wonderful answers.</p> <p>The PARC Committee was instructed that if they have any further questions or need clarification on any points to please record them and the questions will be passed to the Holy Trinity parents for response.</p>
<p><b>6:30 p.m.</b></p>	<p><b>Review &amp; Analysis of the Consolidated Feedback from Local Schools and the Public Meeting</b></p> <ul style="list-style-type: none"> <li>• This feedback has been compiled from the past PARC Committee meeting, the school PAC meetings and the Public PARC meeting.</li> <li>• The PARC Committee members were each given copies of the Feedback forms for each of the 12 Themes.</li> <li>• Each table was assigned 4 Themes and asked to discuss and then respond to 2 questions: <ul style="list-style-type: none"> <li><b>A. Based on the feedback from the original Consolidated Local School Consultations (strengths, weaknesses and suggestions for each option) and the November 9<sup>th</sup> Public Meeting, are there other strategies that you can recommend to support our Budgeting / Costing during this transition?</b></li> <li><b>B. Overall, which of the three proposed School Board Options best support the needs of our Budgeting / Costing? Please explain your rationale for identifying on proposed option as “best” to support this theme. Please explain your rationale for identifying one of the proposed options as “best” to support this theme.</b></li> </ul> </li> </ul>
<p><b>7:18 p.m.</b></p>	<p><b>Groups Report Back on 12 Themes</b></p>
	<p><b>French Immersion</b></p> <ul style="list-style-type: none"> <li>• Parking improvements needed</li> <li>• Parent drop areas required</li> <li>• Concerns around how renovations be completed for September 2019 – French Immersion want to go to their new school when everyone else goes to their new school</li> <li>• Retrofit – will it have a new school feel? Will it have the “WOW” factor? What will the renovation include?</li> <li>• Size of the gym is a concern. Will it accommodate all the students for events? i.e. Masses, Concerts etc.</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – Best Option</li> </ul>
	<p><b>Facilities</b></p> <ul style="list-style-type: none"> <li>• What considerations will be made for larger gyms?</li> <li>• Space to accommodate gathering of entire school for a variety of events</li> </ul>

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	<ul style="list-style-type: none"> <li>• Divided gym?</li> <li>• Meet guidelines for DPA / Phys. Ed.</li> <li>• Parking?</li> <li>• Bus loop?</li> <li>• Kiss and go loop?</li> <li>• Fire exits – safety</li> <li>• Playground equipment &amp; trees?</li> <li>• Where do resources in present schools go? i.e. Chrome Book</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – Best Option</li> </ul>
	<p><b><i>Budging / Costing</i></b></p> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – Best Option – better than upgrading schools</li> </ul>
	<p><b><i>Community Partners</i></b></p> <ul style="list-style-type: none"> <li>• Dedicated Community Room for scheduling purposes with locked storage</li> <li>• Room size requirements</li> <li>• Therapy Room</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – more ability to have space for community partners</li> </ul>
	<p><b><i>Sports</i></b></p> <ul style="list-style-type: none"> <li>• Offer 3 sets of teams – more students able to play</li> <li>• Accessible change rooms</li> <li>• Outside entrance direct to gym</li> <li>• Mascot, team name, school colours, every student gets a tee shirt</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – Best Option</li> </ul>
	<p><b><i>Class Sizes</i></b></p> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – Best Option – more students easier for straight grades and more resources for children with special needs.</li> </ul>

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	<p><b><i>Sense of Community</i></b></p> <ul style="list-style-type: none"> <li>• Diversity – a plus – different students, more awareness</li> <li>• Hard transition for students from school with lower socio-economic families.</li> <li>• Uniforms could be a solution</li> <li>• Parents - transportation barrier depending on location of new schools</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – History of current schools somehow incorporated into the new schools to honour them in a meaningful way</li> </ul>
	<p><b><i>Religion</i></b></p> <ul style="list-style-type: none"> <li>• Size of facility re: school mass need large enough gym</li> <li>• Funding for bussing to Mass and trying to maintain 4 school masses per year</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A – combining schools for Masses BEFORE new schools open</li> <li>• Ensure enough Religion resources per grade</li> <li>• Bussing to churches is promised and <u>kept</u></li> <li>• Kids need to go to church</li> <li>• Youth Ministry standpoint - bigger school is easier</li> </ul>
	<p><b><i>Staffing</i></b></p> <ul style="list-style-type: none"> <li>• Ensure appropriate staffing and leadership</li> <li>• VP? For use when principal is out of the building</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>• Option A</li> <li>• No short changing students regarding needs and safety</li> <li>• Ensuring that students would know someone – teachers move to new school</li> </ul>
	<p><b><i>School Organization &amp; Programming</i></b></p> <ul style="list-style-type: none"> <li>• St. Vincent boundary changes</li> <li>• Can they stay the same?</li> <li>• Can families choose which school to attend?</li> <li>• Families live in Chatham and harder if kids are in Thamesville.</li> <li>• Location of new school, can families have a say in the location chosen for the new schools?</li> <li>• Considerations for walkers</li> </ul>

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	<p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>Option A</li> </ul>
	<p><b>Students</b></p> <ul style="list-style-type: none"> <li>Identify colours, mascot etc. prior to new schools opening</li> <li>Tee shirts - provided</li> <li>Activities and events to put kids and families together prior to new school move i.e. picnics etc.</li> <li>Students with anxiety – extra support during transition from CYWs</li> <li>Student placement – ensuring students have a friend in the class</li> <li>Students with allergies – ensure students know them and teachers know them to ensure safety</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>Option A</li> <li>Concerned about renovations at OLOF not being ready on time</li> <li>Open House prior to beginning of school</li> </ul>
	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>Amount of time students spend on a bus is a concern</li> <li>Can students walk? Some students will have to walk; some will be bussed – unavoidable</li> <li>Concern with parents who do not have transportation – how can this be addressed?</li> </ul> <p><b>Chosen Option</b></p> <ul style="list-style-type: none"> <li>Option A - due to budget</li> </ul>
<p><b>8:00 p.m.</b></p>	<p><b>Looking at Our Options</b></p> <p>Deb explained that this committee has arrived at the point in the PARC process, where consideration needs to be given as to whether 1 or 2 less favourable options can be eliminated allowing the committee to concentrate on 1 or 2 preferred options. This needs to be done so that the committee can arrive at a proposal to present to the Trustees. There is a timeline, which has been set and corresponds to Ministry deadlines and we are required to meet in order to request funding for new builds.</p> <p>Deb explained that the committee will be asked to state their preference for Option A, Option B, or Option C using a weighted dotmocracy model.</p>

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	<p><b>Results of Dotmocracy Activity:</b></p> <table border="1" data-bbox="695 313 1688 500"> <thead> <tr> <th>OPTION</th> <th>1<sup>ST</sup> PREFERENCE</th> <th>2<sup>ND</sup> PREFERENCE</th> <th>3<sup>RD</sup> PREFERENCE</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>42</td> <td>0</td> <td>0</td> </tr> <tr> <td>B</td> <td>3</td> <td>32</td> <td>3</td> </tr> <tr> <td>C</td> <td>0</td> <td>4</td> <td>12</td> </tr> </tbody> </table> <p><b>Deb noted that seven parents were absent and Deb stated that the PARC Committee would benefit from hearing the voices of all members if possible, before proceeding.</b></p> <p><b>How do we do this:</b></p> <ul style="list-style-type: none"> <li>• It was decided to share a summary of tonight’s meeting as well as the photo of the dotmocracy activity with absent PARC Committee members who will be asked to identify their preference.</li> <li>• Principals will be asked to submit the responses of their absent members to Deb by Wednesday, December 7, 2016.</li> <li>• Results will be communicated by email to PARC Committee members once collated. Results will determine the need for a December 14<sup>th</sup> PARC Committee meeting. All present PARC Committee members were in agreement.</li> </ul>	OPTION	1 <sup>ST</sup> PREFERENCE	2 <sup>ND</sup> PREFERENCE	3 <sup>RD</sup> PREFERENCE	A	42	0	0	B	3	32	3	C	0	4	12
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<p><b>8:05 p.m.</b></p>	<p><b>Summarize Progress to date and Next Steps</b></p> <p>Deb summarized the progress to date.</p> <ul style="list-style-type: none"> <li>• The options provided by the Board staff have been examined in detail. There has been consultation from Parent Councils, PARC Committee members, Parishes, the Municipality, and the public. The PARC Committee has analyzed all the input from these groups.</li> <li>• All requirements of the legislation have been met.</li> <li>• There are some questions, which have been received and need to be answered. The Board staff will respond to these.</li> <li>• The PARC Committee has identified their priorities.</li> <li>• Once we have received all the input including that from our absent members, we may be in a position to drop one or two options.</li> <li>• There is also the option of the PARC Committee coming up with their own proposal, which would not be using any of the Board staff’s proposals. <ul style="list-style-type: none"> <li>➢ The PARC Committee responded by saying that they did not have a proposal of their own which they would like to submit.</li> </ul> </li> </ul>																

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	<p>Option A – was identified as first choice by everyone but 1 member.</p> <p>Option B - was identified by one person as their first choice and they offered to explain to the group the reason for choosing that option and it was because of concerns for student demographics – these issues need to be addressed in any option going forward.</p> <p>Option C – was not identified as first choice by any PARC Committee member.</p>
<p><b>8:32 p.m.</b></p>	<p><b>Closing Prayer</b></p> <p><b>Adjournment</b></p>
	<p><b>Future PARC Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• <b>PARC Committee Meeting #3 – December 14 – St. Vincent, and/or January 19, 2017 – St. Ursula</b></li> <li>• <b>Public Meeting #2 – January 25, 2017 – St. Ursula Catholic School</b></li> <li>• <b>PARC Committee Meeting #4 or 5 – February 1, 2017 – Our Lady of Fatima Catholic School</b></li> <li>• <b>Board Meeting – February 14, 2017 – Final Staff Report to Board</b></li> <li>• <b>Board Meeting – February 28, 2017 – Public Delegations re: Pupil Accommodation Review</b></li> <li>• <b>PARC Committee Meeting #5 or 6 – March 7 or 8, 2017 – George P. Vanier</b></li> <li>• <b>Board Meeting – March 28, 2017 – Final Decision by Board of Trustees</b></li> </ul>