

## ACCOMMODATION REVIEW COMMITTEE MEETING NOTES

Tuesday, February 19, 2008  
St. Anne Catholic School, Blenheim

**Chair: Dr. Frank Leddy, Superintendent of Education**

**Recording Secretaries: Niki Ritchie & Cathy Calvert**

TIME	ITEM
5:00 p.m.	The ARC subcommittee members toured St. Mary Catholic School first and then toured St. Anne Catholic School. At the conclusion of the tours the school ARC subcommittee members met and discussed their findings.
7:00 p.m.	<b>Opening Prayer</b> Frank Leddy, Superintendent of Education opened the second meeting of the Blenheim ARC with prayer.
7:05 p.m.	<b>Welcome/Opening Remarks: Chair/Superintendent of Education</b> <ul style="list-style-type: none"> <li>▪ Frank Leddy, Chair/Superintendent of Education opened the second meeting, introduced himself as the Chair of the meeting and thanked everyone for attending.</li> <li>▪ The Chair then introduced the attending Trustees and Board Staff.</li> <li>▪ A brief overview was then given as to how the Accommodation Review Committee (ARC) was struck and why there was a need for this process.</li> </ul>
7:10 p.m.	<b>Rules of Order</b> <ul style="list-style-type: none"> <li>▪ An agenda for each meeting will be followed and will be used for order in the meeting.</li> <li>▪ The Chair's role is to ensure that the agenda is followed, Rules of Order are met and to clarify any points.</li> <li>▪ The role of the ARC is to consider the evidence from your perspective and to suggest ways in which the problem should be dealt with.</li> <li>▪ The final decision rests with the elected trustees who will consider your recommendation and any recommendations from the Director at the June Board meetings.</li> <li>▪ All meetings will be public and all meeting notes will be posted on the board website.</li> <li>▪ It is a prerequisite of the appeal process that those wishing to appeal must demonstrate that they have attended meetings. Thus, all attendees must demonstrate that they have attended meetings.</li> </ul> <p><b>Attendance</b></p> <ul style="list-style-type: none"> <li>▪ All attendees were asked to register their attendance at the beginning of each meeting.</li> </ul> <p><b>Questions</b></p> <ul style="list-style-type: none"> <li>▪ Only adults (voting age) will be permitted to address the ARC or ask questions.</li> <li>▪ Microphones are available to those who wish to ask questions at appropriate times during the meeting.</li> <li>▪ For the benefit of the audience and those taking notes please state your name and your relationship to the process.</li> <li>▪ For the benefit of the audience, so that everyone hears the question and its answer, and for those taking notes, the Chair will repeat all questions.</li> <li>▪ The Chair will determine the order of questions.</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ Individuals will be permitted two occasions to address the committee or ask questions in any one evening.</li> <li>▪ Questions or comments will not extend beyond two minutes, at which point the question will be called.</li> <li>▪ A maximum of one hour will be devoted to the question period. If questions remain at the conclusion of the meeting, the Chair will close the meeting and invite those with questions to submit their question(s) in writing. The questions will be answered at the next ARC meeting and may be posted on the website.</li> </ul> <p><b>Notes</b></p> <ul style="list-style-type: none"> <li>▪ Notes, and not minutes, will be taken by two recording secretaries and will be placed on the web shortly after the meeting.</li> </ul> <p><b>Protocols</b></p> <ul style="list-style-type: none"> <li>▪ All ARC meetings will be held in public, at least one meeting in each of the schools involved in the process.</li> <li>▪ The four Blenheim meetings will alternate between the two schools, St. Anne and St. Mary.</li> <li>▪ The meeting falls under the direction of the Chair and the Chair will maintain order during the meetings.</li> </ul> <p><b>Presentation of the January 22, 2008 notes</b></p> <ul style="list-style-type: none"> <li>▪ The notes of the January 22, 2008 meeting were presented by the Chair. (Posted on the website).</li> </ul> <p><b>Questions arising from the notes of the previous meeting</b></p> <ul style="list-style-type: none"> <li>▪ None</li> </ul> <p><b>Review of the issue that the Board has charged the ARC to make recommendations on.</b></p> <ul style="list-style-type: none"> <li>▪ Problem of excess pupil places in the two Blenheim schools.</li> <li>▪ Declining enrolment is also a factor/concern.</li> </ul>
<p><b>7:20 p.m.</b></p>	<p><b>Considering the Possibilities/Options</b></p> <p><b>Summary of Accommodation Review – Blenheim document</b></p> <ul style="list-style-type: none"> <li>▪ The boundaries were reviewed for both schools.</li> <li>▪ Current enrolments and projected enrolments of St. Anne and St. Mary schools through to 2012 were reviewed.</li> <li>▪ Summary of student capacity, classroom usage, staffing, facility and transportation was provided.</li> <li>▪ St. Anne site plan showing building and space available for future expansion.</li> <li>▪ St. Mary site plan showing building and no space available for future expansion.</li> </ul> <p><b>How many schools are needed in Blenheim?</b></p> <p>Comments from the ARC:</p> <ul style="list-style-type: none"> <li>▪ Believed that one school would be able to accommodate the pupil population of Blenheim.</li> <li>▪ St. Mary, which is situated next to a grain elevator, is not conducive to a healthy environment for children or staff. In order to provide a place where children and staff can breathe without problems, St. Anne would be a more desirable location.</li> </ul>

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- French Immersion students would greatly benefit by moving to St. Anne and having the older French Immersion students in the same location.
- St. Anne is a much brighter and more welcoming school as opposed to St. Mary.
- The Chair concluded that the overall belief of the ARC is that one school is wanted and that the preferred location would be St. Anne.

### Which issues need resolution?

**Issue: Accessibility of sidewalks along Snow Avenue would be needed with younger students attending St. Anne.**

*The municipality would have to be contacted and the school board would make a commitment to work with the municipality to ensure the safety of all students.*

**Issue: If specialized classrooms would be needed for shop and home economics should these programs be introduced by the Ministry.**

*Information is not currently available as to if and when these Intermediate programs will become part of the curriculum. If they do become part of the curriculum then modifications would need to be made to St. Anne to accommodate them.*

**Issue: It is important that the Best Start program move to St. Anne from St. Mary as there is a concern that parents may transfer their children to the local public school which currently operates a Best Start program**

*Under an agreement with the municipality, the Board is providing space for a Best Start program at St. Mary Catholic School and should consolidation of the Blenheim schools occur then the program will be provided at the consolidated location.*

**Issue: Would the administrative complement be considered at the consolidated location?**

*The needs and enrolment of a particular school are looked at and those are the factors which the Board uses to determine whether there will be a Vice Principal in a school. We currently have schools at enrolment over 300 which do not have a vice principal.*

**Issue: The playground equipment at St. Anne school does not provide adequately for primary students. Are we able to move the equipment currently at St. Mary to St. Anne?**

*The Best Start playground equipment can easily be moved and would indeed be moved to St. Anne. The existing equipment at St. Mary would be evaluated to determine the cost to move as well as the usefulness after moving. Also, newer equipment would be considered to be put into place at St. Anne.*

**Issue: Would the library books from the vacated school be moved to the consolidated location?**

*All library books and equipment that can be moved without being destroyed will be moved to the consolidated location.*

**Issue: Will there be sufficient instructional time in the gym to accommodate the additional pupils after consolidation?**

*Currently the Itinerant Physical Education Teachers are able to provide 25 minutes of gym time every other day to all students but typically in a school of 300 or more this would not be the case; it would be a matter of rescheduling and using outdoor facilities, etc. Schools of similar size would also have only one gymnasium.*

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	<p><b>Issue: When the new addition is constructed would it be possible to have the entire school air conditioned?</b> <i>It is the Board's intention to provide air conditioning to the entire school and this has already been looked at. An assessment will be done to see if the current system can accommodate this or if new systems will have to be considered.</i></p> <p><b>What further information is required?</b></p> <ul style="list-style-type: none"> <li>▪ The Chair asked if there was any other information that the ARC would need to make their decision.</li> <li>▪ ARC members were told that if something occurs to them in the next week or so please let the Chair know so that staff will have an opportunity to provide the requested information for the next ARC meeting.</li> </ul>
	<p><b>Presentation of the Agenda – March 18, 2008 – St. Mary Catholic School, Blenheim</b></p> <ul style="list-style-type: none"> <li>▪ The items on the March 18, 2008 ARC agenda are as follows: <ul style="list-style-type: none"> <li>➢ Presentation of any information requested by the ARC.</li> <li>➢ Report from staff re: construction requirements.</li> <li>➢ Proposed timeline for construction and consolidation of the two schools.</li> <li>➢ Discussion regarding the recommendations of the ARC.</li> </ul> </li> <li>▪ It was asked if the next meeting, which is during Holy Week, would continue as scheduled, as a Parish representative will not be in attendance. The Chair replied that when the meetings were scheduled the Board tried to use Tuesdays to accommodate trustees and to avoid Holy Thursday and Ash Wednesday.</li> <li>▪ The Chair thanked everyone for their participation and closed the meeting with the Hail Mary.</li> <li>▪ The meeting adjourned at 7:57 p.m.</li> </ul>
	<p><b>Future ARC Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• <b>Tuesday, March 18, 2008 – 7:00 p.m. – St. Mary Catholic School, Blenheim</b></li> <li>• Tuesday, April 15, 2008 – 7:00 p.m. – St. Anne Catholic School, Blenheim</li> </ul>
	<p><b>Future Board Meeting Dates</b></p> <ul style="list-style-type: none"> <li>• Tuesday, June 10, 2008 – 6:00 p.m.</li> <li>• Tuesday, June 17, 2008 – 6:00 p.m.</li> <li>• Tuesday, June 24, 2008 – 7:00 p.m.</li> </ul>