

ACCOMMODATION REVIEW COMMITTEE MEETING NOTES

Tuesday, January 22, 2008
St. Mary Catholic School, Blenheim

Chair: Dr. Frank Leddy, Superintendent of Education

Recording Secretaries: Niki Ritchie & Cathy Calvert

TIME	ITEM
7:00 p.m.	<p>Opening Prayer Frank Leddy opened the meeting with prayer.</p>
7:05 p.m.	<p>Welcome/Opening Remarks</p> <ul style="list-style-type: none"> ▪ Frank Leddy, Superintendent of Education opened the meeting and introduced himself as the Chair of the meeting and thanked everyone for attending. ▪ 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. ▪ The members of the ARC were then introduced. ▪ The principals of St. Mary and St. Anne schools were introduced. ▪ The Director of Education and the Trustees in attendance were introduced. ▪ The Board employees in attendance were introduced.
7:10 p.m.	<p>Rules of Order</p> <ul style="list-style-type: none"> ▪ An agenda for each meeting will be followed and will be used for order in the meeting. ▪ The Chair's role is to ensure that agenda is followed and Rules of Order are met and for clarification of any points. ▪ Trustees will make the final decision, the ARC will make recommendations. ▪ The staff of the school board through the Director of Education will also be making recommendations to the trustees. ▪ All meetings will be public and all meeting notes will be posted on the board website. ▪ This is a problem-solving exercise and all points of view should be examined. <p>Attendance</p> <ul style="list-style-type: none"> ▪ All attendees were asked to register their attendance at the beginning of each meeting. <p>Questions</p> <ul style="list-style-type: none"> ▪ Only adults (voting age) will be permitted to address the ARC or ask questions. ▪ Microphones are available to those who wish to ask questions. ▪ 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 posted on the website. ▪ For the benefit of the audience the Chair will repeat all questions. ▪ Individuals will be permitted two opportunities to ask questions in any one evening. <p>Notes of the Meetings</p> <ul style="list-style-type: none"> ▪ Notes, and not minutes, will be taken by two recording secretaries and will be placed on the web shortly after the meeting.

ACCOMMODATION REVIEW COMMITTEE MEETING NOTES

Tuesday, January 22, 2008
St. Mary Catholic School, Blenheim

	<p>Protocol</p> <ul style="list-style-type: none"> ▪ All ARC meetings will be held in public, at least one meeting in each of the schools involved in the process. ▪ The four meetings will alternate between the two schools, St. Anne and St. Mary. ▪ No banners, placards, posters, photos, etc. will be displayed in the school in an attempt to influence the committee. ▪ The meeting falls under the direction of the Chair and the Chair will maintain order during the meetings. ▪ Anyone who is hearing impaired should please notify the Chair two weeks in advance of the meeting and accommodations will be made.
7:16 p.m.	<p>Review of Board Policy</p> <ul style="list-style-type: none"> ▪ F. Leddy reviewed Policy 7.4 – Student Accommodation and Boundary Review and made specific mention of the Value Statement and the Policy Statement. ▪ On June 26, 2007 the St. Clair Catholic District School Board adopted Policy 7.4 – Student Accommodation and Boundary Review. ▪ Schools in a planning area, can be identified for review, if they meet one or more of the following conditions set out in the policy on page 2. <ul style="list-style-type: none"> ➢ Enrolment at the school is or will soon be less than 80% of the capacity as determined by Ministry of Education standards. ➢ If using normal staff ratios, it would be necessary to assign three grades to one classroom teacher. ➢ The school may be experiencing higher maintenance costs than the average of the system or may need a major capital expansion. ➢ The school or school site does not have potential to accommodate a potential addition. ➢ The consolidation of the schools is in the best interest of the overall system. ▪ In September 2007, the Director of Education brought a report to the Board of Trustees, which stated that the two schools in Blenheim met many of the conditions as set out by the policy and they should therefore undergo an accommodation review. ▪ On September 25, 2007, the Board passed a motion that St. Anne and St. Mary’s accommodation issues be studied by an Accommodation Review Committee. <p>Review of the Board Motion</p> <ul style="list-style-type: none"> ▪ F. Leddy reviewed the Board Motion. ▪ <i>On the Ground</i> (OTG) of capacity is provided by the Ministry of Education and measures the capacity level of a school. The OTG capacity of the two schools in Blenheim for September 2007 were: St. Mary 64.8 % and St. Anne 80.4 %. ▪ In 2012, the projected <i>On the Ground</i> capacity is: St. Mary 61.9 % and St. Anne 52.5 %. ▪ The board policy calls for us to maximize resources in the most efficient manner. ▪ Schools that fall below the 80% threshold, with empty classrooms, can create additional cost for the school board.

ACCOMMODATION REVIEW COMMITTEE MEETING NOTES

Tuesday, January 22, 2008
St. Mary Catholic School, Blenheim

	<ul style="list-style-type: none"> ▪ The problem for the ARC is to address accommodation of students who attend St. Mary and St. Anne now and into the future, given the realities of declining enrolment. ▪ Over the 10 years from 1997 to 2007, the enrolment of the combined schools has dropped by 138 students. ▪ Over the next five years, by 2012, a further drop of 97 students is projected.
7:20 p.m.	<p>Introduction, tailoring and completing of the valuation instrument</p> <ul style="list-style-type: none"> ▪ The Chair introduced the School Valuation Instrument to the ARC members. ▪ This tool is for the ARC's use, to organize information presented tonight and at future meetings. ▪ It is to be used as a guideline to assist and not limit the ARC. The ARC is free to consider any other factors they deem pertinent. ▪ The weighting factors in the Valuation Instrument are to be used as deemed fit by the ARC. ▪ Some elements may be critical and some may be deemed not to be as critical. Committee will determine what is most critical to the Blenheim Catholic Schools. <p>Presentation by Administration</p> <ul style="list-style-type: none"> ▪ The ARC is to use the information and presentations of the meetings to make its decisions. ▪ The Chair introduced Jim McKenzie, Associate Director – Corporate Services and Treasurer. ▪ Information pertinent to sections C, E, F, G, H, K and L of the Valuation Instrument were presented by Jim McKenzie. ▪ The following areas were covered by the presentation: Financial, Demographics, School Staffing, Facilities and Student Transportation. ▪ Jim McKenzie's presentation in its entirety can be viewed or downloaded by clicking here. <p><u>QUESTION:</u> Father Paul Duplessie asked why on page 5 of the presentation there are 0 pupil spaces allocated to the gymnasium, libraries, child care centres or portables?</p> <p><u>ANSWER:</u> Jim McKenzie replied that the Ministry does not assign any pupil places to portables as they are not permanent structures; therefore, there is no funding for that floor space.</p> <p>Principals' Presentation</p> <ul style="list-style-type: none"> ▪ The two principals and Father Paul Duplessie presented information relevant to the schools and the parish. ▪ The following areas were covered in the presentations: EQAO scores, Connection with the Parish, Range of Program Offerings and Staff, Range of Extracurricular Activities and Extent of Student Participation. ▪ The School/Parish reports in their entirety can be viewed or downloaded by clicking on one of the links below. St. Mary St. Anne

ACCOMMODATION REVIEW COMMITTEE MEETING NOTES

Tuesday, January 22, 2008
St. Mary Catholic School, Blenheim

8:45 p.m.	<p>Presentation of the Agenda – February 19, 2008 – St. Anne Catholic School, Blenheim</p> <ul style="list-style-type: none"> ▪ The Chair then gave the date for the next ARC meeting. ▪ The Valuation document will continue to be used at next meeting and we will have tours of both schools. <ul style="list-style-type: none"> ➢ 5:00 p.m. Tour will begin at St. Mary and conducted by Ms. VanBoxtel, Principal. ➢ 5:45 p.m. Tour will begin at St. Anne and conducted by Ms. Johanna Cox – Principal. ➢ 6:30 p.m. Supper will be provided for members of the committee. ➢ 7:00 p.m. Meeting will begin. <p><u>QUESTIONS FROM THE FLOOR:</u></p> <ul style="list-style-type: none"> ▪ There were no questions from the floor. ▪ The Chair thanked everyone for their participation and closed the meeting with the Our Father. ▪ The meeting adjourned at 8:50 p.m.
	<p>Future ARC Meeting Dates</p> <ul style="list-style-type: none"> • Tuesday, February 19, 2008 – 7:00 p.m. – St. Anne Catholic School, Blenheim • Tuesday, March 18, 2008 – 7:00 p.m. – St. Mary Catholic School, Blenheim • Tuesday, April 15, 2008 – 7:00 p.m. – St. Anne Catholic School, Blenheim
	<p>Future Board Meeting Dates (Relevant to the Accommodation Review Process)</p> <ul style="list-style-type: none"> • Tuesday, June 10, 2008 – 6:00 p.m. • Tuesday, June 17, 2008 – 6:00 p.m. • Tuesday, June 24, 2008 – 7:00 p.m.