



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD
Lighting the Way ~ Rejoicing in Our Journey

REPORT

SUBJECT: **ST. HELEN SCHOOL ACCOMMODATION REVIEW
PROGRAM IMPLICATIONS**

SUBMITTED TO: **ST. HELEN SCHOOL ACCOMMODATION REVIEW
COMMITTEE**

DATE OF MEETING: **October 1, 2002**

PREPARED BY: **HENRY S. KULIK
Superintendent of Education**

PRESENTED BY: **HENRY S. KULIK
Superintendent of Education**

REPORT

ST. HELEN SCHOOL ACCOMMODATION REVIEW-PROGRAM IMPLICATIONS

1. INTRODUCTION:

This report is prepared for the St. Helen School Accommodation Review Committee to consider the program implications for students of St. Helen School, if their school were to close, and also the program implications for the receiving schools.

In the event that St. Helen School closes, the students would be transferred to Sacred Heart School, St. Anne School, or Gregory Hogan School.

This report is organized around ten (10) major areas describing the current status of each area at St. Helen School and the potential implications at the proposed receiving schools.

The following areas will be reviewed:

- School Organization
- School Supervision
- School Administration
- Curriculum Delivery and Planning
- Library and Technology Programs
- Additional Staff Assignments
- Special Education Program/Accessibility
- Gymnasium/Playground/Physical Education
- Enrichment Activities
- Religious Education

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2. AREAS REVIEWED:

2.1 School Organization

St. Helen School is a JK – 8 elementary school with 270 FTE pupils and 11.0 full-time core teachers. The organization of the school is described in *Appendix 1*.

The concept of full time equivalent (FTE) is used for consistency of comparison. FTE is used to determine system and school class averages (PTR), Ministry of Education funding and system staffing.

The current school pupil-teacher ratio (PTR) is 24.55:1, which is consistent with the system average of 24.5:1.

Since September 1998, St. Helen School has experienced a student decline from 332.50 FTE to 270 FTE or a total of 62.5 FTE. A further projected decline of 17 FTE is anticipated by September 2003 when St. Helen School is projected to have a student population of 253 FTE.

In September 1998 Gregory Hogan, Sacred Heart, and St. Anne had student enrolments of 258.50 FTE, 376.5 FTE and 392.0 FTE respectively for a total of 1027.0 FTE. In 2002 Gregory Hogan, Sacred Heart, and St. Anne have enrolments of 802.0 FTE. By September 2003, the three schools will have a projected further combined decline of 73.0 FTE students.

This overall decline in student population since September 1998 of 298 FTE students, has left empty student spaces in these schools and the current trend is expected to continue.

As the schools decline in size, they will generally be organized with more combined grades. While this practice is common, some parents would prefer that their child not be put into a classroom with combined grades.

2.2 School Supervision

Appendix II illustrates the supervision schedule for the teachers at St. Helen School. The school principal is responsible for the organization of supervision schedules, fifteen minutes before school, at recess, at noon hour and bus supervision after school. Supervision loads are distributed to teachers in an equitable fashion by the principal to ensure fairness and to address student safety issues that may arise in the playground.

This responsibility for elementary school teachers means a heavier supervision schedule in smaller schools. In a larger school organization, the supervision load would be spread over a larger number of staff, thus reducing the supervision load for teachers.

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2.3 School Administration

With the current government funding guidelines, smaller schools will have part-time principals and no vice-principals.

Currently, St. Helen School has a full time principal, Mr. Tighe. Schools such as Gregory Hogan, with less than the 250 FTE, have a part-time principal. Given the current projections, if nothing is changed, St. Helen will have a part-time principal within two (2) years. As well with declining student population, Sacred Heart School will have a part-time principal within two (2) years and St. Anne School within three (3) years.

In a small school, when a principal is absent, a teacher-in-charge responsibility is assumed by a classroom teacher. In addition, declining enrolment will force a review of school secretarial time.

Currently, all four schools enjoy a 30 hour/week secretary. Again, if nothing is changed there is a potential for a reduction in hours for secretarial responsibilities. A reduction in school secretarial time diminishes a school's ability to be responsive to student, parent and community needs.

It is clear that declining enrolment results in spreading fewer resources over a wider area in the system and it impacts negatively on the operation of these schools.

2.4 Curriculum Delivery and Planning

The on-going implementation of the Ontario Curriculum Reporting to parents and provincial assessments at the grade three and grade six level have placed many demands on elementary school teachers. Many of our elementary schools are organized by divisions, for collaborative planning by divisions JK-SK, Primary (Gr.1-3), Junior (Gr.4-6), and Intermediate (Gr.7-8).

At St. Helen School we have three teachers in the primary division, four teachers in the junior division and three teachers in the intermediate division.

If St. Helen School were to close, students would move to a school which would be large enough to support collaborative planning for teachers in each of the divisions.

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2.5 Library and Technology Program

St. Helen School is well resourced in the library and computer areas. With system restructuring, the library technician's time is currently approximately fifteen hours/week, which is consistent with other schools of similar size across the system. A further decline in enrolment will reduce the library technician time allocated for St. Helen School.

St. Helen School has 270.0 FTE students and a total of 70 computers. The computers are configured with 38 in a lab and 32 are allocated to the classrooms. The ratio of computers is approximately 1 computer for every 4 students.

Sacred Heart School has 74 computers for 292 students which results in a ratio of 1 to 4.

Gregory Hogan School has 84 computers available to a student population of 220, or a ratio of 1 to 2.6.

St. Anne School has 86 computers for 290 students or a ratio of 1 to 3.4.

The technology program has historically been very strong as St. Helen School was one of the first schools in Sarnia to adopt school-wide computer use.

If St. Helen closes, students would have similar opportunities to access library and technological resources at Sacred Heart, Gregory Hogan and St. Anne.

Parents will be involved in the process to redeploy computer and library resources from St. Helen School to the proposed receiving schools.

2.6 Additional Staff Assignments

The teachers at St. Helen School provide many quality co-curricular activities for students, such as, inter-school sport teams and choir. As well, they share in the other responsibilities to make the school community function smoothly. *Appendix III* identifies the range of additional responsibilities where teachers volunteer their time to provide enriching opportunities for their fellow staff members and students.

Similar opportunities are available for students in all of our Catholic elementary schools. We should recognize and appreciate the efforts of our teachers who take on these voluntary assignments in addition to their classroom and supervision responsibilities.

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St. Helen School has a long tradition of excellence in inter-school athletic competitions. As the pupil and staff populations decline, there will be fewer teachers to share the responsibility of coaching and leading the various extra curricular activities. Again, these additional staff assignments can be more easily shared in schools with a larger staff.

2.7 Special Education Program/Accessibility

St. Helen School currently has one full-time special education teacher along with 1.66 educational assistants to serve high needs pupils.

There are comparable levels of support at St. Anne School; 1.0 special education teacher and 2.5 educational assistants.

Sacred Heart School; 1.0 special education teacher and 1.5 educational assistants and Gregory Hogan School; 0.8 special education resource teacher and 2.0 educational assistants.

As enrolment declines in this area, staffing for resource teachers and educational assistants will be adjusted to reflect the reduced funding available.

St. Helen School is fully accessible for physically handicapped students, parents, community members and staff. All three of the other area schools are also fully accessible for physically handicapped students.

St. Anne, Sacred Heart and Gregory Hogan have a washroom available specially designed for physically handicapped students.

If St. Helen School closes, a transition plan would be in place for students, as they move to the receiving schools, determined by the new boundaries. The students will receive a comparable level of special education support at Gregory Hogan, St. Anne and at Sacred Heart.

2.8 Gymnasium/Playground/Physical Education

St. Helen School has fair physical education facilities. The gymnasium is fully accessible and it is an adequate size at 2,400 sq. ft., however, it is narrow, which may be a limiting factor for some activities. By comparison, the gymnasium at Gregory Hogan School is 2,542 sq. ft., Sacred Heart School is 2,484 sq.ft., and St. Anne School is 3,450 sq. ft. They are also fully accessible and each gymnasium provides at least a minor advantage to the current facility at St. Helen School.

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The playgrounds of St. Anne., Sacred Heart and Gregory Hogan are adequate in size. St. Helen School possesses the largest playground area of the four schools, however its configuration does provide for effective visual supervision by teachers. It is noteworthy that St. Helen School has produced many very successful athletic teams in the past.

2.9 Enrichment Activities

Every school in our system has a large number of activities that bond the parents, students and staff into a thriving Catholic school community. Teachers are dedicated to supporting these activities at St. Helen School. Listed below are special events that have been part of the culture of St. Helen School:

- 1) Remembrance Day assembly
- 2) Spirit Days
- 3) Various drama productions
- 4) Christmas Concert
- 5) Winter Carnival
- 6) June playday
- 7) Yearbook/Gradbook

The other three schools in the area have similar opportunities for their students as described in the following Sacred Heart School list of Programs.

- 1) Instrumental Music for grades 6 –8
- 2) House League Sports
- 3) Chess Club
- 4) School Spirit Team, Cheerleaders
- 5) Student Parliament
- 6) Interlink Choir with Seniors
- 7) Public Speaking
- 8) Lunch hour milk/juice sales
- 9) School Community BBQ
- 10) Christmas Concert (primary)
- 11) Spring Festival of Music Concert
- 12) Winter Carnival
- 13) Terry Fox Fundraiser
- 14) Book Fair
- 15) Annual Talent Show

The format of information, although different, demonstrates that student activities outside the core curriculum enrich the lives of all participants in our Catholic schools.

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2.10 Religious Education

St. Helen School has a number of masses and paraliturgies as described in (*Appendix IV*).

Although St. Helen School is not adjacent to a parish, there is a positive relationship between the school and primarily Sacred Heart Parish. Similar opportunities are available at St. Anne School (*Appendix IVa*), Sacred Heart School (*Appendix IVb*) and Gregory Hogan School (*Appendix IVc*). These religious activities are central to the formation of our students in the Catholic tradition.

All four schools have opportunities for staff, students and parents to experience mass and liturgical celebrations in nearby churches.

The Religion/Family Life Program delivered by the classroom teachers, supervised by the school Principal and supported by the Religion Consultant is relatively consistent and of a similar high quality in all four schools.

3. CONCLUSION:

St. Helen School provides a quality Catholic education to the students. The staff is hard working and dedicated to student development in the moral, physical, spiritual and academic dimensions. There is a long tradition of excellence in athletics and technology that has been fully supported by the larger school community.

There has been a decline in student population at St. Helen School since September 1998 of 62.5 students with a projection of continued decline. More importantly, the cluster of North Sarnia schools has experienced similar declines. If St. Helen's closes there will be adequate space in the receiving schools.

If no action is taken, this decline will put a stress on the resources of all the schools, which will ultimately result in reduced principal administration time, reduced secretarial time, and reduced special education resource and library technician time.

If St. Helen School closes, the students will be welcomed at Sacred Heart School, Gregory Hogan School and St. Anne School. The transition for most students, given previous experience, is more positive than parents initially fear. All students will continue to receive a quality Catholic education.

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APPENDICES

| | |
|----------------|---|
| APPENDIX I | St. Helen School – School Organization (Enrolment as of September 6, 2002) |
| APPENDIX II | St. Helen School – Yard Supervision |
| APPENDIX III | St. Helen School - Additional Staff Assignments |
| APPENDIX IV | St. Helen School – Mass and Paraliturgy Schedule |
| APPENDIX IV(a) | St. Anne School – Mass and Paraliturgy Schedule |
| APPENDIX IV(b) | Sacred Heart School – Schedule of Liturgies/Masses/Assemblies |
| APPENDIX IV© | Gregory Hogan School – School Mass and Liturgy Schedule |

ST. HELEN

2002-2003 ENROLMENT & STAFFING

(as at September 16, 2002)

| Room # | JK | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total | Teacher Name | Teacher FTE |
|---------|----|----|----|----|----|----|----|----|----|----|-------|-------------------|-------------|
| 809MW-F | 22 | | | | | | | | | | 22 | Thrasher, Adele | 0.50 |
| 809TT-F | | 24 | | | | | | | | | 24 | Thrasher, Adele | 0.50 |
| 812 | | | 17 | 6 | | | | | | | 23 | Ellenor, Rita | 1.00 |
| 813 | | | | 26 | | | | | | | 26 | Trottier, Diane | 1.00 |
| 811 | | | | | 28 | | | | | | 28 | Ruypers, Fran | 1.00 |
| 806 | | | | | | 27 | | | | | 27 | Moorehead, Bev | 1.00 |
| 805 | | | | | | | 24 | | | | 24 | Murray, Christine | 1.00 |
| 839 | | | | | | | 13 | 10 | | | 23 | Foster, Greg | 1.00 |
| 804 | | | | | | | | 23 | | | 23 | Wighton, Mark | 1.00 |
| 803 | | | | | | | | | 24 | | 24 | Hill, Mike | 1.00 |
| 802 | | | | | | | | | 9 | 14 | 23 | McKeown, Mona | 1.00 |
| 801 | | | | | | | | | | 26 | 26 | Dennis, Linda | 1.00 |
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| | | | | | | | | | | | | | |
| | 22 | 24 | 17 | 32 | 28 | 27 | 37 | 33 | 33 | 40 | 293 | | TOTAL |
| | JK | K | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | Total | | 11.00 |

F.T.E. Enrolment: 270.00
Classroom Teachers: 11.00
P.T.R. 24.55

7-Oct-02

**St. Helen
Yard Supervision Schedule 2002/2003**

| Day/Time | | Monday | Tuesday | Wednesday | Thursday | Friday |
|-----------------|--|----------------|----------------|------------------|-----------------|---------------|
| 7:55 – 8:10 | Area One | ELLENOR | STEELE | ELLENOR | ELLENOR | ELLENOR |
| | Area Two | MOOREHEAD | MOOREHEAD | MOOREHEAD | STEELE | MOOREHEAD |
| | JK Room or Yard | THRASHER | | THRASHER | | THRASHER |
| | | | | | | |
| 9:45 – 10:00 | Area One | RUYPERS | RUYPERS | MURRAY | RUYPERS | MURRAY |
| | Area Two | WIGHTON | MURRAY | WIGHTON | MURRAY | WIGHTON |
| | JK Room or Yard | | DIMARIA | DIMARIA | DIMARIA | |
| | | | | | | |
| 11:15 – 12:10 | Lunch Hour Supervisors - TIGHE / DENNIS (Detention Room) | | | | | |
| | | | | | | |
| 1:30 – 1:45 | Area One | TROTTIER | TROTTIER | FOSTER | TROTTIER | FOSTER |
| | Area Two | MCKEOWN | FOSTER | MCKEOWN | FOSTER | MCKEOWN |
| | JK Room or Yard | | HILL | HILL | HILL | |
| | | | | | | |
| 2:25 – 2:35 | Bus Duty | TIGHE / STEELE | | | | |

St. Helen's Staff Reps 2002 - 2003

OECTA
HEALTH AND SAFETY
SPORTS COUNCIL
SPORTS COUNCIL REP
SPIRITUAL
AMBASSADORS
SOCIAL COMMITTEE
DIVISION LEADERS

INTRAMURALS
MILK & JUICE
COMPUTER CONTACT
SPORTS SUPPLIES
SCIENCE SUPPLIES
CHESS TEAM
JR. GIRL'S VB
JR. BOY'S VB
CROSS COUNTRY
GIRL'S SOCCER
BOY'S SOCCER
SR. GIRL'S VB
SR. BOY'S VB
SR. GIRL'S BB
SR. BOY'S BB
JR. GIRL'S BB
JR. BOY'S BB
TRACK AND FIELD

PRIMARY
 JUNIOR
 INTERMEDIATE

FRAN RUYPERS
 KEN HARRIS
 MARK WIGHTON
 MONA MCKEOWN
 MONA MCKEOWN

MARIA DIMARIA
 RITA ELLENOR
 CHRISTINE MURRAY
 LYN DENNIS

MIKE HILL
 MIKE HILL
 GREG FOSTER
 MIKE HILL
 MONA MCKEOWN
 DAN TIGHE
 MARIA DIMARIA
 LYN DENNIS
 MARIA DIMARIA
 KEN HARRIS
 KEN HARRIS
 DIANNE TROTTIER
 GREG FOSTER
 MARK WIGHTON
 MIKE HILL
 MARK WIGHTON
 MONA MCKEOWN
 MARIA DIMARIA

DIANNE TROTTIER

MARIA DIMARIA

ADELE THRASHER
 MONA MCKEOWN
 ADELE THRASHER
 CHRISTINE MURRAY
 BEV MOOREHEAD
 MONA MCKEOWN

DAN TIGHE

SEAN MAHEU

SEAN MAHEU



ST. HELEN'S ROMAN CATHOLIC SCHOOL

975 Hay Street
Sarnia, Ontario N7S 2A4
(519) 542-7651 Fax (519) 542-7305



Mr. Dan Tighe
Principal

Mrs. T. Tulloch
Office Administrator

School Mass and Paraliturgy Schedule 2002/2003

Following consultation with parish priests at Sacred Heart and St. Peter, in an effort to promote a sense of parish community, we have decided to affiliate with Sacred Heart Church for school masses and paraliturgical celebrations. An informal survey of our students revealed that approximately half of our families attend Sacred Heart while the others are divided amongst St. Benedict, St. Peter, St. Joseph, and St. Thomas Aquinas parishes. Students will be bussed to Sacred Heart Church for masses while parish staff will come to St. Helen's for paraliturgical celebrations. Our students will actively participate in sacramental preparation with Sacred Heart; however, we will inform parents through our monthly newsletters as to the time of sacraments at other parishes that serve our families. Our tentative schedule is outlined below:

| | |
|----------------------|--|
| Masses | September 27 November 15 February 7 June 20 |
| Paraliturgies | December 20 March 5 May 9 |
| Graduation | June 24 |

N.B. In addition, Fr. Len (at Sacred Heart) has agreed to hold an evening mass to celebrate St. Helen's 45th anniversary. The time of this celebration has yet to be determined.

St. Anne School

MASS & PARALITURGY SCHEDULE – 2002 -2003

| | | | |
|-------------------------------|-------|--|---|
| Thurs. Sept. 12 th | 9:00 | School Opening | Mrs. Waugh / Council / Staff |
| Fri. Oct. 11 th | 9:00 | Thanksgiving | Mrs. Lambert – Gr. 6 |
| Thurs. Nov. 7 th | 9:00 | | Mr. McHenry – Gr. 7 |
| Thurs. Dec. 12 th | 9:00 | Advent (at St. Michael's Church) | Mrs. St. Amand – Gr. 4/5 |
| Thurs. Jan. 23 rd | 9:00 | Christian Unity | Mrs. Marshall – Gr. 5 |
| Wed. Feb. 12 th | | Sacred Heart Paraliturguy | Mrs. Farina – Gr. 6 |
| Wed. Mar. 5 th | 10:30 | Ash Wednesday | Mrs. Bedard – Gr. 3/4 |
| Tues. Apr. 8 th | | Sacred Heart Paraliturguy | Mrs. Marshall – Gr. 5 |
| Thurs. Apr. 25 th | 9:00 | Easter Liturgy | Mrs. Banovsky – Gr. 2/3 |
| Thurs. May 30 th | 9:00 | Marian Mass | Mrs. Boyle – Gr. 1/2 |
| Thurs. June 20 th | 9:15 | Graduation Mass (at St. Michael's Church) | Mr. Reurink & Mr. Cahill Grade 8 classes |

JK / SK / GR. 1 PARALITURGIES

| | | | |
|------------------------------|----------|------------|-----------------------|
| Thurs. Oct 10 th | 10:45 am | SK / Gr. 1 | Belonging Celebration |
| Wed. Dec. 4 th | 10:45 am | JK / Gr. 1 | Advent |
| Thurs. Jan. 30 th | 10:45 am | SK / Gr. 1 | Friendship |
| Fri. Mar. 7 th | 10:45 am | JK / Gr. 1 | Lent |
| Thurs. May 8 th | 10:45 am | SK / Gr. 1 | Mother's Day |

Sacrament of Reconciliation at School

Nov. 13th & 14th 10:45 a.m. & 12:30 p.m.
Spring TBA

Gregory A. Hogan School

SCHOOL MASS & LITURGY SCHEDULE

| | |
|---|---------------------------|
| SEPTEMBER 13 -- New School Year Liturgy -- STAFF | GR. 1 |
| OCTOBER 4 -- Thanksgiving Mass -- GR. 6 | GR. 2 |
| NOVEMBER 8 -- Remembrance Day Liturgy -- GR. 8 | GR. 3 |
| DECEMBER 18 -- Christmas Mass -- GR. 5 | GR. 4 |
| JANUARY 14 -- New Year Liturgy -- GR. 4 | GR. 5 |
| FEBRUARY 13 -- St. Valentine Liturgy -- GR. 1 | GR. 6 |
| MARCH 5 -- Ash Wednesday -- PARENTS | GR. 7 |
| APRIL 16 -- Lenten Mass -- GR. 3 | GR. 8 |
| MAY 6 -- Education Week/ Mother Mary Liturgy -- GR. 2 | JK/SK |
| JUNE 19 -- Year End Mass -- GR. 7 | (Connie will cover) GR. 1 |