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## Accommodation Review Committee (ARC) Meeting

### Working Meeting #5

December 18, 2017

6:00pm

Notre Dame Catholic Elementary School  
919 D'Arcy Street North

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#### Attendance:

##### ARC Committee Members:

St. Joseph - Christine Brodie, Principal; Tonya Ferguson, Parent; Lori Kendrick, Teacher.

St. Michael - Guy Charette, Principal; Karyne Roy, Teacher.

Notre Dame – Steve Egan, Principal; Sherri Slade-Brady, Teacher; Kim Bennett, Non-teaching Staff; Janet Reid, Parent.

Catholic Education Centre - Tim Moloney, Superintendent of Education.

Diocese - Fr. Peter Seabrooke.

Regrets: Jacqueline Maynard-MacInnes, Non-teaching Staff; Dawn Campbell, Parent; Georg Wieczorek, Non-teaching Staff; Lesley Patterson, Broader School Community - Northumberland County.

Chair, Tim Robins.

Resource: Isabel Grace, Superintendent, Business & Finance.

Marian Irwin – Recorder.

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#### 1. Welcome and Opening Prayer.

Steve Egan led the group in prayer.

#### 2. Chair – Opening Comments.

The Chair, Tim Robins, thanked Steve Egan for the opening prayer and welcomed everyone. He reported that on December 11th the ARC received a number of documents relating to the work of the committee. The committee took time to update their binders.

Tim stated that the goal for the final Working Meeting was to:

- Review public input on the recommended recommendations and guiding principles;
- Review revisions to the final staff recommendations and guiding principles; and

- Understand next steps re: FSR, delegations, decision making and transition plan.

Tim reminded the ARC members of the Committee Meeting Norms and that all ARC working meetings are opened to the public to observe the meetings and the process the ARC is following. Members of the public attending the committee meetings are expected to act with decorum and in a manner that respects the work of the committee.

### 3. Approval of Minutes.

The minutes from WM#4 on November 7, 2017 were approved by the ARC Committee with no changes.

### 4. Round Table – Debrief – PM#2.

The ARC Committee shared their comments and observations from Public Meeting #2:

- Throughout the meeting committee members were very respectful of input from public;
- Interesting and challenging questions; respectful intelligent comments; incredible feedback;
- Misunderstanding from public members in attendance – they were not aware that changes affected Notre Dame and St. Joseph’s – not just St. Michael’s;
- Boundary map issue - not easily decipherable;
- Good questions re: FI and if studies were being done by the Board in considering dual and single track schools;
- Not enough notice to families about the changes;
- Staff members, at the meeting, were not aware of which families were being impacted and thought that greater consideration should have been made for these families;
- Better turnout from first public meeting – more community involvement in 2nd public meeting; happy with the turnout and hearing parent’s voices;
- Great deal of discussion on Grandfathering issue;
- Parents understood that changes need to be made – but were concerned on how the changes will it affect their family?;
- Seeing the faces of the families and those affected by the impact on the families;
- Surprised by level of anxiety from parents in attendance at the meeting;
- Pros and Cons of FI Centre and Dual-track;
- Liked feedback re: research;
- Surprised at comments re: “hierarchy” schools;
- Some parents chose schools based on community;
- Parents concerned re: busing times;
- Parking lot at St. Michael Parish issue: and

- Community concern re: FI numbers.

#### 5. Community Input Relating to Proposed Recommendations, Presentation.

Tim Moloney shared feedback from comments/questions received by the public relating to the proposed recommendations and guiding principles presented at Public Meeting #2.

- Better communication, in terms of the accommodation review terminology, was required;
- Boundary maps were not specific enough;
- Grandfathering consideration – please!;
- Church will be impacted - concern re: parking lot at St. Michael;
- Not in favour of dual-tract school – preferred FI Centre;
- 3 schools into 2 school makes sense;
- Not much feedback for St. Michael CES closing; and
- Maximise facility by bringing up population of St. Joseph CES.

Tim added that people are very respectful in understanding what needs to be done. People love their schools and this is what we strive for.

An observation was brought up about the Parish and the different generations. The older generation that attend mass regularly should be made aware of what is happening. Father Peter provided a brief history on the Parish and St. Michael's school.

#### 6. Final Staff Report, Recommendations and Guiding Principles, Presentation.

Handouts: Proposed Recommendations (Revised)  
Guiding Principles (Revised)

Isabel Grace presented the revised Recommendations and Guiding Principles. She stated that the most difficult thing about the ARC process is that the Ministry rules and guidelines do not take people's personal situations and emotions into account. The Ministry bureaucracy makes for a complicated process. The Board has to show the ministry that we are making good use of our facilities, and have a good transition plan. A long process creates anxiety for students and parents and makes for a difficult transition.

To alleviate some of the anxiety, the Board recommends, on a without prejudice basis, to provide all current families, affected by the Notre Dame - St. Joseph Catholic Elementary Schools boundary change, the option of continuing attendance at Notre Dame CES as outlined in the guiding principles.

Isabel discussed with the Committee the proposed recommendations (revised) and Guiding Principles (revised). The proposed boundary change will take effect at the time the Board of Trustees approve the Final Staff Report. All recommendations depend on

money from the Ministry. She explained the process once the Ministry of Education receives the report from the Board of Trustees.

#### 7. Round Table – Final Comments from ARC.

Committee members provided their final comments on the ARC Process and outcomes in a round table discussion:

- Impressed with the process and felt that the committee had a voice;
- Nice to experience the process and outcomes;
- Process has been fantastic and was impressed with the way the Board listened to the public and teaching staff and respected the families;
- Small suggestion made to have all the poster boards put on a PowerPoint slide;
- Felt the process was very beneficial for school communities;
- A lot of input from the Committee was considered (Pros/Cons) before a recommendation for the Final Staff Report;
- Process united three school communities;
- Working in small groups with different stakeholders became one group working toward a purpose;
- At first the process seemed overwhelming but with the collaboration of working together to come together in one voice;
- It has been an honour;
- This committee represented the Cobourg Catholic Community;
- Concerns from parents were addressed and the process worked;
- Good experience as a parent on the committee – found out how the change would affect teachers and students;
- Parish/school/home worked together as a committee to make the best decision;
- Honour to be part of the committee;
- Interesting to hear all the viewpoints from parents, teachers, Board Office, Parish and community members;
- Thankful that the Committee's feedback was considered;
- The Diocese would like to thank the Committee for your commitment; and
- Tim Moloney thanked Tim Robins for leading the committee through the ARC process and keeping everyone on track.

#### 8. Appreciation Letters.

Isabel Grace handed out letters of appreciation on behalf of the Board of Trustees and the Senior Management Administrative team to acknowledge the committee's work on the ARC and their commitment to Catholic Education at the PVNC Board.9.

#### Closing Comments, Prayer and Adjournment.

As this was the ARC's final meeting, Tim Robins took the opportunity to express and

thank the ARC members and resource staff for their commitment to the process and journey that they undertook together over the past five months. Their individual efforts contributed to the work of the committee.

As the Chair of the ARC, Tim's focus over the past months was to ensure that the committee followed the Ministry Pupil Accommodation Review Guidelines, Board Policy and specifically, that the committee's mandate as per the Terms of Reference. Through everyone's efforts and understanding of these requirements, we have worked to achieve this...thank you.

Tim also acknowledged the efforts of the resource and support staff for their tireless and professional contributions in support of the ARC process over the past months both at the meetings and in the preparation of the agendas and supporting documents. He specifically thanked Isabel Grace and Marian Irwin.

Tim also stated that the Cobourg Catholic Elementary Schools Accommodation Review now enters the next stage of the review process where staff will be presenting the final staff report to the Board of Trustees and the board will receive delegations from the public before making the final decision on the review.

In closing, he thanked the committee and said it has been a privilege for him to have served as the Chair of the committee.

Final housekeeping notes:

- ARC binders are for Committee members to keep.
- The ARC Email address will be closed effective January 12, 2018.
- ARC members are not required to attend the Board meetings on the Accommodation Review (January 23rd, February 7th and February 27th), however your attendance would be appreciated.

9. Closing Prayer and Adjournment.

Steve Egan led the group in closing prayer and the meeting was adjourned at 8:00pm.

Following the prayer, Tim invited committee to join him for cake and coffee to acknowledge the efforts of the ARC.