



Cobourg Catholic Elementary Schools Accommodation Review
Meeting with Municipalities and Interested Community Partners

April 26, 2017

10:00 am – 11:30 am

St. Joseph Catholic Elementary School
919 D'Arcy Street, Cobourg, Ontario

Attendance:

Tim Robins, Accommodation Review Committee Chair
Isabel Grace, Superintendent, Business & Finance
Marian Irwin, Recorder

Guests:

Jennifer Moore, CAO, Northumberland County
John Henderson, Deputy Mayor, Town of Cobourg
Mary Dubeau, Program Coordinator, Northumberland Child Development Centre
Debbie Brown, Manager Child Care, YMCA Northumberland

1) Welcome, Introductions and Opening Prayer

Tim Robins, Chair of the Accommodation Review Committee (ARC) led the group with an opening prayer and introduced himself. He welcomed everyone and explained that it is a requirement from the Ministry of Education – Pupil Accommodation Review Guideline and Board Policy to meet with representatives from the Region, Municipalities and Interested Community Partners prior to the initiation of the ARC in which the accommodation review will occur. The meeting will provide an opportunity to review the Initial Staff Report and to provide comment on the Initial Staff Report and accommodation options contained in the report.

2) Review of Ministry of Education – Pupil Accommodation Guidelines (March 2015),
Consultation with Municipal Governments and Interested Community Partners and Guide to
Pupil Accommodation Reviews – Handout

The Pupil Accommodation Guidelines provide a directive and will guide the committee through the pupil accommodation review process. This document provides the minimum standards the province requires of school boards to follow when undertaking an accommodation review. Tim Robins highlighted the following:

- The role and membership of the Accommodation Review Committee
- School Information Profiles
- Public Meetings
- Completing the Accommodation Review and the Final Staff Report

The **Guide to Pupil Accommodation Reviews** is a “parent friendly” guide to help inform parents and guardians about the process the school boards undertake when reviewing whether to consolidate or close a school. Tim Robins highlighted the following:

- Why do school boards consolidate and close schools and how does it impact students?
- How does a pupil accommodation review work and the key steps leading to a School Consolidation and School Closure Decision?
- Pupil Accommodation Review Processes Chart

3. Review of PVNCCDSB Policy 109 and Administrative Procedure 109 – Pupil Accommodation Review Process, Consultation with Municipal Governments and Interested Partners - Handout

- Tim Robins reviewed the Policy and Admin Procedures and highlighted a few areas. He explained that this is the “How to Document”. He pointed out that the “School Viability Report” referred in the Admin Procedures is a reference to the Initial Staff Report and that the “Integration Committee” a reference to the Transition Committee.
- As per Administrative Procedure 109, ARC Membership, Tim Robins invited a representative from the organizations represented at this meeting to become a member on the ARC. Interested parties should email Tim at: Cobourg.arc@pvnccdsb.on.ca by the end of the business day this Friday (April 28, 2017). Tim Robins advised that if more than one applicant came forward for this position, a draw of the submitted applicants will take place to select the ARC Broader Community member.

4. Review of Cobourg Catholic Elementary School Accommodation Review – Initial Staff Report (March 28, 2017) and proposed accommodation options - Handout

Isabel Grace, Superintendent of Business and Finance provided background and rationale on the reason for the Accommodation Review. She stated that there are a number of conditions supporting the review:

- Provincial Funding/Policy Changes
- Cobourg Elementary School Enrolment and Utilization
- Facility Condition and Capital Funding Requirements
- Facility Assessments

Isabel Grace also went over the Accommodation Options and reviewed the advantages and disadvantages of each option:

- Option 1 – Consolidate 3 schools into 1 new school.
- Option 2 - Consolidate 3 Schools into 2 Schools (existing), with an addition.
- Option 3 - Consolidate 3 Schools into 2 Schools (existing and new), create a new FI Centre.
- Option 4 - Staff Recommended Option, Consolidate 3 Schools into 2 Schools (existing and new).

5. Input from Municipal and Partners representatives:

- a) Tim Robins initiated a round table discussion of all attendees requesting their input relating to the information received. Tim Robins indicated that attendees may want to take this information back to their organizations to allow time to reflect and submit their comments in writing prior to the due date. All agreed and thanked both Isabel and Tim for the information.
- b) Tim Robins advised that written submissions relating to the Initial Staff Report and accommodation options contained in the report must be submitted prior to the final ARC public meeting scheduled (November 20, 2017) and addressed to Cobourg Catholic Elementary School Accommodation Review c/o Tim Robins, Chair at CobourgARC@pvnccdsb.on.ca

6. Questions or Comments

Questions were raised and addressed by Tim Robins and Isabel Grace. Mr. Henderson, Deputy Mayor of Town of Cobourg congratulated Tim and Isabel for starting the process out in a positive and fair manner and for following the mandate. Tim thanked everyone for their comments.

7. Adjournment