



Pupil Accommodation Reviews

Date: March 22, 2016

Time: 7:00 p.m.

Lynndale Heights Public School

Achievement

Environment

Engagement

Accommodation Review Committee

- The Trustees appoint an Accommodation Review Committee (ARC) with membership from the schools.
- The Board's Administration shares data and options regarding the South East Norfolk Elementary School review area with the ARC.
- The Committee is tasked with the responsibility for the review of demographic data, enrolment projection data and other relevant information.
- Board staff will bring additional information during the review, as requested by the ARC to support their work. Individual members cannot request information without the support of the ARC.
- All meetings are open to the public.



Growing Excellence... Inspiring Success

Committee Composition

- One representative appointed by the School Council of each school involved in the review
- Two Trustees
- Superintendent of Education - Facilitator

Resource Staff to Support the ARC

- Principal of each school involved in the review
- Director of Education
- Superintendent of Business
- Board's Planning Officer



Growing Excellence... Inspiring Success

ARC Orientation Session

- Held on March 8, 2016 for the ARC members – parent representatives, Trustees and Principals in attendance
- Superintendent Baker shared the recently released Ministry document – *Guide to Pupil Accommodation Reviews*
- The ARC process as outlined in Board Policy FT5 and timelines were reviewed
- A document on Media Tips for Parents on the ARC developed by our Shawn McKillop, Manager of Communications and Community Relations was shared and reviewed
- Superintendent Gunn provided hard copies of the individual School Profiles for each of the schools involved in the ARC
- This was also an opportunity for ARC members to ask questions and get clarification on the process and their role



Growing Excellence... Inspiring Success

Mandate of the Accommodation Review Committee

- The ARC may comment and seek clarification on the staff report.
- The ARC will provide feedback on the staff report and may provide other accommodation options with supporting rationale.
- The ARC members do not have to achieve consensus.
- Board staff will record feedback from the ARC and community – this feedback will be part of the final report presented to the Board of Trustees.
- The ARC has no decision making power but its feedback will be used by the Board during its deliberations.
- The final decision regarding pupil accommodation rests with the Board of Trustees.



Growing Excellence... Inspiring Success

Stages of the Review

Preparation Stage – The Board appoints the ARC Committee. The Family of Schools Superintendent of the schools involved in the review will facilitate ARC meetings.

Community Review Stage – The ARC will hold at least two public meetings with the minimum of 40 business days between the first and last meeting.

Agendas are published in advance on the Board website. Meetings include a time for “questions for clarification”.

At least one meeting will be to hear delegations for community input.

The Board Review Stage includes:

1. Senior Administration will prepare a final report including feedback from the ARC and public
2. Recommendations from Administration to the Trustees
3. Review and decision by Trustees

School Information Profiles

The school information profiles gives the ARC the opportunity to review:

1. The value of the school to the student
2. The value of the school to the school board

The SIP includes:

1. A profile of the school facility
2. A profile of the instructional program offered at the school
3. A profile of any non-school programs or services offered at the school



Growing Excellence... Inspiring Success

Board Review

- A Committee of the Whole Board will receive the school information profiles, the final report from Senior Administration, including feedback from the ARC.
- The public will have the opportunity to make delegations to the Board before the final Board decision either at a regular Committee of the Whole or Board meeting (of if necessary at a Special Board meeting)
- The Board will make a decision no earlier than 10 days after hearing delegations.
- The Board will make decisions regarding the recommendations and the decisions will be posted on the Board's website and made available at all schools in the review.



Growing Excellence... Inspiring Success

Administrative Review of ARC Process

- An administrative review may be requested if the Board's review process was not compliant with Board's Policy.
- The review may be sought through the Ministry of Education's Administrative Review of Accommodation Review Process.
- It is not a review of the Board's decision.



Growing Excellence... Inspiring Success

Keeping You Informed

- All information will be posted on the Grand Erie Website: www.granderie.ca
- There is a scrolling banner at the top of the homepage – scroll through to find: *South East Norfolk Elementary* Accommodation Review Committee
- Questions should be emailed to info@granderie.ca
- Public inquiries contact: Shawn McKillop, Manager of Communications and Community Relations, 519-756-6301 ext. 281147



Growing Excellence... Inspiring Success