

TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING

PUBLIC SESSION

AGENDA
OCTOBER 22, 2015

Michael Del Grande, Chair
Trustee Ward 7

Nancy Crawford, Vice Chair
Trustee Ward 12

Ann Andrachuk
Trustee Ward 2

Patricia Bottoni
Trustee Ward 4

Frank D'Amico
Trustee Ward 6

Jo-Ann Davis
Trustee Ward 9

Allison Gacad
Student Trustee

Angela Kennedy
Trustee Ward 11

Joseph Martino
Trustee Ward 1

Sal Piccininni
Trustee Ward 3

Barbara Poplawski
Trustee Ward 10

Maria Rizzo
Trustee Ward 5

Garry Tanuan
Trustee Ward 8

Karina Dubrovskaya
Student Trustee



MISSION

*The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ.
We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.*

VISION

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Recording Secretary: Lalita Fernandes 222-8282 extension 2293

Angela Gauthier
Director of Education

Michael Del Grande
Chair of the Board



OUR MISSION

*The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ..
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OUR VISION

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through witness, faith, innovation and action.*



**AGENDA
THE REGULAR MEETING
OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD
PUBLIC SESSION**

Michael Del Grande, Chair

Nancy Crawford, Vice-Chair

Thursday, October 22, 2015

7:00 P.M.

	Pages
1. Memorials and Opening Prayer	
2. Roll Call & Apologies	
3. Approval of the Agenda	
4. Rise and Report on items approved in Private Session	
5. Notices of Motion	
5.a From Trustee Davis, regarding change in voting age to 16.	1
6. Declarations of Interest	
7. Approval & Signing of the Minutes of the Meeting for Public Session:	
7.a Special Board - September 10, 2015 (Student Achievement)	2 - 5
7.b Special Board - September 17, 2015 (Corporate Affairs)	6 - 9
7.c Regular Board - September 24, 2015	10 - 22
8. Delegations	
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9.a Monthly Report from the Chair of the Board	23

9.b	Monthly Report from the Director of Education	24
9.c	Monthly Report from Student Trustee(s)	
10.	Consideration of Motions for which Previous Notice has been given	
10.a	From Trustee Bottoni regarding French Immersion at St. Conrad	25
11.	Consent and Review	
12.	Reports Requiring Action	
12.a	Admission and Placement of Elementary Pupils Policy (S.A.01) (to be distributed)	
13.	Matters Recommended/Considered/Questioned at Special Meetings of the Board	
14.	Matters Recommended by Special/Ad Hoc or Sub-Committees	
14.a	Report of the Governance and Policy Committee on Elementary School Attendance Boundary Policy (S.A.03)	26 - 44

The Governance and Policy Committee recommends to the Board

1. That the current Elementary School Attendance Boundary Policy (S.A. 03) provided in Appendix 'A' of this report be rescinded.

2. That the proposed Elementary School Attendance Boundary Review Policy (S.A. 03) contained in Appendix 'E' of this report be adopted with the following amendments:

a) that the 30 day public notice be reinstated to ensure that the needs of the community are heard.

b) that there can be more than one meeting

c) that the public could attend the meeting.

3. Staff to present a list of schools and number of years that they have been over subscribed and what the strategic plan is for those schools.

15. **Matters Recommended by Statutory Committees of the Board**
 - 15.a **SEAC**
 - 15.a.1 **Minutes of the Regular Meeting held October 21, 2015 (to be distributed)**
 - 15.b **CPIC**
16. **Reports from Trustee Representatives on the following Special Committees**
 - 16.a **Nurturing Our Catholic Community**
 - 16.b **Safe Schools**
 - 16.c **Canadian National Exhibition (CNE)**
 - 16.d **OCSTA**
17. **Reports For Information**
18. **Communications**
 - 18.a **From OCSTA regarding resolutions for 2016** 45 - 51
19. **Inquiries and Miscellaneous**
20. **Pending List** 52 - 58
21. **Adjournment**

MOVED BY:

Jo-Ann Davis

Toronto Catholic District School Board

TOPIC: Changing the voting age to 16 years of age for Ontario school board trustee elections

WHEREAS: The Mission of the TCDSB is, “at Toronto Catholic we transform the world through witness, faith, innovation and action.”

WHEREAS: Student trustees, who sit with us around the horseshoe as respected colleagues, are themselves 16 and 17 years of age.

WHEREAS: Currently, at 18, many young people leave their home to attend college, university or search for work. Lowering the voting age will give the vote to students who have roots in their community and an appreciation for their local school board issues.

WHEREAS: Studies show that if citizens begin voting earlier, and get into the habit of doing so earlier, they are more likely to do so throughout life. Parent voter turnout is also expected to increase as it increases the whole family's interest in voting.

WHEREAS: Young voters have a unique opportunity, through our grade 9 and 10 civic classes, to come to the polls with a solid understanding of what they're voting on.

WHEREAS: Teenagers have high levels of volunteerism and community service, yet many feel turned off by politics. Lowering the voting age gives youth a real stake in their futures, making them more likely to become involved and active in the political process.

WHEREAS: Arguably, the role of school board trustee is the elected position which most impacts the daily lives of our students and yet they do not have a voice in their election.

WHEREAS: Countries including Argentina, Austria, Brazil, Cuba and Scotland have already lowered the voting age to 16. The Parliamentary Assembly of the Council of Europe has actively encouraged member states to consider lowering the voting age to 16 in their jurisdictions. The New Brunswick legislature will soon be dealing with a Bill to lower the voting age. And, state legislators in Massachusetts, New York and New Mexico are currently dealing with electoral reform legislation that would lower the voting age in their respective states.

THEREFORE BE IT RESOLVED THAT:

The Chair and Director, on behalf of all trustees of the board, write the Premier, Minister of Education and Minister of Municipal Affairs, copying trustees, OCSTA, and all Toronto MPPs and City Councillors, advocating that under the Ontario Municipal Elections Act the voting age to be an elector at a school board trustee election held in a local municipality be lowered to 16 years of age.

**MINUTES OF THE SPECIAL MEETING OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD**

HELD THURSDAY, SEPTEMBER 10, 2015

STUDENT ACHIEVEMENT

PRESENT:

M. Del Grande, Chair
N. Crawford
A. Andrachuk
F. D'Amico – by telephone
J.A. Davis
A. Kennedy
M. Rizzo – by teleconference
G. Tanuan

A. Gauthier
G. Poole
A. Sangiorgio
P. Matthews
R. McGuckin
P. De Cock
J. Yan

L. Fernandes, Recording Secretary

The items dealt with at the Student Achievement and Well Being, Catholic Education and Human Resources Committee in PUBLIC SESSION were deemed presented.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the items dealt with in PUBLIC SESSION be approved.

CARRIED

MATTERS AS CAPTURED IN THE ABOVE MOTION

Minutes of the Regular meeting held June 4, 2015 – approved.

Safe Schools Report 2014-2015

1. Continue to diversify and expand Safe Schools professional learning including on-line learning and access to resources through digital media.
2. Continue to focus on Safe Schools metrics that promote safe and accepting practices such as anonymous reporting in schools.
3.
 - a) Disaggregate safe schools metrics to identify student subgroups (e.g. IEP, racialized students, gender, etc.) and data patterns.
 - b) Data patterns will be reviewed and where necessary action plans will be developed.
4. Continue and expand the Safe Schools Student Ambassador Program.
5. All future Safe Schools surveys to include:
 - a) questions which ask students to rank / provide feedback on suggested solutions for areas of concerns.
 - b) a place for students to recommend their own solutions / actions to make their schools great learning environments for all.
 - c) collective input from the Student Trustees (on behalf of CSLIT / e-CSLIT) and the Safe School Teams regarding perceived issues and potential solutions.

6. That Trustees of Wards 5,6,7,8,9 and 11 be provided with copies of the Safe Schools Report for their respective Wards and any other Trustee who may request such report.
7. That the Board Safe Schools Report 2014-2015 including any approved revised survey items/questions be brought forward to SEAC for review and advice

Community Engagement 2014-2015 Annual Report that the report be restructured in the future in two parts:

- a) Community Engagement to include description levels, purpose and outcome
- b) A listing of Learning opportunities and cultural events

Report regarding Elementary and Secondary School Enrolment - deferred to the October 8, 2015 Meeting of Student Achievement

Report regarding Full Day Kindergarten Enrolment - deferred to the October 8, 2015 Meeting of Student Achievement.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that items dealt with in PRIVATE SESSION regarding the Auditor's Report and Appointments to a Community Advisory Committee be approved.

CARRIED

**(Private Session Minutes distributed
Under Separate Cover)**

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the meeting adjourn.

CARRIED

SECRETARY

CHAIR

**MINUTES OF THE SPECIAL MEETING OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD**

HELD THURSDAY, SEPTEMBER 17, 2015

Corporate Affairs

PRESENT:

N. Crawford, Acting Chair
M. Del Grande
P. Bottoni
F. D'Amico
J.A. Davis – by teleconference
A. Kennedy
J. Martino
S. Piccininni
G. Tanuan
M. Rizzo – by teleconference

A. Gauthier
A. Sangiorgio
G. Poole
R. McGuckin
P. DeCock
M. Puccetti
J. Yan

Lalita Fernandes, Recording Secretary
G. Mak, Officer – Corporate Services

The items dealt with at the Corporate Affairs, Strategic Planning and Property Committee Meeting were deemed presented.

MOVED by Trustee Martino, seconded by Trustee Piccininni, that the items dealt with in PUBLIC SESSION be approved.

CARRIED

MATTERS AS CAPTURED IN THE ABOVE MOTION

Minutes of the Regular Meeting held June 8, 2015 for Public Session - approved with an amendment to indicate that Trustee Crawford declared an interest in item 11a) Report regarding Ministry Response to St. Michael's Choir School Funding Submission.

Trustee Matter From Trustee Bottoni request for permission to serve liquor at St. Jane Frances Elementary School on December 12, 2015 that the permit policy be waived and that permission be granted to ITCRF c/o Sydney Onyido to serve alcohol at their even on December 12, 2015 at St. Jane Frances Elementary School.

Capital Priorities 2015-2016 Update that the following revised Capital Priorities Projects submitted to the Ministry of Education on July 15, 2015 be approved:

Rank | Project | Description

- 1) Blessed Cardinal Newman - Replacement School (Revised)
- 2) St. Michael Choir - Replacement School
- 3) St. Antoine Daniel - Replacement School/Child Care (Revised)
- 4) St. Augustine of Canterbury - Addition/Gymnasium/Child Care
- 5) Bishop Allen - Replacement School (Revised)
- 6) St. Clement - Addition/Gymnasium/Child Care
- 7) St. Boniface - Replacement School (Revised)
- 8) Loretto Abbey - Addition/Major Retrofit/Gymnasium/ Child Care

Capital Program September 2014-2015

1. That the Active Transportation Charter be approved, as detailed in Appendix B.
2. That the Board authorize the Director of Education to negotiate further agreements with the City of Toronto for the placement of bicycle racks on Board sites.
3. That the Selection Criteria as noted in the report continue to be used for the allocations of future bike rack placement.

Bicycle Rack Donation from City of Toronto Infrastructure (ALL WARDS)

1. That the Active Transportation Charter be approved, as detailed in Appendix B.
2. That the Board authorize the Director of Education to negotiate further agreements with the City of Toronto for the placement of bicycle racks on Board sites.
3. That the Selection Criteria as noted in the report continue to be used for the allocations of future bike rack placement.

Report regarding Update on Premier's Community Hub Advisory Group – received.

Report regarding Partnership Development Progress Report - received with a direction to staff to provide an update on the on-going discussion with Ryerson

Financial Update Report as at June 30, 2015 – received.

MOVED by Trustee Martino, seconded by Trustee Piccininni, that the items dealt with in PRIVATE SESSION regarding Property and Human Resources matters be approved.

CARRIED

**(Private Session Minutes distributed
Under Separate Cover)**

MOVED by Trustee Tanuan, seconded by Trustee Piccininni, that the meeting adjourn.

CARRIED

SECRETARY

CHAIR

MINUTES OF THE REGULAR MEETING
OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD
HELD SEPTEMBER 24, 2015

PUBLIC SESSION

PRESENT:

Trustees M. Del Grande, Chair
N. Crawford, Vice Chair
A. Andrachuk
P. Bottoni
F. D'Amico
J.A. Davis
A. Kennedy
S. Piccininni
J. Martino
M. Rizzo
G. Tanuan
A. Gacad, Student Trustee
K. Dubrovskaya

A. Gauthier
G. Poole
A. Sangiorgio
P. Matthews
D. Koenig
R. McGuckin
P. De Cock
G. Grant
J. Shain
J. Shanahan
M. Puccetti
N. D'Avella
V. Burzotta
J. Saraco
D. Yack
C. Fernandes

A. Della-Mora
G. Iuliano Marrello
L. DiMarco
K. Malcolm
J. Yan

L. Fernandes, Recording Secretary
G. Mak, Officer Corporate Services

An apology was received from Trustee Poplawski who was unable to attend the meeting.

MOVED by Trustee Crawford, seconded by Trustee Andrachuk, that the agenda, as amended, be approved.

CARRIED

MOVED by Crawford, seconded by Trustee Martino, that the items dealt with in PRIVATE SESSION regarding Verbal Update from the Director of Education be approved.

On the vote being taken, as follows:

In favour

Opposed

Trustees Martino
Andrachuk
Piccininni
Bottoni
Rizzo
D'Amico
Crawford
Del Grande
Tanuan
Davis
Kennedy

The Motion was declared

CARRIED

Trustee Bottoni submitted a Notice of Motion regarding the discontinuation of the French Immersion at St. Conrad Catholic School. The Motion will be considered at the October 22, 2015 meeting of the Board.

MOVED by Trustee Davis, seconded by Trustee Piccininni, that item 7a) be adopted as follows:

7a) Minutes of the Special Board held January 28, 2015 and continued August 26, 2015 - approved. Motion B-15-09-21-001.

On the vote being taken, as follows:

In favour

Opposed

Trustees Martino
Andrachuk
Piccininni
Bottoni
Rizzo
D'Amico
Davis
Crawford
Del Grande
Tanuan
Kennedy

The Motion was declared

CARRIED

MOVED by Trustee Piccininni, seconded by Trustee Martino, that item 7b) be adopted as follows:

7b) Minutes of the Regular Board held August 27, 2015 - approved.

Motion B-15-09-21-002.

On the vote being taken, as follows:

In favour

Opposed

Trustees Martino

Andrachuk

Piccininni

Bottoni

D'Amico

Rizzo

Crawford

Del Grande

Tanuan

Davis

Kennedy

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Andrachuk, that items 9a) and 9b) be adopted as follows:

9a) Monthly Report from the Chair of the Board - received.

9b) Monthly Report from the Director of Education – received.

Motion B-15-09-21-003.

On the vote being taken, as follows:

In favour**Opposed**

Trustees Martino
 Andrachuk
 Piccininni
 Bottoni
 D'Amico
 Rizzo
 Crawford
 Del Grande
 Tanuan
 Davis
 Kennedy

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Crawford, that item 10a) be adopted as follows:

- 10a) Trustee Matter from Trustee Davis regarding Bringing Laudato Si to our students** that Staff develop programming for roll-out to both elementary and secondary students for a study of, and reflection on, Pope's Francis's Encyclical letter Laudato Si on the "Care for our Common Home" which responds to both needs.

Motion B-15-09-21-004.

On the vote being taken, as follows:

In favour**Opposed**

Trustees Martino
 Andrachuk
 Piccininni
 Bottoni
 D'Amico
 Rizzo
 Crawford
 Del Grande
 Tanuan
 Davis
 Kennedy

The Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee Davis, that item 10b) Consideration of Motion from Trustee Kennedy regarding the feasibility of relocating the French Immersion programme and the gifted programme be tabled.

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Andrachuk, that item 12a) be adopted as follows:

- 12a) Report regarding Trustee Services and Expenditures** that the Board approve the discontinuance of the practice of allocating residual discretionary expense funds to their respective Ward Priority Needs Fund and rescind Regulation I.2 from Board Policy T.17 (Trustee Services and Expenditures) and to ensure accountable, appropriate and transparent expenditure and expense policies and practices are in place, it is recommended that:

- Eliminate the annual carry-over of unspent discretionary funds;
- Remove the provision for transfer of available balances to school accounts and trust funds.

MOVED in AMENDMENT by Trustee Andrachuk, seconded by Trustee Davis that this will start in the school year 2015-2016

MOVED in AMENDMENT to the AMENDMENT by Trustee Rizzo, seconded by Trustee Davis, that a letter be sent to the Ministry asking them if it is okay to allocate the unspent funds in the Trustee Expenditure budget could be allocated to the schools.

With the consent of the Board, Trustee Rizzo, withdrew her AMENDMENT to the AMENDMENT.

On the vote being taken, on the Amendment as follows:

In favour

Trustees Andrachuk
Kennedy
Davis
Tanuan
Del Grande
Crawford
Bottoni
Piccininni

Opposed

Trustees Martino
Rizzo
D'Amico

The Amendment was declared

CARRIED

MOVED in AMENDMENT by Trustee Davis, seconded by Trustee Kennedy, that all unspent trustee expense funds be allocated by staff with the input of field superintendents to help meet priorities in each ward.

On the vote being taken, as follows:

In favour

Trustees Kennedy
Davis
Tanuan
Rizzo

Opposed

Trustees Martino
Andrachuk
Bottoni
D'Amico
Del Grande
Crawford

The Amendment was declared

LOST

On the vote being taken, on the Motion, as Amended, as follows:

In favour

Trustees Andrachuk
Crawford
Del Grande
Davis
Tanuan
Kennedy

Opposed

Trustees Bottoni
D'Amico
Rizzo
Martino

The Motion, as Amended, was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that item 10b) be lifted off the table.

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that item 10b) be adopted as follows:

- 10b) Motion from Trustee Kennedy regarding Feasibility of relocating the French immersion programme and the gifted programme** that staff prepare a report by February 2016 that will provide details RE: the feasibility of relocating the French immersion programme and the gifted programme from Senator O'Connor to St Patrick and from St John Paul II to Blessed Mother Theresa.

Motion B-15-09-21-005.

On the vote being taken, as follows:

In favour

Trustees Kennedy
Davis
Tanuan
Del Grande
D'Amico
Rizzo
Bottoni
Piccininni

Opposed

Trustees Martino
Crawford
Andrachuk

The Motion as declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Piccininni, that item 15a) 1 be adopted as follows:

15a) 1 Minutes of the Regular Meeting of the Special Education Advisory Committee Meeting held June 3, 2015 – received with a direction to staff to place the outcome of item 12b) ‘Response to Special Education Advisory Committee Inquiries of May 13, 2015’ on the next SEAC agenda as an Information item.

Motion B-15-09-21-006.

On the vote being taken, as follows:

In favour

Opposed

Trustees Martino
Andrachuk
Piccininni
Bottoni
D’Amico
Davis
Crawford
Del Grande
Tanuan
Kennedy
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee Kennedy, that item 12b) be adopted as follows:

12b) Response to Special Education Advisory Committee Inquiries of May 13, 2015 that the Board approve the staff recommendations as outlined in section D, items 1 – 6 with an amendment to delete the word “not” in recommendation #1 and that the recommendations be shared with SEAC. **Motion B-15-09-21-007.**

On the vote being taken, as follows:

In favour

Opposed

Trustees Martino
 Andrachuk
 Bottoni
 Rizzo
 D'Amico
 Crawford
 Del Grande
 Tanuan
 Davis
 Kennedy

The Motion was declared

CARRIED

The Inquiry from Trustee Kennedy regarding constituent assistants for Trustees was referred to the October 8, 2015 meeting of Student Achievement.

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that item 19a) be adopted as follows:

- 19a) Inquiry from Trustee Andrachuk, regarding City of Toronto Ward Boundary review, impact on TCDSB Trustee boundaries - received and referred to staff to submit a report to the October 2015 meeting of Corporate Affairs. Motion B-15-09-21-008.**

On the vote being taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Rizzo
D'Amico
Crawford
Del Grande
Tanuan
Davis
Kennedy

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that item 19b) be adopted as follows:

- 19b) Inquiry from Trustee Andrachuk regarding status of analysis of small/undersized gyms, and options for funding upgrades - received and referred to staff to submit a report to the November 2015 meeting of Corporate Affairs. Motion B-15-09-21-009.**

On the vote being taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Rizzo
D'Amico
Del Grande
Tanuan
Davis
Kennedy

Trustee Crawford

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that the meeting adjourn.

CARRIED

SECRETARY

CHAIR



CHAIR'S MONTHLY REPORT

OCTOBER 2015

Following are highlights for the month of October 2015

- Met with the PHELPS Group, at their request, to consult regarding the Executive Superintendent of Business Services and CFO position
- Attended the first meeting of OAPCE Toronto held at the CEC with representatives of the Ombudsman's Office as guest speaker
- Had an opportunity to meet with representatives of the Ombudsman's office at the OAPCE meeting
- Met, along with staff, representatives of the African Canadian Coalition of Community Organizations (ACCO) to discuss issues facing our students
- Welcomed and met a group of new teachers during their in-service at the CEC
- Participated in a Breakfast Clubs of Canada and Angel Foundation event at St. Joseph's College School
- Attended, along with the Director of Education, the OCSTA Regional Meeting in Hamilton
- Delivered greetings at the Catholic School Parent Council and Administrators Workshop held at the CEC with over 200 people in attendance



DIRECTOR'S MONTHLY REPORT OCTOBER 2015

Following are highlights for the month of October 2015

- Participated in consultation meeting with the Phelps Group regarding Executive Superintendent of Business Services and CFO position
- Attended, along with the Associate Director of Planning and Facilities, another meeting of the City-School Boards Advisory Committee at Toronto City Hall
- Attended a celebration at Dante Alighieri Secondary School
- Met with the Medical Officer of Health and the Joint School Health Committee
- Attended the ShareLife Mass of Thanksgiving and Reception at St. Paul's Basilica
- Participated in teleconferences with ECCODE regarding Labour issues
- Welcomed participants (future leaders) at the Foundations and Head Start sessions
- Met with representatives of the African Canadian Coalition of Community Organization (ACCO) regarding issues affecting our school communities
- Attended with great joy the "Me to We" event at the Air Canada Centre
- Participated in a Toronto and Area Ministry of Education meeting for Directors of Education and Supervisory Officers
- Along with the TDSB attended a consultation meeting with Children's Aid Society regarding Crown Wards
- Welcomed group of new teachers during their in-service at the CEC
- Attended, along with the Chair of the Board, the OCSTA Regional Meeting in Hamilton
- Attended a meeting with the Medical Officer of Health and the Student Nutrition Toronto Governance group which includes a representative of the Angel Foundation and TDSB representatives
- Met with the new Executive Director of the Catholic Children's Aid Society and members of our Special Services Department
- Held an introductory meeting with the new Manager of the Toronto and Area Region of the Ministry of Education
- Attended the 50th Anniversary Celebrations for St. Marcellus Catholic School
- Attended a meeting with the Director of TDSB regarding the Transportation Shortfall and Effectiveness and Efficiency Review
- Had the pleasure of participating in an event at St. Leo Catholic School for the opening of their "New Learning Garden"

NOTICE OF MOTION FOR SEPTEMBER 24, 2015

From: Trustee Patrizia Bottoni

WHEREAS On December 2, 2014, the Student Achievement and Well-Being Committee recommended to the Board of Trustees and the Board approved:

9c) Feasibility of a French Immersion Program in Ward 4 Schools

1. That St. Conrad, as per the March 2014 report, be selected for the implementation of a French Immersion Program during the 2016-2017 school year.
2. That the French Immersion Program be implemented at St. Conrad in 2016, including students registered for Junior and Senior Kindergarten in 2015.

AND WHEREAS: the St. Conrad's community has been consulted and a majority of the consultation respondents advise that they do not wish to have a French Immersion Program at this time;

THEREFORE BE IT RESOLVED THAT:

1. The approved motion described above be rescinded.



REPORT TO

REGULAR BOARD

REPORT OF THE GOVERNANCE AND POLICY COMMITTEE ON ELEMENTARY SCHOOL ATTENDANCE BOUNDARY POLICY (S.A. 03)

*‘For I know the plans I have for you,’ declares the LORD, ‘plans to prosper you and not to harm you, plans to give you hope and a future.’
Jeremiah 29:11 (NIV)*

Created, Draft	First Tabling	Review
September 9, 2015	October 13, 2015	October 22, 2015
Ann Andrachuk, Chair, Governance and Policy Committee Caitlin Kavanagh, Manager, Employee Relations		
RECOMMENDATION REPORT		

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



Members of the Committee:

- Ann Andrachuk, Chair
- Angela Kennedy, Vice Chair
- Jo-Ann Davis, Trustee Ward 9
- Maria Rizzo, Trustee Ward 5
- Garry Tanuan, Trustee Ward 8
- Michael Del Grande, Ex-Officio
- Nancy Crawford, Ex-Officio

A. COMMITTEE RECOMMENDATIONS

1. That the Board rescind Elementary School Attendance Boundary Policy (S.A.03).
2. That the Board approve the revised policy, Elementary School Attendance Boundary Review Policy (S.A.03), with the following amendments:
 - a. That the 30 day public notice be reinstated to ensure the needs of the community are heard.
 - b. That there can be more than one meeting.
 - c. That the public could attend the meeting.

B. ORIGIN

The objective of the revision of the Elementary School Attendance Boundary Policy is to shorten and simplify the document, making it easier to understand, as well as to reduce the time required to implement the Policy and complete a boundary review.

C. EXECUTIVE SUMMARY

The Governance and Policy Committee reviewed the policy at the October 13, 2015 committee meeting. The streamlined and expedited approach was well received. Trustees wanted to ensure that the policy clarified that there can be more than one meeting held. To address concerns of notice to the public regarding the boundary review, the 30 day public notice requirement was recommended to be reinstated. A recommendation was made to clarify that the public could attend the meeting. The policy as amended was passed unanimously.

D. APPENDICES

1. Appendix A: Revised Elementary School Attendance Boundary Review Policy (S.A.03)
2. Appendix B: Side-by-side view of current policy and revised policy (*recommended amendments shaded*)
3. Appendix C: Report to Governance Committee on Elementary School Attendance Boundary Policy S.A.03

E. MOTIONS

1. That the Board rescind S.A.03 Elementary School Attendance Boundary Policy.
2. That the Board approve the revised policy, S.A. 03 Elementary School Attendance Boundary Review Policy.

The Motion carried as amended.



POLICY SECTION: STUDENT
SUB-SECTION: ADMISSIONS AND PLACEMENT
POLICY NAME: ELEMENTARY SCHOOL ATTENDANCE BOUNDARY REVIEW POLICY
POLICY NO: S.A. 03

Date Approved: April 14, 2015 – Corporate Affairs	Review Cycle: March 2017	Dates of Amendment: April 28, 2010 – Board October 18, 2012 – Board March 20, 2014 – Corporate Affairs
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<p>Cross Reference:</p> <ul style="list-style-type: none"> • S.A. 01, Admission Policy • S.T. 01, Transportation Policy • T. 07, Community Engagement Policy
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Policy

The Director of Education may prepare a report for consideration by the Board identifying a school, or group of schools, facing programming challenges and/or facility limitations due to enrolment oversubscription or undersubscription, and in respect of which there may be a need to consider as a possible solution, adjustments to existing boundaries in respect of one or more of the identified schools.

Regulations

1. An attendance boundary review shall be initiated by the community, the Director of Education or Board staff through a submission of a formal request to the Board of Trustees compliant with Board procedures, or through a recommendation by Board staff.
2. The Director of Education shall set a limit on the total number of attendance boundary reviews conducted per year, dependent upon availability of appropriate staff resources, and reserves the right to prioritize the requests for reviews.



POLICY SECTION: STUDENT

SUB-SECTION: ADMISSIONS AND PLACEMENT

**POLICY NAME: ELEMENTARY SCHOOL ATTENDANCE
BOUNDARY REVIEW POLICY**

POLICY NO: S.A. 03

3. The Board reserves the right to aggregate individual requests for boundary reviews depending on the geographic location of the schools being considered for review.
4. Boundary reviews shall be conducted in accordance with the following procedure.
5. A committee comprised of the following stakeholders from all schools affected by the boundary adjustment shall be established, and shall hold a minimum of one (1) meeting for the purpose of reviewing and reaching a consensus on the boundary adjustment:
 - Principal (or designate)
 - School Superintendent (or designate)
 - CSAC Executive
 - Local Trustee(s)
 - Planning Staff
 - Transportation Staff
6. Additional meetings of the stakeholder committee may be held at the discretion of the chair of the committee.
7. Meetings of the stakeholder committee shall be open to the public.
8. A minimum of 30 days public notification shall be provided prior to the first meeting.
9. Boundary reviews shall be undertaken at a community engagement level of 'consult' as defined in Community Engagement Policy (T. 07): *"To obtain input from community members and the general public on proposed Board directions and decisions."*



POLICY SECTION: STUDENT
SUB-SECTION: ADMISSIONS AND PLACEMENT
POLICY NAME: ELEMENTARY SCHOOL ATTENDANCE
BOUNDARY REVIEW POLICY
POLICY NO: S.A. 03

10. The School Superintendent(s) whose school is the subject of a boundary adjustment shall chair the meeting(s), and in leading the review process, shall establish the committee, shall arrange the meeting(s) and provide notification of meeting(s) to other stakeholders and the public, shall prepare an agenda for the meeting(s) as required, shall arrange for the recording of meeting notes, and shall provide all notification about the boundary adjustments reached by consensus. The School Superintendent shall function as secretary of the committee as well as in a resource capacity. If the schools under review are represented by more than one Superintendent, the duties of the Chair shall be shared by the School Superintendents.
11. Administrative staff, including staff from the Planning and Facilities Departments and from the Toronto Student Transportation Group (TSTG), shall attend the meeting(s) to provide expertise and resources, as necessary.
12. Staff shall provide the committee with all relevant information including the following:
 - school profile data including capacity;
 - current and projected enrolment;
 - maps of the area;
 - information and maps on transportation;
 - one boundary adjustment option for consideration, with a complete transportation impact.
13. To the extent possible and practical, boundary adjustments shall be guided by the following principles:
 - Boundaries are to follow logical and easily identifiable routes and/or physical landforms where possible, such as major roads, rail-lines, watercourses, parklands, ravines, and established political boundaries.



POLICY SECTION: STUDENT

SUB-SECTION: ADMISSIONS AND PLACEMENT

**POLICY NAME: ELEMENTARY SCHOOL ATTENDANCE
BOUNDARY REVIEW POLICY**

POLICY NO: S.A. 03

- Schools affected by a nearby boundary adjustment benefit to the fullest extent possible, both in terms of maximizing student enrolment and utilization of available classroom space.
- Program offerings (e.g. French Immersion, Gifted, etc.) shall be taken into consideration when adjusting boundaries; as a result, there could be more than one boundary associated with any given school(s) under review.

14. If consensus is achieved during the meeting(s):

- i. the School Superintendent(s) shall prepare the appropriate notification to be signed by the Director of Education and sent to the school community(ies) in a timely manner, informing them about the decisions made by the committee, as well as arranging to have decisions posted on the Board and school website;
- ii. boundary adjustments shall be planned for and implemented no sooner than the following school year;
- iii. staff shall undertake all things necessary to implement the changes.

15. If the committee cannot achieve consensus during the meeting(s), the Director of Education shall prepare a report with recommendations for the consideration of Trustees at a regularly scheduled Committee or Board meeting.

16. The Director of Education's report shall be made publicly available by having it posted on the Board's website in advance of the Committee or Board meeting at which it is to be considered.

17. Opportunity for public input regarding the Director of Education's report shall be provided at a subsequent Committee or Board meeting which will hear and receive delegations as well as consider written submissions.



POLICY SECTION: STUDENT
SUB-SECTION: ADMISSIONS AND PLACEMENT
POLICY NAME: ELEMENTARY SCHOOL ATTENDANCE
BOUNDARY REVIEW POLICY
POLICY NO: S.A. 03

18. The Director of Education shall prepare a further report for consideration by the Committee or Board in public session of a subsequent meeting, regarding and responding to the public input received and presentations made at the previous meeting. A decision regarding boundary adjustments may be made by Trustees at this meeting, or a subsequent meeting of Committee or Board.
19. The Director of Education's report shall be made publicly available by having it posted on the Board's website in advance of the Committee or Board meeting at which it is to be considered.
20. The School Superintendent(s) of the school(s) under review shall prepare the appropriate notification to be signed by the Director of Education and sent to the school community(ies) in a timely manner, informing them about the decisions made by the Trustees, and shall have the decision posted on the Board and school website.
21. A decision made by Trustees to implement a boundary adjustment shall be planned for and implemented no sooner than the following school year.
22. Student transportation will be provided in accordance with the Board's Transportation Policy.
23. Notwithstanding any other provision contained herein, this Policy shall not apply to any boundary reviews, changes or decisions that are made as a result of a school accommodation review pursuant to Policy S.09. In the case of a conflict between this Policy and the School Accommodation Review Policy (S.09), the School Accommodation Review Policy (S.09) shall take precedence.

CURRENT POLICY

Title

Elementary School Attendance Boundary Policy (S.A. 03)

Cross Reference

- S.A. 01, Admission Policy
- S.T. 01, Transportation Policy

Policy

The Director of Education may prepare a report for consideration by the Board identifying a school, or group of schools, facing programming challenges and/or facility limitations due to enrolment oversubscription or undersubscription, and in respect of which there may be a need to consider and review the possible adjustments to boundaries in respect of one or more of the identified schools.

Regulations

1. An attendance boundary review shall be initiated by the community, the Director of Education or Board staff through a submission of a formal request to the Board of Trustees compliant with Board procedures, or through a recommendation by Board staff.
2. The Director of Education shall set a limit on the total number of attendance boundary reviews conducted per year, dependent upon availability of appropriate staff resources, and reserves the right to prioritize the requests for reviews.
3. The Board reserves the right to aggregate individual requests for boundary reviews depending on the geographic location of the schools being considered for review.
4. Boundaries must employ an open, public consultative process similar to the process used in School Accommodation Review, whereby a Boundary Review Committee (BRC) consisting of parents/guardians, educators and Board officials is established.

For the school(s) which is (are) the subject of an attendance boundary review, and for any of the neighbouring schools included in

APPROVED POLICY

Title

Elementary School Attendance Boundary **Review** Policy (S.A. 03)

Cross Reference

- S.A. 01, Admission Policy
- S.T. 01, Transportation Policy
- **T. 07, Community Engagement Policy**

Policy

The Director of Education may prepare a report for consideration by the Board identifying a school, or group of schools, facing programming challenges and/or facility limitations due to enrolment oversubscription or undersubscription, and in respect of which there may be a need to consider **as a possible solution, adjustments to existing boundaries** in respect of one or more of the identified schools.

Regulations

1. An attendance boundary review shall be initiated by the community, the Director of Education or Board staff through a submission of a formal request to the Board of Trustees compliant with Board procedures, or through a recommendation by Board staff.
2. The Director of Education shall set a limit on the total number of attendance boundary reviews conducted per year, dependent upon availability of appropriate staff resources, and reserves the right to prioritize the requests for reviews.
3. The Board reserves the right to aggregate individual requests for boundary reviews depending on the geographic location of the schools being considered for review.
4. **Boundary reviews shall be conducted in accordance with the following procedure.**
5. **A committee comprised of the following stakeholders from all schools affected by the boundary adjustment shall be established, and shall hold a minimum of one (1) meeting for**

the boundary review with the potential of being impacted, membership on the BRC shall include:

- Trustee;
 - School Superintendent;
 - Principal or designate;
 - One parent representative;
 - CSAC Chair or designate;
 - One student representative;
 - Pastor; and
 - Community representative.
5. The BRC will be deemed to be properly constituted provided that a majority of members are present. Quorum shall be established if a majority of the members of the Committee are present.
 6. The Director shall appoint a Principal who does not represent the area under study as Chair of the BRC.
 7. The School Superintendent shall identify the members of the BRC and formally invite each of them to participate on the BRC. The School Superintendent(s), or delegate(s), shall function as secretary of the BRC as well as in a resource capacity.
 8. The BRC shall seek input on boundary configuration options, and shall hold public engagement consisting of a minimum of two and a maximum of four public meetings. These meetings shall be open to the public, and advance notice shall be provided by the BRC consistent with the Community Engagement Policy.
 - a. The BRC shall ensure that a wide range of school and community groups are consulted, such as school councils, parents/guardians, school staff/administration, students, and the local community.
 - b. After the Board has approved and announced a boundary review, a minimum of 30 days must be allowed prior to the first public meeting.
 - c. The public consultation period shall be a minimum of 30 days, beginning with the first public meeting.
 - d. Extended school holidays such as spring and summer break, Easter, Thanksgiving and Christmas, shall not be considered part of the minimum 30 day public consultation period.

the purpose of reviewing and reaching a consensus on the boundary adjustment.

- Principal (or designate)
 - School Superintendent (or designate)
 - CSAC Executive
 - Local Trustee(s)
 - Planning Staff
 - Transportation Staff
6. **Additional meetings of the stakeholder committee may be held at the discretion of the chair of the committee.**
 7. **Meetings of the stakeholder committee shall be open to the public.**
 8. **A minimum of 30 days public notification shall be provided to the first meeting.**
 9. **Boundary reviews shall be undertaken at a community engagement level of 'consult' as defined in Community Engagement Policy (T. 07):**

"To obtain input from community members and the general public on proposed Board directions and decisions."
 10. **The School Superintendent(s) whose school is the subject of a boundary adjustment shall chair the meeting, and in leading the review process, shall establish the committee, shall arrange the meeting and provide notification of meeting to other stakeholders, shall prepare an agenda for the meeting (as required), shall arrange for the recording of meeting notes, and shall provide all notification about the boundary adjustments reached by consensus. The School Superintendent shall function as secretary of the committee as well as in a resource capacity. If the schools under review are represented by more than one Superintendent, the duties of the Chair shall be shared by the School Superintendents.**
 11. **Administrative staff, including staff from the Planning and Facilities Departments and from the Toronto Student Transportation Group (TSTG), shall attend the meeting to provide expertise and resources, as necessary.**

9. Administrative staff shall be made available throughout the consultation process to provide the necessary expertise and resources. This shall include staff from the Planning and Facilities Superintendency, as well as representation from the Toronto Student Transportation Group.
10. The BRC shall ensure that all information relevant to the attendance boundary review is made public and available in advance of public meetings, both electronically and in print form. This information will also be posted to the Board website and other appropriate venues such as libraries, parishes, etc.
11. The BRC shall be provided with all relevant data in the possession of the Board in order to carry out its mandate, including the following:
 - a. Maps of the area;
 - b. Current enrolment data and demographic projections by program;
 - c. Maps and information on transportation;
 - d. School profile data, including capacities for each school under study.
12. The BRC shall ensure that all information that is technical in nature be provided and explained in plain language.
13. The BRC shall keep detailed notes or minutes reflecting the full range of boundary options expressed at public meeting(s) and shall make these minutes available to the public.
14. The BRC shall ensure that there is a process in place to respond to questions raised at the meeting(s) which could not be answered at the meeting(s).
15. A full transportation modeling study shall be undertaken by the Board to determine the impacts of a boundary on schools and students, and to determine associated costs to the Board. The results of the study will be provided to the BRC.
16. Board staff shall prepare boundary configuration option(s) for consideration by the BRC. These will be provided to members of the BRC prior to the first public meeting.

12. **Staff shall provide the committee with all relevant information including the following:**
 - **school profile data including capacity;**
 - **current and projected enrolment;**
 - **maps of the area;**
 - **information and maps on transportation;**
 - **one boundary adjustment option for consideration, with a complete transportation impact.**
13. **To the extent possible and practical, boundary adjustments shall be guided by the following principles.**
 - **Boundaries are to follow logical and easily identifiable routes and/or physical landforms where possible, such as major roads, rail-lines, watercourses, parklands, ravines, and established political boundaries.**
 - **Schools affected by a nearby boundary adjustment benefit to the fullest extent possible, both in terms of maximizing student enrolment and utilization of available classroom space.**
 - **Program offerings (e.g. French Immersion, Gifted, etc.) shall be taken into consideration when adjusting boundaries; as a result, there could be more than one boundary associated with any given school(s) under review.**
14. **If consensus is achieved during the meeting:**
 - i. **the School Superintendent(s) shall prepare the appropriate notification to be signed by the Director of Education and sent to the school community(ies) in a timely manner, informing them about the decisions made by the committee, as well as arranging to have decisions posted on the Board and school website;**
 - ii. **boundary adjustments shall be planned for and implemented no sooner than the following school year;**
 - iii. **staff shall undertake all things necessary to implement the changes.**

17. The BRC shall prepare a report detailing their preferred attendance boundary configuration option(s), along with recommendation(s), and submit the report to the Director of Education for review. The

completed report shall be made available to the public. The BRC report must take the following into consideration:

- a. Boundaries must be designed to follow logical and easily identifiable routes and/or physical landforms where possible, such as major roads, rail-lines, watercourses, parklands, ravines, and established political boundaries.
- b. Boundaries must be constructed in such a fashion that schools affected by the imposition of a nearby boundary benefit to the fullest extent possible, both in terms of maximizing student enrolment and utilization of available classroom space.
- c. Program offerings (e.g. French Immersion, Gifted, etc.) must be taken into consideration when developing boundaries, and as such, there could be more than one boundary associated with any given school(s) under review.

18. After receiving the BRC's report and boundary recommendations, the Director of Education shall prepare a report for consideration by the Board of Trustees in public session at a regularly scheduled meeting, regarding the BRC's recommendations, as well as staff comments and recommendations.

19. The Director of Education's report shall be made publicly available and posted on the Board's website in advance of the Board of Trustees' meeting at which it is to be considered.

20. Opportunity for public input regarding the BRC's report and the Director of Education's report shall be provided at a subsequent meeting of the Board of Trustees, which will hear and receive delegations as well as consider written submissions.

21. The Director of Education shall prepare a further report for consideration by the Board of Trustees in public session, regarding and responding to public input received and representations made at the previous Board meeting.

15. **If the committee cannot achieve consensus at the meeting, the Director of Education shall prepare a report with recommendations for the consideration of Trustees at a regularly scheduled Committee or Board meeting.**

16. **The Director of Education's report shall be made publicly available by having it posted on the Board's website in advance of the Committee or Board meeting at which it is to be considered.**

17. **Opportunity for public input regarding the Director of Education's report shall be provided at a subsequent Committee or Board meeting which will hear and receive delegations as well as consider written submissions.**

18. **The Director of Education shall prepare a further report for consideration by the Committee or Board in public session of a subsequent meeting, regarding and responding to the public input received and presentations made at the previous meeting. A decision regarding boundary adjustments may be made by Trustees at this meeting, or a subsequent meeting of Committee or Board.**

19. **The Director of Education's report shall be made publicly available by having it posted on the Board's website in advance of the Committee or Board meeting at which it is to be considered.**

20. **The School Superintendent(s) of the school(s) under review shall prepare the appropriate notification to be signed by the Director of Education and sent to the school community(ies) in a timely manner, informing them about the decisions made by the Trustees, and shall have the decision posted on the Board and school website.**

21. **A decision made by Trustees to implement a boundary adjustment shall be planned for and implemented no sooner than the following school year.**

22. **Student transportation will be provided in accordance with the Board's Transportation Policy.**

23. **Notwithstanding any other provision contained herein, this Policy shall not apply to any boundary reviews, changes or**

22. The Director of Education shall prepare a further report for consideration by the Board of Trustees in public session, regarding and responding to public input received and representations made at the previous Board meeting.
23. The Board of Trustees shall make a decision with regard to the boundary of the school(s) included in the attendance boundary review at a regularly scheduled meeting and shall notify the school community(ies) in writing of the Board's decision, and shall have the decision posted on the Board's website.
24. The final approved boundary map shall be distributed to the local City Councillor, local library, other community agencies, the Toronto Real Estate Board (TREB), through the Archdiocese to the parishes, maintained on the Board website and the profile of the school.
25. Any decision by the Board of Trustees to implement a boundary change shall be planned for and implemented no sooner than the following school year.
26. If, upon determination by the Director of Education that a boundary adjustment(s) is (are) minor (refer to note at the end of this Regulation) in nature, the Director of Education shall be authorized to effect such minor adjustment(s) to school boundaries in accordance with the following process.
 - i. One meeting shall be held for the purpose of reviewing and reaching a consensus on the boundary adjustment(s), such meeting to be attended by the following stakeholders from all schools impacted by the boundary adjustment (as applicable).
 - Principal or designate
 - School Superintendent or designate
 - CSAC Executive
 - Local Trustee(s)
 - Planning Staff
 - Transportation Staff
 - ii. The School Superintendent whose school is the subject of the boundary adjustment(s) shall chair the meeting, and in leading this process, shall arrange and provide notification of the meeting to others, ensure that a note-taker is present at the meeting, prepare an agenda for the meeting (as required) and provide all notification about the boundary adjustment(s)

decisions that are made as a result of a school accommodation review pursuant to Policy S.09. In the case of a conflict between this Policy and the School Accommodation Review Policy (S.09), the School Accommodation Review Policy (S.09) shall take precedence.

END OF APPROVED POLICY

reached by consensus.

- iii. If consensus is achieved at the meeting, staff shall undertake all things necessary to implement the changes.
- iv. If consensus cannot be achieved, the Director of Education shall prepare a recommendation report for the consideration of Trustees.

NOTE: For purposes of this Regulation, boundary adjustments are considered minor if the boundary adjustment impacts 15% or less of the school's population.

27. As per and subject to the Board's Admissions Policy (S.A.01), a student must have primary residence within the established boundary to qualify for admission to the school. All other students outside the boundary may apply to be placed on a wait list. Out of boundary students are not guaranteed placement and may be granted admission at the discretion of the school principal, in consultation with planning staff and the school superintendent, where space permits.

28. If requests exceed available space, subject to TCDSB Admissions Policy (S.A. 01), wait- listed students will be admitted based on date and time of application, subject to the following priorities:

- i. Priority 1 – Siblings of students already attending school, who will be returning for the following school year.
- ii. Priority 2 – Students whose primary residence is situated within the fixed attendance boundary of the requested school.
- iii. Priority 3 - Students attending licensed childcare, including licensed home childcare, within the fixed attendance boundary of the requested school.
- iv. Priority 4 – Students receiving childcare within the fixed attendance boundary of the requested school.
- v. Priority 5 – Students residing in the City of Toronto.
- vi. Priority 6 – Students residing outside the City of Toronto.

Student transportation will be provided in accordance with the Board's Transportation Policy.

29. Pupils who have siblings already in the requested school and expected to be in the school for the next school year shall be

considered first priority for admission. Per S.A. 01, priority consideration does not apply for students residing outside the fixed attendance boundary of a school who have siblings enrolled in a regional or specialized program in the requested school, unless it is for enrolment in the regional or specialty program the school offers.

30. Notwithstanding any other provision contained herein, this policy shall not apply to any boundary reviews, changes or decisions that are made as a result of a School Accommodation Review pursuant to Policy S. 09. In the case of a conflict between this policy and the School Accommodation Review policy (Policy No. S. 09), the School Accommodation policy shall take precedence.

END OF CURRENT POLICY

APPENDIX B



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

ELEMENTARY SCHOOL ATTENDANCE BOUNDARY POLICY (S.A. 03)

*‘For I know the plans I have for you,’ declares the LORD, ‘plans to prosper you and not to harm you, plans to give you hope and a future.’
Jeremiah 29:11 (NIV)*

Created, Draft	First Tabling	Review
August 25, 2015	September 9, 2015	October 13, 2015
C. Kavanagh, Manager, Employee Relations J. Ruscitti, Senior Manager, Planning Services J. Volek, Senior Coordinator Planning Services, Accountability, Admissions		

RECOMMENDATION REPORT

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



G. Poole
Associate Director of Academic Affairs

A. Sangiorgio
Associate Director of Planning and Facilities

Angela Gauthier
Director of Education

A. EXECUTIVE SUMMARY

An elementary school attendance boundary policy was first adopted by the Board in April 2010. The intent of the Policy was to provide a formal and objective procedure to address schools that were significantly oversubscribed or undersubscribed by establishing fixed attendance boundaries for elementary schools. At the time, very few elementary schools had fixed boundaries and the Policy was required to guide the process of establishing boundaries.

On October 23, 2014 the Board approved fixed boundaries for all remaining elementary schools that were modelled on FDK boundaries established by the Board in order to manage the roll-out of Full Day Kindergarten over the period 2010 - 2014.

The Policy has been revised over the years to make it more effective as a means of managing enrolment and utilizing existing space. This report proposes further revisions to improve upon the Policy and focus efforts on 'adjusting approved boundaries'.

A. PURPOSE

The purpose of this report is to provide a revised Elementary School Attendance Boundary Policy for the consideration of Trustees. In revising the Policy, the objective is to shorten and simplify the document making it easier to understand, and reduce the time required to implement the Policy and complete a boundary review.

B. BACKGROUND

1. An attendance boundary policy was first adopted by the Board on April 28, 2010. The Policy provided an objective means of establishing an attendance boundary for elementary schools experiencing programming challenges and/or facility limitations as a result of being significantly oversubscribed or undersubscribed. Prior to this date, there were only a handful of elementary schools with fixed attendance boundaries that were established on an ad-hoc basis with no formal procedures in place.
2. The Policy was revised by the Board on October 18, 2012. The purpose of the amendment was to improve upon the language and clarity of the Policy document.

3. Further revisions to the Policy were approved on March 20, 2014. Whereas the previous Policy provided procedures to establish elementary school attendance boundaries where none existed before, the revised Policy allowed for the review and modification (if necessary) of existing elementary school attendance boundaries. Furthermore, the Policy was revised to also provide the added flexibility to undertake an abbreviated and expedited boundary review for boundary adjustments that are considered minor in nature.
4. It is important to note that with the adoption of the Admission and Placement of Elementary Pupils Policy (S.A.01) on October 23, 2014, full day kindergarten boundaries became fixed attendance boundaries for all elementary schools. As a result, a policy designed to establish elementary school attendance boundaries would be redundant and no longer required.
5. The Policy was further revised by Corporate Affairs, Strategic Planning and Property Committee at its meeting of April 14, 2015. Arising from a Trustee Matter regarding potential conflicts that could arise as a result of a school(s) being the subject of a school accommodation review and a boundary review, the Elementary School Attendance Boundary Policy was revised by adding the following regulation.

“Notwithstanding any other provision contained herein, this Policy shall not apply to any boundary reviews, changes or decisions that are made as a result of a School Accommodation Review pursuant to Policy No. S.09. In the case of a conflict between this Policy and the School Accommodation Review Policy (Policy No. S.09), the School Accommodation Review Policy shall take precedence.”

6. A comprehensive review of the current Policy (*Appendix ‘A’*) has been undertaken to make it shorter and simpler to follow, more effective, and reduce the time required to implement and complete the boundary review. Some of the key changes are identified below.
 - A stakeholder committee which meets once to review all relevant background information (including a boundary adjustment option prepared by staff) regarding the school(s) whose boundaries are under review replaces the Boundary Review Committee (BRC) whose mandate includes convening a minimum of two (2) and maximum of four (4) public meetings.

- The required minimum 30 day notification period prior to the first public meeting, and the minimum required consultation period (to hold the public meetings) of 30 days are not required under the proposed Policy.
 - Unlike the current Policy, under the proposed Policy all boundary adjustment reviews are subject to the same process; there is no need to determine whether a boundary adjustment is of a minor nature and therefore subject to a modified, shortened process (Regulation 25 under current Policy).
 - If, under the proposed Policy, the stakeholder committee cannot reach consensus, the matter goes through due process and becomes the subject of a comprehensive report prepared by the Director of Education for the consideration of Trustees.
7. Attendance boundary reviews will be undertaken at the community engagement level of ‘consult’, as defined in Community Engagement Policy T. 07 (*Appendix ‘B’*). ‘Consult’ is defined as follows:
- “To obtain input from community members and the general public on proposed Board directions and decisions”.*
8. As a result of extensive changes proposed to the Policy, this report proposes to rescind the current Policy and provides a revised Policy for the consideration of Trustees. A side-by-side comparison of the current and proposed Policy is presented in *Appendix ‘C’*. A basic flow chart showing the major components of the proposed Policy is provided in *Appendix ‘D’*.

C. STAFF RECOMMENDATION

1. That the current Elementary School Attendance Boundary Policy (S.A. 03) provided in *Appendix ‘A’* of this report be rescinded.
2. That the proposed Elementary School Attendance Boundary Review Policy (S.A. 03) contained in *Appendix ‘E’* of this report be adopted.



Ontario Catholic School
Trustees' Association

October 1, 2015

MEMO TO: Chairpersons and Directors of Education
Catholic District School Boards

FROM: Margaret Binns, Director of Administrative Services

RE: **2016 AGM & Conference Resolutions**

The 2016 OCSTA Annual General Meeting will once again offer an opportunity for delegates to consider and vote on all resolutions received from our members.

The resolution process provides member boards with the opportunity to bring important issues, which have provincial implications, to the attention of all trustees in the province.

The processing of all resolutions is a fundamental responsibility of the Association. Attached please find guidelines to assist you in the preparation of your resolution(s).

Please Note:

To assist OCSTA with preparation for the Annual Finance Brief to the Minister and in providing input into the consultation process regarding the GSNs, boards are encouraged to submit education funding issues requiring Association action and advocacy by **Thursday, October 22, 2015**. However, should a board prefer to use the AGM Resolutions process for funding issues with provincial implications, they are, of course, welcome to do so.

**THE DEADLINE FOR RECEIPT OF RESOLUTIONS
IN THE OCSTA OFFICE IS
12:00 P.M. EST, JANUARY 29, 2016.**

Attachments

Guidelines for Preparing Resolutions

To improve the effectiveness of the resolution process, we ask boards to review the following guidelines.

Resolutions are your opportunity to address problems, solutions or concerns, which affect Catholic education in Ontario. A resolution approved by the membership at the Annual General Meeting calls for priority action by OCSTA and the commitment of OCSTA resources to address the particular issue outlined in the resolution.

A. Criteria for Submitting a Resolution

A resolution should:

- a. Address an area of concern for the province's Catholic school boards.
- b. Concern a matter which requires attention or action.
- c. Be written in language appropriate for province-wide consideration (language contained in resolutions is often incorporated into subsequent communications to the government or other relevant parties).
- d. Be accompanied by substantiated rationale.
- e. Not deal with education funding issues (a separate process has been created to deal with this type of issue).

B. Steps in Preparing a Resolution

1. Identify the concern. Be sure the concern is a matter of **province-wide** scope.
2. Research and gather sufficient supporting background materials to substantiate the resolution. If the concern has been presented/dealt with in a previous resolution, review the outcome of that process to assess what changes in approach/additional information might be useful.
3. Write the resolution in the following proposed format taking care to ensure that:
 - a. Each "*Whereas*" is accompanied by adequate background material.
 - b. The "*Therefore be it Resolved*" directs OCSTA to take specific action.

C. Writing A Resolution

Structure

The resolution should be assigned a succinct title that identifies the problem or issue (or its proposed solution). There should be two parts to the resolution: a preamble followed by a resolving clause (or clauses).

1. Preamble

The preamble is a brief statement of background or rationale coming before the resolving clause(s). The purpose of the preamble is to provide information without which the point or the merits of a resolution are likely to be poorly understood.

Each clause in a preamble is written as a separate paragraph, beginning with the word "WHEREAS".

2. Resolving Clauses

A resolving clause indicates what action(s) is to be taken given the “WHEREAS” clause(s) in the preamble. If more than one action is being recommended, the “Therefore be It Resolved” portion should be divided into a), b), c), etc.

3. Submission Statement

Please include the following information in the submission statement.

[Mover’s Name]
[Secunder’s Name]
[Board Name]
[Topic]

D. **Submission Deadline Date**

The deadline date for receipt of resolutions in the OCSTA office is **12:00 p.m. EST, January 29, 2016**. We encourage boards to submit their resolutions by email to Jane Ponte at jponte@ocsta.on.ca. The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided that a copy of each resolution (and background material, if applicable) is received in the Provincial Office by **April 11, 2016**.

E. **Regulations**

Please see the attached current regulations regarding submission and presentation of resolutions at the AGM.

These guidelines and the enclosed template and the resolution session procedures have been provided as a reference that we hope you will find useful in preparing effective resolutions for your Association and Catholic education in Ontario.

Template

Please **do not use** tables, text boxes or any type of graphic or letterhead. The type of font to be used in this document is **Times New Roman 12pt**.

The following example is taken from a Resolution dealt with at a previous AGM and is provided for your reference.

Moved by: [Mover's Name] [Board Name]

Seconded by: [Secunder's Name]

Topic: [e.g. Vacancies on School Boards]

Whereas: from time to time a vacancy occurs in the office of a member of the board; and

Whereas: according to Section 221(1) of the *Education Act*, the vacancy must be filled by either a by-election or by appointment; and

Whereas: boards choosing to appoint a new trustee will, most commonly, engage in an open and fair process of selection; and

Whereas: the *Education Act* requires that the process be fully completed within 60 days of the office becoming vacant; and

Whereas: the 60 day time period may encompass a part of the year (e.g. Christmas, summer months, March Break) when board operations and processes are reduced, thus making the timelines very tight and, potentially, unmanageable;

Therefore be it Resolved that:

OCSTA petition the Ministry of Education to review the section of the *Education Act* which relates to trustee vacancies with a view to extending the timeline by either increasing the number of days or altering the requirement that the process be completed within a designated number of regular school days.

If you have any questions regarding this template please contact **Jane Ponte either by telephone at 416-932-9460 ext. 223 or by e-mail at jponte@ocsta.on.ca**.

Explanation of Committee Recommendations & Resolution Session Procedures

Resolution sessions will be conducted using “**Robert’s Rules of Order**” and the provisions of the OCSTA Constitution. The chairperson of the session will ensure compliance with their rules.

Explanation of Committee Recommendations

The Conference Committee will study the resolutions and offer recommendations on the best way to meet their intent. The recommendations and their implications are:

- i. **Approve**
The direction given in the “therefore be it resolved” section of the resolution will be carried out.
- ii. **Approve and refer to the committee for appropriate implementation.**
The resolution will be forwarded to the designated committee for implementation.
- iii. **Receive and refer to the committee for study.**
The resolution will be forwarded to the designated committee for study. Following the study and receipt of the committee’s recommendation, the Board of Directors will determine whether or not the resolution will be implemented.
- iv. **Not approve**
No action will be taken.
- v. **No recommendation**
The committee is not making any recommendation with respect to the resolution.
- vi. **No action required**
The intent of the resolution has been met. No further action will be taken.

Resolution Session Procedures

Delegates wishing to speak to a resolution must go to one of the floor microphones and state their name and the name of the board they represent.

The mover of a resolution will have the opportunity to be the first and last to speak to that resolution. Other trustees may speak **once** to a resolution.

The chairperson may declare a motion out of order giving the reasons for doing so. The chairperson’s decision may be challenged by a majority vote of those voting delegates present **at the session** when the vote is called.

Voting will be by a show of hands. Delegates carrying proxies must have and show proper identification - i.e. proxy badge. Ballots will be provided in the event that a vote by ballot is called for.

Note Re Quorum: *A quorum for the transaction of business at any general meeting of Members shall consist of not fewer than forty (40) individuals entitled to vote, present in person.*

Grouped Resolutions

- a. the chair of the session will ask for a mover and seconder to approve the **grouping** of various related resolutions.
- b. the chair of the session will ask for movers and seconders for the committee recommendation for each group.
- c. delegates will vote on the committee recommendation for each group.

Delegates may request that any resolution(s) be removed from a “group” to be handled individually. These will be addressed when the group from which they have been removed has been dealt with.

Resolutions Handled Individually

These will include resolutions removed from the groups, resolutions for which the committee has not made any recommendation and resolutions from the floor.

A. Resolutions with committee recommendations

1. The chair of the session will announce the resolution number and the name of the sponsoring board:
 - the chair will call for the sponsoring board to move and second **the committee recommendation;**
 - delegates will speak to the committee recommendation;
 - delegates will vote on the committee recommendation.
2. If the sponsoring board does not move the committee recommendation from the floor:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
3. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

B. Resolutions without committee recommendations

1. These resolutions will be handled as follows:
 - the chair will call for the sponsoring board to move their **original resolution;**
 - delegates will speak to the resolution;
 - delegates will vote on the resolution.
2. If the original resolution is not moved by the sponsoring board, the resolution will be withdrawn.

C. Amendments from the Floor

Amendments made on the floor relate to the “therefore be it resolved” section of the resolution and **must be written out** and handed to the chairperson. The chairperson will consider the amendment and, if necessary, discuss it with the parliamentarian or others to ensure that it is clearly understood.

- the chair will **read** the amendment;
- delegates will speak to the amendment;
- delegates will vote on the amendment;
- delegates will vote on the resolution as amended.

If the amendment is defeated:

- delegates will be asked to speak to the original resolution;
- delegates will vote on the original resolution.

D. Resolutions Presented from the Floor

After resolutions presented by the committee have been dealt with, other resolutions may be presented from the floor. The following rules apply:

- 2/3 of the voting delegates present at the session must consent to consider the resolution;
- sufficient copies of the resolution (and background material) must be provided for all those present at the resolution session;
- these resolutions will be handled as outlined above.

The provincial office will distribute, in the delegate kits, resolutions to be presented from the floor provided that a copy of each resolution (and background material, if applicable) is received in the Provincial Office by **April 11, 2016**.

PENDING LIST AND ROLLING CALENDAR AS OF OCTOBER 22, 2015

#	Date Requested	Due Date	Committee/Board	Subject	Delegated To
1	Dec-14	Mar-15	Student Achievement	Further Report as to the merits of the proposal as expressed by the previous Trustee's motion regarding Mary Ward Admission and Programming Options	Associate Director Academic Affairs
2	Feb-15		Student Achievement	Staff investigate the chaplaincy model at the elementary panel within the existing allocation given the financial realities.	Associate Director, Academic Affairs
3	Mar-15	Deferred to come back at a later date to be determined by the Director	Student Achievement	Piping In Classical Music To Washrooms & Parking Lots To Address Safe School Concerns	Associate Director, Academic Affairs
4	Oct-13	Feb-2014 R - May-15 R - Dec -15	Corporate Affairs	Report that outlines a strategy that will address housing those students that represent over enrolment at Our Lady of Wisdom for the 2014 school year and look at providing possible caps/boundaries including French Immersion for over-subscribed schools when the Admissions Policy comes back for review. Report regarding French Immersion Program: Recommendations for Oversubscribed FI Program Schools - that St. Cyril be referred back to staff as an oversubscribed French Immersion program school and possible solutions. Report regarding the feasibility of establishing a French	Associate Director Academic Affairs
5	Mar-14	Jun-2014 R - Jan 2015 R - Dec-15	Corporate Affairs	That the director initiate meetings with community colleges and high schools that provide culinary programs to pursue educational opportunities and report back to the Board	Associate Director, Academic Affairs

6	Jun-14	Aug-15	Corporate Affairs	Report regarding compliance, risks and any operational changes that will impact our school communities with respect to the FAQs and Canada's Anti-Spam Law (CASL) and Canadian Educational Advancement	Legal Counsel
7	Dec-14	Deferred until such time that deficit is under control	Corporate Affairs	Report regarding System-Wide Approach to Digital School Signage	Associate Director of Planning and Facilities
8	Dec-14	Sep-15	Corporate Affairs	Information and Communications Technology Update Supplementary Report with information on the cost and benefit analysis of i) completed projects ii) projects in progress and iii) projects awaiting funding	Business Services
9	Dec-14	Sep-15	Corporate Affairs	Report on how the money that was allocated by Trustees to their individual wards was used or whether the principals or CSACs directed the money elsewhere.	Business Services
10	Jan-15	Oct-15	Corporate Affairs	Plan to reduce under-utilized (small schools) with less than a 65% utilization rate.	Associate Director Planning and Facilities
11	Feb-15	Aug-15	Corporate Affairs	Report on Bill 8 into law, the impacts (short and-long-term) and potential risks (financial, legal, operational, reputational) to both the Corporate Board and the Board	General Counsel
12	Feb-14	Apr-2015 R - August 15	Corporate Affairs	Report regarding Breakdown of the funding subsidies that exists and the amounts with respect to the Permit Policy	Associate Director of Planning and Facilities
13	Apr-15	Sep-15	Regular Board	Amendment to Regulation 3 of the Elementary School Admissions Policy. That staff include in the report the pros and cons and jurisdictional comparison where a lottery vs time/stamp system is used across Canada	Associate Director of Planning and Facilities
14	Apr-15	Aug-15	Regular Board	Staff prepare a report that provides the costs generated by permitting TCDSB facilities for the Federal election this fall	

15	Apr-15	Ongoing	Corporate Affairs	Staff prepare a report comparing the TDSB budget and identify any possible reductions in expenditures to the TCDSB: Some of the areas include the following: Reduction in overtime in Facility Services, Facilities productivity savings, Non-school based staffing reductions through attrition, Transportation alignment of costs, Efficiencies in Permit Department, Attendance Management, Efficiencies in Payroll Services, Policy Review of mileage claims	Associate Director of Planning and Facilities
16	Apr-15	Aug-15	Corporate Affairs	Staff prepare a report on drafting a new permit rate for external organizations seeking to use our school spaces with a projected increase in revenue of \$500,000.	Associate Director of Planning and Facilities
17	Apr-15	Aug-15	Regular Board	Staff prepare a report on the Provincial Ombudsman having oversight over school Boards.	Superintendent Governance, Policy and Strategic Planning
18	Jun-15	Nov-15	Student Achievement	<p>Revised Annual Report Conflict Resolution Department 2015 – that the Conflict Resolution department provide a report by November, 2015, which:</p> <ul style="list-style-type: none"> - summarizes the types of complaints / inquiries received for the past year. - identifies any patterns which indicate either systemic issues for the Director to action or policy issues which the Board should review - provides a summary of direct feedback via surveys completed by individuals who have contacted the department regarding the effectiveness, fairness and privacy of the conflict resolution department. - That the above be provided as part of the annual report presented by the Conflict Resolution Department to Student Achievement going forward. 	

19	Aug-15		Regular Board	Received and referred to staff for a response to the email from Cathy Lacroix regarding request to ban on military recruiting	
20	15-Sep	16-Feb	Student Achievement	Report regarding the feasibility of relocating the French Immersion program and the gifted program from Senator O'Connor to St. Patrick and from St. John Paul II to Blessed Mother Theresa	
21	15-Sep	Nov-15	Corporate Affairs	Report regarding status of analysis of small/undersized gyms, and options for funding upgrades	
22	Sep-15		Student Achievement	Staff to develop programming for roll-out to both elementary and secondary students for a study of, and reflection on, Pope Francis's Encyclical letter Laudato Si on the "Care for our Common Home" which responds to both needs	

ANNUAL REPORTS

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Affairs
2	January (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
3	February (A)	Student Achievement	External Research Report	Associate Director Academic Affairs
4	February (A)	Student Achievement	Accountability Framework for Special Education	Associate Director Academic Affairs
5	February (A)	Corporate Affairs	Planning Enrolment Projection	Associate Director of Planning and Facilities
6	February (A)	Corporate Affairs	Legal Fees Report	Associate Director Business Services
7	February (A)	Corporate Affairs	Statement Reserves Accumulated Surplus	Associate Director Business Services
8	February (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
9	February (A)	Regular Board	Policy Budget Timeline and Public Consultation Survey	Associate Director Business Services
10	February (A)	Regular Board	Metrics for MYSP 6 Strategic Directions	Director of Education
11	March (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
12	March (A)	Student Achievement	Staffing Status Report for Next School Year	Associate Director Academic Affairs
13	April (A)	Student Achievement	Conflict Resolution Department Report	Associate Director Academic Affairs
14	April (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
15	April (A)	Regular Board	Non-Resident VISA Student Fees for September 2013	Associate Director Academic Affairs
16	April (A)	Regular Board	Education Development Charges Policy Review	Associate Director of Planning and Facilities
17	May (A)	Student Achievement	Report regarding Updates on items referred to in Ministry of Education Operational Review	Associate Director Academic Affairs
18	May (A)	Student Achievement	Staffing Status Report for Next School Year	Associate Director Business Services
19	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Affairs
20	May (A)	Corporate Affairs	Monthly Financial Report	Associate Director Academic Affairs
21	June (A)	Student Achievement	21 st Century Learning Update	Associate Director Business Services
22	October (A)	Student Achievement	Student Trustees: Voices that Challenge	Associate Director Academic Affairs
23	June (A)	Regular Board	Budget Estimates	Associate Director Academic Affairs
24	September (A)	Student Achievement	Portuguese Speaking	Associate Director Academic Affairs

25	September (A)	Student Achievement	Full Day Kindergarten Enrolment Report	Associate Director Academic Affairs
26	September (A)	Corporate Affairs	Enrolment for September Report	Associate Director Academic Affairs
27	September (A)	Corporate Affairs	Trustee Honorarium Report	Associate Director Academic Affairs
28	September (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
29	September (A)	Regular Board	Angel Foundation for Learning Year In Report	Associate Director Business Services
30	September (A)	Student Achievement	Community Engagement	Director of Education
31	September (A)	Student Achievement	Portuguese Speaking	Associate Director Academic Affairs
32	September (A)	Student Achievement	Elementary and Secondary School Enrolment Report	Associate Director Academic Affairs
33	October (A)	Student Achievement	Annual Safe Schools Report	Associate Director Academic Affairs
34	October (A)	Student Achievement	Information Report on the International Languages Program to include dates, statistical trends, surveys, results of previous assessments in changing demographics (city-wide population and home language dynamics) and immigration patterns in all wards.	Associate Director Academic Affairs
35	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO) ·Grade 9 Assessment of Mathematics (second semester and full-year students) and OSSLT Assessment (EQAO)	Associate Director Academic Affairs
36	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
37	October (A)	Corporate Affairs	Trustee Honorarium Report	Associate Director Business Services
38	November (A)	Student Achievement	Board Learning Improvement Plan (BLIP)	Associate Director Academic Affairs
39	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Affairs
40	November (A)	Student Achievement	Religious Accommodation Report	Associate Director Academic Affairs
41	November (A)	Corporate Affairs	Monthly Financial Report	Associate Director Business Services
42	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education

43	November (A)	Regular Board	Audited Financial Statements	Associate Director Business Services
44	November (A)	Student Achievement	Board Learning Improvement Plan	Associate Director Academic Affairs
45	December (A)	Corporate Affairs	Revised Budget Estimate for Consideration	Associate Director Business Services
46	December (A)	Regular Board	Director's Annual Report	Director of Education