



REPORT TO

REGULAR BOARD

## ST. MATTHEW CATHOLIC SCHOOL INTERNATIONAL LANGUAGES PROGRAM REVIEW REQUEST

*Then Peter came and said to Him, "Lord, if another member of the church sins against me, how often should I forgive?" The Lord said, "As many as seven times?" Matthew 18:21*

Please use the "New Revised Standard Version Catholic Edition" from <https://www.biblegateway.com/> for Bible quotes.

**Created, Draft**

**First Tabling**

**Review**

March 15, 2021

March 25, 2021

Click here to enter a date.

Adalgisio Joe Bria, Superintendent, Area 2 Schools

Lori DiMarco, Superintendent, Curriculum Leadership & Innovation; Academic ICT

Maria Meehan, Superintendent, Special Services

### RECOMMENDATION REPORT

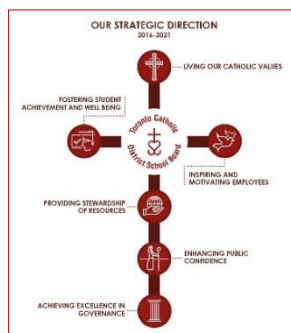
**Vision:**

*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 uniting home, parish and school and rooted in the love of Christ.*

*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*



Brendan Browne, PhD  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

S. Camacho  
Acting Associate Director  
Facilities, Business and  
Community Development

## **A. EXECUTIVE SUMMARY**

The purpose of this report is to bring forth a request on behalf of the St. Matthew Catholic School Parent Council (CSPC) that a viability survey be conducted for their local school community regarding the International Languages Program this current academic year. Staff recommends that the viability survey be conducted as per S.P. 05 International Languages Policy (Appendix A).

*The cumulative staff time required to prepare this report was 12 hours.*

## **B. PURPOSE**

As per Policy S.P. 05 International Language Program Elementary (Appendix A), when a school wishes to survey parents about the continuation of an International Language program, a report to the Board of Trustees must be filed.

## **C. BACKGROUND**

1. St. Matthew CSPC have raised concerns about the International Language Program and how the delivery of the program during the instructional day interferes with the delivery of core instruction during the 300 minute day.
2. The St. Matthew CSPC conducted a meeting on January 20<sup>th</sup> where they fully discussed the “pros and cons” of the International Language Program and how it impacts the delivery of core instruction during the day. In attendance at the meeting were the Trustee, the Area Superintendent and Principal.
3. The St. Matthew CSPC voted in favour of requesting a review of the International Language (Elementary) Program citing TCDSB Policy S.P. 05 which states in Section 4: Viability of Programs:

(a) Schools which currently offer the Extended Day Program may request through their CSAC [CSPC] that the Board consider conducting a survey of that local school community to determine the feasibility of their International Language Program. *If as a result of the needs assessment, certain International Languages Programs or the International Language Program in the school is recommended to*

*be reduced, a report will be submitted to Board on the impact the reduction would have on the jobs of the International Languages Instructors.*

b) Prior to surveying the local school community to determine parent support for an International Languages Program, the matter shall be fully discussed with the Catholic School Advisory Council. At such meeting the implications (pro and con) for the students in implementing an extended day or outside of school hours program are to be reviewed.

4. As a result of the meeting, the St. Matthew CSPC are requesting that a survey of the St. Matthew Catholic School Community be conducted about the continuation of the International Language Program starting September 2021.
5. The procedure to be followed for such an occurrence is outlined in the “Protocol/Procedures component of International Languages Program S.P. 05 in Section A: Existing Programs. Below you will find a table with protocol steps and the date of their completion.

Step	Preliminary Protocol	Date
1	The local trustee will be informed by the CSAC of the intent of the community to request a survey. (As noted above the Trustee was in attendance at the meeting and is fully aware of the situation. See Appendix B.)	Meeting occurred January 20, 2021
2	Requests for a survey will come to the Director of Education from the school’s Catholic School Advisory Council (CSAC) through a letter to the local Superintendent of Education. The Superintendent of Education, Special Services and the Superintendent of Education for the school will prepare a report for the Board. (See Appendix C)	Received February 19, 2021
3	Minutes of the CSAC meeting where the request was discussed, including the motion for a survey, which was moved and seconded, will be attached to the letter of request. (See Appendix B)	Received February 19, 2021

4	The school community will be made aware that they can make a delegation before the Board of Trustees with respect to this request outlining the rationale for the request.	Community to be made aware by school principal via School Messenger March 11, 2021. Delegation to occur at the March 25 <sup>th</sup> Board meeting.
5	While the CSAC may initiate the process at any time, the report to the Trustees will be submitted annually, no later than March of any given year.	Report to be presented at the March 25, 2021 Board Meeting
6	The Board of Trustees will determine if there is a sufficient need to grant the request and approve accordingly.	To be determined at the March 25, 2021 Board Meeting

**D. EVIDENCE/RESEARCH/ANALYSIS**

1. As per Policy S.S. 05, “the tallying of the results will be scrutinized by local superintendent where required.”
2. The results of the survey will be compiled by the Research Department and any changes to the languages offered or continued viability of the program would take into effect September 2021.

**E. METRICS AND ACCOUNTABILITY**

1. An International Languages Program Survey will be created in collaboration with International Languages Coordinator, Research Department, Superintendent of Special Services (the reference to the Superintendent of Special Education is in the current policy and as such was referenced), the Superintendent of Area 2 and the Superintendent of Curriculum Leadership & Innovation.
2. Each survey will have a “unique” numerical identifier which will be assigned to a specific family at St. Matthew Catholic School.

3. Surveys will be mailed out to the entire St. Matthew Catholic School Community (including those families who have children currently enrolled at St. Anne Catholic School).
4. All families of students in JK to Grade 7 will receive 1 survey and a total community response return rate of 90% is required.
5. Families will be provided with 2 weeks to complete the survey and return the surveys to school in a sealed envelope.
6. Surveys will be collected by the school administration and placed in a secure location.
7. The tallying of the results will be scrutinized by the area superintendent as per policy.
8. Results will be shared with the Board of Trustees and the St. Matthew Catholic School Community.

**F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN**

Timeline for survey implementation if the St. Matthew request is approved by the Board of Trustees.

<b>STEP</b>	<b>PROCESS</b>	<b>DATE</b>
<b>1</b>	If approved by the Board of Trustees, the Superintendent of Curriculum Leadership & Innovation, the Superintendent of Area 2, the International Languages Coordinator and the Research Department will collaborate on the creation of an International Language Survey with a unique numerical identifier for each family.	April 1 <sup>st</sup> , 2021.
<b>2</b>	Principal will communicate via school messenger to the St. Matthew School Community that a survey will be forthcoming via mail concerning the International Language Program.	April 16 <sup>th</sup> , 2021.
<b>2</b>	Distribute the survey via mail to all parents at St. Matthew Catholic School (face to face & virtual).	April 19 <sup>th</sup> , 2021.

<b>3</b>	Parents will have approximately two weeks to submit their survey to administration at St. Matthew Catholic School.	May 7 <sup>th</sup> , 2021.
<b>4</b>	Area Superintendent, Principal and the Research Department will tally and scrutinize the results.	May 10 <sup>th</sup> , 2021.
<b>5</b>	Results will be shared with the Board of Trustees and the School Community as soon as possible.	First possible Board Meeting.

**G. STAFF RECOMMENDATION**

Staff recommends to the Board of Trustees that St. Matthew Catholic School proceed with administering the survey to determine viability of the International Language Program.