



REPORT TO

SPECIAL BOARD

## REPORT OF THE GOVERNANCE AND POLICY COMMITTEE ON SCHOOL ACCOMMODATION REVIEW POLICY (S.09)

*Commit to the Lord whatever you do, and he will establish your plans.  
Proverbs 16:3 / NIV*

| Created, Draft  | First Tabling     | Review |
|---|-------------------|--------|
| February 16, 2016   | February 24, 2016 |        |
| Maria Rizzo, Chair, Governance and Policy Committee<br>Caitlin Kavanagh, Sr. Manager, Employee Relations & Policy Development |                   |        |
| <b>RECOMMENDATION REPORT</b>  |                   |        |

### 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:

Maria Rizzo, Chair  
 Nancy Crawford, Vice Chair  
 Jo-Ann Davis, Trustee Ward 9  
 Angela Kennedy, Ex-Officio  
 Frank D'Amico, Ex-Officio

## **A. COMMITTEE RECOMMENDATIONS**

1. That the Board approve the new Pupil Accommodation Review Policy (S. 09) and accompanying 'Operational Procedures' for consultation with the following amendments:

A. That Regulation 2 of the policy read: "A modified pupil accommodation review process may be approved and initiated by the Board of Trustees only under exceptional circumstances, and in consultation with the local trustee(s), and there are three (3) or more of the following factors present:

- i. Distance to the nearest available accommodation site is 2 kilometres or less for all elementary schools involved in the review and 7 kilometres or less for all secondary schools. The nearest accommodation indicated must be a single-gender school if a single-gender school is under review.
- ii. The utilization rate of all of the schools under review is equal to or below 50% for elementary and secondary schools
- iii. The number of students enrolled is 100 or fewer for all elementary schools involved in the review and 500 or fewer for all secondary schools involved in the review.
- iv. When the Board is planning the relocation of a program (in any school year or over a number of school years), in which the enrolment constitutes more than or equal to fifty percent (50%) of the school's enrolment (this calculation is based on the enrolment at the time of the relocation, or the first phase of a relocation carried over a number of school years);
- v. There are no more than two schools subject to the pupil accommodation review process.
- vi. The entire student population of the schools subject to a pupil accommodation review process can be accommodated in another school within 2 kilometres for elementary schools and within 7 kilometres for secondary schools.)

- B. That the ARC membership for the standard Pupil Accommodation Review Process include the local trustee(s), and that 'a member of the community' be 'such as a municipal councillor or active member of the community.'
- C. That under Regulation (1)(f) of the 'Operational Procedures' for the standard "Pupil Accommodation Review Process", that it be at the discretion of the consensus opinion of ARC members as to whether more Accommodation Review public meetings be held than are prescribed.
- D. That under Regulation 2(d)(i) of the 'Operational Procedures' for the "Modified Pupil Accommodation Review Process", that it be at the discretion of the consensus option of local School Superintendent(s) and local trustee(s) as to whether more Accommodation Review public meetings be held than are prescribed.
- E. That notice to the school communities of all of the public meeting described in the Operational Procedures - whether for the standard or modified review process - include a letter to go home with each student 30 business days in advance of the meeting, and notice in the bulletins of all school parishes at least 1 week in advance of the meeting As well, every effort be made for notice to be given to the community surrounding the schools (e.g. notice sent out to local councillor, MPP, local community groups).
- F. That Regulation 2(f) ("Public Delegations") of the Operational Procedures for the 'modified' process read that, "No fewer than 18 business days after the Interim Staff Report is formally received at a public meeting of the Board of Trustees, members of the public shall be given the opportunity to provide feedback on the Interim Staff Report through public delegations at a meeting of the Board of Trustees. Written notice shall be provided to the school(s) and surrounding community(ies) no less than 14 business days prior to the meeting of the Board of Trustees at which public delegations

can be made. The 'maximum delegation time' will be 120 minutes for those delegating on the Interim Staff Report at this meeting.

2. That the public consultation occur at the level of 'consult' as defined in the Board's Community Engagement policy (T.07). That all acronyms in the policy be spelled out fully.

## **B. ORIGIN**

This Recommendation Report is on the Order Paper of the Special Board as it recommends a policy revision.

The revisions made to the current School Accommodation Review policy are in direct response to the Ministry of Education's release of a new "Pupil Accommodation Review Guideline" on March 26, 2015 which serves as a province-wide minimum standard for school boards to use when developing their own policies for pupil accommodation reviews. For further reference, the release of the new Pupil Accommodation Review Guideline and the Community Planning and Partnerships Guideline was explained in a Ministry B-Memo- 2015 B09.

## **C. EXECUTIVE SUMMARY**

The Governance and Policy Committee first reviewed the policy at the January 27, 2016 committee meeting. Trustees raised concerns regarding the changes proposed, especially regarding the modified accommodation review process parameters included in the policy. On February 16, 2016, staff reported back with a revised policy for the trustees' review and approval. Trustees still had concerns regarding the parameters for the modified accommodation review process as well as ensuring enough notice was given to the affected schools and communities. The amendments to the policy as recommended by Trustees are highlighted in the attached APPENDIX A.

The policy and operational procedures as amended were passed by a vote of 3 to 1.

## **D. APPENDICES**

1. Appendix A: Revised Pupil Accommodation Review Policy & Operational Procedures (S.09)
2. Appendix B: Report to Governance Committee on School Accommodation Review Policy (S.09)

## **E. MOTIONS**

1. That the Board approve the revised Pupil Accommodation Review Policy (S.09) and accompanying 'Operational Procedures' with the proposed amendments, as contained in Appendix A.
2. That public consultation occur at the level of 'consult' as defined in the Board's Community Engagement Policy (T.07).