



**Southeast Galt Elementary Schools Pupil Accommodation  
Review  
Minutes of Accommodation Review Committee Meeting # 2  
September 30th, 2008; 4:30 pm**

The second meeting of the Southeast Galt Accommodation Review Committee (ARC) was held at Stewart Avenue Public School, on Sept.30th, 2008.

Committee Members Present:

Jim Berry, Assistant Superintendent – Special Education, Allan MacKay, Principal of Manchester P.S., Brian Ward, Principal of Avenue Rd. P.S., Cindy Benedetti, Principal of Chalmers Street P.S., Geoff Suderman-Gladwell, Principal of Central P.S., Leslie Tinning, Principal of Stewart Ave. P.S., Linda Rogers, Principal of Lincoln Ave. P.S., Amneh Hamdan, Immigrant Services, Cambridge YMCA, Ann Quenneville, parent – Central P.S., Colin and Jennifer Kevan, parents – Manchester P.S., Colleen Cade, parent – Chalmers St. P.S., Janis Doran, parent – Central P.S., Koula Malatches, parent – Avenue Rd. P.S., Linda Roechner, parent – Chalmers St. P.S., Margaret Montague, parent – Alison Park P.S., Muhammad Arif, parent – Alison Park P.S., Terri Nikolasevic, parent – Stewart Ave. P.S., Tracy Wegener, parent – Central P.S. Mary Hingley, recording secretary, Nathan Hecanuck, Senior Planner, Lauren Manske, Planner and Chris Smith, Manager of Planning, for the Waterloo Region District School Board.

Regrets:

Diane DeCoene, Superintendent, Jim Kirchin, Director of Planning Operations – City of Cambridge, Sue Thorne-McCaffrey, Principal of Alison Park P.S, Wendy Daley, Vice Principal of Stewart Ave. P.S.

1. Welcome

Chris Smith, Manager of Planning opened the meeting at 4:30 pm, and welcomed two new committee members: Heather Forman, Vice Principal of Chalmers Street P.S., and Michele List, parent – Stewart Avenue P.S.

2. Meeting # 1 – draft minutes attached

- Mr. Smith asked if there were any comments or corrections on the draft minutes from our Sept. 23<sup>rd</sup> meeting. Seemed, all agreed. Moved by: Margaret Montague, Second: Janis Doran. It was advised that the meeting minutes will be approved by the committee at each subsequent meeting, then posted on the Board website.

### 3. Questions or concerns with process, expectations and/or timelines

- Mr. Smith asked if there were any questions/concerns regarding the accommodation review process from the last meeting.
- There being none, Mr. Smith advised new committee members to feel free to call staff with any questions as we appreciate they missed the introductory meeting.

### 4. Discussion: Draft Objectives

- The committee members were asked for any draft objectives that they had come up with. The objectives are critical to the process, especially at the stage of reviewing scenarios, and scenario development. It was noted that scenario development will be an on-going draft, a work on progress.
- Since it had come up in the first meeting, Mr. Smith explained the Hespeler/Preston Boundary Study and how the objectives were developed and implemented in the process. The information from the study was presented by the planning group, as an example of the process.
- Draft objectives were put forth from the committee and added into the presentation by Lauren Manske, these include:
  - To determine a permanent option for Alison Park, and where possible, keep Alison Park students together
  - To find a solution that is long-term and includes permanent construction
  - To address enrolment impact on program at all schools and to ensure that facilities can support students in permanent physical structure
  - Where possible, to reduce busing which can lead to a reduction in environmental and transportation costs in the long-term
  - To address physical accessibility of facilities in the study area
  - Where possible, to provide access to specialized programs more broadly across schools in the study area
  - To support equitable program opportunities by maintaining/developing equitable facilities – school, site and condition – that are financially feasible
- It was recommended by the planning department that addressing student transition be an objective. It's a very important piece - when a solution is reached, how do we implement it? This draft objective was also added into the presentation.
- An equally important objective is financial feasibility: where will the money come from? Insurance settlement for Alison Park, could be a mix of grants, original transportation dollars will be available, money may come from the Ministry, as well as capital projects fund and ongoing operating budget money.
- All presentations from the meeting will be posted on the Board website. Nathan Hercanuck also advised that past boundary studies are on the Board website to get a clearer view of how the process works.

## 5. Discussion: Valuation templates

- The school valuation template was discussed, and a decision was made to give the committee more time to fill out the template. The group was asked if they felt that there were any suggestions or omissions.
- Re: section 1.4 “Range of extra curricular activities” add “over last few years” as extra curricular activities can change year to year based on factors such as staff support and student interest. As well, it was pointed out that extra curricular activities would be different for a JK – 6 school versus one that also has grades 7 and 8.
- Jim Berry, Assistant Superintendent – Special Education recommended adding to the Valuation Template: section 1.3 Range of Courses or Program Offerings. Does the school have a designated teacher for Special Education and ESL? People assume that this is covered by the Designated Teacher for Resource check box, but they are separate teachers.
- A suggestion was put forth from the planning group that we delete some pieces of the template that are repetitive. They refer to: value to the student and value to the board Sections 2.1, 2.2, 2.3, 2.5, from the value to the board area are redundant and are already addressed in the value to the student section. It was agreed by all to delete those sections from the template.
- A concern was brought forth that the templates not be used as a competition between the schools, and Mr. Smith responded that this is an important distinction. The valuation template is to provide a common base of information for each school. It is an information base only, and not intended to be used for ranking.
- As promised in the first meeting, historical enrolment data information was handed out to the committee to be added to their ARC binders.

## 6. Roundtable

- The first comment was that we need past and projected enrolment to get a better picture. Staff agreed, we are working on projections and a key piece of information for this is Statistics Canada material, plus a sense of pending development activity. This is where Jim Kirchin, Director of Planning Operations for the city of Cambridge will have some important input. Mr. Kirchin will be present at the next ARC meeting.
- Chris noted that Jim also has information from neighborhood associations that will be added to the valuation templates. Mr. Kirchin sent his regrets for this meeting.

## 7. Future Meeting Dates

- Thursday Oct. 16<sup>th</sup> was put forward as the next meeting date, but had a conflict due to a superintendents meeting for the principals.
- The Public Meeting was discussed, the date is set for Tuesday November 4<sup>th</sup>, and Mr. Smith explained that the committee members should not feel that they have to attend. The purpose of the public meeting is to explain the process/timelines/draft objectives. The meeting will be advertised in the Cambridge Times and The Record.

- The notice for the public meeting will be translated into Urdu; Mr. Smith has a contact that can assist with this. It was asked of the committee if they saw a need for any other languages to be translated. Mandarin/Chinese was suggested, and agreed that the group would try and find a translator for these languages, if a need exists.
- We don't want anyone to feel left out at the public meeting, perhaps break out sessions can be arranged at the meeting to help with those present to understand the process, in their own language.
- Chris Smith thanked all for coming; meeting ended at 6:00 pm.

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**Future Meeting Dates:**  
**Tuesday Oct. 28<sup>th</sup> @ Stewart Ave P.S. – 4:30 – 6:00 pm**  
**Public Meeting – Nov 4<sup>th</sup> @ Lincoln Ave. P.S. – 7:00 pm**