



West Waterloo Elementary Schools Boundary Study
Minutes of Public Meeting #2
Tuesday, October 6, 2015
Abraham Erb PS
7:00 p.m. – 8:30 p.m.

The second Public Meeting of the West Waterloo Elementary Schools Boundary Study was held at Abraham Erb PS on Tuesday, October 6, 2015.

Approximately 60 people were in attendance including members of the community, Board staff, members of the Working Group and Board Trustees.

1. Welcome/Introductions

Lauren Agar, Senior Planner for the Waterloo Region District School Board welcomed those in attendance at 7:10 PM and gave the following introductions:

Board Planning Staff:

Lauren Agar, Senior Planner (Meeting Chair)
Dennis Cuomo, Manager of Planning
Nathan Hercanuck, Senior Planner
Andrea Kean, Recording Secretary

Superintendent of Student Achievement & Well-Being:

Elaine Ranney

Principals:

Heather Schumann, Abraham Erb PS
Mark McMath, Cedarbrae PS (regrets)
Betti Adams, Centennial PS (regrets)
Paul Fracas, Edna Staebler PS
Liz Arbuckle, Laurelwood PS (regrets)
Helmut Tinnes, Mary Johnston PS
Don Oberle, Vista Hills PS (Sept 2016)
Holly Corman, Vice Principal Laurelwood PS
Jan Hansen, Vice Principal Edna Staebler PS
Brian Weigel, Vice Principal Centennial PS

WRDSB Trustees:

Kathleen Woodcock, Chairperson of the Board and Trustee for Waterloo/Wilmot
Carol Millar, Trustee for Waterloo/Wilmot

Ms. Agar led the audience through tonight's presentation available online at:
<http://www.wrdsb.ca/planning/boundary-studies/west-waterloo-elementary-schools-boundary-study/>

2. Explanation of the Boundary Study Process

What is a Boundary Study?

slide 3 of the online presentation

A boundary study can look at changing the school attendance areas and/or grade offerings at a school. It is a public process, involving the local community so that any decision that is made by the Board with respect to changing boundaries is done so in consultation with the communities affected.

Reasons for a Boundary Study

slide 4 of the online presentation

- Establishing the new boundary for a new school
- Changing the grade structure of a school
- Balancing enrolment

Mrs. Agar advised that the Board is conducting a boundary study in West Waterloo to establish a boundary for the new Vista Hills PS; however, this study is also intended to address overcrowding issues at Edna Staebler and Laurelwood PSs by balancing enrolment within the study area.

West Waterloo Study Area

See map of the study area on slide 5 of the online presentation

The Study area is made up of 5 schools:

- Abraham Erb PS (JK-6)
- Edna Staebler PS (JK-8)
- Laurelwood PS (JK-8)
- Mary Johnston PS (JK-6)
- Vista Hills PS (NEW in 2016)

Mrs. Agar noted that Centennial and Cedarbrae PSs are also identified in this study because students living in the Vista Hills neighbourhood are currently attending these schools.

2014/15 School Information

Referring to the table on *slide 6 of the online presentation*, Mrs. Agar noted that the current situation is that we have more students than classrooms at three of the schools in the study area – (at Edna Staebler, Laurelwood and Mary Johnston PSs).

And have a mix of JK-6 and JK-8 facilities, as well as a range of site sizes. All of the schools in the area were built within the last 30 years.

The Boundary Study Process

Referring to the diagram on *slide 9 of the online presentation* Mrs. Agar advised that once the Board has identified a boundary study area, the Board's Planning Department will ask the Principals at each of the schools involved to seek out up to 2 parent/guardian representatives to sit with them and us on a Study Working Group. These parent/guardian representatives are often members of the school's parent council.

Working Group:

This study involves a Working Group, made up of up to 2 parent representatives from each school, the school Principals and Planning Staff and the area Superintendent of Education.

Role of the Working Group

The Boundary Study Working Group helps us to represent the larger community and:

- Identify and discuss issues and opportunities of the individual school communities and the broader community
- Set study objectives
- Develop boundary options (scenarios)
- Evaluate boundary options against study objectives
- Confirm recommendations

To date the Working Group has met 8 times and are nearing the end of the process with the second Public Meeting tonight.

The purpose of tonight's meeting is to get your collective input on the draft recommendations.

Mrs. Agar advised that feedback from tonight's meeting will be used to assess if there are any changes that need to be made prior to bringing the final recommendations to the Board of Trustees, whom ultimately make the final decision.

3. Study Goals & Objectives

Ms. Agar noted that the 'Goals' explain what the Working Group intends to achieve through the boundary study process.

Study Goals

Available on slide 8 of the online presentation

Mrs. Agar noted that the study goals:

- Represent what this boundary study is trying to achieve.
- Are statements that may not be strictly measurable or tangible and are long-term.

Study Objectives

Slide 9 of the online presentation

The study objectives:

- Represent what the study is trying to accomplish.
- Are used to measure the success of a scenario and are supportive in the attainment of the study goals.
- Are not weighted.

Study Objectives:

- To establish a boundary for the new Vista Hills PS.
- To increase the number of classes instructed in permanent classrooms in a cost-effective way.

- To provide equitable learning opportunities for students and staff by moving towards the following criteria (from *Board Policy 3002 – Elementary School Size and Configuration*):
 - a minimum of 2 classes per grade in JK-6 (built capacity between 350 and 525 students).
 - More than 2 classes per grade in Grades 7-8 (>100 students) to support program.
 - JK-8 facilities with a built capacity between 500 and 700 students.
 - Minimize the number of schools with enrolments over 700 students wherever possible.
 - Minimize the transition of elementary students between schools where practical.
- To increase the number of students within a safe walking distance (e.g., signalized intersections to cross at, crossing guards present) to their assigned school (<1.6 km).

4. Draft Recommendations

Scenarios to Date

Slide 10 of the online presentation

Mrs. Agar noted that throughout the study, a total of fourteen boundary scenarios were considered. The Working Group considered not only boundaries, but also the configuration of each of the study area schools (e.g., converting a school from a JK-6 to a JK-8 organization).

The table on slide 10 of the online presentation summarizes the different configurations that were applied to the boundary scenarios. Additional details on these scenarios are available in the minutes and presentations of the Working Group posted on the Boundary Study Webpage.

Mrs. Agar noted that at the first public meeting on April 23, 2015, a total of three (3) scenarios were presented – Scenarios 6, 7 and 8 and all three showed the new Vista Hills PS as a JK-8 organization, and two scenarios (Scenarios 7 and 8 – phase 2) had Abraham Erb PS being converted to a JK-8 facility.

Based on the Public Meeting feedback and further discussion by the Working Group regarding the study objectives, adding Grades 7 and 8 to Abraham Erb PS was not considered any further. The primary issue being that to offer an equitable 7-8 program for these students, Abraham Erb PS would require an addition – specifically to provide the specialized spaces typically available in schools with a senior elementary program (e.g., Science and Technology, Music and Art). Building an addition onto Abraham Erb PS when these spaces exist at other schools in the area did not meet the second objective of the study - to increase the number of classes instructed in permanent classrooms in a cost-effective way.

The Working Group also agreed that a multi-phased approach, similar to what was presented in Scenario 8 at the first public meeting was necessary to balance the current accommodation needs with the future needs as peak enrolments are expected at Vista Hills PS. Although Scenario 8 met the majority of the study objectives, there were concerns raised at the first public meeting regarding the movement of the Columbia Forest area

multiple times between Phase 1 and 2. This scenario was revised to create [Scenario 11](#) to address this issue.

Mrs. Agar advised that **Scenario 11 is the recommended scenario**, and advised that the full details are available in the [draft report](#) that can be accessed online; she provided a summary of the draft recommendations developed to implement this scenario as follows:

Draft Recommendation #1: Vista Hills PS JK-6 Boundary

Slide 11 of the online presentation

- Approve the Scenario 11, Phase 1 JK-6 boundary for Vista Hills PS, effective September 2016 for all Regular Track (non-French Immersion) Junior Kindergarten to Grade 6 students:
 - Boundary takes in students within the current Edna Staebler PS boundary on the north-west side of Columbia Street West and the current Vista Hills Development Area currently attending Cedarbrae PS.
 - This boundary is the same for both Phases 1 and 2.

Draft Recommendation #1: Vista Hills PS 7-8 Boundary

Slide 12 of the online presentation

- Approve the Scenario 11, Phase 1 Grades 7-8 boundary for Vista Hills PS, effective September 2016 for Grade 7 and September 2018 for Grade 8;
 - Boundary takes in same students as the JK-6 boundary, but adds students within the Abraham Erb PS JK-6 boundary area who currently fall within the Laurelwood PS boundary for Grades 7-8.
- Since no Grade 8 classes are planned to be offered at Vista Hills in 2016/17, transportation (for those who qualify based on Board Policy 4009: Student Transportation) would continue to be provided to Grade 8 students remaining at Edna Staebler and Laurelwood PSs;
 - This 2 year implementation of Grades 7 & 8 means that Grade 8 students will not have to switch schools for one year before starting high school.
- Phase 2 in Draft Recommendation are included in Recommendation #3

Enrolment Projections

Slide 13 of the online presentation

Mrs. Agar advised that there are a few additional details of interest for this boundary change, specifically for French Immersion:

- It is recommended that Learning Services and Planning staff determine the viability of offering French Immersion classes at Vista Hills PS by no later than March 2016;
 - It is very unlikely that any grades above Grade 1 will be offered based on the number of students currently enrolled in French Immersion who fall within the recommended boundary for Vista Hills PS

- As a result, French Immersion students and their siblings (within the Vista Hills PS boundary) may choose to remain at Edna Staebler PS, because their grade level is not offered at Vista Hills PS; however, there would be no board-supplied transportation to and from school.
- Similarly, French Immersion students at Abraham Erb PS, would graduate onto Laurelwood PS for Grade 7-8 FI. Again, there would be no board-supplied transportation to and from school.
- The enrolment projections for Vista Hills do not include any French Immersion other than starting a program with Grade 1 in 2016 and growing it from there. This is one of the assumptions made for projection purposes.

Draft Recommendation #2: Realign Edna Staebler PS's Boundary

Slide 14 of the online presentation

- Approve the Scenario 11 JK-8 boundary for Edna Staebler PS, effective September 2016 for JK-7 and September 2018 for Grade 8; and
 - This is the resulting boundary for Edna Staebler PS with the approval of the boundary
 - There are no additions to this boundary from the current boundary

Enrolment Projections

Slide 15 of the online presentation

- Over the long-term, enrolment is expected to be reduced to the point where portables will no longer be required.
- French Immersion students within the Vista Hills PS boundary have been incorporated into the projections and that is why it takes some time for enrolment at Edna Staebler PS to decline
 - See Draft Recommendation #1 for French Immersion grandfathering.

Draft Recommendation #3: Realign Laurelwood PS's Grade 7-8 Boundary

Slide 16 of the online presentation

- Approve the Scenario 11, Phase 1 Grades 7-8 boundary for Laurelwood, effective September 2016 for Grade 7 students and September 2017 for Grade 8 students; and

Draft Recommendation #3: Realign Laurelwood PS's Grade 7-8 Boundary

Slide 17 of the online presentation

- Mrs. Agar noted that we have presented what we believe will be the long-term Grade 7-8 boundaries for the area in Phase 2. The implementation of this second phase; however, would need to be reconfirmed once Vista Hills PS has been in operation for a few years, and the residential development in the area has progressed further. Further public consultation would be required at that time.

- Therefore the recommendation is to direct staff to present a report and recommendations to the Board of Trustees between December 2018 and December 2020 to reconfirm the second phase of Scenario 11, including additional public consultation on Phase 2.

Enrolment Projections

Slide 18 of the online presentation

The long-term enrolment projections for Laurelwood PS suggest that the portapack classroom wing needs to be addressed with a more permanent solution. It is recommended that any commitment to a major capital project in the area, including an addition at Laurelwood PS, be postponed until a final decision around Phase 2 is made.

- Enrolment projections include Grade 7 & 8 French Immersion students feeding from Abraham Erb PS.

Draft Recommendation #4: Establish Beaver Creek Meadows Development Area

Slide 19 of the online presentation

- Approve the boundary for the Scenario 11 Beaver Creek Meadows Development Area, effective immediately.
- This allows the Board to assign students to holding schools on a temporary basis until a new school or school addition is built in the community
- Prior to homes being constructed and students living in this area, all nearby facilities will be evaluated to determine if they can accommodate students from this area on a temporary basis.
- A similar tactic was used in Vista Hills by assigning that area temporarily to Cedarbrae and Centennial PSs.

5. Next Steps

Slide 20 of the online presentation

- Working Group reviews public meeting comments
- Working Group refines Report and Recommendations based on public feedback
- Staff bring recommendations to the Board of Trustees (Monday, November 23, 2015)
- Board of Trustees vote on recommendations

Mrs. Agar advised that the Working Group will review the comments we receive tonight and determine whether the Report and Recommendations need to be revised

She noted that ultimately, we will be bringing recommendations to the Board of Trustees to make the final decision on how the boundaries should be adjusted. The goal at this time is to bring recommendations to the Board of Trustees at the Monday, November 23, 2015 Committee of the Whole meeting to make their decision on the recommendations.

Website & Contact Information

Slides 21 and 22 of the online presentation

Ms. Agar shared the Board's contact and website information and advised that the all boundary study information is available on the website including display boards from tonight's meeting. She asked for feedback and comments on the Scenario 11 presented tonight and shared the email address for the boundary study - boundaryfeedback@wrdsb.on.ca

6. Q & A

Mrs. Agar opened the floor to questions/comments from 7:30 – 8:15 pm:

Q: Will there be a Child Care provider at Vista Hills PS and/or will there be a Before and After School Program?

R: Mrs. Agar advised that The Board sent out a request for proposals to determine if there was a third party child care provider interested in co-building a child care centre with the school; however, no parties were interested. She noted that if there is enough expressed parent interest, the Board may offer a Before and After School program. For information on the Board's Before and After School programs, please visit: www.wrdsb.ca/beforeafter

C: Concern was expressed that the loss of the Abraham Erb PS Grade 7-8 feed would mean that Laurelwood PS's 7-8 program would not have sufficient enrolment to be able to continue with a strong senior elementary program.

R: Mrs. Agar advised that Laurelwood PS would have more than 150 Grade 7-8 students which would ensure the continuation of rotary classes but it might have some effect on the number of specialized teachers at the school. She advised that [Board Policy 3002 – Elementary School Size and Configuration](#) recommends a population over 100 students is preferred to run the 7-8 program and as such Laurelwood PS's program meets this policy guideline.

Q: How can the parents affected by the loss of transportation for children choosing to remain at Edna Staebler PS for the French Immersion Program (rather than attend Vista Hills PS with regular track students) make a case for the Board to continue to provide transportation for our children?

R: Mrs. Agar advised that parents can advocate to the [Board of Trustees](#) by sending in feedback via email to boundaryfeedback@wrdsb.on.ca or contacting their Trustee directly. She advised that staff will not be recommending that transportation be provided as it would be at a cost to the Board; but advised that Trustees have the power to approve such a request and have done so in the past.

Q: Will all students residing in Columbia Forest be eligible for transportation to Vista Hills PS?

- R: Mrs. Agar responded that transportation would be dependent on the Board's Transportation Distance Policy and whether or not there are safe walking routes to school. She advised that there are small pockets of Columbia Forest that fall within the Board's walking distance (< 1.6 km) and noted that in future, once the Vista Hills development as progressed and includes the appropriate infrastructure (sidewalks), they may be considered within safe walking distance to Vista Hills PS.
- Q: Do you know how many students are in the French Immersion Program?
- R: Yes, there are currently 60 students in Grades 1-7 French Immersion who are transported to Edna Staebler PS.
- C: Concern was raised that the Columbia Street crossing would become more unsafe for the French Immersion students crossing there to attend Edna Staebler PS as the loss of regular track students from Columbia Forest would mean that there would be fewer students crossing there. It was noted that the crossing is not signed as a school crossing, does not have an adult crossing guard and has heavy traffic flow which is increasing as the area continues to develop. It was expressed that this crossing does not meet the boundary study objective ***"To increase the number of students within a safe walking distance (e.g., signalized intersections to cross at, crossing guards present) to their assigned school (<1.6 km).***
- R: Although there would certainly be for a period of time, students choosing to remain at Edna Staebler PS, the objective reads "to their assigned school" and since French Immersion is a choice program, Edna Staebler PS is not their assigned school.
- C: When we chose the French Immersion Program – it was chosen with the knowledge that transportation would be provided.
- R: Mrs. Agar responded that she appreciates hearing about the concerns for students crossing at Columbia Street and advised that she has been in conversation with the City of Waterloo about the crossing and noted that the crossing does not currently meet the criteria for a signal or Adult Crossing Guard.
- C: It was also noted that the crossing has poor visibility.
- Q: If Vista Hills PS adds the French Immersion program (FI), will my child who is currently in FI have to move to attend Vista Hills PS as it will be their home school?
- R: Mrs. Agar responded that should Vista Hills PS start the FI program, it would be offered at the Grade 1 level and grow from there, i.e., the first Grade 1 class would become the first Grade 2 class and so on. So – students currently enrolled in the FI program could remain at their current school as long as their Grade is offered there. She noted that transportation is not provided for students attending the FI program from out-of-boundary.

Mrs. Agar noted that she will be working with Learning Services staff to determine, prior to March 2016 if Vista Hills PS will be offering the FI program at Grade 1 level based on parent interest received through online registration process. She advised parents who have children in SK to indicate Vista Hills PS as their first choice if they are interested in having the program there. She noted that parents can register their 2nd and 3rd choices as well; should they not get into any of their 3 choices they would receive a phone call offering them a spot at another school that has space. She advised that the Board holds meetings about the [FI program](#) registration usually in November/December and this process will be explained in more detail then.

Q: I have 2 children – one is already in the FI program at Edna Staebler PS and the 2nd is in SK – what school do I list as my home school for FI registration?

R: Mrs. Agar responded that for the purposes of FI registration, Edna Staebler PS is considered your home school and siblings are allowed to enroll in the FI program or attend regular track even if they are from out-of-boundary as long as they have a sibling enrolled in the FI program at Edna Staebler PS.

Q: If my child does not continue in the FI program – will they both have to leave Edna Staebler PS to attend Vista Hills PS?

R: Mrs. Agar responded that as long as one sibling remains in the program, they can both remain at Edna Staebler PS – she advised that it would be up to the Principal to make the call if they would have to leave the school if neither child continued in the FI program.

Q: The 2015 Grade 7 students are allowed to remain at Edna Staebler PS for Grade 8 – could a similar provision be made for Grades 4 and up? Are there any provision being made for students with special needs?

R: Mrs. Agar responded that only the 2015 Grade 7 (will be Sept 2016 Grade 8s) students are allowed to remain to finish there so as not to change schools twice in two years; Vista Hills PS will open as a JK-7 in Sept 2016 for this reason. She advised that students with special needs may be evaluated individually on compassionate grounds through the Board's boundary exemption request. While a student usually attends the school located within the boundary in which the parents and/or legal guardian reside; Principals have the ability to take into account special considerations that would allow students to cross boundaries. For the most part, these would address program needs or would be based on compassionate grounds. The Board has [Administrative Procedure 1040 – Out of Boundary Requests Elementary Schools](#) and an [IS-10-A -Out of Boundary Request Form](#), to address these types of requests.

Q: If a child is allowed to stay at Edna Staebler PS as an out-of-boundary student, would transportation be provided?

R: Mrs. Agar responded that it is highly unlikely that transportation would be provided to a student attending from out-of-boundary.

Q: Can I choose to have my children attend different schools?

R: Yes, that is up to you.

Q: You are projecting Vista Hills PS to go over capacity in the future – does that mean we will be back here again in 5 years to change the boundaries?

R: Mrs. Agar responded that we want to wait and evaluate what will happen before confirming the future boundary incase the situation is different than we are predicting. She noted that the least disruptive way to address an overcrowding situation is at the Grade 7-8 level. She noted that there are several things that can come into play to affect enrolment (e.g., provincial class sizes, market conditions) and noted that the Vista Hills subdivision is not developing the same was as other new developments; she noted that the new school may help increase future development there. She advised that holding off on confirming the phase 2 boundaries allows the Board to better address the situation as it develops.

C: Some students living in Columbia Forest will be expected to walk to Vista Hills PS through the forest and past 2 storm water ponds – this is not safe; especially in winter as they may venture out onto the frozen ponds.

R: Mrs. Agar responded that Student Transportation Services of Waterloo Region (STSWR) will evaluate the situation and determine whether there is a safe walking route for those students. She noted that if the pathway to Vista Hills PS was unfinished or deemed unsafe, then those students would be bussed to Vista Hills PS.

C: There have been safety issues that have been reported o STSWR at Edna Staebler PS with safety issues with reduced visibility due to high snow banks; many parents had complained – STSWR did nothing to help resolve the issues.

Q: There will be a large number of French Immersion students (enough to fill a bus) that will be losing their transportation to Edna Staebler PS with the boundary change – why won't the Board continue to offer transportation to these students?

R: Mrs. Agar responded that there are issues such as how long we would provide the bus and at some point it would have to be cut off. It would also mean an additional bus run to a school that otherwise would not be required.

Q: How much would it cost to keep the Columbia Forest FI students on a bus to Edna Staebler PS? And could we evaluate feasibility every year?

R: Mrs. Agar responded that she is unable to provide an answer on the cost. She advised that she would have to look into what providing transportation for the FI students would mean for the Board and include that in the boundary study report that will be presented to Trustees.

- C: Edna Staebler PS already has an issue with parking and parent drop off and pick up – the loss of bussing for these French Immersion students will mean there will be more parents needing to drop off and pick up – adding to the congestion and safety concerns. Keeping these students on a bus would make more sense.
- R: Mrs. Agar advised that she has spoken with staff at the City of Waterloo and has agreed to work with them on providing an alternate off-site drop off location to help reduce traffic congestion at the school. Given there are no locations immediately adjacent to the school, she noted that the drop off location would be located as such that students would be required to walk part of the way to the school.
- C: Grandfathering of transportation should be provided for Abraham Erb PS students to their future French Immersion feeder school for Grade 7-8; under phase 2 in 2020. Transportation should be provided for the interim gap.
- C: Would be interested in meeting with the Working Group and STSWR to submit/develop a proposal for bussing Columbia Forest FI students to Edna Staebler PS.
- Q: Will there be another public meeting?
- R: Mrs. Agar responded that tonight’s meeting was planned to be the final meeting based on the Board’s Boundary Study Policy. She advised that the Board, as a rule, does not provide bussing for students attending a school from out-of-boundary. She advised that it would be up to residents to convince Trustees to provide the bussing and make an exception to the rule.
- Q: Given that the FI students are grandfathered to stay at Edna Staebler PS; wouldn’t this qualify for grandfathering of transportation as well under [Board Procedure 4260 - Student Transportation](#) as long as it included an end date?
- R: Mr. Hercanuck responded that such a provision could be granted – but noted there are many problems with ending the provision even with an end date attached.
- Q: How many signatures do we need on a petition – or what do we have to do to get transportation for the Columbia Forest FI students to Edna Staebler PS?
- R: Mrs. Agar responded that only Board Trustees can make the decision to approve the grandfathering of transportation and advised residents to [contact their Trustee](#) or speak to the Board as a delegation at an upcoming Committee of the Whole (COW) or Board meeting.
- Q: The report recommends [Scenario 11](#) as the recommended solution – will there be other scenarios presented to the Board that they can choose from as well? Or is it expected that Scenario 11 will be approved by Trustees?
- R: Mrs. Agar responded that no other Scenario will be recommended in the Report to the Board of Trustees – she advised that it would be highly unlikely for Trustees to approve

a scenario that has not been recommended by the Working Group or Staff; or doing so without asking for additional public consultation. She advised that Scenario 11 will be open to review by Trustees and they could strike a motion to add additional recommendations or ask for additional information.

Mrs. Agar advised that it is expected that the Report will be presented to the Board of Trustees at the November 23, 2015 Committee of the Whole (COW) meeting and ratified at the November 30, 2015 Board Meeting both of which are public processes and residents can register as a delegation to appear before the Board (at a Board meeting where the item is on the agenda or any COW meeting, even if the item is not on the agenda). Board and COW meetings are held in the Board room of the Education Centre, 51 Ardelt Avenue, Kitchener.

For dates, times and agendas visit the [Meeting Schedule](#) page, or view our [2015-16 Perpetual Calendar](#). These dates/times/agendas may change without notice. Please call (519) 570-0003 x 4336 to confirm.

Anyone wishing to present to trustees must follow our [Delegation Procedures](#).

All Board and COW meetings are open to the public. Under the Education Act, meetings that are closed to the public (in-camera) are conducted to discuss matters of personnel, property, contract negotiations and litigation.

Mrs. Agar advised that the Boundary Study Report will be posted on the Board's website on Friday, November 20, 2015 under the Agenda for the November 23, 2015 COW meeting available at <http://www.wrdsb.ca/board-meetings/category/cow-agendas/>

Ms. Agar thanked everyone for coming out, and asked those in attendance to provide their feedback on the comment sheets provided or to send an [email](#). The formal presentation concluded at 8:15 PM and Ms. Agar advised that Planning staff would be available to answer questions one-on-one.

Mr. Cuomo, Mr. Hercanuck, and Mrs. Agar, were available to answer questions one-on-one until approximately 8:45 p.m.

Contact Information:

Website: <http://www.wrdsb.ca/planning>

Email: boundaryfeedback@wrdsb.on.ca (please indicate West Waterloo in the subject line)

Fax: 519-570-2172

Phone: 519-570-0003 ext. 4419

Mail: Planning Department, 51 Ardelt Ave., Kitchener N2C 2R5

Twitter: @wrdsb

[How to be a Delegation](#)

Individuals, organizations and groups are welcome to speak to the Board as a [delegation](#). In accordance with Board Bylaws, at regular [Board meetings](#).

The Waterloo Region District School Board holds their monthly Board meeting on the last working Monday. Special Board meetings are called as required.

Committee of the Whole (COW) meetings are held on the second and third working Mondays of each month. If one of those Mondays is a holiday, then this schedule changes.

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You may register as a delegation by calling Jayne Herring, Manager of Corporate Services, at 519-570-0003, ext. 4336 during regular business hours. You should register by noon on the Thursday prior to the meeting.