



# Accommodation Review Process

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St. Thomas of Villanova

## Background

A recent Ministry of Education review has confirmed that the Board has significant excess facility capacity.

This fact, in combination with a continual decline in enrolment and its resultant reduction in revenue, as well as the identification of one or more of the schools in the Amherstburg area facing specific challenges and or conditions compelled senior administration to recommend that the Board establish the Accommodation Review Committee.

## Background

In support of his recommendation for an accommodation review the Director identified that one or more of the schools in the Amherstburg group is experiencing some or all of the following conditions:

- Well below the threshold for optimum facility usage
- Has or will experience an adverse impact on learning opportunities for students due to declining enrolment
- Reorganization could enhance program and learning opportunities
- Teaching/learning spaces are not suitable to provide programs needed and retrofitting may be cost prohibitive

## Background

- Under normal staffing allocation practices it is necessary or may be necessary to assign three grades to one class
- Higher building maintenance expenses are being incurred than what is typical for the system and/or is in need of major capital improvements
- The consolidation of schools is in the best interest of the overall school system.

## Accommodation Review Committees (ARC) - Overview

The Accommodation Review Committee is established to study, report, and make recommendations on the best accommodation options for maximizing educational opportunities.

ARC is composed of representatives from each school in the group as well as community, business and parish representatives.

ARC leads a public consultation process that allows for community input.

## Accommodation Review Committees (ARC) - Overview

ARC assesses each school in the group for its value to the student, value to the school board, value to the community and value to the local economy. Value to the student is given the greatest weight.

ARC from its study and input received through a public consultation process will make recommendations that will assist the Board in deciding on the best accommodation options.

## Accommodation Review Committees (ARC) - Overview

Accommodation Options may include, reorganization of the schools, change in boundaries, renovations to existing schools or new school construction.

A school's involvement in an ARC does not mean it is scheduled for closure, although school closure is an option that can be considered.

## Accommodation Review Process – Time Frame

- October 11, 2011 – Board of Trustees approved the establishment of ARC.
- November 7, 2011 – The ARC conducted its first committee meeting.
- December 9, 2011 – First Public meeting.
- December 9, 2011 – First week of April/11 – public consultation process involving three more public meetings.
- Mid April/11 – ARC report provided to the Director
- Mid May/11 – Special Board meeting – Director's report to be presented for feedback.
- June, 2011 – Director will prepare follow up report, considering public consult - to be posted publicly).
- June 25, 2011 – Board meeting for Trustee decision on accommodations.

## ARC Public Consultation Meetings

### **First Public Consultation Meeting: (December 9, 2011)**

ARC will describe its mandate, outline its study process and give the public a briefing on the data and issues to be addressed. The ARC will present the School Information Profiles prepared by board administration for input.

### **Second Public Consultation Meeting:**

ARC will present any additions to the School Information Profiles and will present for input any accommodation options presented by board administration or proposed by the ARC

## ARC Public Consultation Meetings

### **Third Public Consultation Meeting:**

ARC will receive community input on the accommodation options to be considered.

### **Fourth Public Consultation Meeting:**

ARC will present its draft Accommodation Report with its recommendations to the public and will receive community input. The ARC may make changes to the report based on feedback received.

## Guidelines for Public Input

Individuals or groups wishing to make a formal presentation must contact the Board at least two full business days before the meeting and provide in writing a brief description of their presentation.

The spokespersons will address the ARC from the podium provided. Audio-video presentations will not be permitted.

The spokespersons are expected to provide comments that are relevant to the subject matter.

If a previous delegation has already addressed a particular matter, the Chairperson may interrupt and request that the delegate simply express support for the earlier presentation.

The time for each delegation to speak shall be no longer than 10 minutes.

## Guidelines for Public Input

- Delegates who have a similar perspective are encouraged to co-operate in appointing a single spokesperson.
- Delegations from the same school community on the same point of view shall be limited to a total of 15 minutes.
- Members of the ARC may ask short questions of the delegation for clarification only, for a period of time at the discretion of the Chairperson.
- Questions posed by the delegations shall be addressed to the Chair of the ARC who will direct the question(s) to the appropriate resource person for response.

## MATTERS TO BE ADDRESSED IN ARC REPORT

- The ARC shall consider all four components of the School Information Profile: Value to the student; Value to the school board; Value to the community; and Value to the local economy.
- The implications of the proposed changes for students both in the school under consideration for consolidation, closure or program relocation and in the school(s) where programs may be affected.
- The effects of consolidation, closure or program relocation on the following:
  - The attendance area defined for the schools;
  - Attendance at other schools;
  - The need and extent of bussing;

## MATTERS TO BE ADDRESSED IN ARC REPORT

- The financial effects of consolidating or not consolidating the school, including any capital implications.
- Revenue implications as a result of the consolidation, closure or program relocation.
- Savings expected to be achieved as a result of the consolidation, closure or program relocation.
  - School operations (heating, lighting, cleaning , routine maintenance)
  - Expenditures to address school renewal issues, which will no longer be required

## Matters to be Addressed in ARC Report

- Additional expenditures, if any, at schools which will accommodate students displaced as a result of a consolidation, closure or program relocation decision taken by the board, including:
  - School operations (heating, lighting, cleaning, routine maintenance)
  - School administration
  - School renewal
  - Transportation
- Net savings/costs associated with:
  - Teaching staff
  - Paraprofessionals
  - Student transportation
- possible alternative use or disposition of an empty building.

## SCHOOL PROFILES

The School Profiles include four components:

**\*Value to the Student**

Value to the Community

Value to the School Board

Value to the Local Economy

\*Value of the school to the students is weighed above all other components.

The Profiles are completed by Administration and provided to the ARC to discuss, consult on, modify based on new or improved information and finalize.

