



SUDBURY CATHOLIC DISTRICT SCHOOL BOARD

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MINUTES of the **1st WORKING SESSION** of the Accommodation Review Committee for the East Planning Area, of the Sudbury Catholic District School Board, held in meeting room B3 of the Catholic Education Centre, 165A D'Youville Street, in Sudbury, on September 9, 2009, from 7:00 p.m. to 9:00 p.m.

Committee Members in Attendance:

Board Representation:

Chairperson	Roland Muzzatti, Academic Superintendent
Senior Board Official	Dennis Bazinet, Acting Superintendent of Business and Finance
Coordinator	Denis Faucher, Manager of Facility Services
Secretary	Steve Rinaldi, Project Coordinator

School Representation:

Pius XII

Louisa Bianchin, Principal
Shelley Sloan, School Council Chair
Leonard Foucault, School Staff

St. John

Tricia Dowdall-Cirelli, Principal
Amanda Gagne, Community
Tara Large, School Staff

St. Albert Adult Learning Centre (ALC)

Cassandra MacGregor, Vice-Principal
Ann Brisebois, School Staff

St. Mark

Mitch Smet, Vice-Principal
Donna Kotanko, School Council Chair
Stacey Kennedy, Community
Carole Remillard, School Staff

St. Andrew

Melody Henry, Principal
Mary Smith, School Council Chair
Lucille Szalai, Community
Dyan Pyott, School Staff

St. Paul

Sharon Oliver, Principal
Anne-Marie Savage, School Council Chair
Natasha Folino, School Staff

St. Bernadette

Nicole Snow, Principal
Dan Bronicheski, School Council Chair
Colette Perrin, School Staff

St. Raphael

Vickie McGuire, Principal
Phil Farmer, School Council Chair
Ted Keehn, School Staff

St. Charles College

Patty Mardero, Principal
Catherine Ross-Gonko, School Council Chair
Sandra Gobbo, Community
Claire Morrison, School Staff

Community Representation:

Mark Simeoni, Senior Planner, Greater City of Sudbury

Committee Members Regrets:

Cathy Manuel, Pius XII	Jennifer Rocca, St. Paul
Catherine Ross-Gonko, St. Charles College	Jen Bailey, St. Raphael
Mike McKeever, St. Bernadette	Fr. Remi Hebert, Diocese of Sault Ste. Marie
Christina Sitko, St. John	Clara Steele, Regional Parent Involvement Committee

9/29/2009

General Public in Attendance:

Rosella Bagnato, SCDSB Academic Superintendent
Laura O'Reilly, St. John
Stephanie Van Druenen, St. John
Aaron Barry, St. Charles College
Todd Horn, Pius XII

Call to Order:

Chair Roland Muzzatti called the meeting to order @ 7:05 p.m.

OPENING PRAYER

The Chair Roland Muzzatti led the group in an opening prayer for guiding presence.

WELCOME

Mr. Muzzatti welcomed the group to the Accommodation Review Committee (ARC) and thanked all present for their commitment and participation in what was described as an intensive process and commitment. The ARC Board Representation was introduced as including Roland Muzzatti, Academic Superintendent, ARC Chairperson, Dennis Bazinet, Acting Superintendent of Business and Finance, ARC Senior Board Official; Denis Faucher, Manager of Facility Services, ARC Coordinator; and Steve Rinaldi, Project Coordinator, ARC Secretary. Mr. Muzzatti referred to the Board Representatives as the ARC Steering Committee. Mr. Muzzatti continued in welcoming Rossella Bagnato, Academic Superintendent, who was attending to present the Generic School Valuation Framework to the ARC. The members were then invited to introduce themselves in turn, the school they were representing, and their role as ARC members.

ARC Binder / Web-site Presentation

The Chair introduced Denis Faucher, Manager of Facility Services, ARC Coordinator who presented the group with the ARC binders and briefly described the binder's setup and purpose. Mr. Faucher explained that the Board was currently updating the website, and that the newly designed site would follow the 2008-09 Accommodation Review format in regards to layout and location of data. Mr. Faucher continued with an overview of the Board's web home page, with instructions for where various ARC and Board information would be found. Mr. Faucher stated that all the information contained in the ARC member's binder will also be posted to the Accommodation Review website.

Mr. Faucher stated that any questions, comments, or concerns by committee members or the general public could be brought to the committee's attention via the ARC's email - arc@sudburycatholicschools.ca or voice mail at 673-5620 ext. 325. All questions or concerns will be brought to the next working meeting before a reply is sent. All agendas, and information regarding the review process will be posted on the web site as soon as all the technical difficulties have been addressed.

Purpose, Mandate & Intent of ARC Review

Chair Muzzatti provided a brief overview of the purpose, mandate and intent of the ARC review, with particular emphasis on requiring the experience, expertise, reflections, wisdom, feedback and input from all members, essential to providing the best possible report and recommendations to the Director of Education, for the Board of Trustees' consideration. Mr. Muzzatti stated that questions were welcome at any time, stressing the importance of working together to find the best solutions for the challenges facing the Board and to remember that the process was "about our students" and "our children". The Chair explained that by the end of the Accommodation Review process, the Board of Trustees would receive reports and recommendations from the ARC, Board staff, the Director and possibly from the public to guide their decisions on the future of this Board.

For a better understanding of the intent and purpose of the review, Mr. Muzzatti encouraged all ARC members to read through the Ministry of Education guidelines and Board Regulation BR10, which can be found both in the ARC Binders (Index tabs 2 and 3), and on the web-site. Mr. Muzzatti stressed that the Ministry's mandated process is the protocol under which the ARC will operate. Mr. Muzzatti stated that the ARC is mandated to study, report and make recommendations on accommodation options respecting the group of schools in the East Planning Area, requiring the following four steps to be completed by the ARC:

1. Customize the Generic School Valuation Framework.
2. Provide public information and access to information.
3. Provide an opportunity for community consultation and public meetings.
4. Present to the Director of Education a comprehensive School Valuation Report and recommendations for Board consideration.

Mr. Muzzatti shared that 63 of the 72 provincial school boards are experiencing declining enrolment, with a total of 129 schools currently under review, affecting over 90,000 students, and that all of the Sudbury co-terminus School Boards are experiencing declining enrolment. Mr. Muzzatti emphasized that the Board cannot continue to offer its current breadth of quality educational programs with enrolment and funding on the decline, and stressed that the status quo is not an option. Mr. Muzzatti stated that solutions and alternative options to address the challenges of declining enrolment, excess school capacity, and aging buildings, must be explored in order to find a better way of serving our students. Mr. Muzzatti acknowledged that developing solutions for Board consideration will require an open, transparent dialogue and collaboration of the ARC members, and that Board staff present at meetings may not have all the answers posed by the ARC members, but are committed to providing all information currently available.

Meeting Structure

Suggestions for the Rules of Conduct for ARC Working Meetings were invited from all present and following a short break to allow discussion within each of the school representative groups, the following proposals were brought forth:

1. Commitment to time-lines
 - o Start and stop times for meetings
 - o Member's and Chair's responsibility to appropriate use of meeting time
2. Everyone has a voice. Everyone has a right to speak.
 - o use of a speaker's list
3. Respectful relationships
 - o no interruptions
 - o not talking out of turn
 - o no put downs
4. Stay on topic. Follow the agenda.

The Chair committed that these proposals, as well as any other, would be presented for committee approval at its next Working Meeting.

The Chair reiterated the importance for these meetings to foster an open and informed exchange of views, and reminded the members that questions not asked at meetings may be sent to the ARC email at arc@scdsb.edu.on.ca or left by voice mail at 673-5620 ext. 325. Such questions will be brought to the ARC for consideration and response.

Mr. Muzzatti advised that while the general public is welcome at all working meetings for the ARC, they cannot contribute to the discussions directly, but can direct their questions and concerns through committee members at the meeting or by submitting them to the email or voice mail set up for this process. Mr. Muzzatti further stated that the general public will have an opportunity to offer input during the Public Meetings, but formal presentations from the public are to be scheduled for the April 27 and May 25, 2010 Board Meetings.

Chair Muzzatti explained the importance of attendance at these meetings, as the School Valuation Framework Report and Recommendations will be based on the comments and recommendations of members in attendance. Mr. Muzzatti mentioned to the members that there will be times when all members may not agree on certain recommendations, and that there may be a possibility of a majority and minority report presented to the Director.

Mr. Muzzatti proposed ARC decisions to be based on a majority vote (50% + 1) of the voting membership present, with the voting membership consisting of the School and Community Representatives only, consisting of four (4) representatives from each school and three (3) members from the community, for a maximum voting body of thirty-nine (39) members. Mr. Muzzatti explained that with this formula, and full attendance, committee approval would require twenty-one (21) voting members in agreement.

Mr. Muzzatti further proposed that the committee consider the quorum (attendance) requirement as consisting of sixty-six percent (66%) of the total membership and a minimum of fifty percent (50%) of each school's representation. Mr. Muzzatti explained that with a total ARC membership of forty-three (43), the ability of the committee to conduct meetings (quorum) would require a minimum of twenty-eight (28) members consisting of at least two (2) representatives from each school.

MOVED BY L. Foucault and **Seconded by** L. Bianchin

“**THAT** the proposed requirements for majority voting and quorum be accepted as presented”.

CARRIED

AMENDED BY B. Bronicheski

“**THAT** the quorum requirement of the previous motion be amended to state only **one (1)** school representative be required for quorum”.

**NO SECOND -
DEFEATED**

Mr. Muzzatti asked that the school principals coordinate the attendance of their school representatives in an attempt to ensure a timely start to the ARC Working Meetings.

The following question was posed by a member and responded to by the Chair:

- Q. If we know that a member will not be able to attend, can we have an alternate representative attend in their place?
- A. Accepting replacement members is up to the committee to decide, although the intent is to have consistent attendance by members.

MOVED BY C. Morrison and **Seconded by** T. Large

“**THAT** alternate members be accepted by the committee to attend ARC Working Meetings when required.”

CARRIED

Mr. Muzzatti directed committee members to provide the names of their alternate representatives to the ARC Secretary by the next meeting, if not already provided.

Timelines for Review / Meeting Structure

Mr. Muzzatti proceeded to review the proposed timelines for the accommodation process, and the proposed meeting schedule with working group meeting locations rotated through the elementary schools and public meetings at the area secondary school. The rationale for public meetings to be held at secondary school was based on the fact that secondary schools have the largest gyms, wheelchair accessibility and more parking. The proposed meeting schedule was reviewed and the group was informed that public meetings and the Director's presentation to the Board have been set by the Board of Trustees and cannot be changed. It was stressed that all meetings are time sensitive.

The following question was posed by a member and responded to by the Chair:

- Q. Due to the current construction occurring at St. Mark, can this meeting be scheduled later in the process?
- A. The intent for having St. Mark earlier in the schedule was to avoid potential winter driving. If the proposed schedule is acceptable, we can address this meeting's location depending on St. Mark renovation progress.

MOVED BY L. Foucault and **Seconded by** C. Morrison

“**THAT** the ARC Working Meetings locations be accepted as presented, with meetings to be held from 6:00 p.m. to 8:00 p.m..”

CARRIED

Mr. Muzzatti stated that the committee had approved the next Working Meeting from **6:00 p.m. to 8:00pm**, on **Wednesday, September 23, 2009 at Pius XII School**. School representatives were then encouraged by Chair Muzzatti to review all dates on the proposed schedule and respond with any school scheduling issues (book fairs, etc.) at the ARC's next Working Meeting.

The following question was posed by a member and responded to by the Chair:

- Q. Can the committee be provided bus transportation from the Board office to St. Mark (Markstay) for the Working Meeting scheduled on November 4, 2009?
- A. We will investigate this option and bring the decision to the next meeting.

Board & School Profiles

Mr. Dennis Bazinet, Acting Superintendent of Business and Finance, ARC Senior Board Official provided an overview of the Board, its staffing (number of employees, employee groups), the planning areas, schools and their locations, and the various school programming offered. Mr. Bazinet also provided an overview of the way that education in the province is funded and how that impacts the Board's budgeting process. Mr. Bazinet established the challenges that the Board was now seeing with respect to declining enrolment, school utilization, declining revenues for school operations and administration, and the growing problem of the deteriorating conditions of current schools. Mr. Bazinet provided a brief overview of available grants, budgets and expenditures, with emphasis on how current capital funding available to our Board presents a challenge that must be addressed. In conclusion, Mr. Bazinet indicated that the Accommodation Review process has also provided the Board with opportunity to engage the public in constructive dialogue to generate innovative solutions to the challenges the Board is facing.

The following questions were posed by a member and responded to by Mr. Bazinet:

- Q. Is the tax revenue entirely from property tax?
- A. Yes, however this is only a portion of the total funding.

- Q. Can we generate additional funds if parents are encouraged to support the Board through their property taxes?
- A. There is not a direct link.

- Q. How is the 80% capacity utilization target for the schools significant to the Ministry?
- A. The Ministry has a formula that provides additional funding for schools that meet criteria. It is their intent to promote better than 80% utilization after 2010/11. The challenge is to balance the desired/required student programming with available space.
- Q. When a school is designated PTR, does that mean it will be repaired?
- A. No, the Ministry direction has been for school boards to examine these schools in terms of their student programming and needs, and propose options to best address.
- Q. I notice that the Board has budgeted to use reserve funds, is that typical?
- A. The Board has working reserve fund. The trend has been that we have been required to budget the use of this reserve, although by fiscal year end, we have not had to actually draw these funds.

School Valuation Framework

Ms. Rossella Bagnato, Academic Superintendent then reviewed the background and development of the Sudbury Catholic District School Board's Generic School Valuation Framework Report. Ms. Bagnato explained how the committee tasked with developing this report decided to focus on qualitative vs. quantitative scoring to assess each school under the accommodation review's value to the student, community, school board and local economy, with the most weight given to the school's value to the student. She stressed that our Catholic identity was considered in the development of this School Valuation Framework Report.

Tasks for Next Meeting

Chair Muzzatti closed the meeting by recommending that each ARC member review the Generic School Valuation Report provided in their binder (Index tab #8), encouraging them to also begin thinking about what could be added to the report as they began customization at the next Working Meeting. Mr. Muzzatti advised the committee members to remember that items can be added but not removed from the form in the customization process, and instructed that nothing was to be entered on this report at the present time, as the group must come to a consensus on what will be customized.

Date of Next Meeting

The group was thanked for their patience and attention given the quantity of information shared at the first meeting, and reminded of the next meeting date and location as **Wednesday, September 23, 2009 from 6:00 to 8:00 p.m. at Pius XII School, 44 Third Avenue, Sudbury.**

ADJOURNMENT

Meeting Adjourned at 9:05 pm.

Roland Muzzatti, Chair
Sudbury Catholic District School Board