

# MEETING MINUTES

Milton Catholic Elementary Boundary Review  
to Accommodate French Immersion Expansion  
Working Meeting #1



## MEETING DATE & LOCATION

Thursday, March 18, 2021 at 7:00 p.m.  
Virtual Teams Meeting

## IN ATTENDANCE

### *Board Staff*

Emi Bakaic	Superintendent of Education
Lorrie Naar	Superintendent of Education
Ryan Merrick	Superintendent, Facility Management Services
Branko Vidovic	Senior Manager, Planning Services
Dhilan Gunasekara	Planning Officer, Planning Services

### *Board Guests*

Pat Daly	Director of Education
Patrick Murphy	Chair of the Board
Marvin Duarte	Vice-Chair of the Board
Courtney Abrahams	Senior Manager, Capital Projects
Josey Guerin	Principal, St. Benedict CES
Christopher Hawken	Principal, Guardian Angels CES
Joe Jurus	Principal, Lumen Christi CES
Aaron Lofts	Superintendent, Business Services
Lisa MacLennan	Vice-Principal, St. Scholastica CES
Blaine McCauley	Vice-Principal, St. Peter CES
Michelle Morrissey	Principal, Our Lady of Victory CES
Donna Owens	Vice-Principal, St. Anthony of Padua CES
Claudia Palucci	Planning and Enrolment Clerk, Planning Services
Jason Shannon	Vice-Principal, Queen of Heaven CES
Andrea Swinden	Manager, Strategic Communications
Viviana Varano	Principal, Our Lady of Fatima CES

### *Parent Representatives*

#### HOLY ROSARY CATHOLIC ELEMENTARY SCHOOL

Alisha Gillen

#### OUR LADY OF VICTORY CATHOLIC ELEMENTARY SCHOOL

Mark Billy

ST. ANTHONY OF PADUA CATHOLIC ELEMENTARY SCHOOL

Paul Kim

ST. PETER CATHOLIC ELEMENTARY SCHOOL

Marc LeBrun

Matthew Salvaterra

GUARDIAN ANGELS CATHOLIC ELEMENTARY SCHOOL

Jennifer Santos

LUMEN CHRISTI CATHOLIC ELEMENTARY SCHOOL

Nikola Blair

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL

John Babos

Tonia Sgro-Madrack

QUEEN OF HEAVEN CATHOLIC ELEMENTARY SCHOOL

Michelle Bitmanis

ST. BENEDICT CATHOLIC ELEMENTARY SCHOOL

Bryan DeSousa

Kylie Dillon

ST. SCHOLASTICA CATHOLIC ELEMENTARY SCHOOL

Rosie Ogang

Tanya Palermo

**OPENING PRAYER**

The meeting opened with a prayer led by Superintendent Naar.

**WELCOME & INTRODUCTIONS**

Superintendent Bakaic welcomed all parent volunteers to the committee, followed by introductions.

The meeting format and agenda were discussed.

**MANDATE & RESPONSIBILITIES OF THE SBRC**

Superintendent Merrick provided an overview of the Advisory Committee and how it is made up.

- **The nature** of the SBRC is advisory and is meant to represent the affected schools of a SBR process. You are the official conduit for information between the committee and the community.

- **The task** of the SBRC is to review potential options and provide objective feedback that represents the interests of all involved parties.
- Once preferred options are identified by the Committee, they are presented to the affected school communities (the public) to gather feedback.
- Feedback gathered from the Public Information Meeting is then reviewed by the SBRC, which informs the preferred accommodation plan to be presented to Trustees.
- Senior Staff will present the preferred accommodation plan to Trustees for consideration and approval.

### CODE OF CONDUCT & EXPECTATIONS OF THE SBRC

- SBRC Members are to work collaboratively with all members to objectively review the accommodation and boundary options, and to provide objective feedback to further refine and enhance options.
- SBRC Members speak on behalf of all students affected by the review, regardless of the affected school, program, or grade.
- Working meetings are to be conducted in a cordial and respectful manner by all participating members of the SBRC.
- SBRC Members are expected to attend the vast majority of Working Meetings and Public Information Meetings
- Board staff will provide information to the SBRC at least 48 hours prior to the meetings whenever possible.
- Board staff will function as a resource to provide the necessary data, information, and expertise related to the School Boundary Review Process to facilitate reaching a preferred solution.

### REACHING CONSENSUS as a TEAM

- **The SBRC is advisory in nature**, and is meant to provide their expertise as a resource to the wider group to review and develop an array of accommodation options.
- When looking to reach a decision on a particular matter of substance to the SBR, the group will lead by reaching group consensus.
- In the event that consensus cannot be reached, or the discussion has reached an impasse, SBRC members (staff included) will be provided an opportunity to vote on how to move forward.

## TENTATIVE SCHEDULE OF THE SBR PROCESS

Superintendent Merrick reviewed the dates for the Advisory SBRC activity and what the format of each meeting will be. The SBRC was asked to review the dates. If the scheduled dates work for the majority of members, meeting invitations will be sent to the committee for the following dates:

SBRC Working Meeting #1	<b>March 18, 2021</b>
SBRC Working Meeting #2	<b>April 8, 2021</b>
SBRC Working Meeting #3	<b>April 29, 2021</b>
Public Meeting #1	<b>June 3, 2021</b>
SBRC Working Meeting #4	<b>June 24, 2021</b>
SBRC Working Meeting #5	<b>July 22, 2021</b>
Public Meeting #2	<b>September 2, 2021</b>
SBRC Working Meeting Final	<b>October 7, 2021</b>
Staff/Action Recommendation to Board (may include delegations)	<b>Nov. to early Dec. 2021</b>
New boundaries implemented	<b>September 1, 2022</b>

## WHAT IS A SCHOOL BOUNDARY REVIEW?

B. Vidovic, Senior Manager of Planning Services provided an overview of a school boundary review and the six criterias.

- A process to create and/or alter school attendance area that define the service areas of a school and/or a program within the jurisdiction of the Board. The process is guided by [Board Policy I-29: School Boundary Review Process](#), and [Board Procedure VI-88: School Boundary Review Process](#).
- Creation of school attendance areas/boundaries are based on a criteria approach.

## SIX CRITERIAS

- Optimizing the use of existing school facilities
- Minimizing the use of portable classrooms whenever possible
- To the extent possible, minimizing school boundary adjustments over the long-term
- Optimize the cost-effective use of school transportation and maximizing walking to school
- Ensure that classroom organizations are sustainably sized to meet Ministry loading requirements and appropriate size to foster an ideal learning environment
- To the extent possible, give due consideration to the concept of a neighbourhood and Catholic School community

## WHY IS A BOUNDARY REVIEW NEEDED?

- Accommodate the expansion of the French Immersion program in the Town of Milton.
- St. Scholastica CES is projected to near site capacity in the 2021-2022 school year. In order to provide for a temporary expansion to four (4) classes in total per municipality a temporary alternate location was created at St. Peter CES for the 2021-2022 school year only.

- All elementary schools in the Town of Milton are projected to exceed building capacity by the 2021-2022 school year.
- Due to accommodation pressures faced in Milton, program expansions may require changes to Regular Track school boundaries and optional program locations/boundaries in order to accommodate an expanded French Immersion program.

## PRESENTATION OF CURRENT BOUNDARIES

D. Gunasekara, Planning Officer, Planning Services, provided an overview of the current Milton accommodation elementary panel. The ten (10) elementary schools were built over time as the community grew. The Town of Milton continues to face accommodation pressure. The School Boundary Review Committee was shown current enrolment trends and how they are projected to impact each Milton elementary school over the long term.

- St. Scholastica CES is projected to be near site capacity in the 2021-2022 school year.
- In order to accommodate a temporary expansion for the Town of Milton, an alternate location was created at St. Peter CES for the 2021-2022 school year.
- Long-term French Immersion program expansions in Milton would be made through a School Boundary Review.

## ICEBREAKER ACTIVITY

Parent representatives were split into three (3) breakout rooms to participate in a short activity to get to know each other and get familiar with some of the virtual tools that may be used to review and discuss options.

## NEXT STEPS:

SBRC Working Meeting #2: Option Review, Development & Refinement

- Overview of Future Development in Milton
- Review & Discuss School Boundary Options
- Working session to add, refine, remove Options for next meeting

SBRC Working Meeting #3: Selection of Preferred Options for Public Meeting #1

- Review shortlisted options
- Select options to present to the public for feedback
- Discussion of upcoming Public Meeting

## QUESTIONS:

No questions were asked.

## NEXT MEETING

Second Advisory School Boundary Review Committee Meeting  
April 8, 2021 at 7:00 p.m. Virtual Teams Meeting

## MEETING ADJOURNED AT 8:05 P.M.