

**Meeting of the Accommodation Review Committee (ARC)  
Minutes of Working Meeting #2  
September 25, 2013  
Administration Office**

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**1. Prayer**

The ARC Chair opened the meeting with a prayer at 5:32 p.m.

**2. Welcome/Review of Contact Information**

Committee Members Present:

Peter Adam	ARC CHAIR/ Superintendent of Education
Mary Lynn Schauer	ARC Secretary/ Superintendent of Business Services
Randy Bissonnette	Principal Representative
Christina Brown	Principal Representative
Sharon Yandernoll	Non-Teaching Representative
Tracy Murray	Parent Representative – St. John Bosco
Bobbie Jean Kuehl	Parent Representative – St. Andrew’s
Tracy Glofcheskie	Parent Representative – George Vanier
Constance Bersan	Parent Representative – St. Mary’s
Judy Hartwig	Parent Representative – St. Casimir’s

Resource Members Present:

Lygia Dallip	Facilitator, Ameresco Asset Sustainability Group (Teleconference)
Ivan Johnson	Manager of Plant Services
Robert White	Manager of the RCJTC
Linda Arsenault	Recording Secretary

Regrets:

Tracey Pecarski	Teacher Representative
Father Mervin Coulas	Community Representative

The ARC Chair welcomed ARC Members, and introduced Mr. Robert White, Manager of the Renfrew County Joint Transportation Committee. Members were asked to review their contact information for accuracy, and to confirm their attendance.

**3. Approval of Agenda**

**MOTION #2.1**

**That the agenda for the ARC Working Meeting #2, September 25, 2013 be approved as presented.**

**Moved by: Tracy Glofcheskie**

**Seconded by: Constance Bersan**

**...Carried**

**4. Approval of Minutes from September 18, 2013 Meeting**

**MOTION #2.2**

**That the minutes for the ARC Working Meeting #1, September 18, 2013 be approved as presented.**

**Moved by: Bobbie-Jean Kuehl**

**Seconded by: Sharon Yandernoll**

**...Carried**

The minutes will now be posted on the ARC website.

**5. Presentation of Transportation Maps for MAD Valley from Robert White (RCJTC)**

Lygia Dallip (Ameresco Asset Sustainability Group) joined the meeting by teleconference.

Mr. White presented a visual overview of transportation maps for students in the large geographical area that constitutes Madawaska Valley. He reviewed and plotted maps of school boundaries and attendance zones for each school under review, then clarified criteria for in-zone and out of zone student populations. It was noted that the information being shared could not be posted to the website as the student data is confidential.

**6. Discuss and Modify Draft SIP's**

The latest draft version of each school SIP was distributed to the Committee, with updated facilities and financial data, and a more consistent format applied to each school.

The ARC Chair explained the rationale behind each SIP question, designed to acquire an overview of each school community. This collection of information will help determine key messages to be presented at the public meetings.

<u>School Information:</u>	Facilities, financial, and transportation data, projected cohort information, averages and operational costs.
<u>Value to Student:</u>	A snapshot of what is happening at the school community today: staffing and classroom components, programming, student achievement.
<u>Value to Community:</u>	Community resources, supports and commitments.
<u>Value to the Board:</u>	Planned improvements to building condition, transportation trends, declining enrolment, staffing models.
<u>Value to the Local Economy:</u>	Partnership opportunities between schools and local businesses.

Lygia Dallip advised that comparison of one school to another is appropriate for the ARC to gain an understanding of each of the schools under review. The Committee acknowledged that a comparison of schools of similar size would be most beneficial.

RENFREW COUNTY CATHOLIC DISTRICT SCHOOL BOARD

It was suggested by parent members that the following be done:

- Formulate a spreadsheet that shows comparative values outlined in the SIP's to view all school data on one sheet.
- Design and distribute a flyer to schools, parents, and the community to make the public aware of upcoming meetings

**7. Existing or future partnerships**

Mary Lynn Schauer, ARC Secretary, outlined the status of the current use of Madawaska Valley schools by community groups, and partnerships with organizations, such as Family and Children's Services. She indicated that most community use of schools in the area are exempt from fees, and there is minimal revenue generated by organizations from use of school space. She explained that partnerships are in place at other schools in Renfrew County where day cares operate as user-pay tenants. She suggested that similar use of Madawaska Valley schools by organizations and businesses could be investigated if the ARC so recommended.

**8. Update of public meetings**

PUBLIC MEETING	DATE	TIME	LOCATION
1	Wednesday, October 16, 2013	7:00 PM	St. John Bosco Catholic School, Barry's Bay
2	Wednesday, November 27, 2013	7:00 PM	George Vanier Catholic School, Combermere
3	Wednesday, December 18, 2013		TO BE DETERMINED
4	Wednesday, January 22, 2013		TO BE DETERMINED

Lygia Dallip stated the four public meetings should not present the same information in different communities, rather outline what has been accomplished to date by the ARC, after having received community input from previous meetings.

**9. Schedule for working meetings**

WORKING MEETING	DATE	TIME	LOCATION
3	Wednesday, October 2, 2013	5:30 PM	Library, St. Casimir's, Round Lake
4	Wednesday, October 30, 2013		TO BE DETERMINED
5	Wednesday, November 6, 2013		TO BE DETERMINED
6	Wednesday, December 4, 2013		TO BE DETERMINED
7	Wednesday, December 11, 2013		TO BE DETERMINED

**10. Resources and information needed for October 2, 2013 Working Meeting**

Existing questions cannot be changed on the SIP; however, new questions may be formulated and added to the SIP to be collectively answered by all schools. If members want to add a question pertaining to home/school/parish relationships, and highlight values to the schools through parent engagement and involvement, sample questions should be submitted for consideration at the next meeting.

**11. Questions**

There are no further questions for discussion.

**12. Other business**

There is no other business at this time.

**MOTION #2.3**

**That the ARC Working Meeting #2 be adjourned**

**Moved by: Tracy Glofcheskie**

**Seconded by: Christina Brown**

**The meeting was adjourned at 7:34 p.m.**