



Date: October 25, 2022
To: Board of Trustees
From: Director of Education
Subject: East Kitchener 7-12 Boundary Review – Response to Trustee Questions

Type of Report: Decision-Making
 Monitoring
 Incidental Information concerning day-to-day operations

Type of Information: Information for Board of Trustees Decision-Making
 Monitoring Information of Board Policy **XX XXX**
 Information only of day-to-day operational matters delegated to the CEO

Origin: (cite Education Act and/or Board Policy or other legislation)

[Administrative Procedures Memorandum APF008 – Pupil Accommodation Review Process](#)

Part A – Boundary Review

Following the public consultation process, staff will submit a final staff report to the Board of Trustees. This report will include an overview of the process and materials considered, the recommended option, and implementation recommendations.

The final staff report will be made available to the public and posted on the board's website.

[2022 Abridged Long Term Accommodation Plan](#)

Board Report – October 17, 2022: East Kitchener 7-12 Boundary Review – Final Staff Report

Policy Statement and/or Education Act/other Legislation citation:

Board Policy IV 010: Facilities/Accommodations *the CEO shall not ...*

2. Fail to conduct accommodation reviews process (i.e. boundary review and school closures) that is not in compliance with current Ministry of Education guidelines and directives."

Alignment to the MYSP:

There is no active MYSP.

Background/Comments:

On April 25, 2022, the Board of Trustees initiated a boundary review involving Canadian Martyrs Catholic Elementary School (CES), Saint John Paul II CES, St. Anne (K) CES, St. Daniel CES, and St. Mary's High School.

On October 17, 2022, the Board of Trustees received the East Kitchener 7-12 Boundary Review Final Staff Report. The attached report addresses the questions received from the Board of Trustees during the October 17th meeting.



Recommendation:

That the attached response report be received for information.

Prepared/Reviewed By:

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*4.2 DIRECTOR Monitoring Reports: Where the Board receives from the CEO a monitoring report that flows from a responsibility delegated to the Director under Board Policy – except where approval is required by the Board on a matter delegated by policy to the Board – the minutes of the Meeting at which the Report is received shall expressly provide that the Board has received and approved of the Report as an action consistent with the authority delegated to the CEO, subject in all instances to what otherwise actually occurred.





1 Appeal Process

Although it is necessary to efficiently use system resources by balancing enrolment between schools, staff recognize that it may be difficult for families to be redirected to another school as a result of boundary changes. As such, it is expected that many families would choose to remain at their current school, if given the option.

[APA003](#) outlines the process for admission of Out of Boundary students. As noted in the procedure, should the parent/guardian of a student wish the student to attend a school that is not their home school, an application may be made at that location. The decision to admit is at the discretion of the receiving principal.

Because Out of Boundary permission is provided based on family circumstances, boundary review recommendations typically do not propose redirecting these students to their home school. Especially since they would not be moving with a group of students as in a case of an entire neighbourhood. However, recommendations would cap enrolment at schools which are part of the review, restricting access to new Out of Boundary applications.

The St. John Boundary Review was unique, as it was the first review that Out of Boundary students were discussed, analysed and specific recommendations address handling Out of Boundary students as an outcome of the review. The Boundary Review Committee (BRC) concluded that it would not be fair to redirect students within the schools' existing boundaries while the out of boundary students remain at the schools included in the review. An appeal process was established through the St. John Boundary Review whereby Out of Boundary students could appeal their redirection to their home school, and each case would be considered:

“That an appeal process, led by board staff, will be offered to families of existing and affected out of boundary students who believe their extenuating circumstances should be considered.”

For further context, there were a total of 115 Out of Boundary students in the schools involved in the St. John Boundary Review. Of those, 56 were at Our Lady of Lourdes CES, 54 were at Holy Rosary CES, 28 were at St. Nicholas CES, and 10 were at St. John CES.

In comparison, there are 99 Out of Boundary students in the schools involved in the East Kitchener 7-12 Boundary Review in the 2021/22 school year. Of those, 42 attend Canadian Martyrs CES, 30 attend St. Daniel CES, 17 attend St. Anne (K) CES, and 10 attend Saint John Paul II CES.

Although the number of affected Out of Boundary students is similar, the BRC did not identify treatment of Out of Boundary students as an issue, nor was it identified by staff to return Out of Boundary students to their designated home school.

An appeal process, led by board staff, can be offered to existing and affected students who believe their extenuating circumstances should be considered. The Out of Boundary recommendation can be modified as follows:

That new Out of Boundary admissions to Canadian Martyrs CES, Saint John Paul II CES, St. Anne(K) CES, and St. Daniel CES be considered by special administrative level committee, prior to the opening of the new St. Patrick CES and East Kitchener 7-12 Catholic School. Admission of Out of Boundary students in unusual and extraordinary circumstances will be considered if:

- *A student's mental, physical, or academic well-being would likely be compromised if they were moved.*
- *Upon the professional consideration of school and board staff, there is a determination that a student's*



unique personal and educational needs are better served at the current school.

- *There are unique health and safety considerations pertaining to the student, that are better served at the current school and which are verified by school and board staff.*

The above special considerations mirror those articulated in parent / guardian communication during the St. John Boundary Review's appeal process.

2 Siblings of Students with Legacy Exceptions

Option 6 proposes to move sub-area C from St. Anne (K) CES to St. Daniel CES and sub-area K from Canadian Martyrs CES to Saint John Paul II CES. St. Daniel CES and Saint John Paul II CES are proposed to become JK to 6 schools in option 6.

As such, grade 5 students within these sub-areas the year prior to the new school opening would be provided legacy exceptions to remain at their current school. Based on the 2021/22 school year, there are four siblings of grade 5 students in sub-areas C and K. Please note that the number of siblings the year of implementation may differ.

Option 6 also proposes to move sub-areas D, S, and Y from St. Anne (K) CES, St. Daniel CES, and Saint John Paul II CES to the new St. Patrick CES. St. Patrick CES is proposed to have a grade configuration of JK to 8.

As such, grade 7 students within these sub-areas the year prior to the new school opening would be provided legacy exceptions to attend the East Kitchener 7-12 school for grade 8 onwards. Based on the 2021/22 school year, there is one sibling of grade 7 students in these sub-areas who is in grade 6. Please note that the number of siblings the year of implementation may differ.

As mentioned in the Final Staff Report, moving younger siblings at the same time as the rest of the sub-area can provide a smoother transition and opportunity to foster relationships in the new school sooner. Therefore, staff continue to recommend that siblings are not included in the legacy exceptions.

3 Transition Planning

The current recommendation states that a "Transition Planning Committee be formed in the year prior to the opening of the new St. Patrick CES and East Kitchener 7-12 Catholic School to support all students whose school direction will be affected as a result of the East Kitchener 7-12 Boundary Review."

The [Transition Planning Framework](#) states that transitions from one school to another are most successful when everyone (administrators, parents, staff, **students**, etc.) [emphasis added] has a clear vision and is working together to achieve the desired end goal. Although the framework is not meant to be prescriptive, it does recognize the benefit of including student voice as a part of the process.

Staff propose to amend the recommendation to respond to comments from Trustees as follows:

"That a Transition Planning Committee, which includes students, be formed in the year prior to the opening of the new St. Patrick CES and East Kitchener 7-12 Catholic School to support all students whose school direction will be affected as a result of the East Kitchener 7-12 Boundary Review and to solicit input from staff who support equity initiatives, as required."

