



# CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

Box 2222, 2755 Highway 43 - Kemptville, Ontario - K0G 1J0  
Phone: 613-258-7757 Toll-Free: 1-800-443-4562 Fax: 613-258-7134  
www.cdsbeo.on.ca



## MINUTES OF THE 2<sup>ND</sup> COMMUNITY PLANNING AND PARTNERSHIP MEETING HELD ON THURSDAY, JUNE 15, 2017 KEMPTVILLE BOARD OFFICE

### A. OPENING

Meeting was called to order at 1:00 p.m.

### B. ATTENDEES

#### B.1 Community Representation

Amy Martin - North Stormont  
Anna Hudson – YMCA of Brockville and Area  
Betty de Haan - South Stormont  
Brent Laton - CDSBEO Trustee  
Christine Leroux - City of Cornwall  
Cliff Woods - Big Brothers-Big Sisters  
Diane Smithson – Mississippi Mills  
Dr. Paul Roumeliotis – Eastern Ontario Health Unit  
Emily Cassell - CROW  
Jim Bancroft - South Stormont  
Joanna Bowes - Town of Carleton Place  
Joanne Haley – South Glengarry  
Julie Jordan - MTJB Childcare Centre  
Karen Kane – Mississippi Mills Daycare  
Kathleen Cole - Family and Children Services – Lanark, Leeds and Grenville  
Kelly Cole - Girls Inc.  
Kristine Greaves - City of Cornwall  
Lindsay Kiervin - Girls Inc.  
Mary Seguin – Where Children Grow and Young Achievers  
Meaghan Meerburg – Township of North Dundas  
Pat Sayeau - Township of Edwardsburgh/Cardinal  
Phil Dawes – UCDSB  
Ruth Shay - MTJB Childcare Centre  
Sarah Crawford - UCDSB



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Shallon Bond – Where Children Grow and Young Achievers  
Shelbi Deacon - Township of Edwardsburgh/Cardinal  
Timothy Simpson - Stormont Dundas Glengarry

## B.2 Board Administration

John Cameron, Associate Director  
Bonnie Norton, Superintendent of Business  
Tom Jordan, Superintendent of School Effectiveness  
Natalie Cameron, Superintendent of School Effectiveness

## B.3 Recorder

Amy Jordan, Assistant to the Superintendent of Business/CUS Administrator

## C. INTRODUCTIONS

Director Gartland welcomed the meeting participants, introduced Board staff and thanked all present for attending.

## D. Key Purpose of Meeting

Superintendent Norton highlighted the key purpose of the meeting as follows:

1. Share information with municipalities/other interested parties regarding CDSBEO school facilities that have available partnership space in accordance with the Board's Community Planning and Partnership Policy C6
2. Review Long-term Enrolment/Utilization projections
3. Allow municipalities/other interested parties to share pertinent planning information with the CDSBEO

## E. Ministry of Education Initiatives

Superintendent Norton identified the initiatives that have been implemented by the Ministry as part of their School Board Efficiencies and Modernization (SBEM) strategy.



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## F. Community Planning and Partnership Policy C6

It is the policy of the CDSBEO to reach out to community organizations to share planning information on a regular basis and to work with community partners in order to share facilities to the benefit of the Board, students, and the community, and to optimize the use of public assets owned by the Board.

## G. Application Process

A partnership project application form must be submitted to the Board for consideration. The application form must include, at a minimum the following information:

- Name of the partner/proposed partner
- Contact information
- Available space of interest
- A description of the services to be provided
- A description of how the service supports the Board's mandate
- A complete financial breakdown for the project's development and ongoing operation
- A concise description of space needs, including size of the space, number of rooms, washrooms, parking renovations and capital changes, zoning amendments, hours of operation, and number of users/clients/occupants
- Any other information or details required by the Board
- All costs of developing the application are entirely at the expense of the proposed partner

## H. CDSBEO Enrolment History/Utilization

The following CDSBEO enrolment history and capacity utilization was provided:

- 10 year elementary enrolment FTE 2007-08 to 2016-17
- 10 year secondary enrolment FTE 2007-08 to 2016-17
- 10 year total enrolment FTE vs OTG capacity 2007-08 to 2016-17
- 19 year historical and current total enrolment FTE vs OTG capacity
- Smiths Falls consolidation and Cornwall ARC consolidations/closures

## I. Long-term Enrolment Projects/Utilization

The following information on long term enrolment projects/utilization was provided:

- Elementary long-term enrolment projections vs OTG capacity



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- Secondary long-term enrolment projections vs OTG capacity
- Long-term total enrolment FTE vs. OTG capacity
- Summary of enrolment FTE and surplus permanent space
- Elementary capacity utilization – October 31, 2016
- Secondary capacity utilization – October 31, 2016
- Summary of capacity utilization groupings 2016-17

## J. Facilities that Qualify for Partnership Opportunities

Based on the report approved by the Board of Trustees on May 16, 2017 the following schools met the criteria for a potential partnership:

- St. Finnan's, Alexandria (47.6% utilization)
- St. Francis Xavier, Brockville (49.0% utilization)

## K. Questions/Information to Share

Q. Do you have existing partnerships with daycare centres?

A. The Board does have existing partnerships with daycare centres that operate before and after school programs and full time daycare programs.

Q. The school in Brockville, where there is a partnership opportunity, is it available now?

A. The school is available now. An application form may be submitted if there is interest.

Q. What is the timeframe from the time the application is submitted to receiving a response from the board?

A. We would act on the application as quickly as possible. The exact timeframe I cannot provide.

Q. How do you demonstrate consistency with values of the gospel of the Catholic Church?

A. The Board would require that organizations respect the values of the gospel. The Board's faith is at the forefront of everything we do. It is infused in the curriculum as a school system.



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Q. Has cost been determined?

A. I encourage anyone that may be interested in space to contact me. Some preliminary cost benchmarks have been completed.

Q. Is use of the space exclusive to during school hours only?

A. Specifically the guideline does indicate that you do have to operate during school hours; however, we do allow operating past school hours.

Q. The disposition of the elementary school in Smiths Falls; how do you determine who is a preferred agency.

A. Ontario Regulation 444/98 – Disposition of Real Surplus Property dictates who is on the preferred agency list.

Q. What is the process once a school has been declared surplus and you have identified closing dates?

A. Once recommendations have been brought to the board of trustees, and approved, then those buildings are declared surplus at a certain date. The Board then follows regulation 444/98 and the building is then offered to preferred agencies. The preferred agencies then have 90 days to express interest. If there is no expression of interest then the Board seeks approval from the Ministry of Education to post the property on the open market to the general public. If an Expression of Interest is received then the preferred agency has up to another 90 days to present an offer to the Board.

Q. What is the name of the regulation.

A. Ontario regulation 444/98.

Meeting adjourned: 1:50 p.m.