



Oxford North Elementary Panel Attendance Area Review

September 19, 2023

Subject: Formation of the Oxford North Attendance Area Review Committee

Dear Parents and Guardians,

The Board of Trustees approved the commencement of an Elementary Panel Attendance Area Review in Oxford North. Thames Valley District School Board (TVDSB) identified the following Elementary schools for review:

1. Zorra Highland Park PS
2. Hickson Central PS
3. Innerkip Central PS
4. Blenheim District PS
5. Central PS
6. Northdale PS
7. Eastdale PS

The purpose of the Oxford North Elementary Panel Attendance Area Review (AAR) is to:

- Balance enrolment
- Relieve enrolment pressure in specific areas of Oxford, and
- Create an attendance areas for a new school.

TVDSB invites parents and Guardians to participate in the public consultation process by becoming an Attendance Area Review Committee (AARC) member to represent their school. Committee members share information with, and gather feedback from, their school communities.

The AARC membership includes the following from each school:

- Two (2) parent/Guardians representatives of a student currently in the Kindergarten Program (Year 1 and 2)
- Two (2) parent/Guardians representatives of a student currently in the Primary Division (Grade 1-3)
- Two (2) parent/Guardians representatives of a student currently in the Junior Division (Grade 4-6)
- Two (2) parent/Guardians representatives of a student currently in the Intermediate Division (Grade 7-8)
- One (1) parent and/or Guardians of a self-identified First Nations, Métis, or Inuit (FNMI) student, where the school has 20 or more self-identified FNMI students
- One (1) parent and/or Guardians of a student residing in a Holding Zone, where the school has 20 or more students from that Holding Zone
- The Home & School Association Chair or their designate, **if applicable**
- The School Council Chair or their designate

In identifying parent and/or Guardians committee representatives, intentional consideration will be given to equitable representation of diverse identities and lived experiences as represented in the school (e.g., creed, race, ethnicity, language, family structure, socio-economic structure, gender identity, etc.).

No TVDSB employee (occasional, part-time, or full-time) or Trustee may be a member of the committee, in accordance with the Attendance Area Review procedure.



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If the number of people interested in becoming AARC members exceeds the number of available spaces, the Principal will determine the identity of members by random selection, without compromising the equitable representation as outlined above. If fewer people are interested, the committee will be smaller.

Official documents about this Attendance Area Review may be found at <http://www.tvdsb.ca/ONAAR>.

AARC Members have several responsibilities, including but not limited to:

- Receiving information from the TVDSB Administration at the AARC meeting
- Hosting at least one in-person and virtual school AARC Subcommittee meeting with their school community to obtain feedback regarding the initial AAR report
- Requesting additional information from TVDSB Administration for questions and/or feedback received during School AARC Subcommittee(s) meetings
- Preparing and submitting a written report to TVDSB Administration regarding the school community's input received at respective School AARC Subcommittee meeting(s)

All AARC and school AARC Subcommittee meetings will be held in person and virtually. The Principal will support school meetings. They are a neutral member of the Board and cannot share opinions.

You will assist the School AARC Subcommittee and your community with public information but as an individual, you must not share your opinion. Parents and Guardians wishing to express their interest in becoming an AARC member are asked to please determine their availability by reviewing the following important dates:

Step	Date(s)
Submit Expression of Interest Forms to Principal	Deadline: End of Day on October 3, 2023
Attendance Area Review Committee Meeting (virtual)	October 23, 2023 6:00 - 8:00 pm
School AARC Subcommittees request additional information from TVDSB Administration	December 11, 2023 (within 35 business days of AARC Meeting)
School-level AARC Subcommittee meetings	On or before January 11, 2023 (typically within 45 business days of AARC Meeting but has been extended into the new year due to winter break)
AARC School Community Input Reports	Due on or before January 25, 2023: (typically within 55 business days but has been extended into the new year due to winter break)

TVDSB Administration will prepare a final AAR report following the review, informed by school community feedback. The Board of Trustees is expected to make a decision regarding the attendance area review in **March 2024**. Any resulting attendance area changes would be implemented upon the opening of the new Woodstock elementary school.

Parents and Guardians who wish to participate on the Attendance Area Review Committee must express their interest by completing the attached nomination form and submitting it to the Principal of their respective school(s) no later than **end of day on Tuesday, October 3, 2023.**

Thank you for your interest and continued support.



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EXPRESSION OF INTEREST FORM

In accordance with Section 5 of the Attendance Area Review procedure, the establishment of an Attendance Area Review Committee (AARC) is required. The membership of the committee is outlined below. AARC members represent their school community at the AARC meeting, obtain feedback regarding the boundary changes under consideration by holding a school-level meeting(s), and prepare a school community report with input regarding the potential changes. AARC Members must be available to attend the virtual AARC Meeting on Monday, October 23, 2023, 6:00-8:00 pm. The meeting will be live-streamed, and notices will be shared with school communities.

In selecting AARC members, intentional consideration will be given to the equitable representation of diverse identities and lived experiences as represented in the school (e.g., creed, race, ethnicity, language, family structure, socio-economic structure, gender identity, etc.).

No occasional, part-time, or full-time TVDSB employee or Trustee may be a member of the committee.

If the number of people interested in becoming members exceeds the number of available spaces, the Principal will determine the identity of the members by a random selection process, without compromising the equitable representation as outlined above. If fewer people are interested, the committee will be formed with a smaller number of individuals.

If you are interested in expressing an interest, please check the appropriate box below (only one please) and fill out your contact information. The AARC requires the following positions to represent each elementary school involved in the Attendance Area Review:

- ☐ Two (2) parent/Guardian representatives of a student currently in the Kindergarten Program (Year 1 and 2)
- ☐ Two (2) parent/Guardian representatives of a student currently in the Primary Division (Grade 1-3)
- ☐ Two (2) parent/Guardian representatives of a student currently in the Junior Division (Grade 4-6)
- ☐ Two (2) parent/Guardian representatives of a student currently in the Intermediate Division (Grade 7-8)
- ☐ One (1) parent and/or Guardian of a self-identified First Nations, Métis, or Inuit (FNMI) student, where the school has 20 or more self-identified FNMI students
- ☐ One (1) parent and/or Guardian of a student residing in a Holding Zone, where the school has 20 or more students from that Holding Zone
- ☐ The Home & School Association Chair or their designate, **if applicable.** ☐ The School Council Chair or their designate

Name: _____

Email: _____

Daytime Phone: _____

School: _____

Parent/Guardian of: _____

Parents and Guardians interested in participating on an Attendance Area Review Committee must complete and submit this nomination form to the Principal no later than end of the day on **Tuesday, October 3rd, 2023**.

Thames Valley District School Board - Organizational Support Services, Facility Services
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