

## community engagement plan

## West Springs and Wildwood Schools

**Issue** Both West Springs School and Wildwood School are reaching capacity and will require overflow school locations for 2014. There is an opportunity to consult these school communities as administration looks to finding solutions in this quadrant of the city.

**Level of public participation** Consult

**Goal** To consult you throughout the process to and obtain your feedback on the accommodation project and alternatives and/or decisions.

**Promise to the Public** We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision(s).

**CBE Alignment**

- Results 1: Mega Result
- Three-Year Education Plan 2012-2015
- Operational Expectations 3: Treatment of Owners
- Operational Expectations 9: Communicating With the Public
- Operational Expectations 12: Facilities

**Parameters**

- Balance among equity, access, excellence and choice
- Minimum disruption for students
- Learning continuum
- Attending school as close to a student's residence as possible
- Keep youngest students closest to home
- Efficient use of space and resources
- Utilization factors at both the system and school level

**Decision making**

- Any decisions regarding attendance area changes will be made by the Area Director, the Director of Planning & Transportation in consultation with superintendents.
- Any decisions regarding consideration of closure of programs and/or schools will be made by the Board of Trustees upon a recommendation from the Area Director and, the Director of Planning & Transportation in consultation with superintendents.
- Any decisions regarding the implementation of student accommodation plans resulting from attendance area changes or closures of programs and/or schools will be made by the Area Director and the Director of Planning & Transportation in

**Community engagement process**

consultation with superintendents.

Stakeholder Identification:

- Parents of students attending identified schools
- Community members
- Students attending identified schools
- Staff at identified schools

- |   |   |                   |
|---|---|-------------------|
| 1 | Start up meeting<br>Meet with principals and Area Director(s):  | May 2013          |
|   | <ul style="list-style-type: none"> <li>▪ To present information regarding the issues and the accommodation proposal</li> <li>▪ To formulate the community engagement plan</li> </ul> <p>Members to include: Principals, Area Director and members of the department of Planning, Transportation and Environmental Services.</p>   |                   |
| 2 | Second Principal meeting<br>Meet with principals and Area Director(s):  | Fall 2013         |
|   | <ul style="list-style-type: none"> <li>▪ To present updated information regarding the issues and the accommodation proposal</li> <li>▪ To review the community engagement plan</li> </ul> <p>Members to include: Principals, Area Director and members of the department of Planning, Transportation and Environmental Services.</p>  |                   |
| 3 | Start up parent representative meeting<br>Meet with principals and parents  | November 14, 2013 |
|   | <ul style="list-style-type: none"> <li>▪ To develop an understanding of the issues</li> <li>▪ To present the community engagement plan</li> <li>▪ Develop scenarios help structure the Thoughtstream engagement</li> <li>▪ To provide information to participants to take back their communities/schools</li> </ul> <p>Members to include: Parents representatives from each school and each community that the school serves, community representatives if appropriate, principals, Area Director, members of the department of Planning, Transportation and Environmental Services.</p> |                   |
| 4 | Thoughtstream online engagement process   | Nov-Dec 2013      |
| 5 | Open House Postponed  | January 2014      |
| 6 | Parent representative meeting (focus group).....  | January 27, 2014  |
|   | <ul style="list-style-type: none"> <li>▪ To review Thoughtstream feedback</li> <li>▪ Review scenarios to be available for the open house.</li> </ul>  |                   |
| 7 | Open House  | February 6, 2014  |
|   | <ul style="list-style-type: none"> <li>▪ Invite all parents and community members to come and see the results of the Thoughtstream and recommendations resulting from the feedback</li> <li>▪ Provide feedback back on transitions and implementation</li> </ul>  |                   |
| 8 | Communicate Decision  | March 4, 2014     |

**Community engagement  
process – internal  
stakeholders**

Director of Planning, Transportation and Environmental Services support for Area Director and principals may include:

- Providing assistance or support in engaging all school staff
- Providing assistance or support in gathering staff feedback



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- 4 | Thoughtstream online engagement process Nov-Dec 2013
- 5 | Open House January 2014  
Invite all parents and community members to come and see the results of the Thoughtstream and recommendations resulting from the feedback
  - Provide feedback back on transitions and implementation
- 6 | Communicate Recommendation(s) As soon as possible 2014

**Community engagement process – internal stakeholders**

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