CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

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Appendix F – Ministerial Review of the School Board Pupil Accommodation Review Process

A ministerial review of a school board's accommodation review process may be sought if the following conditions are met.

An individual or individuals must:

- Submit a copy of the Board's accommodation review policy highlighting how the accommodation review process was not compliant with the school board's accommodation review policy

- Demonstrate the support of a portion of the school community through the completion of a petition signed by a number of supporters equal to at least 30% of the affected school's student headcount (i.e. if the headcount is 150, then 45 signatures would be required). Parents/guardians of students and/or other individuals who participated in the accommodation review process are eligible to sign the petition (Information contained in the petition is subject to the *Freedom of Information and Protection of Privacy Act, 1990*.);

- The petition should clearly provide a space for individuals to print and sign their name, address (street name and postal code), and to indicate whether they are a parent/guardian of a student attending the school subject to the accommodation review, or an individual who has participated in the review process.

- Submit the petition and justification to the school board and the Minister of Education within 30
days of the Board's closure decision.

The school board would be required to:

- Confirm to the Minister of Education that the names on the petition are parents/guardians of students enrolled at the affected school and/or individuals who participated in the review process;

- Prepare a response to the individual's or individuals' submission regarding the process and forward the Board's response to the Minister of Education within 30 days of receiving the petition.

If the conditions set out above have been met, the Minister would be required to:

- Undertake a review by appointing a facilitator to determine whether the school board accommodation review process was undertaken in a manner consistent with the board's accommodation review policy within 30 days of receiving the school board's response.