

Program Area Review Fact Sheet



Toronto District School Board





1 What is a Program Area Review?

A Program Area Review is a process that the Toronto District School Board (TDSB) follows when considering:

- Changes to the grade configuration of a school (excluding changes to grade configurations of French Immersion or Extended French programs and programs for students with special needs). An example of a grade reconfiguration would be changing the grades offered at a school from Junior Kindergarten to Grade 6 to Junior Kindergarten to Grade 8.
- The establishment of new schools or specialized programs.
- Changes to an attendance boundary.

To learn more about the Program Area Review process, please read:

- **TDSB's Accommodation and Program Review Policy P068:**
<http://www.tdsb.on.ca/AboutUs/Detail.aspx?docId=1731>
- **TDSB's Program Area Review Procedure PR715:**
<http://www.tdsb.on.ca/AboutUs/Detail.aspx?docId=2014>

2 What is a Program Area Review Team?

A Program Area Review Team (PART) is a group formed to conduct a Program Area Review. This team includes Planning, Teaching and Learning staff, the local trustee(s), superintendent(s), principal(s) and the chair of each school affected by the review. A PART uses the information gathered during the Local Feasibility process (a staff process that identifies an issue and develops initial options), communicates with the local community and staff and analyzes different options and their potential implications.



3 What are the main steps of the review process?

- The review is included in the Long-Term Program and Accommodation Strategy or identified as a new issue during the year.
- The TDSB notifies the school community about the start of the review.
- The superintendent of education forms a Program Area Review Team (PART).
- The PART meets to discuss different options.
- The TDSB invites the school community to at least one public meeting.
- The PART develops its recommendations.
- TDSB staff reviews the PART's recommendations and writes a report with its own recommendations, which may or may not be the same as those developed by the PART. (The PART report is attached to the staff report.)
- Staff presents its report to the Board of Trustees for approval.
- The Board makes decisions regarding staff's recommendations.
- The TDSB implements the decisions made by the Board.

4 How can parents/guardians get involved during a review?

Parents/guardians can get involved by attending public meetings. The meeting dates are set well in advance and shared with the school community.

They can also share their thoughts during the Board's Planning and Priorities Committee meeting through the delegation process.

To learn more, please visit:

<http://www.tdsb.on.ca/Leadership/Boardroom/Delegations.aspx>.



5 Where can parents/guardians find more information about a specific review?

TDSB staff shares information about reviews at the public meetings. Detailed information about a specific review is also available on the TDSB website: <http://www.tdsb.on.ca/accommodationreviews>.

6 What happens afterwards?

Parents/guardians will receive a letter informing them about any changes and timing.

7 Who can parents/guardians contact if they have questions about the review process?

Parents/guardians can contact the school principal, superintendent of education or TDSB Planning staff involved in the review at 416-394-7526. They can also visit: <http://www.tdsb.on.ca/accommodationreviews>.

8 Who can parents/guardians contact if they have questions about their child?

Parents/guardians can contact the school principal or superintendent of education. To learn more, please visit: www.tdsb.on.ca/contactus/stepstoaddressquestionsconcerns.

