



PARENT REPRESENTATIVE *Job Description*

The Waterloo Catholic District School Board (WCDSB) must establish a boundary for the new Huron Brigadoon school in advance of its opening. Through a boundary review, WCDSB is proposing to redirect students from Blessed Sacrament, John Sweeney, Our Lady of Grace, and St. Kateri Tekakwitha to the new school, effective September 2022 (anticipated opening of new school).

At its January 25, 2021 meeting, the WCDSB Board of Trustees approved the formation of a Boundary Review Committee (BRC) to undertake the Huron Brigadoon Boundary Review. As such, the WCDSB is seeking parent representatives from each of the four schools to be members of the BRC.

The Boundary Review Committee (BRC) is responsible for:

- Acting as the official conduit of unified information shared between the school board and the school communities (individual members are not allowed to distribute their own communication without approval of the committee/and or Board staff).
- Approving the minutes of each BRC meeting; reviewing information prepared by staff, seeking clarification, and providing comments.
- Suggesting additional boundary options with supporting rationale and evaluating accommodation options for consistency with the Education and Accommodation objectives.
- Considering the needs of the entire school system and all of its students and resist advocating for any particular school or neighbourhood.

Please note that WCDSB staff will be responsible for developing the final recommendations (including recommended boundary options).

The parent representative will:

- Provide the committee with insight into the school community.
- Provide the committee with a parent's perspective. This may include bringing forward the opinions of other parents in the school community to the committee.
- Review all materials provided through the review and adequately prepare for committee meetings.
- Maintain regular attendance at all committee meeting, and attend public consultation sessions.
- Share BRC information and updates, including meeting information, with school council and the school community.

The parent representative is **not** expected to:

- Advocate for a particular school or neighbourhood.
- Answer specific questions or concerns of parents in the school community.

