



Attendance Area Review Committee Meeting Minutes

East Oxford Elementary Panel AAR

Meeting Details

School Name: Emily Stowe Public School

Date: April 21, 2026

Time: 5:00pm-5:40pm

Location: Teams Meeting and ESPS Makers Space

Subcommittee Members and Affiliation:

- Kristina Shanks- Principal
- Lisa Budzianowski- Council and H/S Chair
- Dan Erkelens- parent
- Amber Ritchat- parent
- Abby Crombez- parent
- Mel Beck- parent
- Megan Horton- parent
- Kate Hamilton- parent
- Lynne DePlancke- school council representative

Number of Attendees: 10

Number of Participants in Discussion: 10

Minutes

Agenda Items	
1.	Call to Order and Introductions (Designation of Chair and Secretary) • Chair- Dan Erkelens • Secretary- Lisa Budzianowski
2.	Overview of Attendance Area Review Committee Meeting and Initial Attendance Area Review Report • East Oxford is considered overcapacity by the board • Option 1 is 68 students moved to ESPS



	• Option 2 is 101 students moved to CPS • Will put ESPS over capacity
3. Q&A	
	• Discussion amongst committee members regarding our questions and concerns with Option 1 (moving students to ESPS)
4. Feedback Regarding Options	
	• Concerns regarding transportation- has the parking and bus space been assessed? • Will additional admin allocations be granted to ESPS with the additional students? • How will the board ensure that all students are given adequate opportunities for use of common areas such as gym, library, makers space and music room? There is no benefit to the ESPS community and could be a disadvantage to these students. • What will be the impact on the students from East Oxford, moving to a school 3 times the size of their current school? • Growth projections from the Township of Norwich are changing and Oxford County is in the process completing a Consideration of Secondary Planning for the Village of Norwich (see attached report)
5. Additional Information Requirements	
	• We are requesting a copy of the raw data utilized for future enrollment projections as we've noted that the Emily Stowe enrollment projections have been consistently low across multiple accommodation plans (2021/2022 and 2023/2024), whereby actual enrollment numbers have ranged from 4-12% higher than previously assumed. Mirroring these increases across the provided numbers in the initial report, this could put Emily Stowe enrollment at anywhere between 112% (4% of 108) – 124% (12% of 111) from 2027 to 2032. • Will there be a review of the increased transportation costs due to the additional bussing requirements? Could you please provide those costs. • Will additional resources be allocated to Emily Stowe if we get an increased student population? ○ Will there be additional vice principal house allocated? ○ Will there be additional resource staff? ○ If a specific threshold needs to be met before these resources are allocated, what is that threshold? • Please see attached report titled <i>Consideration of Secondary Planning for the Village of Norwich</i>. The Village of Norwich is forecasted to be growing faster than predicted and it is expected to add 1800 households over the next 30 years. Was this report and expected growth taken into



	consideration during the planning stage of relocating students to Emily Stowe? • Will the parking plan, focused on drop off and pick up be assessed if additional students are added to the school? There is already an identified issue with the lack of parking and space available and a number of safety concerns have already been brought forward.
6.	Need for Future School-level Meetings
	• The school will met once we have received additional information from the Board re: our questions.