

September 24, 2024

Re: Welcome to the Boundary Review Committee – Important Dates and Information

Dear Parent / Guardian,

Thank you for volunteering to serve on the **Boundary Review Committee (BRC)** for the [South Milton/Milton SE 13 PS Boundary Review](#). Your participation is crucial as we work to assess and adjust school boundaries to meet the needs of our growing community. We are grateful for your time, commitment, and willingness to represent the interests of fellow parents and students in this important process.

Meeting Schedule

We are pleased to inform you that the first meeting of the BRC is scheduled for **September 25, 2024**. This meeting will be held virtually, with joining details to be shared closer to the date. All meetings will begin at 7:00 PM.

Additionally, please save the dates for the following meetings: Additionally, please mark your calendars for the following meetings:

- **October 3, 2024** – In-person meeting
- **October 8, 2024** – Virtual meeting
- **October 17, 2024** – Virtual meeting
- **October 23, 2024** – Virtual Public Information Meeting (PIM)
- **November 12, 2024** – In-person meeting

The Public Information Meeting on October 23 will provide an opportunity for the broader community to engage with the review process and share feedback.

Parent Volunteer Responsibilities

As a member of the Boundary Review Committee, your responsibilities include:

- **Active Participation:** Attend scheduled meetings and review materials in advance to ensure informed discussions.

- **Representing Parent Voices:** Share feedback and concerns from the parent community, ensuring diverse perspectives are considered in the boundary review.
- **Respectful Collaboration:** Work collaboratively with other committee members, HDSB staff, and stakeholders to analyze options and provide recommendations.
- **Confidentiality:** Some information shared within the committee may be sensitive. Please maintain confidentiality until it is appropriate to share updates publicly.

For more detailed information, we encourage you to review the [Responsibilities of Parent Representation on a Boundary Review Committee](#) document.

Administrative Procedure

The [Halton District School Board's Administrative Procedure](#) will be followed to help guide the boundary review process. This procedure outlines the framework, expectations, and decision-making process for reviewing and adjusting school boundaries by the Halton District School Board.

We look forward to working together to ensure that the outcome of this review serves the best interests of our students and families.

If you have any questions or concerns prior to the first meeting, please do not hesitate to contact us.

Thank you again for your time and dedication.

Sincerely,

Halton District School Board

