



October 9, 2018

St. Matthias  
101 Van Horne Avenue  
Willowdale, ON, M2J 2S8

Attention: Laurienne Graham, Principal

**Re: St. Matthias Catholic School**  
**Status of the Capital Project for September 2018**

Capital Development is beginning to work on the development of a new school at the site of St. Matthias Catholic School. The status of the project is as follows:

- Funding from the Ministry of Education for a new 525 pupil school with five child care rooms was approved on May 13, 2018;
- Board staff are in the process of completing the Ministry of Education required Space Plan Template (SPT), which specifies the space use for the new school according to the Ministry benchmarks;
- Concurrently staff are issuing a Request for Proposal (RFP) this week to prequalified architects, for selection of a team of consultants to provide full architectural services for the new school and child care;
- A recommendation for the architect shall go to Board in November for approval, followed by a start-up meeting at the school in December. Ministry approval of the SPT is required in order to appoint an architect;
- Once an architect has been chosen, a Local Design Committee, comprising the school principal, parent and teacher representatives, the area superintendent, trustee and pastor will be formed to work with the architect, Facilities and Early Years staff. The school design process includes parent and school community meetings where there will be ample opportunity to discuss the proposals, provide ideas, input and feedback as the design is being developed.

**Please share this information with your school community.** For updated information on the project please advise parents to check the Board website at:

<https://www.tcdsb.org/schools/stmatthias/new-construction/Pages/Default.aspx>

Yours truly,

**Milka Zlomislic, *B.E.S., B.Arch, OAA, LEED AP***  
(Acting) Senior Coordinator of Capital Development

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