



# Advisory Committee Orientation Session

Wednesday January 13, 2016

HWDSB

Education Centre



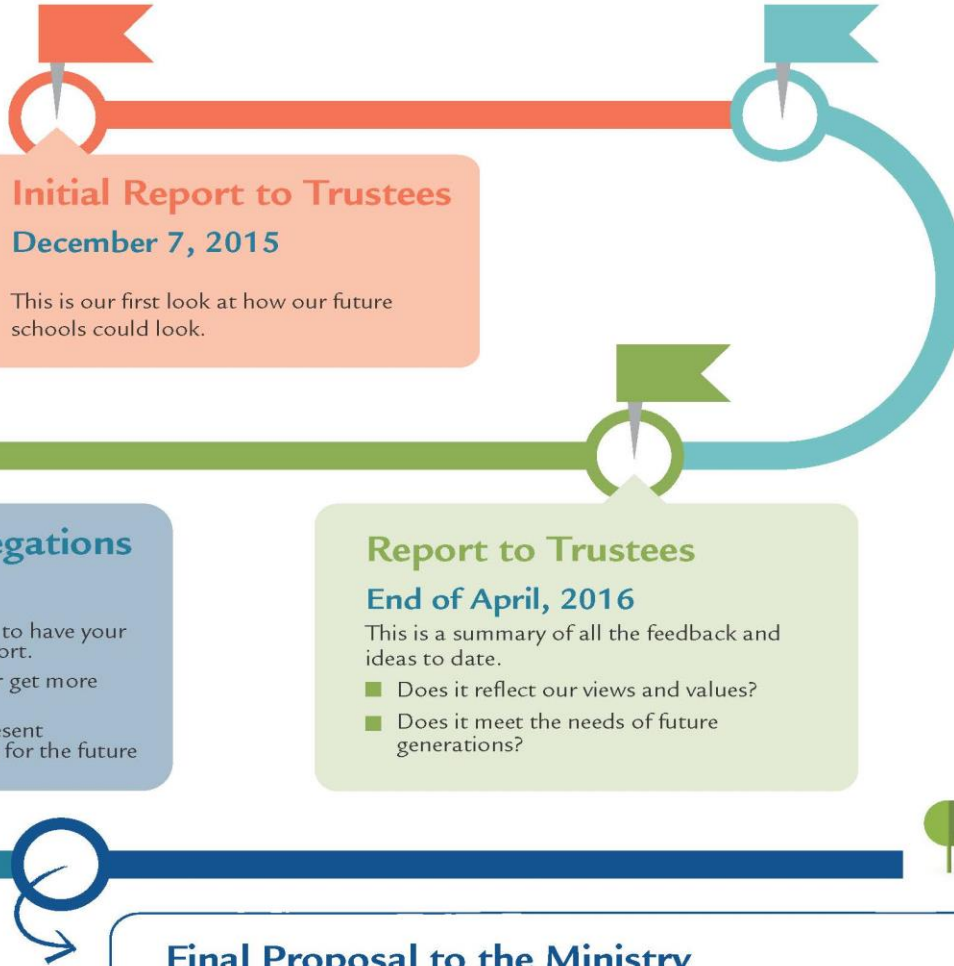
# Welcome and Introductions



ACCOMMODATION  
REVIEW

**HWDSB**

# Accommodation Review Timeline



## Initial Report to Trustees

**December 7, 2015**

This is our first look at how our future schools could look.

## Public Delegations

**May 2016**

This is your chance to have your final say on the report.

- Ask questions or get more information
- You can also present additional ideas for the future

## Report to Trustees

**End of April, 2016**

This is a summary of all the feedback and ideas to date.

- Does it reflect our views and values?
- Does it meet the needs of future generations?

## Advisory Committee & Public Meetings

**January to April, 2016**

Here's where we roll up our sleeves and ask the challenging questions.

- What do I want my school community to look like?
- Where can we maximize partnerships?
- How can we renew our facilities?
- Where can we revitalize programming?



## Final Proposal to the Ministry

**End of May/June 2016**

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# Overview of Information Session

- Status of HWDSB school facilities
- Purpose of Accommodation Review
- Overview of Accommodation Review Policy



# Status of HWDSB School Facilities

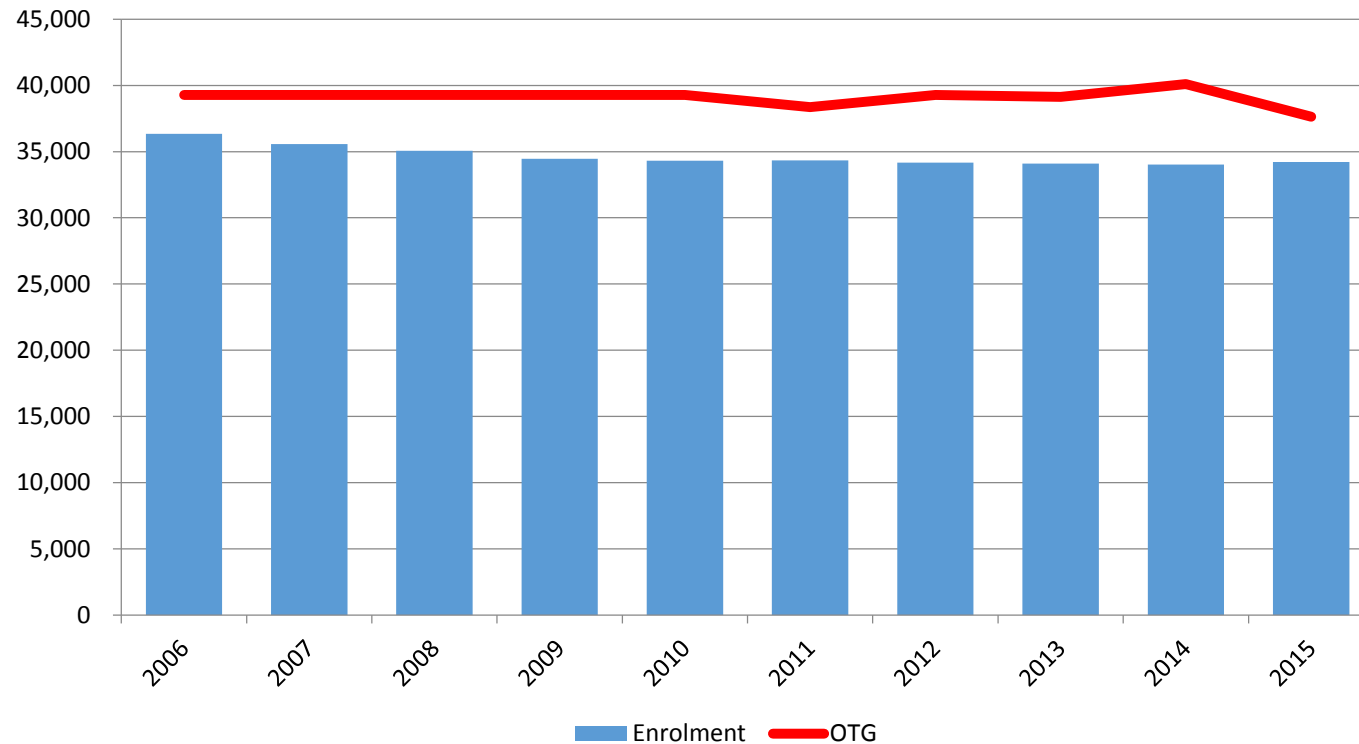
HWDSB currently operates and maintains:

- 88 elementary schools, for approximately 34,200 students
- 15 secondary schools, for approximately 15,200 students



# Status of HWDSB School Facilities

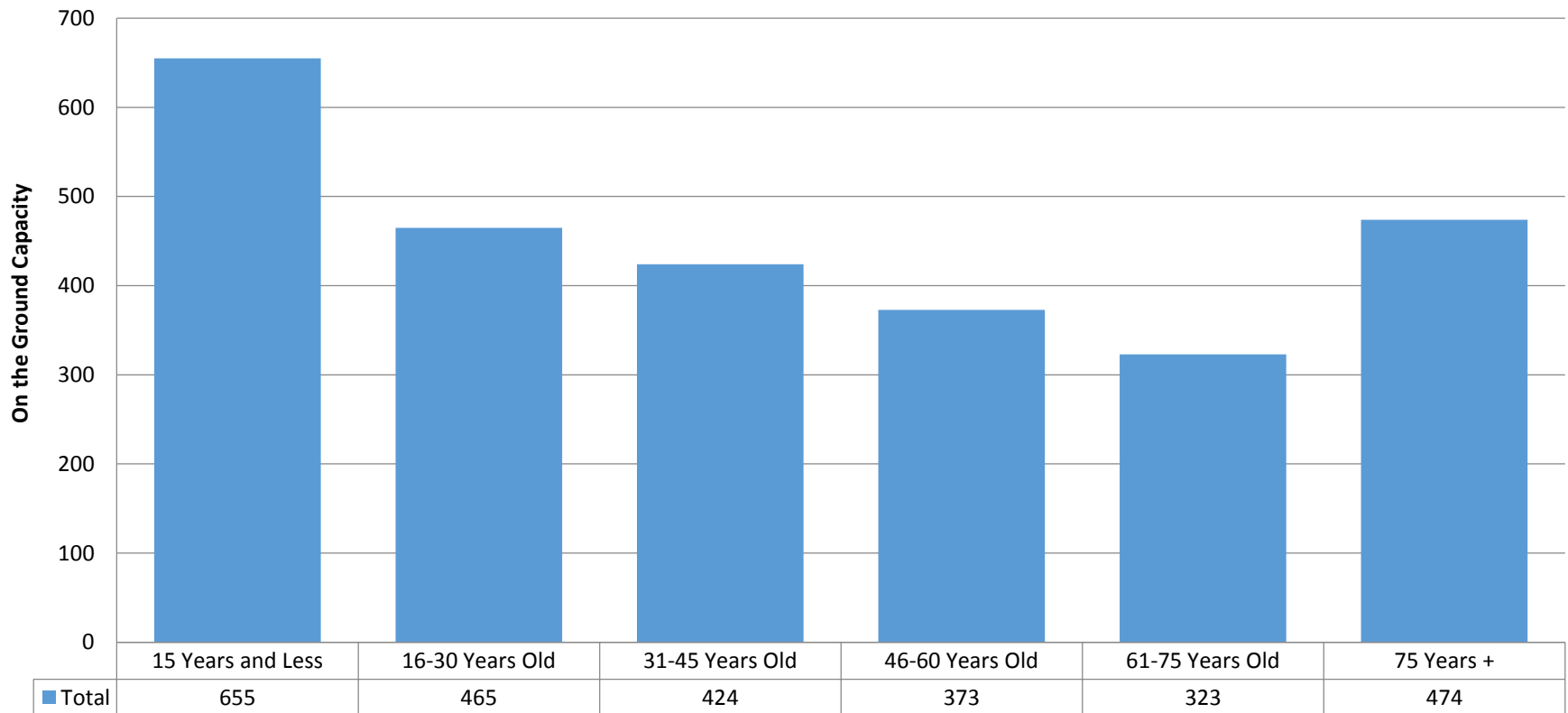
## Elementary Capacity vs Enrolment





# Status of HWDSB School Facilities

**Average Capacity of Elementary Schools Based on Age**





# Purpose of Accommodation Review

An accommodation review is the process where school boards examine a grouping of schools in order to recommend solutions to address one or more of the following:

- Excess capacity (due to low enrolment)
- Enrolment pressure
- School facility condition issues
- Facility needs (school size, program needs)





# Purpose of Accommodation Review

- The Ministry of Education recognizes that for school boards to effectively and efficiently manage their excess capacity, they will need to, in some cases, adjust their capital footprint.
- Capital funding is available to school boards to support projects that address underutilized/aged schools.
- Ministry of Education funding is allocated on a project by project basis for:
  - New schools
  - Retrofits, and
  - Additions



# Key Documents

- Ministry Pupil Accommodation Review Guidelines
  - Released March 2015
- HWDSB Pupil Accommodation Review Policy
  - Approved November 2015
- HWDSB Pupil Accommodation Review Directive
  - Approved November 2015



# Key Criteria-Accommodation Review

The key criteria of accommodation reviews include, but are not limited to:

- Student achievement and the conditions that support student achievement
- Student well-being
- School board financial viability/sustainability
- The Guiding Principles as defined in HWDSB's Long Term Facilities Master Plan (LTFMP)



# Long Term Facilities Master Plan

## Guiding Principles

The LTFMP Guiding Principles provide the framework for the development and implementation of the accommodation strategies contained within the plan. The Guiding Principles include:

- Facilities supporting quality teaching and learning
- Optimal school utilization rates – 90%-110%
- Alignment with our Program Strategy
- Alignment with transportation and accessibility policy
- School facilities meeting the needs of 21<sup>st</sup> century learning
- Ensuring neighbourhood and community access to facilities
- Creating flexible learning space reflecting student voice
- School size, organization, and site size optimal standards



# Advisory Committee - Mandate

A committee made up of community members empowered to provide HWDSB Trustees with community input through discussions and inquiries regarding the recommended option(s) and information provided in the Initial Report.

Ensure that where accommodation review decisions are made by the Board of Trustees with the involvement of an informed local community.



# Advisory Committee - Composition

The Advisory Committee should include, at a minimum, the following positions:

- One (1) parent/guardian representative from each of the schools under review, chosen by their respective School Council and/or Home & School Association;
- One (1) employee representative from each school under review;
- One (1) community member with no child/ward currently attending HWDSB schools (at a minimum one per advisory committee).



# Advisory Committee - Role

- Official conduit for information shared between the school board and the school communities
- Review accommodation options and supporting data identified in the Initial Report
- Communicate the information to community
- Relay the information back to the Advisory Committee and HWDSB Staff, and provide local context to the accommodation review process.



# Resource Staff

## Advisory Committee Chair:

- Convening and chairing Advisory Committee meetings;
- Managing the development of the process according to the Advisory Committee mandate and the *Terms of Reference*;
- Coordination of the activities of the Advisory Committee, requesting support, resources and information relevant to the Advisory Committee's mandate from HWDSB staff.





# Resource Staff

- Administrative support for minute taking, scheduling and preparing meeting materials
- Planning and Accommodation resource staff
  - Provide clarification regarding the initial report and facility/planning data
  - Provide any reasonable data requests from the advisory committee



# Requests for Information/Data

- Board staff will respond to reasonable requests for additional information that has been requested by the Advisory Committee.
- Requests for information must be in keeping with the Advisory Committee's mandate and the schools under review.



# Resource Support

- The Advisory Committee Chair (Superintendent(s) of Student Achievement for each school(s) under review)
- The Trustee(s) of the school(s) under review;
- The Principal from each school under review;
- By way of invitation, the local City Councillor (or designate), of each school under review;
- Student Forums (school level surveys)



# Advisory Committee - Meetings

Two Types of meetings:

- Working Group (open to public)
- Public Meetings



# Working Group Meeting Highlights

- Review accommodation options and supporting data identified in the Initial Report
- Comment/seek clarification on the Initial Report
- Assist on how the information is prepared and presented at each of the minimum two (2) public meetings.



# Working Group Meetings

- Working meetings of the Advisory Committee may be held regardless of all members being present.
- In the event that a member is unable to fulfill his/her duties on the Advisory Committee, the Principal of the affiliated school(s) working with the Chair of the Advisory Committee, may co-opt another representative. If a replacement cannot be found, the Advisory Committee will continue to function.
- Working Meetings of the Advisory Committee shall be open to observation by the public.



# Public Meetings

- Minimum of two public meetings
- Number of meeting can be increased based on the needs of the community and will of the advisory committee
- Proposed Dates
  - Lower Stoney Creek – February 3, 2016 & April 13, 2016
  - East Hamilton City 2 – February 4, 2016 & April 14, 2016



# Public Meeting #1

- At the first public meeting, resource staff will, at a minimum, present:
  - An overview of the Advisory Committee orientation session - the Advisory Committee's role; outline how the Advisory Committee will operate; the data they received; and how they receive community input;
  - The Initial Report with recommended option(s); and
  - The School Information Profiles.





## Public Meeting #2

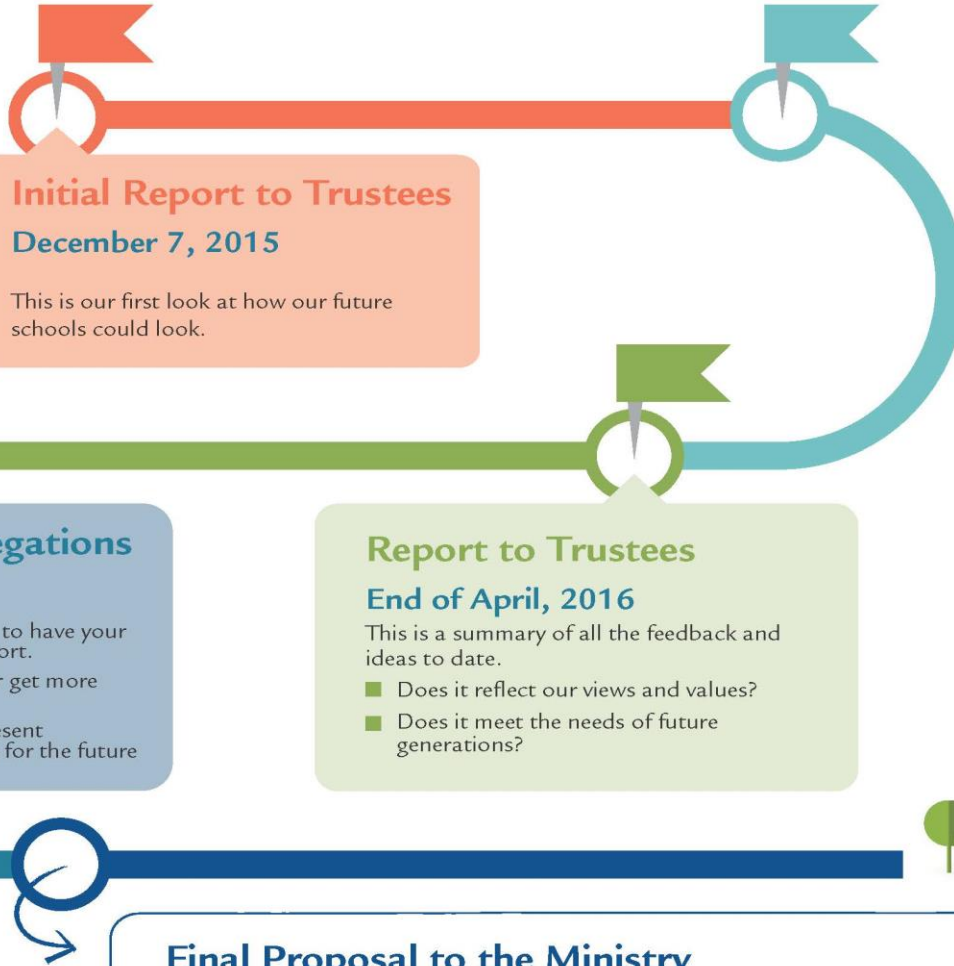
- At the second and/or final public meeting, resource staff will present to the public, a draft of the *Final Report* with its interim accommodation recommendation(s) and receive community input.
- Resource staff may make changes to the report based upon feedback at this meeting.



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# Draft Advisory Committee Meeting Timelines

| Event                                       | Date                         | Location                    |
|---|------------------------------|-----------------------------|
| Advisory committee orientation meeting      | Wednesday January 13, 2016   | Education Centre            |
| Advisory committee working group meeting #1 | Week of January 18-23, 2016  | Education Centre            |
| Advisory committee working group meeting #2 | Week of January 25-29, 2016  | Education Centre            |
| Public Meeting #1                           | Week of February 1-5, 2016   | Associated Secondary School |
| Advisory committee working group meeting #3 | Week of February 15-20, 2016 | Education Centre            |
| Advisory committee working group meeting #4 | Week of Feb 29-March 4, 2016 | Education Centre            |
| Advisory committee working group meeting #5 | Week of March 21-25, 2016    | Education Centre            |
| Advisory committee working group meeting #6 | Week of April 4-8, 2016      | Education Centre            |
| Public Meeting #2                           | Week of April 11-15, 2016    | Associated Secondary School |

- Number of working group meetings may vary based on the needs of the advisory committee.



# Accommodation Review Binders

- Committee Membership
- Ministry of Education Pupil Accommodation Guidelines
- Draft Timeline and Schedule
- Initial Report
- Additional Data – As requested by Trustees



# Next Step - Prepare for Working Group Meeting #1

- Review Meeting Dates
- Review Binders
- Identify any questions or comments regarding the binders
- **Lower Stoney Creek – Wed January 20, Ed Centre – 201C**
- **East Hamilton – Thursday January 21, Ed Centre – 180B & C**



# Questions for Clarification

