

**Community Planning and Facility Partnerships Meeting****June 20<sup>th</sup>, 2018 - 5:00 pm****Education Centre, 20 Education Court, Hamilton, ON****Minutes****Attendance****HWDSB** – Ellen Warling, Robert Fex, Sarah Tracz, Kristen Hebner**Public** – 2 from KINnections Life Centre; 1 from McMaster University (Facilities Dept.)**1. Welcome and Introductions**

Ellen Warling welcomed everyone to the meeting, introduced HWDSB staff and provided opening remarks. The session was intended to provide an opportunity for sharing information and discussing potential for facility partnerships through leasing space. In response to the Ministry of Education Community Planning and Partnerships Guideline, the initiative is intended to seek out community partners for lease agreements for spaces not required by the school board. Handouts were provided.

Attendees introduced themselves and their purpose for attending.

**2. Hamilton-Wentworth District School Board Presentation****a. Outline of Community Planning and Facility Partnership Initiative**

Robert Fex presented an overview of what a facility partnership is, the types of facility partnerships including co-building new schools and sharing unused space in existing schools. The new notification process was outlined and the application process was reviewed. Selection criteria were reviewed with emphasis on maintaining student safety.

**b. Overview of HWDSB Facility Partnership Website**

Robert Fex reviewed the Facility Partnership website which provides information on what a facility partnership is, the types of facility partnerships, the application process, selection criteria, facility agreements and cost recovery, and facilities available.

**c. How does HWDSB Identify Excess Space and Overview of Long-Term Facilities Master Plan**

The Long Term Facilities Master Plan (LTFMP) is a comprehensive planning document that outlines the condition and utilization of facilities and possible accommodation solutions designed to enhance student achievement. The LTFMP outlines future accommodation needs through the accommodation strategy schedule through new schools, additions, boundary/program changes, facility partnerships and accommodation reviews. HWDSB is mandated to provide equitable, affordable and sustainable learning facilities for students. As such, the purpose of the LTFMP is to identify strategies to meet this mandate and assist in long term planning. Where there are empty spaces, there are opportunities to fill these spaces with facility partners.

**d. Next Steps**

In terms of next steps, potential partners are encouraged to visit the website, review the Community Planning and Partnerships Guideline and submit an application. Policy is currently under review and will be released shortly. Handouts provide a description of facility partnerships, a listing of potential locations and the Community Planning and Partnerships Guideline.

Any partnerships related to programming which would engage students during the instructional portion of their day would go through Sarah Tracz in the Community Engagement Department.

**e. Question and Answer**

**Question #1: In terms of the Accommodation Strategy, it was stated that strategies may include new schools or additions. Is this to accommodate students?**

Yes, to accommodate students and to utilize our facilities as best as possible.

**Community Organization Presentations**

The KINnections Life Centre had an opportunity to share their proposal and provide background on their areas of interest. Information was presented through a PowerPoint presentation.

**f. KINnections Life Centre**

Gary Geyer, Executive Director of the organization, introduced himself and his wife/Founder of Operations, Rhonda Geyer. Rhonda explained the background of organization – creative day, after school and weekend programming for youth & adults with an intellectual/developmental disability. KINnections Life Centre uses dedicated school space for clients. Gary explained how they have made updates to classrooms to accommodate client needs (i.e., addition of stoves/kitchenettes, updates to classroom décor, etc). Client age ranges generally between 16-30 years old. Current issues include lack of services available for these individuals in the Hamilton community, waitlists for programs, and refusal of services with the notion that programs are not age appropriate. The organization is seeking space with accessible washrooms, small kitchen area, green space/gymnasium (bonus), and 1-2 classrooms. Programs include Life Skills & Leisure and Recreation & Leisure. Day programs run Monday to Saturday 9:00am – 1:00pm; After School programs Monday to Friday 3:00pm – 6:00pm.

**Closing Remarks**

Robert Fex thanked everyone for coming out and encouraged anyone with more questions to contact staff or visit the HWDSB website.