

King George Elementary Accommodation Review Committee Meeting

Education Centre Board Room

April 20, 2011

Minutes (Working Meeting #1)

ATTENDANCE:

Committee Members

Chair – Pat Rocco

Voting Members – Lisa Cameron, Agnes Clarke, Jennifer Drahusz, Dianna Gillespie, Felicia Guarascia, Anna Macky, Brenda Reid, Crystal Provo, Brian Seamans

Non-Voting Members – Karen Bikinas, John Bradley, Lori Helt, Susan Neville, Tim Simmons, Janet VanDuzen, Irma Belanger

Not Present:

Non-Voting Members – Bernie Morelli, Michelle Pickett, Linda Wilson

Resource Staff

Ellen Warling, Daniel Del Bianco, Michael Slee, Todd Salerno

Recording Secretary

Claire Vander Beek

1. Call to Order – Superintendent Pat Rocco

Chair Pat Rocco welcomed members to the working group meeting. He introduced himself and resource staff. Members were given the opportunity to introduce themselves. The Chair stated the purpose of the ARC is to address the future of elementary education by developing a recommendation on accommodation and program. All meetings are open to the public and documentation presented to the committee will all be posted on the Board's website for transparency.

2. Agenda http://www.hwdsb.on.ca/arcelementary/wp-content/uploads/2011/01/KGWorkingGroup1_Agenda_April20_2011.pdf

2.1 Additions/ Deletions

None

2.2 Approval of Agenda

The Chair asked for and received approval of the agenda.

3. Committee Chair's Opening Remarks

Chair Rocco indicated that the information presented this evening will form the basis for the committee's work. Furthermore, the work of the committee will help the Trustees of the Hamilton-Wentworth District School make the decisions necessary address the challenges faced by the schools in the ARC and to shape the future of elementary education in the community.

4. Overview of the ARC Process

4.1 Presentation – Daniel Del Bianco, ARC Resource

http://www.hwdsb.on.ca/arcelementary/wp-content/uploads/2011/01/KingGeorgeARC_WorkingGroup1_Overview-Presentation_April20.pdf

Mr. Del Bianco advised that the Board's accommodation review process must adhere to Ministry of Education guidelines. The Board's policy mandates membership and purpose. The role of the ARC is to review the information and provide a recommendation to Trustees. Trustees ultimately make the final decision, but the ARC members bring their input to the table on the issue. This process is anticipated to conclude by the end of the year, with a report going forward to Trustees for their decision sometime early next year.

Mr. Del Bianco advised the ARC can provide its advice and recommendations by looking at transportation, opening/closing of schools, location of programs, funding and implementation timelines.

Voting privileges were outlined. Decisions can be made by consensus if all members agree. Issues involving a dissent will default to vote by only the voting members. This is also outlined in the Terms of Reference.

Community Review Stage – wherein an accommodation option will be provided by board staff to the committee as a starting point for the committee's consideration. The accommodation option can be modified, changed or rejected. The intent is to initiate the discussion process. There are four public and four working group meetings scheduled. Although all meetings are open to public, participation by the community is restricted to the "public meetings".

School Information Profiles – will be reviewed in detail at another meeting at which members can suggest information to be added or amended to the profile. The profiles are meant to be a tool to help with the process, not a ranking schools. A School tour will also be planned.

Once completed, the report and recommendation from the ARC committee will be sent to the Director who will forward the report to the trustees along with the staff recommendation for a final decision. The ARC's recommendation will come about through a learning experience and may change over the period of the review.

Once the Trustees receive the report, there must be no less than 60 days prior to the meeting where the Trustees will vote on the recommendations.

Administrative Review – at the end of the process, public or ARC members can initiate an Administrative Review. The Ministry will appoint a review to see if the HWDSB was in violation of the process set out in the policy, not the decision.

All of the information presented to the ARC members will also be available on the HWDSB website. Information will be made available in advance of public meetings in order for public to ask questions.

4.2 Questions from the Committee

There were no questions on Mr. Del Bianco's presentation.

5. Setting Committee Operating Procedures and Meeting Norms

5.1 Defining Consensus – Consensus will be achieved if there is no stated dissent by any committee member when the chair asks if there is consensus. Members with yellow name cards have voting privileges, those with blue name cards are non-voting members. If consensus cannot be reached among all members, a vote will take place and default to the members with voting privileges.

After listening to the procedure for consensus, the Chair asked for agreement on the consensus format and there was no dissent.

5.2 Voting Procedure and Quorum

Mr. Del Bianco presented two processes: a show of hands or use of ballots to vote.

Members agreed with a show of hands for voting.

Mr. Del Bianco confirmed a dissent will result in a vote of voting members by show of hands.

Quorum. Currently there are nine voting members. Quorum will be six – half plus one. If any other voting reps join the ARC, such as students, the quorum would change.

5.3 Meeting Dates and Times

Mr. Del Bianco indicated meeting dates and times can be changed by the members. Members confirmed a 6p start time and end time of 9p.

5.4 Committee Agendas and Minutes

The Recording Secretary will record the committee's discussion. Draft minutes will be distributed to members at least 24 hours in advance, with hard copies at the meeting. Once approved they will become public and posted on the website.

5.5 Alternate Representatives

Should a member miss two consecutive meetings, the Chair can invite another representative. This is to ensure members are up to date and knowledgeable throughout the process.

5.6 Meeting Norms

Mr. Del Bianco summed the norms as being respectful of each other and others' opinions.

6. School Information Profiles (SIP)

<http://www.hwdsb.on.ca/arcelementary/wp-content/uploads/2011/01/KG-Revised-SIP.pdf>

6.1 Presentation – Daniel Del Bianco, ARC Resource

The SIP is a tool intended to gain a better understanding of the schools, their structure and community. It forms the foundation for discussion and analysis of accommodation options for the committee to use throughout the process.

Profiles include data in four areas of consideration: value to students, school board, community and the local economy. The SIP will be reviewed in total, but not tonight.

The SIP was populated with input from the school principals, Accommodation and Planning, and Facilities Management. ARC members may have other input to include or make changes to the information. The goal is to have accurate data that reflects your community.

Next steps is a public meeting.

At the next working group meeting, the ARC members will break out into small groups with facilitators to review the SIP. The SIP consists of 21 sections and addresses 182 items. Information you are provided may require that members go away and come back with questions about the sections. In particular, members were asked to be prepared to provide input into Section 15, Question #1 "How extensively does the community use the grounds for informal recreation activity". Input to this section will be done in the small breakout groups.

6.2 Questions from the Committee

Given the possibility of the implications of this ARCs recommendation impacting other schools in the vicinity, why were WH Ballard, Adelaide Hoodless and Queen Mary not included?

Trustees approved Terms of Reference with only the three schools as those most directly affected.

7. Review of Board Option

http://www.hwdsb.on.ca/arcelementary/wp-content/uploads/2011/01/KG_WorkingGroup1_BoardOption-Apr-20.pdf

7.1 Presentation - Ellen Warling, Manager of Accommodation and Planning

Ms. Warling presented the staff option stating an accommodation review results in both program and financial benefits. Consolidation of schools result in larger schools which can accommodate more grades, team teaching opportunities, funding is on a per pupil basis not on per school basis.

She outlined the current situation of the three schools including date of construction, capacity, and current and projected enrolment and Facility Condition Index (FCI). The FCI figures assume no maintenance on these buildings and the higher the percentage, the poorer the condition of the facility.

She reviewed the current boundaries and population of these two K-8 and one K-6 schools. Students graduating from King George continue to Memorial at the present time.

The staff option recommends the closure of King George in June 2012 and a change of boundaries that would split the students between the two remaining K-8 schools. 165 to Prince of Wales and approx 70 to Memorial. Referring to the slide, identified Barton Street and Gage Avenue as the proposed new boundary between Memorial (city) and Prince of Wales. With students residing on both sides of Gage Avenue, between Dunsmure Road and Barton Street attending Prince of Wales. Ms. Warling did note that these schools are slated to have full-day early learning by 2012.

Ms. Warling referred to the chart on page three reflecting how this option would impact the utilization percentage based on enrolment. Memorial (city) school's enrolment is projected to decrease from 504 (79%) in 2009 to 430 (68%) in 2015 however the option would result in an enrolment of 508 in 2012. At Prince of Wales the enrolment in 2009 of 508 (68%) is projected to decrease to 499 in 2015 (67%) and would increase to 717 (96%) in 2012 under this option.

Ms. Warling then reviewed the anticipated walking distance to both Memorial and Prince of Wales. Students living in the dark orange areas should receive transportation for JK/SK based on a 1.0km walking distance. Those in the light orange would not qualify for a bus in grades 1-8 due to the 1.6km walking distance.

With the Prince of Wales boundaries, all students within the gray area would qualify for busing SK through grade 8. She clarified that the final determination for busing will rest with the Transportation Department.

Summary of option –

Under this option, students will relocate to their "new" schools in September 2012 based on their address. Students entering grade 8 that September will be given the opportunity to remain at their current school for graduation purposes. It is anticipated that this option will stabilize enrolment, provide enhanced programming and allow the concentration of available dollars into fewer buildings.

7.2 Questions from the Committee

In response to a question, Ms. Warling clarified the following:

A child in Memorial starting JK in the dark orange would get bused and would then walk in grade 1. She noted this is a result of the increased walking distance.

When asked why a north/south boundary was not recommended and instead this irregular boundary which directs students to Prince of Wales when other schools were closer, Ms. Warling noted Prince of Wales is larger, newer and increases its use. As to the students within the gray area, she commented that the ARC could recommend a boundary review be undertaken to look at moving students in the gray area to Queen Mary which is closer.

The Chair added the ARC has the authority to make a recommendation for boundary review, stating a total of 37 students live in the area which is mainly an industrial area. This is information for the committee to consider. Mr. Del Bianco advised that the ARC must focus on these three schools within the ARC. The ARC cannot make any definitive decisions for those schools outside, however, could recommend a boundary study be approved.

Mr. Bradley queried the impact of students Memorial will lose in addition to those coming from King George relative to the number of teachers and programming the school could offer in the junior division. He believed it would reduce the number of classes. Ms. Warling will verify her numbers in this regard.

The Chair indicated that the intent of the option was to increase utilization of the two schools and programming. Mr. Del Bianco assured the committee it is within their power to review the enrolment and consider options such as redrawing the boundary line differently to seek a greater balance in enrolment between the two schools.

8. Minutes of Public Meeting #1 (March 30, 2011)

Members were asked to review the draft minutes.

<http://www.hwdsb.on.ca/arcelementary/wp-content/uploads/2011/01/March-30-11-minutes.pdf>

8.1 Errors and Omissions

None identified.

8.2 Approval of Minutes

Consensus was received for the minutes as presented.

8.3 Business Arising from Minutes

None

8.3.1 Debriefing on Public Meeting #1

No issues were raised from the March 30, 2011 public meeting

8.3.2 Submissions to the ARC by members of the public

Nothing received from the public.

9. Other Business

Scheduling Conflict

Due to a conflict in scheduling with the Profiling Excellence Volunteer Awards event that could preclude the public and staff from attending the Awards event or ARC meeting, members were asked to consider an alternate date for the *public* meeting scheduled on May 11, 2011.

There was consensus to move the date. While members initially considered May 10, 2011, it was agreed to hold the next *public* meeting on Tuesday, May 17, 2011 at Prince of Wales School.

The next *working* group meeting is scheduled for June 1, 2011.

The Chair will reply to correspondence on the committee's behalf stating move from May 11, 2011 to May 17, 2011.

School tours

Members considered timing of school tours as part of the ARC process.

Tuesday, May 17, 2011 – tour of Prince of Wales at 5:30p with 6:15p start of the public meeting.

Wednesday, June 1, 2011 - Instead of meeting at the Education Centre, the working group meeting would start at Memorial, tour Memorial and follow up with tour at King George the same evening.

Members were asked to be prepared to confirm the June 1, 2011 logistics following the May 17, 2011 school tour.

Through a consensus vote, the ARC agreed to the proposed tour dates and a change in the location of the working group meeting.

Pat Rocco indicated that there should be sufficient natural light available to see the school grounds during the two school tours that evening.

10. Adjournment

Adjournment took place at 7:30p.m.