



**HAMILTON-  
WENTWORTH**  
DISTRICT  
SCHOOL  
BOARD

**Finance and Facilities Committee**  
**Thursday, February 25, 2016**  
**9:00 a.m. – 12:00 p.m.**  
**20 Education Court, 3rd Floor – Room 340D**

## **AGENDA**

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### **Delegation:**

Topic: Accommodation at Guy B. Brown School  
Speaker: Lynda Newkirk, Vice Chair of Guy B. Brown School Council

### **Items**

1. Call to Order
2. Agenda Review
3. **Action Items**
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4. **Monitoring Items**
  - Guy Brown Accommodation Update
  - 2016-17 Budget Update
  - Secondary School Revitalization Strategy Framework
5. **Additional Items for Discussion**
6. Resolution Into Private Session as per the Education Act, Section 207.
  - (b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
  - (d) decisions in respect of negotiations with employees of the board
7. Meeting resumes in Public Session
8. Any Other Business
9. Adjournment



## **Long Term**

The long term solution will be addressed through the Elementary Program Strategy which is currently being developed. It will include a French Immersion strategy as one component within it and this strategy will address French Immersion Programming and accommodation challenges from a system perspective, including the Flamborough/Waterdown community. The draft Elementary Program Strategy will be presented to the Board of Trustees in spring of 2016.

### ***Conclusion:***

After reviewing the enrolment projections for 2016-17 and the number of classrooms required next year, Board staff feels that Guy Brown can sufficiently accommodate the projected number of students in the 2016-17 school year with the addition of 2 portables and ensuring the school remains closed to out of catchment students.

In the long term, accommodation pressures will be addressed through the Elementary Program Strategy.



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee

**FROM:** Manny Figueiredo, Director of Education

**DATE:** February 25, 2016

**PREPARED BY:** Stacey Zucker, Executive Superintendent of Board Operations and Treasurer  
Denise Dawson, Manager of Budget

**RE:** 2016-17 Budget Update

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Action  Monitoring

### Background:

Board staff has committed to bring updates on different areas of the Board budget to the Finance and Facilities Committee to allow trustees to be in an informed position when the 2016-17 budget comes to the committee for review and approval.

### Staff Observations:

The attached presentation deals with the following areas of the Board budget:

- Professionals and Paraprofessionals
- Non-Classroom teacher staffing



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee

**FROM:** Manny Figueiredo, Director of Education

**DATE:** February 25, 2016

**PREPARED BY:** Stacey Zucker, Executive Superintendent of Board Operations and Treasurer  
David Anderson, Senior Facilities Officer

**RE:** Secondary School Revitalization Strategy Framework

Action  Monitoring

### Background:

HWDSB's Secondary School Revitalization Strategy began in January 2011 with the initiation of the secondary accommodation reviews. The Accommodation Review Committees completed their work in May 2012. The Board approved recommendations included the following:

- The closure of Delta, Sir John A. Macdonald and Parkview secondary schools and the construction of a new centrally located 1,250 pupil place school.
- The closure of Barton, Hill Park and Mountain secondary schools and the construction of a new 1,000 pupil place secondary school to be located on the southeast mountain (new Nora Frances Henderson Secondary School - 1,250 pupil place).
- The closure of Parkside Secondary School and the relocation of those students into Highland Secondary School. This recommendation included a capital investment of no less than \$15M into Highland Secondary School (Dundas Valley Secondary School).

An additional recommendation in each of the Accommodation Review Committee reports (and approved by Board) included the following:

- That the Facilities Management Department will consult with the principal and specialists to ensure that the remaining facilities meet the program strategy and address the renewal needs as outlined by this ARC Committee.

Based on these recommendations, the Secondary School Revitalization Strategy was approved in June 2014. As Board staff began to implement the strategy, it became apparent that it would be difficult to meet the timelines provided in the strategy due to budget availability and unforeseen issues. Therefore, in December 2015, the Board of Trustees put a pause on the strategy in order to ensure that 10 feasibility studies could be completed and that a revised strategy based on the studies and the budget available would be brought back to trustees to approve.

In advance of the Secondary School Revitalization Strategy returning to Finance and Facilities Committee, Trustees requested that staff provide a framework for the strategy that included:

- The type of work contemplated by the feasibility studies based on the Secondary Program Strategy; and
- The annual funding available for the Secondary School Revitalization Strategy

### **Staff Observations:**

#### Type of Work Contemplated by the Feasibility Studies

The Secondary School Revitalization Strategy will be based on the Guiding Principles that were approved by the Board in April 2014:

1. Schools identified as being in `Poor` condition as defined in the Long-Term Facilities Master Plan will be given priority both in terms of schedule and budget;
2. Revitalization will focus on the learning environments of students and will complement the Board's program strategy;
3. The scope of work proposed for each school will adhere to the Board design standards;
4. The revitalization plan will be reviewed and updated on an annual basis, as part of the Board's Long-Term Facilities Master Plan update, to reflect any changes in scope, schedule or available funds.

Based on these guiding principles, the feasibility studies focused on the renovation of science labs, technology classrooms, specialized support programs and ancillary spaces (which will differ from school to school and can include learning commons, gymnasiums, washrooms, work rooms, etc.) at each of the remaining secondary schools. The scope of these types of projects would typically involve upgrades to school electrical systems, HVAC systems, windows, etc.

Staff issued RFPs in fall / winter 2014 to retain the services of third party Consultants to complete the feasibility studies. The Consultants were asked to complete a feasibility study and concept designs for the renovations and upgrades of the specific program requirements for each secondary school location.

Consultants were advised that the revitalization program varied slightly for each school facility but generally included renovations to the Science Labs, Technological Shops, Operational Areas, Administration Offices, Staff Lounge and Work Area, Library and Cafeteria. The main intent of the upgrades and renovations are to:

- Modernize, improve location, size and layout;
- Add ancillary areas such as storage, prep rooms and work areas;
- Replace and/or add built-in furniture, equipment and other fixtures required for the program;
- Improve ventilation and air quality; and
- Upgrade data and other communication technology.

In addition, the current combined high and urgent deferred maintenance is approximately \$50 million for the ten (10) schools identified in the Revitalization Strategy. A significant amount of this work will be completed through the feasibility study work. However, it is possible that there may be additional high and urgent need work that needs to be completed.

## Annual Funding For Secondary School Revitalization Strategy

### **Sources**

There are 3 main funding sources for the Secondary School Revitalization Strategy:

#### ***School Renewal Grant (SRG)***

SRG is an annual amount that is provided through the Ministry funded Grant for Student Needs (GSN). This grant is available to address the costs associated with repairs and renovations to schools. HWDSB receives approximately \$8 million per year.

#### ***School Condition Improvement (SCI)***

SCI is intended to address the renewal backlog from the data collected to date through the Ministry's five-year Condition Assessment Program. SCI funding received was approximately \$12 million in 2015-16 and 2016-17 school years. The future amounts are yet to be determined by the Ministry and could impact planning negatively.

80 percent of SCI funding must be directed to key building components (foundations, roof, windows and HVAC / plumbing systems). The remaining 20 percent may be directed to the costs to improve any locally identified renewal needs that are listed in TCPS.

#### ***Proceeds of Disposition***

Proceeds of Disposition result from the sale surplus properties. Ontario Regulation 193/10 states that Proceeds of Disposition (POD) must be used for the repair or replacement of components within a school. Therefore, the POD could be used for the Secondary School Revitalization Strategy. Board staff is estimating approximately \$65 million in proceeds of disposition (PODs) available for school renewal purposes over the next 5 years.

#### ***Annual Allocation***

Annually through the Grant for Student Needs (GSN), the Board will receive approximately \$20 million. This amount is intended for all of the school renewal needs of the entire Board. Therefore, it cannot all be allocated to the Secondary School Revitalization Strategy. The GSN allocates SRG on a per panel basis and the percentage allocated to secondary is approximately 40%. Therefore, if we apply this allocation to the entire GSN amount, secondary schools would be allocated approximately \$8 million. Board staff is recommending that not all of the \$8 million be allocated to the Secondary School Revitalization Strategy. Emergencies and high and urgent needs occur throughout the year and there needs to be some funding available to address these needs. Board staff is considering setting aside \$7 million of GSN funding annually to the Secondary Revitalization Strategy.

In addition, Board staff feels that it is reasonable to set aside a portion of the proceeds of disposition for the Secondary School Revitalization Strategy. POD are not received equally on an annual basis and POD are a one-time source of funds. POD are not guaranteed and depend on the sale of the properties. Therefore, Board staff feels that it is reasonable to allocate \$20 million of POD over the next 5 years to the Strategy.

In total, Board staff feels that it has approximately \$11 million annually to allocate to the Secondary School Revitalization Strategy.

**Conclusion:**

The feasibility studies will provide the framework for the Secondary School Revitalization Strategy. The components will be broken down into phased packages of work, depending on the findings of the feasibility studies, school needs and availability of funds.

Currently, Board staff feels that it can allocate \$11 million annually to the Secondary School Revitalization Strategy.

The Strategy will take the phased packages of work and based on the Guiding Principles and the Funding, determine an implementation plan.

There are a number of factors that can impact the planning and execution of the approved strategy. Risks of implementation of note are:

- Availability of Proceeds of Disposition
- Availability and value of SCI funding
- Unforeseen Site Conditions
- Emergencies and high and urgent needs

Staff will continue to plan a feasible approach to the Secondary School Revitalization Strategy and update Trustees in April 2016, once all studies have been received.