

### **AGENDA: 12:00 p.m.**

1. Call to Order
2. Approval of the Agenda
3. Finance and Facilities Work Plan
4. Beverly Central and Dr. J. Seaton Boundary Review
5. Greensville and Spencer Valley Boundary Review
6. Elementary Enrolment Update
7. Secondary School Facility Benchmarks
8. Correspondence re Special Education High Needs Amount
9. Resolution Into Committee of the Whole (Private Session) as per the Education Act, Section 207.2 (b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee
10. Adjournment

FINANCE AND FACILITIES COMMITTEE WORK PLAN 2016-2017

	Open
September	Summer Construction Update Update on SCI/School Renewal Funding Update FCI Release Update Westmount Transportation
October	Work Plan (M) Beverly and Dr. J. Seaton Boundary Review (A) Greenville and Spencer Valley Boundary Review (A) Elementary Enrolment Update (M) Secondary Facility Benchmark Update (M) Board Motion: Letter re Special Education (A)
November	Average Class Size Report – Elementary (M) Secondary Enrolment Update (M) Hill Park Update (M) Budget Consultation Process (A) Capital Projects Update Report (M)
December	Enrolment Summary October 31, 2016 (M) Interim Financial Report – October 31, 2016 (M) Hill Park Feasibility Study (M)
January	Key Parameters and Assumptions to Guide 2017/2018 Budget Development (A) 2017/2018 Board Budget Priorities for Consultation Purposes (A)
February	Capital Projects Update Report (M) Westmount Update
March	Identification of Board Priorities to Guide Budget Development (A) 2017-18 Budget Development
April	2016-2017 School Based Staffing (A) Capital Projects Update Report (M) Secondary Facility Benchmark Strategy – approval of projects for 2017-18 (A) 2017-18 Budget Development School Renewal Report (new SD report)
May	2017-18 Budget Development Approval of the 2017-18 Budget Estimates (A) Interim Financial Report – March 31, 2017 (M) Enrolment Summary – March 31, 2017 (M) Long Term Facilities Master Plan Update (M)
June	School Budget Surplus Carryforward (A) Average Class Size – Secondary (M)



# EXECUTIVE REPORT TO FINANCE & FACILITIES COMMITTEE

**DATE:** October 12, 2016

**TO:** Finance & Facilities Committee

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

**Prepared by:** Stacey Zucker, Executive Superintendent of Board Operations & Treasurer  
Bill Torrens, Superintendent of Student Achievement  
Robert Fex, Senior Planner

**RE:** Beverly Central & Dr. Seaton School Boundary Review

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**Action X**                      **Monitoring**

**Recommended Action:**

A boundary Review Advisory Panel (defined in **Background** section) be assembled to engage the community on the following:

- a) That the English JK-5 program attendance boundary for Beverly Central ES described in *Appendix A* be assigned to Dr. John Seaton beginning in September 2017. This would be in effect until the approved new HWDSB elementary school at the Beverly Community Centre is ready for occupancy.

**Rationale/Benefits:**

The boundary review promotes working and learning in safe environments that are conducive to supporting students in reaching their full potential. Establishment of boundaries will build a new school community and help prepare students, families and communities for the transitioning of students to the future new facility on the Beverly Community Centre site. Student and parent engagement activities related to the opening of a new school (i.e. establishing a unified school council; advising on a new name; selecting a mascot, etc.) can occur in one site.

The accommodation solution would eliminate excess pupil places and future renewal needs as well as reduce annual operational costs. There are also anticipated proceeds of disposition from the sale of the closing schools pending Trustee approval of the sale of the sites.

Construction will commence as soon as the Board receives all regulatory approvals. An elementary school usually takes 12 to 18 months to complete once construction starts.

## Background:

On June 2014 HWDSB Trustees approved the closure of Beverly Central, and Dr. John Seaton and the construction of a new school on the Beverly Community Centre site (*Appendix B*). HWDSB's goal is to ensure efficient use of space within the 'brick and mortar' of schools to accommodate current and long-term enrolment demands. Balancing enrolment with capacity allows HWDSB to address the maintenance and capital requirements for those schools that are to remain open upon completion of the accommodation review process. This promotes long-term facility sustainability while maintaining quality teaching and learning environments. By maintaining and improving learning environments the facilities become more conducive to student learning and program delivery.

Request for funding for a new school at the Beverly Community Centre was submitted to the Ministry through the 2014-15 School Consolidation Capital program and in March 2015 received capital funding approval for the construction of a new school (*Appendix C*).

As of October 2015 the enrolments and projections at Beverly Central and Dr. Seaton are as follows:

	OTG	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Beverly Central	222	176	166	172	159	173	176	182	181	189	191	193	180	178	176	175
Dr. John Seaton	349	257	243	228	227	214	207	189	186	179	179	173	191	186	191	180
Totals:	571	433	409	400	386	387	383	372	366	368	369	365	370	364	367	355

Dr. Seaton's capacity (OTG) is 349 pupil places. The combined enrolments for the 2 schools will be between 355 and 372 pupils over the next 5 to 10 years. Depending on how the schools class sizes are organized, there may be a short-term need for temporary accommodations (i.e. portable/s) to address any classroom shortfall.

No increase or decrease in transportation costs are expected from this consolidation to one site.

As outlined in the Boundary Review Policy (Policy No. 3.14, Appendix D), a boundary review Advisory Panel will be created and the Panel shall consist at a minimum of the Superintendent of Achievement for the affected schools, Ward Trustee(s), Principal(s), members of School Council and Home & School Association (where they may exist), and Planning & Accommodation staff.

With approval, an Advisory Panel will be struck and meeting scheduled into the Fall and early Winter to ensure that the community has time to plan for the closure and merger of two schools and the appropriate staff are in place prior to the staffing process in the late winter.

### List of Appendixes:

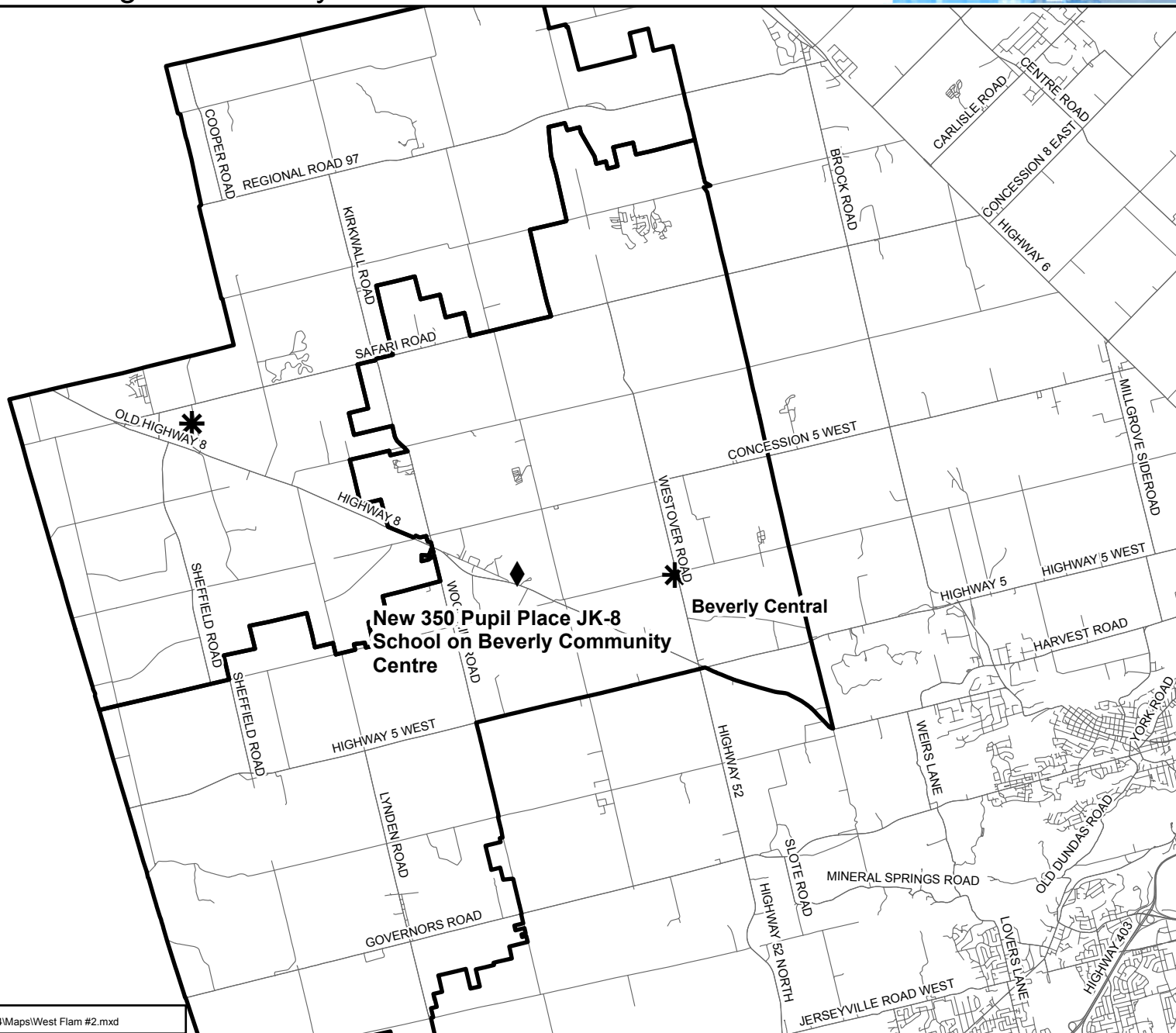
*A – Boundary Change Map*

*B – Board Approval Minutes*

*C – Ministry approval letter for Beverly Community Centre school*

*D – HWDSB Boundary Review Policy*

### Appendix A



Document Path: M:\Capital Priorities Submission\School Consolidation Capital Oct 2014\Maps\West Flam #2.mxd

- ▲ Jr Elem
- Middle School
- ◆ Elementary
- Secondary
- ✱ Closed School



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# Minutes of the Board Meeting

Monday, June 16, 2014

**LOCATION:** 71 Main Street West, Hamilton, Ontario (City Hall, Council Chambers)

**Trustees Jessica Brennan (Chair), Judith Bishop, Shirley Glauser, Wes Hicks, Alex Johnstone, Ray Mulholland, Lillian Orban, Tim Simmons, Karen Turkstra, Todd White (Vice-Chair); and Student Trustees Filip Susic and Carly Van Egdome.**

**Regrets were received from Trustee Laura Peddle.**

## 1. Call to Order

The Chair of the Board, Jessica Brennan, called the meeting to order at 6:42 p.m.

## 2. Student Trustees

- The Chair welcomed the new Student Trustees, Hannah Tobias-Murray and Rakhshan Kamran, to the Board for 2014-2015. Student Trustees Tobias-Murray and Kamran were sworn in and signed their Student Trustee declaration.
- The Chair thanked the current Student Trustees Van Egdome and Susic for all of their hard work and dedication over the past year. She acknowledged all of their accomplishments as well as their involvement with the Ontario Student Trustee Association. They were presented with a gift and plaques in thanks for all of their hard work.
- Student Trustee Reports  
Ontario Student Trustees' Association (OSTA)
  - OSTA has held three successful conferences with record attendance.
  - OSTA has produced two newsletters that have been distributed province wide.
  - Student Trustee Susic gave thanks to the Trustees and Staff for a wonderful year and the opportunity of being Student Trustee.

### Local Activities

- Student Trustee Van Egdome noted the upcoming events with Student Senate and indicated that she and Student Trustee Susic will be supporting the newly elected Student Trustees over the summer as they transition into their new roles.
- Student Trustee Van Egdome gave thanks to both Trustees and Staff for the opportunity of learning and growing over the past year.

## 3. Approval of Agenda

**RESOLUTION #14-77:** Trustee Glauser, seconded by Trustee Johnstone, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

## 4. Declarations of Conflict of Interest

None.

## 5. Confirmation of the Minutes – May 26, 2014 Special Board

**RESOLUTION #14-78:** Trustee White, seconded by Trustee Orban, moved: **That the minutes of the May 26, 2014 Special Board meeting be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**6. Confirmation of the Minutes – May 26, 2014 Regular Board**

**RESOLUTION #14-79:** Trustee Glauser, seconded by Trustee Hicks, moved: **That the minutes of the May 26, 2014 Regular Board meeting be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**7. Communications****OPSBA Draft Paper regarding EQAO**

**RESOLUTION #14-80:** Trustee Bishop, seconded by Trustee Orban, moved: **That the draft paper from OPSBA regarding EQAO and large-scale testing be endorsed.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**8. Resolution Into Committee of the Whole (Private)**

**RESOLUTION #14-81:** Trustee Simmons, seconded by Trustee Turkstra, moved: **That the Board move into Committee of the Whole (Private).**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

The open session resumed at 7:30 p.m. Student Trustees Susic and Van Egdome were not present for the remainder of the meeting.

**9. Reports from Standing Committee****A. Special Standing Committee – June 2, 2014**

**RESOLUTION #14-82:** Trustee White, seconded by Trustee Johnstone, moved: **That the following report of the Special Standing Committee - June 2, 2014 be approved, including:**

## East Hamilton City

A) In the East Hamilton City ARC, the Board of Trustees approves :

- i) The closure of Woodward and Roxborough Park in June, 2015.
- ii) The adoption of the boundary map – East Hamilton Community Hybrid Plan.

B) The board will make the minimum investment of \$4M (estimated value of property disposition) to address existing urgent and high renewal needs, resurface or repaint gymnasium floors, and provide school-wide air tempering at the remaining schools.

C) Staff will begin a Post-ARC Boundary Review to consider changes between A.M. Cunningham, Queen Mary, Viscount Montgomery and W.H. Ballard schools.

D) Staff will report to the Board of Trustees with plans to address the unused space at W.H. Ballard School. This could include, but is not limited to, relocating HWDSB administrative staff, relocating existing programming, or pursuing public or private facility partnerships.

The motion was **CARRIED** on the following division of votes:

In favour (8) Trustees Brennan, Glauser, Hicks, Johnstone, Orban, Simmons, Turkstra and White.

Opposed (2) Trustees Bishop, Mulholland.

**B. Standing Committee – June 9, 2014**

**RESOLUTION #14-83:** Trustee White, seconded by Trustee Hicks, moved: **That the following report of the Standing Committee – June 9, 2014 be approved, including:**

## A) Staff Recommendation REVISED:

- Close Eastmount Park in **June 2015**.
  - All students attend G.L. Armstrong for JK-8.
  - George L. Armstrong receives full day kindergarten renovation.
- Close Linden Park in **June of 2015**.
  - Students, depending on address will attend Queensdale or Franklin Road for JK-8.
  - Franklin Road receives full day kindergarten addition.
- Close Cardinal Heights in **June of 2015**.
  - Students, depending on address attend Pauline Johnson or Ridgemount for JK-8.
  - Pauline Johnson receives two full day kindergarten and two classroom addition to accommodate JK-8 students.
  - Ridgemount receives a four room addition to accommodate JK-8 students.
- Queensdale grade organization becomes JK-8. Full day kindergarten addition required.

B) And that Hill Park and Linden Park property not be sold until the new South Mountain site is owned by Hamilton-Wentworth District School Board and services are secured.

The motion was **CARRIED** on the following division of votes:

In favour (8) Trustees Brennan, Glauser, Hicks, Johnstone, Orban, Simmons, Turkstra and White.

Opposed (2) Trustees Bishop, Mulholland.

**C. Committee of the Whole (Private) – June 16, 2014**

**RESOLUTION #14-84:** Trustee White, seconded by Trustee Glauser, moved: **That the following report of the Committee of the Whole (Private) – June 16, 2014 be approved, including:**

## A. Human Resources report - May 20, 2014

- updates on personnel matters

## B. Finance Committee report - May 28, 2014 with respect to the

- disposition of property at Parkside High School and Site, Bell-Stone Elementary School and Site as well as the approval to complete property transactions while the Board is in recess.

## C. Audit Committee Report - April 10, 2014

- updates on the audit schedule for 2014-15 and the re-appointment of the external auditor for the 2013-14 fiscal year

## D. Audit Committee Report - June 5, 2014 update on the audit schedule changes for 2013-14

**CARRIED UNANIMOUSLY**



**D. Special Standing Committee – May 26, 2014**

**RESOLUTION #14-85:** Trustee White, seconded by Trustee Turkstra, moved: **That the following report of the Standing Committee - May 26, 2014 be approved, including:**

## West Flamborough ARC Recommendation Part 1: Revised

- i. The closure of Beverly Central and Dr. Seaton in June 2016
- ii. Build a new 350 pupil place JK to 8 school at the City owned Beverly Community Centre (upon partnership agreement with the City of Hamilton)
- iii. In the absence of a partnership agreement with the City of Hamilton at the Beverly Community Centre site, build a new 350 pupil place school on the existing Board owned Beverly Central school site
- iv. Proposed new school partnership is pending Ministry funding
- v. Proposed new school without partnership is pending Board funding

## Amendment added:

- vi. The school closures outlined in clause i above, are subject to the new school referenced in clauses ii or iii being built

## West Flamborough ARC Recommendation Part 2: Revised

- i. The closure of Greensville and Spencer Valley in June 2016
- ii. Build a new 350 pupil place JK to 8 school on the Greensville School site (upon partnership agreement with the City of Hamilton)
- iii. Millgrove school remains status quo and remains as a feeder school for grades 6 to 8 at the new school on the Greensville site.
- iv. Proposed new school partnership is pending Ministry funding
- v. In the absence of a partnership agreement with the City of Hamilton at the Board owned Greensville school site and Ministry new school funding, close Greensville school and renovate Spencer Valley School to accommodate the consolidated JK to 8 school; Millgrove school remains status quo JK to 5 and as a Spencer Valley feeder school for grades 6 to 8.
  - Capital requirements at Spencer Valley-FDK rooms, classroom additions, music room upgrades, gymnasium upgrades, science & art room upgrades as well as any other high, urgent and capital needs to convert the middle school to a 21<sup>st</sup> century learning JK to 8 school.

**CARRIED UNANIMOUSLY****Reports from Special Committees****10. Program Committee - May 14, 2014**

**RESOLUTION #14-86:** Trustee Brennan, seconded by Trustee Bishop, moved: **That the report of the Program Committee – June 2, 2014 be approved.**

**CARRIED UNANIMOUSLY****11. Policy Committee – June 9, 2014**

**RESOLUTION #14-87:** Trustee White, seconded by Trustee Glauser, moved: **That the report of the Policy Committee – June 9, 2014 be approved.**

**CARRIED UNANIMOUSLY**

**12. Audit Committee – June 5, 2014**

**RESOLUTION #14-88:** Trustee Turkstra, seconded by Trustee Simmons, moved: **That the report of the Audit Committee – June 5, 2014 be approved, including:**

- o **Regional Internal Audit Plan 2014-15**

**CARRIED UNANIMOUSLY**

Reports from Community Advisory Committees:

**13. French Immersion Advisory Committee – May 28, 2014**

**RESOLUTION #14-89:** Trustee White, seconded by Trustee Bishop, moved: **That the report of the French Immersion Advisory Committee – May 28, 2014 be approved.**

**CARRIED UNANIMOUSLY**

Reports from Staff

**14. Naming of the playground at Cathy Wever School**

**RESOLUTION #14-90:** Trustee Simmons, seconded by Trustee Johnstone, moved: **That the newly created playground at Cathy Wever School be named "Constable Cathy Wever Field".**

**CARRIED UNANIMOUSLY**

**15. Oral Reports**

**A. Ontario Public School Boards' Association (OPSBA) Report** - Trustee Johnstone indicated that the annual CSBA conference will be taking place in the beginning of July 2014.

**B. Director's Report**

Director Malloy drew attention to the following:

- Superintendent Corcoran will be retiring at the end of June 2014. He wished her all the best in her retirement years.
- Superintendent Croxall has also retired and wished her the very best in her retirement years.
- The Secondary Program Strategy and Transition Program has been monumental – building community and engaging students.
- Transforming learning – how students learn and teachers teach.
- Math Strategy – focussing on what our students need to be successful.
- Positive School Climate – foundational to our students in achieving.

**D. Chair's Report**

Chair Brennan thanked the community for their involvement in the ARC process, for those participating in the ARCs and those who came out for the public meetings and delegation evenings where their voices were heard. Chair Brennan thanked all of the Trustees around the table for the time that they put into the schools, communities, meetings and involvement with their constituents. She thanked the Staff and Dr. Malloy for his leadership and devotion.

The meeting adjourned at 8:35 p.m.

tm

**Ministry of Education**

Office of the ADM  
Financial Policy and Business Division  
20<sup>th</sup> Floor, Mowat Block  
900 Bay Street  
Toronto ON M7A 1L2

**Ministère de l'Éducation**

Bureau du sous-ministre adjoint  
Division des politiques financières et des opérations  
20<sup>e</sup> étage, Édifice Mowat  
900, rue Bay  
Toronto ON M7A 1L2



**MAR 23 2015**

Ms. Pam Reinholdt  
Director of Education (A)  
Hamilton-Wentworth District School Board  
P.O. Box 2558  
Hamilton, ON L8N 3L1

Dear Ms. Reinholdt,

As part of the 2014-15 GSN, the ministry announced \$750 million over four years in support of the School Board Efficiencies and Modernization (SBEM) initiative. The ministry recognizes that for school boards to effectively and efficiently manage their excess capacity, they will need to right-size their capital footprint in some instances.

As outlined in **Memorandum 2014:B08 – Request for School Consolidation Capital Funding**, the ministry has now completed a detailed review of each board's submitted school consolidation capital priority business cases.

School boards across the province submitted 79 projects, worth approximately \$660 million, for funding consideration under the 2014 School Consolidation Capital (SCC) program. Ministry funding approval decisions were based on:

- the cost of the proposed project,
- the amount of spaces removed,
- the reduction of renewal needs through closures, and
- the opportunity for program enhancement.

*School Consolidation Capital Projects*

I am very pleased to confirm that the ministry is providing funding to support five SCC projects with three additional Full-Day Kindergarten (FDK) projects identified by your board. In total, your board will be allocated \$19,025,725 to undertake these projects (\$14,330,020 in new 2014-15 SCC funding and \$4,695,705 in new FDK funding) in addition to existing FDK funding where applicable.

Please be aware that the ministry has funding available to address costs related to site acquisition, preparation and/or demolition and will consider providing additional funding to the board based on the submission of identified needs and a detailed estimate of costs.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your board.

Should you have any questions regarding this approval, please contact your capital analyst, Sarosh Yousuf at Sarosh.Yousuf@ontario.ca or (416) 325-9796.

Sincerely,



Gabriel F. Sékaly  
Assistant Deputy Minister  
Financial Policy and Business Division

Attached: Appendix A – Details of Approved Projects  
Appendix B – Project Funding Calculation  
Appendix C – List of Regional Offices

cc: Grant Osborn, Director, Capital Policy and Programs Branch  
Stacey Zucker, Superintendent of Business and Treasurer  
Kathy Verduyn, Director, London Regional Office

# Appendix A: 2014 School Consolidation Capital

## 21 Hamilton-Wentworth District School Board

Priority	Project	Location	SCC Funding	FDK Funding	Description	Recommendation
1	West Flamborough Accommodation Review #1	Greenville	2,026,142	494,285	This is a 95 pupil places addition at Spencer Valley PS to accommodate the consolidation of Greenville PS	Approve project with SCC funding and Full Day Kindergarten funding. See Appendix B for funding details.
2	West Flamborough Elementary Accommodation Review #2	To be determined	7,047,820	494,285	This is a new 347 pupil places elementary school to accommodate the consolidation of Beverly Central PS and Dr. John Seaton PS.	Approve project with SCC funding and Full Day Kindergarten funding. See Appendix B for funding details.
3	West Secondary Accommodation Review	Dundas	0	0	This is an addition and renovation project as a result of the West Secondary Accommodation Review	This project was not approved for SCC funding. The board should consider a more cost effective proposal for future funding consideration.
4A	Franklin Road	Hamilton	450,000	494,285	This is an addition and renovation project as a result of the Central Mountain Elementary Accommodation Review	Approve project with SCC funding and Full Day Kindergarten funding. See Appendix B for funding details.

4B	George L Armstrong	Hamilton	0	494,285	This is an addition and renovation project as a result of the Central Mountain Elementary Accommodation Review	This project is supported through the Ministry's Full Day Kindergarten Program.
4C	Pauline Johnson	Hamilton	2,422,040	494,285	This is an addition and renovation project as a result of the Central Mountain Elementary Accommodation Review	Approve project with SCC funding and Full Day Kindergarten funding. See Appendix B for funding details.
4D	Queensdale	Hamilton	0	494,285	This is an addition and renovation project as a result of the Central Mountain Elementary Accommodation Review	This project is supported through the Ministry's Full Day Kindergarten Program.
4E	Ridgemount	Hamilton	2,384,018	494,285	This is an addition and renovation project as a result of the Central Mountain Elementary Accommodation Review	Approve project with SCC funding and Full Day Kindergarten funding. See Appendix B for funding details.
5	East Hamilton Elementary Accommodation Review	Hamilton	0	1,235,710	This solution supports the consolidation and renovation of existing schools in the East Hamilton Elementary Accommodation Review	This solution will be supported through the Ministry's Full Day Kindergarten Program. Please note three schools will receive FDK funding in this solution, including Viscount Montgomery P.S., W.H. Balland P.S., Hillcrest P.S.
6	West Glanbrook Elementary Accommodation Review	Mount Hope	0	0	This solution supports the consolidation of Mount Hope PS and Bell-Stone PS	This project is ineligible for SCC funding because the indicated space reductions occurred prior to this funding program.

7	Dalewood Elementary Accommodation Review	Dundas	0	0	This is renewal /program retrofit project	This project is ineligible for SCC funding because it does not reduce excess capacity to address underutilized space.
8	South Secondary Accommodation Review - Sherwood SS	Hamilton	0	0	This is renewal /program retrofit project	This project is ineligible for SCC funding because it does not reduce excess capacity to address underutilized space.



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## Boundary Review

Date Approved: May 2014

Projected Review Date: May 2018

### **PURPOSE:**

Hamilton-Wentworth District School Board (HWDSB) believes in optimizing and ensuring the effective and efficient use of all facilities to support student achievement.

### **GUIDING PRINCIPLES:**

- Address the short- and long-term accommodation requirements of the impacted communities in a timely manner;
- Be mindful of the best and most prudent use of all resources available to HWDSB;
- Adhere to the guiding principles as defined in the Long-Term Facilities Master Plan including optimal school capacity, grade organization, transportation, facility requirements, site size and the balance between French Immersion and English track students in dual track schools (<http://www.hwdsb.on.ca/wp-content/uploads/2013/05/Section-5-LTFMP-Guiding-Principles.pdf>).
- Consult with the impacted school communities to gain further insight into the boundary recommendation(s).
- Where possible, attempt to create more socio-economically diverse school communities.
- Be mindful of the distance to the nearest school and the ability for students to safely travel to school.

### **INTENDED OUTCOMES:**

To validate or amend boundaries to support and optimize the effective and efficient use of all facilities.

### **RESPONSIBILITY:**

Director of Education  
Members of Executive Council

### **TERMINOLOGY:**

*Long-Term Facilities Master Plan:* A comprehensive planning document illustrating the condition and utilization of current facilities, and possible accommodation solutions designed to enhance student achievement.



## ACTION REQUIRED:

A boundary review, outside of the accommodation review process, shall begin under the following circumstance:

- Initiated through the Long-Term Facilities Master Plan, upon Board approval;
- or
- Recommendation from a Superintendent of Student Achievement, upon Board approval;
- or
- Initiated through the Board of Trustees.

Once a boundary review has been initiated, staff will take the following steps:

- **Create the Boundary Review Advisory Panel:** The mandate of the Boundary Review Advisory Panel is to advise the Superintendent of Student Achievement of possible options after reviewing the guiding principles, receiving community input and providing local expertise. The Superintendent of Student Achievement, in conjunction with the Planning and Accommodation Division, will then recommend an option(s) for Board approval. The panel shall consist at a minimum of the Superintendent of Achievement for the affected schools, Ward Trustee(s), Principal(s), members of School Council and Home & School Association (where they may exist), and Planning & Accommodation staff.
- **Conduct a community consultation:** Consisting of a public meeting(s) to allow the community an opportunity to provide input regarding the proposed recommendation(s).
- **Review data from the community consultation:** Consisting of the review of community feedback prior to formulating the final recommendation(s) to be presented at a Standing Committee or Regular Board meeting.
- **Seek Board approval:** Consisting of the presentation of the recommendation(s), as well as the results of the community consultation, to the Board for their approval.

## PROGRESS INDICATORS:

Intended Outcome	Assessment
To validate or amend boundaries to support and optimize the effective and efficient use of all facilities.	This will be measured by monitoring and planning for pupil accommodations through the Long-term Facilities Master Plan and by looking at: <ul style="list-style-type: none"><li>• Declining, increasing and shifting enrolments</li><li>• Current funding and operational realities</li><li>• Changing educational and program objectives</li><li>• Physical limitations of schools and sites.</li></ul>

## **REFERENCES:**

### **Government Documents**

N/A

### **HWDSB Strategic Directions**

Achievement Matters

Engagement Matters

Equity Matters

### **HWDSB Policies**

Finance and Administration Pillar

Community Use of Board Facilities/Properties

Facilities Partnerships

Public Consultation

Pupil Accommodation Review

### **HWDSB Documents**

Long-Term Facilities Master Plan



# EXECUTIVE REPORT TO FINANCE & FACILITIES COMMITTEE

**DATE:** October 12, 2016

**TO:** Finance & Facilities Committee

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

**Prepared by:** Stacey Zucker, Executive Superintendent of Board Operations & Treasurer  
Bill Torrens, Superintendent of Student Achievement  
Robert Fex, Senior Planner

**RE:** Greensville & Spencer Valley School Boundary Review

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**Action X**                      **Monitoring**

**Recommended Action:**

A boundary Review Advisory Panel (defined in **Background** section) be assembled to engage the community on the following:

That the English JK-5 program attendance boundary for Greensville ES described in *Appendix A* be assigned to Spencer Valley beginning in September 2017. This would be in effect until the approved new HWDSB elementary school on the Greensville school site is ready for occupancy.

**Rationale/Benefits:**

The boundary review promotes working and learning in safe environments that are conducive to supporting students in reaching their full potential. The establishment of boundaries will help prepare students, families and communities for the transitioning of students to the future new facility on the Greensville school site and ensure that families with multiple students will be housed in one location. Student and parent engagement activities related to the opening of a new school (i.e. establishing a unified school council; advising on a new name; selecting a mascot, etc.) can occur on one site.

The accommodation solution would eliminate excess pupil places and future renewal needs as well as reduce annual operational costs. There are also anticipated proceeds of disposition from the sale of the closing schools pending Trustee approval of the sale of the sites. There will be no anticipated increase or decrease in transportation costs.

Taking Greensville offline will allow for construction of the new school to take place on the site in a safe and efficient manner. Construction will commence as soon as the Board receives all

regulatory approvals. An elementary school usually takes 12 to 18 months to complete once construction starts.

**Background:**

On June 2014 HWDSB, Trustees approved the closure of Greensville and Spencer Valley and the construction of a new school on the Greensville school site (Appendix B).

HWDSB’s goal is to ensure efficient use of space within the ‘brick and mortar’ of schools to accommodate current and long-term enrolment demands. Balancing enrolment with capacity allows HWDSB to address the maintenance and capital requirements for those schools that are to remain open upon completion of the accommodation review process. This promotes long-term facility sustainability while maintaining quality teaching and learning environments. By maintaining and improving learning environments the facilities become more conducive to student learning and program delivery.

Request for funding for a new school on the Greensville site was submitted to the Ministry through the 2014-15 School Consolidation Capital program and Capital Priorities (2015). In March 2015 HWDSB received capital funding approval for the construction of a new school (*Appendix C*).

As of October 2015 the enrolments and projections at Greensville and Spencer Valley are as follows:

	OTG	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Greensville	222	216	197	205	188	189	176	167	163	150	144	141	142	141	140	140
Spencer Valley	262	207	177	186	194	185	184	183	176	183	186	179	161	150	149	148
Totals:	<b>484</b>	<b>423</b>	<b>374</b>	<b>391</b>	<b>382</b>	<b>374</b>	<b>359</b>	<b>350</b>	<b>339</b>	<b>333</b>	<b>330</b>	<b>320</b>	<b>303</b>	<b>291</b>	<b>289</b>	<b>288</b>

Spencer Valley’s capacity (OTG) is 262. The combined enrolments for the 2 schools will be between 330 and 350 over the next 5 years. Temporary accommodations (i.e.portables) and work to accommodate Full-Day Kindergarten will be required.

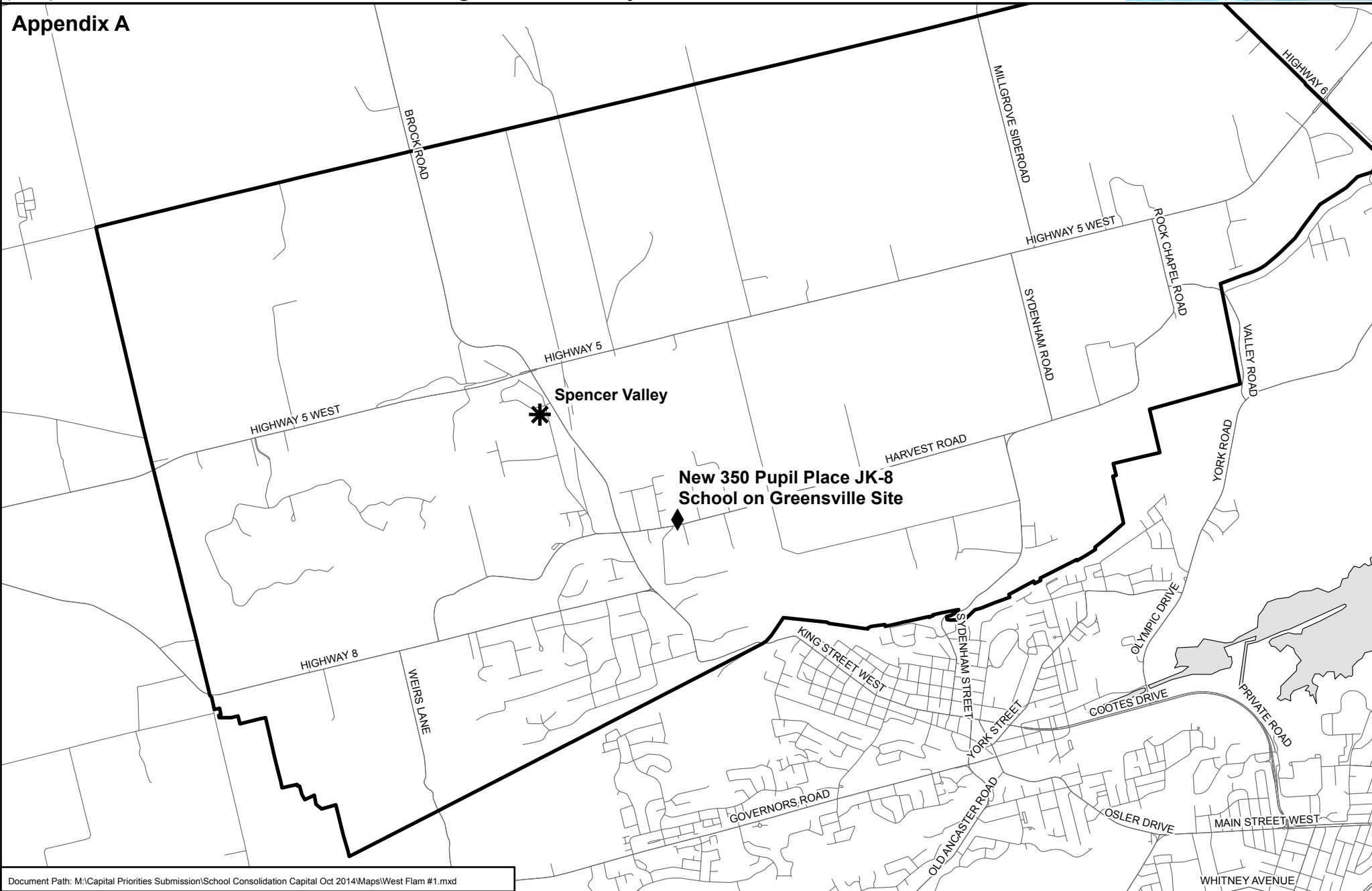
As outlined in the Boundary Review Policy (Policy No. 3.14, Appendix D), a boundary review Advisory Panel would be created and the Panel shall consist at a minimum of the Superintendent of Achievement for the affected schools, Ward Trustee(s), Principal(s), members of School Council and Home & School Association (where they may exist), and Planning & Accommodation staff.

With approval, an Advisory Panel will be struck and meeting scheduled into the Fall and early Winter to ensure that the community has time to plan for the closure and merger of two schools and the appropriate staff are in place prior to the staffing process in the late winter.

*List of Appendixes:*

- A – Boundary Change Map*
- B – Board Approval Minutes*
- C – Ministry approval letter for Greensville school*
- D – HWDSB Boundary Review Policy*

### Appendix A



Document Path: M:\Capital Priorities Submission\School Consolidation Capital Oct 2014\Maps\West Flam #1.mxd

- ▲ Jr Elem
- ◆ Elementary
- Middle School
- Secondary
- \* Closed School



0 600 1,200 2,400 Meters

# Minutes of the Board Meeting

Monday, June 16, 2014

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**LOCATION:** 71 Main Street West, Hamilton, Ontario (City Hall, Council Chambers)

**Trustees Jessica Brennan (Chair), Judith Bishop, Shirley Glauser, Wes Hicks, Alex Johnstone, Ray Mulholland, Lillian Orban, Tim Simmons, Karen Turkstra, Todd White (Vice-Chair); and Student Trustees Filip Susic and Carly Van Egdome.**

**Regrets were received from Trustee Laura Peddle.**

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## 1. Call to Order

The Chair of the Board, Jessica Brennan, called the meeting to order at 6:42 p.m.

## 2. Student Trustees

- The Chair welcomed the new Student Trustees, Hannah Tobias-Murray and Rakhshan Kamran, to the Board for 2014-2015. Student Trustees Tobias-Murray and Kamran were sworn in and signed their Student Trustee declaration.
- The Chair thanked the current Student Trustees Van Egdome and Susic for all of their hard work and dedication over the past year. She acknowledged all of their accomplishments as well as their involvement with the Ontario Student Trustee Association. They were presented with a gift and plaques in thanks for all of their hard work.
- Student Trustee Reports  
Ontario Student Trustees' Association (OSTA)
  - OSTA has held three successful conferences with record attendance.
  - OSTA has produced two newsletters that have been distributed province wide.
  - Student Trustee Susic gave thanks to the Trustees and Staff for a wonderful year and the opportunity of being Student Trustee.

### Local Activities

- Student Trustee Van Egdome noted the upcoming events with Student Senate and indicated that she and Student Trustee Susic will be supporting the newly elected Student Trustees over the summer as they transition into their new roles.
- Student Trustee Van Egdome gave thanks to both Trustees and Staff for the opportunity of learning and growing over the past year.

## 3. Approval of Agenda

**RESOLUTION #14-77:** Trustee Glauser, seconded by Trustee Johnstone, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

## 4. Declarations of Conflict of Interest

None.

## 5. Confirmation of the Minutes – May 26, 2014 Special Board

**RESOLUTION #14-78:** Trustee White, seconded by Trustee Orban, moved: **That the minutes of the May 26, 2014 Special Board meeting be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**6. Confirmation of the Minutes – May 26, 2014 Regular Board**

**RESOLUTION #14-79:** Trustee Glauser, seconded by Trustee Hicks, moved: **That the minutes of the May 26, 2014 Regular Board meeting be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**7. Communications****OPSBA Draft Paper regarding EQAO**

**RESOLUTION #14-80:** Trustee Bishop, seconded by Trustee Orban, moved: **That the draft paper from OPSBA regarding EQAO and large-scale testing be endorsed.**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

**8. Resolution Into Committee of the Whole (Private)**

**RESOLUTION #14-81:** Trustee Simmons, seconded by Trustee Turkstra, moved: **That the Board move into Committee of the Whole (Private).**

**CARRIED UNANIMOUSLY**

Student Trustees Susic and Van Egdome voted in favour

The open session resumed at 7:30 p.m. Student Trustees Susic and Van Egdome were not present for the remainder of the meeting.

**9. Reports from Standing Committee****A. Special Standing Committee – June 2, 2014**

**RESOLUTION #14-82:** Trustee White, seconded by Trustee Johnstone, moved: **That the following report of the Special Standing Committee - June 2, 2014 be approved, including:**

## East Hamilton City

A) In the East Hamilton City ARC, the Board of Trustees approves :

- i) The closure of Woodward and Roxborough Park in June, 2015.
- ii) The adoption of the boundary map – East Hamilton Community Hybrid Plan.

B) The board will make the minimum investment of \$4M (estimated value of property disposition) to address existing urgent and high renewal needs, resurface or repaint gymnasium floors, and provide school-wide air tempering at the remaining schools.

C) Staff will begin a Post-ARC Boundary Review to consider changes between A.M. Cunningham, Queen Mary, Viscount Montgomery and W.H. Ballard schools.

D) Staff will report to the Board of Trustees with plans to address the unused space at W.H. Ballard School. This could include, but is not limited to, relocating HWDSB administrative staff, relocating existing programming, or pursuing public or private facility partnerships.

The motion was **CARRIED** on the following division of votes:

In favour (8) Trustees Brennan, Glauser, Hicks, Johnstone, Orban, Simmons, Turkstra and White.

Opposed (2) Trustees Bishop, Mulholland.

**B. Standing Committee – June 9, 2014**

**RESOLUTION #14-83:** Trustee White, seconded by Trustee Hicks, moved: **That the following report of the Standing Committee – June 9, 2014 be approved, including:**

## A) Staff Recommendation REVISED:

- Close Eastmount Park in **June 2015**.
  - All students attend G.L. Armstrong for JK-8.
  - George L. Armstrong receives full day kindergarten renovation.
- Close Linden Park in **June of 2015**.
  - Students, depending on address will attend Queensdale or Franklin Road for JK-8.
  - Franklin Road receives full day kindergarten addition.
- Close Cardinal Heights in **June of 2015**.
  - Students, depending on address attend Pauline Johnson or Ridgemount for JK-8.
  - Pauline Johnson receives two full day kindergarten and two classroom addition to accommodate JK-8 students.
  - Ridgemount receives a four room addition to accommodate JK-8 students.
- Queensdale grade organization becomes JK-8. Full day kindergarten addition required.

B) And that Hill Park and Linden Park property not be sold until the new South Mountain site is owned by Hamilton-Wentworth District School Board and services are secured.

The motion was **CARRIED** on the following division of votes:

In favour (8) Trustees Brennan, Glauser, Hicks, Johnstone, Orban, Simmons, Turkstra and White.

Opposed (2) Trustees Bishop, Mulholland.

**C. Committee of the Whole (Private) – June 16, 2014**

**RESOLUTION #14-84:** Trustee White, seconded by Trustee Glauser, moved: **That the following report of the Committee of the Whole (Private) – June 16, 2014 be approved, including:**

## A. Human Resources report - May 20, 2014

- updates on personnel matters

## B. Finance Committee report - May 28, 2014 with respect to the

- disposition of property at Parkside High School and Site, Bell-Stone Elementary School and Site as well as the approval to complete property transactions while the Board is in recess.

## C. Audit Committee Report - April 10, 2014

- updates on the audit schedule for 2014-15 and the re-appointment of the external auditor for the 2013-14 fiscal year

## D. Audit Committee Report - June 5, 2014 update on the audit schedule changes for 2013-14

**CARRIED UNANIMOUSLY**



**D. Special Standing Committee – May 26, 2014**

**RESOLUTION #14-85:** Trustee White, seconded by Trustee Turkstra, moved: **That the following report of the Standing Committee - May 26, 2014 be approved, including:**

## West Flamborough ARC Recommendation Part 1: Revised

- i. The closure of Beverly Central and Dr. Seaton in June 2016
- ii. Build a new 350 pupil place JK to 8 school at the City owned Beverly Community Centre (upon partnership agreement with the City of Hamilton)
- iii. In the absence of a partnership agreement with the City of Hamilton at the Beverly Community Centre site, build a new 350 pupil place school on the existing Board owned Beverly Central school site
- iv. Proposed new school partnership is pending Ministry funding
- v. Proposed new school without partnership is pending Board funding

## Amendment added:

- vi. The school closures outlined in clause i above, are subject to the new school referenced in clauses ii or iii being built

## West Flamborough ARC Recommendation Part 2: Revised

- i. The closure of Greensville and Spencer Valley in June 2016
- ii. Build a new 350 pupil place JK to 8 school on the Greensville School site (upon partnership agreement with the City of Hamilton)
- iii. Millgrove school remains status quo and remains as a feeder school for grades 6 to 8 at the new school on the Greensville site.
- iv. Proposed new school partnership is pending Ministry funding
- v. In the absence of a partnership agreement with the City of Hamilton at the Board owned Greensville school site and Ministry new school funding, close Greensville school and renovate Spencer Valley School to accommodate the consolidated JK to 8 school; Millgrove school remains status quo JK to 5 and as a Spencer Valley feeder school for grades 6 to 8.
  - Capital requirements at Spencer Valley-FDK rooms, classroom additions, music room upgrades, gymnasium upgrades, science & art room upgrades as well as any other high, urgent and capital needs to convert the middle school to a 21<sup>st</sup> century learning JK to 8 school.

**CARRIED UNANIMOUSLY****Reports from Special Committees****10. Program Committee - May 14, 2014**

**RESOLUTION #14-86:** Trustee Brennan, seconded by Trustee Bishop, moved: **That the report of the Program Committee – June 2, 2014 be approved.**

**CARRIED UNANIMOUSLY****11. Policy Committee – June 9, 2014**

**RESOLUTION #14-87:** Trustee White, seconded by Trustee Glauser, moved: **That the report of the Policy Committee – June 9, 2014 be approved.**

**CARRIED UNANIMOUSLY**

**12. Audit Committee – June 5, 2014**

**RESOLUTION #14-88:** Trustee Turkstra, seconded by Trustee Simmons, moved: **That the report of the Audit Committee – June 5, 2014 be approved, including:**

- o **Regional Internal Audit Plan 2014-15**

**CARRIED UNANIMOUSLY**

Reports from Community Advisory Committees:

**13. French Immersion Advisory Committee – May 28, 2014**

**RESOLUTION #14-89:** Trustee White, seconded by Trustee Bishop, moved: **That the report of the French Immersion Advisory Committee – May 28, 2014 be approved.**

**CARRIED UNANIMOUSLY**

Reports from Staff

**14. Naming of the playground at Cathy Wever School**

**RESOLUTION #14-90:** Trustee Simmons, seconded by Trustee Johnstone, moved: **That the newly created playground at Cathy Wever School be named "Constable Cathy Wever Field".**

**CARRIED UNANIMOUSLY**

**15. Oral Reports**

**A. Ontario Public School Boards' Association (OPSBA) Report** - Trustee Johnstone indicated that the annual CSBA conference will be taking place in the beginning of July 2014.

**B. Director's Report**

Director Malloy drew attention to the following:

- Superintendent Corcoran will be retiring at the end of June 2014. He wished her all the best in her retirement years.
- Superintendent Croxall has also retired and wished her the very best in her retirement years.
- The Secondary Program Strategy and Transition Program has been monumental – building community and engaging students.
- Transforming learning – how students learn and teachers teach.
- Math Strategy – focussing on what our students need to be successful.
- Positive School Climate – foundational to our students in achieving.

**D. Chair's Report**

Chair Brennan thanked the community for their involvement in the ARC process, for those participating in the ARCs and those who came out for the public meetings and delegation evenings where their voices were heard. Chair Brennan thanked all of the Trustees around the table for the time that they put into the schools, communities, meetings and involvement with their constituents. She thanked the Staff and Dr. Malloy for his leadership and devotion.

The meeting adjourned at 8:35 p.m.

tm

**Ministry of Education**

Office of the ADM  
Financial Policy and Business  
Division  
20th Floor, Mowat Block  
900 Bay Street  
Toronto ON M7A 1L2

**Ministère de l'Éducation**

Bureau du sous-ministre adjoint  
Division des politiques financières et des  
opérations  
20<sup>e</sup> étage, Édifice Mowat  
900, rue Bay  
Toronto ON M7A 1L2



November 9, 2015

Mr. Manny Figueiredo  
Director of Education  
Hamilton-Wentworth District School Board  
P.O. Box 2558  
Hamilton ON, L8N 3L1

Dear Mr. Figueiredo,

I am writing to inform you that the Ministry of Education has completed a detailed review of the business cases that each school board submitted for consideration under the 2015 Capital Priorities Grant program.

As outlined in **Memorandum 2015:B12 – Request for 2015 Capital Priorities Business Cases**, school boards were asked to submit up to eight business cases to the ministry by July 15, 2015. Forty-nine school boards submitted 220 school construction projects, worth approximately \$2.7 billion. Projects were assessed based upon factors such as the need to address accommodation pressures, increase utilization through school consolidation, improve facility condition or accommodate French-language enrolment in a cost effective manner.

In addition to school construction related projects, school boards were also asked to submit school-based child care construction projects under this round of the Capital Priorities Grant program. Eligible projects for consideration were either requests for the inclusion of child care as part of a school project business case, or as a stand-alone submission as an addition to an existing school.

The child care capital projects are being funded through the \$120 million that was announced in **Memorandum 2015:B11 – Capital Funding for New Construction of Child Care**. In total, the ministry received 145 requests from 42 school boards for child care capital funding, totaling more than \$200 million.

As noted in Memorandum 2015:B11, the ministry used the following criteria to assess and prioritize eligible projects:

- Child care replacement due to school closure/accommodation review;
- Age groupings (infant rooms a priority);
- Accommodation pressures/service gaps; and
- Cost effectiveness/viability.

A listing of province-wide approved capital and child care projects has been posted on the ministry's website: <http://www.edu.gov.on.ca/eng/parents/capital.html>

After careful review of your board's submissions, I am pleased to confirm that the ministry has approved funding to support 2 capital priority projects identified by your board. In total, your board will be allocated \$2.02M in child care funding to undertake these projects. For the Greensville project, your board has approval for up to \$9.09M, inclusive of the board's \$2.52M in School Consolidation Capital approval for Spencer Valley and \$5.56M in Proceeds of Disposition. The board may request for further scope approval with the addition of third party funding. This additional funding must be verified to the ministry through legal documentation when the board is requesting an Approval to Proceed.

In recognition of the increase in construction costs, the ministry has increased its funding benchmarks by 2 percent and is reflected in the funding for this round of capital approvals. This increase does not apply to any previously approved projects.

Please be aware that the ministry has funding available to address costs related to site acquisition, preparation and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2015-16 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

### Appendices

Appendix A provides a complete list of the Capital Priorities requests submitted by your board along with ministry responses outlining our rationale for projects that did not receive funding approval. Appendix B provides a complete list of the Child Care Capital requests submitted by your board along with ministry responses outlining our rationale for projects that did not receive funding approval.

Should your school board and municipal partner continue to see the projects that did not receive funding approval as a priority, you may submit them during future rounds of Capital Priorities Grant and School Consolidation Capital programs.

Appendix C provides the details of the approved projects and details on the funding allocations. The ministry's decision to approve these projects was based upon the needs identified in your school board's business case and, in the case of child care capital projects, the affirmation letter jointly submitted by your school board and business partner. If the board chooses to address these projects with a project other than the project outlined in the board's capital priority business case or the affirmation letter, the board must receive the ministry's approval prior to retaining an architect. In some cases this may require the board to forfeit their project approval and resubmit their request in the next round of capital priorities. In addition, any changes to projects related to approved Child Care Capital will require municipal approval.

### Payment

The Capital Priorities Grant program (CPG) operates on a modified grant payment process, where cash flow is based on school board spending. There are two annual CPG reporting periods:

- For the period of September 1 to March 31, CPG expenditures are recorded in the board's March Report; and
- For the period of April 1 to August 31, CPG expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Information System (SFIS).

### Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the cost and scope for these projects are within the approved funding amounts and does not exceed the ministry's funding benchmarks. Similarly, the new construction of child care capital funding allocation you have received can only be used to address capital costs related to the implementation of new construction of child care for each approved project.

### Communication Protocols

All public announcements regarding major capital investments funded through the Capital Priorities, School Consolidation or Child Care Capital programs, should be considered joint communication opportunities for the provincial government and the district school board.

As such, you must not issue a news release or any other public communication regarding Capital Priorities, School Consolidation Capital or Child Care Capital projects unilaterally, unless agreed to by the Ministry of Education or a representative from the Government of Ontario.

For all public communications opportunities, you must invite the Minister of Education to your local event by emailing [Minister.EDU@ontario.ca](mailto:Minister.EDU@ontario.ca) with at least three weeks advance notice.

This includes announcements related to the awarding of project funding provided in the current and previous years, as well as all future milestone events for the funded project (e.g., ribbon-cutting, ground-breaking, school opening).

If the Minister of Education is unavailable, the Minister's Office will inquire with your local Member of Provincial Parliament (MPP) to determine whether they are available to jointly announce the new projects in your city/region at an upcoming event.

If he/she is available, their office will contact you to make arrangements in a timely manner. If he/she is unavailable, the Minister's Office, or a ministry representative, will inform you that your school board can proceed with an event in the absence of a government representative.

You must acknowledge the support of the Government of Ontario in communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications.

Should you have any communications-related questions, please contact Ryan Rigby at (416) 325-2540 or via email at [Ryan.Rigby@ontario.ca](mailto:Ryan.Rigby@ontario.ca).

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your board.

Should you have any questions regarding the capital priorities approval, please contact your Capital Analyst, Matthew Anderson at [Matthew.Anderson@ontario.ca](mailto:Matthew.Anderson@ontario.ca) or (416) 325-9796. For any questions related to the child care capital approvals and/or requests, please contact your Education Officer, Rod Peturson at [Rod.Peturson@ontario.ca](mailto:Rod.Peturson@ontario.ca) or (519) 870-2187.

Sincerely,

*Original signed by  
Joshua Paul for:*

Gabriel F. Sékaly  
Assistant Deputy Minister  
Financial Policy and Business Division

Attached: Appendix A - List of Capital Priorities Grant Requests  
Appendix B - List of Child Care Capital Requests  
Appendix C - Details of 2015 Approved Projects

c: Nancy Matthews, Assistant Deputy Minister, Early Years Division  
Grant Osborn, Director, Capital Policy and Programs Branch  
Julia Danos, Director, Early Years Implementation Branch  
Stacey Zucker, Superintendent of Business and Treasurer  
Grace Mater, CMSM/DSSAB

## Appendix C: Details of Approved 2015 Projects

### 21 Hamilton-Wentworth District School Board

		Priority	1	C1		
		Project Name	<b>Greenville</b>	New Ancaster Meadow Elementary School		
Benchmark Project Cost		Location				
New Construction	Pupil Places to Add	A	381			
	Resulting Pupil Places	B	381			
	GFA / Pupil Place	C	10.82			
	\$ / GFA	D	1,959.89			
	Subtotal = A * C * D	E	8,079,490			
Retrofit	GFA	F				
	\$ / GFA	G				
	Subtotal = F * G	H				
School Total	GAF	I	1.02			
	School Total = (E + H) * I	J	8,241,080			
Child care	Rooms	K	2	2		
	Cost	L	1,008,339	1,008,339		
Board funded Other		M				
<b>Total Project Cost = J + L + M</b>		<b>N</b>	<b>9,249,419</b>	<b>1,008,339</b>		
Funding Source					<b>Total For All Projects</b>	
CPG	O					
FDK	P					
Child Care	Q	1,008,339	1,008,339	2,016,678		
Ministry Funding Total = O + P + Q		R	1,008,339	1,008,339	2,016,678	
Board Funding		S	8,079,490		8,079,490	
<b>Total funding = R + S</b>		<b>T</b>	<b>9,087,829</b>	<b>1,008,339</b>	<b>10,096,168</b>	



## Boundary Review

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Date Approved: May 2014

Projected Review Date: May 2018

### PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) believes in optimizing and ensuring the effective and efficient use of all facilities to support student achievement.

### GUIDING PRINCIPLES:

- Address the short- and long-term accommodation requirements of the impacted communities in a timely manner;
- Be mindful of the best and most prudent use of all resources available to HWDSB;
- Adhere to the guiding principles as defined in the Long-Term Facilities Master Plan including optimal school capacity, grade organization, transportation, facility requirements, site size and the balance between French Immersion and English track students in dual track schools (<http://www.hwdsb.on.ca/wp-content/uploads/2013/05/Section-5-LTFMP-Guiding-Principles.pdf>).
- Consult with the impacted school communities to gain further insight into the boundary recommendation(s).
- Where possible, attempt to create more socio-economically diverse school communities.
- Be mindful of the distance to the nearest school and the ability for students to safely travel to school.

### INTENDED OUTCOMES:

To validate or amend boundaries to support and optimize the effective and efficient use of all facilities.

### RESPONSIBILITY:

Director of Education  
Members of Executive Council

### TERMINOLOGY:

*Long-Term Facilities Master Plan:* A comprehensive planning document illustrating the condition and utilization of current facilities, and possible accommodation solutions designed to enhance student achievement.



## ACTION REQUIRED:

A boundary review, outside of the accommodation review process, shall begin under the following circumstance:

- Initiated through the Long-Term Facilities Master Plan, upon Board approval;
- or
- Recommendation from a Superintendent of Student Achievement, upon Board approval;
- or
- Initiated through the Board of Trustees.

Once a boundary review has been initiated, staff will take the following steps:

- **Create the Boundary Review Advisory Panel:** The mandate of the Boundary Review Advisory Panel is to advise the Superintendent of Student Achievement of possible options after reviewing the guiding principles, receiving community input and providing local expertise. The Superintendent of Student Achievement, in conjunction with the Planning and Accommodation Division, will then recommend an option(s) for Board approval. The panel shall consist at a minimum of the Superintendent of Achievement for the affected schools, Ward Trustee(s), Principal(s), members of School Council and Home & School Association (where they may exist), and Planning & Accommodation staff.
- **Conduct a community consultation:** Consisting of a public meeting(s) to allow the community an opportunity to provide input regarding the proposed recommendation(s).
- **Review data from the community consultation:** Consisting of the review of community feedback prior to formulating the final recommendation(s) to be presented at a Standing Committee or Regular Board meeting.
- **Seek Board approval:** Consisting of the presentation of the recommendation(s), as well as the results of the community consultation, to the Board for their approval.

## PROGRESS INDICATORS:

Intended Outcome	Assessment
To validate or amend boundaries to support and optimize the effective and efficient use of all facilities.	This will be measured by monitoring and planning for pupil accommodations through the Long-term Facilities Master Plan and by looking at: <ul style="list-style-type: none"><li>• Declining, increasing and shifting enrolments</li><li>• Current funding and operational realities</li><li>• Changing educational and program objectives</li><li>• Physical limitations of schools and sites.</li></ul>

## **REFERENCES:**

### **Government Documents**

N/A

### **HWDSB Strategic Directions**

Achievement Matters

Engagement Matters

Equity Matters

### **HWDSB Policies**

Finance and Administration Pillar

Community Use of Board Facilities/Properties

Facilities Partnerships

Public Consultation

Pupil Accommodation Review

### **HWDSB Documents**

Long-Term Facilities Master Plan



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee  
**FROM:** Manny Figueiredo, Director of Education  
**DATE:** October 12, 2016  
**PREPARED BY:** Stacey Zucker, Executive Superintendent of Board Operations and Treasurer  
 Denise Dawson, Manager of Budget  
**RE:** Elementary Enrolment Update

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**Background:** Action Monitoring x

Grant for Student Needs (GSN) funding is based on two enrolment count dates: October 31 and March 31. Expenditures and revenues in the 2016-17 budget were calculated based on projected Average Daily Enrolment (ADE) which is calculated based on October 31, 2016 and March 31, 2017 projected enrolment.

The preliminary elementary school staffing is also calculated based on projected 2016-17 enrolment. In September, once actual enrolment is determined, staffing re-organization is completed based on class size and Collective Agreement requirements.

This report provides an update to compare September elementary enrolment projections to original budget projections.

	<b>2016/2017 Budget Estimate</b>	<b>2016/2017 September Projection</b>	<b>Increase (Decrease) ADE</b>	<b>Increase (Decrease) %</b>
<b><i>Elementary</i></b>				
Full Day Kindergarten	6,351.00	6,840.00	489.00	7.70%
Primary	10,280.00	10,575.00	295.00	2.87%
Grades 4 -8	16,946.00	17,284.00	338.00	1.99%
Special Education	<u>555.00</u>	<u>530.00</u>	<u>(25.00)</u>	<u>(4.50%)</u>
<b><i>Total Elementary Enrolment</i></b>	<b><u>34,132.00</u></b>	<b><u>35,229.00</u></b>	<b><u>1,097.00</u></b>	<b><u>3.21%</u></b>

**Staff Observations:**

As part of the 2016-17 Budget process, enrolment was projected using the best information available and was used to determine staffing and calculated GSN revenue. Revised projections for 2016-17 based on September actual enrolment and input from Elementary Administrators has been finalized and is reported above.

Overall, elementary enrolment is 1,097.00 FTE higher than projected, for a number of reasons:

1. Elementary schools received an influx of Syrian newcomers into our schools since December 2015. As of June 30, 421 students from Syria were attending elementary schools across our system. The grade breakdown of these new students were 114 in FDK, 154 students in grades 1-3 and 153 students in grades 4-8. At the time enrolment projections were prepared for 2016-17 budget purposes, staff was not in a position to project the number of newcomers that would arrive in Hamilton and stay in Hamilton, and which schools and grades these students would attend. Thus the budget projections did not include any estimate of Syrian newcomers.
2. Daycare subsidies for school-aged children are no longer provided. Therefore, we have seen an increase in the number of FDK students over projections.
3. Enrolment projections for 2016-17 were conservative. In the prior year, projections were higher than actuals and it was challenging for the prior year budget.

**Conclusion:**

September 2016 elementary enrolment is 1,092 FTE more than projected. The increased enrolment will impact staffing and the 2016-17 Budget.



**EXECUTIVE REPORT TO FIANANCE  
AND FACILITIES COMMITTEE**

**TO:** FIANANCE AND FACILITIES COMMITTEE

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

**DATE:** October 12, 2016

**PREPARED BY:** Stacey Zucker, Executive Superintendent of Board Operations and Treasurer  
David Anderson, Senior Facilities Officer  
Agnese DeFazio, Manager, Capital Projects

**RE:** Secondary School Facility Benchmarks

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Action                       Monitoring

**Rationale/Benefits:**

This report is intended to provide trustees with an overview of the Secondary School Facility Benchmark design standards.

**Background:**

At the April 14, 2016 Finance and Facilities Committee meeting, staff presented an Annual Capital Plan that included seven components, the first being Secondary School Facility Benchmarks (previously referred to as Secondary School Revitalization).

This report outlines staff's recommendation for the components to include in each of the approved priorities (science labs, playing fields, learning commons and gym floors).

**Components:**

Science Labs

Appendix A identifies the general features and design intent of a renovated or newly constructed science lab within HWDSB. This configuration may vary based on existing conditions, and is a derivative of the Design Manual previously drafted by Capital.

Playing Fields

Appendix B identifies the general features and design intent of a rejuvenated or newly constructed playing field within HWDSB. This configuration may vary based on existing conditions.

Learning Commons

Appendix C identifies the general features and design intent of a renovated or newly constructed learning commons within HWDSB. This configuration may vary based on existing conditions, and is a derivative of the Design Manual previously drafted by Capital.

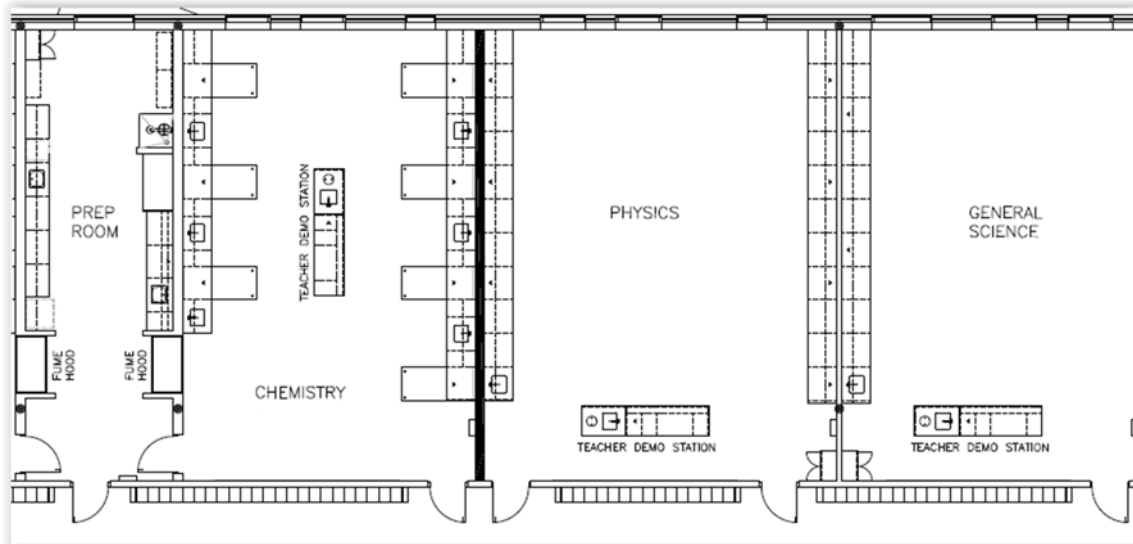
### Gym Floors

As directed under the Secondary School Facility Benchmark strategy, no less than one gym floor (main gym) will be refinished or replaced to ensure that they are all maintained in 'good' condition.

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## Science Labs Appendix A



*\*Note: This is a typical layout. Configurations will vary depending on existing site conditions, existing sizes and orientation of windows.*

Fully integrated instructional space grouped within a lab setting.

Each science room has fixed gas and water available for student projects and experiments in all science discipline and equipped with a teacher's demonstration desk complete with gas and water.

### Science Labs (All):

- Teacher's demonstration desk with gas, water and eye wash station
- Wi-Fi access, required electrical and teaching wall ( projector and associated connections)

### General Science:

- Lab counter along one wall equipped with one sink, gas cocks and lower cabinetry

### Chemistry/ Biology:

- Student lab casework with sinks, gas cocks, ventilation (4 students per station) with glass fronted storage cabinets above
- Equipped with double sided fume hoods connected to prep room
- Furnished as lab benches and stools

### Physics:

- Lab counter around the perimeter of the room equipped with one sink, gas cocks and lower cabinetry

### Prep Room:

- Fridge, chemical storage, sink, gas cocks, emergency shower and cabinetry

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**Science Labs**  
Appendix A



*Ancaster High: Fume hood in Biology*



*Ancaster High: Physics*



*Ancaster High: Biology and Chemistry*



*Ancaster High: Biology and Chemistry*



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## Sports Field Appendix B



Creating an outdoor environment to promote the importance of programs outside in the school yard and strengthening partnerships within the community.

*\*Note: This is a typical layout. Configurations will vary depending on existing site conditions and size limitations*

Sports Fields will incorporate:

- Bleachers
- Running track (only where space and budget permits)
- Players benches
- Goal posts and line painting
- Accommodate both Football and Soccer
- Fence the perimeter of the property with gate

Artificial Turf:

- Field lights
- Required drainage

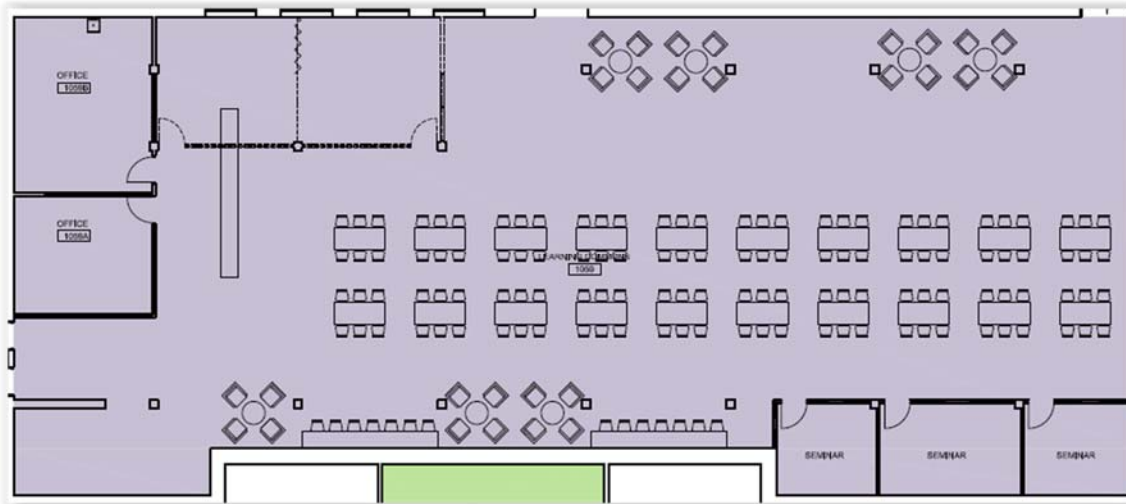
Natural Turf Field:

- Irrigation system
- Required drainage

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## Learning Commons Appendix C



Fully integrated and central node for formal and informal study—with unlimited access to multiple resources, learning supports and student services.

The Learning Commons incorporates different types of spaces for seminar rooms, quiet work rooms and group work areas.

*\*Note: This is a typical layout. Configurations will vary depending on existing site conditions, existing sizes and orientation of windows.*

Learning Commons will incorporate:

- Library bookshelves, display cases, magazine and newspaper racks
- Computer workstations and printer area
- Seminar rooms equipped with whiteboards
- Study carrels for independent study
- Equipped with teaching wall (projector and associated connections) for instructional space
- Casual seating for leisure reading
- Flexible seating and meeting tables for collaborative study
- Circulation desk and librarian office
- Wi-Fi access and power provisions for tablets, laptops, etc.

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## Learning Commons Appendix C



*Ancaster High: Casual Seating*



*Ancaster High: Group Study*



*Ancaster High: Computer Stations*



*Ancaster High: Group Study*

**curiosity • creativity • possibility**