

### AGENDA: 12:00-3:00

1. Call to Order
2. Approval of the Agenda
3. LTFMP Accommodation Strategy
4. 2018-2019 Budget Development
  - *International Students*
5. 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
6. Future Meeting Dates (All meetings will be held in Room 340D unless indicated otherwise):

Regular Meeting Dates	Budget Development Dates
	April 18, 2018
	May 2, 2018
May 9, 2018	May 16, 2018
	May 30, 2018
June 6, 2018	

7. Adjournment

**EXECUTIVE REPORT TO FINANCE  
& FACILITIES COMMITTEE**

**DATE:** April 11, 2018

**TO:** Finance & Facilities Committee

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

**PREPARED BY:** Stacey Zucker, Associate Director, Support Services  
David Anderson, Senior Facilities Officer  
Ellen Warling, Manager of Planning & Accommodation  
Ian Hopkins, Planner, Accommodation & Planning

**RE:** Accommodation Strategy Schedule 2018/2019

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**Action X**                      **Monitoring** ☐

**Recommendations:**

That the Board approve the 2018/19 Accommodation Strategy Schedule. (Appendix A)

**Rationale:**

The schedule indicates a moratorium for the 2018/2019 school year due to the 2018 municipal election. All future accommodation reviews have not been scheduled and are identified as remaining. The schedule will be updated once the Ministry of Education releases the updated Pupil Accommodation Review Guidelines and HWDSB's Pupil Accommodation Review Policy and Procedure are revised to reflect the Ministry changes.

**Background:**

At the June 12, 2017 Board meeting, the Board approved an amended Accommodation Strategy Schedule that identified West Hamilton Mountain PARs being completed in 2017/18 and that a Moratorium be held in 2018/19.

The Ministry issued a memorandum June 28, 2017 (B:09 Plan to Strengthen Rural and Northern Education). In that memo, the Ministry indicated school boards would not start new PARs until the revised PARG is complete. With that direction, it was determined that the 2017/18 PARs must be rescheduled to a future year.

The accommodation strategy schedule recaps completed accommodation strategies from 2011/12 to 2017/18 and also outlines the remaining three planning areas yet to be reviewed. These planning areas include the East Mountain, West Mountain and Dundas. No dates are identified for the remaining planning areas, dates for accommodation reviews will be identified in the 2019/2020 Accommodation Strategy Schedule.

The Accommodation Strategy Schedule is broken down by planning areas. Planning areas allow for comprehensive and in-depth analysis of each area of the city. Analysis of accommodation/utilization issues and facility needs are done on a smaller scale to determine the right solution for each planning area. The schedule outlines the following:

- Accommodation Reviews
- Boundary Reviews
- Grade Reorganizations
- Anticipated Land Purchases
- Opening/closing/sale of schools
- Holding Schools

As of April 2018, HWDSB has completed 3 secondary and 10 elementary accommodation reviews.

Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	Remaining
<b>1 Westdale</b>									
Dalewood	Complete								
Cootes Paradise	Complete								
Glenwood									
Prince Philip	Complete			Closed	SOLD				
<b>2 Flamborough</b>									LP
Allan Greenleaf		BR							
Balaclava		BR							
Flamborough Centre									
Guy Brown		BR							
Mary Hopkins									
Millgrove		BR	Complete						
<b>3 Central Mountain</b>									
Cardinal Heights		GR	Complete		HS	HS	Closed		
Eastmount Park			Complete		Closed	SOLD			
Franklin Road			Complete						
GL Armstrong			Complete						
Linden Park		GR	Complete		Closed				
Norwood Park									
Pauline Johnson			Complete						
Queensdale			Complete						
Ridgemount		GR	Complete						
<b>4 East Hamilton City 1</b>									
Hillcrest			Complete						
Parkdale			Complete						
Rosedale			Complete						
Roxborough Park			Complete		Sold				
Viscount Montgomery			Complete						
WH Ballard			Complete	BR					
Woodward			Complete		Closed	Sold			

AR	: Accommodation Review
In Progress	: Accommodation Review in Progress
Complete	: Completed Accommodation Review
Open	: New School Open
GR	: Grade Reorganization

HS	: School being used for transition
BR	: Boundary Review
In Progress	: Boundary Review in Progress
Closed	: Closed School
LP	: Land Purchase

Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	Remaining
<b>5 West Hamilton City</b>									
Bennetto						Complete			
Cathy Weaver						Complete			
Central						Complete			
Dr. Davey						Complete			
Earl Kitchener						Complete			
Hess Street						Complete			
Queen Victoria						Complete			
Ryerson						Complete			
Strathcona						Complete			
<b>6 West Glanbrook</b>									
Bell-Stone			Complete	Closed	SOLD				
Mount Hope			Complete						
<b>7 East Hamilton Mountain</b>									
CB Stirling									AR
Helen Detwiler									AR
Highview									AR
Huntington Park									AR
Lawfield									AR
Lincoln Alexander									AR
Lisgar									AR
Ray Lewis									AR
Richard Beasley									AR
Templemead									AR
<b>8 Lower Stoney Creek</b>									LP
Collegiate Avenue					Complete				
Eastdale					Complete				
Green Acres					Complete				
Memorial (Stoney Creek)					Complete				
Mountain View					Complete				
RL Hyslop					Complete				
Winona									

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Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	Remaining
<b>9 West Hamilton Mountain</b>									
Buchanan Park									AR
Chedoke				HS	HS	HS			AR
Gordon Price									AR
Holbrook									AR
James Macdonald									AR
Mountview									AR
RA Riddell									AR
Westview									AR
Westwood									AR
<b>10 Ancaster</b>									
Ancaster Meadow									
Tiffany Hills			LP			Open			
Ancaster Senior						Complete			
CH Bray						Complete			
Fessenden						Complete			
Queen's Rangers						Complete			
Rousseau						Complete			
<b>11 East Hamilton City 2</b>									
Elizabeth Bagshaw					Complete				
Glen Brae					Complete				
Glen Echo					Complete				
Lake Avenue					Complete				
Sir Isaac Brock					Complete				
Sir Wilfrid Laurier					Complete				

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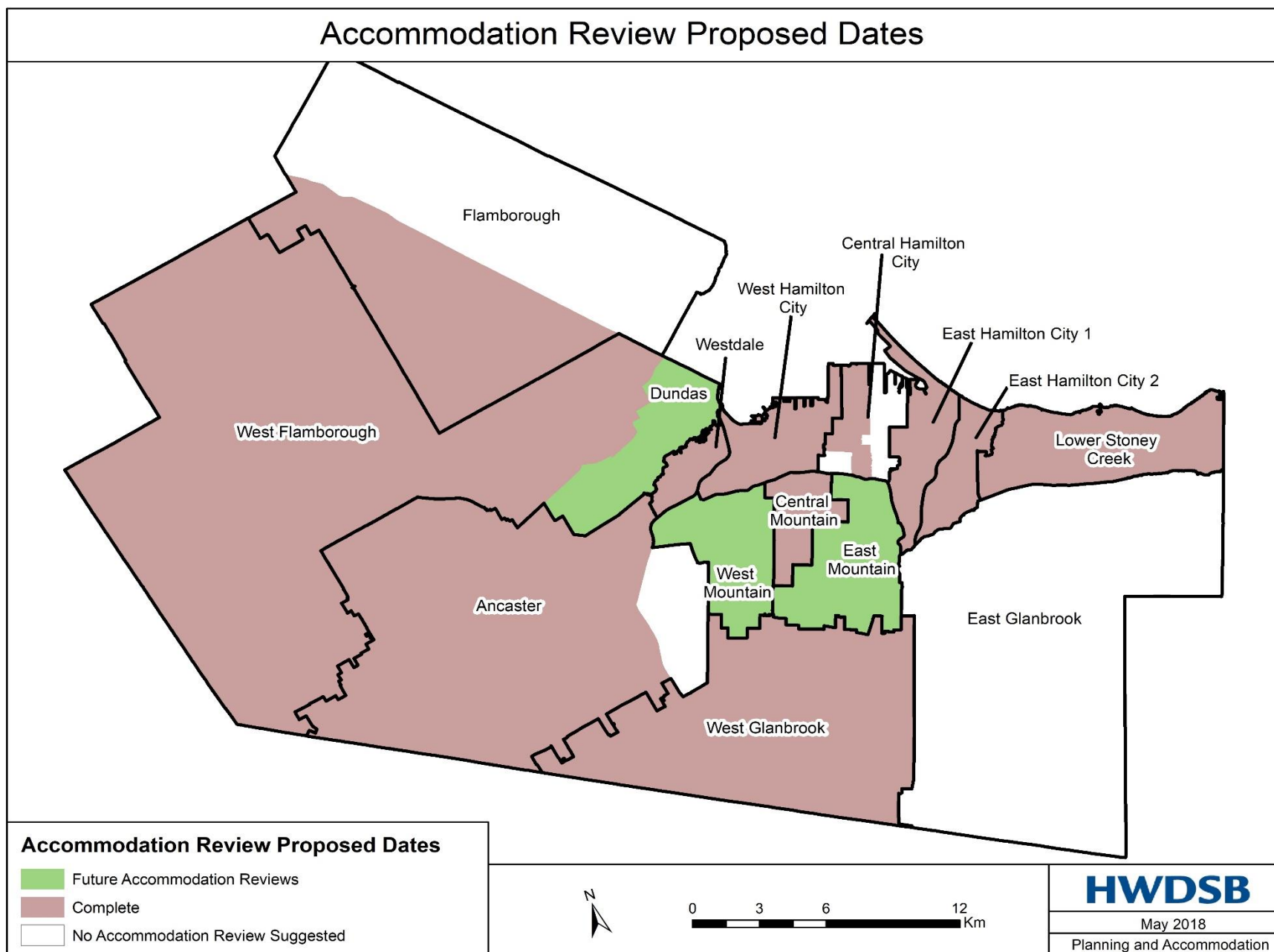
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Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	Remaining
<b>12 Central Hamilton City</b>									
AM Cunningham				BR					
Adelaide Hoodless									
King George	Closed								
Memorial (Hamilton)	Complete								
Prince of Wales	Complete								
Queen Mary				BR					
<b>13 Dundas and West Flamborough</b>									
Beverly Central			Complete						
Dr. Seaton			Complete						
Greensville			Complete						
Spencer Valley		BR	Complete						
Dundana									AR
Dundas Central									AR
Sir William Osler									AR
Yorkview									AR
<b>14 East Glanbrook and Upper Stoney Creek</b>				LP					LP
Bellmoore									
Billy Green							In Progress		
Gatestone		BR							
Janet Lee							In Progress		
Michaelle Jean									
Mount Albion		BR							
Summit Park							In Progress		
Tapleystown							In Progress		

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Elementary Accommodation Reviews	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	Remaining
	2	0	4	0	2	2	0	0	3



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** FINANCE AND FACILITIES COMMITTEE

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

**DATE:** April 11, 2018

**PREPARED BY:** Stacey Zucker, Associate Director, Support Services and Treasurer  
Denise Dawson, Senior Manager, Business Services

**RE:** International Students Financial Analysis

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**Action**

**Monitoring X**

### **Background:**

Every year, HWDSB welcomes international students to study in our elementary and secondary schools. These students have a great opportunity to receive a high quality education while learning and experiencing other cultures. In 2017-18 we currently have 27 elementary and 246 secondary international students attending 19 elementary schools and 10 secondary schools. These students attend HWDSB from 16 different countries around the world.

The Education Act Section 49(6) requires Boards of Education to charge a person who is admitted to school under a study permit, at minimum, the fee calculated in accordance with the regulations. This calculation determines the annual grant (GSN) per student received from the Ministry for all students eligible for grants. International students are not eligible per grant, thus tuition fees charged must at least compensate boards for lost grant revenue.

### **Staff Observation:**

#### **Revenues**

Each year, HWDSB reviews the tuition fee for international students. Board staff calculate the amount using the regulation and then add an amount to offset the direct costs related to international student administration including staffing costs, recruitment and agent fees. Board staff then compare the tuition fee calculated to the coterminous and neighbouring Boards in order to ensure that the fee is reasonable and competitive.

Currently HWDSB annual tuition fees are \$12,300 and \$13,300 for the elementary and secondary students respectively. Annual tuition fees calculated by the regulation for the 2017-18 Revised Estimates is \$10,435.45 and \$11,281.20 per elementary and secondary pupil.

The Board also charges an application fee and a fee to cover the administration costs related to obtaining health insurance for the students.



## ***Expenditures***

HWDSB estimates the expenditures attributed to international students using the costs attributed to these students by the regulation calculation. It is possible that there are additional transportation and/or non-classroom teacher costs such as additional English Language Learner support but these costs are not tracked on a student by student basis.

In addition, the Board has direct costs associated with the administration related to international students and these include salaries and benefits, recruitment costs and agent fees.

## ***Surplus***

Appendix A is a summary of actual International Student revenue and expenditures for 2012-13 to 2016-17 plus a projection for the 2017-18 school year. International student enrolment over this six year period has grown from 142.50 ADE to 273.00 ADE, an increase of 130.5 ADE or 91.6%. The total revenue projected for 2017-18 is approximately \$3.7m with corresponding costs of operating the program totaling \$3.67m. An annual surplus of \$25,685 is projected for 2017-18. The annual surplus generated in the previous 5 year ranged from a high of \$145,213 to \$67,353.

## **Conclusion:**

The International Student program provides an opportunity for over 273 students from around the world to learn in HWDSB schools and experience the cultures and community of Hamilton while providing existing HWDSB students an opportunity to learn about different cultures.

HWDSB and other Boards around the Province calculate tuition fees based on the regulation. The intension of the tuition fee is to cover the costs associated with these students. Although the total revenue generated is significant, there are corresponding costs of educating student and administering the International Student program. Appendix A shows that HWDSB is a financially break even program.

Hamilton-Wentworth District School Board						Appendix A
Finance and Facilities Committee						
April 11, 2018						
<b>International Student Financial Analysis</b>						
	<b>2017-18</b>	<b>2016-17</b>	<b>2015-16</b>	<b>2014-15</b>	<b>2013-14</b>	<b>2012-13</b>
	<b>Projection</b>					
<b>Enrollment - ADE</b>						
# of Students FTE - Elementary	27.00	21.50	17.00	20.00	9.00	13.50
- Secondary	246.00	220.25	187.50	184.50	156.25	129.00
	273.00	241.75	204.50	204.50	165.25	142.50
<b>Revenue</b>						
Tuition Fees	\$ 3,603,900	\$ 3,193,775	\$ 2,702,850	\$ 2,699,850	\$ 2,188,825	\$ 1,877,700
Health Insurance Admin Fee	\$ 20,475	\$ 18,131	\$ 15,338	\$ 15,338	\$ 12,394	\$ 10,688
Application Fee	\$ 75,075	\$ 66,481	\$ 56,238	\$ 56,238	\$ 45,444	\$ 35,625
<b>Total Revenue</b>	<b>\$ 3,699,450</b>	<b>\$ 3,278,388</b>	<b>\$ 2,774,425</b>	<b>\$ 2,771,425</b>	<b>\$ 2,246,663</b>	<b>\$ 1,924,013</b>
<b>Expenditures</b>						
<b>Per Pupil Expenses:</b>						
Calculated by Ministry per the Regulation*	\$ 3,056,932	\$ 2,625,791	\$ 2,198,096	\$ 2,173,250	\$ 1,749,020	\$ 1,490,864
<b>Specific costs not part of Regulation Calculation:</b>						
Additional support for the intake school (\$500 per student) +	\$ 136,500	\$ 120,875	\$ 102,250	\$ 102,250	\$ 82,625	\$ 71,250
<b>Administrative Costs:</b>						
Salaries & Benefits	\$ 209,565	\$ 206,468	\$ 189,443	\$ 187,568	\$ 183,495	\$ 175,120
Recruitment	\$ 63,213	\$ 42,588	\$ 55,974	\$ 37,899	\$ 44,804	\$ 35,279
Contractual Services (Agent Fees)	\$ 207,555	\$ 175,248	\$ 107,452	\$ 125,227	\$ 97,400	\$ 84,147
	\$ 480,333	\$ 424,304	\$ 352,869	\$ 350,694	\$ 325,699	\$ 294,546
<b>Total Expenditures</b>	<b>\$ 3,673,765</b>	<b>\$ 3,170,970</b>	<b>\$ 2,653,215</b>	<b>\$ 2,626,194</b>	<b>\$ 2,157,344</b>	<b>\$ 1,856,660</b>
<b>Surplus</b>	<b>\$ 25,685</b>	<b>\$ 107,417</b>	<b>\$ 121,210</b>	<b>\$ 145,231</b>	<b>\$ 89,319</b>	<b>\$ 67,353</b>
<b>Per student - Surplus</b>	<b>\$ 94</b>	<b>\$ 444</b>	<b>\$ 314</b>	<b>\$ 710</b>	<b>\$ 541</b>	<b>\$ 473</b>
* - This is the minimum tuition fee that the Board would be allowed to charge based on the Regulation. It estimates the cost per pupil.						
+ - The Board currently provides schools with \$500/pupil to offset any additional expenses related to international students (above and beyond the regular school budget.)						