

Virtual Meeting Norms:

- All callers are to place themselves on mute
- Roll call is in place for attendance and for questions

The audio portion of this committee meeting will be made available on our website the day following the meeting.

OPEN AGENDA: 5:00PM

1. Call to Order/Roll Call
2. Land Acknowledgement
3. Approval of the Agenda
4. Conflict of Interest
5. School Based Staffing– report to follow
6. Interim Financial Report – January 31, 2023
7. Capital Projects Construction Update
8. Long-Term Facilities Master Plan Facility Assessment Update
9. Correspondence received from Stoney Creek Garden Club and Horticultural Society

10. Resolution into Private Session as per the Education Act, Section 207(2)

A meeting of a committee of a board, including committee of the whole board, may be closed to the public when the subject-matter under consideration involves,

- a) the security of the property of the board;
- 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;
- c) the acquisition or disposal of a school site;
- d) decisions in respect of negotiations with employees of the board; or
- e) litigation affecting the board. R.S.O. 1990, c.E.2,s.207 (2);2021, c. 4, Sched.11, s. 7 (1)

We acknowledge our presence on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty.

The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity.

We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.



EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

TO: FINANCE AND FACILITIES COMMITTEE

FROM: Sheryl Robinson Petrazzini, Education

DATE: March 30, 2023

PREPARED BY: Matthew Gerard, Associate Director, Support Services and Treasurer
Denise Dawson, Senior Manager, Business Services

RE: 2023-24 School Based Staffing

Action X Monitoring

Recommended Actions:

That the Board approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2023-24 school based staffing:

Elementary Teachers	2,107.50
Secondary Teachers	940.99
Early Childhood Educators	283.00
Educational Assistants	661.00
Principals/Vice Principals	156.00
School Office Administration	194.00
School Custodial	346.75

Background:

The staffing approved in the foregoing recommended action total 4,688.74 FTE positions, provides for the smooth start up to the 2023-24 school year and enables the staffing process to ensure collective agreement compliance and effective school based staffing decisions.

Appendix A provide a summary of the preliminary school based staffing recommended for the 2023-24 school year, with comparative information from the 2022-23 Revised Budget.

Staff Observation:

Staffing for elementary and secondary teachers, school administration, early childhood educators, educational assistants and school custodians for 2023-24 represents adjustments in staffing levels due to changes in enrolment, Ministry class size regulations and budget adjustments and/or programming needs. Due to the uncertainty of the Support for Students Fund, Priority and Partnership Funding and COVID Learning Recovery Fund from the Ministry, positions supported by these allocations have been reduced from the preliminary budget.

By the middle of April, the Ministry is expected to provide information regarding 2023-24 education funding through the Grants for Student Needs (GSN). The impact of this funding announcement will be calculated once the Funding Model Technical Paper and Grant Estimate forms are available from the Ministry. Consequently, as the budget development exercise continues, it may be necessary to increase or decrease staffing levels suggested in the above recommended actions. Any changes will be discussed prior to final Budget approval by June 2023.

Appendix A

School Based Staffing

	2023/24 School Based Staffing	2022/23 Revised School Based Staffing	Increase (Decrease)	Notes
Elementary Teachers	2,107.50	2,133.50	(26.00)	1,2,4,5
Secondary Teachers	940.49	939.17	1.32	1,2,3,5
Early Childhood Educators	283.00	291.00	(8.00)	1,5
Educational Assistants/Child & Youth Care Practitioners	661.00	692.00	(31.00)	2,4,5,6
Principals	92.00	92.00	0.00	
Vice-Principals	64.00	65.00	(1.00)	4
School Office Administration	194.00	200.00	(6.00)	4,5
School Custodial	<u>346.75</u>	<u>359.75</u>	<u>(13.00)</u>	4,5,6
	<u><u>4,688.74</u></u>	<u><u>4,772.42</u></u>	<u><u>(83.68)</u></u>	

1. Change in Staffing due to Enrolment adjustments
2. Budget Adjustments
3. Priority & Partnership Funding adjustment
4. Covid Learning Recovery Fund Adjustment
5. Support for Student Funds Adjustment
6. Both CUPE and OCEW (COPE) unions have ratified central agreements with the Ministry. As part of these agreements, the Ministry will provide the HWDSB with Support for Students funding for the term of the central agreement. Once the HWDSB and the Union have agreed on which positions will be supported by this funding, they will be added to the preliminary budget. For reference, in 2022/23 the Support for Student Fund supported 19.00 Educational Assistants/Child & Youth Care Practitioners (COPE) and 9.00 CUPE staff.



EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

TO: Finance and Facilities Committee

FROM: Sheryl Robinson Petrazzini, Director of Education

DATE: March 30, 2023

PREPARED BY: Matthew Gerard, Associate Director, Support Services
Denise Dawson, Senior Manager Business Services

RE: **Interim Financial Status Report – January 31, 2023**

Action Monitoring x

Background:

The Interim Financial Status Report (Appendix A) consists of:

- Enrolment information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Staffing information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Financial information comparing the year-end forecast to the Budget, with explanations of key variances;
- Summarization of all information presented, in numeric and graph format, with explanations of key variances

The Interim Financial Status Report is prepared three times per year and presented to Finance and Facilities Committee for review. The key reporting dates are November 30, January 31 and March 31.

Rationale/Benefits:

The Interim Financial Status Report presented is based on available information and assumptions as of January 31, 2023. Budget to actual trends were reviewed in order to forecast the Boards August 31, 2023 year-end position from a financial, staffing and enrolment perspective. The Interim Financial Status Report is prepared three times year and presented to Finance and Facilities Committee for review.

Staff Observation:

The 2022-23 revenue budget shows an increase in projected revenue of \$2.2 million. Since the revised budget was filed with the Ministry in December 2022, the Ministry has announced \$1.7 million in additional Priority and Partnership funding that has been included. The additional PPF that make up the majority of the increased funding is Focus on Youth for the summer of 2023 plus the Ministry allowing all unspent Tutoring Supports funding at August 31, 2022 to be carried forward into this school year. Other revenue is projected to be \$0.5 million over the revised budget due to projected growth in bank interest due to site sale revenue.

Expenditures are projected to be \$2.2 million over the revised budget. This is due to \$1.7 million in corresponding expenditure increases due to the increase in PPF revenue announced by the Ministry plus a projected overspending in supply costs based on usage to date as discussed at the Human Resources Committee meeting on December 13, 2022. These projected increases in expenditures are offset by projected savings in spending in both professional development and supplies and other consumables again based on spending trends to date and savings that are being realized in the permanent salary budget due to both short term vacancies and turnover savings as retirements occur in the system.

Conclusion:

As the Financial Status Report in Appendix A shows, the Forecast for spending as of August 31, 2023 based on expenditures and revenue as of January 31, 2023 is balanced and no surplus or deficit is projected. At this point, the contingency is in tact and is projected to remain intact until the end of the year. As with all forecasts, as new information is received or as assumptions change, the resulting Interim Financial Reports will be updated accordingly.

Hamilton-Wentworth District School Board
Interim Financial Report - Based on Information as of January 31, 2023
For the Period Ending August 31, 2023

Summary of Financial Results

	Approved Budget	Revised Budget	Forecast	In-Year Change	
				\$	%
Revenues					
Operating Grants	605,353,478	613,985,042	613,985,042	-	-
Capital & Debt	106,029,843	106,029,843	106,029,843	-	-
Priority & Partnership Funding	11,278,735	14,098,338	15,798,338	1,700,000	12.1%
Other Revenue	8,654,137	9,091,541	9,591,541	500,000	5.5%
Total Revenues	731,316,193	743,204,764	745,404,764	2,200,000	0.3%
Expenditures					
Classroom	528,748,455	539,354,875	541,554,875	2,200,000	0.4%
Other Operating	15,135,050	15,196,757	15,196,757	-	-
Transportation	18,949,040	21,206,876	21,206,876	-	-
Pupil Accommodation	159,797,648	161,152,895	161,152,895	-	-
Other	8,686,000	6,293,361	6,293,361	-	-
Total Expenditures	731,316,193	743,204,764	745,404,764	2,200,000	0.3%
Surplus/(Deficit)	-	-	-	-	-

Change in Revenue

Priority and Partnership Funding has increased \$1.7 m over revised budget as additional PPF's were announced such as Focus on Youth and the Ministry allowing any unspent Tutoring Support PPF at August 31, 2022 to carry over to this year. Other revenue is also projected to increase as a result of increased proceeds of disposition from site sales generating interest.

Change in Expenditures

Expenditures are projected to be \$2.2 m over revised budget due to corresponding expenditure increases as a result of additional Priority and Partnership Funding of \$1.7 m and supply costs are projected be approximately \$2.5 million over revised budget based on usage to date. This is offset by projected savings in professional development, supplies and other consumables in addition to projected savings in the permanent salary budget due to short term vacancies and turnover savings from retirements in the system.

Change in Surplus/Deficit

At this time the contingency remains in tact and no surplus or deficit is projected.

Risk Assessment and Recommendations

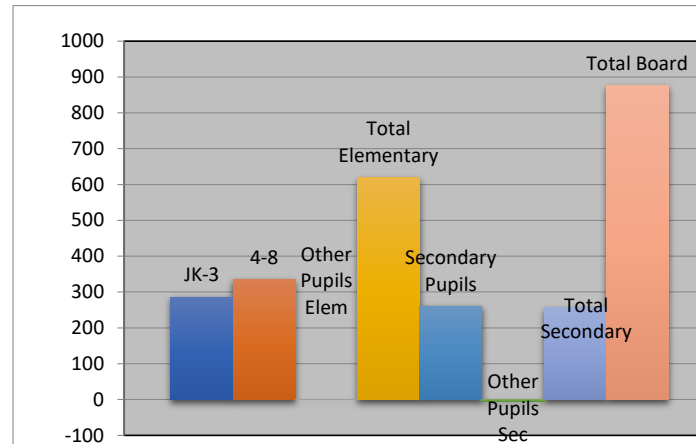
We will continue to monitor the assumptions and information used in compiling this forecast and we will revise the forecast as necessary.

NOTE: Budget to actual trends were reviewed in order to forecast August 31st year-end position. As with all forecasts, as information or assumptions change, this information will be updated accordingly.

Summary of Enrolment

	Approved Budget	Forecast	Increase (Decrease)	
			#	%
Elementary				
JK-3	17,951.00	18,237.00	286.00	1.6%
4-8	18,426.00	18,761.00	335.00	1.8%
Other Pupils	12.00	11.00	(1.00)	(8.3%)
Total Elementary	36,389.00	37,009.00	620.00	1.7%
Secondary <21				
Pupils of the Board	13,833.00	14,094.00	261.00	1.9%
Other Pupils	109.00	104.00	(5.00)	(4.6%)
Total Secondary	13,942.00	14,198.00	256.00	1.8%
Total	50,331.00	51,207.00	876.00	1.7%

Changes in Enrolment: Budget versus Forecast



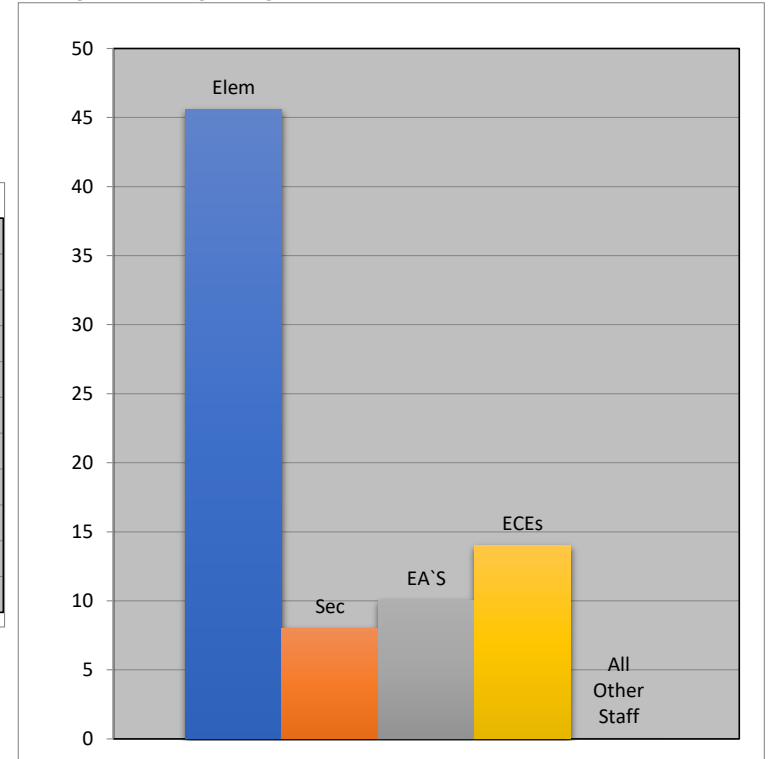
Highlights of Changes in Enrolment:

- Elementary enrolment and secondary enrolment is projected to be 620.00 ADE and 256.00 ADE respectively over budget due to growth in residential development in some areas of the city and the board continues to receive students into our schools from outside HWDSB, Ontario and Canada.
- International students are projected to be in total 6.00 ADE less than projected as the number of students coming into HWDSB continues to be low due to the COVID pandemic

Summary of Staffing

Full-Time Equivalent	Approved Budget	Actual Nov 30, 2022	Forecast	Increase (Decrease)	
				#	%
Program Instruction					
Program Instruction	4,805.12	4,874.72	4,882.72	77.60	1.6%
Program Support	567.75	567.75	567.75	0.00	0.0%
Capital	7.00	7.00	7.00	0.00	0.0%
Total	5,379.87	5,449.47	5,457.47	77.60	1.4%

Changes in Staffing: Budget versus Forecast



Highlights of Changes in Staffing:

Elementary teachers and DECE reflect an increase over budget in order due to the enrolment increase and class size requirements. Secondary teachers will increase for second semester as a result of the increase in enrolment. Educational Assistants have increased over budget due to the change in the special education grant again due to the increase in enrolment.



EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

TO: Finance and Facilities Committee

FROM: Sheryl Robinson Petrazinni, Director of Education

DATE: March 30, 2023

PREPARED BY: Matthew Gerard, Associate Director, Support Services and Treasurer
David Anderson, Senior Manager, Facilities Management
Nadeen Shehaiber, Manager, Capital Projects

RE: Capital Projects Construction Update

Action Monitoring

Background:

On December 15, 2022, Trustees were provided with an update on capital projects in progress. This report is part of Facilities Management's on-going commitment to update Trustees regarding the status of capital projects, on a regular basis.

Staff Observations:

A summary of all the capital projects in various phases, is provided as **Appendix A**. This summary is categorized by each project's source of funding and project initiative. The project status updates are current as of March 22, 2022.

Conclusion:

Staff continue to deliver a number of Capital projects, which include school renewal work, Elementary and Secondary Facility Benchmark Strategy (Year 1&2), Elementary and Secondary Program Strategy (Year 1&2), and new school construction projects.

There are a number of factors affecting the progress of capital projects, in particular:

- Unforeseen site conditions
- Delays with material deliveries
- Asbestos abatement
- COVID-19 Pandemic and continued supply chain challenges

Board staff will continue to update Trustees as to the status of these projects, on a regular basis.

School	Description	Budget	Phase	Final Cost	Project Status
Secondary Facility Benchmark Strategy- Year 1					
Dundas Valley	Washroom and Changeroom Renovation	\$ 1,150,000	Complete	\$ 1,485,000	Complete.
Dundas Valley	Front Entrance Renovations - Concrete replacement at Front Entrance	\$ 200,000	Complete	\$ 181,000	Complete.
Glendale	Front Entrance Renovations - New Entry Doors	\$ 250,000	Close-out		Bundled with window replacement project; construction complete, deficiencies and closeouts ongoing.
Glendale	Cafeteria Renovation	\$ 250,000	Complete	\$ 174,000	Complete.
Sir Winston Churchill	Washroom and Cafeteria Renovation	\$ 1,150,000	Construction		Construction of washrooms ongoing. Stairwell and cafeteria construction complete with deficiencies ongoing.
Westdale	Cafeteria Renovation	\$ 250,000	Complete	\$ 213,000	Complete.
Westmount	Cafeteria Renovation	\$ 250,000	Tender		Contractor tender issued; closing early April. Construction anticipated for summer 2023.
Subtotal:		\$ 3,500,000			
Funding Allocation:		\$ 4,500,000			
Unallocated/ Contingency:		\$ 1,000,000			
Secondary Program Strategy - Year 1					
Sherwood	Dust Collector Replacement	\$ 250,000	Construction		Bundled with Sherwood Revitalization Project; defer to notes under that project.
Subtotal:		\$ 250,000			
Funding Allocation:		\$ 1,250,000			
Unallocated/ Contingency:		\$ 1,000,000			
Elementary Facility Benchmark Strategy - Year 1					
Adelaide Hoodless	Gym Renovation	\$ 600,000	Construction		Construction of Gym 008 complete. Construction of Gym 131 to be scheduled for Summer of 2023 to mitigate impact to school and account for long lead times and site conditions.
AM Cunningham	Front Entrance Renovation - New Entry Doors	\$ 100,000	Design		Building Permit submitted. Tender anticipated for end of March.
AM Cunningham	New ceilings/LED lights in corridors	\$ 500,000	Complete	\$ 510,000	Complete.
Lake Ave.	New ceilings/LED lights in corridors, Gym Renovation and outdoor play area	\$ 950,000	Close-out		Construction complete; financial reconciliation and project closing ongoing.
Parkdale	New ceilings/LED lights in corridors	\$ 500,000	Close-out		Construction complete; deficiencies ongoing.
Kanetskare	New ceilings/LED lights in corridors, Gym, Science, Art Renovation and outdoor play area	\$ 800,000	Close-out		Construction complete; deficiencies ongoing.
Yorkview	Washroom Renovation	\$ 270,000	Complete	\$ 445,000	Complete.
Subtotal:		\$ 3,720,000			
Funding Allocation:		\$ 10,000,000			
Unallocated/ Contingency:		\$ 6,280,000			
Elementary Program Strategy - Year 1					
Kanetskare	Music Room Renovation	\$ 50,000	Close-out		Project bundled with benchmark renovations; refer to comments above.
Subtotal:		\$ 50,000			
Funding Allocation:		\$ 250,000			
Unallocated/ Contingency:		\$ 200,000			

School	Description	Budget	Phase	Final Cost	Project Status
Secondary Facility Benchmark Strategy- Year 2					
Ancaster High	Washroom, Changeroom and Cafeteria Renovation	\$ 1,250,000	Design		Building permit submission anticipated for end of March.
Glendale	Washroom and Changeroom Renovation	\$ 1,000,000	Design		Building Permit submitted. Tender anticipated for end of March.
Sir Winston Churchill	Changeroom Renovation	\$ 500,000	Design		Building Permit received. Tender anticipated for end of March.
Subtotal:		\$ 2,750,000			
Funding Allocation:		\$ 4,500,000			
Unallocated/ Contingency:		\$ 1,750,000			
Secondary Program Strategy - Year 2					
Ancaster High	Hospitality and Tourism	\$ 1,000,000	Design		Bundled with Ancaster High Washroom, Changeroom and Cafeteria Renovation Project; defer to notes under that project.
Subtotal:		\$ 1,000,000			
Funding Allocation:		\$ 1,250,000			
Unallocated/ Contingency:		\$ 250,000			
Elementary Facility Benchmark Strategy - Year 2					
Bennetto	Corridor Ceiling Renovation	\$ 400,000	Design		Building Permit submitted. Tender anticipated for end of March.
Central	Corridor, Gym and Play area Renovations	\$ 650,000	Design		Building Permit submitted. Tender anticipated for end of March.
George L Armstrong	Corridor Ceiling, Gyms, Art, Science, Learning Commons and Washrooms renovations	\$ 1,475,000	Deferred		Project to be deferred for construction in Spring/ Summer 2024.
Janet Lee	Corridor Ceiling, Gym, Art, Science and Washrooms Renovations	\$ 1,000,000	Design		Building Permit submitted. Tender anticipated for end of March.
Mary Hopkins	Corridor Ceiling Renovation	\$ 500,000	Design		Project bundled with HVAC renovations under School Renewal; refer to comments above.
Michaëlle Jean	Corridor Ceiling, Gym and Washrooms renovations	\$ 900,000	Tender		Building Permit received. Contractor tender issued; closing early April. Construction anticipated for summer 2023.
Norwood Park	Corridor Ceiling, Gym and Washrooms renovations	\$ 1,100,000	Design		Design underway; anticipated building permit submission for end of March.
Viscount Montgomery	Corridor Ceiling and Gym renovations	\$ 850,000	Design		Building Permit submitted. Tender anticipated for end of March.
Subtotal:		\$ 6,875,000			
Funding Allocation:		\$ 10,000,000			
Unallocated/ Contingency:		\$ 3,125,000			
Elementary Program Strategy - Year 2					
George L Armstrong	Music Room Renovation	\$ 100,000	Deferred		Project bundled with benchmark renovations; refer to comments above.
Janet Lee	Music Room Renovation	\$ 100,000	Design		Project bundled with benchmark renovations; refer to comments above.
Parkdale	FDK Renovations	\$ 500,000	Design		Building Permit submitted. Tender anticipated for end of March.
Subtotal:		\$ 700,000			
Funding Allocation:		\$ 250,000			
Unallocated/ Contingency:		-\$ 450,000			
Other					
Capital Priorities					
Binbrook II	New 615 pp K-8 elementary school	\$ 13,528,858	Hold		Land Acquisition outstanding.
New Nash	New 650 pp K-8 elementary school with 3 room child care	\$ 16,667,921	Design		Site Plan application submitted to City of Hamilton. Ongoing design development.
Viola Desmond	New 682 pp K-8 elementary school with 3 room child care	\$ 16,519,852	Close-out		Construction complete; deficiencies ongoing.
Subtotal:		\$ 46,716,631			

School	Description	Budget	Phase	Final Cost	Project Status
School Consolidation Capital					
N/A					
Child Care Retrofits					
N/A					
Proceeds of Disposition					
Sherwood	Secondary School Revitalization	\$ 4,227,668	Construction		Construction ongoing.
Viola Desmond	New 682 pp K-8 elementary school with 3 room child care	\$ 603,326	Close-out		Construction complete; deficiencies ongoing.
Subtotal:		\$ 4,830,994			
School Renewal Strategy					
AM Cunningham	FDK Artificial Turf Installation and expansion	\$ 75,000	Complete	\$ -	Project bundled with Elementary Benchmark Project Year 1 - final costs reflected in that value.
Ancaster High	Roof Replacement	\$ 1,100,000	Complete	\$ 1,158,000	Complete.
Ancaster High	Parking Lot Paving - Phase 2	\$ 550,000	Tender		Tender issued; closing mid April.
Balaclava	Window and Door Replacement	\$ 350,000	Complete	\$ 302,000	Complete.
Billy Green	Window and Door Replacement	\$ 350,000	Complete	\$ 331,000	Complete.
CB Stirling	Portapak Demolition	\$ 150,000	Complete	\$ 420,000	Complete.
CB Stirling	Roof Replacement	\$ 175,000	Tender		Tender issued; closing early April.
Central	Window and Door Replacement	\$ 650,000	Complete	\$ 596,000	Complete.
Chedoke	Playground Paving	\$ 250,000	Complete	\$ 133,000	Complete.
Dundas Valley	Black Box Renovation	\$ 450,000	Complete	\$ 547,000	Complete.
Dundas Valley	Window Replacement (Circle)	\$ 200,000	Tender		Tender issued; closing early April.
Earl Kitchener	HVAC Renovations	\$ 3,250,000	Close-out		Construction complete; deficiencies and close-out ongoing.
Glendale	Roof Replacement	\$ 1,400,000	Tender		Tender issued; closing early April.
Glendale	Window and Door Replacement	\$ 2,000,000	Close-out		Construction complete; deficiencies and close-out ongoing.
Gordon Price	Roof Replacement	\$ 1,000,000	Tender		Tender issued; closing early April.
Helen Detwiler	Window and Door Replacement	\$ 750,000	Construction		Construction contract awarded; shop drawings underway. Anticipated construction start July 2023.
Helen Detwiler	Roof Replacement	\$ 1,575,000	Complete	\$ 1,502,000	Complete.
Hess	Parking and Playground Paving	\$ 300,000	Design		Design underway; anticipated tender for early April 2023.
Hill Park	Roof Replacement	\$ 1,500,000	Tender		Tender issued; closing early April.
Janet Lee	Window and Door Replacement	\$ 300,000	Complete	\$ 294,000	Complete.
Janet Lee	Parking Lot Paving	\$ 200,000	Design		Project bundled with benchmark renovations; refer to comments above.
Kanetskare	Accessible Washroom	\$ 150,000	Design		Design underway; anticipated building permit submission for end of March.
Kanetskare	Parking Lot Paving	\$ 150,000	Tender		Tender issued; closing mid April.
Mary Hopkins	HVAC Renovations	\$ 2,500,000	Design		Design ongoing.
Michaëlle Jean	Window and Door Replacement	\$ 200,000	Tender		Project bundled with benchmark renovations; refer to comments above.
Mount Albion	Window and Door Replacement	\$ 400,000	Construction		Construction contract awarded; shop drawings underway. Anticipated construction start July 2023.
Mount Hope	Roof Replacement	\$ 330,000	Complete	\$ 302,000	Complete.
Mountview	Parking Lot Paving	\$ 175,000	Complete	\$ 114,000	Complete.
Parkdale	Parking Lot Paving	\$ 200,000	Complete	\$ 178,000	Complete.
Parkdale	HVAC Renovations	\$ 2,500,000	Close-out		Construction complete; deficiencies and close-outs ongoing.
Ridgemount	Playground Paving	\$ 150,000	Complete	\$ 153,000	Complete.

School	Description	Budget	Phase	Final Cost	Project Status
Sherwood	Secondary School Revitalization	\$ 10,522,332	Construction		Construction ongoing.
Sherwood	Artificial Turf Field	\$ 2,000,000	Design		Design development ongoing; SPA submitted.
Sir Wilfrid Laurier	Window and Door Replacement	\$ 1,000,000	Complete	\$ 691,000	Complete.
Sir Winston Churchill	Stairwell Renovations	\$ 250,000	Construction		Project bundled with benchmark renovations; refer to comments above.
Various	Anniversary Spruce Up- at Mary Hopkins, Parkdale, Queen Mary, RA Riddell and Saltfleet	\$ 82,500	Ongoing		Ongoing.
Various	Security- Secondary school access cards	\$ 260,000	Ongoing		Ongoing.
Various	Outdoor Ground Sign - Sir Wilfrid Laurier and Lawfield	\$ 100,000	Complete	\$ 76,000	Complete.
Westdale	Artificial Turf Field	\$ 2,000,000	Complete	\$ 1,642,000	Complete.
Westmount	Stage Lift	\$ 150,000	Construction		Lift installed and construction complete; pending TSSA inspection.
WH Ballard	HVAC Renovations	\$ 2,700,000	Construction		Construction of Phase 1 heating system complete. Units for Phase 2 (RTU replacement) have been ordered.
Yorkview	Roof Replacement	\$ 250,000	Complete	\$ 242,000	Complete.
Yorkview	Stairwell Renovation	\$ 230,000	Complete	\$ -	Project bundled with Elementary Benchmark Project Year 1 - final costs reflected in that value.
Subtotal:		\$ 42,874,832			
Total :		\$ 113,267,457			



EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

TO: Finance and Facilities Committee

FROM: Sheryl Robinson Petrazzini, Director of Education

DATE: March 30, 2023

PREPARED BY: Matthew Gerard, Associate Director, Support Services & Treasurer
David Anderson, Senior Manager, Facilities Management
Nadeen Shehaiber, Manager, Capital Projects

RE: Long-Term Facility Master Plan Facility Assessment Update

Action Monitoring

Background:

In April 2021, staff presented the new Long-Term Facility Master Plan (LTFMP) facility assessment tool in an effort to provide a more comprehensive representation of HWDSB's building inventory. Staff developed a four-category assessment approach to determine building conditions, taking into consideration not only building renewal needs but also aligning the condition of HWDSB facilities to include inclusiveness and community voice. The categories included:

1. FCI (50%)
2. Equity and Accessibility (25%)
3. Alignment to Benchmark Strategies (15%)
4. Consultation (10%)

1. FCI (50%):

This category, and associated values, will fluctuate over time and vary from year to year, depending on where the significant renewal needs fall. Through the process of the building condition assessment and appropriate Capital planning, Ministry School Renewal Funds and School Condition Improvement funds are to be allocated to address the upcoming renewal to maintain a relatively consistent condition.

2. Equity and Accessibility (25%):

This category takes into consideration how accessible and equitable the school is. The assessment under this section includes whether the school has an elevator (where applicable) a Barrier Free single staff washroom, a Barrier Free entrance and all gender washroom. The four categories were provided an equal weighting (i.e. each was out of 25%). The following assumptions are made in the assessment of this category:

- Elevator: Schools with an elevator or LULA were allocated full points. No points were allocated for interior ramps or chair lifts.
- Accessible Washroom: A single stall restroom with grab bars and appropriate signage was considered an accessible washroom; they may not include a door operator, may not meet the most up to date AODA requirements and are not necessarily universal barrier free washrooms (i.e. they do not all contain change tables and lifts).

- Barrier Free entrance: Schools with ground level entrances and/ or ramps and include a door operator at the door are considered barrier free. This may not constitute as the main entrance door, i.e. door off of the parking lot. The assessment did not review door sizes.
- All Gender washrooms: This category was specific to the availability of single stall all gender washroom. As there is no current mandate or direction on all gender washrooms in elementary schools, the assessment assumed that in every facility there is a single stall barrier free washroom, this would also be used as an all gender washroom. This is applicable to both elementary and secondary schools. This assessment does not account for conversions of washrooms that schools may have completed independently. This assessment also does not account for all gender change rooms as there is not current direction on this matter.

For schools where elevators are not applicable, i.e. single stories, the weighting of the categories was normalized by modifying the weighting to each of the categories to 33% instead of 25%.

3. Alignment to Benchmark (15%):

This category reviews the facility's condition as it relates to the Board mandated benchmark strategy categories. For elementary schools this includes gyms, science, visual arts, learning commons and playfields. At a Secondary school level this includes science labs, learning commons, sports fields and gymnasium floors. The following considerations were made:

- Elementary: Each category has a weighting of 20% applied equally. The elementary benchmark strategy was used as the basis of the report. For cases where a gym expansion was not applicable in the elementary benchmark strategy, the gym was reviewed from a perspective of revitalization versus addition. For schools that are not JK-8 and the science benchmark does not apply, the scoring of the categories was normalized to 25% each.
- Secondary: Each category has a weighting of 25% applied equally. Westmount is the only facility with a not applicable for sports field and the weighting was adjusted to account for this in a similar matter, whereas the categories are 33% each.

4. Consultation (10%):

This category takes into consideration the school community perspective on the facility. Results will be obtained through the completion of a survey completed by staff, parents / guardians and students, with questions focused on the condition of the facility. This categorization is not applied in year one (2021) of the new Building Condition calculations.

Staff Observations:

As shared with Trustees in June 2022, the 'About my School' survey was released to school communities in April 2022 for a 2-week period. Upon completion, 762 respondents provided survey results. Of the 762 responses, approximately 160 were incomplete as not all questions were answered.

Although 700+ survey respondents appeared favourable, it unfortunately didn't provide staff with an accurate sample of the school community voice. There are schools that did not receive a response, with the maximum being 69 responses for a single location.

It was clear, based on the surveys provided, that washrooms and lighting were areas where respondents felt attention was required. With this information staff continued to support and plan future renewal work as priorities.

The intention is to revise the Facility Assessment system and include three categories, removing the consultation scoring, given the lack of respondents.

The revised categories now include:

1. FCI (60%)
2. Equity and Accessibility (25%)
3. Alignment to Benchmark Strategies (15%)

While consultation was believed to be an area that would collect community voice, it did not provide the results anticipated. As such, staff will now consult with schools that have undergone capital improvements in an attempt to gain additional information that may be the benefit of future projects.

Conclusion:

Staff will continue to gather school community feedback through the consultation process upon the completion of capital improvements. That consultation may include a combination of feedback from the Principal, School Council and student body. The feedback provided will then guide decision making on future capital projects.



**Stoney Creek Garden Club and
Horticultural Society**

stoneycreekgardenclub@outlook.com

P.O. Box 66597 RPO

Stoney Creek, Ontario, L8G 5E5

January 31, 2023

Chair and Members of the Board
Hamilton-Wentworth District School Board
P.O. Box 2558,
Hamilton, Ontario
L8N 3L1

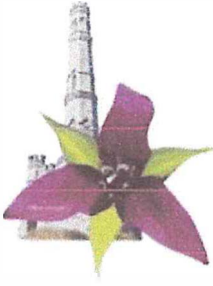
Chair and Board Members:

I am the President of the Stoney Creek Garden Club & Horticultural Society. I have been authorized by our Board to correspond with you to seek permission from the Board to pursue the development of a garden plot in Stoney Creek.

Our goal is to find a suitable piece of public land, preferably school property, to plant vegetables, herbs, and/or flowers. Our intention is to offer an opportunity to the youth in our area to gain knowledge in the field of Horticulture and to teach or provide an opportunity to learn with hands-on teaching. We would invite students from local schools to participate with the ultimate goal of providing vegetables, herbs and/or flowers for the participants but focusing on produce for the local community food bank.

Prior to developing our plan, with any chance of a successful partnership, we need to have your Board's permission to approach local schools in the Stoney Creek area to find suitable land and to promote this youth opportunity.

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**Stoney Creek Garden Club and
Horticultural Society**

stoneycreekgardenclub@outlook.com

P.O. Box 66597 RPO

Stoney Creek, Ontario, L8G 5E5

Hamilton-Wentworth District School Board

May we have the Board's consent to contact public schools in the area?
We ask for your endorsement of this project designed to support education,
experience, and knowledge in the field of Horticulture while supporting the
community food bank. Your endorsement will provide some level of
comfort for the school principals to favourably consider our plan.

Yours truly,

A handwritten signature in black ink that reads "Karen Krasko". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Karen Krasko

President,

Stoney Creek Garden Club & Horticultural Society

stoneycreekgardenclub@outlook.com

karens02@hotmail.com

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