

**AGENDA: 6:00pm**

1. Call to Order/Roll Call
2. HWDSB Land Acknowledgement
3. Approval of the Agenda
4. 2024-2025 Accommodation Strategy Schedule
5. 2024-2025 Community Use of School Rental Rates
6. 2024-2025 Child Care License Rate Update
7. Education Development Charges Costing Update (report to follow)
8. Elementary and Secondary Benchmark Strategy Update
9. 2024-2025 Budget Update (verbal, no copy)
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)



## FINANCE AND FACILITIES COMMITTEE

May 21, 2024

### 2024-2025 Accommodation Strategy Schedule

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
 David Anderson, Senior Manager, Facility Services  
 Ellen Warling, Manager, Planning, Accommodation and Rentals  
 Ian Hopkins, Senior Planner, Planning, Accommodation and Rentals

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#### Recommendation:

That the 2024-2025 Accommodation Strategy Schedule (Appendix A) be received and that the Hamilton East/Lower Stoney Creek Boundary Review which includes Collegiate Elementary School, Eastdale Elementary School, Lake Avenue Elementary School, South Meadow Elementary School and Winona Elementary School be approved to commence in the Fall of 2024.

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#### Background:

The Accommodation Strategy Schedule recaps completed accommodation strategies since 2021-2022 and outlines future accommodation strategies identified by staff. The Accommodation Strategy Schedule is broken down by planning area. Planning areas allow for comprehensive and in-depth analysis of each area of the city. Analysis of accommodation and utilization issues and facility needs is done on a smaller scale to determine the right solution for each planning area. The schedule outlines the following:

- Boundary Reviews
- Capital Priorities Program Funding Submission
- Capital Project: Addition
- Capital Project: New School
- Holding Property
- Land Purchase
- Pupil Accommodation Reviews
- Temporary Accommodation Strategy

#### Status:

A revised schedule is submitted to Trustees annually, the 2024-25 Accommodation Strategy Schedule includes the following updates:

### Accommodation Strategy Timing

Identified accommodation strategies are presented within immediate, short, and medium-term time periods. Immediate strategies are identified for the following school year while short and medium-term strategies are identified within 2-5 year and 6–10-year windows. Each of the identified strategy's timing may vary based on individual school community needs. Planning staff will review the schedule annually through the Long-Term Facilities Plan update and provide recommendations to commence accommodation strategies the following school year, identify future strategies and update timing for strategies contingent on Ministry of Education funding.

### Planning Areas

Planning areas 6 and 14 were modified for the 2024-2025 Long-Term Facilities Plan update. Bellmoore and Michaelle Jean were moved from planning area 14 to planning area 6. Planning area 6 now includes the majority of Glanbrook while planning area 14 includes Upper Stoney Creek.

### Pupil Accommodation Review

No proposed Pupil Accommodation Reviews for the 2024-2025 school year.

In April 2018, the Ministry of Education (MOE) released the revised Pupil Accommodation Review Guidelines (PARG). The MOE intended to release additional supporting documentation and templates. Initially, updated supporting documents were to be released in the fall of 2018 but have yet to be released as of May 1, 2024. The future accommodation reviews identified in previous Accommodation Strategy Schedules have been removed, the need for Pupil Accommodation Reviews will be reassessed upon the release of updated documentation from the Ministry of Education. Once released, HWDSB planning staff will review the guidelines, update the Board's Pupil Accommodation Review policy and procedure, and complete a system wide review assessing the need for Pupil Accommodation Reviews.

### Boundary Reviews

East Hamilton/Lower Stoney Creek Boundary Review - Collegiate, Eastdale, Lake Avenue, South Meadow and Winona

Due to accommodation pressures at Eastdale resulting from continued growth in English and French Programs; staff are recommending a boundary review to better balance the enrolments between East Hamilton and Lower Stoney Creek Area schools and reduce reliance on temporary accommodation. See Appendix B for map of area.

### **Financial Implications:**

None at this time.

**Strategic Directions:****Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

Planning Area	2021/2022	2022/2023	2023/2024	Immediate - 2024/2025	Short-Term (2-5 years)	Medium-Term (6-10 years)
<b>1 Westdale</b>						
Dalewood						
Cootes Paradise						
Glenwood						
<b>2 Flamborough</b>					Boundary Review	
Allan Greenleaf			Temporary Accommodation Strategy			
Balaclava			Temporary Accommodation Strategy			
Flamborough Centre			Temporary Accommodation Strategy			
Guy Brown			Temporary Accommodation Strategy			
Mary Hopkins			Temporary Accommodation Strategy			
Millgrove						
Waterdown - New School	Land Purchase Capital Priorities Submission	Capital Priorities Submission	Capital Priorities Submission		Capital Project: New School	
<b>3 Central Mountain</b>						Potential Boundary Review
Franklin Road						
GL Armstrong						
Norwood Park						
Pauline Johnson						
Queensdale	Capital Priorities Submission					
Ridgemount						
<b>4 East Hamilton City 1</b>					Potential Boundary Review	
Hillcrest						
Parkdale						
Rosedale	Capital Priorities Submission					
Viscount Montgomery						
WH Ballard						
<b>5 West Hamilton City</b>						
Bennetto						
Cathy Wever						
Central						
Dr. Davey						
Earl Kitchener						
Hess Street	Capital Priorities Submission	Capital Priorities Submission		Capital Priorities Submission		
Queen Victoria						
Ryerson						
Strathcona	Capital Priorities Submission	Capital Priorities Submission		Capital Priorities Submission		

Planning Area	2021/2022	2022/2023	2023/2024	Immediate - 2024/2025	Short-Term (2-5 years)	Medium-Term (6-10 years)
<b>6 Glanbrook</b>					Boundary Review	
Bellmoore						
Binbrook - New School				Land Purchase	Capital Project: New School	
Michaëlle Jean						
Mount Hope			Capital Priorities Submission		Capital Project: Addition	
<b>7 East Hamilton Mountain</b>						
CB Stirling						
Helen Detwiler						
Highview						
Huntington Park						
Lawfield						
Lincoln Alexander						
Lisgar						
Ray Lewis						
Richard Beasley						
Templemead						
<b>8 Lower Stoney Creek</b>					Land Purchase Capital Priorities Submission	Boundary Review Capital Project: New School
Collegiate	Capital Project: Addition			Potential Boundary Review		
Eastdale	Capital Priorities Submission			Potential Boundary Review		
South Meadow				Potential Boundary Review		
Winona				Potential Boundary Review		
<b>9 West Hamilton Mountain</b>						
Buchanan Park						
Chedoke						
Gordon Price						
Holbrook						
James Macdonald						
Mountview						
RA Riddell						
Westview						
Westwood						
<b>10 Ancaster</b>						Potential Boundary Review
Ancaster Meadow						
Frank Panabaker - North	Capital Priorities Submission	Capital Priorities Submission		Capital Priorities Submission		
Frank Panabaker - South						
Rousseau	Capital Priorities Submission	Capital Priorities Submission		Capital Priorities Submission		
Spring Valley						
Tiffany Hills						

Planning Area	2021/2022	2022/2023	2023/2024	Immediate - 2024/2025	Short-Term (2-5 years)	Medium-Term (6-10 years)
<b>11 East Hamilton City 2</b>					Potential Boundary Review	
Lake Avenue				Boundary Review		
Sir Isaac Brock	Holding Property	Holding Property	Holding Property	Holding Property	Holding Property	Holding Property
Sir Wilfrid Laurier						
Viola Desmond	Capital Project: New School					
<b>12 Central Hamilton City</b>						Potential Boundary Review
AM Cunningham	Capital Priorities Submission					
Adelaide Hoodless						
Memorial (Hamilton)						
Prince of Wales						
Queen Mary						
<b>13 Dundas and West Flamborough</b>						
Dundana						
Dundas Central						
Sir William Osler						
Yorkview						
Greensville						
Rockton						
<b>14 Upper Stoney Creek</b>						
Billy Green	Capital Priorities Submission					
Gatestone			Boundary Review			
Janet Lee				Capital Priorities Submission		
Mount Albion						
Shannen Koostachin	Capital Priorities Submission		Boundary Review			
Upper Stoney Creek- New School	Capital Priorities Submission Land Purchase				Capital Project: New School	
Tapleystown						

### Definitions:

**Boundary Review:** A public review process undertaken to create or modify the boundary of one or more schools. A boundary may require modification due to new school construction, balancing enrolments and/or program changes. Boundary reviews identified as 'potential boundary reviews' in the schedule are meant to identify areas with current or future accommodation issue that may need to be resolved through the boundary review process.

**Capital Priorities Program Funding Submission:** Application to the Ministry of Education for funding to construct new schools and additions. Projects are related to accommodation pressure, school consolidation and/or facility condition.

**Capital Project - Addition:** Construction of an addition approved via the Capital Priorities Funding Program

**Capital Project - New School:** Construction of a new school approved via the Capital Priorities Funding Program.

**Holding Property:** School property remaining in Board inventory for future growth and pupil accommodation.

**Land Purchase:** Acquisition of real property for the purpose of student accommodation.

**Pupil Accommodation Review:** A public review process undertaken to determine the future use of a school or group of schools.

**Temporary Accommodation Strategy:** A public review process undertaken to create or modify the boundary of one or more schools to temporarily accommodate students until a permanent accommodation solution is in place, e.g. new school construction completed

Planning Area	2021/2022	2022/2023	2023/2024	Immediate - 2024/2025	Short-Term (2-5 years)	Medium-Term (6-10 years)
<b>North Secondary</b>					Potential Boundary Review	
Bernie Custis						
Glendale						
Orchard Park						
Sir John A. Macdonald	Capital Priorities Submission Holding Property	Capital Priorities Submission Holding Property	Holding Property	Capital Priorities Submission Holding Property		
Sir Winston Churchill						
<b>South Secondary</b>						
Hill Park						
Nora Frances Henderson						
Saltfleet						
Sherwood (Former Barton)	Closed	Holding School	Holding School			
Sherwood	Capital Priorities Submission			Open		
Sir Allan MacNab						
Westmount						
<b>West Secondary</b>						
Ancaster High						
Dundas Valley						
Waterdown						
Westdale						

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**Capital Project - New School:** Construction of a new school approved via the Capital Priorities Funding Program.

**Facility Partnership:** Shared use of surplus facility space, at no cost to the Board, with community partners as per Ministry of Education Community Planning and Partnerships Guideline (CPPG).

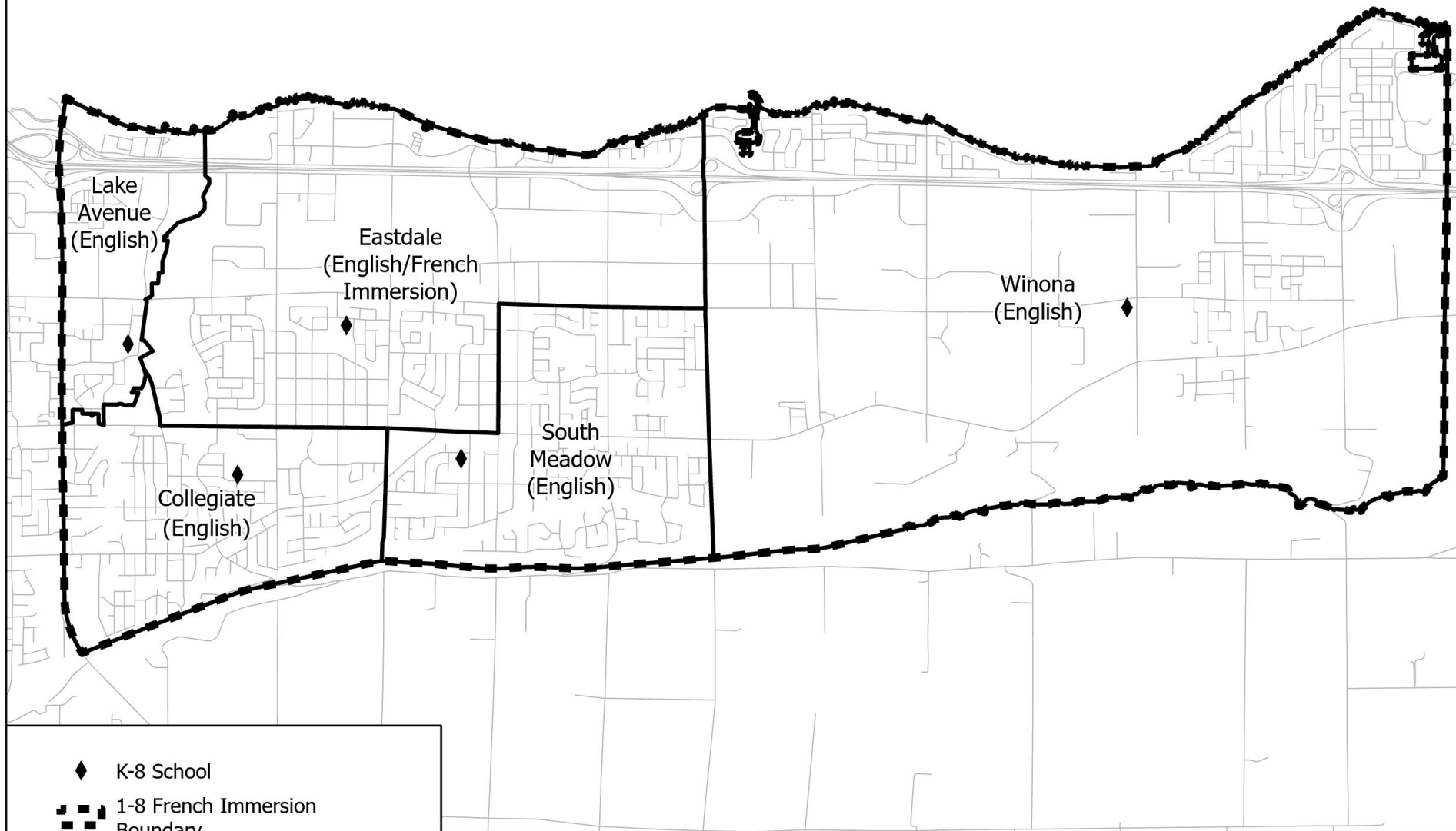
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- ◆ K-8 School
- ▣ 1-8 French Immersion Boundary
- ▭ K-8 English Boundary

0 0.5 1 2 3 Kilometres

A scale bar showing distances from 0 to 3 kilometers. To the right of the scale bar is a north arrow pointing upwards, labeled with 'N'.

Planning and Accommodation  
May 2024



## FIANANCE AND FACILITIES COMMITTEE

May 21, 2024

### 2024-2025 Community Use of School Rental Rates

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Ellen Warling, Manager, Planning, Accommodation and Rentals  
Ian Hopkins, Senior Planner, Planning, Accommodation and Rentals

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#### Recommendation:

That the Board of Trustees approve the 2024-2025 rental rates shown in Appendix-A.

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#### Background:

In [June 2016](#), HWDSB revised the rental rates for Community Use of Schools based on a cost recovery model. New rental rates went into effect for September 2016. In [May 2018](#), Trustees approved a yearly increase in rental rates tied to the annual rate of inflation. The May 2018 rental rates report recommended that a full review of rental rates using a cost recovery model be completed in 2022. A full review of rental rates was postponed until the 2023-2024 school year due to the impact on community use of schools by the COVID-19 pandemic.

#### Status:

The proposed 2024-2025 rental rates were calculated using the [School Facility Cost Recovery Model](#) developed by a working group of school boards, service system managers and early years' service providers. The model is intended to support the development of evidence-based cost recovery community use rates that are transparent and accountable. The model uses school board data which includes administrative and operational costs associated with the use of space and facility gross floor area data. The financial data used in the model is found in the Board's audited annual financial statements making the data valid, consistent, and transparent. The cost recovery model was used to calculate the proposed 2024-2025 rental rates in Appendix A.

The following modifications were made to the proposed rental rates for 2024-2025:

- New cost per square foot rate calculated using the School Facility Cost Recovery Model described above. A comparison of the 2023-2024 rental rates and the proposed 2024-2025 rental rates can be found in Appendix B Table 2.
- The classroom rental rate calculated using the cost recovery model is less than the current hourly classroom rental rate by 12.9%. The largest user of classroom space is the Board's childcare provider partners.
- New separate rates for elementary and secondary learning commons. In previous years, the Board charged the same rate for an elementary and secondary learning commons. The rationale for separate rates is based on the size difference between an elementary and secondary learning commons.
- Introduction of a "Premium" gym category which includes all gyms over 7,900 square feet. Adding a premium gym category provides more options for potential community members to use appropriately sized gyms at affordable rates. A breakdown of gym category changes is available in Table 3 of Appendix B.
- Auditorium rates were increased by the 2023 annual inflation percentage of 3.9%. Auditoriums rental rates are priced based on amenities available such as seating and equipment, not square footage, therefore the cost recovery model does not apply to auditorium rental rates.

### **Financial Implications:**

As a result of the changes in rates for the 2024-2025 school year, it is projected that the annual community use of school revenue will increase from the previous school year, provided the usage remains consistent with prior years.

### **Strategic Directions:**

#### **Collaborating with Students, Families & Communities**

*We will build reciprocal relationships and partnerships to enhance access and engagement for students, families, and communities.*

#### **Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*

Hourly Space Rates for 2024-2025				
Space Type	Non-profit with no subsidy	Non-profit adult group with subsidy (50%)	Non-Profit youth group with subsidy (75%)	Business Enterprise/ Commercial (150%)
Gym Premium (7,900 sq ft+)	\$100.19	\$50.10	\$25.05	\$150.29
Gym Class 1 (6,000 to 7,899 sq ft)	\$75.15	\$37.57	\$18.79	\$112.72
Gym Class 2 (4,000 to 5,999 sq ft)	\$57.25	\$28.63	\$14.31	\$85.88
Gym Class 3 (3,000 to 3,999 sq ft)	\$39.87	\$19.93	\$9.97	\$59.80
Gym Class 4 (less than 2800 sq ft)	\$26.85	\$13.43	\$6.71	\$40.28
Classroom	\$9.89	\$4.95	\$2.47	\$14.84
Learning Commons - Elem	\$20.13	\$10.06	\$5.03	\$30.19
Learning Commons - Sec	\$50.40	\$25.20	\$12.60	\$75.60
Auditorium	\$57.08	\$28.54	\$14.27	\$85.61
Cafeteria	\$57.64	\$28.82	\$14.41	\$86.47
Auditorium Class 1	\$113.81	\$56.91	\$85.36	\$170.72
Auditorium Class 2	\$79.65	\$39.83	\$59.74	\$119.48
Auditorium Class 3	\$53.92	\$26.96	\$40.44	\$80.88
Auditorium Class 4	\$35.93	\$17.97	\$26.95	\$53.90

Table 1: Proposed Hourly Space Rates for 2024-2025 School Year

Table 2: Comparison of Current and Proposed Rates.

Space Type	Current Hourly Rate	Proposed 2024/25 Hourly Rates	Change
Classroom	\$11.36	\$9.89	-12.9%
Learning Commons - Elementary	\$35.93	\$20.13	-44.0%
Learning Commons - Secondary	\$35.93	\$50.40	40.3%
Gym Premium (7,900 sq ft+)	\$85.28	\$100.19	17.5%
Gym Class 1 (6,000 to 7,899 sq ft)	\$85.28	\$75.15	-11.9%
Gym Class 2 (4,000 to 5,999 sq ft)	\$71.87	\$57.25	-20.3%
Gym Class 3 (3,000 to 3,999 sq ft)	\$34.90	\$39.87	14.2%
Gym Class 4 (less than 2800 sq ft)	\$24.44	\$26.85	9.9%
Cafeteria	\$41.93	\$57.64	37.5%
Auditorium Class 1	\$113.81	\$118.25	3.9%
Auditorium Class 2	\$79.65	\$82.76	3.9%
Auditorium Class 3	\$53.92	\$56.02	3.9%
Auditorium Class 4	\$35.93	\$37.33	3.9%

Table 3: Gym Category Modifications.

Category Change	Gym Count	Current Hourly Rate	Proposed 2024/25 Hourly Rates	Change
Class 1 to Premium	10	\$85.28	\$100.19	17.5%
Class 1 remain Class 1	1	\$85.28	\$75.15	-11.9%
Class 2 to Class 1	23	\$71.87	\$75.15	4.6%
Class 2 remain Class 2	17	\$71.87	\$57.25	-20.3%
Class 3 to Class 2	7	\$34.90	\$57.25	64.0%
Class 3 remain Class 3	25	\$34.90	\$39.87	14.2%
Class 4 remain Class 4	31	\$24.44	\$26.85	9.9%



## FIANANCE AND FACILITIES COMMITTEE

May 21, 2024

### 2024-2025 Childcare License Rate Update

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Ellen Warling, Manager, Planning, Accommodation and Rentals  
Ian Hopkins, Senior Planner, Accommodation, Planning and Rentals

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#### Recommendation:

That the Board maintain the existing childcare per square foot license rate of \$7.60 for the 2024-2025 school year.

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#### Background:

On June 8, 2023, staff submitted a [report](#) to the Finance and Facilities Committee recommending that the per square foot license rate for Early Learning Child Care, Before and After School Program and childcare type uses (e.g. EarlyON, pre-school) be set at the benchmark rate for school operating costs updated annually by the Ministry of Education through the Core Education Funding (formerly Grants for Student Needs).

At the board meeting on June 12, 2023, the following resolution was approved by Trustees: [RESOLUTION #23-84](#): That the Board maintain the existing childcare license rental rates for 2023-2024 and conduct a review of Board Policy No. 2.6 Use of Board Facilities.

[Board Policy No. 2.6 Use of Board Facilities](#) was updated and approved by Trustees at the March 25, 2024, Board Meeting. Modifications to the policy include updates to language throughout the policy and appendices and the inclusion of an additional appendix related to HWDSB's Use of Schools.

#### Status:

The current per square foot license rate for Childcare, Before and After School Programs and childcare type uses (e.g. EarlyON, pre-school) is \$7.60. HWDSB has not raised its per square foot childcare license fee since 2015-2016. HWDSB provides a fee rebate to operators for the full day program by prorating this cost per square foot to the days the operators run program annually.

The Before and After School Programs also receive a reduction on their fees through an application of 25% of the Community Use of Schools Grant to the licence rates.

As per Board Policy No. 2.6 Use of Board Facilities, HWDSB at no additional cost to the Board is to maximize the use of Board facilities through multiple initiatives and partnerships, including childcare license agreements.

The Core Education Funding technical paper dated April 2024 set the 2024-2025 Benchmark for School Operating Costs at \$9.41 per square foot. The benchmark for operating costs is set by the Ministry of Education and used to calculate the annual School Operations Allocation. The School Operations Allocation addresses the costs of operating school facilities (heating, lighting, maintaining, cleaning). The benchmark is updated annually through the Core Education Funding.

Staff regularly meet with the Childcare Directors and operational teams, alongside City representatives, in an attempt to fully understand and appreciate the operational challenges and seek opportunities to enhance the partnership.

Staff are recommending that the per square foot rate be maintained for the 2024-2025 school year given the absence of an implementation plan related to the Canada-Wide Early Learning and Childcare System and ongoing support of valued childcare partners and the ongoing pressures imposed on operators.

### **Financial Implications:**

Operating costs are projected to be \$9.41 per square foot for the 2024-2025 school year. Revenue will remain constant at \$7.60 per square foot for the 2024-2025 school year which will not fully cover the cost of the use of facilities.

### **Strategic Directions:**

#### **Collaborating with Students, Families & Communities**

*We will build reciprocal relationships and partnerships to enhance access and engagement for students, families, and communities.*

#### **Building a Sustainable Education System**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*



## FINANCE AND FACILITIES COMMITTEE

May 21, 2024

### Elementary and Secondary Benchmark Strategy Update

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Matthew Gerard, Associate Director, Business Services and Treasurer  
David Anderson, Senior Manager, Facility Services  
Amie Myszkowski, Manager, Capital Projects

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#### Recommendation:

That the report be received as information by the Committee.

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#### Background:

The Multi-Year Capital Plan (MYCP), as presented December 16, 2021, previously supported the School Renewal Strategic Direction using a variety of annual budget categories, as described in Appendix A. Staff allocated projects on an annual basis to one of the six categories, totalling approximately \$32 million annually.

On January 17, 2024, HWDSB launched a Multi-Year Strategic Plan (MYSP) and Board Improvement Plan (BIP). The 5-year MYSP and BIP continue to guide the work of the Facility Services staff, including Capital Projects, from 2023 to 2028.

Trustees demonstrated their support and commitment to improve learning and working environments, aligned with the MYSP, by approving the revised Guiding Principles of the Long-Term Facilities Plan May 13, 2024, as provided in Appendix B.

#### Status:

Staff will continue to improve the learning and working environments across the system to align with the new MYSP with a focus on 'Building a Sustainable Education System.' Projects will focus on responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.



As staff prepare for the 2024-2025 school year allocation, projects will continue to focus on areas similar to those completed under the MYCP (washroom and change rooms, learning commons, gymnasium revitalizations, etc.). Staff will focus on accessibility in all components of the work and continue to seek approval from the Ministry to continue to make our facilities more accessible through the use of Proceeds of Disposition. By seeking approval from the Ministry, staff will have additional funding available to supplement the renewal dollars provided annually.

Trustees will continue to see the work demonstrated through quarterly Capital Projects Updates provided by Facility Services and see the opportunity to approve expenditures through the annual budget process. The Finance and Facilities Committee will be presented these reports on May 28, 2024.

### **Financial Implications:**

The work completed under the Multi-Year Capital Plan is funded by several sources including School Condition Improvement, School Renewal Allocation, Capital Priorities funding and with approval of the Ministry, Proceeds of Disposition.

### **Strategic Directions:**

#### **Building a sustainable Education system.**

*We will adapt to a rapidly changing world through responsible fiscal management, investing equitably in accessible and sustainable facilities, and supporting a robust workforce.*



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee

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

**DATE:** December 16, 2021

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

**RE:** Annual Capital Plan Update

Action      Monitoring X

**Background:**

Annual Capital Plan

At the April 25, 2016 Board meeting, Trustees approved the Annual Capital Plan and associated budget. The plan now spans 8 years (5 for Secondary and 8 for Elementary) and totals \$190 million in capital budget and \$17.5 million in operating budget. It outlined a 5 or 8-year framework of project scale and budget allocation for elementary and secondary schools. Capital planning with the multi-year strategy includes elementary and secondary school facility benchmarks which prioritizes facility components to ensure that all facilities have equal and appropriate learning environments. The elementary and secondary school facility benchmarks are derived from HWDSB's Elementary and Secondary Program Strategies. The school benchmarks were approved to ensure that HWDSB provides facilities which assist in delivering a balanced curriculum (literacy, numeracy, the Arts (music, dance, and drama), science and technology, geography, history, health and physical education, and social skill development) with access to the technology and digital tools to accelerate learning.

Approved Annual Allocation of Funding:

Component	Amount
Secondary School Facility Benchmark	\$11 million
Elementary School Facility Benchmark	\$10 million
Secondary Program Strategy	\$ 2 million
Elementary Program Strategy	\$ 1 million
Annual School Renewal	\$ 8 million
Other	Varies depending on approved projects
<b>Total</b>	<b>\$32 million</b>

### Funding for the Overall Capital Plan

There are 3 main funding sources for the Multi-Year Capital Plan:

#### 1. School Renewal Allocation (SRA)

SRA is an annual amount that is provided through the Ministry funded Grant for Student Needs (GSN). This grant is available to address the costs associated with repairs and renovations to schools. This value has historically been in the range of \$8 million per year.

#### 2. School Condition Improvement (SCI)

SCI is intended to address the renewal backlog from the data collected to date through the Ministry's five-year Condition Assessment Program. 70 per cent of SCI funding must be directed to key building components (foundations, roof, windows and HVAC / plumbing systems). The remaining 30 per cent may be directed to the costs to improve any locally identified renewal needs that are listed in TCPS. This value has historically been in the range of \$18 million per year.

#### 3. Proceeds of Disposition

Proceeds of Disposition result from the sale surplus properties. Ontario Regulation 193/10 states that Proceeds of Disposition (POD) must be used for the repair or replacement of components within a school. Board staff had estimated approximately \$65 million in proceeds of disposition (PODs) available for school renewal purposes. These estimates were later reviewed when the elementary strategy was increased to 8 years and the estimate increased to \$75 million in 2018. In 2021, estimates are being updated to reflect current appraisals and land valuation, but currently represent approximately \$99 million.

### Guiding Principles of the Overall Capital Plan

The guiding principles adopted by the Overall Capital Plan are provided below:

1. Schools identified as being in `Poor` condition as defined in the Long-Term Facilities Master Plan will be given priority both in terms of schedule and budget;
2. Partnership opportunities that align with the Board's Strategic Priorities, that have a cost savings associated with them and that are time sensitive will be given priority both in terms of schedule and budget;
3. The scope of work proposed for each school will adhere to the Board design standards;
4. The Overall Capital Plan will be reviewed and updated on an annual basis, as part of the Board's Long-Term Facilities Master Plan update, to reflect any changes in scope, schedule or available funds.

### Elementary School Facility Benchmarks

At the February 27, 2017 Board Meeting Trustees approved the Elementary Program Facility Benchmark and directed staff to bring forward the schedule on an annual basis to indicate the projects that will go forward in the following school year. The Elementary Facility Benchmark Strategy includes the following spaces:

1. Gymnasiums,
2. Science rooms,
3. Art rooms,
4. Learning commons, and
5. Playfields

All projects approved to date under the elementary strategy have been completed or are in progress.

The Elementary Benchmark Strategy has been impacted over the years by two factors; the gymnasium expansions have not received an approval to proceed from the Ministry, and the pause on Pupil Accommodation Reviews has limited the number of schools available to improve.

In light of the Ministry's decision not to support the gymnasium additions, Board staff have submitted 3 gymnasium expansion projects under the Capital Priorities Submission to the Ministry and await the results of those submissions for Rosedale, Queensdale and Billy Green elementary schools. The remaining inventory of gyms may benefit from a revitalization strategy, as presented to Finance and Facilities Committee March 11, 2021.

Staff suggested that the following benchmarks be considered as part of the next 5-year plan. Staff will need to assess the overall budget impacts of the benchmarks and locations where work would be required for the selected benchmarks as a next step for the following potential benchmarks:

1. LED lighting and ceiling improvements
2. Main entrances and lobby space
3. Washrooms
4. Modify existing benchmarks (gym revitalization, play space)
5. Accessibility / Equity

At the October 21, 2021 Finance and Facilities Committee meeting Trustees also requested that staff bring back costing associated with cooling for all schools.

#### Secondary School Facility Benchmarks

At the April 28, 2016 Finance and Facilities Committee meeting, staff presented the implementation plan for the Secondary Facility Benchmark Strategy. The strategy identifies the following areas:

1. Science labs,
2. Playing fields,
3. Learning commons, and
4. Gym floors

The Secondary Facility Benchmark Strategy is generally complete with the exception of Bernie Custis sports field, which is tied to the City of Hamilton redevelopment project at the previous Dominion Glass site, and Sherwood that is part of the Capital Priorities submission in the spring of 2021.

Staff suggested that the following benchmarks be considered as part of the next 5-year plan. Staff will need to assess the overall budget impacts of the benchmarks and locations where work would be required for the selected benchmarks as a next step for the following potential benchmarks:

1. Cafeterias
2. Change Rooms
3. Main entrances and lobby space
4. Corridor painting and locker replacement
5. Washrooms
6. Accessibility / Equity

At the October 21, 2021 Finance and Facilities Committee meeting Trustees also requested that staff bring back costing associated with cooling for all schools.

### Renewed Capital Plan

Proposed new benchmarks can assist the Board with achieving the Strategic Directions and associated goal by improving the facility condition index (FCI) as well as aligning to the new facility assessment criteria of:

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

The intent is the new proposed benchmarks will further assist in the goal of at least 25 per cent fewer schools will be identified as being in poor condition in 2024.

The expectation is that the proposed benchmarks will not only help staff meet the renewal target, but also assist in meeting the student achievement and positive culture and wellbeing targets while factoring in equity and stakeholder input.

### **Staff Observations:**

Based on the fact that the Board has reached the end of the 5-year Annual Capital Plan and the Secondary Benchmark Strategy and that the Board has not been approved for a number of gym expansions, which was a significant part of the Elementary Benchmark Strategy, staff is suggesting that the Multi-Year Capital Plan and its categories be revised and reconsidered to reevaluate categories for the next 5 years, as follows:

<b>Component</b>	<b>Previous Values</b>	<b>Revised Values</b>
Secondary School Facility Benchmark	\$11,000,000	\$4,500,000
Elementary School Facility Benchmark	\$10,000,000	\$10,000,000
Secondary Program Strategy	\$2,000,000	\$1,250,000
Elementary Program Strategy	\$1,000,000	\$250,000
Annual School Renewal	\$8,000,000	\$14,000,000
Other / Maintenance	Varies	\$2,000,000
<b>Total</b>	<b>\$32 million</b>	<b>\$32 million</b>

### **Conclusion:**

The strategies, as part of the Capital Plan, have been a significant factor in the Board meeting its School Renewal Strategic Direction target. Board believe that the revised annual allocations and associated components will continue to address the renewal needs and align with the Strategic Directions and contribute to ensuring equity across the system.

To ensure that Hamilton-Wentworth District School Board (HWDSB) provides equitable, affordable and sustainable learning facilities, the following Long-Term Facilities Plan (LTFP) Guiding Principles have been created. The Guiding Principles are the framework that Facility Services follow when completing capital project submissions, boundary reviews, pupil accommodation reviews, capital projects and long-term capital planning. The following Guiding Principles support and promote the goals of the [Multi-Year Strategic Plan](#), [Board Improvement Plan](#), [Human Rights Policy](#), [Multi-year Accessibility Plan](#), [Indigenous Education Circle Strategic Action Plan](#) and other [HWDSB Policies](#) and Plans. All recommendations within the Long-Term Facilities Plan are intended to:

1. Support quality and accessible learning, working, and teaching environments by maximizing opportunities to invest in new and improved sustainable school facilities.
2. Maximize student accommodation within permanent purpose-built learning spaces. Ensure schools are constructed to meet the sustainable long-term accommodation needs of a neighbourhood (optimal utilization rates of school facilities are in the range of 90%-110%) while recognizing the use of temporary accommodations are required to accommodate peak neighborhood enrolment.
3. Minimize transitions and impacts on students when implementing accommodation strategies.
4. Provide innovative facility design which maximize students' access to equitable, quality and collaborative educational learning spaces to support the elementary and secondary program strategies.
5. Promote active and sustainable forms of transportation through planning, boundary creation and school site design while adhering to the HWDSB Transportation Policy on maximum travel time one way on a vehicle.
6. Improve accessibility within our built environments as per the Multi-Year Accessibility Plan; providing environments that build independence, dignity, respect for students, families, the community, and staff and maximizes participation. Apply inclusive design principles by emphasizing dignity, inclusion, accessibility, barrier-free environments and meaningful participation of individuals and groups with diverse identities and varying levels of ability.
7. Support the shared use of facilities by promoting opportunity of access for students and the broader community and seek opportunities for facility partnerships.
8. Support collaboration through meaningful student, family and community engagement.

9. Specific principles related to elementary and secondary panels:

### Elementary

- a. School Capacity – optimal school capacity would be 450 to 650 students, which creates two to three classes for each grade.
- b. School Grade/Organization – Kindergarten to Grade 8 facilities.
- c. School Site Size – optimal elementary school site includes play fields, parking lot and building. For new site acquisition, optimal size approximately 6-8 acres and for existing schools, site size is based on local neighbourhood characteristics.
- d. In dual track schools, enrolment between French Immersion and English track should ensure that the balance supports ideal program delivery. i.e. There should be balance of French and English program enrolments to foster a successful learning experience for every student based upon HWDSB's elementary program strategy.

### Secondary

- a. School Capacity – optimal school capacity would be 1,000 to 1,400 students.
- b. School Site Size – optimal secondary school site includes a sports field, parking lot and building. For new site acquisition, optimal size is approximately 13-16 acres and for existing schools, site size is based on local neighbourhood characteristics.

\*NOTE: The principles are intended to be guides to inform our work. Local parameters may influence the thresholds above (in #9).