



**East Kitchener-Waterloo Elementary Schools Pupil
Accommodation Review
Minutes of Accommodation Review Committee Meeting # 2
October 13th, 2009 - 4:30 pm**

The second meeting of the East Kitchener-Waterloo Accommodation Review Committee (ARC) was held at Margaret Avenue P.S., on October 13th, 2009.

Committee Members Present:

Ian Gaudet, Controller, Facility Services, Elke Whitmore, Principal of Bridgeport P.S., Kelly Wilkinson, Principal of Elizabeth Ziegler P.S., Frank Ewald, Principal of Lexington P.S., Brian Ward, Principal of Margaret Avenue P.S., Leisa Kuntz, Principal of Prueter P.S., Darlene Stubbs, Principal of Suddaby P.S., Elizabeth Brown, Development & Technical Services Dept., City of Kitchener, Michael Reinhardt, parent – Bridgeport P.S., Tara Bridger, parent – Bridgeport P.S., Kelly Miller, parent – Elizabeth Ziegler P.S., T. Gilhuly, parent – Lexington P.S., Peter Brown, parent – Lexington P.S., D.L. Brown, parent – Suddaby P.S., Laura Dick, parent – Prueter P.S., Don Snider, parent – Prueter P.S., Carrie Dawson-Thomas, parent – Margaret Avenue P.S., Amy Stewart, parent – Margaret Avenue P.S., D. Welsman, parent – King Edward P.S., Susie Fowler, parent – Suddaby P.S., Mary Hingley, recording secretary, Nathan Hercanuck, Senior Planner and Lauren Manske, Planner for the Waterloo Region District School Board.

Regrets:

Mark Schinkel, Area Superintendent, Gregg Bereznick, Area Superintendent, Janet Hale, Principal of King Edward P.S., Chris Smith, Manager of Planning, Cindy Shirley, parent – Elizabeth Ziegler P.S., Joanne Davis, parent – Suddaby P.S., Trudy Beaulne, Social Planning Council of K-W.

1. Welcome/Introductions

Lauren Manske, Planner, opened the meeting at 4:30 pm and advised the ARC that Chris Smith, Manager of Planning was away this week, so she and Nathan Hercanuck, Senior Planner would run the meeting. Ms. Manske welcomed the new members to the ARC and had the committee introduce themselves.

- Determination of Chair
 - Ms. Manske asked the ARC if they were in agreement that Chris Smith, Manager of Planning will act as Chair for the committee meetings, and in his absence: Nathan Hercanuck or Lauren Manske.
 - The ARC agreed to this.
- School Tour coordination
 - Three dates were put forth for any ARC members interested in a tour of the schools in the review area:
 - Saturday, October 24, Wednesday, October 28 or Thursday, October 29, 2009.

- The majority of those interested wanted the tour to take place on Saturday, October 24th starting at 8:00 am. Planning staff will email details of the tour route to the ARC and confirm numbers. If warranted, a bus will be provided.
- Ms. Manske noted that the school principals do not have to be present at their schools on the day of the tour.

2. Meeting # 1 – Draft minutes approval

- Ms. Manske asked the group if there were any corrections/concerns with the minutes from the September 29th ARC meeting. It was also noted that at each ARC meeting, the previous meeting minutes will be put forth for approval (moved and seconded). The minutes will then be posted on the Board's website under: East Kitchener-Waterloo Accommodation Review.
 - Minutes from the September 29th meeting were approved. Mover: Laura Dick and seconded by: Peter Brown.
- Ms. Manske also canvassed the ARC on how they would like their name to appear in the minutes which will be posted on the website for public access.
 - The ARC provided their preference to Planning staff in writing.
- It was also noted that the meeting presentation will be emailed to the ARC membership on the day of the meeting, and if members wish they can print themselves a hard copy, otherwise, the presentations will be posted on the website at the same time as the meeting minutes.

3. Brief History – How did we get here?

- Northeast Waterloo Boundary Study
 - Ms. Manske led the ARC through the presentation slides detailing a brief history of the results from the Northeast Waterloo Boundary Study that began in 2007.

Results of the Boundary Study:

- Approval to build the new Millen Woods P.S. on New Hampshire Street in Waterloo, slated to open in 2010/11.
- Phase I – Rural East (Area A) goes to Lincoln Heights P.S. Implemented this September; however, there are no students in this area yet.
- Phase II – Area N goes to Lincoln Heights P.S. Approximately twelve students affected.
- Phase III – Sandowne P.S. will undergo an addition and will have approximately 155 students from the Lexington boundary transfer to them, effective September 2012.
- Enrolment and Facilities
 - Looking at Board-wide enrolment changes from 2003-2009, we have declined 0.9%.
 - There has been an 11% decrease in enrolment in this review area.
 - Projections show that Board wide the decline is over, with an increasing number of children born last year, which may mean the Board will see higher numbers of incoming kindergarten students in 4 years time.

- It was noted that the Board receives more students per household from new development areas on the periphery of cities (greenfield development) than in the core/established areas.
- Development plans for the area will be discussed at our next meeting on October 27th by City of Waterloo and Kitchener representatives.
- Board wide elementary enrolment is expected to increase by 10% with the implementation of all day learning for kindergarten (once it is mandated by the Ministry).
- A few years ago, Primary Class Size (PCS) was mandated by the Ministry at 20 students per class (effectively shrinking the built capacity of schools – fewer students per classroom, therefore fewer students per school).

Q – Does the information shown on the enrolment charts reflect 100% capacity?

R – Yes it does, however this reflects the Ministry's recognized loading of rooms in a school, therefore classrooms used as computer labs and special education rooms skew the numbers a bit.

Q – Do the 8 new classrooms at Bridgeport P.S. account for all day kindergarten?

R – Yes, we have built extra kindergarten classrooms to account for this possibility.

Enrolment Changes by School (2003-2009):

Bridgeport P.S. – increase in enrolment due to development area in its boundary.

Elizabeth Ziegler P.S. – decreased enrolment (spec. ed. classes and FI to grade 3).

King Edward P.S. – pretty stable, minor boundary change in 2003

Lexington P.S. – 8% decrease, even with additional area added from Lester B. Pearson P.S.

Margaret Avenue P.S. – slight decrease, has historical/architectural designation from the City of Kitchener.

Prueter P.S. – below its built capacity

Suddaby P.S. – slight increase, has FI to grade 6. McQuarrie Enrichment space is not included in the built capacity.

Q – Is the leased space (the daycare on site) at Suddaby included in the built capacity?

R – We will need to look into that.

4. Discuss Review Objectives

- Ms. Manske and Mr. Hercanuck explained the important job of setting review objectives, and what we want to see come out of this review. We will need to list the issues and opportunities in this area to come up with a set of draft objectives to take forward.

Q – Lincoln Heights are expecting to get some 7/8 students with the new boundaries, will this change with what we are doing here?

R – No, the boundaries approved in June 2009 will hold and those students will not be considered in this review.

Q – What about grade 7 – 12 schools?

R – There are none in this Board. The high schools in this area: BCI and KCI have no extra space in them. Some rural Boards may be heading this way to keep facilities operating; however

the curriculum is based on a JK-8 model, or a JK-6 feeding a JK-8. This Board has not built a 7/8 senior school in more than 30 years.

- Ms. Manske asked the group if there were any issues/opportunities they can come up with to help in the development of scenarios. These draft objectives will be taken to the Public Meeting on November 10, 2009 for feedback, with an introduction of the review process.

Q/C – Lexington boundary being long term – can this be an issue?

Q – JK going all day/every day, is this mandatory yet? We will have to have to take this into account.

R – There is no definitive answer yet from the Ministry, no dates; it will probably be an election issue. They say implementation by 2010, but there are no funding details yet or roll out plans. It will mean an additional 4,000 students board wide, which equates to approximately 200 additional classrooms.

Q/C – This is assuming parents want to send their children to all day JK (JK/SK are not mandatory).

R – Mr. Hercanuck noted that there has been a 10% increase in JK enrolment with the advent of all day/alternate day JK (at some of our schools).

Q – Can we get the enrolment numbers for all of the schools in the review?

R – Yes, we can provide that at the Nov. 24th or Dec. 8th ARC meeting, in preparation for scenario development.

Q – Can a French Immersion breakdown be included in those numbers?

R – French Immersion (FI) projections are difficult because it is a choice program, we can use past history to try and get some numbers for you.

Q – Can the number of students on the FI waiting list be included? - This is a significant number.

R – We can get numbers from in boundary and out of boundary waiting lists for FI from our Learning Services department.

- Ms. Manske noted that FI wait list/availability could be an opportunity for this review.

Q/C – Special Education and ESL increase need to be taken into consideration as well.

R – There is a component in our numbers that will include those students.

Q – Could Margaret Avenue go to a 6, 7, and 8 school to absorb growth or are we bound to keep it a senior 7/8 school?

R – Our Board's Senior Administration directive has been to phase out any 6, 7, 8 school organizations where we have the opportunity. This is in part due to EQAO testing which is done in grades 3 and 6 – the goal is to track the results from grade 3 to grade 6. It becomes difficult to track results if you move the students before grade 6.

Q/C – Every student has an Ontario identification number - just track them that way.

R – EQAO is not just about results, it's about ownership. We do have to be careful about using EQAO as an indicator. Congregated and Life Skills classes don't participate in EQAO and the school receives a zero for those students, which can skew the results.

Q – What is the overall feeling by the Board regarding 7/8 schools, do they want them phased out?

R – Not necessarily. The Board of Trustees has not given any directive in this regard, but as stated earlier, Senior Admin Staff has indicated a preference for the JK-8 model. Some parents

prefer JK-8; it keeps the students in one place. The curriculum has changed at the 7/8 schools over the years, they don't have the tech classes or family studies like they used to.

Q/C – There must be Board support for JK-6 still – Millen Woods is being built as a JK-6 school feeding Lester B. Pearson which is JK-8.

R – Yes, there is still support for the JK-6 model; we like to have a certain number of classes per grade at the senior elementary level to be able to offer program options.

Q – Does the Board have a policy stating their preference for JK-6 or JK-8?

R – There is the Good Schools Standing Committee Report which recommends the optimum number of classes per grade to offer the best program. There is no Board approved motion stating this, however when we introduced Millen Woods as JK-6, we did get asked by Senior Administration why not JK-8?

- Mr. Ward, Principal at Margaret Avenue did state that there is still very strong support for the current 7/8 program and it is working well with a very good program.

Q/C – If building the JK-8 schools is an economic decision and only about money – we don't want that, we want what is best for the students.

R – There are benefits to students in both programs (JK-8 and 7/8).

Q/C – There are 7/8 concerns around travel distance, time on the bus, extra curricular activities; and being able to stay late to participate.

Q/C – Maybe we can get results from other school boards and see why they are able to succeed with the strictly JK-8 model.

R – Our goal is to maintain the optimal number of classes per grade to deliver the best programming options. This can be difficult if you have say 120 students total in the school, you can get into tri-split classes (this is a difficulty the Waterloo Region Catholic Board is running in to). On the other hand, minimizing the number of transitions where possible is a goal. Providing a walk-in option, promoting community schools, decrease transportation; these are all possible opportunities for us to explore.

Q/C – Travel time on the bus is not an issue for my children, we should however look at walking versus busing, and the cost of transportation. There are plans to widen University Ave; will we cross students over that?

Q – Can we get a map showing us the plans for any road changes?

R – At our next meeting we will have representatives from the Cities of Waterloo and Kitchener who may provide us with that information; however, if they don't we can get a hold of the plans for you.

5. School Valuation – School Information Profile; Customize framework

- Mr. Hercanuck gave a brief description of what the School Information Profiles are and how they are used throughout the accommodation review process. In our previous review we customized the profiles to gather the most pertinent information.
- Ms. Manske outlined the customization ideas for this review in the slide presentation, and asked the ARC if they are agreeable to the changes. They include:
 - Section 1: 1.1, 1.3, 1.4 and 1.5

Q – If we approve the changes/additions, do you change the templates?

R – Yes, the Information Profiles are open to changes and this will be an on-going process until we all agree everything is covered. If you have an issue, please let us know.

- The templates do repeat quite a bit of information, and Planning staff proposes to remove the duplicated sections. They include:
 - Section 2: 2.1, 2.2, 2.3, 2.5 and combine the annual facility and grounds costs in 2.7.

Q – Is there room for the age of a school, and the money a school receives (schools don't all have the same facilities).

R – Yes, age of the school is in there, other resource costs change yearly based on need.

Q – Each schools Parent Council raise different amounts of money depending on the economic area, will this impact the school profiles? Would like to see the money pooled from all schools and distributed.

R – There is a section in the profiles regarding School Council/Funds.

Q/C – The dollar figure could change each year on what is being raised, this should have no bearing on the valuations.

- Mr. Hercanuck asked the ARC if they could have a look at the profiles and begin to fill them out for our next meeting. If there is anything you would like to see adjusted, please bring your ideas.

6. Roundtable

- Mr. Hercanuck asked the group if there were any questions/concerns with the process so far. He advised that Planning staff will take the issues discussed this evening to establish some draft objectives to bring to the next meeting.

7. Future Meeting Dates:

- The next ARC meeting is scheduled for Tuesday, October 27, 2009 and we will hold it here at the Margaret Avenue P.S. library again if everyone is agreeable to this.
 - The ARC agreed the location is fine.
- Ms. Manske and Mr. Hercanuck thanked all for coming, and the meeting adjourned at 6:10 pm.

Future Meeting Dates:

Tuesday Oct. 27th @ Margaret Ave P.S. – 4:30 – 6:00 pm
Public Meeting # 1 – Nov. 10th @ Lexington P.S. – 7:00 pm
Tuesday Nov. 24th @ Margaret Ave. P.S. – 4:30 – 6:00 pm