

Woolwich/Wellesley Townships

Elementary Schools Pupil
Accommodation Review

Accommodation Review Committee Meeting #1

September 22, 2011

St. Jacobs P.S. Library 6:30 – 8:00 pm



Waterloo Region
District School Board

Agenda

- 1. Welcome/Introductions**
- 2. Explanation of Accommodation Review Process/Background**
- 3. Role of the Accommodation Review Committee (ARC)/Terms of Reference**
- 4. Discussion of Issues/Setting of Review Objectives**
- 5. Explanation of School Information Profiles**
- 6. Roundtable**
- 7. Future Meeting Dates/Times**
 - Public Meeting #1
 - ARC Meetings



What is a Pupil Accommodation Review?

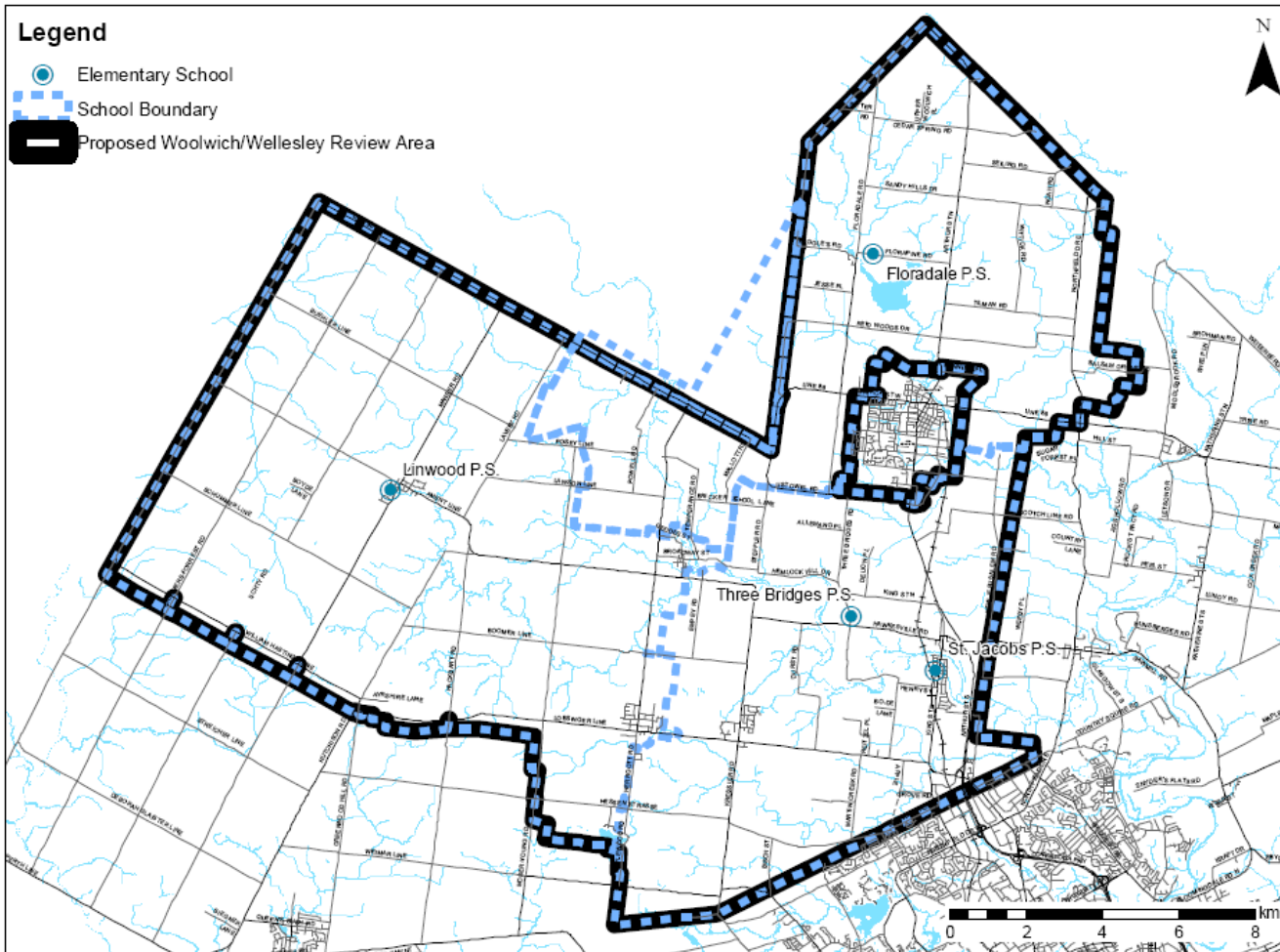
- a formal public process that ensures a decision taken by a school board regarding the potential future of a school (closure or consolidation) has the full involvement of an informed local community
- a process based on a broad range of criteria regarding the quality of the learning experience for students

Why an Accommodation Review?

- The potential exists within an area under the jurisdiction of the Board to accommodate existing and projected students in fewer educational facilities;
- Due to declining enrolment, a school or group of schools is unable, or projected to be unable to:
 - Provide a suitable and equitable range of learning opportunities for students;
 - Under normal staffing allocations, organize with combined classes of no more than two grades;
- Reorganization involving the school or group of schools could enhance program and learning opportunities for students;
- Teaching and learning spaces and the site are not suitable to provide the programs and accessibility needed to serve the community, and retrofitting and/or enlarging the facility may be cost prohibitive;
- One or more of the schools is experiencing higher building maintenance expenses than average for the system and/or is in need of major capital improvements;
- The Board has received a formal request from a school community or communities requesting a review of their pupil accommodation facilities

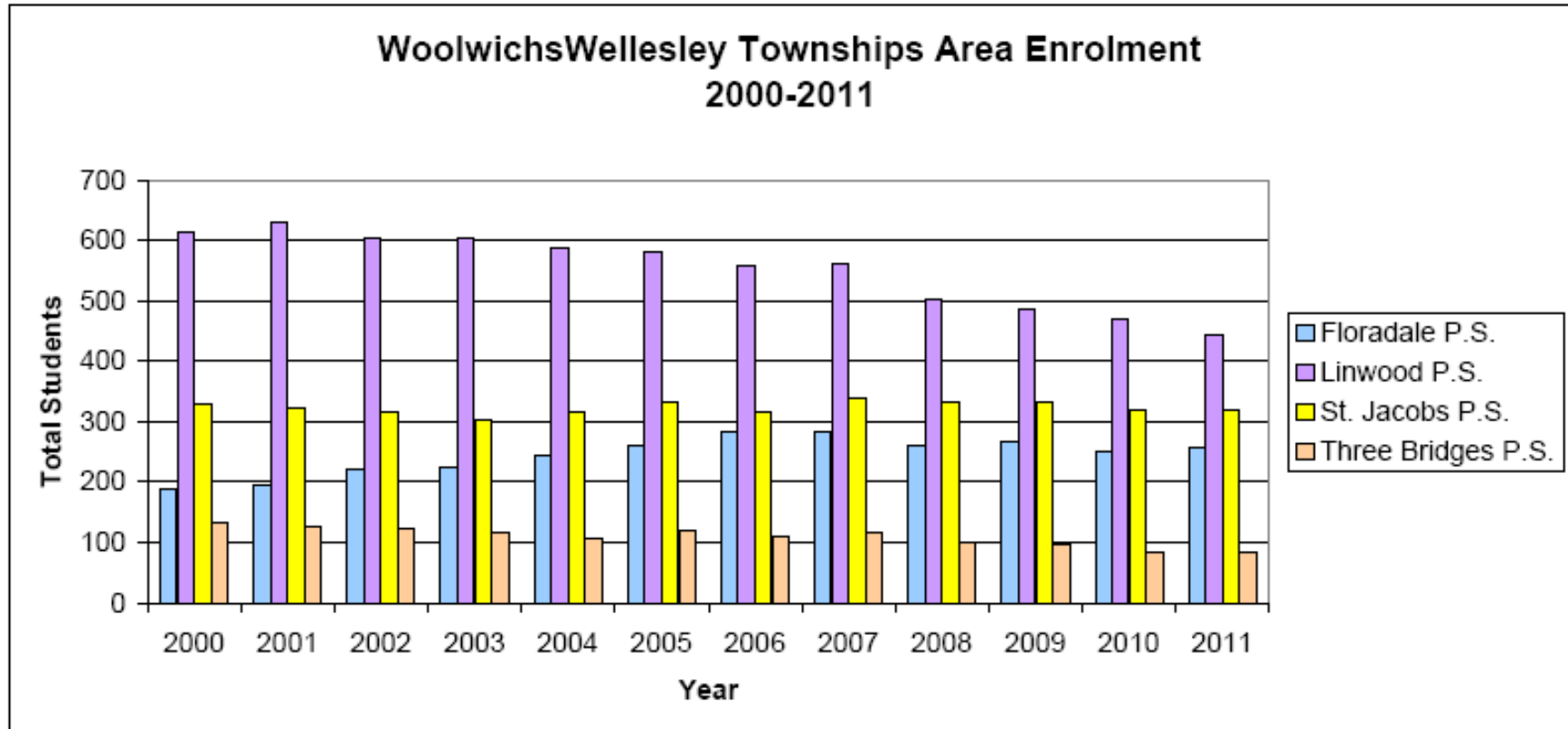


Why an Accommodation Review in Woolwich/Wellesley Township Area?



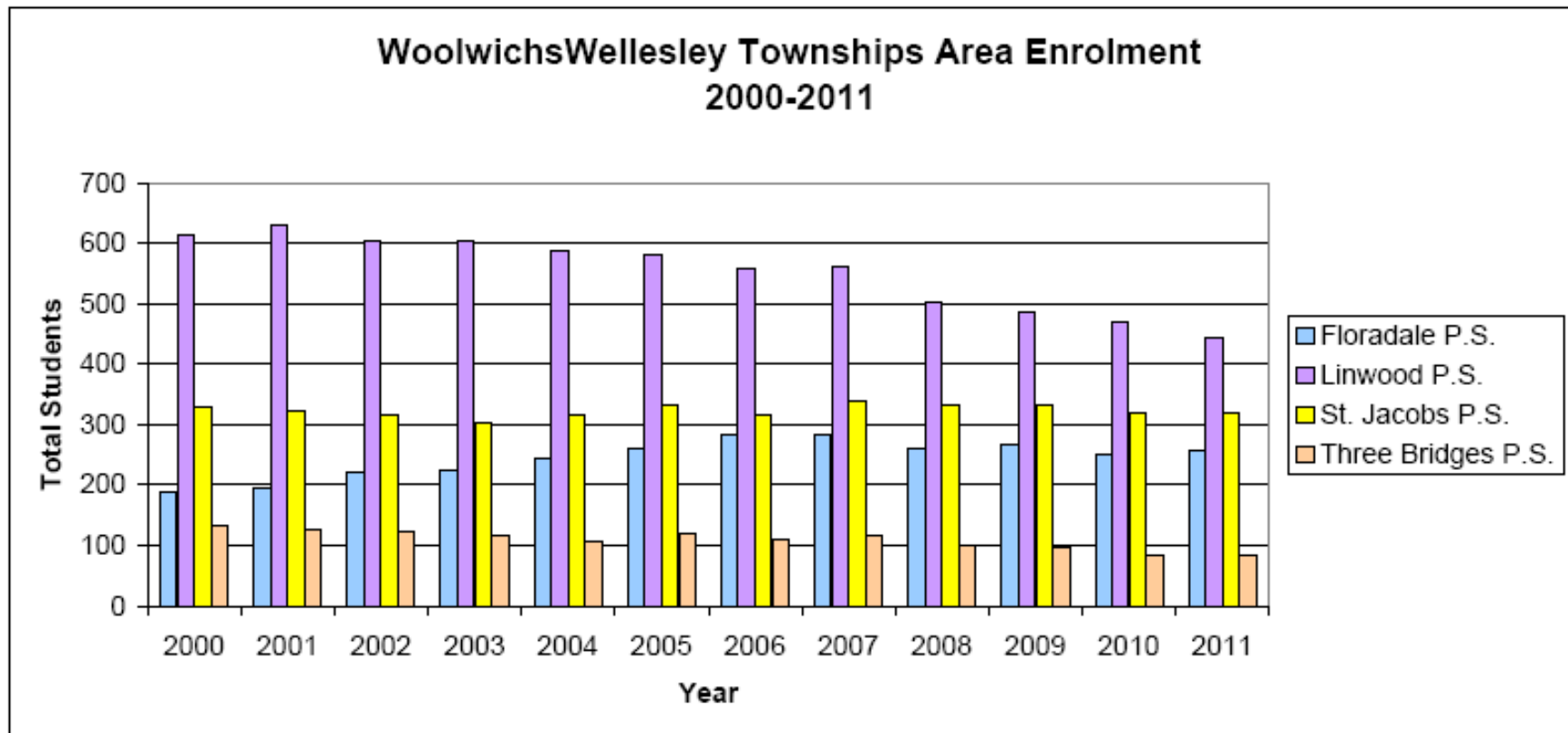
- Declining enrolment
- Small school organizations
- Facility challenges

Why an Accommodation Review in Woolwich/Wellesley Township Area?



Total Enrolment	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	Change 2000-2011
Floradale P.S.	190	194	220	226	243	259	283	283	261	266	251	258	36%
Linwood P.S.	616	631	603	603	588	582	559	562	504	487	469	445	-28%
St. Jacobs P.S.	330	322	316	302	316	332	318	339	333	332	319	319	-3%
Three Bridges P.S.	134	127	124	115	107	120	109	118	101	98	83	85	-37%
Total	1270	1274	1263	1246	1254	1293	1269	1302	1199	1183	1122	1041	-18%

Why an Accommodation Review in Woolwich/Wellesley Township Area?



School	Grades	Year Built	Enrolment (Total)	Enrolment (FTE)	Capacity (OTG)	Capacity (w/portapak)	Utilization	Site Size	# Portables
Floradale P.S.	JK-8	2010	258	258	322	322	80.1%	9.83	0
Linwood P.S.	JK-8	1966	445	406	510	510	79.6%	11.18	4*
St. Jacobs P.S.	JK-8	1929	319	287.5	348	348	82.6%	4.65	0
Three Bridges P.S.	1-8	1872	85	83	92	92	90.2%	2.85	3

Role of the ARC - What is the ARC?

- The purpose of the Accommodation Review Committee (ARC) is to conduct an accommodation review of a particular school or schools within a given planning area of the Board in order to advise and provide recommendations that will inform the final decision made by the Board of Trustees on whether a school or schools should be either closed or consolidated

Terms of Reference - ARC Membership

The ARC consists of:

- 2 parents from each school community
- The principal from each school
 - Floradale P.S.
 - Linwood P.S.
 - St. Jacobs P.S.
 - Three Bridges P.S.
- The school area superintendent
 - Diane DeCoene
- Study area municipal representation
 - Township of Wellesley
 - Township of Woolwich
- Up to 2 community representatives
- WRDSB Facilities/Planning Staff



Terms of Reference - Voting/Non-Voting Members

Voting Members:

- Parents
- Community representative(s)
- Municipal representative(s)

Non-Voting Members:

- Planning Staff
- Superintendents
- Principal(s)
- Other Board representative(s)

Decisions will be determined by consensus whenever possible; however, when a consensus cannot be reached, a majority vote will consist of 50 per cent plus 1 of the voting members present at the meeting the day the vote is held. A vote cannot be held without a quorum. A quorum consists of 50% of the voting members of the committee.



Terms of Reference - ARC Meeting Procedures

- The ARC shall meet at an agreed upon schedule and location
- ARC meetings are not public meetings. Non-members may attend meetings provided they are invited by the ARC
- Minutes and secretarial support for the ARC will be provided by the Board's Planning Department
- An agenda for ARC meetings will be prepared by the Board's Planning Department and sent to ARC members prior to each meeting
- The agendas, minutes and presentations from each ARC meeting will be posted on the Board's website, and available in hardcopy in the main office of each of the schools in the review area.

Terms of Reference - Role of the ARC

The ARC is responsible for:

- Review Objectives
- School Information Profiles
- Accommodation Options (Scenarios)
- Accommodation Report and Recommendations
- Public Information and Access
- Community Consultation and Public Meetings



Accommodation Review Objectives

- Generic statements describing the desired goals of the Accommodation Review
- Derived from the issues brought up by members of the ARC and general public and the Accommodation Review Reference Criteria

Examples of Objectives in previous Accommodation Reviews

- Review current elementary schools organization
- Address community schools/transportation that is within reasonable travel time, distance and cost
- Establish mid to long-term boundaries and viability of all schools involved in the study area
- Support optimal use of facilities, capital and operating resources

Reference Criteria

Where possible, accommodation options should take into consideration:

- **Transportation**
 - Maximize the number of students within school boundary who are within walking distance, minimizing the need for transportation and annual operating costs
 - Refer to Board Policy 4009
- **New facilities/Site Selection**
 - Where new construction is proposed, refer to the Board's site selection criteria (revised draft May 1, 2008) for elementary school site size, frontages, shape, location, topography and services, and other preferences
- **Safe and secure learning environments**
 - Ensure all facilities provide a safe and secure learning environment for all students and staff (refer to Board Policy 6000)
- **Grade Configuration**
 - When the opportunity arises, JK-8 is preferred over JK-6 and congregated 7/8 program; however, the Board currently operates schools JK-5, JK-6, JK-8, 6-8, and 7-8
 - Consider the Good Schools Standing Committee Report: Elementary School Size and Configuration, May 14, 2007
- **Equity and accessibility**
 - Maximize the number of facilities that adequately meet student and community needs for accessibility
 - Consider the equity of facilities, site, size and program standards
 - Refer to Board Policy 1008 – Equity and Inclusion
- **Permanent accommodation**
 - Minimize the number of students in portables or temporary structures
- **School utilization**
 - Maximize the use of the existing facilities
- **Program offerings**
 - Consider the Board's Procedures 1000 and 1040 regarding French Immersion
 - Maximize the equity of program offerings (i.e. Music, French Immersion, etc.)
 - Minimize the number of combined grades at a school (Consider the Good Schools Standing Committee Report: Elementary School Size and Configuration, May 14, 2007)
- **Program changes/considerations**
 - Maintain Ministry's target for Primary Class Sizes (PCS)
 - Consideration for the impact implementation of the Early Learning Program (full day Kindergarten) will have on the facilities

Accommodation Review Scenarios

- Options created to address issues and objectives raised and developed by the ARC and the general public as well as the Accommodation Review Reference Criteria.
- The Accommodation Scenarios can include:
 - Boundary changes between facilities in the review area
 - Program changes at facilities within the review area
 - New construction (renovations, additions, whole new facilities)
 - School closure/consolidation
 - Maintaining the Status quo (doing nothing)
 - Any combination of the above

Accommodation Report and Recommendations

- ARCs must complete an Accommodation Report for each school reviewed, using the customized School Information Profiles, that will make recommendations regarding the future of the schools being considered and submit the report to the school board administration
- The needs of all students within the Woolwich/Wellesley review area are to be considered
- ARCs must share the Accommodation Report, in plain language, with the community at a public meeting

School Information Profiles



School Information Profile

Date: **January/2010**
Month/Year

SCHOOL PROFILE		
School: Franklin Public School		
Address: 371 Franklin Street North, Kitchener, ON N2A 1Y9		
Grade Configuration	JK-6	
Age of Facility	47 years	
Site Size	6.3 ac	2,549 ha
Building Size – GFA	43645 sq ft	4054.75 m ²
School Capacity (building only, Ministry recognized)	582	
School Capacity (building and porta-pak)	582	
Number of portables	6	
Current enrolment (Total/FTE)	608/545	
Utilization (% Accommodation)	94%	
Historic FTE Enrolment (past 5 years) Based on October 31 Enrolment	Year: 2008	Enrolment: 541.5
	Year: 2007	Enrolment: 527.5
	Year: 2006	Enrolment: 553.5
	Year: 2005	Enrolment: 564.5
	Year: 2004	Enrolment: 545.5
Enrolment FTE Projection (next 5 years)	Year: 2010	Enrolment: 555
	Year: 2011	Enrolment: 540
	Year: 2012	Enrolment: 550
	Year: 2013	Enrolment: 543
Feeder Schools:	Grades:	
Number of Out of Boundary Students	132	
Number of Split Grades		
Is there a French Immersion Program?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Attachments: Site and Floor Plans with date of original building and any subsequent additions

The ARC may customize the Board's generic School Information Profile to the schools under review. The School Information Profile must include the four considerations:

Section 1: Value to the Student

Section 2: Value to the Board

Section 3: Value to the Community

Section 4: Value to the Local Economy



Public Information and Access

- ARCs are to ensure that all information relevant to the accommodation review is to be made public by posting it in a prominent location on the school board's website or making it available in print on request

<http://www.wrdsb.ca/planning/accommodation-reviews/woolwich-and-wellesley-townships-elementary-schools>

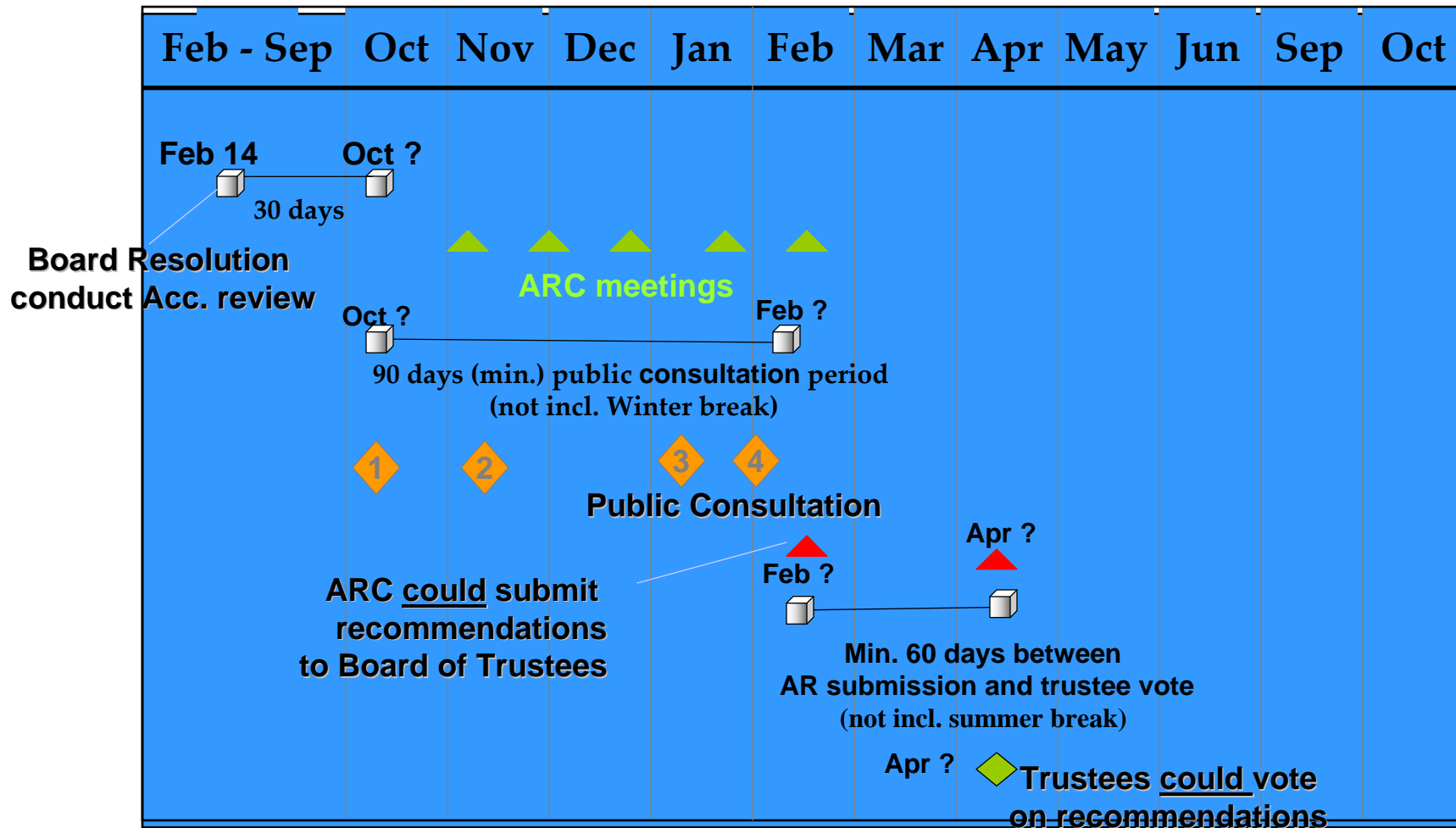
All information that is used to determine the value of a school must be publicly available

- Where relevant information is technical in nature, it is to be explained in plain language

Community Consultation and Public Meetings

- Consultations must be based on the customized School Information Profiles in order to elicit input from the various perspectives around the value of the school
- The ARC must seek input and community feedback on options for accommodating students who would be affected by a school closure
- At a minimum, ARCs are required to hold **four public meetings** to consult and to present the Accommodation Report and recommendations
- Minutes reflecting the full range of opinions expressed at the meetings are to be kept, and made publicly available

Proposed Accommodation Review Timeline



November 30, 2009 – January 11, 2010

30 day minimum period between Board announcement of Accommodation Review, and first public consultation (not incl. winter break).

February 2, 2010– May 11, 2010

Public consultation period. Minimum 90 days (not incl.. March break). Minimum 4 public meetings.

May 17, 2010- September 24, 2010

Minimum 60 day period (not incl. summer break) between Accommodation Review Committee's (ARC) submission of Accommodation Report and meeting where Trustees vote on recommendation.

Next Steps

- ARC to discuss Issues and develop Objectives
- ARC to review the School Information Profile Template, modify if necessary.
- ARC to discuss existing conditions, accommodation options, and recommendations
- ARC prepares Accommodation Report and Recommendations

Future Meeting Dates

- Woolwich/Wellesley Accommodation Review
 - ARC # 2: ?????
 - Public Meeting # 1: ???
 - School Tour: TBD

Contact Information

- Website: www.wrdsb.ca
 - » About>Planning>Accommodation Reviews
 - » Woolwich/Wellesley Accommodation Review
- E-mail: boundaryfeedback@wrdsb.on.ca
- Phone: 519-570-0003 ext. 4419

