

East Kitchener-Waterloo

Elementary Schools Pupil Accommodation Review

Accommodation Review Committee Meeting #1

September 29, 2009

Bluevale C.I. Library Seminar Room
4:30 – 6:00 pm



Waterloo Region
District School Board

Agenda

1. Welcome/Introductions
2. Background/Explanation of the Accommodation Review Process
 - School Tour Coordination
3. Role of the Accommodation Review Committee (ARC)/Terms of Reference
4. Discuss the setting of Review Objectives
5. Explanation of School Valuations/Information Profiles
6. Future Meeting Dates
7. Questions/Other



What is a Pupil Accommodation Review?

- a formal public process that ensures a decision taken by a school board regarding the 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

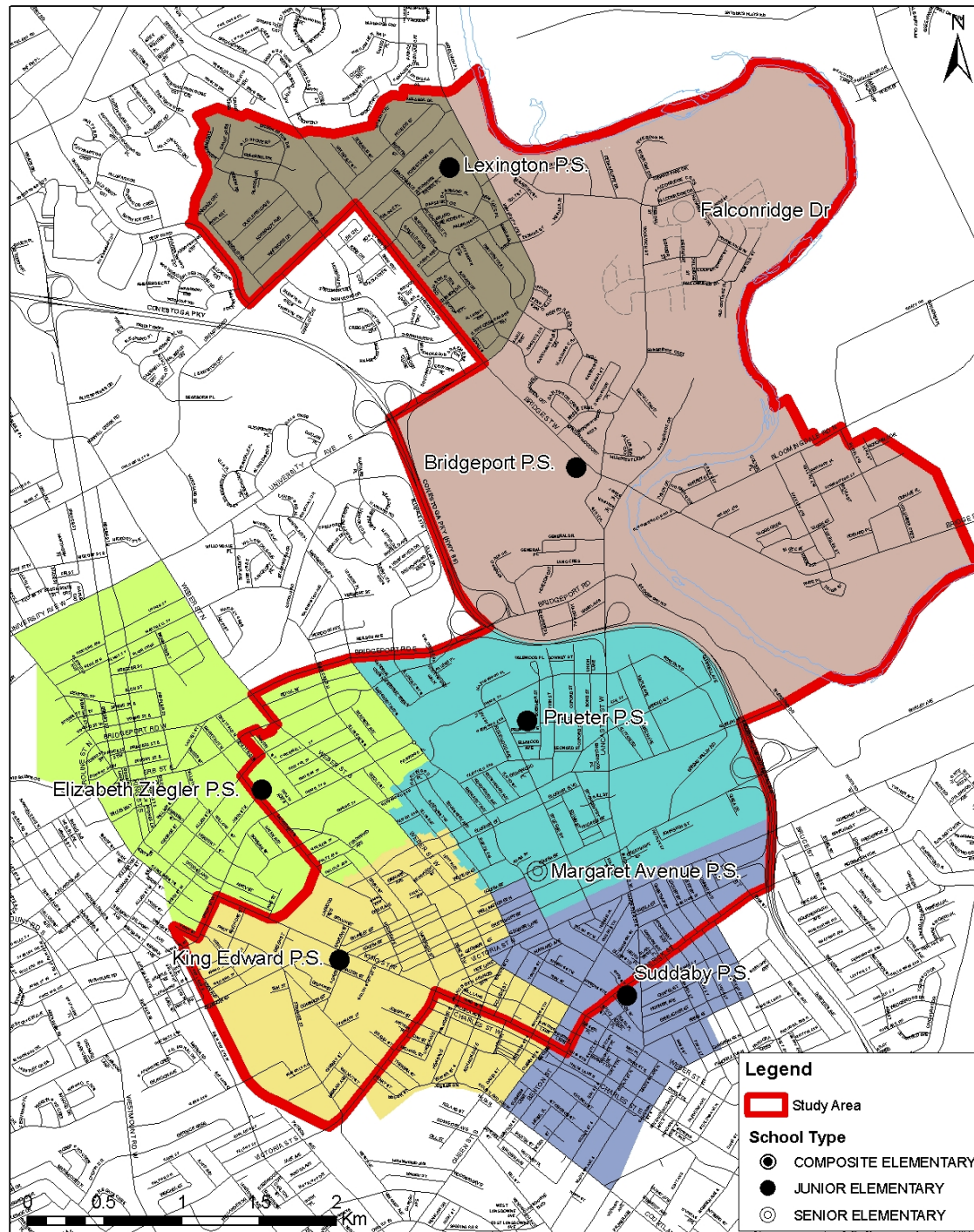


Why an Accommodation Review in East KW?

The need to consider the possible consolidation or closure of a school within East Kitchener-Waterloo exists because of:

- Facility condition
- Enrolment decline
- New development
- New direction in curriculum/school organization
- Potential for new facilities

Review Area



September 29, 2009

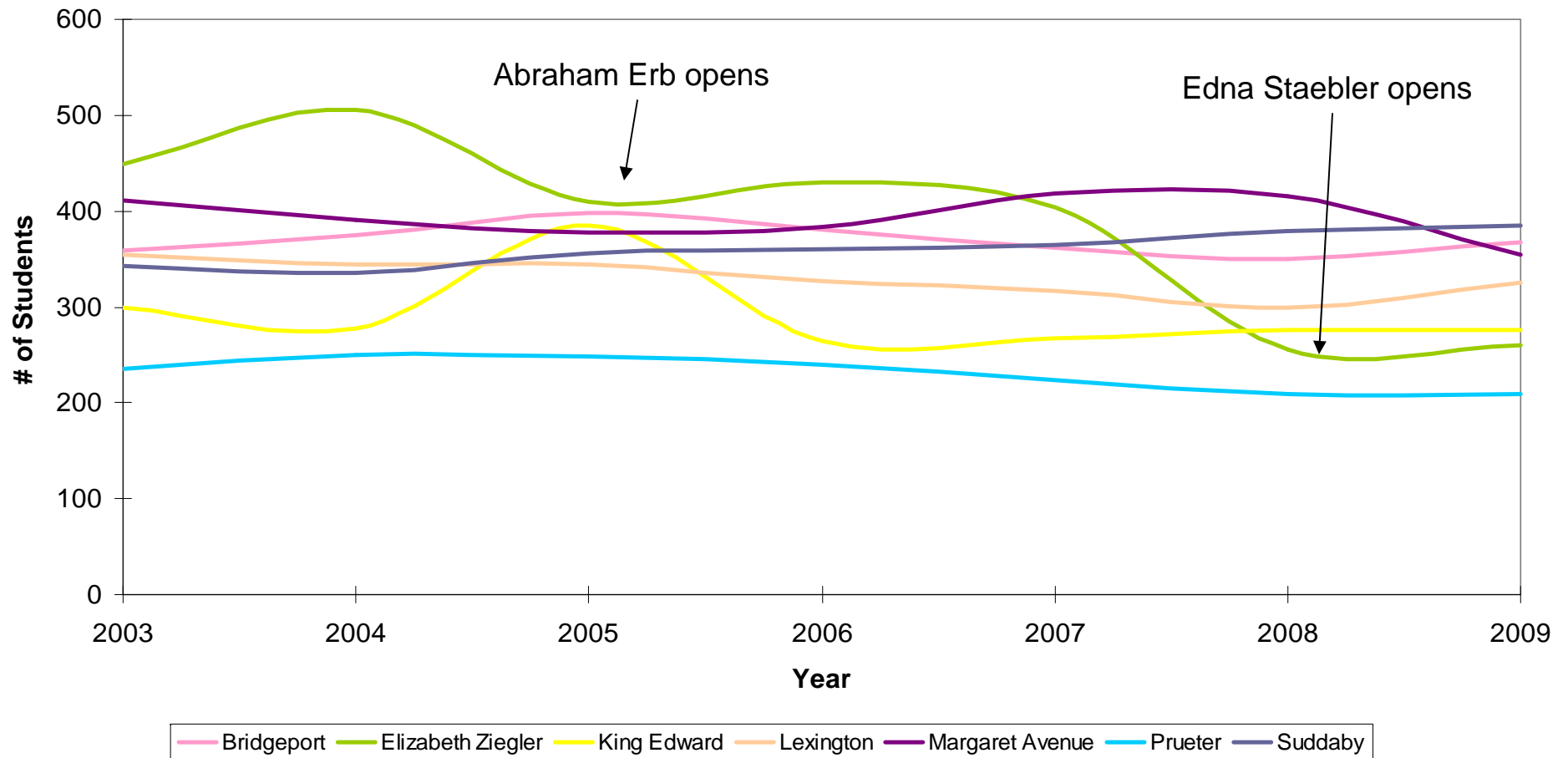
Current Enrolment and Capacity

School	On-the-Ground Capacity (2009)	Capacity with Portapack (2009)	Enrolment - Sept 14, 2009 Unofficial		% Capacity
			Total	FTE	
Bridgeport	291	291	426	368	126%
Elizabeth Ziegler	405	405	294	260	64%
King Edward	357	357	322	275.5	77%
Lexington	55	331	383	326	98%
Margaret Avenue	435	435	354	354	81%
Prueter	346	346	231	209	60%
Suddaby	493	493	433	384.5	78%

FTE refers to Full Time Enrolment – Kindergarten students counted as half a student because they only use the facilities half the time
 % Capacity = FTE/Built Capacity with Portapack

Historic Enrolment

East KW Elementary Schools
Full-Time Enrolment
2003-2009



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

ARC Membership

The ARC consists of:

- 2 parents from each school
- The principal from each school
 - Elke Whitmore, Bridgeport
 - Kelly Wilkinson, Elizabeth Ziegler
 - Janet Hale, King Edward
 - Frank Ewald, Lexington
 - Brian Wart, Margaret Avenue
 - Leisa Kuntz, Prueter
 - Darlene Stubbs, Suddaby
- The school area superintendent(s)
 - Mark Shinkel, Bridgeport, Lexington, Prueter
 - Gregg Bereznick, Elizabeth Ziegler, King Edward, Margaret Avenue, Suddaby
- Planning Staff
 - Chris Smith, Manager
 - Nathan Hercanuck, Senior Planner
 - Lauren Manske, Planner
 - Mary Hingley, recording secretary
- Study area municipal representation
 - City of Kitchener
 - City of Waterloo
- Up to 2 community representatives
 - KW Social Planning Council
- One other representative as the Board deems appropriate
 - Ian Gaudet, Controller of Facility Services



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.



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



Role of the ARC

The ARC is responsible for:

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

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 full day learning for 4 and 5 year olds will have on the facilities

School Valuations/Information Profiles

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

1. Value to the student
2. Value to the school board
3. Value to the community
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/about-us/planning/accommodation-reviews/east-kitchener-waterloo-elementary-schools-accommodation-rev>

- 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

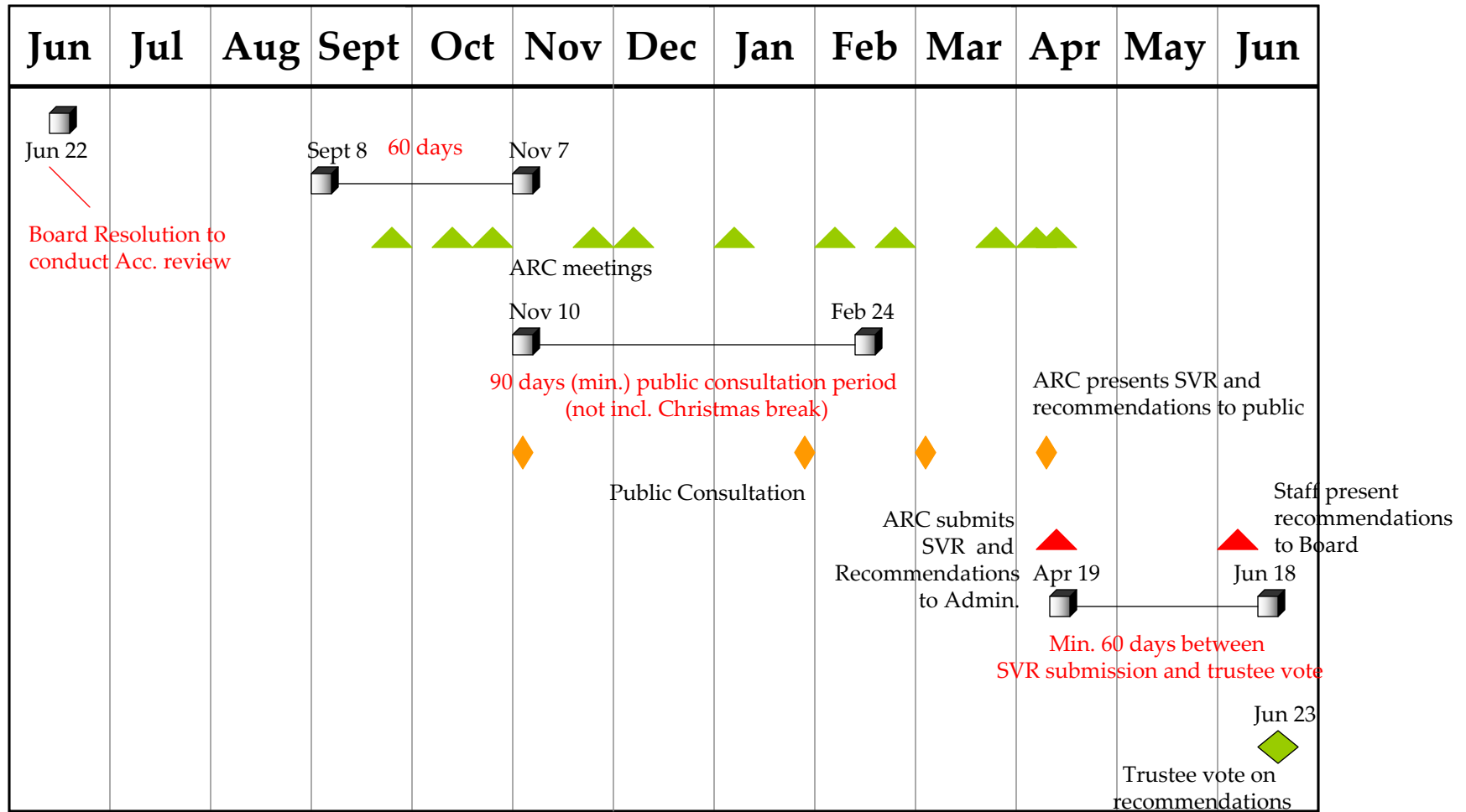
- Consultations must be based on the customized School Valuation Framework in order to elicit input from the various perspectives around the value of the school
- The ARC must seek input and community feedback on options for accommodating students who would be affected by a school closure
- At a minimum,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

School Valuation Report and Recommendations

- ARCs must complete a School Valuation report for each school reviewed, using the customized School Valuation Framework, 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 East Kitchener-Waterloo review area are to be considered
- ARCs must share the School Valuation report, in plain language, with the community at a public meeting



Proposed Accommodation Review Timeline



September 8, 2009 – November 7, 2008

60 day period between Board announcement of Accommodation Review, and first public consultation (not incl. summer). Official announcement made in summer 2009, 60 day period count starts first day of school, Sept. 8, 2008.

November 10, 2008 – February 24, 2009

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

April 19, 2009- June 23, 2009

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

Sample Review Objectives

- Review current elementary schools organization
- Address size of schools with respect to enrolment and having regard for the Good Schools Standing Committee Report of 2007 guidelines on school size and organization
- Determine need for new school in East KW
- Establish mid to long-term boundaries and viability of all schools involved in the study area through valuation templates
- Support optimal use of facilities, capital and operating resources
- Support equitable program opportunities and that program be key to the solution and continue high standards
- Address facility issue at existing schools
- Address community schools/transportation that is within reasonable travel time, distance and cost
- That facilities support programs by providing safe and secure environments for students and staff
- Maintain/develop equitable facilities – school, site and condition – that are financially feasible
- Address student transitions where changes are proposed

School Valuation Templates/Information Profiles

- Review generic school valuation framework as approved by the Board on November 19, 2007
- Customize template as necessary
- Review information already completed on templates



Next Steps

- ARC to complete valuation framework
- First public meeting – November 10, 2008
(will need to hold 4 public meetings total)
- ARC meets to discuss existing conditions, accommodation options, and recommendations
- ARC prepares School Valuation Report and Recommendations

Contact Information

- Website: www.wrdsb.ca
 - » About>Planning>Accommodation Reviews
 - » East Kitchener-Waterloo Elementary Schools Accommodation Review
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