



**West Galt Elementary Schools
Pupil Accommodation Review
Minutes of Accommodation Review Committee Meeting #13
June 12, 2012, 6:30-8:00 PM
St. Andrew's Public School Library**

The thirteenth meeting of the West Galt Elementary Schools Pupil Accommodation Review Committee (ARC) was held at St. Andrew's Public School on Tuesday, June 12, 2012.

Committee Members Present:

Karen Tomlin, Principal, St. Andrew's P.S., Bev Fox, Parent Rep., St. Andrew's P.S., Maura Fuller, Parent Rep., Tait Street P.S., Roy Roethel, Parent Rep., St. Andrew's P.S., Paula Ouellet, Parent Rep., Highland P.S., Hayley Orman, Parent Rep., Highland P.S., Karen Destun, Parent Rep., Tait Street P.S., Lynn Robb, Parent Rep., Blair Road P.S., Dianne Ray, Parent Rep., Dickson P.S., Dennis Cuomo, Manager of Planning, Andrea Kean, Recording Secretary, and Lauren Manske Senior Planner for the Waterloo Region District School Board.

Other WRDSB Staff Present:

None

Regrets:

Barry Frame, Principal, Dickson P.S., Jodie Meyer, Principal, Blair Road P.S., Nick Chiarelli, Vice Principal, Highland P.S., Michelle Schmid, Vice Principal, St. Andrew's P.S., Marcia Lubert, Principal, Tait Street P.S., Wendy Bowker, Principal Highland P.S., Kelly Deml, Parent Rep., Blair Road P.S., Al Potma, Parent Rep., Dickson P.S., Trevor McWilliams, City of Cambridge Representative, Nathan Hercanuck, Senior Planner, Ron Dallan, Manager Capital Projects and Lila Read, Superintendent of Education for the Waterloo Region District School Board.

1. Welcome/Introductions

Ms. Manske, Senior Planner opened the meeting at 6:35 pm and welcomed the ARC members.

2. ARC Meeting #12 – Minutes

Ms. Manske noted that the minutes from ARC Meeting #12 were approved electronically via email on June 4, 2012 and posted online prior to Public Meeting #4 which was held on June 5th.

Minutes from ARC Meeting #12 – approved.

Moved by: Lynn Robb

Seconded by: Dianne Ray

Ms. Manske noted that hardcopies of the minutes have been sent out to the schools for the school binder and the minutes have also be posted on the Board's website at:

<http://www.wrdsb.ca/planning/accommodation-reviews/west-galt-elementary-schools>

Ms. Manske led the ARC through tonight's presentation, available on-line at:

<http://www.wrdsb.ca/planning/accommodation-reviews/west-galt-elementary-schools>

3. Public Meeting #4 Feedback

Ms. Manske asked the ARC for any feedback they had received from their respective school communities on Public Meeting #4 which was held on Tuesday, June 5, 2012 from 5:30-7:00 P.M. at St. Andrew's Public School. There were 59 attendees at the Open House meeting including ARC members, Principals: Karen Tomlin, Jodie Meyer, Wendy Bowker, Marcia Lubert, Vice Principal Michelle Schmid, Superintendent of Education Lila Read, Trustees, Cindy Watson and Colin Harrington, Student Trustee Sajdeep Soomal, Board Planning Department Staff, Dennis Cuomo, Andrea Kean, Nathan Hercanuck and ARC Chair Lauren Manske.

The following is a brief synopsis of the feedback received from the ARC members as well as received through comment sheets and boundaryfeedback@wrdsb.on.ca:

West Galt Public Meeting #4 – Feedback Topics			
Meeting Format (open house)		Draft ARC Report Recommendations	
Positive	Negative	Positive	Negative
<p>Liked being able to come in any time during the meeting and view display board and ask questions one-on-one and leave at leisure.</p> <p>Key questions answered and nice to not have to sit through a full meeting.</p> <p>Able to read the information on the website at leisure.</p> <p>Information printed on back of Public Meeting Notice gave relevant information that may have answered a lot of questions for the community and may have accounted for the low attendance.</p>	<p>Meeting was too early, not everyone could make it.</p> <p>Would have liked a formal presentation.</p> <p>Need additional meeting.</p> <p>Should ARC members wear name tags?</p>	<p>New school on Beechwood is a good idea.</p> <p>Good idea to build next to a daycare facility.</p> <p>Closing Dickson P.S. is a good idea.</p> <p>Pleased that Highland P.S. will have Grade 6 added.</p> <p>A new school is very much needed.</p> <p>If the new school can accommodate 650 students – it would make sense to close St. Andrew's P.S. too.</p> <p>Dickson P.S. would make a lovely B&B or restaurant for the new theatre.</p> <p>A lot of thought behind the recommendations - Job well done ARC members.</p>	<p>New school on Beechwood is a bad idea – do not want to have another school on our street. Don't take away park.</p> <p>Traffic and busing concerns for new school.</p> <p>Negative impact on property values.</p> <p>Closing Dickson P.S. is a bad idea.</p> <p>Would like Grade 6s to stay at Highland earlier.</p> <p>Highland P.S. will no longer be the home school for some who purposely purchased their home so children would attend Highland P.S.</p> <p>Please include the FI Program at the new Beechwood school.</p> <p>Boundary for new school will create socio-economic divide.</p> <p>FI students that will no longer be in the catchment area will not be eligible for transportation to Highland PS.</p> <p>New school should be JK-8.</p> <p>Does not fully address the over enrolment issues at Highland P.S. or what will happen if funding is not granted for new school.</p>

C: Paula Ouellet commented that some members of the Highland P.S. community expressed the opinion that the ARC process had focused on issues relating to Dickson P.S. and the over enrolment and French Immersion program (FI) issues at Highland P.S. was not given an equal focus.

Ms. Manske reminded the ARC that the revised boundaries are based on walking distances that will optimize the number of students within walking distance to their home school (less than 1.6 metres) for grades 1-8. She noted that the JK and SK walking distance is 800 metres therefore, busing will be needed for those who are 800 metres or more from their home school.

Q: Dianne Ray noted that enrolment projections included in the Draft report were not the numbers that the ARC based their decision on and noted that she found this to be misleading.

R: Ms. Manske apologized for not clearly pointing out the revision and noted that the numbers had been revised on May 25, 2012 using 2012 – 2013 registration data for all scenarios and in the draft report. She referred the ARC to Status Quo Scenario enrolment projection numbers in Table 6 on page 11 of the Draft Report and noted the differences were most apparent at Highland P.S. and St. Andrew's P.S. This modification to the projections had been requested at ARC meeting #12.

C: Hayley Orman commented that Highland P.S. over enrolment may become an issue for St. Andrew's P.S. as Highland's students progress to the higher grades; becoming a consideration for the future.

Q: Bev Fox asked if the Board would offer the FI program at the proposed new school on Beechwood Road.

R: Ms. Manske responded that the Board considers sites for the program on an annual basis and asked the ARC if they would like to make a recommendation for consideration of the program as part of the Report. The ARC agreed by consensus to add the recommendation for the FI program for the proposed school on Beechwood Road to the Report.

R: Mr. Cuomo suggested modifying the statement on page 23 of the ARC Report (2nd to last paragraph) to be more specific in its recommendation of site for the program.

Ms. Manske revised to read as follows:

"It is also recommended that the Board consider offering a Partial FI program at the new school (Beechwood Road site) to reduce the out of boundary enrolment pressure generated by the program at a single site and to allow the opportunity for additional students to access the program."

Ms. Manske asked the ARC if they were in agreement with the above recommendation modification. **The ARC noted their agreement and Ms. Manske to include in the ARC Report.**

The ARC further discussed the FI program and its effect on enrolment at Highland P.S. and whether it would be possible to move some of Highland's students into a program at the proposed new school (splitting up the cohort); keeping in mind that starting the program at the Grade 1 level (which is the standard) would be the slower route to reduce Highland P.S. over enrolment. An additional FI program being offered at another area school would help reduce Highland P.S. FI out-of-boundary requests and go a long way towards addressing the enrolment issues there.

4. Modifications to Draft Report and Recommendations:

- **Interim Solution for Highland P.S?** (see slides 4-12 of the online presentation)

Ms. Manske noted that Karen Destun had sent in items for the agenda suggesting that the ARC revisit possible boundary changes to send additional students to Tait Street P.S. from Highland P.S. to help alleviate enrolment pressure. Ms. Manske developed the following 4 options to address the issues and visualize the potential for numerous student transitions:

OPTION #1

Boundaries realigned between Highland P.S. and Tait Street P.S. for students Gr. 3 + in 2013

Potential Issues:

- Younger siblings – are they included?
- FI students in affected area – no transportation
- Separating older students from established friendships (reason given for Dickson P.S. grandparenting)
- Significantly reduces number of non-FI students at Highland P.S. (to achieve desired enrolment reduction) – what is the impact on English classes?
- **Gr. 3 and 4 students could be attending 4 different elementary schools** (see chart below):

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
3 schools		JK	SK	1	2	3	4	5	6
3	JK	SK	1	2	3	4	5	6	7
JK	SK	1	2	3	4	5	6	7	8
SK	1	2	3	4	5	6	7	8	3
1	2	3	4	5	6	7	8	4 schools	
2	3	4	5	6	7	8	4 schools		
3	4	5	6	7	8	3 schools			
4	5	6	7	8	2 schools				Highland P.S.
5	6	7	8						Tait Street P.S.
6	7	8							New School
7	8								St. Andrew's P.S.

OPTION #2

Boundaries realigned between Highland P.S. and Tait Street P.S. for students Gr. 2 and under in 2013.

Potential Issues:

- Older siblings – are they included?
- FI students in affected area – no transportation?
- Students starting in Full-Day Kindergarten at Highland P.S. in 2012 would not have access to Full Day Kindergarten (FDK) at Tait Street P.S. the following year (2013) because Tait Street P.S. will not have FDK until 2014 – would these students be grandparented to remain at Highland P.S.?
- **Gr. 1 and 2 students could be attending 4 different elementary schools.** (see following chart):

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
3 schools			JK	SK	1	2	3	4	5
3 schools		JK	SK	1	2	2	4	5	6
3	JK	SK	1	2	3	4	5	6	7
JK	SK	1	2	3	4	5	6	7	8
SK	1	2	3	4	5	6	7	8	4
1	2	3	4	5	6	7	8	2 schools	
2	3	4	5	6	7	8			
3	4	5	6	7	8				
4	5	6	7	8					Highland P.S.
5	6	7	8						Tait Street P.S.
6	7	8							New School
7	8								St. Andrew's P.S.

OPTION #3

Boundaries realigned between Highland P.S. and Tait Street P.S. for all grades in 2013.

Potential Issues:

- French Immersion students in affected area – no transportation?
- Students starting in Full-Day Kindergarten at Highland P.S. in 2012 would not have access to FDK at Tait Street P.S. the following year (2013) because Tait Street P.S. will not have FDK until 2014 – would these students be grandparented at Highland P.S.?
- **SK – Gr. 4 students could be attending 4 different elementary schools.** (see chart below):

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
3 schools			JK	SK	1	2	3	4	5
3 schools		JK	SK	1	2	3	4	5	6
4	JK	SK	1	2	3	4	5	6	7
JK	SK	1	2	3	4	5	6	7	8
SK	1	2	3	4	5	6	7	8	4
1	2	3	4	5	6	7	8	4 schools	
2	3	4	5	6	7	8	4 schools		
3	4	5	6	7	8	3 schools			
4	5	6	7	8	2 schools				Highland P.S.
5	6	7	8						Tait Street P.S.
6	7	8							New School
7	8								St. Andrew's P.S.

OPTION #4

- Grade 6 is added to Dickson P.S. and Grades 5 & 6 students in Highland's boundary attend St. Andrew's P.S. for Grades 5-8 in 2013.
- St. Andrew's P.S. becomes a junior/intermediate school 5-8.
- Highland P.S. becomes a primary school FDK-4.

Potential Issues:

- Unlikely to have support of Highland P.S. parents (petition was to keep students at Highland P.S. up to Gr. 6)
- Portables still required at St. Andrew's P.S.

Potential Opportunities:

- Utilizing surplus classroom at Dickson P.S.
- FI offered at St. Andrew's P.S. therefore no out of boundary requirements (transportation would be supplied).
- Potentially fewer transitions - same number of schools attended in elementary. (see chart below)

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
3 schools			JK	SK	1	2	3	4	5
3 schools		JK	SK	1	2	3	4	5	6
3	JK	SK	1	2	3	4	5	6	7
JK	SK	1	2	3	4	5	6	7	8
SK	1	2	3	4	5	6	7	8	3
1	2	3	4	5	6	7	8	3 schools	
2	3	4	5	6	7	8	4 schools		
3	4	5	6	7	8	2 schools			
4	5	6	7	8	2 schools				Highland P.S.
5	6	7	8						Tait Street P.S.
6	7	8							New School
7	8								St. Andrew's P.S.

Ms. Manske advised that the possibility of multiple transitions for students (up to 4 school changes for some students) would be far from ideal. She noted that except for FDK, the issues would be similar if we were considering boundary changes between Highland P.S. and Blair Road P.S. or Dickson P.S.

Ms. Manske noted that these were just a few options she had thought of and noted that she would be happy to explore any additional options the ARC members might have. No other options were presented by the ARC.

Ms. Manske asked the ARC for their questions/comments on the 4 options to modify boundaries to redirect Highland P.S. enrolment to Tait Street P.S. or if they see any merit in continuing to explore these 4 options.

C: Hayley Orman commented that everything is dependent on receiving funding for the new school.

Q: Maura Fuller asked if the ARC should request funding for an addition for Highland P.S.

- R: Ms. Manske responded that it could likely take just as long to get funding for an addition as for a new school; an addition could possibly be built faster than a new school (depending on the design). An addition at Highland P.S. would require extra parking spaces, larger gym and library etc. which would need to be taken into consideration.
- Q: Hayley Orman noted that Highland P.S. will need 12 extra parking spaces for new staff starting in September 2013.
- R: Mr. Cuomo responded that Facilities staff is looking into solutions for Highland's parking issue for next year.

The ARC discussed new school benefits and improvement in school design and how these things contribute to a positive sense of community. Ms. Manske suggested that the ARC take a tour of some of the Board's newer facilities such as the redesigned/rebuilt Grand View Public School in Cambridge which will be opening September 2013.

• **FI Transportation Grandparenting?**

Context

- Board does not supply transportation for French Immersion because it is an elective program.
- Current home school Highland P.S. students may have enrolled in FI program with the expectation that they were eligible for transportation (qualified due to distance to home school).
- If boundary changes and FI is not offered at new home school, families would have to supply own transportation to continue to attend FI program at Highland P.S. (if new school does not offer FI).

Ms. Manske discussed how the FI transportation grandfathering issue had been dealt with in past Reports and noted the following results:

Precedent

- November 30, 2009 – Southwest Kitchener Boundary Study
 - *Board approved transportation to existing FI students to attend school other than home school for Gr 7 and 8 because program was no longer being offered at home school*
- June 23, 2008 – Wilmot Township Boundary Study
 - *Board did not approve transportation for existing FI students when opening a new school that did not have a FI program*

The ARC considered whether to include the transportation grandfathering for FI students who may be affected and after much discussion **decided not to include the Grandfathering provision for the FI program in the ARC Report.**

• **Overview of Portables in the Board** (see slide 14 of the online presentation)

Ms. Manske discussed the need for portables within the Board; listing schools that have more than 6 portables and those on the Board's Capital Priorities list for approved construction. The Ministry of Education's Primary Class Size requirement, which has reduced class sizes, has meant that schools can accommodate fewer students inside the building. Enrolment growth is another factor driving the need for portables. She noted that the 4 schools with approved construction have at least 8 portables.

- **Board's Capital Priorities** (see slide 15 of the online presentation)

Ms. Manske noted that the Board submitted 10 business cases for capital priorities to the Ministry of Education for capital funding on May 31, 2012, the majority of which are growth related and all but 2 of the new schools requested have been approved by the Board of Trustees.

Q: Karen Destun asked if any of the new school requests were related to a school closure.

R: Ms. Manske responded that there are technically no school closures but the Elmira NW new school is a replacement which does not require an accommodation review because it is being rebuilt within its current catchment area – (Riverside P.S.).

Ms. Manske asked the ARC if they had any further additions for the ARC Report.

Q: Roy Roethel asked if the new Moffat Creek P.S. would be offering the FI program and be able to help reduce the number of out-of-boundary students to Highland P.S.

R: Ms. Manske responded that Moffat Creek P.S. will not be offering the FI program when it opens in September 2012, but it is possible that it will offer the program in the future depending on the expressed interest of parents for the program.

Q: Paula Ouellet asked to redirect all of the future phases of the Grand Ridge Estates subdivision away from the Highland P.S. boundary.

R: Mr. Cuomo responded that it could be included as “to be determined”.

R: Ms. Manske noted that she is working with Student Transportation Services of Waterloo Region (STSWR) on the [School Finder](#) database to develop a notification that will flag schools that are, or will be undergoing a boundary study or an accommodation review.

The ARC agreed to the following modification to the ARC Report:

Page 24 of the ARC Report: (Re: Highland P.S. catchment area)

"Given the facility will continue to be constrained until the implementation of these recommendations, the ARC suggests that the Board consider immediately assigning the yet to be built homes in the development area on the west side of the boundary (development known as Grand Ridge or Highland Ridge Estates) to another school that has space to accommodate this growth. The ARC also recommends that the home school boundary for the areas identified on Figure 5 and Figure 7 as “area subject to change” be confirmed the year prior to the implementation of Scenario 23 based on building activity and the enrolment situation in the area at the time."

Ms. Manske noted that Figures 3, 5 and 7 will also be modified to identify "areas subject to change". This area will also be added to the map on Appendix A.

- **Beechwood Site for proposed new school discussion:**

Q: Karen Tomlin asked how long the Beechwood Road site has been owned by the Board and designated for school construction.

- R: Ms. Manske responded that the site was purchased by the former Galt Board of Education and obtained by the Board through the amalgamation to the current Board. Our records indicate that the site was conveyed by the Board in 1961 for 1 dollar and was at that time designated for an elementary school site.
- Q: Karen Tomlin asked if the homes were built in that area prior to 1961 as there seems to be concern from that community about building a school there; surprising since that site has been zoned educational for such a long time.
- C: Mr. Cuomo noted that the Board had sold a portion of the Beechwood Road site to the Regional day care in the 1990s. He noted that if frontage is an issue, the day care has indicated that they may be interested in working with the Board. There may be the opportunity for a joint partnership with the day care to perhaps build the school around that facility.

Ms. Manske noted that other options for a school site would be for the Board to designate a site in a new plan of subdivision. The issue with taking that route is that the Board would not be eligible to purchase the site using the Education Development Charges the Board collects; therefore would likely require the Board to sell the Beechwood Road site to acquire funding to purchase another site. She noted that there is not a better site available in Cambridge for the new school; the Beechwood Road site is perfectly situated to provide a walk-in school for an area which does not have an elementary school; otherwise this area will forever have to be bused to attend school.

The other site discussed is the property owned by the Board known as Coleman Farm 2. Since it is outside of the City's built boundary a school cannot be constructed there at this time.

Ms. Manske noted that if the Board can justify the need for additional property to extend the frontage of the Beechwood Road site, it may be able to expropriate the land required. She noted that a concept plan for the site uses the City's lot to do a loop to control traffic and noted that bell times for the new school and Southwood Secondary School could be offset to reduce peak periods. The Site is quite suitable and is larger than some of the Board's other school sites when you consider the adjacent park.

The ARC discussed other school grade configurations such as senior schools offering Grades 7-9, as well as schools offering grades JK-12, neither of which this Board currently offers; but are being offered at other boards in the Province based on necessity due to declining enrolments.

- Q: Dianne Ray asked why the Board will allow siblings to accompany a student attending French Immersion (FI) as a choice program at any given school offering the program but the ARC recommendation will not allow the Dickson P.S. students the option for the older siblings to follow the younger sibling if they were each given the option to choose which school they would attend should Dickson P.S. be closed. She noted that they will be forced to pick family over friends for the siblings to attend the same school.
- R: Bev Fox commented that FI rules are specific to that program and are applied across the Board and noted that the ARC had made the decision at a past meeting not to offer the grandfathering option to the lower grades to avoid 'school shopping'. Families can remain together if the older siblings follow the younger siblings to the designed home school.

The ARC decided not to include the grandfathering provision for the younger grades at Dickson P.S. in the ARC Report.

ARC Vote on Finalizing the ARC Report:

Ms. Manske asked the ARC if they were ready to **vote on the Final ARC Report with the revisions noted here this evening**. She asked if there was consensus. Dianne Ray noted that she was not in agreement.

The ARC did a show of hands for those in favour of finalizing the ARC Report. Please note that Maura Fuller had left the meeting prior to the vote.

Voting Members in Favour: 6

Voting Members not in Favour: 1

Result:

ARC Final Report was approved with noted changes as a result of a 6 – 1 vote of voting ARC members in favour of finalizing ARC Report.

Ms. Manske noted that she would make the modifications requested and email to the ARC for their approval to be returned no later than Thursday, June 14th.

5. Timelines

Ms. Manske went over the timelines for the remainder of the Accommodation Process and noted the following important upcoming dates:

- **Friday, June 15, 2012** - The Final ARC Report will be presented to the Director of Education and posted on the Board's website on Friday, June 15, 2012 under [Board Meeting Agendas](#) as well as the [West Galt Accommodation Review page](#).
- **Monday, June 18, 2012** - Planning staff will present the ARC's report to the Board of Trustees at the Committee of the Whole meeting on behalf of the ARC. The report will be presented for information only and Trustees will only be allowed to ask questions of clarification. ARC members and members of the general public are welcome to attend this meeting. Committee of the Whole meetings are held in the Board room of the Education Centre, [51 Ardelt Ave, Kitchener](#), starting at 7:00 pm. Anyone is welcome to register as a delegation to speak at the Committee of the Whole meeting by following the [delegation process](#) listed on the Board's website. There is also the opportunity to speak at any Board or Committee of the Whole meeting prior to a decision.
- **Week of June 18, 2012:** Please keep an eye out for the minutes from ARC Meeting #13. The minutes will need to be approved via email since we will not be meeting again. The ARC was in agreement with approval via email.
- **Monday November 12, 2012:** Target date for the Board of Trustees to consider the recommendations of the ARC and Board Administration. Once the date has been confirmed, flyers will be sent out to all students in the review area (same as with Public Meeting flyers) a meeting notice will be posted in the *Cambridge Times* and *The Record*.

6. Roundtable/Wrap Up

Q: Karen Destun asked if the ARC would continue to receive updates on feedback and progress.

R: Yes.

Mr. Cuomo noted that Board administrative staff is also required to provide a Report prior to a final decision by Trustees, which they will be working on during the summer months.

Q: Dianne Ray asked if Board Trustees have been receiving all the feedback from the community sent in through boundaryfeedback@wrdsb.on.ca and comment sheets from the public meetings.

R: Ms. Manske responded that Board Trustees have access to boundaryfeedback and all feedback received will be included with copy of the ARC Report given to each Trustee.

Action Items:

- **Ms. Manske to update ARC Report with modifications to statement on page 23 of the Report (2nd to last paragraph) to be more specific in its recommendation of site for the FI program.**
- **Ms. Manske to update ARC Report with modification to Page 24 of the ARC Report: Grand Ridge Estates future phases - school to be determined.**
- **Ms. Manske to send email to ARC on June 13th to update members on events at ARC Meeting #13 and send modifications.**
- **ARC members to review Draft Minutes of ARC Meeting #13 and approve electronically.**
- **Planning to update ARC on developments.**
- **Planning to send out flyers and publish meeting notice in newspapers prior to the Committee of the Whole Meeting at which Trustees will be voting on ARC Final Report - target of November 12th meeting.**

Ms. Manske thanked the ARC on behalf of the Planning Department and the Board and expressed gratitude for all the time and hard work the ARC has dedicated to this Accommodation Review. Your efforts are greatly appreciated and your work has been completed! Thank you. The last Working Group meeting of the West Galt ARC adjourned at 8:30 p.m.



POST MEETING:

Minutes from ARC Meeting #13 approved electronically on June 22, 2012

Moved by: Karen Destun

Seconded by: Roy Roethel