



**Woolwich & Wellesley Townships Elementary Schools
Pupil Accommodation Review
Minutes of Accommodation Review Committee Meeting #13
June 6, 2012, 6:30 – 8:00 PM
Linwood Public School Library**

The thirteenth meeting of the Woolwich & Wellesley Townships Elementary Schools Pupil Accommodation Review Committee (ARC) was held at Linwood Public School on Wednesday, June 6, 2012.

Committee Members Present:

Vlad Kovac, Principal Floradale P.S., Geoff Suderman-Gladwell, Principal Linwood P.S., Wayne Dunham, Principal Three Bridges P.S., Krista Edwards, Parent Representative Linwood P.S., Susan Marchiori, Vice Principal Linwood P.S., Cindy Weber, Parent Representative Linwood P.S., Christine Shantz, Parent Representative Floradale P.S., Steve Snyder, Parent Representative Three Bridges P.S., Keith Trask, Parent Representative St. Jacobs P.S., Brenda Martin, Parent Representative Floradale P.S., Dennis Cuomo, Manager of Planning, Andrea Kean, Recording Secretary and Nathan Hercanuck, Senior Planner for the Waterloo Region District School Board.

Additional WRDSB staff present: None

Regrets:

Elmer Horst, Parent Representative Three Bridges P.S., Susan Martin, Community Representative, John Krupicz, Parent Representative St. Jacobs P.S., Paul Milne, Principal St. Jacobs P.S., John Scarfone, Manager of Planning, Township of Woolwich, Sarah Peck, Planner, Township of Wellesley, Ron Dallan, Manager of Capital Projects, Diane DeCoene, Superintendent of Education, Nick Landry, Manager of Enrolment, and Lauren Manske, Senior Planner for the Waterloo Region District School Board.

1. Welcome:

Mr. Hercanuck, Senior Planner for the Waterloo Region District School Board opened the meeting at 6:35 pm and welcomed members of the ARC.

2. ARC Meeting #12– Draft Minutes Approval

Mr. Hercanuck asked members if there were any errors or omissions in the draft minutes from ARC meeting #12 (May 24, 2012). No changes were requested.

Minutes approved.

Moved by: Krista Edwards Seconded by: Cindy Weber

Mr. Hercanuck advised that hardcopies of the minutes will be sent out to the schools for the school binder and the minutes will also be posted on the Board website at:

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

Mr. Hercanuck led the ARC through tonight's presentation, available online at:

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

3. Scenario Evaluation (Scenarios 2, 3, 6 and 7)

Scenario 2 (slide 3 of the online presentation)

This scenario closes Three Bridges P.S. and directs its students to St. Jacobs P.S. There are no other changes to the review area schools. The enrolment projections for St. Jacobs P.S. include the new subdivision.

Scenario 2 Evaluation: (slide 4 of the online presentation)

Scenario 2 was evaluated against the review objectives; results as follows:

Objective	Objective Met?	Comments
Ensure equitable student access to a community school by having defined attendance area boundaries that relate geographically to the community it is located in.	<input checked="" type="checkbox"/>	In general boundaries relate geographically to communities, except for Area A (in Floradale boundary but closer to Linwood)
Where possible organize school attendance boundaries to minimize distance to school (time on bus)	<input checked="" type="checkbox"/>	In general boundaries minimize distance to school except for Area A (in Floradale boundary but closer to Linwood)
Address student transitions where changes proposed.	TBD	Transitions not yet discussed
Have regard for Board policy 3002; Elementary School Size and Configuration, recognizing the challenges of rural areas.	<input checked="" type="checkbox"/>	Does not seem to meet objective. Floradale enrolment significantly less than Linwood, St, Jacobs.
Support the efficient use of capital and operating resources through the consideration of facility condition, accessibility, and equitable access to educational amenities.	TBD	Three Bridges PS closed, removes maintenance/operations costs at that facility. Capital needed to implement Scenario 2 not discussed yet.
Maximize the number of students accommodated in permanent capacity	<input checked="" type="checkbox"/>	St. Jacobs PS likely require 1 or 2 portables in the longer term
Maximize the use of existing capacity within facilities	<input checked="" type="checkbox"/>	Three Bridges closed (existing capacity) Floradale PS underutilized
Recognize the unique needs of communities served by different schools through the reasonable accommodation of cultural differences.	TBD	Directed Three Bridges community to St. Jacobs. No discussions thus far as to how to accommodate within the existing school organization. Undetermined at this time?

C: Krista Edwards commented that in light of the outcome of the Three Bridges community meeting where some commented that the community would be more comfortable attending either Linwood P.S. or Floradale P.S. as opposed to St. Jacobs P.S; this scenario would not be best for that community. She noted that the ARC has better scenarios than Scenario 2.

C: Concern was expressed that additional growth in St. Jacobs (village) may put St. Jacobs P.S. over its capacity and require the use of portables.

Q: Wayne Dunham asked if the ARC would be able to address the concerns with lack of site at St. Jacobs P.S., undersized library and gym and the requirements for accessibility it the recommendations. Is there the possibility that the new subdivision will increase the upgrades needed for St. Jacobs P.S?

R: Mr. Hercanuck responded that these issues could be considered moving forward for inclusion into the Board's business case to be submitted to the Ministry of Education. Conversations with the Township Planning Department have indicated that the new subdivision will add from 150-170 new homes but that would be the extent of the development (not including infill) for St. Jacobs for the next 15-20 years.

- C: Geoff Suderman-Gladwell commented that a separate boundary study between Conestogo P.S. and Floradale P.S. could help to relieve enrolment pressures at Conestogo P.S. by redirecting some of the population to the under enrolled Floradale P.S.
- C: Keith Trask commented that Scenario 2 is not the most appropriate scenario to deal with the issues, noting that he agrees that there are better scenarios on the table.

Result:

The ARC agreed to remove Scenario 2 from further discussion.

Scenario 3: (see slide 5 of the online presentation)

This scenario closes Three Bridges P.S. and directs its students (areas G, H, K, and L) to St. Jacobs P.S. and (area I and J) to Floradale P.S. There are no other changes to the review area schools. The enrolment projections for St. Jacobs P.S. include the new subdivision.

Scenario 3 Evaluation: (slide 4 of the online presentation)

Scenario 3 was evaluated against the review objectives; results as follows:

Objective	Objective Met?	Comments
Ensure equitable student access to a community school by having defined attendance area boundaries that relate geographically to the community it is located in.	<input checked="" type="checkbox"/>	Defined boundaries however, do not relate geographically to communities. Portions of Floradale P S boundary closer to Linwood and St. Jacobs communities.
Where possible organize school attendance boundaries to minimize distance to school (time on bus)	<input checked="" type="checkbox"/>	Portion of Floradale boundary closer to Linwood PS and St. Jacobs PS.
Address student transitions where changes proposed.	TBD	Transitions not yet discussed
Have regard for Board policy 3002; Elementary School Size and Configuration, recognizing the challenges of rural areas.	<input checked="" type="checkbox"/>	Larger enrolment at Floradale PS creating more equitable distribution of enrolment between Floradale/St. Jacobs.
Support the efficient use of capital and operating resources through the consideration of facility condition, accessibility, and equitable access to educational amenities.	TBD	Three Bridges PS closed; remove maintenance/operations costs at that facility. Capital needed to implement Scenario 3 not discussed yet.
Maximize the number of students accommodated in permanent capacity	<input checked="" type="checkbox"/>	All students housed in permanent capacity. (1 portable possible at St. Jacobs PS in the long term)
Maximize the use of existing capacity within facilities	<input checked="" type="checkbox"/>	Three Bridges closed (existing capacity) Retained facilities fully utilized.
Recognize the unique needs of communities served by different schools through the reasonable accommodation of cultural differences.	TBD	Directed Three Bridges community to St. Jacobs/Floradale. No discussions thus far as to how to accommodate within the existing school organizations. Some of Three Bridges population may be more comfortable attending Floradale PS than St. Jacobs PS

Mr. Hercanuck noted that the enrolment to capacity numbers look good for this scenario but noted that there would be student transition issues as it splits the retained Three Bridges P.S. students between two different schools (Floradale P.S. and St. Jacobs P.S.)

- C: Mr. Dunham commented that geographically, the boundary appears untidy.
- R: Mr. Hercanuck responded that should the ARC decide on further exploring Scenario 3, he will adjust the boundary over the summer. He advised the ARC to email in any further comments or suggestions during the summer break so that the information can be made ready for the September ARC meeting.

Result:

The ARC decided to further explore Scenario 3.

Scenario 6: (see slide 7 of the online presentation)

This scenario closes Three Bridges P.S. and directs its students to St. Jacobs P.S. except for (areas A and J) to Floradale P.S. and (area G) to Linwood P.S. There are no other changes to the review area schools. The enrolment projections for St. Jacobs P.S. include the new subdivision.

Scenario 6 Evaluation: (slide 8 of the online presentation)

Scenario 6 was evaluated against the review objectives; results as follows:

Objective	Objective Met?	Comments
Ensure equitable student access to a community school by having defined attendance area boundaries that relate geographically to the community it is located in.	<input checked="" type="checkbox"/>	Defined boundaries however do not relate geographically to communities. Portions of Floradale P S boundary closer to Linwood and St. Jacobs communities.
Where possible organize school attendance boundaries to minimize distance to school (time on bus)	<input checked="" type="checkbox"/>	Portion of Floradale boundary closer to Linwood PS and St. Jacobs PS.
Address student transitions where changes proposed.	TBD	Transitions not yet discussed
Have regard for Board policy 3002; Elementary School Size and Configuration, recognizing the challenges of rural areas.	<input checked="" type="checkbox"/>	Larger enrolment at Floradale PS creating more equitable distribution of enrolment between Floradale PS/St. Jacobs PS.
Support the efficient use of capital and operating resources through the consideration of facility condition, accessibility, and equitable access to educational amenities.	TBD	Three Bridges PS closed; remove maintenance/operations costs at that facility. Capital needed to implement Scenario 6 not discussed yet.
Maximize the number of students accommodated in permanent capacity	<input checked="" type="checkbox"/>	All students housed in permanent capacity.
Maximize the use of existing capacity within facilities	<input checked="" type="checkbox"/>	Three Bridges closed (existing capacity) Retained facilities fully utilized.
Recognize the unique needs of communities served by different schools through the reasonable accommodation of cultural differences.	TBD	Directed Three Bridges community to St. Jacobs/Floradale/Linwood No discussions thus far as to how to accommodate within the existing school organizations. Some of Three Bridges population may be more comfortable attending Floradale PS than St. Jacobs PS

Mr. Hercanuck noted that the boundary for Scenario 6 is cleaner. Linwood P.S. would get some additional enrolment.

C: Christine Shantz advised the ARC that the ARC parent representatives for Floradale P.S. and Linwood P.S. consider Scenario 6 to most aptly meet the criteria and noted that they had met a few days prior to discuss the scenarios and how their school communities could effectively get the word out to the Three Bridges P.S. community that both Floradale P.S. and Linwood P.S. would be very welcoming to all students that might be redirected to those schools. She noted that she had attended the public meeting on May 8th and felt that some members were undecided as to whether they would stay with the public system or move to the parochial system; letting them know that they are welcome may help them make up their minds. She noted that transportation to these schools for school events might be difficult for the horse and buggy community. She suggested sending out a welcoming message to the community at our next public meeting; Principals Kovac and Suderman-Gladwell could address the Three Bridges P.S. community at our next public meeting (Public Meeting #3) once it has been scheduled.

Q: Cindy Weber noting that the Three Bridges P.S. community had stated that they would feel more comfortable at either Floradale P.S. or Linwood P.S. asked if a sub-boundary could be created to redirect all of the Three Bridges P.S. students to these 2 schools and not send any to St. Jacobs P.S. Can we work on the boundary to try to give the Three

Bridges P.S. community the option to attend the school that they would feel most comfortable attending?

R: Dennis Cuomo responded that options are only fair if everyone else living in the same area are given the same option. We cannot be sure that only Three Bridges P.S. students are living in that area.

Result:

The ARC agreed to further explore Scenario 6

Scenario 7: (see slide 9 of the online presentation)

This scenario closes Three Bridges P.S. and directs its students to St. Jacobs P.S. and (area G) to Linwood P.S. There are no other changes to the review area schools. The enrolment projections for St. Jacobs P.S. include the new subdivision.

Scenario 7 Evaluation: (slide 10 of the online presentation)

Scenario 7 was evaluated against the review objectives; results as follows:

Objective	Objective Met?	Comments
Ensure equitable student access to a community school by having defined attendance area boundaries that relate geographically to the community it is located in.	<input checked="" type="checkbox"/>	Defined boundaries however do not relate geographically to communities. Portions of Floradale P S boundary closer to Linwood and portions of Linwood closer to St. Jacobs communities.
Where possible organize school attendance boundaries to minimize distance to school (time on bus)	<input checked="" type="checkbox"/>	Boundaries do not relate geographically to schools. Portions of Floradale P S boundary closer to Linwood and St. Jacobs communities.
Address student transitions where changes proposed.	TBD	Transitions not yet discussed
Have regard for Board policy 3002; Elementary School Size and Configuration, recognizing the challenges of rural areas.	<input checked="" type="checkbox"/>	Does not seem to meet objective. Floradale PS enrolment significantly less than Linwood PS and St. Jacobs PS.
Support the efficient use of capital and operating resources through the consideration of facility condition, accessibility, and equitable access to educational amenities.	TBD	Three Bridges PS closed; remove maintenance/operations costs at that facility. Capital needed to implement Scenario 7 not discussed yet.
Maximize the number of students accommodated in permanent capacity	<input checked="" type="checkbox"/>	All students housed in permanent capacity. (1 portable possible at St. Jacobs PS in the long term).
Maximize the use of existing capacity within facilities	<input checked="" type="checkbox"/>	Three Bridges closed (existing capacity) Floradale PS underutilized.
Recognize the unique needs of communities served by different schools through the reasonable accommodation of cultural differences.	TBD	Three Bridges community directed to St. Jacobs/Linwood. No discussions thus far as to how to accommodate within the existing school organizations.

C: Geoff Suderman-Gladwell commented that Scenario 7 has the same issues as Scenario 2 and noted that scenarios 3 and 6 are both better.

Result:

The ARC agreed to remove Scenario 7 from further consideration.

Going forward the ARC agreed to further explore the following scenarios:

- [Status Quo](#) (agreement from ARC meeting #12)
- [Scenario 3](#) (slide 5 of tonight’s presentation)
- [Scenario 6](#)

Q: Krista Edwards asked why we are carrying Status Quo forward.

- R: Mr. Hercanuck responded that the ARC had agreed at the last meeting that they did not feel comfortable making a decision around whether the Board should continue to honour the historical understandings with the Three Bridges P.S. community and felt that a decision in that regard should be made by the Board of Trustees.
- R: Geoff Suderman-Gladwell responded that Board Trustees had made that agreement. He noted that the ARC should not have to make the decision on whether the Board is to continue or to terminate the historical agreement. The Trustees have to decide if they (a) want to continue the original agreement; (b) they do not want to continue the agreement, or (c) they may wish to go back to the Three Bridges P.S. community and work out another agreement. They may even decide (c) first and then decide (a) or (b).
- R: Steve Snyder responded that as a representative for the community, they should be open to discussions. He noted that the community is happy with the way things are now; he would not be sure where such a discussion would go.
- R: Mr. Cuomo responded that the question would be what the ARC is prepared to provide as a recommendation to the Trustees? One option is to recommend walking away from the historical agreement and to treat this community like all the other communities, looking at the solution in terms of how to balance enrolment with capacity, and reorganize schools to match. The other is to assume Trustees want to continue with the special arrangement with the Three Bridges P.S. community and recommend a solution to accommodate their cultural needs. He advised that the ARC does need to come back with some sort of a recommendation to the Board of Trustees.
- R: Mr. Suderman-Gladwell commented that the ARC can put forth the Status Quo recommendation along with another recommendation, Scenario 6 for example. No other school in our Board was created as a result of historical agreement/understandings and the Trustees need to understand if they were to go ahead with Scenario 6 they are tearing up the historical agreement; and that is likely what the Three Bridges P.S. community would think. The Trustees need to know that is what they are doing if they do not choose Status Quo and they need to know that we have no guarantee that any of the Three Bridges P.S. students will be retained to the Board should the Trustees decide to not support Status Quo. The Trustees need to be made aware in case they may want to have that conversation directly with the Three Bridges community as done was by Board Trustees in the past.
- Q: Susan Marchiori asked if there was a scenario that sent the entire Three Bridges P.S. community to a school other than St. Jacobs P.S.
- R: Mr. Hercanuck responded that because Three Bridges P.S. and St. Jacobs P.S. share the same boundary the ARC had not considered a scenario to send that entire community elsewhere.
- C: Cindy Weber commented that to this point in the ARC process we have only been considering the Three Bridges students and asked what about the St. Jacobs P.S. students. She noted that as a member of the community she feels pressure to make a decision that affects the community that was originally decided by the Board of Trustees and she would really like for the Trustees to give the ARC some clarity about how the Board feels about special agreements.

- R: Mr. Hercanuck responded that the “understandings” in question were made by Trustees back in the 1960s in response to what was going on at that time. He noted that he was unable to find any written agreement. Perhaps it is good that we still have Status Quo on the table as some feel the question of continuing operating Three Bridges P.S. under the current arrangement should not be left up to the ARC. He noted that the ARC has other criteria to consider outside of the Three Bridges P.S. arrangement; small school organizations, aging facilities, maximizing the use of school capacity; these are items that the ARC can make recommendations on after we make Trustees aware of the implications of turning down Status Quo (Three Bridges historical agreement) which some consider is their decision to make. This is where we would give the decision over to the Trustees to determine if they want to continue on with this agreement and accommodation knowing that the Three Bridges P.S. facility needs items “x, y and z” to continue to operate; if they do not want to continue with the agreement, here is what the ARC believes is the best option moving forward. Mr. Hercanuck noted that is one option for a recommendation.
- C: Mr. Cuomo commented that the ARC should raise the question to the Trustees in the Report stating that this is the situation as the ARC sees it. If we treat it like any other area there would be an option; if we try to continue to accommodate the group as a separate entity we may do the splitting of the existing option areas just for the community, or, we leave everything as it is because there was some rationale for doing it that way in the first place. The ARC report to the Trustees could include a series of recommendations to choose from allowing them to decide the path they want to take because this is not a standard or typical review – there is an entirely separate political piece tied to it.
- C: Vlad Kovac commented that the ARC can fold the Status Quo statement into a recommendation in response to the last objective to say the only way to recognize the unique needs of the Three Bridge P.S. community is to keep Three Bridges P.S. open because this school is based on an historical agreement made by the Board in the 1960s. If the Board wants to continue to honour the historical agreement then the school would remain Status Quo. If the Board does not want to honour the agreement then here is what the ARC recommends and it will best define where the displaced students will be directed. This would relieve the ARC of the responsibility of deciding the fate of Three Bridges P.S; this should be the ARC’s first recommendation.
- C: Wayne Dunham commented that would be the discussion that would need to be had and reminded the ARC that there is no signed agreement, it is an understanding.

The ARC agreed that giving the Three Bridges P.S. community the option to choose which school they would like to attend could be problematic if others in the same area are not allowed to choose; how long would the choice be available and would it be offered to future students in the given area. It was also noted that choosing schools can have a negative effective on the ability of administrators to determine numbers for staffing.

The ARC agreed that they liked the idea of stating clearly the Status Quo piece first and then listing the other options to be considered depending on which option the Trustees choose.

- C: Mr. Suderman-Gladwell commented that in the past the education system followed stricter rules, whereas today the Ontario education system is more sympathetic to cultural and religious beliefs allowing students to opt out of certain programming.

4. Scenario Capital Requirements

Mr. Hercanuck noted that the ARC had previously discussed equity of facilities in terms of library and gym spaces. Looking at the rankings of the Board's 21 JK-8 schools, which all have double gyms, with the exception of Floradale P.S, St. Jacobs P.S, Three Bridges P.S. and Conestogo P.S.

Gym Space Benchmarking (slide 11 of the online presentation)

Schools with a capacity of over 400 pupil places may be (but not guaranteed) considered for a double gymnasium. Mr. Hercanuck noted that once Full Day Kindergarten is implemented at St. Jacobs P.S. its on-the-ground (OTG) capacity /enrollment may reach that threshold for consideration for capital construction.

Library Assessments (slide 12 of the online presentation)

Mr. Hercanuck went over the list of school that scored below 20 on the 2006 library assessment and outlined improvements that have been made to those libraries since that date; noting that 3 of the 4 review area schools were on that list. (Linwood P.S. scored above 20 and therefore was not on the list)

Status Quo (capital & operating requirements) slide 13 of the online presentation.

Mr. Hercanuck noted that the boxes marked with a check indicate a capital and operating requirement for that school.

SCHOOL	GYM	LIBRARY	SPEC. ED	ACCESSIBILITY	MAINTENANCE
Floradale PS	✗	✗		✗	✓
Linwood PS	✗	✗		✓	✓
St. Jacobs PS	✓	✓		✓	✓
Three Bridges P.S.	✗	✗		✓	✓

Scenarios 2, 3, 6 and 7 (capital & operating requirements) slide 14 of the online presentation

SCHOOL	GYM	LIBRARY	SPEC. ED	ACCESSIBILITY	MAINTENANCE
Floradale PS	✗	✗		✗	✓
Linwood PS	✗	✗		✓	✓
St. Jacobs PS	✓	✓		✓	✓
Three Bridges P.S. (closed)	✗	✗	✗	✗	✗

Linwood P.S. is a one floor facility and any accessibility issues may be only related to hardware and washroom items

Mr. Hercanuck noted that for St. Jacobs P.S. the ARC may want to look at the library and gym situation and how the ARC would like to work that into the Report recommendations (which will be up to the ARC to do). He noted that the Staff report to the Board will likely not include recommendations for those items; but instead would recommend adding them to the Board's Elementary Accommodation Committee who would analyze those items on a Board-wide case-by-case need to determine priority in relation to the needs of other schools in our system.

Three Bridges P.S. under Status Quo Scenario would still require capital and operating requirements.

Mr. Hercanuck advised the ARC that over the summer he would be working on putting together the capital costs for implementation of the remaining scenarios: (Status Quo, Scenario 3 and Scenario 6); and develop the transition pieces for the scenarios that close Three Bridges P.S.

Mr. Hercanuck requested that the ARC members let him know if there is other information they feel has been missed that would be important to include; or to email any ideas that might come up over the summer.

C: Mr. Suderman-Gladwell commented that the enrolment projections for Scenario 3 and 6 were incorrect.

R: Mr. Hercanuck apologized for the projection errors and advised that he would recheck all scenarios and send out the corrected scenarios by email.

Action Items:

- **Mr. Hercanuck to adjust Scenario 3 boundaries.**
- **Mr. Hercanuck to work on capital piece for scenarios 3, 6 and Status Quo.**
- **Mr. Hercanuck to send out scenarios with revised projections.**
- **ARC members to send any information requests to Mr. Hercanuck.**

5. Future Meeting Dates/Times

ARC Meetings:

ARC Meeting #14 – Thursday, September 20, 2012 from 6:30-8:00 p.m. at Floradale P.S.

Public Meetings:

Public Meeting #3 – To be determined.

Mr. Hercanuck thanked the ARC members for attending and wished everyone a safe and happy summer and adjourned the meeting at 8:25 p.m.



FUTURE MEETING DATES:

ARC MEETINGS:

ARC Meeting #14: September 20, 2012 from 6:30-8:00 p.m. at Floradale P.S.

PUBLIC MEETINGS:

Public Meeting #3– TBD

Post Meeting:

Minutes of ARC Meeting #13 were approved via email;
Moved by Brenda Martin, Seconded by Christine Shantz