



**Woolwich & Wellesley Townships Elementary Schools  
Pupil Accommodation Review  
Minutes of Accommodation Review Committee Meeting #14  
September 20, 2012, 6:30 – 8:00 PM  
Floradale Public School Library**

The fourteenth meeting of the Woolwich & Wellesley Townships Elementary Schools Pupil Accommodation Review Committee (ARC) was held at Floradale Public School on Thursday, September 20, 2012.

**Committee Members Present:**

Vlad Kovac, Principal Floradale P.S., Geoff Suderman-Gladwell, Principal Linwood P.S., Wayne Dunham, Principal Three Bridges P.S., Paul Milne, Principal St. Jacobs P.S., Susan Marchiori, Vice Principal Linwood P.S., Elmer Horst, Parent Representative Three Bridges P.S., Susan Martin, Community Representative, John Krupicz, Parent Representative St. Jacobs 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:**

Krista Edwards, Parent Representative Linwood P.S., Cindy Weber, Parent Representative Linwood 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 #13– Draft Minutes Approval**

Mr. Hercanuck noted that the [Minutes](#) from the June 6, 2012, ARC Meeting #13 were approved by email so they would be available for the community to review over the summer. The minutes of ARC Meeting #13 were Moved by: Brenda Martin and Seconded by: Christine Shantz.

Mr. Hercanuck advised that hardcopies of the minutes were sent out to the schools for the school binder and the minutes were also 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 Review:**

Mr. Hercanuck noted that the ARC has three scenarios on the table: **Status Quo Scenario** which is no change from the existing situation, and **Scenarios 3** and **6** which are similar in that both involve closing Three Bridges P.S. and distributing those students which may be retained by the Board, between the remaining review area schools.

Over the summer the scenario projections were updated with 2012 actual student enrolment numbers which resulted in a significant decrease in the number of students projected for Linwood P.S. from projection areas D and E; 26 less students in 2012 to 70 less students by 2020; this decrease in enrolment for Linwood P.S. have been included in the scenarios moving forward.

Mr. Hercanuck theorized that decline may be partly due to larger families moving north and Wellesley Township's inability to accommodate water/sewer services for further growth.

**Status Quo:** (Slides 3 and 4 of the online presentation)

The updated enrolment projection numbers result in:

- a very slight increase in projected enrolment for Floradale P.S. and St. Jacobs P.S.
- a significant decrease in projected enrolment for Linwood P.S.
- no real enrolment change expected at Three Bridges P.S. based on the updated numbers.

**Scenario 3:** (Slides 5, 6 and 7 of the online presentation)

At the request of the ARC, Mr. Hercanuck modified the boundary between St. Jacobs P.S. and Floradale P.S. trading parts of projection areas I and J adjusting the boundary to run along Hawkesville Road, Kressler and the river north of Ament Line. The resulting boundary does not change the projections much from the original scenario as it trades an equal number of students between the areas of I and J.

The population of the closed Three Bridges P.S. is directed to Floradale P.S. and St. Jacobs P.S. with areas G, H, K, L and portions of I and J going to St. Jacobs P.S.; and portions of areas I and J directed to Floradale P.S. from St. Jacobs P.S.

The anticipated drop in enrolment for Linwood P.S. catchment in projection areas D and E are included going forward in this scenario as well.

The change in enrolment does not have a significant effect on our objectives and how we have completed them thus far; objective number 4 (Have regard for [Board Policy 3002](#); School Size and Configuration) would seem to be the most effected but does not further skew the balance of enrolment and may be considered to better balance the enrolments with all students accommodated without the need for portable classrooms.

**Scenario 6:** (Slides 8, 9 and 10 of the online presentation)

Three Bridges P.S. is closed with its students directed to St. Jacobs P.S. except for projection area J which is directed to Floradale P.S. and area G is directed to Linwood P.S.; Steffler Road area (between areas A and J) is directed to Floradale P.S.

Mr. Hercanuck noted that this scenario is very similar to Scenario 3 with the only difference being that projection area G is directed to Linwood P.S. instead of St. Jacobs P.S.

The reduced enrolment at Linwood P.S. has also been projected going forward.

Q: Steve Snyder asked why projection area G would be directed to Linwood P.S.

R: Mr. Hercanuck responded that additional enrolment for Linwood P.S. would help bolster the senior elementary program there (grades 7 and 8 enrolments) because Linwood P.S. has raised concerns that a significant percentage of that program leave school once they reach age 14.

Mr. Hercanuck noted that looking at the objectives and considering the projected reduction in enrolment for Linwood P.S. it would seem that there may be an opportunity for another scenario because Linwood P.S. now has the potential to accommodate all, or a portion of, projection area A, which has a projected total student yield of 55 students. This would allow us to better meet the first two objectives as most of projection area A is located closer to Linwood P.S. than to Floradale P.S. the downside being that this would result in a smaller organization at Floradale P.S. which would be at the expense of meeting our fourth objective.

Mr. Hercanuck presented the following new scenario:

**Scenario 10 (new)** (Slides 11 and 12 of the online presentation)

Three Bridges P.S. closed with its students directed to St. Jacobs P.S. and Floradale P.S; with St. Jacobs P.S. getting areas G, H, K, L and portions of I and J.

Floradale P.S. would get portions of areas I and J from St. Jacobs P.S.

Linwood P.S would get projection area A from Floradale P.S; this change allows us to improve the geographically related school boundary and distance to school objectives because area A is closer to Linwood but may reduce total enrolment at Floradale P.S. to 240 students.

The ARC discussed at length the possibilities for dividing up projection area A to deliver a better balance of enrolment for both Linwood and Floradale Public Schools that also considers bussing distances, keeping in mind that some parents do not want their children to cross a busy road to get a bus.

Q: John Krupicz asked if there might be a better boundary line between projection area I and Elmira; the areas just north of area I may ask why they will have to travel further to attend school.

R: Geoff Suderman-Gladwell responded that St. Jacobs P.S. is over capacity and some members of the Three Bridges P.S. community had noted their preference for the more rural Floradale P.S. as a better fit for their children should Three Bridges P.S. be closed.

Q: Steve Snyder asked why Elmira's schools are not included in this accommodation review.

R: Mr. Hercanuck responded that Elmira faces different issues as it serves a mostly walk-in population and will be reviewed under the upcoming [Elmira Boundary Study](#) which will likely involve rebuilding Riverside P.S. in the new subdivision.

Q: Vlad Kovac commented that should the Board rebuild Riverside P.S. Scenario 10 would now result in the possibility that students redirected to Floradale P.S. would be driven past a new Elmira school; and asked if it would be possible for the Student

Transportation Services of Waterloo Region (STSWR) to advise the bus route these redirected students would have to take to get to Floradale P.S.

R: Mr. Hercanuck responded that STSWR would not be able to confirm the route because bus routes are dependent on student locations and can change every year.

Q: Vlad Kovac asked if the projection numbers assume that the Board would retain a percentage of the Three Bridges P.S. students.

R: Mr. Hercanuck responded that as a result of consultation with the Three Bridges P.S. community, the numbers assume that the Board would retain 35 percent of the Three Bridges P.S. students and that they would attend the school to which the ARC redirects them.

Mr. Hercanuck asked the ARC if the new Scenario 10 has merit given the new projection numbers for Linwood P.S. noting that the boundaries can be redrawn to achieve a better balance of enrolment for both Linwood P.S. and Floradale P.S. **The ARC agreed to keep Scenario 10 on the table with modifications to the distribution of projection area A.**

C: Mr. Cuomo noted that STSWR can be consulted on what the best modification would be for student bussing.

**Action Item:**

**Mr. Hercanuck to revise Scenario 10 in consultation with STSWR.**

Mr. Hercanuck noting the similarities between Scenarios 3 and 6 and the revised projections, asked the ARC if they would like to keep both those scenarios on the table. **The ARC decided to keep Scenario 3 on the table and to remove Scenario 6 from further consideration.**

Mr. Hercanuck asked the ARC if there were any further ideas for scenarios. None were suggested.

Mr. Hercanuck reminded the ARC that as agreed at ARC Meeting #13, we will carry forward Status Quo and have the Board of Trustees decide if they want to continue the historical agreement with Three Bridges P.S. community. If they decide they do not want to continue the agreement, the ARC believes Scenarios 3 or 10 are the best options.

**Going forward the ARC will consider the following Scenarios:**

- **Status Quo**
- **Scenario 3**
- **Scenario 10 (with revisions)**

**Transitions:**

Mr. Hercanuck noted that the ARC must consider how to implement the scenarios to reduce the impact on students. Historically, the Board has ‘phased-in’ boundary changes to avoid students moving to a school, as a result of a boundary change, a year before they must transition again to a new program at a different school (senior elementary or secondary school).

Generally the transitions pieces are limited to the oldest grade and for only one year; if the ARC feels strongly about extending to siblings they can recommend that too.

Paul Milne noted that he was in favour of allowing siblings the choice to stay together at either school for one year with families knowing that they would have to make the choice and the younger sibling(s) would have to change schools in the following year.

The ARC also discussed the additional transportation costs that would be incurred for the double bussing of families to different schools.

C: Steve Snyder noted that there may be families in projection area O that might request to attend a school in Elmira.

R: Mr. Hercanuck responded that the Board has Administrative Procedures [1030](#) and [1040](#) to deal with such requests and usually can be accommodated if the school can accommodate the student without having to add another class or teacher; but transportation will not be provided. These requests can be initiated by contacting the home school principal.

Mr. Hercanuck asked the ARC to consider what transitions could be proposed to reduce the impact for the Three Bridges P.S. students keeping any unique circumstances in mind.

#### **Action Item:**

#### **ARC to consider transitions for implementing Scenarios for Three Bridges P.S. students**

#### **4. Scenario Capital/Operating Requirements**

Mr. Hercanuck noted that over the summer he had worked with Board staff to determine the costs for implementing the scenarios. These include the 10 year maintenance renewal costs, Required Capital (FDK, Accessibility, Other), and Optional Capital; unfortunately the Staffing Costs will not be available until our next meeting.

#### **Three Bridges P.S. Bus Lay-by**

Referring to Slides 14 and 15 of the online presentation, Mr. Hercanuck advised the ARC that due to bussing requirements at Three Bridges P.S. (buses have to back into the parking lot off of a 80 km zoned arterial road) Principal Dunham had contacted the Board, STSWR, the Police, the Township and the Region to enquire about having the speed limited lowered from 80 km in front of the school. The Region in turn contacted the Board with their formal request for a Bus lay-by at Three Bridges P.S. for student safety. Slides 14 and 15 show Estimate Options 1 and 2 respectively, for the Bus lay-by with paved sidewalk, costing as follows:

- Option 1 Estimate \$36,500 - \$131,500
- Option 2 Estimate \$47,000 - \$132,000

Mr. Hercanuck noted that the actual cost would depend on whether the Hydro poles will have to be relocated, which cannot be determined without a survey. If the ARC can send its Final Report and Recommendations to the Board for a decision in December, this work could wait until the Board has decided the outcome of this review.

C: Mr. Dunham commented that he had contacted the Region and asked if they would lower the speed limit and change the school zone signs to make them bigger. The Region had

observed the school and responded in a letter to the Board advising that we need to change how the buses come onto the site and they would in turn look at lowering the speed limit. He noted that Three Bridges P.S. went from a larger number of students on fewer buses to fewer students on more buses.

R: Mr. Hercanuck responded that the buses at Three Bridges P.S. have had to unload this way no matter the number and noted that the cost for the bus lay-by has been included in the Status Quo Scenario cost for Three Bridges P.S. under the Required Capital (other) costs.

C: Mr. Cuomo commented that the Board, having been notified by the Region of their concerns about buses backing onto the school site, would want to fix the situation.

Q: Steve Snyder asked if we can change the location of the bus drop-off/pickup.

R: Mr. Hercanuck responded that the site is small and has limited bus parking locations due to a cistern and septic bed. He noted that because Three Bridges Road is a major arterial road it likely will not be signed as a school zone (40 km/h); additionally, people tend to drive to the designed speed of the road regardless of the zoned speed, and the road would likely need to be redesigned to have the desired effect on speed.

The ARC discussed the additional buses at Three Bridges to bus fewer students and asked if STSWR could fix the problem by reducing the number of buses going to Three Bridges P.S.

Mr. Hercanuck noted that STSWR designs the bus routes to achieve the most efficient transportation even though it may not appear to be efficient to those on the outside.

**Status Quo Capital (and Operating) Requirements:** (Slide 16 of the online presentation)

School	Maintenance (10 year renewal)	Required Capital			Optional Capital		Staffing
		FDK	Accessibility	Other	Library	Gym	
Floradale	\$0.73M	\$0	\$0	\$0	\$0	\$0	TBD
Linwood	\$3.2M	\$0	\$0	\$0	\$0	\$0	TBD
St. Jacobs	\$2.1M	\$1.0M	\$0.5M	\$0	\$0.3M	\$1.5M	TBD
Three Bridges	\$0.54M	\$0	\$0.08M	\$0.13M	\$0	\$0	TBD
<b>Total</b>	<b>\$6.57M</b>	<b>\$1.0M</b>	<b>\$0.58M</b>	<b>\$0.13M</b>	<b>\$0.3M</b>	<b>\$1.5M</b>	TBD

Mr. Hercanuck noted that the optional capital costs would include the library of gymnasium at St. Jacobs and these costs would be looked at through the Board Elementary Accommodation Committee and prioritized in terms of greatest need for these accommodations throughout the Board.

**Scenarios 3, 6 and 10 Capital (& Operating) Requirements:** (Slide 17 of the online presentation)

School	Maintenance (10 year renewal)	Required Capital			Optional Capital		Staffing
		FDK	Accessibility	Other	Library	Gym	
Floradale	\$0.73M	\$0	\$0	\$0	\$0	\$0	TBD
Linwood	\$3.2M	\$0	\$0	\$0	\$0	\$0	TBD
St. Jacobs	\$2.1M	\$1.0M	\$0.5M	\$0	\$0.3M	\$1.5M	TBD
Three Bridges	\$0.54M	\$0	\$0.08M	\$0.13M	\$0	\$0	TBD
<b>Total</b>	<b>\$6.03M</b>	<b>\$1.0M</b>	<b>\$0.50M</b>	<b>\$0M</b>	<b>\$0.3M</b>	<b>\$1.5M</b>	TBD

C: Keith Trask commented that the capital and operating requirement costs for St. Jacobs P.S. would be approximately 75 percent (\$7.1 million) of the Ministry of Education benchmark cost of a new school.

R: Mr. Hercanuck responded that the \$7.1 million would not include the cost of a new site.

The ARC discussed the possibility of requesting a rebuild of St. Jacobs P.S. noting that the Ministry of Education's Prohibitive to Repair (PTR) funding no longer exists and the problems that would be associated with a rebuild, (i.e., where to house students during reconstruction and the possibility that the original school may receive historical designation).

**Action Item:**

**Mr. Hercanuck to provide staffing costs for scenarios**

**5. Future Meeting Dates/Times**

Mr. Hercanuck polled the members on the best night for meetings with no night being agreeable to all members the ARC agreed to rotate the ARC meetings between Wednesdays and Thursdays to allow members with conflicting calendars the opportunity to attend alternating meetings.

**ARC Meetings:**

**ARC Meeting #15 –Wednesday, October 3, 2012 from 6:30-8:00 p.m. at St. Jacobs P.S.**

Mr. Hercanuck advised that at this meeting we will start to narrow down the scenarios using our objectives and to decide the agenda for Public Meeting #3.

**Public Meetings:**

Mr. Hercanuck asked the school administrators to check their calendar and advise him via email/telephone of any community/school events occurring in the weeks of October 8 and 15 that would conflict with the opportunity for the community to attend Public Meeting #3. Mr. Hercanuck advised that the meeting would be held at Elmira District Secondary School and he would consult with the administrator there as well.

**Public Meeting #3 – To be determined**

Mr. Hercanuck thanked the ARC members for attending and adjourned the meeting at 8:25 p.m.

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**FUTURE MEETING DATES:**

**ARC MEETINGS:**

ARC Meeting #15: October 3, 2012 from 6:30-8:00 p.m. at St. Jacobs P.S. Library

**PUBLIC MEETINGS:**

Public Meeting #3– TBD