



ELMIRA BOUNDARY STUDY
Minutes of Working Group Meeting #9
October 8, 2013
From 1:00 pm – 2:30 pm
Riverside Public School

The ninth meeting of the Elmira Boundary Study Working Group, involving [John Mahood](#), [Park Manor](#) and [Riverside](#) Public Schools, was held at Riverside Public School on Tuesday, October 8, 2013.

Attendees:

Brent Hatcher, Principal, Riverside PS, Tracy Tait, Principal, John Mahood PS, R. Playford, Parent Representative, Riverside PS, Tracey Williams, Parent Representative, Riverside PS, Liz Robinson, Parent Representative, John Mahood PS, Sabrina Windatt, Parent Representative, Park Manor PS, D. Sinclair, Parent Representative, John Mahood PS, Nathan Hercanuck, Senior Planner and Andrea Kean, Recording Secretary.

Regrets:

James Bond, Principal, Park Manor PS, Dennis Cuomo, WRDSB Manager of Planning, Lauren Manske, Senior Planner, John Scarfone, Manager of Planning Township of Woolwich, Becky Ribble, Parent Representative, Park Manor PS, Ron Dallan, Manager of Capital Projects and Elaine Ranney, Area Superintendent of Education.

1. Welcome/Introductions

Nathan Hercanuck, Senior Planner, welcomed members of the Working Group at 1:10 PM.

Mr. Hercanuck led the group through the presentation (available online at <http://www.wrdsb.ca/planning/boundary-studies/elmira-boundary-study>)

2. Draft Minutes Review:

Mr. Hercanuck asked if there were any errors or omissions in the minutes from **Working Group Meeting #8 (September 24, 2013)**

No errors or omissions were reported. The minutes were approved without change.

Moved by: T. Williams Seconded by: L. Robinson

Mr. Hercanuck advised that the minutes will be posted on the Board's website at: <http://www.wrdsb.ca/planning/boundary-studies/elmira-boundary-study>

Mr. Hercanuck did a quick review of the Final Boundary Study Objectives which were approved at Working Group Meeting #8 on September 24th. (See slides 3 and 4 of the online presentation)

3. Scenario versus Objectives:

(Slides 5 – 10 of the online presentation)

Scenario 1 Transition Option 2

- School Boundaries remain the same.
- New Lunor Subdivision temporarily assigned to John Mahood PS until new Riverside PS opens.
- New Riverside PS (JK-6) (at 550 pupil places) constructed in Lunor subdivision to open Sept. 2016
- School organizations change to JK-6 (John Mahood and Riverside) and 7-8 (Park Manor) to coincide with opening of new Riverside PS in Sept. 2016.
- John Mahood PS 6 classroom addition to accommodate increase in enrolment due to new development in south end of Elmira (Birdland) and addition of Grade 6.
- Removal of Grade 6 from Park Manor PS reduces enrolment at facility, better matching its capacity.

i. **Scenario 1 versus Objectives:**

Scenario 1	Objective	Commentary
<ul style="list-style-type: none"> Boundaries remain the same New Riverside (JK-6 at 550 pupil places) constructed in 'Lunor Subdivision' to open Sept. 2016 School organizations change to JK-6 (Riverside, John Mahood), 7-8 (Park Manor) in 2016 6 classroom addition at John Mahood New Lunor Subdivision temporarily assigned to John Mahood until new Riverside opens. 	To determine the size and program configuration of the replacement Riverside PS, having regard for Board Policy 3002 : Elementary School Size and Configuration	<p>Riverside Public School rebuilt within Lunor subdivision at 550 pupil places</p> <p>New school sizes and organizations achieve objectives of Board Policy 3002 of multiple classes per grade:</p> <ul style="list-style-type: none"> Riverside (JK-6) 2.5 to 3 classes per grade John Mahood (JK-6) 2.5 to 3 classes per grade Park Manor (7-8) 4 classes per grade
	To develop a transitional accommodation plan for elementary school enrolment in the Town of Elmira while awaiting the completion of the replacement Riverside PS.	Assignment of new Lunor (<i>Area A</i>) subdivision to John Mahood until new Riverside constructed reduces enrolment pressure at Riverside. However, will temporarily place enrolment pressure at John Mahood until new school constructed (Estimated 2 additional portables by 2015)
	To establish boundaries that are long-term (approx. 10 years) that consider: <ul style="list-style-type: none"> Walking distances (community/ neighbourhood-level schools) Efficiency of transportation Capacity of schools Current and future population density and demographics Proximity to other schools Impact on feeder and surrounding schools 	<ul style="list-style-type: none"> Existing Boundaries and new Riverside location add requirement for transportation for '<i>Area F</i>' which could walk to John Mahood John Mahood requires addition (approx. 6 classrooms) with additional enrolment (<i>Birdland</i> development) and addition of Gr.6. Park Manor better matched to existing capacity as a 7-8 school. Some <i>areas F</i> closer to John Mahood, bussed to Riverside
	To minimize the impact on students where changes are proposed (consideration for grandparenting, phasing, transitions, etc.)	Overall change minimized with maintaining existing boundaries. Grandparenting proposed to accommodate Lunor (<i>Area A</i>) students (2015/16 Gr. 5s) to stay at John Mahood rather than transition to new Riverside from John Mahood (temporary holding school).

Mr. Hercanuck noted the following for Scenario 1:

- Meets the intent of Board Policy 3002 with regard to class sizes and advised that if there are a large number of French Immersion students, it may result in additional classes at John Mahood.
- New Riverside PS built with 550 pupil place capacity.
- John Mahood PS would require a 6 classroom addition.
- Grandparenting options needed for:*
 - Grade 5 *Area A* (new Lunor Subdivision) students in 2015-2016 school year to remain at John Mahood PS

Working Group Discussion – Scenario 1 – Transition Option 2

Q: S. Windatt asked at what point the Grade structures would change for John Mahood, Park Manor and Riverside.

R: Mr. Hercanuck responded that it would take place when the new Riverside PS is opened and noted that this would be made clear in the recommendations to the Board.

- Q: Principal Hatcher asked when the addition for John Mahood PS would be constructed.
- R: Mr. Hercanuck responded that the Board would have to apply for funding from the Ministry of Education for that as well. He advised that while the Riverside PS rebuild is quite high on the Board's current list of capital priorities; a 6 classroom addition request for John Mahood PS would not be able to be tied in with that request and would require a separate submission that would likely be further down the list.
- Q: L. Robinson noted that John Mahood PS would require 2 additional portables in 2015 and asked how many portables the current Riverside PS would require in 2015.
- R: Mr. Hercanuck responded that Riverside would also require 2 additional portables for its growing enrolment; they are required because larger classes are coming in (JK) than are going out (Grade 5) from the school.
- C: Mr. Hercanuck advised that he would include the portable implications for Riverside PS for 2015; 7 portables now and 9 estimated for September 2015.
- Q: Mr. Hercanuck noted that existing boundaries and new Riverside location add requirement for transportation for 'Area F' which could walk to John Mahood and with respect to the size of the school buildings, overall we are short building capacity in Elmira and therefore are not fully meeting these objectives and asked if there were any questions or concerns.
- Q: L. Robinson referring to the Board's re-tabling of its [Bell Time Review](#), to look at reducing transportation costs, asked if Trustees will want to change the boundary for Area F so these students would be able to walk to John Mahood PS.
- R: Mr. Hercanuck responded that fewer students being transported would achieve a monetary savings for the Board but noted that there are lots of situations within the Board where students that are closer to one school are bussed to another because of existing school capacities or other logistical constraints. Ideally we would like to have all students walk to the nearest school but sometimes there isn't enough room to accommodate them. He advised that Trustees usually do not revise the recommendations and take them as a package recognizing that the Working Group has met numerous times to consider the issues and has agreed on a preferred solution.
- Q: S. Windatt asked if it would be better to consider moving Area F temporarily to John Mahood PS (to relieve interim enrolment pressure at Riverside) and then move it back to Riverside PS once the new Riverside PS is built.
- R: Mr. Hercanuck responded that we consider temporarily moving Area F to John Mahood PS under Scenario 8 and advised that it is a change that could happen as early as September 2014.
- C: Mr. Hercanuck noted that keeping the existing boundaries as they are (even with the new location of Riverside PS) minimizes the overall transitions for everyone.
- Q: R. Playford asked if the 2015/16 Area A Grade 5 class would be able to stay at John Mahood PS when the new school opens to avoid having to change schools 3 times in 3 years.
- R: Yes, they could stay at John Mahood PS then transition to Park Manor PS for Grade 7 in 2017/18. Mr. Hercanuck advised that he will revise the wording to make that grandfathering option clearer.

Scenario 8: (Slides 8-10 of the online presentation)

Scenario 8 Transition Option 2

- Change existing boundaries of Riverside PS and John Mahood PS (*Area F* to John Mahood, *Areas G1* and *I* to Riverside).
- New Riverside PS JK-6 (575 pupil places) constructed in the Lunor Subdivision to open Sept. 2016; receiving *areas G1* and *I* from John Mahood PS. Long term transportation required for *area I*.
- School organizations change in September 2016 (when new Riverside PS opens) to:
 - JK-6 at Riverside PS and John Mahood PS
 - 7-8 at Park Manor PS
- 5 classroom addition at John Mahood PS.
- Loss of Grade 6 reduces enrolment at Park Manor PS (7-8).
- New Lunor Subdivision (*Area A*) temporarily assigned to John Mahood PS until new Riverside PS opens.

ii. Scenario 8 versus Objectives: (slide 9)

Scenario 8	Objective	Commentary
<ul style="list-style-type: none"> • Change existing boundaries: <i>Area F</i> to John Mahood, <i>Areas G1</i> and <i>I</i> to Riverside. • New Riverside (at 575 pupil places) constructed in 'Lunor Subdivision' to open Sept. 2016 • School organizations change to JK-6 (Riverside, John Mahood), 7-8 (Park Manor) in 2016. • 5 classroom addition at John Mahood • New Lunor Subdivision temporarily assigned to John Mahood until new Riverside opens. 	<p>To determine the size and program configuration of the replacement Riverside PS, having regard for Board Policy 3002: Elementary School Size and Configuration</p>	<p>Riverside Public School rebuilt within Lunor subdivision at 575 pupil places.</p> <p>New school sizes and organizations achieve objectives of Board Policy 3002 of multiple classes per grade:</p> <ul style="list-style-type: none"> • Riverside (JK-6) 2.5 to 3 classes per grade • John Mahood (JK-6) 2.5 to 3 classes per grade • Park Manor (7-8) 4 classes per grade
	<p>To develop a transitional accommodation plan for elementary school enrolment in the Town of Elmira while awaiting the completion of the replacement Riverside PS.</p>	<p>Assignment of new Lunor subdivision to John Mahood until new Riverside constructed reduces enrolment pressure at Riverside. However, will temporarily place enrolment pressure at John Mahood until new school constructed (Estimated 2 additional portables by 2015)</p>
	<p>To establish boundaries that are long-term (approx. 10 years) that consider:</p> <ul style="list-style-type: none"> • Walking distances (community/ neighbourhood-level schools) • Efficiency of transportation • Capacity of schools • Current and future population density and demographics • Proximity to other schools • Impact on feeder and surrounding schools 	<ul style="list-style-type: none"> • New Boundaries and new Riverside location add requirement for transportation for a portion of <i>Area I</i> • John Mahood to require addition (approximately 5 classrooms) • Addition of Gr. 6, Park Manor better matched to existing capacity as a 7-8 school. • Some <i>areas</i> (portions of <i>I</i>) closer to John Mahood, bussed to Riverside.
	<p>To minimize the impact on students where changes are proposed (consideration for grandparenting, phasing, transitions, etc.)</p>	<p>Increased transition with implementation of new boundary (for <i>areas F, G1, I</i>).</p> <p>Grandparenting proposed to accommodate Lunor (<i>Area A</i>) students (2015/16 Gr. 5s) to stay at John Mahood rather than transition to new Riverside from John Mahood (temporary holding school).</p> <p>Grandparenting proposed to accommodate <i>Areas F, G1, I</i> transition to new schools ('2013/14 Gr. 4 <i>Area F</i>, '2015/16 Gr. 5 <i>Areas G1</i> and <i>I</i>)</p>

Mr. Hercanuck noted the following for Scenario 8:

- Marginally better in terms of transportation overall - but noted that it is a trade off with increased transitions for the new boundaries for those areas initially.
- John Mahood PS would require a 5 classroom addition (1 less than Scenario 1) due to boundary changes allowing new Riverside PS rebuild with higher capacity (575 pupil places).
- Portions of *Area I* are closer to John Mahood PS but are bussed to new Riverside PS.
- Transitions are increased because of the implementation of the new boundaries for *Areas F, G1 and I (required to change schools)*.
- *Grandparenting options needed for:*
 - Area A (new Lunor subdivision) Grade 5 students in 2015-2016 school year to stay at John Mahood PS for Grade 6 in 2016/17.
 - Area F - 2013-14 Moving from current Riverside PS to John Mahood PS.
Grade 4 *Area F* students could move to John Mahood PS in 2014-15 school year; but would not want them to have to transition again for Grade 5 in 2014-15 to Park Manor PS in 2015-16; therefore we would grandfather them to remain at Riverside PS.
 - Areas G1 and I Moving from John Mahood PS to new Riverside PS.
2015-16 Grade 5 students would be grandfathered to stay at John Mahood PS and transition to Park Manor PS in the following year for Grade 7.

Working Group Discussion – Scenario 8 Transition Option 2:

- C: L. Robinson noted that *Area I* students are currently bussed to John Mahood PS so would not be an increase in transportation costs to bus this area to Riverside PS.
- C: Principal Tait commented that *Area I* students are bussed to John Mahood PS and is home to a majority (2 bus loads) of the current John Mahood PS students. She asked if the numbers could be verified for this area. She noted that there are more students in *Area I* (moving to new Riverside PS) than there are in *Area F* (moving to John Mahood PS).
- R: Mr. Hercanuck responded that is why those areas are being switched, to have more students attend the new Riverside PS (thus, the increased capacity over Scenario 1) and the requirement for 1 less classroom addition at John Mahood PS. He noted that the net difference with the boundary change is 25 students (decrease for John Mahood PS and increase for new Riverside PS). Mr. Hercanuck advised that he will check the numbers again to verify but noted that this is the only real difference between Scenario 1 and Scenario 8.
- C: Principal Hatcher noted that *Area F* (current Riverside PS boundary) contains a large number of students as well – which will be switched to John Mahood PS under this scenario.
- Q: L. Robinson asked about the walk distances in terms of Grades and the distance they are expected to walk.
- R: Mr. Hercanuck responded that under [Board Policy 4009 – Student Transportation](#); walk distances for urban municipalities and established settlement area elementary students, are:
- up to 0.8km (800 meters) for JK-SK students
 - up to 1.6km (1600 meters) for Grade 1-8 students
- He advised that the JK-SK students from this area would be bussed to John Mahood PS because it is more than 800 metres. Referring to his walking distance charts, portions of *Area I* Grades 1-8 students would also be bussed to John Mahood PS; he also noted that others from this area may be transported due to special circumstances such as hazards that prevent a safe walking route to school. (Such as the absence of sidewalks)

Mr. Hercanuck noted that under Scenario 8:

- All Grade 1-5 students from *Area G1* would walk to the new Riverside PS.
- No *Area I* students would be able to walk to new Riverside PS, they would all be bussed.
- Whereas currently a portion of *Area I* can walk to John Mahood PS.

C: L. Robinson commented that *Area F* would either be bussed to new Riverside PS (Scenario 1) or walk to John Mahood PS (Scenario 8).

R: That is correct. He noted that *Area F* can walk to the current Riverside PS but would be bussed to the new Riverside PS location.

Q: Principal Hatcher commented that either *Area F* or *Area I* will be bussed depending on the Scenario we choose and asked what the difference is with respect to bussing.

R: Mr. Hercanuck responded that Scenario 8 may be marginally better (from a transportation perspective) with regard to bussing. He noted that we can calculate under Scenario 8 how many students net difference it will make - but we have to look at the number of student residences the walking web covers, current students are going to graduate and move on and the distribution of students is always changing but based on the distances, this scenario may work slightly better to reduce busing long-term; but it introduces more change to the existing situation.

C: L. Robinson commented that if one of our main objectives is to minimize change, than perhaps that should take precedence over saving a little bit of money on transportation.

R: Mr. Hercanuck responded that in order to implement a lot of change we should have a compelling reason to do so.

C: L. Robinson commented that perhaps the only compelling reason to move *Area F* to John Mahood PS temporarily would be to reduce interim enrolment pressure at Riverside PS.

C: T. Williams commented that doing so would increase enrolment pressure at John Mahood PS in September 2014.

C: L. Robinson responded that John Mahood PS would have the space to be able to accommodate the added pressure and asked if Riverside PS would be able to physically accommodate 12 portables on its current site.

R: Principal Hatcher commented that the current Riverside PS site could handle 2 more portables for 2 years (9 total).

Q: L. Robinson asked Mr. Hercanuck if he had looked into a more permanent portable solution for Riverside PS in the interim.

R: Mr. Hercanuck responded that Facility Services are reluctant to put a significant investment into such accommodations for 2 years.

The Working Group was not convinced that moving *Area F* temporarily would be a viable solution.

4. Public Meeting #2:

Public Meeting #2 - Tuesday, October 22, 2013 from 7:00-8:30 PM at Park Manor PS.

Meeting Format:

- Presentation
- Q & A
- Open House

The Working Group discussed whether to bring both Scenarios (1 and 8) to Public Meeting #2 to allow the community the opportunity to comment on both and expressed some concern that bringing forward a preferred scenario would infer that a decision has already been made. They noted that the Boundary Study has been going on since April 2013 and the community has had and still has opportunities to have their opinions heard.

Mr. Hercanuck noted that one of the reasons we document the process is so the community can follow along on the website and see the other options that we have considered and why they have not been carried forward. He noted that the discarded Scenarios would be available at Public Meeting #2 if anyone asks to see one specifically.

C: Principal Tait commented that one of the reasons we have a public meeting is to inform the community of the process that was followed, the decision that was made and why we made that decision and how that decision will affect them and give them the opportunity to ask questions.

C: T. Williams commented that (Scenario 8) achieves an impact of 25 students which does not outweigh the change required for implementation.

C: S. Windatt commented that Scenario 8 will impact more than 25 students (impacts students in *areas F, G1 and I*) but only gives a net change of 25 students between the 2 schools.

After considerable deliberation the Working Group agreed to bring one preferred Scenario to Public Meeting #2.

The Working Group Agreed to bring [Scenario 1](#) Transition Option 2 as the preferred recommendation to the community for Public Meeting #2.

Mr. Hercanuck reminded the Working Group that they are not obligated to attend the Public Meeting but they are welcome to do so.

C: Mr. Hercanuck commented that the community has not yet expressed any concern with what will happen to the current Riverside PS once the new school is built.

R: Principal Hatcher noted that the question had come up at Public Meeting #1; and the Board's [process for disposition of surplus property](#) was explained. He also noted that if the school's neighbours do not have children attending the school, they might not be aware that the school may be moving.

5. Next Meetings:

• **Working Group Meetings:**

Working Group Meeting #10 - October 29, 2013 from 10:30-12:00 noon (revised) at Riverside PS.

Mr. Hercanuck noted that at Working Group #10 we will go over the feedback received from Public Meeting #2 and confirm recommendations to be included in the Report to the Board. If the Working Group has decided on its recommendation, we may be able to bring the Report to Board in November for a decision by Trustees.

6. Roundtable:

C: R. Playford asked if the reasons why [Scenario 9](#) was discarded could also be addressed at Public Meeting #2; noting that the Riverside PS community may ask why the JK-8 model was dropped.

R: Mr. Hercanuck advised that he would have those answers available.

Mr. Hercanuck thanked the Working Group for attending and adjourned the meeting at 2:10 PM.

Action Items:

- Mr. Hercanuck to make clear in the recommendations to the Board that grade structure changes for all schools would take place concurrent with the opening of the new Riverside PS in September 2015.
 - Mr. Hercanuck advised that he would include the portable implications for Riverside PS for 2015; 7 portable now and 9 estimated for September 2015.
 - Mr. Hercanuck to revise the presentation wording to give clarity to the grandfathering option for the 2015/16 *Area A* Grade 5s to stay John Mahood PS under Scenario 1.
 - Mr. Hercanuck to verify numbers for *areas F* and *I* for boundary changes under Scenario 8.
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Future Meetings:

Public Meetings:

Public Meeting #2: Tuesday, October 22, 2013 from 7:00-8:30 PM at Park Manor PS

Working Group Meetings:

Working Group Meeting #10 - October 29, 2013 from 10:30-12:00 noon at Riverside PS (revised time)