



BADEN ELEMENTARY SCHOOLS BOUNDARY STUDY

Minutes of Working Group Meeting #4

April 23, 2014

5:00 PM – 6:30 PM

Baden Public School

The fourth meeting of the Baden Boundary Study Working Group, involving Baden, New Dundee and Sir Adam Beck Public Schools, was held at Baden Public School on April 23, 2014.

Attendees:

Roger Boettcher, Principal, Sir Adam Beck PS, Andrea Michelutti, Principal, New Dundee PS, Beth Bodkin, Principal, Waterloo-Oxford DSS, N. Markanastasakis, Vice Principal, Baden PS, A. Collins, Parent Representative, Baden PS, J. Scozzafava, Parent Representative, Sir Adam Beck PS, Dennis Cuomo, Manager of Planning, Lauren Manske, Senior Planner and Andrea Kean, Recording Secretary.

Regrets:

Laura Hodgins, Superintendent of Education, N. Woodhall, Principal, Baden PS, Angie Hallman, Parent Representative, New Dundee PS, Beth Renaud, Parent Representative, New Dundee PS, M. Walsh-Hahn, Parent Representative, Sir Adam Beck PS, Harold O’Krafka, Director of Development Services, Township of Wilmot, Nathan Hercanuck, Senior Planner and Dallan, Manager of Capital Projects.

1. Welcome/Introductions

Lauren Manske, Senior Planner, welcomed members of the Working Group and Board staff at 5:05 PM.

Ms. Manske led the working group through the presentation (available online at <http://www.wrdsb.ca/planning/boundary-studies/baden-boundary-study/>)

2. Draft Minutes Review

Ms. Manske asked members if there were any errors or omissions in the draft minutes from Working Group Meeting #3 (April 3, 2014); no errors or omissions were reported.

The minutes were approved without change.

Ms. Manske advised that the minutes will be posted on the Board’s website at: <http://www.wrdsb.ca/planning/boundary-studies/baden-boundary-study/>

3. Draft Goals/Objectives (slides 4 and 5 of the online presentation)

Ms. Manske noted that the following ‘Goals’ explain what the Working Group intends to achieve through this process **and that she has added a new goal “to strengthen the Board’s business case...”** Ms. Manske advised that this *Goal* will address any required request for funding should additional capacity be deemed necessary as part of this study. The Working Group will have to keep in mind, when developing a solution, if we are maximizing the utilization of spaces at all three schools; because the overall space we are left with (i.e., any empty classrooms at New Dundee PS) at all three study area schools, will have a negative impact on how the Ministry will view a business case for any additional classrooms at the other two schools.

Draft Study Goals

- *To develop a solution that is long-term (approximately 10 years), taking into consideration current and future population density and demographics;*
 - *To minimize transitions for students where changes are proposed through grandfathering/phasing;*
 - ***To strengthen the Board's business case for additional capacity funding for current students and as residential development plans progress in the Township of Wilmot;***
 - *To provide equitable learning opportunities for students and staff by moving towards the following criteria (from Board Policy 3002 – Elementary School Size and Configuration):*
 - *JK-6 facilities between 350 and 400 students (approx. 2 classes per grade)*
 - *JK-8 facilities between 500 and 650 students (approx. 2 classes per grade)*
 - *Minimizing the potential for schools with enrolments over 650 students*
- **Additional Objective re: Timing**

Draft Study Objectives

Ms. Manske noted that the 'Objectives' are specific and measurable statements of the goals of the boundary study and provide the criteria to evaluate the scenarios and advised that she has revised the Draft Study Objectives to include wording around timing as follows:

- *To reduce enrolment at Baden Public School **beginning in the 2015/16 school year.***
- *To increase the number of students housed in permanent capacity within the study area in a cost-effective way, **recognizing that there can be no additional capacity built prior to the 2017/18 school year.***

Ms. Manske advised that the absolute earliest any additional classroom could potentially be built would be for the 2017/18 school year if the Board were to apply for funding in the next round of Capital Priorities (fall of 2014) and if approved (spring 2015) to be open and operating in Sept. 2017.

C: Mr. Cuomo commented that the Board's most recent funding approvals were received in March 2014 for projects to be completed for the 2016/17 school year.

Ms. Manske asked if there were any questions or concerns with the revised draft Goals and Objectives. The Working Group did not express any questions or concerns.

Update on School Capacities (slides 6 and 7 of the online presentation)

Ms. Manske advised that she has updated the capacities of each of the schools for 2014/15 school year due to the full rollout of Full Day Kindergarten (FDK) at all of the Board's schools, at which time the Ministry of Education requires the loading of Kindergarten rooms at 26 students, up from 20 students, increasing the overall capacities of the Board's elementary (junior) schools. She advised that the Ministry does not consider the actual classroom use for loading (i.e., a computer lab will be loaded as a regular classroom at 23 students) which may explain a discrepancy where a school can be at 100 percent capacity but will require one or two portables.

The following chart shows the *new* and *previous capacities* along with the resulting *number of increased pupil places* for each school:

School	# Rooms By Type			New Ministry Capacity (with FDK loaded at 26)	Previous Capacity (with FDK loaded at 20)	Pupil Place Increase of
	FDK (26)	Regular Classrooms (23)	Spec. Ed. (9)			
Baden PS	4	21	2	605	581	24
New Dundee PS	2	8	0	236	224	12
Sir Adam Beck PS	6	15	1	510	474	36
Total	12	44	3	1351	1279	72

4. Scenario Discussion (slides 8-21 of the online presentation)

Ms. Manske advised that she has put together 3 new scenarios; 2 of which came out of discussions at the last meeting and offer timing of changes for Scenario 2, (incorporating Scenarios 1 and 3) and a new scenario (Scenario 5) to address surplus space at New Dundee PS.

Ms. Manske advised that the charts for all scenarios now include two new columns:

- ***“New Cap. (req. approval)”*** to indicate and additional classrooms (capacity) that may be required; which will require approval and funding from the Ministry of Education; and
- ***“Scenario Total Capacity”*** the new school total capacity, including the extra capacity required for the scenario.
- ***Differences from scenario information provided at the last meeting are:***
 - *Revised 2015/16 capacities total capacities based on new FDK loading;*
 - *Number of projection years shown on tables have been reduced (for space reasons);*
 - *Enrolment projection numbers have been rounded.*

New Scenarios:

Scenario 2/1 (slides 8 and 9 of the online presentation)

- Baden PS will offer JK-6 and Grade 8 in 2015 Gr. 7-8 boundary reduced so only feeder school is New Dundee PS (Scenario 2); in 2018 Baden PS would be JK-6 only, ***AFTER an addition is constructed at Sir Adam Beck PS, Baden PS converts to JK-6, keeping existing boundary, and French Immersion (Gr. 1-6) (Scenario 1)***
- Sir Adam Beck PS adds Gr. 7-8 in 2015 to become JK-8 with no feeder schools, Gr. 7-8 boundary is same as JK-6 boundary (Scenario 2) ***in 2018, AFTER an addition is constructed at Sir Adam Beck PS, acts as senior (7-8) school for New Dundee PS AND Baden PS (Scenario 1)***
- No change for New Dundee PS.

Built Capacity Implications for Scenario 2/1

8 classroom addition (184 pupil places) at Sir Adam Beck PS to include:

- Science/Tech Rm
- Music Rm
- Art Rm
- 5 regular classrooms

Assumes completion of the addition for September 2017.

Referring to the graph on the bottom of slide 9 of the online presentation, Ms. Manske pointed out the gap between the 'Proposed Capacity' line and the total capacity line (combination of the enrolment for all 3 schools) which is **of particular concern when applying for funding from the Ministry**; because the gap shows that by year 2023 there will be room available (235 pupil places) overall, at the schools as they exist now; equivalent to the capacity of New Dundee PS or approximately 10 classrooms. Ms. Manske advised that the Ministry will look at the gap and likely only give funding for 4 classrooms and tell us to figure out how to use the remaining space available to accommodate the remainder.

Scenario 2/1 Discussion:

Q: Is the 100 unit expansion we are expecting in Baden included in these projection numbers?

R: Ms. Manske responded that yes, any unbuilt approved or pending units have been included in the projections (81 units approved and 46 pending). Consideration for any unregistered plans of subdivision (future population growth) have not be taken into account because we do not have the required information at this time on what any future developments will look like (number of units and timing of phasing). By 2023 there is the possibility that we would see some increase but we don't have enough information right now to know what that might look like.

C: Mr. Cuomo responded that when the required information (number of units, phasing of developments) becomes available from the Township on proposed new developments, that information can be included into the business case to the Ministry.

C: A working group member commented that he had done some averages of recent enrolment and assessed that if the trend continues, it could mean that we may have an additional 400 students by 2020 based on continued growth in Baden similar to what has been the case the past 4 years, resulting in approximately 70 additional students per year of the last 3 years. He noted that his numbers do not take into consideration any reduction in enrolment at New Dundee PS. He commented that, as a parent, coming to a public meeting and looking at projections that do not include and future growth, I would question the direction of the study recommendations.

C: Mr. Cuomo commented that the Township is preparing some studies which will determine the timing and location of any proposed new development and cannot provide more detailed information to the Board until these processes are complete, which is expected to be in the fall of this year.

- C: Ms. Manske responded that for next year, current numbers suggest only 30 more students overall. This is about half of the growth we had projected for next year in the boundary study projections; suggesting some stabilization in enrolment.
- C: The working group member commented that while no real growth is expected until 2016, once it does happen we may see exponential growth – it would be good to know that those numbers will be accounted for in any business case that is submitted to the Ministry.
- R: Ms. Manske responded that whenever any new information becomes available it would be included – if in September the Township approves a number of units per year over the next ten years – that is information that we can then include into our business case, which would include enrolment projections that are based on a student yield factor per unit.
- Q: Can we give consideration to make New Dundee PS a JK-8 keeping their 7-8s there, given that the Ministry would require better utilization of spaces across the three schools?
- R: Ms. Manske responded that the Working Group could consider that; but cautioned that the concern would be that the number of students per grade would not meet [Board Policy 3002](#) – Elementary School Size and Configuration guidelines – given New Dundee PS enrolment, would likely result in a combined Grade 7/8 class and the possibility of triple grades. It would be more reasonable to enlarge the boundary for JK-6 to be able to achieve a number closer to the 350 student size as suggested by the policy.
- C: A working group member noted her frustration that any recommended additional capacity cannot be in place before 2017 at which point we may be dealing with new development. Would New Dundee PS's students also be accommodated should future consideration be given to closing that school? Can any consideration be given now so as not to have to wait another 4 years to get accommodation for future students?
- R: Ms. Manske responded given that the Working Group is tasked with developing a plan for 2015 to address the issue at Baden PS. She advised that the Board has not yet seen a development application and noted that it typically takes 3-4 years for a development application to process through the system before homes are occupied; therefore Board planning staff is not confident that Wilmot Township will have any new homes built by 2016, beyond what is already approved or pending approval.
- Q: Does this scenario keep Baden PS's 7-8's at Baden PS until an addition can be built at Sir Adam Beck PS as opposed to housing them in portables at Sir Adam Beck PS?
- R: Ms. Manske responded that would be the idea behind this scenario and in order to receive funding, the students have to exist; she cautioned that the additional space at New Dundee PS will very likely be a limiting factor to the Board receiving funding from the Ministry for the addition; even though the extra space is not in the right location – it will not matter to the Ministry and they would not view this as a priority regardless of whether it would cost the Board more operationally to bus students to New Dundee PS than the capital to build an addition.

- C: A working group member wondered if moving the French Immersion (FI) program to New Dundee PS would be a consideration noting that the retention rate would be an unknown factor or whether starting a new FI program would help bolster the numbers there.
- C: Principal Boettcher commented that under this scenario we would not be sure when the addition would be in place and noted that there would be some additional adjustment necessary once the addition is in place.
- R: Ms. Manske responded that we could look at what this scenario will look like if we don't have the addition ready for 2017, what the situation would be and how many portables will be needed at Sir Adam Beck PS and at Baden PS and advised that she could put that together including how the 7-8 classes would be accommodated.

Scenario 5 (slides 12 and 13 of the online presentation)

- Baden PS Gr. 7-8 boundary reduced (no feeder schools)
- Sir Adam Beck PS adds Gr. 7-8 to become JK-8 with New Dundee PS acting as feeder schools, JK-6 boundary reduced
- New Dundee PS boundary grows to include Sir Adam Beck PS rural areas

Built Capacity Implications of Scenario 5

Internal renovations at Sir Adam Beck PS to create:

- Science/Tech Rm
- Music Rm
- Art Rm

Ms. Manske noted that Scenario 5 takes enrolment out of Sir Adam Beck PS and adds it to New Dundee PS; as this was a last minute scenario, Ms. Manske noted that she had taken all of the rural areas (120 students based on this year's enrolment) from Sir Adam Beck's boundary; she noted that the boundary could be further modified to include only the areas that are closest to New Dundee (i.e., only those residences south of the highway would move 20 students to New Dundee PS or residences south of the railway would move 55 students to New Dundee PS). Ms. Manske noted that Scenario 5 would free up space at Sir Adam Beck PS to accommodate the 7-8 population through an internal renovation (not requiring additional provincial capital funding) and enable Baden PS to remain JK-8 but eliminate its feeder schools. She also noted that while Scenario 5 does not eliminate portables overall, it will greatly increase New Dundee PS's enrolment numbers to the point where it could potentially require 2 portables.

Scenario 5 Discussion:

- C: Principal Michelutti commented that New Dundee PS is on a well system and likely cannot exceed a set number of students.
- R: Ms. Manske responded that she would look into any restrictions for the New Dundee PS site. She noted that the Scenario 5 boundary could be revised to reduce the number of students redirected to New Dundee PS as follows:

Scenario 5 (other possible modifications to the proposed boundary)	Enrolment	
	2015	2017
Sir Adam Beck PS boundary <i>keeps north of rail line</i>	470	565
New Dundee PS <i>minus north of rail line</i>	245	215
Sir Adam Beck PS boundary <i>keeps north of highway</i>	500	595
New Dundee PS <i>minus north of highway</i>	215	185

Ms. Manske advised that Scenario 5 could be developed further (to create a more logical boundary) and based on any limiting factors to New Dundee PS, if the Working Group felt that it was worth considering further.

- C: Principal Boettcher commented that students in those rural areas would have been affected by boundary changes when Sir Adam Beck PS opened in 2011 he also noted that the Sir Adam Beck PS community would not be anticipating that anyone would have to move from their school.
- C: Ms. Manske noted that another drawback to this scenario might be that removing 120 students may reduce the number of classes per grade at Sir Adam Beck PS so that it no longer meets the guidelines set out under Board Policy 3002.

Ms. Manske asked if any other iterations of Scenario 5 with grandfathering provisions would warrant further consideration.

The Working Group concluded that grandfathering provisions would not be helpful in this situation and transportation would also be an issue.

Scenario 2/3 (slides 10 and 11 of the online presentation)

Ms. Manske noted that this scenario removes feeder schools from Baden PS, and the projections assume that the new addition is ready at Sir Adam Beck PS in 2017. All feeder school students would be out of Baden PS and fully integrated into Sir Adam Beck PS by September 2018.

- Baden PS Gr. 7-8 boundary reduced so only feeder school is New Dundee PS (Scenario 2) *UNTIL an addition is constructed at Sir Adam Beck PS, then has no feeder schools (Scenario 3).*
- Sir Adam Beck PS adds Gr. 7-8 to become JK-8 with no feeder schools (Scenario 2) *UNTIL an addition is constructed, then acts as senior (7-8) school for New Dundee PS (Scenario 3)*
- No change for New Dundee PS.

Built Capacity Implications of Scenario 2/3

4 classroom addition at Sir Adam Beck PS to include:

- Science/Tech Rm
- Music Rm
- Art Rm
- 1 classroom

Assumes completion of addition for September 2017.

Scenario 2/3 Discussion:

- C: Principal Boettcher commented that under this scenario Sir Adam Beck PS would keep its own 7-8 students and once the addition is complete would take in the New Dundee PS 7-8 students.
- Q: A working group member asked, given that we are trying to lower the enrolment at Baden PS, if the Province does not approve the funding request for the addition at Sir Adam Beck PS next year, will we still move the 7-8 students to Sir Adam Beck PS and use portables?
- R: Ms. Manske responded that the idea behind this scenario is that we would stay with Scenario 2 (Sir Adam Beck PS keeping its own 7-8's) which reduces the numbers slightly at Baden PS; and once an addition is completed, will transition to Scenario 3 (moving New Dundee's 7-8 students to Sir Adam Beck PS).
- Q: Principal Boettcher asked if Scenario 2/3 would maintain the current portable (8) count for Baden PS. Does the removal of Sir Adam Beck PS's 7 remove enough enrolment from Baden PS in September 2015?
- R: Ms. Manske responded that it would depend on how the school is staffed for 2015-16, but it would likely not mean a reduction in portables that year.
- C: Vice Principal Markanastasis commented that Facility Services has advised that Baden PS cannot accommodate more than 8 portables.
- R: Mr. Cuomo responded that in 2015-16 school year Sir Adam Beck PS would keep its Grade 7s which should help keep enrolment stable at Baden PS and in 2016-17 school year Sir Adam Beck PS would keep its Grade 8s; and, if everything goes as planned and funding is received for the addition to be in place for Sept. 2017 then Scenario 3 would begin and New Dundee's Grade 7s would now go to Sir Adam Beck PS. New Dundee's Grade 8 would be allowed to finish out at Baden PS. In September 2018 New Dundee's Grade 8 would also attend Sir Adam Beck PS.
- Q: Principal Michelutti asked if this scenario will show that we are using the existing capacity in the area schools for the business case for the request for funding for the addition.
- R: Mr. Cuomo responded that Scenario 2/3 is a better spread of the enrolment between the schools – making a better use of Baden PS and Sir Adam Beck PS, the question about New Dundee PS is still evident when we put together the business case.
- C: Principal Michelutti commented that she is concerned about where New Dundee PS's students might go if the declining enrolment trend continues in the future and the school is closed; she asked how the school's capacity could be increased and advised that the community has expressed the desire that their children stay in Wilmot Township.
- C: A working group member commented that with Baden PS's boundary only encompassing the Activa subdivision at some point the growth should stop inside this small boundary.

- R: Mr. Cuomo responded that it is the expectation that, at some point Baden PS's enrolment will settle and the enrolment will stabilize. Mr. Cuomo noted that a survey of the subdivision could provide useful information in terms of how many preschool children are currently in the neighbourhood but it would not include information from people who might move into the neighbourhood through housing turnover. He noted that to his knowledge, the Board has never done this sort of survey and even if it is something that could be done.
- C: Ms. Manske commented that we also would need to know if families plan to stay in the neighbourhood until their children finish elementary school – if there is constant turnover in the housing we may continue to see consistently high or increasing enrolment.
- C: Mr. Cuomo responded that the availability of other housing choices could also have an impact on enrolment allowing families to move from the Activa subdivision but be able to remain in the Township so their children can attend high school – this might help to normalize enrolment in the Baden PS boundary as families move to other new subdivisions as they are developed.
- Q: A working group member asked what would be the advantages of implementing Scenario 3 in 2015.
- R: Ms. Manske responded that the only advantage would be that we would increase the amount of enrolment taken out of Baden PS by moving the New Dundee PS Grade 7 students to Sir Adam Beck PS in September 2015 which would result in having more students there without the specialized spaces needed for the 7-8 program (music, science & technology).
- C: The working group member commented that those spaces would need to be available for the Sir Adam Beck PS students if a 7/8 program starts there regardless.
- R: Mr. Cuomo responded that delaying the implementing of Scenario 3 would allow us time to see if the business case for funding for the addition would be successful – he advised that going straight to Scenario 3 is still an option as well; he noted that there will be potentially at least 3 years of waiting before an addition could be in place. We will have to have those program spaces available for the Sir Adam Beck PS Grade 7s in September 2015 and it may be beneficial to have New Dundee PS's Grade 7s there as well.
- C: Principal Boettcher commented that from an internal programming perspective the greater number of students in the senior elementary program would be beneficial.
- C: Principal Michelutti commented that the additional 25 students would allow a minimum of 1.5 classes of Grade 7s which will help provide a richer Grade 7 program at Sir Adam Beck PS in the first year.

Scenarios (1-4)

Ms. Manske did a quick recap of Scenarios 1-4 which were presented at the last meeting (with [revisions](#) as noted earlier on page 3).

Scenario 1 (slides 14 and 15 of the online presentation)

- Baden PS becomes JK-6, keeping existing boundary, and French Immersion (Gr. 1-6)
- Sir Adam Beck PS becomes JK-8, receiving Gr 7-8 from Baden PS, including French Immersion (Gr. 7-8).
- New Dundee PS boundary/grades stay the same (except New Dundee graduates would attend Sir Adam Beck for Gr. 7-8)

Scenario 3 (slide 18 and 19 of the online presentation)

- Baden PS remains JK-8, keeps own Gr. 6s, and French Immersion program (1-8).
- Sir Adam Beck PS becomes JK-8, keeping its own Gr. 6's, and receives Gr. 6 feed from New Dundee PS.
- New Dundee PS boundary/grades stay the same but now to feed Sir Adam Beck PS for Gr. 7-8.

Scenarios 1 and 3 Discussion:

Ms. Manske asked the Working Group if they had a preference between Scenarios 1 or 3

R: A working group member commented that the preference would be for Scenario 3 because Baden PS would remain JK-8 which would allow students to continue walk to school for the 7-8 program rather than having to be bussed to Sir Adam Beck PS; and also to keep the French Immersion program at Baden PS as well.

C: A working group member voiced concern that Scenario 1 would result in Sir Adam Beck PS quickly going over its built capacity and require the portables to accommodate any additional enrolment from Baden PS's 7-8 students.

R: Ms. Manske responded that Scenario 2/3 would allow for more time and flexibility and allow for two 7-8 programs as to not overwhelm Sir Adam Beck PS all at once.

C: Principal Boettcher commented that it would be better to have two 7-8 programs and noted that Baden PS already has the required infrastructure in place; it would be least disruptive to maintain that program and keep that community in tact; he noted that JK-8 is the program model that is preferred by the Board and retaining JK-8 at Baden PS would be supporting preference. He advised that the Sir Adam Beck PS community is supportive of becoming a JK-8 school as well. The only issue with Scenario 3 is the switching of New Dundee PS feed from Baden PS to Sir Adam Beck PS.

C: Principal Michelutti advised that two JK-8 schools in Wilmot Township would be a positive outcome and noted that through her discussions with the New Dundee PS parent community, they are prepared for and excited about a move to Sir Adam Beck PS; their only concern is about the quality of program that will be offered for the Grade 7-8s. Principal Michelutti commented that, it does not matter which school within our Board that children attend because all of our schools are staffed with professionals providing a strong program.

Ms. Manske asked if, based on these comments, the Working Group was opposed to removing Scenario 1 from further consideration.

The Working Group agreed to remove Scenario 1 from further consideration.

Scenario 2 (slides 16 and 17 of the online presentation)

- Baden PS remains JK-8, keeps Gr. 6 feed from New Dundee PS, and French Immersion program (1-8).
- Sir Adam Beck PS becomes JK-8, keeping its own Gr. 6's.
- New Dundee PS boundary/grades stay the same continues to feed Baden PS for Gr. 7-8.

Scenario 2 would require a smaller (3 classroom) addition at Sir Adam Beck PS

C: Principal Boettcher commented that when considering between Scenarios 2 and 3; Scenario 2 does not sufficiently reduce Baden PS's enrolment and since we would need to add the specialized spaces to Sir Adam Beck PS would be better to have New Dundee PS's Grade 7-8s attend here as well.

Q: A working group member commented that Scenario 3 would be requesting a 4 classroom addition but if we are concerned that by 2017 we will be 100 students over capacity would we not request an addition that would accommodate the larger enrolment.

R: Ms. Manske responded that the Board cannot request funding for the peak of enrolment – the Ministry requires us to look further out; she noted that while it would make sense to try to build to the peak of enrolment, the reality is that based on today's projections, in the year 2023 we will be sitting with a school with 3 empty classrooms.

C: The working group member asked if we assume that we would get the addition at Sir Adam Beck PS, when enrolment reaches 620 would that mean one portable not 8 portables like Baden PS has right now?

R: Ms. Manske responded that it would depend on how the classes broke out; there is the potential that only one portable would be needed.

Scenario 4 – (slides 20 and 21 of the online presentation)

- Baden PS remains JK-8 for the study area. French Immersion program moved to Sir Adam Beck PS (Gr. 1-6).
- Sir Adam Beck PS remains JK-6.
- New Dundee PS remains JK-6.

Ms. Manske noted that Scenario 4 looked at moving the French Immersion (FI) program from Baden PS to Sir Adam Beck PS. She advised that she had followed up with the Board's Learning Services staff overseeing the FI programming and they did not think that moving the program was an achievable solution – while it could be done, they would rather see another program initiated at Sir Adam Beck PS. Ms. Manske noted that her concern with that method would be that Sir Adam Beck PS would be used to offer the program for the Township, which would be adding more enrolment, including out-of-boundary students along with siblings on top of what we have here already. Ms. Manske noted that this scenario would likely not have the desired effect on enrolment numbers for Baden PS.

Ms. Manske asked the Working Group if based on this information, Scenario 4 should be removed from further consideration.

The Working Group agreed to remove Scenario 4 from further consideration.

5. Public Meeting #1

• What will be presented?

Ms. Manske advised that information provided at the Public Meeting for the Scenarios being considered would be on display board and consist of:

- Map of the boundaries
- Description of the Scenario
- Chart with enrolment projections

C: Principal Boettcher commented that it will be important to provide information at the Public Meeting that gives a detailed explanation of how the School Board receives funding from the Ministry of Education and how funding is not under the Board's control and provide information on who the community can contact to request changes to education funding (i.e., their member of provincial parliament).

Q: Principal Boettcher asked if some clarity around what an addition at Sir Adam Beck PS might look like could be provided as well, whether it is an actual addition or placement of 3 portables and to make sure that the community is aware that there will be portables in the meantime and to also provide a potential date when an addition might happen.

R: Ms. Manske asked if given that an addition would not be ready prior to September 2017, if it would be helpful to provide a site plan with an explanation that until such time as an addition can be constructed, we would anticipate that portables would be used and provide a location of where they would be placed on the site; and to provide a site plan of where an addition would be constructed in future. She agreed that we will need to be clear about timeframes.

C: Principal Boettcher commented that we would need to show how we would the programming needs for Science, Music and Art which might mean having to utilize Waterloo-Oxford DSS; or the possibility of a Tech portable.

R: Ms. Manske responded that these will likely be questions that will be asked and advised that these might be questions that we will not have the answers to yet; but maybe it will be helpful to have a listing of potential options that are available and if this is approved than those options would be part of the transition and we would make sure that Sir Adam Beck PS would have access to those spaces, how that might look might be one of these options.

C: Mr. Cuomo advised that a timing chart could be done showing pre and post addition and to include important points related to the likely timing of the addition; while we have said that 2017 would be the earliest date for an addition, I would be concerned that people would lock on to that date and think that is the definite date for the addition – 2017 is the earliest date we could hope to have an addition in place, prior to any addition (transition period) we are looking at portables and potential for tech, art, music and science facilities to be made available either using portables or use of Waterloo-Oxford DSS.

Q: What will happen to any Grade 7-8 French Immersion (FI) students?

R: Ms. Manske responded that under Scenario 3, Baden PS would remain JK-8 so the FI students would stay at Baden PS.

Q: What if a Grade 1 student at Sir Adam Beck PS wanted to attend Baden PS for the FI program?

R: Baden PS's FI program has been capped to only current students and families of students currently enrolled in the program – if enrolment is reduced sufficiently, the capped may be lifted in the future.

Q: Mr. Cuomo asked Principal Boettcher if changes to make Sir Adam Beck PS a JK-8 school could have the effect of increasing the demand for FI (for Grade 1) at the school.

R: Principal Boettcher responded that he does not think that Sir Adam Beck PS becoming a JK-8 would have an effect on the number of students requesting the FI program there, based on the low interest shown (2 - 5 per year) for the program so far at Sir Adam Beck PS.

C: Principal Michelutti commented that because FI program enrolment tends to drop as the program progresses through the grades, which can result in a reduction of schools offering the program and pooling of the FI students at the senior elementary level.

The Working Group discussed the number of scenarios to bring to Public Meeting; Ms. Manske advised that we should consider taking any of the scenario that we would like to receive feedback on.

Ms. Manske asked if there was any interest in bring either of the transitional scenarios (2/1 or 2/3).

C: A working group member commented that these scenarios might frustrate those who want to see a faster response to the issues.

The Working Group agreed to no longer give consideration to Scenarios 2/1 and 2/3.

The Working Group discussed which of the remaining Scenarios (2, 3 and 5) to bring to the public meeting. Q: Principal Michelutti asked if the viability of New Dundee PS (Scenario 5) could be looked at again.

R: Ms. Manske advised that she could look at Scenario 5 again to see look at moving a smaller portion of Sir Adam Beck PS boundary to New Dundee PS; with the highway or railway breakpoints, if they seem logical to the working group.

Q: The difference between Scenarios 3 and 5 is just the boundary change for Sir Adam Beck PS?

- R: Ms. Manske responded that yes, the difference is that we will be assigning more students to New Dundee PS; whereas in every other scenario that we have discussed New Dundee PS's JK-6 boundary does not change. Their 7-8 students would be directed to Sir Adam Beck PS.
- C: Sir Adam Beck PS would not require an addition with Scenario 5 as it stands currently.
- R: Ms. Manske responded that is correct; the specialized spaces would be created through internal renovations.
- C: The site capacity of New Dundee PS would have to be explored given that it may have limitations due to servicing.
- R: Ms. Manske responded that she would investigate the limitations for New Dundee PS and look at developing a scenario that would not go over those limits.
- C: Mr. Cuomo commented that if New Dundee PS's enrolment could be kept at 200 it would be reasonable to consider that we are using New Dundee PS as best that we can and would not require the shifting of a lot of students; the question is, if this will be such a new idea that if we bring it to the Public Meeting that it will raise a lot concerns.
- C: Principal Bodkin commented that such a scenario would likely be less appealing; given that Sir Adam Beck PS will now be offering JK-8 and taking in new students (7-8s) and we will be asking other students to leave.
- C: Principal Boettcher commented that this scenario would be impacting the younger children; whereas the 7-8s are moving regardless it is just determining where they will be going. This scenario is the most drastic boundary shift.
- C: Principal Michelutti commented that this scenario could mean that JK-SK could be on a bus for 30-40 minutes which would not be desirable.

The Working Group agreed to no longer give consideration to Scenario 5.

The Working Group agreed to bring the following 2 scenarios to Public Meeting #1:

- **Scenario 2**
 - **Scenario 3**
- C: A working group member commented that a really specific timeline will be crucial to demonstrate to parents when things will be happening (i.e., nothing will be happening in 2014; 2015 Grade 7s stay at Sir Adam Beck PS and how the Grade 7-8 programs will be accommodated and delivered).
- R: Ms. Manske responded that she will provide those timelines for each of the scenarios.
- Q: A working group member commented that Baden PS has a phenomenal music program and parent council has been providing a lot of funding for this program – parents will want to know if a Music program will be provided and funded for the Grade 7-8 students that will now be staying at Sir Adam Beck PS; will they be able to take a portion of the music program resources from Baden PS; can they start to fundraise in advance of the 2015 changes and possible construction of a 2017 addition.

- R: Ms. Manske responded that the Ministry does not provide funding for instruments for Music programs, but advised that fundraising can begin once the students are there and would not be reliant on the construction of an addition.
- C: Principal Boettcher commented that Sir Adam Beck PS's community has already inquired about when they would be able to start fundraising, in anticipation.
- Q: Principal Boettcher asked if, during the Public Meeting, the community would be able to ask individual Working Group members' questions.
- R: Ms. Manske responded that the working group members are not identified at the Public Meetings; although people may know that you are on the committee, we would not expect that of the parents. Board Planning staff will hold the meeting, run the presentation and answer questions. The format for Public Meeting #1 will be a presentation beginning at 7:00 pm and transition into a brief Question and Answer period, followed by an Open House format where the attendees can view the display board and ask questions of Planning staff on a one-on-ones.

The Working Group discussed the possibility of having a handout of commonly asked questions available at the meeting, and having that information available on the website and send out via Twitter as well.

- C: Principal Michelutti commented that she uses Twitter as well as verbally reminds the New Dundee PS parent community to check out the school's website which usually results in a marked increase of webpage activity. She advised that the one question that will be asked (and while she knows the answer, should be addressed) is, will there be program resources for the students? (Yes, there will be resources).
- C: Principal Boettcher commented that, one of the reasons that changes cannot be in place for 2014 is that we will need the time to make sure we have everything in place for a successful transition in September 2015.
- C: Mr. Cuomo commented that we will also likely receive questions that were asked at the January 9, 2014 public meeting that we did not have final answers for at that time and still don't have the definitive answers to right now, (i.e., will there be a tech portable or using a room at Waterloo-Oxford DSS) there will some questions that we still won't have answers to at this first public meeting. Once we know what the changes will be, we can then work on how those changes will be accommodated.
- C: Principal Boettcher commented that if the scenario chosen would move the New Dundee PS's 7-8s to Sir Adam Beck PS – during the transition year (2014-15) there would be a very active school council with opportunities for community and invitation to the New Dundee PS community to focus on the transition, building a bridge between the school communities, problem solving together and working on the program and accommodation pieces.
- Q: A working group member asked if the Ministry does not approve funding in the next round of capital priority funding – would the Board reapply in the following year? If so, that should also be included in the information provided at the Public Meeting.

R: Mr. Cuomo responded that yes, the Board would resubmit. As it stands now, we expect to be asked for a submission for capital projects in the fall of 2014, with a funding announcement from the Ministry in March 2015, for 2017 construction projects.

6. Meeting Schedule

The Working Group agreed that the May 5th Working Group meeting was no longer necessary and that Ms. Manske would provide the Working Group (via email) with a copy of the presentation and display boards for the Public Meeting by May 5th for their review.

Working Group Meetings

- ~~Working Group #5: Monday, May 5, 2014, from 5-6:30 pm at Sir Adam Beck PS-Cancelled~~
- Working Group #5: Tuesday, May 27, 2014 from 5-6:30 pm at Waterloo-Oxford DSS

Public Meetings

Ms. Manske noted that the help of principals would be appreciated at Public Meeting #2 due to a shortage of Planning staff availability (L. Manske and A. Kean are unable to attend), the format of the meeting has yet to be determined and will be dependent of the feedback received from Public Meeting #1.

- Public Meeting #1: May 14, 2014 from 7:00 – 8:30 pm at Waterloo-Oxford DSS
- Public Meeting #2: June 18, 2014 from 7:00 – 8:30 pm at Waterloo-Oxford DSS *tentative*

7. Roundtable

Ms. Manske thanked the Working Group for attending and adjourned the meeting at 6:35 PM.

Action Items:

- Ms. Manske to look into any enrolment limit based on servicing restrictions for New Dundee PS.
- Ms. Manske to provide a display board for the Public Meeting, showing a site plan with an explanation of timing of an addition and providing location of where portables would be placed on the site; and to provide a site plan showing where a future addition would be constructed.
- Ms. Manske to provide a detailed timelines for Scenarios 2 and 3, including options for providing the specialize 7-8 programming (Science, Art, Music, Tech).
- Ms. Manske to provide a handout of frequently asked questions with responses.
- All Working Group members to be notified with agreement requested regarding Scenarios chosen for Public Meeting #1 and the rescheduling of Working Group Meeting #5.
- Ms. Manske to provide the Working Group (via email) with a copy of the presentation and display boards for the Public Meeting by May 5th for their review.

Future Meetings:

Working Group Meetings:

- Working Group #5: Monday, May 27, 2014, from 5-6:30 pm at Waterloo-Oxford DSS

Public Meetings:

- Public Meeting #1: May 14, 2014 from 7:00 – 8:30 pm at Waterloo-Oxford DSS
- Public Meeting #2: June 18, 2014 from 7:00 – 8:30 pm at Waterloo-Oxford DSS *tentative*