



BADEN ELEMENTARY SCHOOLS BOUNDARY STUDY

Minutes of Working Group Meeting #1

March 3, 2014

4:30 PM – 6:00 PM

Baden Public School

The first Working Group meeting of the Baden Boundary Study Working Group, involving Baden, New Dundee and Sir Adam Beck Public Schools, was held at Baden PS on March 3, 2014.

Attendees:

N. Woodhall, Principal, Baden PS, Roger Boettcher, Principal, Sir Adam Beck PS, Andrea Michelutti, Principal, New Dundee PS, Beth Bodkin, Principal, Waterloo-Oxford DSS, N. Markanastakis, Vice Principal, Baden PS, A. Collins, Parent Representative, Baden PS, Angie Hallman, Parent Representative, New Dundee PS, Beth Renaud, Parent Representative, New Dundee PS, J. Scozzafava, Parent Representative, Sir Adam Beck PS, M. Walsh-Hahn, Parent Representative, Sir Adam Beck PS, Harold O'Kafka, Director of Development Services, Township of Wilmot, Laura Hodgins, Superintendent of Education, Dennis Cuomo, Manager of Planning, Nathan Hercanuck, Senior Planner, Lauren Manske, Senior Planner and Andrea Kean, Recording Secretary.

Regrets:

R. Dallan, Manager of Capital Projects.

1. Welcome/Introductions

Nathan Hercanuck, Senior Planner, welcomed members of the Working Group and Board staff at 4:30 PM. The Working Group members did a round of introductions and Mr. Hercanuck advised that boundary studies are a public process and as such, the presentations and minutes of the meetings will be posted online and asked the working group members to indicate on the sign-in sheet how they would like their names to appear in the minutes.

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

2. Explanation of Boundary Study Process

What is a Boundary Study?

Referring to slide 3 of the online presentation, Mr. Hercanuck explained the reasons why the Board undertakes a Boundary Study when considering a change to one or more school attendance areas and noted that this boundary study will explore options related to the first three points: (i) changing the grade structure of an elementary school; (ii) balancing enrolment and facilities; and (iii) assigning new municipally approved residential development to a school with existing capacity.

Possible outcomes from the boundary study process include:

- Boundary changes
- New construction (renovations, additions) at existing schools
- Grade organization changes (add or remove grades, programs)

Mr. Hercanuck advised that we will not be looking at school closures.

What is the Role of the Working Group Members?

The Working Group will:

- Identify and discuss issues and opportunities of the individual school communities and the broader community;
- Set study objectives;
- Develop boundary options;
- Evaluate boundary options against study objectives;
- Act as a liaison between the Working Group and the school communities.

A boundary study is accomplished through the collaboration of the Board's Planning Department in conjunction with a Boundary Study Working Group (School Principals and up to 2 Parent Representatives from each of the study area schools) with representation from the local municipality and with input from the broader public.

Boundary Study Process

Referring to the chart on slide 6 of the online presentation, which outlines the boundary study process, Mr. Hercanuck noted that the Working Group will begin by identifying the issues in the study area and using those issues to develop study objectives which will be used to evaluate scenarios (different boundary situations that might work) which the group will also develop. The members of the Working Group will act as a liaison between the group and their school communities. The process will involve a number of working group meetings (represented by the green diamonds) and no less than two public meetings (red diamonds) to share information and ask for [public feedback](#) after which a report will be developed that recommends a course of action that can include any or all of the following:

- Boundary changes,
- School grade organization changes, and
- New construction in the form of additions/renovations and new facilities.

This report will be presented to the Board of Trustees who will make the final decision.

Mr. Hercanuck advised that the minutes of the working group meetings will be posted online once they are approved at the following working group meeting; and therefore will be always be a meeting behind.

Study Purpose and Issues Identification

The purpose of the Baden Elementary Schools Boundary Study is to support the long-term elementary school accommodation needs of the Baden community.

Some of the issues to be examined in this area include:

- Elementary program model/location (JK-6, JK-8)
- Enrolment/capacity of existing schools
- School boundaries/walking distances
- Transition plan for existing students

Mr. Hercanuck noted that the Board has been very active the last ten years in Baden, accommodating the tremendous growth the town has experienced by replacing the original Baden PS and Wilmot Senior PS with a new Baden PS and constructing Sir Adam Beck PS. He advised that the Board is again in a situation where there are too many students for the capacity of Baden PS.

Study Area

The map on slide 8 of the online presentation outlines the study area with Baden PS elementary school attendance boundary JK-6 in green; Sir Adam Beck PS JK-6 attendance area in blue; and New Dundee PS JK-6 attendance area in pink

Three Public Elementary Schools:

- 2 - JK-6 schools (Sir Adam Beck PS and New Dundee PS)
- 1 - JK-8 elementary program model (Baden PS)
 - Baden PS provides the 7-8 intermediate program for all three schools.

Mr. Hercanuck noted that due to the size of the Baden PS JK-6 attendance boundary, it will likely not be able to be reduced further. Baden PS has one of the smallest JK-6 school attendance boundaries in the Board and only includes the Activa subdivision in which it is located. He also noted that one of the ideas that has been discussed to date include taking out all, or portions of, the 7-8 program and relocating it.

Current Enrolment and Capacity

Referring to slide 9 of the online presentation, Mr. Hercanuck noted that:

- Baden PS is continuing to experience enrolment pressure.
- Baden PS utilizes 8 portables to accommodate students and is 124% above capacity.
- Both New Dundee and Sir Adam Beck Public Schools have some surplus space.
- If area enrolment is viewed as a total, we are only 5% above capacity between the three schools.

School	Elementary Program Model	Built Capacity (2013)	Portables	Enrolment – Oct. 2013 Unofficial Total	% Capacity (Total)
Baden PS	JK-8	581	8	719	124%
Sir Adam Beck PS	JK-6	474	0	410	86%
New Dundee PS	JK-6	224	0	210	94%
TOTAL		1279	8	1339	105%

Mr. Hercanuck noted that prior to the construction of Sir Adam Beck PS, Baden PS had 14 portables.

Projected Enrolment

Referring to the chart on slide 10 of the online presentation, Mr. Hercanuck noted that:

- Without any additional development over the next 10 years, the expectation is that enrolment will increase overall within the study area; primarily at Baden PS, and to a lesser degree at Sir Adam Beck PS. *(based on the higher enrolment in the lower grades, kindergarten & primary)*
- In contrast, a decline in enrolment at New Dundee PS is likely, as there is no planned development, and the overall demographics suggest that fewer families with young children are expected in the area. *(Based on a year-over-year decline in incoming junior kindergarten class enrolment)*. Mr. Hercanuck pointed out that if the trend continues, enrolment could decline at New Dundee PS to the point where enrolment is only 122 students in a school built for 224.

Q: Mr. O’Krafka asked if the projections for all 3 schools on slide 10 of the online presentation are based on zero growth (new development).

R: Mr. Hercanuck responded that yes, the projected enrolments for all 3 schools are based on growth expected from the remaining approved development but does not include future development growth yet to be circulated. These numbers are based on a steady stream of enrolment from the existing housing stock.

Mr. Hercanuck advised that Mr. O’Krafka, Director of Development Services for the Township of Wilmot is part of the Working Group to provide insight on growth expectations for the Township.

C: Mr. O’Krafka commented that Sir Adam Beck PS’s current boundary includes areas of future growth for New Hamburg. He advised that the Township is working on a Master Servicing Plan to determine the order of greenfield land development within the Township. He noted that the reality is that the greatest part of the greenfield growth that will be developed in the next 15 years will be in the catchment area of Sir Adam Beck PS. He advised that there is a new large subdivision planned to be developed within 2 blocks of Forest Glen PS that is currently included in the Sir Adam Beck PS attendance area boundary. He commented that buyers of these homes would likely not be happy to be bussed to Sir Adam Beck PS with Forest Glen PS being so close. He asked if any thought can be given to revising Sir Adam Beck PS’s boundary as part of this study.

Mr. O’Krafka also commented that New Dundee is very limited for growth because the Region of Waterloo has prohibited communal septic systems. He advised that while a developer (Activa) does own land in New Dundee, they are unable to develop it and those factors may help explain why the enrolment has been in decline for New Dundee PS. He also advised that there will be growth within the Township and the scope of new development could result in roughly 6-8 thousand more people in the Township in the next 15 years; Council has yet to decide on the split of that development between Baden and New Hamburg.

C: Mr. Cuomo responded that the split of the development between Baden and New Hamburg is key information that the Board needs to plan for the future. He advised that Mr. Hercanuck’s enrolment projections, while based on no growth, are based on what growth we know that has been approved or circulated for future development to date.

C: Mr. O’Krafka also advised that the Township is hoping to complete a Draft of the Servicing Study in the next few weeks, and while it does not guarantee where the new growth will happen, it does recommend the areas to be developed first. Two of these areas would likely be the Pfenning’s Farm and the Activa subdivision (because they own the land and have the tools to develop and don’t have to build pumping stations). He noted that in terms of school board planning, the Activa subdivision is likely not where you would want it.

R: Mr. Cuomo responded that the Board’s comments will likely include that and that we do not have the space available in current schools to accommodate that scope of development.

C: Mr. Hercanuck commented that from the results of our last boundary study, we have known that the Pfenning's Farm would likely be the next area of development but the specifics of when, how much and for how long, aren't known at this point. He advised that the enrolment projections are based on the information that we have now, with no approved development; with the situation as it is within the next 3 - 4 years we will see Baden PS with an enrolment up over 800 students again. Sir Adam Beck PS is expected to peak at 490 students and come back down; New Dundee PS is expected to have a slow decline to a situation of 122 students.

Enrolment – Grade Profiles (slides 11-12 of the online presentation)

Mr. Hercanuck advised that the enrolment by grade profiles show us where enrolment is heading. He reminded the Working Group that the Grade 7 and 8 numbers for Baden PS include all 7 and 8 students for the three study area schools. He noted that if a school's enrolment in lower grades is higher than the upper grades coming in; its enrolment will increase over time and is indicative of a young neighbourhood. In older neighbourhoods that have been around for 20+ years, the enrolment will be more stable and indicated by a flat enrolment profile (evened out) because people are moving in and out of the neighbourhood at an even pace. In even older neighbourhoods with special circumstance (not as many starter homes) that many not attract as many first time home buyers (like New Dundee PS's) you see much larger grades going out than are coming into the school and that is why, if Kindergarten enrolment does not increase, we are expecting the decline there.

3. Draft Goals Issues/Possible Solutions (slide 13 of the online presentation)

Mr. Hercanuck advised that the following issues have been identified through prior discussions with Board staff and the school councils of the study area schools.

Draft Issues

- Enrolment/capacity at Baden PS
- Future Development
- Parking and parent pick-up/drop-off
- Availability/distribution of French Immersion program
- Grades 7-8 location
- Role/proximity Waterloo-Oxford District Secondary School

These issues are not ranked in any way and have been identified as areas that can play a role in or be addressed in our solution.

Mr. Hercanuck noted that some possible solutions that have been discussed to date are as follows:

Possible Solutions

- Moving/redistributing 7/8 program from Baden PS
 - *Split across 2 schools (i.e., Baden PS and Sir Adam Beck PS each offer 7/8)*
 - *Move entire 7/8 program to Sir Adam Beck PS*
- Moving/redistributing French Immersion (FI) program from Baden PS
 - *Dual-track FI program does not allow for the most efficient use of schools because the program is run separately from the regular track program (non-FI) requiring more classroom usage/additional portables.*
- JK-6 boundary changes

Draft Objectives – Considerations

Mr. Hercanuck advised that the Board has a number of Board Policies and Procedures that need to be taken into account when making decisions regarding boundaries and include the following:

- [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)
 - Grades 7-8 (approx. 2.5 classes per grade)

Mr. Hercanuck commented that policy 3002 outlines the preferred school size based on the number of classes per grade which allows for teacher collaboration which helps achieve student success.

- [Board Policy 4009](#) – *Student Transportation*:
 - *Transportation may be provided for students residing beyond the following distances from their home school*
 - JK/SK 800m
 - Gr. 1-8 1600m

Important when considering changes to school attendance boundaries.

- [Administrative Procedure 1000](#) – *Partial French Immersion*
Outlines the requirements for offering the program
- *Student Transitions (no formal policy or procedure but important to the Board)*
 - To minimize the impact on students where changes are proposed (consideration for grandparenting, phasing, transitions, etc.) i.e., *Board has historically been supportive of allowing the oldest grade to finish out at their current school to reduce transitions.*

4. Next Steps

Mr. Hercanuck advised that the Working Group's next steps will be to:

- Discuss the issues from the perspectives of the individual school communities and the Board, and
- Craft objectives to address those issues, and
- Develop scenarios to meet those objectives, and
- Take the scenarios to the broader public for consultation.

Mr. Hercanuck asked the Working Group if they are aware of any other concerns that should be considered as a goal or an issue or had any comments or questions.

Q: Can the number of 7/8 students enrolled at Baden PS be shared with the group?

R: Principal Woodhall responded that Baden PS has the following number of 7/8 classes:

- 4 - Grade 7 classes
- 4 - Grade 8 classes
- 1 - Life Skills class at the 7/8 level
- With approximately 27/28 students per class, totalling approximately 230 Grade 7/8 students at Baden PS.

C: Principal Woodhall also noted that Baden PS's new Junior Kindergarten (JK) registrations received so far (for classes starting in September 2014) is above what they had last year

at the same time. Right now there are 5 classes each at 27 students and the possibility is there to have to add a 6th class which may be challenging to accommodate. She noted that this year Baden PS has 5 classes of Kindergarten students (4 housed in specialized Kindergarten rooms and 1 class housed in a regular primary classroom) with the later causing difficulty with access to washrooms.

She commented that the Grade 2-6 students will have to remain in the portables because the Kindergarten students have specialized classrooms and the 7/8 students have to be in the rotary classrooms which are also inside the school building. She acknowledged that having to accommodate students in portables is frustrating for parents who want their children to be inside the building but unfortunately we don't have the room to do so.

Principal Woodhall also expressed concern that she may have to accommodate a 9th Grade 7-8 class in September.

Q: Has Baden PS had any bubble years – where there is a large influx of kids coming into system?

R: Principal Woodhall responded that the current Grade 2 class could be considered a bubble year; and the incoming JKs have the potential to be an even larger bubble year.

Q: In terms of enrolment - how are things at Sir Adam Beck PS?

R: Principal Boettcher responded that right now the projection is 20 students above where we are currently; noting that the enrolment is heavy in the primary division.

Q: How are the incoming JK numbers at Sir Adam Beck PS?

R: Principal Boettcher responded that the JK enrolment numbers so far for September 2014 are similar to the current year numbers.

C: Mr. Hercanuck responded that Sir Adam Beck PS's boundary encompasses a lot of the older housing in Baden and therefore has a steadier stream of enrolment. The Activa subdivision where Baden PS is located seems to be yielding more than the Canadian average number of children per family.

C: Mr. O'Krafka commented that the rate of growth in the Activa subdivision has turned out to be exactly what the Township projected back in 2000 in terms of the number of homes built per year. Instead of receiving the Board's average of 30 students per 100 homes, the Board is receiving 70 students per 100 homes in this subdivision.

Mr. O'Krafka advised that even in the short-term there are still more homes to be built in the Activa subdivision – 100-150 lots remain to be built in Baden PS's catchment area and the Township has just approved townhomes on Brewery Street and there may be more that Council may approve on the former wood products site which could amount to 50-60 more townhomes.

Q: Will those 50-60 more townhomes also be in Baden PS's catchment?

R: Mr. O’Krafka responded that those townhomes would be in Sir Adam Beck PS’s catchment.

The Working Group further discussed the higher number of students the Board is receiving in Baden and other areas within the Board (Doon South, Williamsburg PS/WT Townshend PS areas).

Q: Mr. O’Krafka asked if the average 30 students per 100 homes the Board uses to project student yields has become outdated.

R: Mr. Cuomo responded that the 30/100 average yield still applies across most of the Board as the long-term average; but acknowledged that in new developments the yield is much higher. There are also some pockets that attract large families, therefore increasing the yield.

Q: Mr. O’Krafka asked if the Board’s student yield in Elmira and St. Jacobs are higher than the Board average as well.

R: Mr. Cuomo responded that the current area that has developed there hasn’t necessarily resulted in those higher yields.

R: Mr. Hercanuck responded that student yields in Elmira may start to increase because of a brand new 1400 unit development underway there and the Board has just received funding for a brand new school there as well. But the amount of newer development in Elmira seems to be balanced out by its larger scale older development; whereas Baden has doubled its housing stock in the last 7 years.

Q: Do we know how many Grade 7 and 8 students (from Sir Adam Beck and New Dundee PSs) will be going into Baden PS in September 2014?

R: Mr. Hercanuck responded that he can provide those projections for the next meeting.

Q: Mr. O’Krafka asked if we are working on a 5, 10 or 20 year plan.

R: Mr. Hercanuck responded that we try to do a 10 year plan because that is how long it takes for one generation to go through elementary school (from JK to Grade 8). However, unexpected circumstances, like higher than expected yields from the Activa subdivision and legislative changes (Primary Class Size, Full-Day Kindergarten) have required us to revisit previous decisions and accommodations in Wilmot Township sooner.

C: Based on the current overcrowding and the planned future development, it looks as though this area may need another new school. If we don’t plan for 10 years out – are we just taking a band aid approach?

R: Mr. Cuomo commented that the critical piece will be getting a firm response from the Municipality as to where the servicing is going to take place; where the areas for development will be and how much development will be approved. Mr. Cuomo continued that he is unsure if we are in a position where we can look at where the next

new school needs to be; we need to know a lot more information before we have that conversation. We are looking for a more transitional solution to meet the demand as we have it today; until we know where the next area of development pressure will be coming from – and where realistically the next new school should be.

- C: Mr. O’Krafka commented that back before Sir Adam Beck PS was built – we had the discussion about whether it should be JK-6 or JK-8.
- R: Mr. Hercanuck responded that Sir Adam Beck PS was designed with a future addition in mind, which could be added on the side of the building, closest to WODSS.
- C: From my point of view - if we were to consider adjusting boundaries that would result in students having to change schools – parents (of students who are currently housed in portables) may be more accepting of the move if they know that their children will be in a classroom inside the school they are moved to.
- C: Mr. Hercanuck advised that the Board is following a new process, where we can identify new areas of development and assign those areas to a school that has the ability to accommodate the student enrolment expected there. Wording is provided to the developers to be included into agreements of purchase and sale that advise purchasers that they are not guaranteed to attend the closest school and may be bussed to a school outside the area. This could be applied to any new development applications.
- C: Principal Woodhall commented that the Baden PS French Immersion Program primary level students are also accommodated inside the main building because the teachers switch between the classes half-way through the day (alternating French and English instruction) - she also noted her agreement with the earlier statement regarding parent preference to have their children accommodated inside the school building even if it would mean having to change schools to do so.
- Q: Mr. O’Krafka asked if the Board still builds 7-8 schools – would the Board consider building a new 7-8 school.
- R: Mr. Hercanuck responded that the last time the Board built a senior elementary, 7-8 school was in 1977.
- R: Superintendent Hodgins responded that the Board still operates and supports 7-8 schools – the Board’s preferred model is the JK-8 school model where feasible and that is the direction that Board Trustees have taken and the Program Department supports.
- R: Ms. Manske responded that 7-8 schools may not be the most cost-effective model of program delivery.
- C: Superintendent Hodgins acknowledged the crowding at Baden PS but noted that while it is not the worst case scenario in the Board, it is still significant at 124 percent capacity and projected to grow. She asked Principal Woodhall to speak to some of the program, facility and site issues such as parking, traffic and gym scheduling.

R: Principal Woodhall's response highlighted the following issues at Baden PS:

Parking:

- Baden PS had 10 new parking spots added this year – no additional spaces can be added.
- The school is shared with a third-party childcare provider which adds to the parking requirements and traffic concerns.

Traffic Concerns:

- By-law officers and police have had to help us monitor the situation in regards to the safety issue with in and out traffic.
- The side streets are helpful, but those are also congested because we have asked parents to drop off near the pathways.

Lockers:

- All Grade 7/8 students share a locker currently.
- Next year we will not have enough lockers for all the Grade 7/8 students.
- Next year we are considering giving only the Grade 8 classes lockers.

Gym Scheduling:

- The gym has to be scheduled for 31 classes each week; resulting in the amount of gym time for classes having to be reduced and teachers have been asked to do daily physical activity within their classrooms.
- The Kindergarten classes used to have gym classes together but because of safety concerns with such a large number of students in the gym at the same time, those classes have now been scheduled separately also resulting in less gym time for those students as well.

Principal Woodhall noted that washroom access is also an issue at Baden PS.

- C: Superintendent Hodgins commented that she has been at Baden PS many times during transitions and acknowledged that Principal Woodhall and her staff are doing a great job. She also noted that there are a lot of students and while it does feel somewhat crowded, it is not as crowded as it was in the past. She advised that we do want to have the best possible environment for students and acknowledged that crowding can create a less than desirable environment.
- C: Mr. O'Kafka noted that from the Township's point of view, one of the limitations faced by the Township is that the Planning Act does not allow municipalities to apply site plan control on portables; therefore we cannot demand physical parking be added at the same time as well. If permanent construction was being added we have those controls – but with portables we do not. Not having that control on portables is frustrating for the Township because we have to deal with the community on any parking issues, which are a big problem.
- Q: How many French Immersion (FI) students does Baden PS have? I am aware that there are some small classes and that last year's graduating class was small.

- R: Principal Woodhall responded that Baden PS offers FI for Grades 1 through 8 and this year's graduating class is larger than the previous year.
- Q: Do you have capacity issues with FI because of the smaller class sizes (i.e., only 12 students in a FI class)?
- R: Principal Woodhall responded that the FI enrolment numbers have now started to increase because the larger FI classes are moving through the system – the first year FI program numbers were smaller – next year's numbers are higher (approximately 15 Grade 7s) last year there were only 8. The Grade 7/8 classes were split (half the day they are in FI and the other half they are in rotary). Only one Grade 1 class coming into FI this year, but is at capacity and has a wait list – last year's class was not full.
- C: Mr. Hercanuck advised that he would provide the FI program number for the next meeting.
- Q: Do you have a breakdown of many Grade 7 students will be at Baden PS next year from each of the study area schools?
- R: Principal Woodhall responded that for next year (2014-15) Baden PS will have the following number of Grade 7 students from each of the schools (based on the current Grade 6 students):
- 47 from Baden PS
 - 39 from New Dundee PS
 - 38 from Sir Adam Beck PS
- Q: How large of an addition was accounted for in the design of Sir Adam Beck PS?
- R: Mr. Cuomo responded that the Board has the architectural plan for an addition that could be as large as 13 classrooms (2 storey addition with 6 classrooms on the top floor and 7 on the ground floor) and would include washrooms.
- C: Mr. Hercanuck responded that the Board would have to apply for a building permit and go through the approval process before the size of the addition would be confirmed. He also noted that right now there is some extra space (approximately 3 classrooms) at Sir Adam Beck PS – but noted that based on the grade profile, those classrooms will be used in future.
- C: Principal Boettcher noted that right now at Sir Adam Beck PS, one of the three classrooms is being used for a core French program and another for a Music program.
- C: Mr. Hercanuck advised that we will not be proposing changes for the upcoming school year (2014-15).
- C: Mr. Hercanuck commented that unfortunately there isn't room at Baden PS to build an addition.
- C: Mr. O'Krafka commented that perhaps the Board should speak with the municipality about acquiring the park next to Baden PS – advising that the municipality would be willing to discuss.

- R: Mr. Hercanuck responded that acquiring the park for an addition to Baden PS would reduce the amount of available play space needed for additional enrolment.
- Q: Mr. Cuomo asked if the municipality would acquire, or is looking for additional parkland, given the amount of development that is planned.
- R: Mr. O’Krafka responded that future development would have to convey additional parkland which, depending on the location, may be in the form of trails and bike ways to link communities to WRC and to the High School; links from Baden to New Hamburg.

There was a short discussion on whether one of the new developments planned would be within walking distance for JK/SK students to Sir Adam Beck PS (based on the those students being able to walk 800 metres) – it was surmised that some of that new development might be within the walking range.

- C: Mr. Hercanuck advised that the Board might be looking at a new school site in that plan of subdivision as well, once we see what the developer is proposing.

- C: Would the Board consider building a new high school, as one of the issues is that Waterloo-Oxfords DSS is at 100 percent capacity?

- R: It is more likely that boundary changes would be explored first.

- Q: What is the enrolment situation at Grandview PS in New Hamburg?

- R: Mr. Hercanuck advised that there are 5 portables located at Grandview PS right now but some are for accommodation until the Full Day Kindergarten (FDK) addition is completed, then they may be removed. He noted that Grandview PS is a smaller school (built for 167 pupils) but it is full and those students attend Forest Glen PS for the 7/8 program. Forest Glen PS is also full (500 students) and does not have any portables but does have a 6 classroom portapak.

- C: Superintendent Hodgins commented that we have not seen the same amount of growth in New Hamburg that we have seen in Baden.

- C: Mr. O’Krafka commented that one of the developers of a subdivision in New Hamburg is refusing to sell 2/3 of the registered lots and there aren’t any other vacant residential lots on the market there.

- C: Ms. Manske commented that New Hamburg also has a Catholic school whereas Baden does not have a Catholic school within walking distance; which may account for why the Board is receiving a larger share of the school age population in Baden.

- Q: Mr. O’Krafka asked if the Board’s enrolment numbers would be reduced if the Catholic Board decided to build a school in one of the new subdivisions.

- R: Mr. Cuomo responded that it is very likely that it would reduce our Board’s share.

C: Mr. Hercanuck noted that across the Region, the Public Board out draws the Catholic Board about 3 to 1; we get approximately 72 percent and they get 28 percent of the enrolment.

Q: Mr. O’Kafka noted that the Catholic Board is looking at closing St. Agatha CS and asked if that would have a large impact on our enrolment numbers.

C: Ms. Manske responded that where the Catholic Board has closed schools in the past, we have not noticed any major increases in our student population. It will depend on personal circumstances for families and often times they will go to the school their friends are attending.

Mr. Hercanuck asked the Working Group if they had any further questions or any requests for information for the next meeting.

There was a request for French Immersion numbers and Mr. Hercanuck advised that he would also provide a breakdown of the enrolment numbers for students by grade and where they are coming from.

Mr. Hercanuck noted that in [past boundary studies](#) Planning staff have brought *Draft Issues, Objectives* and *Scenarios* to the Working Group to spark the discussion and serve as a jumping off point and asked if the Working Group would like to follow the same method.

The Working Group advised that they would like Mr. Hercanuck to present draft Issues, Objectives and Scenarios to spark discussion at a future meeting.

Mr. Hercanuck noted that some initial options are:

- The location of the 7/8 program – and moving the program to Sir Adam Beck PS to see what affect that would have there)
- The 7/8 program split between Baden PS (keeps own) and Sir Adam Beck PS (keeps own and New Dundee PS’s)

The Working Group agreed to look at those initial options.

C: We will need to do more than just consider the 7/8 program – that won’t result in a sufficient reduction in the numbers for Baden PS.

R: Mr. Hercanuck responded that we will see what affect it has on the situation and it may spark other ideas or discussion points – he noted that is how the initial scenario process works.

Q: Superintendent Hodgins asked the Working Group members if there are other scenarios that they have been thinking about and would like to bring forward to be considered that haven’t been mentioned here this evening.

C: To better plan for future enrolment growth, a more in depth discussion of the new development anticipated for the Township would make a better starting off point, before we consider looking at any initial scenarios. While we are not considering a plan for 5-10 years out – plans for future growth should be something that we consider and try to address so as to limit transitions on families down the road, if we can.

- R: Mr. O’Krafka offered to prepare (for the next meeting) mapping of the approved development plans (what has been approved and can be developed) for the Township; where the potential growth areas are, as well as, the preferred areas; with a rough breakdown between Baden and New Hamburg. He noted the possibility of New Hamburg adding one thousand homes that would potentially be within the current Sir Adam Beck PS catchment area. The potential is there for all of the new development in the next 15 years to be within the catchment area for Sir Adam Beck PS.
- C: Having that development information along with current projections may help us determine if we will be able to accommodate future growth at the schools.
- R: Mr. Hercanuck advised that given that Mr. O’Krafka will be presenting the development outlook piece for Wilmot Township at our next meeting – at the following meeting we can look at how that information will impact any scenarios or options that we look at; and for the subsequent meeting we can look at those options in the context of the information that Mr. O’Krafka brings us.
- C: Mr. O’Krafka commented that the approval of any new development is a decision that the Township’s Council make – noting that any proposed developments would also be circulated to the school boards for comment as part of the planning process.
- Q: Can a comparison of past and future population growth be included in the information being provided by the Township?
- R: Mr. O’Krafka responded that the Township and the School Board use different measurements for determining population (Township uses total population estimates whereas the Board uses student yield averages) – He pointed out that a certain amount of development (absorption rate) is needed to maintain the status quo.
- R: Mr. Hercanuck responded that it is difficult to determine when we will reach a steady state, when families stop having more children or when/if they will move out of the neighbourhood – these are all things that are factors in enrolment forecasting.
- Q: Given that New Dundee PS’s enrolment is declining – would the Board consider making that school a JK-8 at some point?
- R: Mr. Hercanuck responded that we could look at that possibility for New Dundee PS but a JK-8 population of 140-150 students is not a viable JK-8 model and goes against Board Policy 3002. He advised that the decline at New Dundee PS may have to be addressed in the future (outside this process) if enrolment continues to decrease. The primary goal in this process will be to deal with the issues being experienced at Baden PS and to a lesser degree at Sir Adam Beck PS.
- C: Mr. O’Krafka asked if, without any new construction, it would be likely that enrolment will increase at New Dundee PS.
- R: Mr. Hercanuck responded that enrolment will never go down to zero, there will always be some new students; however, we do not see New Dundee as a town that will attract significant numbers of families with young children, given competition from other areas with new development (Baden, New Hamburg, South West Kitchener).

- C: Ms. Manske noted that a key consideration is timelines with respect to new construction. She advised that the amount of control the Board has on how and when it funds construction has been changed since Sir Adam Beck PS was built. Approximately once a year (and this may change again if there is a change in government) school boards are asked to submit business cases for their top capital priorities to the Ministry of Education (this year we were asked to submit our top 8). Boards are asked to submit and prioritize projects indicating how each achieve or address Ministry of Education goals/initiatives. Board's requests are generally for projects slated for completion 2 years into the future, (priorities submitted in Oct 2013 are for projects to be completed for Sept 2016).

Ms. Manske advised that on Friday, February 28th the Ministry announced that the Board will receive funding for 2 of our capital priorities requests (2 new elementary schools which were #s 1 and 3 on our priority list). The Board currently has a list of 25 capital priorities and any projects not funded this round cannot be submitted again until the next Ministry priorities request. She also advised that the Board does not have control over which projects are funded or the timeframe for funding and that there are areas within the Board that may have greater need and therefore would be higher on the list of priorities. She advised that smaller additions could be completed in a shorter timeframe and noted that if an addition for Sir Adam Beck PS was submitted and approved – there is a remote possibility, though unlikely, that an addition could be completed for September 2016.

- Q: Would a 13 room addition at Sir Adam Beck PS be considered a small addition?

- R: Ms. Manske responded that because we already have architectural drawings for the addition that may speed up the process but cautioned that the Board would still have to go through the municipal approval and tender processes which can take time.

- C: Mr. O'Kafka commented that typically the areas of most concern on building permit applications coming from school boards are parking, access, parent drop off and pick up. He also noted that if it takes 2 years to build an addition, we will be looking at new subdivision approvals which may make any solution under this current process obsolete. By the time we can make changes to address the current problem there could be a whole new problem.

- C: Realistically, we don't know how soon we could get an addition funded and completed at Sir Adam Beck PS.

- R: Ms. Manske responded that we would have to determine if an opportunity exists to be able to utilize WODSS and/or portables; advising that these are all discussions we will have if we want to move kids sooner - and consider what that would look like and how we would accommodate that until an addition could be completed.

- C: Would doing so decrease the priority of the request?

- R: Mr. Hercanuck responded that there many things that go into setting the priority of a request and the order in which we submit our priorities does not necessarily have an effect on which priority is funded – that can depend on the political agenda of the governing party and what they want to accomplish that year. He advised that if our

solution involves a built component we will have to look at the timing around that piece and whether it makes sense to make changes in advance or wait for completion; or what we have to do as an interim solution in the meantime.

Q: Is there a timeline for submittal for funding; when do we need to have our solution in order to make that submission?

R: Mr. Hercanuck responded that previously the submission has been requested for October 31st.

C: Ms. Manske commented that the Ministry has advised that they will be changing the process again; so realistically we have no idea when we will be asked to submit again.

C: Mr. Cuomo commented that if there is a change in government, the entire process could change again.

5. Meeting Schedule and Location(s)

The Working Group discussed meeting days/times and agreed on the following:

Working Group Meetings

- **Working Group #2:** Thursday, March 20, 2014 from 5:00 – 6:30 pm at Sir Adam Beck PS
- **Working Group #3:** Thursday, April 3, 2014 from 5:00 – 6:30 pm at New Dundee PS

Mr. Hercanuck advised that we will try to schedule 2 meetings ahead at each meeting.

Public Meetings

Public Meetings (at least 2 Public Meetings are required) will be hosted in the evenings by the Board's Planning Department and while the Working Group members are welcome and encouraged to attend, they are not required to do so. If member cannot attend, it is important that they read the minutes and comments received. Minutes and presentations from the Public Meetings will be posted online and comment sheets and feedback received (via boundaryfeedback@wrdsb.on.ca) from the community will be shared with the Working Group.

Mr. Hercanuck advised that we generally do not set a public meeting date until we have something to present to the community and suggested late April or early May for Public Meeting #1.

A discussion followed regarding possible Public Meeting dates and at what point a recommendation will be presented to the Board. It was noted that a Trustee election will be taking place in the fall which might mean Trustees will be reluctant to make any decisions that may be seen as controversial until after the inaugural Board Meeting in December; which could mean a decision in January 2015 for a September 2015 implementation.

Superintendent Hodgins expressed her hope to have an earlier decision in place to be able to give schools, staff and families sufficient time to prepare for the transition.

Public Meetings

- **Public Meeting #1:** TBD
- **Public Meeting #2:** TBD

6. Roundtable

Mr. Hercanuck thanked the Working Group for attending and adjourned the meeting at 6:00 PM.

Action Items:

- **Mr. Hercanuck to email the presentation to the Working Group members.**
- **Mr. Hercanuck to provide FI program numbers for the next meeting.**
- **Mr. Hercanuck to provide a breakdown of the enrolment numbers for students by grade and where they are coming from.**
- **Mr. O’Krafka to present the new development outlook for the Township of Wilmot at Working Group Meeting #2.**
- **Mr. Hercanuck to present Draft Issues, Objectives and Scenarios to spark discussion at a future meeting. Including: location of the 7/8 program:**
 - **Moving the program to Sir Adam Beck PS**
 - **Split program between Baden PS and Sir Adam Beck PS**

Future Meetings:

Working Group Meetings:

- **Working Group #2:** Thursday, March 20, 2014 from 5:00 – 6:30 pm at Sir Adam Beck PS
- **Working Group #3:** Thursday, April 3, 2014 from 5:00 – 6:30 pm at New Dundee PS

Public Meetings:

- **Public Meeting #1:** TBD
- **Public Meeting #2:** TBD