

OCTOBER 18, 2021

**WATERLOO REGION DISTRICT SCHOOL BOARD**

**NOTICE AND AGENDA**

A Committee of the Whole meeting of the Waterloo Region District School Board will be held via video conference, on **Monday, October 18, 2021, at 7:00 p.m.**

**AGENDA**

**Call to Order**

**O Canada**

**Approval of Agenda**

**Declarations of Pecuniary Interest**

**Celebrating Board Activities/Announcements**

**Delegations**

Jennifer Davis - Community Perspective on Student Vaccinations

**Staff Follow Up**

Follow Up to Student Trustee Questions

R. DeBoer

**Policy and Governance**

01 Board Policy 1000 - Display of Flags

j. chanicka

11 Board Policy 4010 - Video Surveillance in Schools

G. Shantz

17 Board Policy 4006 - Parking on School Board Property

M. Gerard

**Reports**

19 Identification Placement and Review Committee Membership

S. Miller

24 Major Capital Projects Quarterly Update Report

M. Gerard / J. Veit

26 Annex A: COVID-19 Resilience Infrastructure Stream (CVRIS) Projects Update

M. Gerard / J. Veit

31 Community Planning & Facility Partnership Opportunities

L. Agar / M. Gerard

34 Accommodation Planning 2021-22

L. Agar / M. Gerard

Response to Trustee Motion - Staff Vaccine Reporting Requirements

G. Shantz

**Board Reports**

**Question Period (10 minutes)**

**Future Agenda Items (Notices of Motion to be referred to Agenda Development Committee)**

**Adjournment**

Questions relating to this agenda should be directed to  
Stephanie Reidel, Manager of Corporate Services  
519-570-0003, ext. 4336, or [Stephanie\\_Reidel@wrdsb.ca](mailto:Stephanie_Reidel@wrdsb.ca)



Legal References:	<i>The Education Act and Ontario Regulation 298 • Department of Canadian Heritage's National Flag of Canada Etiquette • Ontario Human Rights Code.</i>
Related References:	<i>Safe Schools Policy 6000, Equity and Indigenous Action Plan</i>
Effective Date:	<i>February 23, 1998</i>
Revisions:	<i>October 15, 2018</i>
Reviewed:	<i>November 14, 2016, <b>October 18, 2021</b></i>

1. Preamble

It is the policy of the Waterloo Region District School Board (**WRDSB**) to display flags with dignity and respect.

2. General

These procedures address the displaying of flags at schools and board-owned sites, including half-masting for mourning. All flags secondary to the National Flag of Canada and Provincial Flag of Ontario shall support and align with WRDSB policies in promoting a safe and inclusive learning and working environment for all students, staff and community members.

3. Definitions

Half-mast: Historically, half-mast was reserved for nautical use; half-staff for flags flown on land. The Education Act and the Government of Canada in their Rules for flying the National Flag of Canada use the term half-mast.

For consistency, the WRDSB will also apply the term half-mast when distinguishing the position and manner of display of a flag on a flagpole as a sign of mourning.

4. Dignity of the National Flag of Canada

The National Flag of Canada will take a position of prominence at all times when displayed with other flags. The manner in which the National Flag of Canada is displayed in Canada is not governed by any legislation. The rules applied by the federal government are not mandatory for individuals or organizations; they serve as guidelines only.

4.1 No flag shall be larger than the National Flag of Canada.

4.2 No flag shall fly higher than the National Flag of Canada.

4.3 Where there are multiple flags displayed together, the National Flag of Canada shall always be displayed in a position of prominence:

4.3.1 in the centre of three flags where the flags are displayed on separate flag poles

4.3.2 when facing the front of a building, the National Flag of Canada shall be to the left of an observer facing the flags when there are two flags, with the secondary flag to the right

4.3.3 above any other flag when sharing the same flagpole.

## 5. Exterior Flags

5.1 Every operating school shall fly the National Flag of Canada on an outside flagpole.

5.2 Other board-owned sites may fly the National Flag of Canada.

5.3 At the discretion of the Principal and with approval from the appropriate Superintendent, a school may also fly the flag of the local municipality or apply to fly another flag which is not connected in any way with a political party or religious group, for a specified period of time. Schools are to apply using the Flag Display Request Form in Appendix A.

5.3.1 Where a school has only one flagpole, the school may fly one additional flag below the National Flag of Canada, on the same flagpole, for an approved period of time.

5.3.2 Where a school has more than one flagpole, the National Flag of Canada shall fly alone on its own flagpole. The school may fly up to two flags on each additional flagpole for a specified period of time.

5.3.3 The Director's Office and the Chief Communications Officer shall be notified in advance when other flags are to be displayed, the reason for the flag raising, and the duration as per the Flag Display Request Form in Appendix A.

5.3.4 Principals will be responsible for informing their school community about any additional flags that will be displayed prominently, either outside or inside the school. When displayed in a prominent location, such communications must include an explanation of the flag's display, including the duration, on the school website.

5.4 The Director of Education may also order the flying of a flag in support of community awareness initiatives which align with the Board's values, supports the principles and expectations of the Board's Safe Schools Policy, Equity and Indigenous Action Plan, and are consistent with the Ontario Human Rights Code.

## 6. Half-masting for mourning

When half-masting flags at sites, where it is possible, the masting period shall include the day of death notification until sunset on the day of the memorial service or the next operational day after the memorial service.

6.1 Exterior flags shall be lowered to half-mast throughout the system on the death of:

- the Sovereign or a member of the Royal Family related in the first degree to the sovereign (husband, wife, son, daughter, mother, father, brother, sister)
- the Governor General of Canada or a former Governor General
- the Prime Minister of Canada or a former Prime Minister
- the Lieutenant-Governor of Ontario or a former Lieutenant Governor
- the Premier of Ontario or a former Premier of Ontario
- the Member of the Federal or Provincial Electoral Riding
- the Chair or a member of the Board
- the Director of Education.

6.2 To observe the following occasions, the National Flag of Canada shall be flown at half-mast on an annual basis at all WRDSB schools and board-owned sites that fly the flag on an exterior flagpole:

- National Day of Mourning for Persons Killed or Injured in the Workplace
- National Day of Remembrance for Victims of Terrorism
- National Police & Peace Officers Memorial
- National Fallen Firefighters Memorial Day
- National Day of Remembrance for Victims of Terrorism
- Remembrance Day
- National Day of Remembrance and Action on Violence Against Women

When the above dates fall on a day when schools and other board-owned sites are not in operation, the National Flag of Canada shall be lowered at the end of the last operational day before the date being observed and raised again on the next operational day.

6.2.1 The Director of Education may also order the lowering of flags to half-mast on the death of a person held in special regard in the system.

6.2.2 The Director of Education may also order the lowering of flags to half-mast upon the guidance of the Ministry of Education.

6.3 In consultation with their Superintendent, school administrators may decide to lower flags to half-mast as a sign of mourning commemorating the death of:

- a current student
- a current staff member
- a person held in special regard in the school community.

The school administrator shall notify the Director's Office and nearby WRDSB schools when flags are lowered for these reasons.

## 7. Interior Flags

7.1 A flag is to be displayed using a wall mounting, a flag stand, or it may be hung flat against a wall either horizontally or vertically.

7.2 Every operating school shall display inside the school the National Flag of Canada and the Provincial Flag of Ontario.

7.3 At the discretion of the Principal and with approval from the appropriate Superintendent, a school may also display inside the school the flag of the local municipality or other flag which is not connected in any way with a political party or religious group, for a specified period of time. Schools are to apply using the Flag Display Request Form in Appendix A.

An exception to this provision may include the display of other flags in a classroom when such flags are in support of a classroom project with specific curriculum objectives.

## 8. Flags, Flagpoles and Flag Hardware

8.1 Principals and site managers will be responsible for ensuring the maintenance of all flags, flag standards, flagpoles and related equipment in good condition.

8.2 Flags shall be regularly inspected for signs of wear and damage, and shall be replaced when tattered, noticeably faded or otherwise no longer suitable for use.

8.2.1 Any National Flag of Canada that is to be discarded shall be sent to the board's Communications department for destruction in a dignified manner. No National Flag of Canada shall be placed in the garbage for disposal.

8.3 All WRDSB schools and other board-owned sites are responsible for purchasing any replacement flags, including the National Flag of Canada, the Provincial Flag of Ontario, and any other flags that have been approved for display. No other flag purchased for display shall be larger than the National Flag of Canada.

8.4 Administrators of all WRDSB schools and other board-owned sites interested in purchasing an additional flagpole for their site must consult with their Superintendent.

8.4.1 All schools and other board-owned sites are responsible for funding any additional flagpoles, and associated hardware and installations that have been approved for their location.

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Waterloo Region  
District School Board

**Appendix A**  
(For flags displayed inside  
and outside the school)

## FLAG DISPLAY REQUEST

**Note:** Requests must be received by the school Superintendent at least two weeks prior to the flag display start date.

**Today's Date (year/month/day):**

**Principal:**

**School:**

**Description/Name of Flag:**

**Name of Event Associated with Flag:**

**Flag Dimensions:**

(Note: No flag is to be larger than the National Flag of Canada)

**Flag Display Start Date:**

**Flag Display End Date:**

Describe the purpose of the flag display, how it demonstrates an interest or relationship to the school, and how it aligns with the priorities of the board's Strategic Plan.

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	<p><b>Check the box to acknowledge policy requirements.</b> As outlined in the Display of Flags Policy BP1000, I understand that the school is responsible for communicating the purpose of this flag display with the school community. Communication must include a posting on the school website of the flag display period and the purpose as it relates to the school.</p>
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Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ Reason: \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Board Policy 1000 Display of Flags

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Related References:	<i>Safe Schools Policy 6000, Equity and Indigenous Action Plan</i>
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Waterloo Region  
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Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_ Reason: \_\_\_\_\_

Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## VIDEO SURVEILLANCE IN SCHOOLS

Legal References:	<i>Municipal Freedom of Information and Protection of Privacy Act Education Act, Section 300.0.1 and 301 (2) 5</i>
Related References:	<i>Board Policy 6000 – Safe Schools Administrative Procedure 1090 – Protection of Student Personal Information (Including Photos/Voice Recordings) Administrative Procedure 1100 – Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Administrative Procedure 3085 – Safe Welcome Program Administrative Procedure 3100 - Video Surveillance Cameras in Schools Guidelines for Using Video Surveillance Cameras in Schools - Ontario Information and Privacy Commissioner, 2015</i>
Effective Date:	<i>April 2004</i>
Revisions:	<i>February 2016, April 2017, October 2018, <b>October 18, 2021</b></i>
Reviewed:	<i><b>October 18, 2021</b></i>

### 1. Preamble

It is the policy of the Waterloo Region District School Board (WRDSB) that:

- 1.1 the promotion of a safe and secure learning environment is in the best interest of students, staff and the general public;
- 1.2 the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) governs the collection of personal information, including the images captured on a video surveillance system;
- 1.3 the utilization of video surveillance systems is to complement, not to replace, other means to create a safe and secure learning environment.
- 1.4 the video surveillance system will collect, use, retain and dispose of personal information in the course of meeting its statutory duties and responsibilities. The WRDSB is committed to the protection of privacy of individuals with respect to personal information that is in its custody and/or under its control.
- 1.5 personal information (video images) collected by the WRDSB, will have a specific purpose and will be kept in a secure manner. The WRDSB further commits that personal information will not be used or disclosed for purposes other than those for which it was collected except with the consent of the individual or as required by law and will be disposed of when it is no longer needed and in accordance with MFIPPA and the WRDSB Retention Schedule.

### 2. Definitions

- 2.1 Covert Surveillance- the use of a concealed video without an audio track for non-routine investigative purposes.

- 2.2 Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) - means the legislation that governs access to and the privacy of WRDSB records containing personal information.
- 2.3 Overt Surveillance - the unconcealed use of video for monitoring purposes or to record activities for historical review.
- 2.4 Personal Information- recorded information about an identifiable individual as per MFIPPA.
- 2.5 Retention Schedule - is a list of all the record classifications and their corresponding retention periods. The schedule also identified which records are deemed vital, which are archival, and who is the responsible department or official record holder.
- 2.6 Video Surveillance Systems -video, physical or other mechanical, electronic or digital surveillance system or device that enables continuous or periodic video recording, observing or monitoring of individuals in school buildings and on school property (in schools this would usually include analog video, digital and closed-circuit camera systems).

### 3. Authority

- 3.1 The Coordinating Superintendent of Human Resources & Equity Services has overall responsibility for the WRDSB video surveillance program.
- 3.2 The following personnel are authorized to utilize/access the video surveillance system in the discharge of their duties:
  - 3.2.1 Principals
  - 3.2.2 Vice-Principals
  - 3.2.3 Health, Safety and Security Management Employees

### 4. Application/Scope

- 4.1 This policy applies to the operation of any video system installed within any WRDSB site for the purpose of surveillance.
- 4.2 Overt video surveillance equipment shall be used in public areas of its schools and facilities when it is deemed necessary in order to:
  - 4.2.1 Enhance the safety and well-being of students, staff and the community;
  - 4.2.2 Protect WRDSB property and equipment against theft or vandalism;
  - 4.2.3 Aid in identifying intruders and of persons breaking the law;
  - 4.2.4 Support implementation of Ministry of Education's Safe Welcome Program.
- 4.3 The WRDSB reserves the right to consider and employ lawful "covert surveillance" on a case by case basis in consultation with the appropriate Supervisory Officer. Covert video surveillance shall only be used in specific, limited circumstances as an investigative tool related to criminal or illegal activity.
- 4.4 The video taping of school events such as graduation, theatrical productions or other similar events by the parents and families of students is not addressed by this policy. See Administrative Procedure 1090 – Protection of Student Personal Information (Including Student/Voice Recordings).
- 4.5 Authorized videotaping for educational, instructional and/or research purposes are not addressed by this policy. See Administrative Procedure 1090.

### 5. Guidelines

- 5.1 Notice signs shall be installed at all properties with video surveillance systems, in accordance with the notification requirements of MFIPPA. Signs will be prominently displayed so the public has reasonable and adequate warning that surveillance is or may be in operation before entering the area.
- 5.2 The closed circuit television (CCTV) system within WRDSB facilities may operate continuously. All recorded images are the property of the WRDSB.
- 5.3 Cameras will not monitor areas where students and staff have an expectation of privacy, such as change rooms and washrooms.

- 5.4 Where applicable and appropriate, this policy shall be incorporated into training and orientation programs of the WRDSB.

DRAFT



Legal References: *Municipal Freedom of Information and Protection of Privacy Act  
Education Act, Section 300.0.1 and 301 (2) 5*

Related References: Board Policy 6000 – Safe Schools  
Administrative Procedure 1100 – Privacy Protection and Access to Information  
Administrative Procedure 3085 – Safe Welcome Program  
Administrative Procedure 3100 - Video Surveillance  
Guidelines for Using Video Surveillance Cameras in Schools - Ontario  
Information and Privacy Commissioner, 2015  
WRDSB Record Retention Schedule

Effective Date: April 2004

Revisions: October 15, 2018, December 16, 2019

Reviewed: October 15, 2018, December 16, 2019

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- 1.1 the promotion of a safe and secure learning environment is in the best interest of students, staff and the general public;
- 1.2 the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) governs the collection of personal information, including the images captured on a video surveillance system;
- 1.3 the utilization of video surveillance systems is to complement, not replace, other means to create a safe and secure learning environment.
- 1.4 the video surveillance system will collect, use, retain and dispose of personal information in the course of meeting its statutory duties and responsibilities. The WRDSB is committed to the protection of privacy of individuals with respect to personal information that is in its custody and/or under its control.
- 1.5 personal information (video images) collected by the WRDSB, will have a specific purpose and will be kept in a secure manner. The WRDSB further commits that personal information will not be used or disclosed for purposes other than those for which it was collected except with the consent of the individual or as required by law and will be disposed of when it is no longer needed and in accordance with MFIPPA and the WRDSB Retention Schedule.

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- 5.4 Where applicable and appropriate, this policy shall be incorporated into training and orientation programs of the WRDSB.



## PARKING ON SCHOOL BOARD PROPERTIES

Legal References: *Education Act*  
*Trespass to Property Act*

Related References: <https://www.wrdsb.ca/community/community-use-of-schools/>

Effective Date: *March 30, 1998*

Revisions: *February 8, 2016, November 12, 2018, October 18, 2021*

Reviewed: *May 17, 2021*

### 1. Preamble

- 1.1 This policy is intended to apply to commercial use vehicles parking on school property outside of regular school operations or community use of schools.
- 1.2 It is the policy of the Waterloo Region District School Board (WRDSB) to permit the use of its parking lots provided that:
  - 1.2.1 The school Principal approves the request and/or a permit for facility use is in place through the Rentals group in Facility Services;
  - 1.2.2 Principals have implemented site specific protocols to ensure permitted vehicles have a physical copy of their permit on display in the vehicle;
  - 1.2.3 The use of the parking lot does not interfere with the daily operations of the school including but not limited to maintenance work or snow removal;
  - 1.2.4 Permitted users are made aware that parking on WRDSB property is done at their own risk;
  - 1.2.5 There is no cost to the WRDSB; and
  - 1.2.6 The vehicle owner complies with any restrictions on the property which have been posted with appropriate signage. Failure to comply with these restrictions may result in costs which will be charged to the vehicle's owner. Examples of these costs included but are not limited to parking tickets and towing fees.



## PARKING ON SCHOOL BOARD PROPERTIES

Legal References: *Education Act: Trespass to Property Act*

Related References:

Effective Date: *March 30, 1998*

Revisions: *February 8, 2016, November 12, 2018*

Reviewed:

### 1.

1.1 It is the policy of the Waterloo Region District School Board (WRDSB) to permit the use of its parking lot by its public provided that:

- 1.1.1 the site administrator approves the request or a permit for facility use is in place through the Rentals group in the Facilities Department;
- 1.1.2 the use does not interfere with school requirements, maintenance work or snow removal;
- 1.1.3 the parking is done at their own risk and there is no cost to the WRDSB;
- 1.1.4 there is adherence to any restrictions posted with appropriate signage on the property. Failure to comply may result in costs which will be charged to the vehicle owner.



# Committee of the Whole Meeting

October 18, 2021

## **Subject: 2021-2022 Identification, Placement and Review Committees (IPRC) - Membership**

### **Recommendation**

That the jurisdiction of each of these committees as outlined below and the attached Appendix A outlining WRDSB IPRC Committees, is approved:

#### **A) School Committees:**

A school IPRC is held when a program modification to accommodate an exceptional student with Special Education Needs can be accomplished within the home school environment.

#### **B) Area Committees:**

An area IPRC is held when program modifications to accommodate an exceptional student with Special Education Needs is necessary for them to access a designated program within their current school environment or if a change in schools is required for the student to access the designated program.

#### **C) District Committees:**

A district IPRC is held when program modifications to accommodate an exceptional student with Special Education Needs requires placement in cross-district Special Education Programs (i.e., Provincial School). This occurs when school and district resources have been exhausted or when specialized equipment that is not available in a school setting is being considered.

### **Status**

Each Identification Program and Review Committee shall consist of a minimum of three members, all of which shall be appointed by the Waterloo Region District School Board. The Chair of the Committee shall be the sending School Principal or the Principal's Designate. A member or Trustee of the Board is not eligible to be appointed as a member of this committee.

### **Background**

The Waterloo Region District School Board operates Identification, Placement and Review Committees. These committees are organized within schools, areas of schools, and the district. According to Regulation 181/98 of the Education Act, "Each board shall establish one or more committees for the identification and placement of exceptional pupils, determine the jurisdiction of each committee and establish the manner of selecting the chair of each committee."

**Financial implications**

No financial implications.

**Communications**

In accordance with Ministry of Education policy, the makeup of these committees must receive Board of Trustees approval. This information will be shared with the appropriate staff.

Prepared by: Scott Miller, Superintendent, Student Achievement & Well-Being in consultation with Coordinating Council

**Identification, Placement and Review Committee Membership (IPRC)****2021-2022**

The mandate and membership for Identification, Placement and Review Committees (IPRC) are recommended as follows:

**A. SCHOOL COMMITTEES****Jurisdiction**

A school IPRC is held when program modification is possible to accommodate exceptional pupils within the home school programs.

**Elementary Membership:**

<b>School Name</b>	<b>Members</b>
A.R. Kaufman	Tatania Stroud, Chrisine Klassen, Byron Newberry, Sheri Ilo, Dance Agapieva-Vasileska
Abraham Erb	Barb Brown, Danielle George-Campbell, Jessica Kelley, Sarah Nagge
Alpine	Cindy Foss-Silveira, Cindy Walsh, Keith Little
Alternative Education (C)	Cathy Coe, Kerry Snip, Matt Suhadoc, Tom Amos, Rochelle Christie, Tricia Summerfield
Alternative Education (W)	Krista Tucker Petrick, Aleah Larose, Matthew Bauman
Avenue Road	Marc Lehmann, Andrew Schmitt, Megan Murray, Travis Feltz
Ayr	Paul Milne, Mark Elmes, Earl Gunn
Baden	Ryan Day, Tina Bodendistle, Adam Becker, Margo King
Blair Road	Marc Vender, Michael Bolton, Jackie Nash-Snowton
Breslau	Michelle Schmid, Sherry Lawlor Alexander, Wendy McLellan, Stacey White, Jennifer Bell
Bridgeport	Murray Crewson, Linda Gerber, Alisha Steele
Brigadoon	Richard Saunders, Anne Stephen, Beverly Hall
Cedar Creek	Sherri Davidson, Sarah Generoux, Jenn Bockus-Brown
Cedarbrae	Carole Ann Fleming, Leah Cronin, Birgit Sievert
Centennial (C)	Meghan Reis, Megan Saulnier, Elizabeth Chamberlin
Centennial (W)	Stephen Sherlock, Andrea Spoltore, Kevin Watt, Danielle Fritsch
Central	Kim Freeman, Alicia Pearle, Jennifer Ewing
Chalmers Street	Sharon Morgan, Craig Bell, Carrie Hatton, Meghan Hause, Laura Chappell-Southcote
Chicopee Hills	Jenni Guy, Amanda MacLean, Cailin Daub, Jennifer Lennox, Ali Rudd, Christopher Berscht
Clemens Mill	Vinay Tiwari, Shemira Sheriff, Dana Papalia, Shelly Snively, Kristi Rolt, Josh Kirk
Conestogo	Michael Sendrea, Steven Budafalvi, Julie McWhirter, Carolee Fox, Lori Hillman
Coronation	Barry Frame, Jay Moszcelt, Carolyn Kay, Oz Samuels
Country Hills	Leslie McNabb, Heather Preddie, Alex Coffey, Aaron Fewkes
Courtland	Mike Coates, Austin LeMay, Jennifer Antwi
Crestview	Christopher Greenhough, Maureen Rockel, Diana Bowe, Beth Creighton
Doon	Beverlie Stewart, Breanne McArthur, Chris Schlei, Katie Bresseau
Driftwood Park	Jeff Bumstead, Sharon Tully, Holley Qushair, Ashlie Weicker
Edna Staebler	Chris Eaton, Susan Black, Ed Griffith, Keri Reay
ERLP #1	Karin Bileski, Kirsten Service, alanna Bauman, Michelle Chessell, Amanda Russell, David To
ERLP #2	Erin Bell, Kim Templeto, Lindsey Steele, Megan Chadwich, Jeff Brown, Erika Romanowski
Elgin Street	T Scott, Catharine Marchand, Martina Sallewsky, Matt Hunter
Elizabeth Ziegler	Sara MacNeill, Tamara Awad Lobe, Sheri Burns, Shelagh Buhler, Dan Vos, Erin Reader-Norris
Empire	Krista Mohr Beamish, Ruth Anne Hamel, Jennifer Chapman, Lori Williams
Floradale	Shawn Thompson, Chrisoula Xintavelonis, Mark Velle
Forest Glen	Tamara Kaufman, Keri Reay, Katherine Borovilos, Pino Esposito
Forest Hill	Brad Hughes, Kojo Millington, Kim Quesnelle, Karen O'Reilly
Franklin	Linda Cotnam, Jennifer Wolle, Karen Morton, Jason Paddon, Jan Hanson, Kristen Morrison
Glencairn	Mary Sue Meredith, Deborah Bird, Amy Quinn, Denessa Choptovy, Michael Geraci
Grand View (C)	Jenni-Rebecca Baer, Pam Hawley, Carolyn Eltervoog
Grandview (NH)	Nick Chiarelli, Tammy Holst, Amy Shannon
Groh	Laura Griffin, Kim Graham, Lyndsay Morrow, Natasha Tsetsekas, Holly McPherson-Mount
Hespeler	Rebecca Jutzi, Susan Fryer-Davis, Laura Walter, Tyler Ford, Shanon Nancekivell
Highland	Sean Finn, Annette Birch, Michelle Fisher
Hillcrest	Vlad Kovac, Corry Stevens, Lisa Ruston
Howard Robertson	Steve Lipskie, Angela Szijarto, Rachel Willms, Justin Davis
J.F. Carmichael	Leah Pullen, Marcus Hoare, Jaime Demsey, Sarah Quart
J.W. Gerth	Marc Laurente, Tina Bishun-Argunen, Gillian Brooks
Janet Metcalfe	Janet Hale, Amanpreet Dhau, Jennifer Loeb sack, Beckie Munce, Jordan Patrick, Jaime Mitchell
Jean Steckle	Andrea Michelutti, Tamara Schmelzle, Tracy Asher, Sherie Eckhardt, Kate MacLeod
John Darling	Holly Smith, Deanna Heer, Catherine Dufournaud, Danielle Vines
John Mahood	Pamela Mustin, Mary Janzen, Kevin Rempel
Keatsway	Scott Dowling, Sonja Pratt, Gaynor Kent
King Edward	Brian Weigel, Karen Madsen, Jane Ferguson, Tyandra Bulmer, Chris Cowan
Lackner Woods	Julie Jackson Sinclair, Tina Mitchell, Carolyann Daniel
Laurelwood	Dan Enns, Birgit Sievert, Lisa Daudjee
Laurentian Senior	Matt Cain, Stephen Coe, Sheri Bowman, Michelle Thompson

Lester B. Pearson	Jill Coyler, Samantha Hutchison, Katherine Pease, Rebecca Pope, George Spiropoulos
Lexington	Barb Tomkins, Sylvia Young, Brent Hewitt
Lincoln Heights	Paul Schlegel, Sharon Shaddan, Michael Poll
Linwood	Nancy Jutzi, Jeff Pfohl, Carolyn Boyne
MacGregor	Christine Hristov, Christina Elmslie, Laura Schnarr
Mackenzie King	Kathryn Haddock, Jenn Bender, Vicki Beaudin
Manchester	Stephanie Munro, Christine Salomon, Sheri Wunder, Regan Wells
Margaret Avenue	Silvana Hoxha, Lindsay Kurt, Kirk Kiernander, Andrea Wyman, Nicole Ronald, David Wyllie
Mary Johnston	Tim Pugh, Lee Wideman, John Keller
Meadowlane	Phillip Sallewsky, Stephanie Webb
Millen Woods	Susan Schaffner, Dave Fitzsimmons, Renee Cadieux
Moffat Creek	Erica Gillespie, Mike Snyder, Shaina Malcho, Steve McKay, Amanda Potter
N.A. MacEachern	Afrim Ficic, Jenna Hoffman, Gemma Duley
New Dundee	Katie Brown, Christina Ferreira, Rachele McLean
Northlake Woods	Dave Glebe, Christine Martin, Jennifer Welch
Park Manor	Andy Lavell, Marnie McKenzie, Amy Bagnariol
Parkway	Melissa Stacey, Greg Matsuo, Michael Mendoza
Pioneer Park	Tracy Tait, Chris Schlei, Sandra Jovanovic
Preston	Mark McMath, Melanie Heymans, Susan Woosnam-Battler, Kayla Pranger
Prueter	Sharlene McHolm, Charlotte Harrison, Shannon Paisely
Queen Elizabeth	Kathy Mathers, Sheena Hogan, Kelly Street
Queensmount Senior	Paul Fracas, Devrim Sherifali, Martin Wolfe, Kyle Garland, Samantha Ashe
Riverside	Lynda Trudeau, Connie Lepp, Rose Koch
Rockway	Bobbie Jo Lovell, Devon Girt, Brian Klokoff
Rosemount	Karen Moore, Kristen Morrison, Kevin Benevides, Tanya Young, Joshua Watson
Ryerson	Liz Arbuckle, James Moszcelt, Jenni vanRees, Jennifer Elinesky Ruppert, Danielle Ross
Saginaw	Valerie Martin, Alison McGauley, Lindsey Tranmer
Sandhills	Nancy Murovec, Robert Wilson, Jade Haskins
Sandowne	Danielle Holden, Marilyn Promoli, Lisa Henry
Sheppard	Christy Webster, Jennifer Osburn, Joseph Barlen, Kyle Chambers
Silverheights	Jason Stere, Carolina Miranda, Lindsay Fox, Justin Read, Darren Jones
Sir Adam Beck	Rebecca Bearinger Fay, Andrea Emrich, Beth Mehring, Sara Roth, Amelia Wilson
Smithson	Heidi Mannhardt-Zender, April Harper, Tiffany Voisin
Southridge	Taryn Dowsling, Katherine Sleeman, Euen OConnor, Julie White
St. Andrew's Senior	Amanda Matessich, Jenn Burr, Bailey Prior, Regan Wells
St. Jacobs	Amy Humphrys, Linda Fitzpatrick, Jeanine Habibullah, Julie Fulcher
Stanley Park Senior	Nancy Woodhall, Duane Heide, Brent Johnston
Stewart Avenue	Carol Coyle, Matt Borghese, Rae White, Jeremy DeFazio, Victoria Chimanikire
Suddaby	Rita Givlin, Lisa Lynch, Melissa Quint, Sarah Taylor
Sunnyside Senior	Julia Passmore, Charity Frey, Charmaine DeBoer, Joseph Cascagnette, Clark Day, John Howison
Tait Street	Heather Schumann, Carrie McGinnis, Karlee Holroyd, Maggie Watson
Trillium	Siobhan Shonk, Meghan Loker, Meaghan White
Vista Hills	Penny Miller, Amy Innes, Jennifer Huff, Melissa Marshall, Tania Bumstead
W.T. Townshend	Sandra Himann, Lori Peebles, Heather Blari, Shannon Korpan, Adrienne Kershaw-Gies
Wellesley	Brian Beney, Maria Piccin, Sandra Rath, Angela Rohr, Erin Agnello
Westheights	Sofia Brock, Trevor Gerard, Nadima Mahamad, Lisa Osborn
Westmount	Jennifer Crits, Andrea Hill, Erin Bechtel, Lisa Karn, Kathy Murphy, Diana Colautti
Westvale	Jodie Hancox-Meyer, Stephen Ahlberg, Greg Miller, Kim Puzak, Kathy Reaume
William G. Davis	Jeff Adam, Kristen Hrbak, Christine Burrowes, Mandy Wetherup
Williamsburg	Liz Anderson, Devon Yoell, Jennie Moskalik
Wilson Avenue	Elizabeth Martz, Tom Ernst, Lisa Mitani, Jennifer McKinnon, Sarah Ives
Winston Churchill	Patricia Dale, Katherine Hagedorn Hehl, Shannon Sawyer
Woodland Park	Jill Strome, Sandra Field, Teresa Striker, Hera D'Angelis, Sarah Allen

**Secondary Membership:**

<b>School Name</b>	<b>Members</b>
Bluevale C.I.	Deborah Tyrrell, Liz Maloney, Adam Taylor, Tom Sej, Jinesh Patel
Cameron Heights C.I.	David Wilson, Sharon MacKenzie, Stephanie Rutledge, Natalie Hull, Ignatius Farina, Katelynn Howard
Eastwood C.I.	Sue Martin, Kelly MacDonald, Steve Hooper, Paula Ferreira, Asnake Dabala, Laura Paling
Elmira District S.S.	Brad Marsh, Stephen Gray, Lisa Douglas, Pam Germann
Forest Heights C.I.	Tina Rowe, Allison Schiedel, Kerri Beirnes, Biljana Vazic, Ashley King, Krista Tostik
Galt C.I.	Bryan Lozon, Leigh Evans, Michelle McCoy, Keith Halley, Jane McWilliams
Glenview Park S.S.	Bev Wood, Aleisha Howlett, Craig McLeman, Lyntje Vorsteveld, Lee Weismiller
Grand River C.I.	Josh Windsor, Jodie Antonini, Ben Crane, Tim Sargeant, Katherine Stauch, Anne-Marie Fingland
Huron Heights S.S.	Jeff Klinck, Mark Rubicini, Bethny Kurtz, Stephanie Wood, Ian McGaire,
Jacob Hespeler S.S.	Brenda Cathcart, Deb Derman, Wendy Farkas, Cherilyn Gill, Kelly Salema, Cassie Bolland
Kitchener-Waterloo C.I.	Dennis Haid, Christine LeBeau, Karen Letwin, Bill Bulmer, Will Schroeder, Grant Hallas
Preston H.S.	Paula Bender, Dollie Buttici, Ryan Gibb, Stephanie Knarr, Kylie Poole, Jason Garramone
Sir John A. Macdonald S.S.	Vida Collis, Jason Denhart, James Shantz, Bonnie Wigmore, Noriko Fukumoto, Sarah Kocher
Southwood S.S. & Secondary Remote Learning Program	Jennifer Bistolas, Patricia Pascoe, Sue Shepley, David Linnerth, Carli Parsons
Waterloo C.I.	Siobhan Watters, Erika Litschgy, Emily Cullen, Carolyn Hodgson, Katie Shaw
Waterloo-Oxford District S.S.	Carolyn Salonen, Sandy Millar, Kathryn Jacklin

**B. AREA COMMITTEES****Jurisdiction**

An area IPRC is held when program modifications to accommodate an exceptional student with Special Education Needs is necessary for them to access a designated program within their current school environment or if a change in schools is required for the student to access the designated program.

**Membership**

Standing members appointed by the Board will be selected from the following:

- Superintendent, Student Achievement & Well-Being or designate
- Special Education Teacher
- Learning Support Services (Special Education) Resource Staff

All standing members of the school committees are also members for their respective area committees. The chairman of each area committee will select the standing members for a specific meeting from the school committees, plus any member of the Learning Support Services (Special Education) Resource Staff. The chairperson of the area committee is selected by the Superintendent of Student and Achievement and Well-Being with responsibilities for Special Education.

**C. DISTRICT COMMITTEES****Jurisdiction**

A district IPRC is held when placement into cross-district Special Education Programs is being considered, when school and area resources have been exhausted.

**Membership**

- Associate Director
- Superintendent, Student Achievement & Well-Being (Special Education)
- System Administrator, Learning Support Services (Special Education)

All the standing members of the area committees are also standing members for the district committees. The chairperson of the district committees will select the standing members for specific meetings. The chairperson of the district committees is the Associate Director or designate.





# Report to Committee of the Whole

October 18, 2021

## Subject: Major Capital Projects Quarterly Update Report

### Recommendation

*This report is provided for information of the Board.*

### Status

Current capital projects with budgets greater than \$2.5M are outlined in Appendix A and are presented with dashboard symbols to indicate the status of the project relative to the schedule, budget and scope. Significant milestones, along with basic project statistics, are also presented. All projects are proceeding as planned through the design and construction stages.

Lackner Woods Childcare and Saginaw Childcare tenders have closed. Construction has started at Lackner Woods and will begin shortly at Saginaw once the building permit is issued.

### Background

The major capital projects listed on Appendix A have been funded by the Ministry and approved by the Board of Trustees.

### Financial implications

The projects are listed on Appendix A.

### Communications

Facility Services staff have consulted with the Ministry of Education, administration, contractors, architects, Financial Services, municipalities, various internal committees and the Board of Trustees in regard to the stages of approval, design, construction and budget approvals.




Prepared by: Matthew Gerard, Coordinating Superintendent, Business Services  
& Treasurer of the Board  
John Veit, Controller of Facility Services  
Ron Dallan, Manager of Capital Projects  
in consultation with Coordinating Council.

**Major Capital Projects**  
**Quarterly Update Report**  
**September 28, 2021**

Project	Stage		Scope	Board Approval	Ministry Approval	Site Acquisition Complete	Site Encumbrances	Architect	Site Plan Approval	Bldg Permit	Tender Awarded	Project Budget	Classes Begin
P.S. in South Kitchener (new)	Pre-Design		New School	16-Sep-19	31-Mar-20	No	No	TBD	No	No	No	\$14,425,653	TBA
P.S. in South East Cambridge (new)	Pre-Design		New School	9-May-16	21-Nov-16	No	No	TBD	No	No	No	\$13,503,269	TBA
P.S. in Kitchener Huron South (Tartan Ave) (new)	In Construction		New School	15-May-17	15-Jan-18	Yes	No	Cornerstone Architecture	Yes	Yes	Yes	\$16,361,437	September 6, 2022
Laurelwood P.S. (additon)	Pre-Design		Addition	16-Sep-19	20-Oct-20	NA	No	Hossack and Assoc.	No	No	No	\$3,976,096	TBA
Lackner Woods P.S (childcare addition)	In Construction		Addition	NA	11-Feb-21	NA	No	CS&P Architects Inc.	Yes	Yes	Yes	\$3,506,047	August 2022
Saginaw P.S. (childcare addition)	Tender Closed		Addition	NA	11-Feb-21	NA	No	Martin Simmons	No	No	Yes	\$3,903,649	TBA

Major Capital Projects are those greater than \$2.5M total project cost.

**Dashboard Definitions**

On schedule, on budget, within scope.	
Schedule, budget or scope concerns.	
Schedule delays, budget creep, or quality concerns.	



# Report to Committee of the Whole

October 18, 2021

**Subject: Annex A – COVID-19 Resilience Infrastructure Stream:  
Education Related (CVRIS-EDU) Projects – Updates**

## Recommendation

*This report is for the information of the Board.*

## Status

COVID-19 Resilience Infrastructure Stream (CVRIS) was introduced in the fall of 2020 under the Investing in Canada Infrastructure Program (ICIP) to provide up to \$700 million in combined federal-provincial funding for education-related infrastructure projects province wide. The Ontario Ministry of Infrastructure and Infrastructure Canada recently amended the Integrated Bilateral Agreement (IBA) for the Investing in Canada Program (ICIP) – which provides for up to two additional years for completion timelines to December 2023 for approved projects.

## Background

On February 23, 2021 the Federal Government approved a total of \$26,231,600 in CVRIS funding for the Waterloo Region District School Board. Since that official announcement, staff have tendered and completed or are in the process of completing a large amount of capital work with this funding in addition to many planned school renewal and school condition improvement projects. On September 23, 2021 the Ministry of Education released memo 2021:B18 informing boards of update to the completion timelines to December of 2023. Projects deferred from 2021 are now proceeding accordingly.

## Financial implications

Due to extremely tight timelines and increasingly challenging market conditions last spring, responses to some tenders were limited and significantly over architect estimates. As a result, some projects were deferred. Effects of the pandemic on tender pricing for 2022 completion is unknown.

The included table provides a complete summary and status of all CVRIS funded projects highlighting the projects status and listing the projects planned to be completed in 2022 and 2023. The projects are listed on Appendix A.

Prepared by: Matthew Gerard, Coordinating Superintendent, Business Services  
& Treasurer of the Board  
John Veit, Controller, Facility Services  
Ron Dallan, Manager of Capital Projects  
in consultation with Coordinating Council

## CVRIS PROJECTS

School	Scope of Work	Funding Granted	Total Commitment	Status
AR Kaufman PS	Window repair or replacement for fresh air intake	\$450,000	\$450,000	Finishing Construction
Avenue Road PS	Installing mechanical ventilation in buildings where none currently exist	\$600,000	\$600,000	Finishing Construction
Breslau PS	Window repair or replacement for fresh air intake	\$250,000	\$250,000	Finishing Construction
Bridgeport PS	Installing mechanical ventilation in buildings where none currently exist	\$910,000	\$910,000	Finishing Construction
Cedarbrae PS	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$540,000	\$540,000	Finishing Construction
Cedarbrae PS	Window repair or replacement for fresh air intake	\$400,000	\$400,000	Finishing Construction
Chalmers Street PS	Installing mechanical ventilation in buildings where none currently exist	\$250,000	\$13,610	Summer 2022
Cameron Heights CI	Washroom with touch free upgrades	\$30,000	\$0	Summer 2022
Cameron Heights CI	Water Bottle Filling stations	\$16,000	\$10,782	Complete
Cameron Heights CI	Window repair or replacement for fresh air intake	\$350,000	\$350,000	Finishing Construction
Doon PS	Installing mechanical ventilation in buildings where none currently exist	\$585,000	\$585,000	Complete
Doon PS	Window repair or replacement for fresh air intake	\$250,000	\$250,000	Complete
Driftwood Park PS	Child Care - Safety retrofits and barriers (e.g. room/gym partitions)	\$30,000	\$30,000	Complete
Eastwood CI	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$650,000	\$464,402	Complete
Elmira District SS	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$200,000	\$200,000	Complete
Elmira District SS	Window repair or replacement for fresh air intake	\$250,000	\$250,000	Summer 2022
Forest Heights CI	Window repair or replacement for fresh air intake	\$500,000	\$0	Summer 2022
Galt CI	Water Bottle Filling stations	\$16,000	\$10,782	Complete

<b>Glenview Park SS</b>	Window repair or replacement for fresh air intake	\$200,000	\$13,619	Summer 2022
<b>Grandview PS</b>	Installing cooling / air conditioning units	\$80,000	\$19,938	Complete
<b>Grand River CI</b>	Washroom with touch free upgrades	\$10,000	\$0	Summer 2022
<b>Grand River CI</b>	Window repair or replacement for fresh air intake	\$500,000	\$0	Summer 2022
<b>Highland PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$750,000	\$750,000	Complete
<b>Hillcrest PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$250,000	\$250,000	Complete
<b>Hillcrest PS</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$50,000	\$0	Summer 2022
<b>Howard Robertson PS</b>	Installing mechanical ventilation in buildings where none currently exist - A/C	\$600,000	\$600,000	Complete
<b>Jean Steckle PS</b>	Child Care - Creating new playground space to separate groups	\$150,000	\$0	Summer 2022
<b>Jean Steckle PS</b>	Child Care - Install safety barrier	\$5,000	\$0	Not Required
<b>JF Carmichael PS</b>	Installing mechanical ventilation in buildings where none currently exist - A/C	\$400,000	\$400,000	Complete
<b>JF Carmichael PS</b>	Window repair or replacement for fresh air intake	\$200,000	\$200,000	Complete
<b>Jacob Hespeler SS</b>	Water Bottle Filling stations	\$16,000	\$8,534	Complete
<b>Kitchener-Waterloo CI</b>	Installing mechanical ventilation in buildings where none currently exist	\$60,000	\$59,504	Complete
<b>Kitchener-Waterloo CI</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$100,000	\$86,450	Complete
<b>Kitchener-Waterloo CI</b>	Window repair or replacement for fresh air intake	\$1,600,000	\$976,361	Finishing Construction
<b>King Edward PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$700,000	\$700,000	Complete
<b>King Edward PS</b>	Washroom with touch free upgrades	\$550,000	\$550,000	Complete
<b>Laurentian PS</b>	Installing cooling / air conditioning units	\$95,000	\$95,000	Complete

<b>MacGregor PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$750,000	\$750,000	Complete
<b>Margaret Avenue PS</b>	Washroom with touch free upgrades	\$250,000	\$0	Summer 2022
<b>Margaret Avenue PS</b>	Window repair or replacement for fresh air intake	\$400,000	\$0	Summer 2022
<b>Meadowlane PS</b>	Window repair or replacement for fresh air intake	\$500,000	\$326,866	Complete
<b>NA MacEachern PS</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$80,000	\$65,309	Complete
<b>Park Manor PS</b>	Window repair or replacement for fresh air intake	\$100,000	\$0	Summer 2022
<b>Preston High School</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$97,500	\$97,500	Complete
<b>Prueter PS</b>	Installing cooling / air conditioning units	\$105,000	\$105,000	Complete
<b>Prueter PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$1,100,000	\$1,100,000	Complete
<b>Sheppard PS</b>	Washroom with touch free upgrades	\$520,000	\$520,000	Complete
<b>Sir John A. MacDonald SS</b>	Water Bottle Filling stations	\$16,000	\$8,534	Complete
<b>Smithson PS</b>	Installing mechanical ventilation in buildings where none currently exist - Phase 1	\$550,000	\$0	Summer 2022
<b>Smithson PS</b>	Installing mechanical ventilation in buildings where none currently exist - Phase 2	\$650,000	\$0	Summer 2023
<b>Southridge PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$585,000	\$24,357	Summer 2023
<b>Southridge PS</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$250,000	\$250,000	Complete
<b>Southwood SS</b>	Window repair or replacement for fresh air intake	\$500,000	\$500,000	Complete
<b>St Jacobs PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$400,000	\$400,000	Finalizing Construction
<b>St Jacobs PS</b>	Window repair or replacement for fresh air intake	\$450,000	\$450,000	In Construction

<b>Stewart Avenue PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$550,000	\$16,020	Summer 2022
<b>Suddaby PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$1,050,000	\$42,677	Summer 2022/2023
<b>Suddaby PS</b>	Window repair or replacement for fresh air intake	\$650,000	\$37,863	Summer 2022
<b>Sunnyside PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$1,125,000	\$1,125,000	Complete
<b>Sunnyside PS</b>	Washroom with touch free upgrades	\$500,000	\$500,000	Complete
<b>Tait Street PS</b>	Installing mechanical ventilation in buildings where none currently exist	\$700,000	\$35,955	Summer 2022
<b>Waterloo CI</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$50,000	\$0	Summer 2022
<b>Waterloo CI</b>	Window repair or replacement for fresh air intake	\$400,000	\$400,000	Finalizing Construction
<b>Winston Churchill PS</b>	Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;	\$275,000	\$275,000	Finalizing Construction
<b>Waterloo-Oxford District SS</b>	Window repair or replacement for fresh air intake	\$500,000	\$275,656	Complete
	<b>TOTAL</b>	<b>\$25,696,500</b>	<b>\$17,329,719</b>	



# Report to Committee of the Whole

October 18, 2021

## **Subject: Community Planning and Facility Partnership Opportunities, Report and Annual Meeting**

### **Recommendation**

*This report is for the information of the Board.*

### **Status**

To satisfy the requirements of [Board Policy 1011 – Community Planning and Facility Partnerships](#), this report presents the annual identification of

- school buildings and sites suitable and available for community partnership; and
- future capital projects with potential co-building partnership opportunities (see Section 3.1 of the Board Policy 1011).

On May 21, 2021, the Waterloo Region District School Board (WRDSB) submitted four projects for consideration through the 2020-21 Capital Priorities Program (see Committee of the Whole Report “2021 Capital Priorities Program Submission” presented May 10, 2021, and Ministry of Education [Memorandum 2021:B05](#) ). No funding announcements have been made as a result of this submission.

For this annual public meeting, proposed new school additions identified in the 2020-2030 Long-term Accommodation Plan (LTAP) are the prime candidates for partnership opportunities. Given the current context of COVID-19 and its impact on school utilization, we cannot generate a list of schools with available space for 2021-2022. The LTAP identifies Review Areas where long-term facility utilization makes facilities candidates for partnerships in unoccupied spaces in schools. See Section 8.1 of [Administrative Procedure 4990 – Community Planning and Facility Partnerships](#) for the complete criteria for sharing unused space in existing schools.

Appendix A provides a detailed list of the WRDSB’s short and medium-term needs for additional capacity (new schools and major additions). The projects submitted but not approved for capital funding in 2021 are marked with an asterisk. The other projects have yet to be prioritized and submitted for Capital Priorities funding approval.

A Board resolution is required to confirm the suitability of any school for a partnership opportunity. As the Board declares a school to have sufficient space for partnership opportunities, entities on the community partners list would be notified. Further, the WRDSB’s purchasing procedures require that the surplus space be circulated to potential partners through the use of a Request for Proposals (RFP).

Eligible partners are encouraged to begin preliminary discussions with WRDSB staff at any time; however, presenting the partnership opportunity at the annual meeting



remains a requirement. Where available space has been identified for partnership or co-building opportunities, the Community Partner Selection Criteria (Section 3 of [Administrative Procedure 4990 – Community Planning and Facility Partnerships](#)) will be used to evaluate the suitability of partners and their proposals as they relate to specific sites.

## **Background**

[Board Policy 1011 – Community Planning and Facility Partnerships](#) came into effect July 1, 2016. The policy provides opportunities to share facilities with community partners when building new schools or undertaking significant renovations when considering unoccupied spaces. The policy is consistent with the Ministry's 2015 [Community Planning and Partnerships Guideline](#).

Many relationships with municipal and other partner organizations exist in schools where surplus capacity may never have been identified. These agreements tend to include licences for longer-term uses and rentals under the WRDSB's Community Use of Schools program and may include daytime and after-school uses.

The WRDSB's Request For Supplier Qualification process for selecting child care providers in new facilities remains unchanged.

## **Financial implications**

No financial implications.

## **Communications**

A notice of intention to hold this public meeting was posted on the WRDSB's website. Additional information regarding the WRDSB's facility partnership opportunities has been posted on the Partnerships section of the website and is also detailed within the LTAP.

In addition, eligible partners on the notification list identified in [Administrative Procedure 4990 – Community Planning and Facility Partnerships](#) have been notified of the potential partnership opportunities outlined in this report and of this public meeting.

Community partners are invited to notify the WRDSB of their proposals or plans to build new facilities.

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### POTENTIAL PARTNERSHIP OPPORTUNITIES IN THE 2020-2030 LONG-TERM ACCOMMODATION

SHORT-TERM ACTIONS	REVIEW AREA	SCHOOL / PROJECT
<b>New schools and Rebuilds</b>	E02*	Proposed North Cambridge (Equestrian Way)
	E09	Proposed Sunnyside Public School facility rebuild
	E20*	Proposed Breslau-Hopewell Creek (Loxleigh Lane)
	E25	Proposed Lexington Public School facility rebuild
	S05	Proposed Waterloo Collegiate Institute Rebuild project through WCI/Northdale Feasibility Study Project
<b>Major Additions</b>	E03*	Proposed Parkway Public School Addition
	E04	Proposed Clemens Mill Public School Addition
	E16	Proposed Lackner Woods Public School Addition
	E19	Proposed John Mahood Public School Addition
	S04*	Proposed Waterloo-Oxford District Secondary School Addition

*\*Project was submitted for funding approval through 2021 Capital Priorities. Prioritization for future funding opportunities is to-be-determined.*

MEDIUM TO LONG-TERM ACTIONS	REVIEW AREA	SCHOOL/PROJECT
<b>New schools</b>	E01	Proposed Cambridge West (Bismark Dr) Elementary School
	E07	Proposed Rosenberg I (Rosenberg Way) and Rosenberg II (Gehl Pl) Elementary Schools
	E12	Proposed Trussler North (Benninger Dr) Elementary School or alternative accommodation solution
	E22	Proposed North Waterloo (Beaver Creek Meadows) Elementary School
	S02	Proposed Kitchener Secondary VII (South West Kitchener)
<b>Major Additions</b>	E17	Proposed Forest Glen Public School or Grandview Public School (New Hamburg) Addition
	E21	Proposed Ayr Public School Addition
	E23	Proposed Keatsway, Centennial or Mary Johnston Public Schools Addition
	S04	Proposed Elmira District Secondary School Addition

*Note: Proposed schools are identified with a temporary community name and would be subject to being formally named through Board Policy 4020: Naming and Renaming of Board Facilities*



# Report to Committee of the Whole

October 18, 2021

## **Subject: Accommodation Planning 2021-2022**

### **Recommendation**

*This report is for the information of the Board.*

### **Status**

For the 2021-2022 school year, the main areas of focus for accommodation planning include:

1. Huron South Elementary Schools Boundary Study (HSESBS)

On May 17, 2021, the initial staff report for the HSESBS was presented, and the Board approved the following motion:

*“That the Waterloo Region District School Board approve the initiation of a boundary study process involving Southridge Public School, Laurentian Public School, Janet Metcalfe Public School, and Jean Steckle Public School to establish a school attendance area for the new JK-8 elementary school to be constructed on Tartan Avenue in Kitchener.”*

Funding for a new Junior Kindergarten to Grade 8 elementary school at 80 Tartan Avenue, Kitchener, was approved and funded by the Ministry of Education (Ministry) through the 2017 Capital Priorities grant. Construction on this facility is well underway. The projected opening date is September 2022.

The public consultation period that will include an online/virtual engagement strategy will occur in the fall of 2021. The final report is planned to be presented to the Board in January 2022.

2. Cambridge Joint Use Campus

The Cambridge Joint-Use Campus Feasibility Study, conducted by CS&P Architects, presented to the Board on February 22, 2021, recommended proceeding with Concept Four: One Campus, Two Separate Facilities. This concept sees two schools, operated by the Waterloo Region District School Board (WRDSB) and the Waterloo Catholic District School Board (WCDSB), share one facility, and the City of Cambridge and Idea Exchange share another facility.

This is the first co-build between the WRDSB and WCDSB. Planning’s focus for 2021-2022 on this project will be site acquisition and the development of agreements (a development agreement and a joint-use/operating agreement).

### 3. Development Areas

Planning regularly monitors and comments on development applications (e.g., plans of subdivision and condominium). Modifications to [Administrative Procedure 4992 – Temporary Student Accommodation for Development Areas](#) are pending internal approval.

To facilitate timely information sharing, an annual report on Development Areas (DAs) will be shared with the Board in November 2021. The annual report will indicate the status of DAs. Any proposed changes are identified for Board approval. The annual DA report is presented in advance of the staffing process with recommended changes (if applicable) to be implemented at the commencement of the school year (in this case, September 2022).

### 4. French Program Review

As the WRDSB continues Phases 3 and 4 of the French Program review, Planning staff will continue to support the Ad Hoc French Immersion Review Committee. This body of work is expected to include:

- Development of scenarios for different delivery models;
- Community consultation;
- Review of consultation results and draft recommendations; and
- Transition planning.

### 5. Other Areas of Focus

#### a) *Agreements*

Planning staff continue to create, negotiate and manage several agreements for facility partnership or accommodation, including:

- Joint Use;
- Development;
- Parking lots;
- Licenses; and
- Leases

#### b) *Enrolment projections and monitoring*

The COVID-19 pandemic impacted the 2019/20 and 2020/21 school years and substantially changed the delivery of public education in Ontario. These changes resulted in apparent anomalies in enrolment counts and student data. As enrolment projections primarily base forecasts on reflective analysis, Planning staff are closely monitoring both WRDSB enrolment trends and those of coterminous and neighbouring school boards.

## Background

On June 21, 2021, the Board approved the 2020-2030 Long-Term Accommodation Plan (LTAP). It identifies short-term (one to five years) and medium-term (six to ten years) accommodation recommendations. The LTAP recommendations highlight priority areas for classroom additions, boundary studies, partnership opportunities and pupil accommodation reviews. This report sets a work plan to address the immediate needs identified in the LTAP.

A boundary study is a public consultation process undertaken to change attendance areas, grades, and/or programs at a school or group of schools. Implementing boundary study recommendations may result in the need for construction and/or renovations. [Administrative Procedure 4991 - Boundary Studies](#) provides the guidelines and expectations for reviewing school attendance areas.

A pupil accommodation review (PAR) is also a public consultation process undertaken to review a school or program closure. This process is mandated by the Ministry and must occur before closing or consolidating a school. On April 27, 2018, the Ministry released a revised Pupil Accommodation Review Guideline (PARG). The WRDSB may not initiate any new PARs until the Ministry releases standardized templates to support the PARG. There has been no communication from the Ministry regarding a release date for the templates. Additionally, [Board Policy 4000 - Pupil Accommodation Review](#) must be revised to align with the PARG and approved. Board approval is sought before initiating a boundary study or PAR, and the Board makes the final decision on any changes proposed.

Attached to this report is a table summarizing boundary studies and PARs identified as short-term priorities in the 2020-2030 LTAP (see Appendix A).

The Planning Department reviews proposed and approved residential plans throughout each school year to evaluate available accommodation at nearby schools. Where space for students anticipated to be generated by new housing is deemed to be insufficient [Board Policy 4012 – School Attendance Areas](#) and [Administrative Procedure 4992 – Temporary Student Accommodation for Development Areas](#) provide guidelines and expectations for creating and assigning DAs temporarily to holding schools until alternative accommodation is available (a new school, addition or boundary change).

The WRDSB is a commenting authority on development applications. If concerns about the provision of student accommodation are not met through negotiations with the landowner or local municipality, appeals are made to the Ontario Land Tribunal (OLT). In that case, the Planning staff may represent the WRDSB's interests as expert witnesses.

Further, Planning staff are circulated on information about many other regional and municipal capital projects (e.g., road construction and widening, environmental assessments, traffic calming, etc.). Organizations will often hold public consultation meetings to share project information with the general public. Appendix B is shared for

information purposes. It provides a frame of reference for how Planning staff effectively contribute to these consultations outside of attending public meetings.

### **Financial implications**

No financial implications.

### **Communications**

Any recommendations or decision points related to the Planning Department's work will be brought to the Committee of the Whole.

The Planning Department regularly updates web pages on the [www.wrdsb.ca/planning](http://www.wrdsb.ca/planning) website.

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## Outstanding Boundary Studies and Pupil Accommodation Reviews (PARs)

REVIEW AREA	BOUNDARY STUDY/PAR	DESCRIPTION
<b>E08</b>	<b>Doon South II Boundary Study (Kitchener)</b> Doon PS Doon South DA Groh PS Pioneer Park PS	To establish a boundary for the new South Kitchener (670 Thomas Slee Dr) Public School. Doon South Development Area is currently assigned to Pioneer Park and Doon Public Schools.  Funding approved through 2019 Capital Priorities.
<b>E06</b>	<b>Southeast Cambridge (Joint Use Campus) Boundary Study</b> Central PS Chalmers Street PS Moffat Creek PS Stewart Avenue PS Southeast Cambridge DA	To establish a boundary for the new Southeast Cambridge (Joint Use Campus – Wesley Blvd) Public School.  Funding approved through 2016 Capital Priorities.
<b>E02</b>	<b>Hunt Club Boundary Study (Cambridge)</b> Hillcrest PS Hunt Club/River Mill DA Woodland Park PS Silverheights PS Preston PS William G. Davis PS	To establish a boundary for a new North Cambridge Public School identified as North Cambridge (Equestrian Way). Hunt Club/River Mill Development Area is currently assigned to Preston, Hillcrest, Woodland Park, and William G. Davis Public Schools.
<b>E20</b>	<b>Breslau Boundary Study (Woolwich Township)</b> Breslau PS Crestview PS Mackenzie King PS Stanley Park PS Riverland Area 2 DA Thomasfield DA	To establish a boundary for a new Breslau Public School identified as Breslau-Hopewell Creek (95 Loxleigh Lane). Thomasfield Development Area assigned to Mackenzie King, Stanley Park Public Schools. Riverland Area 2 DA assigned to Crestview and Stanley Park Public Schools.

REVIEW AREA	BOUNDARY STUDY/PAR	DESCRIPTION
<b>E23/ E24/ E25</b>	<b>Central Waterloo/Lakeshore Boundary Study/PAR</b>  Cedarbrae PS N.A. MacEachern PS Northlake Woods PS Winston Churchill PS	Small school organizations, excess capacity and facility issues.  On hold pending PAR policy changes.
<b>E13</b>	<b>Kitchener Central Boundary Study</b>  A.R. Kaufman PS Empire P.S. Wetmount P.S. Westvale P.S.	Investigate and consider potential accommodation solutions to better balance enrolment across the schools within the Review Area.
<b>E17</b>	<b>Wilmot Township</b>  Baden PS Forest Glen PS Grandview PS (NH) New Dundee PS Sir Adam Beck PS	Investigate and consider potential accommodation solutions to better balance enrolment across the schools within the Review Area.



## Staff Attendance at Municipal Public Consultation Meetings

From time to time, the WRDSB is invited to attend public consultation centres (PCCs) regarding municipal projects (e.g., road construction and widenings, environmental assessments, traffic calming, zone changes, subdivisions, etc.). Staff do not typically attend these public meetings. This is common practice with boundary studies and pupil accommodation reviews where municipal staff do not attend our public meetings.

The following list highlights how Planning staff effectively provide feedback outside of public meetings and the rationale behind not attending public meetings.

- The WRDSB has commenting authority on many of these projects and, therefore, can provide input at several stages of the consultation process.
- Generally, the information presented at the PCCs has already been circulated to the WRDSB for comment.
- Attending PCCs and being identified as WRDSB staff may “take over” the meeting.
- If the discussion is political, front-line staff should not be taking on this argument in a public venue. Staff can brief Trustees on the staff-level conversations if they wish to attend and politicize the issue.
- Occasionally staff have not yet formulated an opinion or have information that it would not yet be prepared to share publicly.
- Staff prefer to be involved at the technical committee level. Ideas may be exchanged amongst similar agencies, and confidential issues may be more discreetly discussed.
- Staff do not want the WRDSB perceived as representing public opinion.
- Staff should be deemed apolitical and objective, often supplying facts used for the development of options at the PCC.

The following may be reasons Planning would attend a PCC:

- The organization has asked us to provide information on behalf of the WRDSB that would be valuable to the general public attending the PCC.
- To more fully understand public opinion and technical details surrounding an application or proposal that have not been clarified by any other means.