

SEPTEMBER 19, 2022

**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, September 19, 2022, at 7:00 p.m.**

AGENDA

Call to Order

O Canada

Approval of Agenda

Declarations of Pecuniary Interest

Celebrating Board Activities/Announcements

Delegations

Staff Follow Up

Policy and Governance

Reports

01 Major Capital Projects Quarterly Update
04 Bank Borrowing Resolution
08 Secondary Class Size

M. Gerard
M. Gerard
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



Report to Committee of the Whole

September 19, 2022

Subject: Major Capital Projects Quarterly Update Report

Recommendation

This report is for the 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 through their stages with the following comments.

In general, we are seeing construction cost escalations in the estimates of projects that are in the design phase with our architects. These cost estimates are exceeding benchmark funding provided by the Ministry. For each project, once we reach 80% design documents on these projects we will finalize third-party Cost Consultant Reports for each and submit an approval to proceed to the Ministry of Education.

These estimated escalations are due to global commodity price escalations in fuel and construction materials that are used to build our schools.

Oak Creek Public School

The Oak Creek Public School in Kitchener is now complete and students started class on September 6, 2022. The project has a slight budget deficit of 4.4 percent which we have now requested approval from the Ministry to allow us to cover this amount with our unencumbered Capital and Child Care Capital Priority savings, from previous builds, totalling \$721,097.

Southeast Cambridge

The new school in Southeast Cambridge will be a joint-use campus with the Waterloo Catholic District School Board and has had some positive movement since the June 13, 2022 report. We are now preparing to submit a site plan for approval, and execute the final purchase of the site in the coming months.

Lackner Woods Public School and Saginaw Public School

For the Lackner Woods Public School childcare addition, masonry quality issues have been resolved and now on track to open the childcare November 2022.

For the Saginaw Public School childcare addition, we have experienced some schedule delays due to labour and material shortages but are now confident the childcare will open November 2022.

The childcare at Lackner Woods Public School and Saginaw Public School are fully operating out of double portables and will continue to do so until the new childcare additions are ready to use. We will work closely with the operators so there are no service interruptions to families due to the November openings of the additions.

This information is now updated in Appendix A.

Background

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

Financial implications

The projects are listed in 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.

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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

Major Capital Projects
Quarterly Update Report
6-Sep-2022

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. Breslau-Hopewell Crossing (new)	Pre-Design		New School	16-Sep-19	23-Nov-21	Yes	No	TBD	No	No	No	\$16,552,917	TBA
P.S. in South Kitchener (new)	Design		New School	16-Sep-19	31-Mar-20	Yes	No	Walter Fedy Partnership	No	No	No	\$14,425,653	TBA
P.S. in South East Cambridge (new)	Design		New School	9-May-16	21-Nov-16	No	No	JP Thomson Architects	No	No	No	\$13,503,269	TBA
Oak Creek P.S. in Kitchener (new)	Complete		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)	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	November 2022
Saginaw P.S. (childcare addition)	In Construction		Addition	NA	11-Feb-21	NA	No	Martin Simmons	Yes	Yes	Yes	\$3,903,649	November 2022

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

September 19, 2022

Subject: Bank Borrowing Resolution

Recommendation

That the Waterloo Region District School Board adopt the Resolution, as outlined in Appendix A of the Bank Borrowing Resolution report to Trustees, authorizing the borrowing of money to meet current expenditures of the Waterloo Region District School Board for fiscal year 2023.

Status

The growth in the overall budget over the last number of years, combined with the extensive capital and maintenance program being undertaken by the WRDSB, has increased the short-term cash flow needs of the board. As such, staff are recommending that the borrowing limit be increased to \$65M to ensure we maintain sufficient liquidity to meet our short term needs; this request is supported by the cash flow summary provided in Appendix B.

Background

In the normal course of business, the Waterloo Region District School Board (WRDSB) borrows money to meet its operating expenditures. This is necessary because of timing differences between our collection of revenues from municipalities and the province, and our payment schedules for the expenditures of the WRDSB.

The Education Act (subsection 243) allows borrowing up to the uncollected amount of revenues of the Board. The borrowing limit for the 2021-22 school year was set at \$50M; this amount has remained consistent since 2012.

Financial implications

The annual budget includes an amount to provide for the anticipated interest costs incurred as a result of short term borrowing; for the 2022-23 school year, that amount has been budgeted at \$36,269.

Communications

A certified copy of the Board Resolution will be forwarded to CIBC.

Prepared by: Matthew Gerard, Coordinating Superintendent, Business Services & Treasurer of the Board
 Nick Landry, Controller, Financial Services
 Sharon Uttley, Manager of Accounting Services
 in consultation with Coordinating Council

Resolution

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE WATERLOO REGION DISTRICT SCHOOL BOARD (the “Board”)

- A.** In accordance with subsection 243(1) of the Education Quality Improvement Act (the “Act”), the Board considers it necessary to borrow the amount of up to \$65,000,000.00 to meet, until current revenue has been received, the current expenditures of the Board for their fiscal year 2023.
- B.** Pursuant to subsection 243(3) of the Act, the total amount borrowed pursuant to this resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the fiscal year.
- C.** The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D.** The amount borrowed for current expenditures is within the Board’s Debt to Financial Obligation Limit as established by the Ministry of Education.

BE IT RESOLVED THAT:

1. The Chairperson or Vice-Chairperson and the Treasurer are authorized on behalf of the Board to borrow from time to time from Canadian Imperial Bank of Commerce (“CIBC”) a sum or sums not exceeding in the aggregate of \$65,000,000.00 to meet, until current revenue is collected, the current expenditures of the Board for the year (including the amounts required for the purposes mentioned in subsection 243 (1) and 243 (2) of the Act) plus interest at a rate to be agreed upon from time to time with CIBC.
2. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the monies collected or received in respect of the current revenues of the Board.

3. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year, less any current revenue already collected.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in full force and effect.

Dated this 19th day of September, 2022.

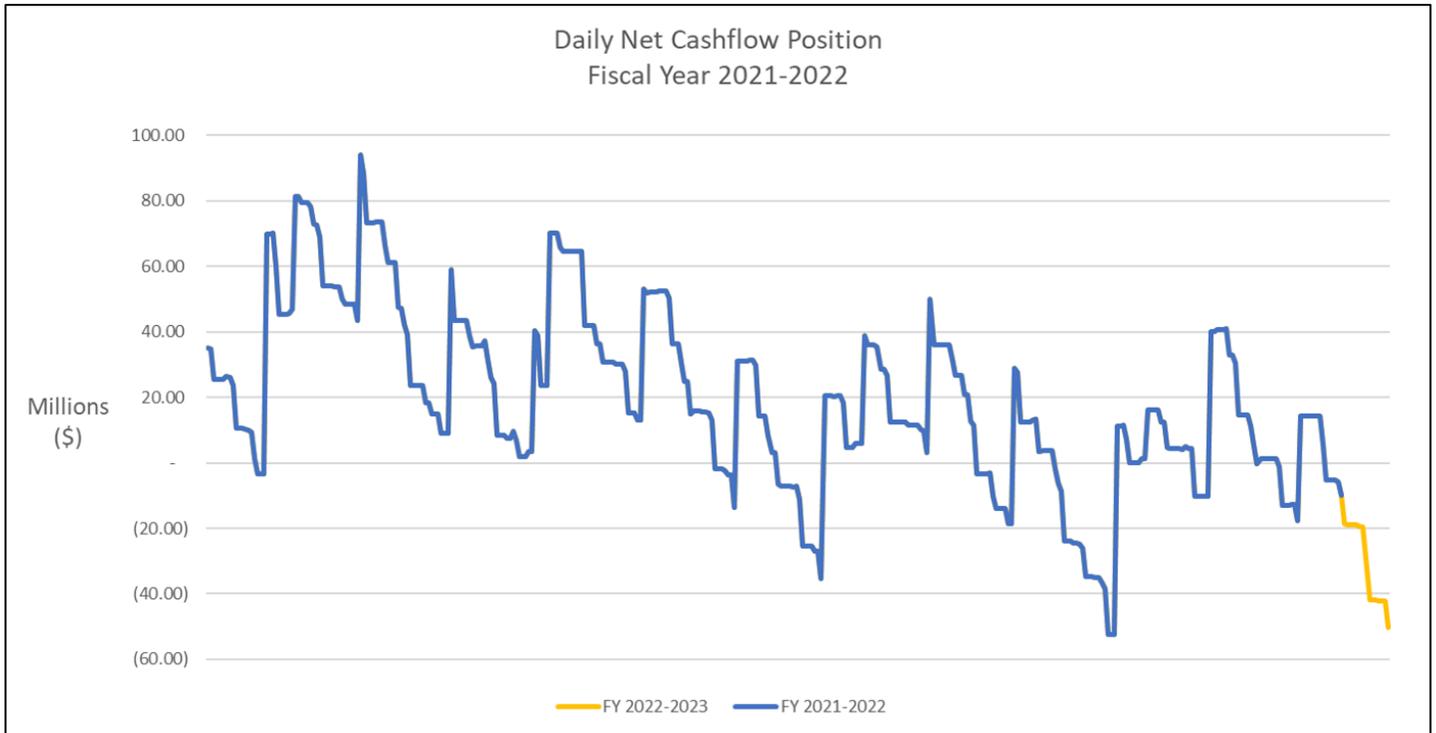
Waterloo Region District School Board

Per: _____
Chairperson or Vice-Chairperson

Treasurer

Daily Net Cash Flow Summary

September 1, 2021 to September 15, 2022





Report to Board of Trustees

September 19, 2022

Subject: Secondary Average Class Size

Recommendation

That the Waterloo Region District School Board approve a secondary school average class size of 22.00, effective September 1, 2022.

Status

This report provides information on the secondary average class size for the year 2021-2022 and seeks approval from the board to set the average class size for 2022-2023, as required under the Education Act, 170.1 (3) (4).

Background

Ontario Regulation 132/12 entitled "Class Size", is part of Ontario's commitment to limit the Board-wide maximum aggregate average class size to 23 in secondary schools. Furthermore, the Regulation provides consistent, province-wide method to be used by school boards in determining the aggregate average class size for secondary schools

Each Board must determine the average size of all classes as of October 31st and March 31st for each of its secondary schools. The Director of each Board is required to prepare and file the required report on average class size to the Minister of Education. In addition, as per the requirement of the Regulation, the information contained in this report must be available at the head office of the Board and distributed to the office of each school of the Board and to the Chair of the school council for each school of the Board.

Financial implications

A secondary school average class size of 22 for the 2022/23 school year complies with the Grants for Student Needs, as contained in Ontario Regulation 396/22: Grants for Student Needs – Legislative Grants for the 2022-2023 School Board Fiscal Year.

Communications

This report will be filed with the Ministry of Education as required through the appropriate electronic reporting procedures.

Prepared by: Graham Shantz, Coordinating Superintendent, Human Resources & Equity Services, in consultation with Coordinating Council.

Average Class Size

Secondary: School Report

Reporting Date: June 23, 2022

(Actual enrolments as of 2021 OCT 31 and 2022 MAR 31)

Pupil Credits

137355.5

Classroom Credits

6235.6

Average Class Size

22.0

Pupils Credits (Exceptional)

2725.0

Classroom Credits (Exceptional)

School Identification Number	School Name	Pupils Credits (Actual)					Classroom Credits (Actual)					Average Class Size	Classes For Exceptional Students (Semester 1 and Semester 2)	
		Full Year Classes Oct-31	Full Year Classes Mar-31	Semester 1 Classes Oct-31	Semester 2 Classes Mar-31	Total	Full Year Classes Oct-31	Full Year Classes Mar-31	Semester 1 Classes Oct-31	Semester 2 Classes Mar-31	Total		Pupil Credits (or credit equivalents)	Classroom Credits (or credit equivalents)
895458	Bluevale CI			4031.0	3967.5	7998.5			157.5	168.91	326.41	24.5	292.0	
898090	Cameron Heights CI	306.0	292.0	5831.0	5619.5	11749.5	15.0	15.08	240.0	243.5	498.54	23.57	174.0	
907499	Eastwood CI			4175.0	4055.5	8230.5			212.5	240.75	453.25	18.16	45.0	
908142	Elmira DSS	169.0	166.0	3875.0	3905.0	7947.5	9.94	10.0	189.0	196.5	395.47	20.1	80.0	
910350	Forest Heights CI			4724.0	4497.0	9221.0			224.0	223.75	447.75	20.59	192.0	
911399	Galt C & VI			3325.0	3179.0	6504.0			152.0	157.26	309.26	21.03	107.0	
913340	Glenview Park SS			3185.0	3129.5	6314.5			151.5	159.0	310.5	20.34	156.0	
914070	Grand River CI			4687.0	4498.0	9185.0			194.0	192.0	386.0	23.8	178.0	
917931	Huron Heights Secondary School			5075.0	4940.0	10015.0			214.0	214.0	428.0	23.4	188.0	
918555	Jacob Hespeler SS			3526.5	3406.0	6932.5			158.5	182.9	341.4	20.31	219.0	
920495	Kitchener Waterloo C & VS			5592.0	5366.0	10958.0			246.21	250.83	497.04	22.05	167.0	
936480	Preston HS			3708.0	3540.0	7248.0			153.14	157.14	310.28	23.36	187.0	
942006	Sir John A. Macdonald Secondary School			6092.5	5973.0	12065.5			247.0	256.67	503.67	23.96	258.0	
943894	Southwood SS			2229.5	2232.0	4461.5			95.0	102.82	197.82	22.55	76.0	
950912	Waterloo CI			4670.0	4566.0	9236.0			209.0	207.42	416.42	22.18	231.0	
951048	Waterloo-Oxford DSS			4758.0	4530.5	9288.5			205.0	208.76	413.76	22.45	175.0	