



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Director of Education: Kathy Soule

NOTICE OF MEETING

This notice is to confirm that the next meeting of the
Student Enrolment/School Capacity Committee (SE/SCC)
will be held on:

Monday, June 13, 2011
at 3:00 p.m.
in the Board Room, Education Centre
156 Ann Street, Belleville

The agenda and supporting documents for this meeting are attached to this notice.

Thelma Goodfellow
Chair of the SE/SCC

Kathy Soule
Director of Education and
Secretary of the Board

Trustees: M. Brant, S. Clements, J. Cobb, T. Goodfellow, M. Hall, D. Inch, L. Kyle,
D. Patterson, J. Williams



**Hastings and Prince Edward
District School Board**

**Student Enrolment/School Capacity Committee
PUBLIC AGENDA**

**June 13, 2011
3:00 p.m.
Board Room, Education Centre**

Section	Item	Report No.	Resp.
A	Call to Order		
	Approval of agenda Approval of minutes – June 8, 2010 Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
	Community Partnerships: use of schools and facilities	C-1 (verbal)	K. Soule/S. Smith
	Program Review: French Immersion	C-2	T. FitzGibbon
	Enrolment projections and utilization of board facilities	C-3	D. Rutherford
	Capital priority business cases update	C-4	D. Rutherford
	Accommodation Review: process and timelines	C-5	D. Rutherford
	Disposal of surplus property	C-6	D. Rutherford
	Correspondence		
	None		
	Adjournment		



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
STUDENT ENROLMENT/SCHOOL CAPACITY COMMITTEE
PUBLIC MEETING MINUTES
June 8, 2010**

Present: M. Brant, S. Clements, C. Cotton, T. Goodfellow, M. Hall, D. Inch, H. Marissen, C. Pitman, M. Walker, J. Williams

Resource: C. DeMille, T. FitzGibbon, R. McGall, C. Portt, D. Rutherford, M. Savery-Whiteway, K. Soule, D. Tregenza

Minutes: S. Smith

Call to order

Chair Goodfellow called the meeting to order at 4:35 p.m.

Approval of agenda

Moved: M. Walker
Seconded: C. Pitman

That the agenda be approved.

Carried

Approval of minutes

Moved: H. Marissen
Seconded: M. Brant

That the minutes of May 18, 2010 be approved.

Carried

Business arising from the minutes

None.

Recommendations

Chair Goodfellow referred to Report B-1 Athol South Marysburgh Accommodation Review (ARC) and reviewed the purpose of the meeting, to approve the accommodation recommendations for Athol Central Public School and South Marysburgh Central School. Chair Goodfellow noted that the report from the Athol-South Marysburgh ARC and the report from Senior Administration were presented in detail at the Student Enrolment/School Capacity Committee meeting held on April 20, 2010.

A friendly amendment was made to include the date for closure of South Marysburgh Central School and accommodation of students at Athol Central Public School in the recommendation.

Moved: D. Inch
Seconded: H. Marissen

That the Student Enrolment/School Capacity Committee recommend that Hastings and Prince Edward District School Board approve the recommendations, as contained in the Student Enrolment/School Capacity Committee Report No. B-1 dated June 8, 2010, that:

- 1. South Marysburgh Central School be closed and declared surplus to the needs of the board effective June 2011; and that**
- 2. Students of South Marysburgh Central School be accommodated at Athol Central Public School effective September 2011.**

Carried

An opportunity was provided for questions and comments from trustees.

Controller Don Tregenza provided a brief overview of the costs associated with the proposed expenditures:

- program enhancements include the new JK/SK Early Learning Centre;
- accommodation enhancements include washroom upgrades;
- site enhancements include the addition at the back of school, additional washrooms, enlargement of the asphalt area taken over by the addition, a door at the front of the building to the Early Learning Centre and other small internal renovations.

It was clarified that, as requested by the Accommodation Review Committee and the community, the Integration Committee will consider a name for the newly renovated school that recognizes both the Athol Central and South Marysburgh school community.

Correspondence

None.

Adjournment

The meeting was adjourned at 4:45pm



Decision _____ **Information** X

To: The Chair and Members of the Student Enrolment/School Capacity Committee

From: Trish FitzGibbon, Superintendent of Education - Curriculum Services

Re: Program Review: French Immersion

Purpose

To inform trustees of a French Immersion program review to determine the viability of program expansion and subsequent recommendations for implementation.

Background

Hastings and Prince Edward District School Board established a French Immersion program in the 1980's to meet the needs of students looking for a more in-depth language experience than offered through regular Core French programming. The objective of the French Immersion program is three-fold: to provide students with the skills they need to communicate in a second language; to enhance the student's ability to perform effectively and meet with success in a rapidly changing global economy; and to develop an understanding and appreciation of French culture. French Immersion programs are designed as a French As A Second Language program, in which French is not only taught as a subject but is the language of instruction in other subjects. Program Policy guiding the delivery of French Immersion programs states that French must be the language of instruction for a minimum of 50% of the total instructional time in each year and every grade level. Immersion programs must include the study of at least two other subjects along with the study of French as a second language. French Immersion programs must meet the Ministry requirements of a minimum of 3800 hours of instructional time in French by the end of Grade 8. Since inception, the board has offered a Middle Immersion program beginning at Grade 4, which has remained relatively unchanged. Bayside Public School and Harry J. Clarke Public School offer immersion classes in Grades 4-8 and Bayside Secondary School offers classes in Grades 9-12.

Currently, there are 653 elementary and secondary students enrolled in French Immersion. Referencing enrolment data for the last 5 years, Grade 4 enrolment has increased from 57 students in 2005 to 108 students in 2010 choosing to enter the immersion program. Students participating in immersion programming in Grades 4-8 increased from 311 in 2005 to 482 in 2010. Student enrolment in secondary immersion programming has decreased from 239 in 2005 to 171 in 2010. A number of students leaving Grade 8 French Immersion proceed to secondary French Immersion, however some students will return to the English program track, including participation in other specialized programs (e.g. Foundations and International Baccalaureate programs).

Provincially, 46 school boards offer French Immersion. Of these board, 45 offer early French Immersion with Junior Kindergarten to Grade 1 entry points. Hastings and Prince Edward District School Board is the remaining board offering only Middle French Immersion programming.



Current situation

In recognition of a number of factors:

1. sustained interest and increasing enrolment numbers of students entering the board's Middle French Immersion program;
2. the continued interest of students to pursue French Immersion from Grade 8 to secondary school; and
3. the board's Pupil Accommodation Business Case submission to the Ministry addressing capital expenditure needs for the 2011/12 to 2015/16 period, including the Board's long term view of their capital asset inventory and community learning needs (i.e. 7-12 schools),

a French Immersion review is timely to determine the viability of program expansion and subsequent recommendations for implementation in relation to capital assets, community schooling and learning needs.

Next Steps

Conduct a French Immersion review from September 2011 to November 2011 and provide recommendations to the Board in December 2011 to support future planning considerations regarding French Immersion expansion, capital assets, community schools and learning needs.

Respectfully submitted,

Trish FitzGibbon
Superintendent of Education – Curriculum Services



Decision _____ **Information** **X**

To: The Chair and Members of the Student Enrolment/School Capacity Committee

From: Kathy Soule, Director of Education and Secretary to the Board
Dave Rutherford, Superintendent of Business Services

Re: Enrolment projections and utilization for board facilities

Purpose

To provide an update on long term enrolment projections and school utilization factors.

Background

As part of the development of capital priority business cases as requested by the Ministry of Education, Watson and Associates Ltd. was engaged to update the long term enrolment projections of the board which were initially developed in 2007. The enrolment projections are based on historical trends in school retention rates, demographic analysis and growth projections as a result of consultation with municipality planning offices, Statistics Canada and board officials.

Current situation

Enrolment projections as compared to school capacity are detailed in Appendix 1 (elementary) and Appendix 2 (secondary). Utilization refers to the per cent of a school's capacity that the projected enrolment represents. The elementary enrolment projections for 2016-2017 and 2024-2025 reflect the full implementation of Full Day Kindergarten across all elementary schools.

Appendices

- Appendix 1- Elementary School Analysis
- Appendix 2- Secondary School Analysis

Respectfully submitted,

Kathy Soule
Director of Education and Secretary to the Board

Dave Rutherford
Superintendent of Business Services



ELEMENTARY SCHOOL ANALYSIS

SG	SCHOOL	2011/12 Capacity	2011-2012 FTE		2016-2017 ADE *		2024-2025 ADE *	
			Projection	Utilization	Projection	Utilization	Enrolment	Utilization
BAYSIDE	Bayside Public School (1)	400	497	124%	377	94%	366	92%
	Frankford Public School	409	320	78%	348	85%	370	90%
	Stirling Junior Public School	217	271	125%	221	102%	239	110%
	Stirling Primary School	161	123	76%	184	114%	188	117%
	Stirling Senior Public School	196	202	103%	177	90%	159	81%
	SG TOTALS	1,383	1,412	102%	1,307	95%	1,322	96%
CENTENNIAL	Foxboro Public School	279	303	108%	275	99%	281	101%
	Prince Charles School-Belleville	371	298	80%	345	93%	360	97%
	Sir John A. Macdonald School	303	210	69%	280	92%	290	96%
	Sir Mackenzie Bowell Public School	115						
	Susanna Moodie Elementary School	337	202	60%	217	64%	236	70%
	SG TOTALS	1,405	1,012	72%	1,117	80%	1,167	83%
CENTRE HASTINGS	Earl Prentice Public School	199	133	67%	156	78%	163	82%
	Madoc Public School	371	355	96%	317	85%	311	84%
	Madoc Township Public School	161	111	69%	102	63%	107	66%
	Marmorra Senior Public School	170	167	98%	167	98%	172	101%
	S.H. Connor School	155	151	97%	156	101%	164	106%
	Tweed-Hungerford Senior Public School	274	217	79%	172	63%	157	57%
	SG TOTALS	1,330	1,133	85%	1,070	80%	1,074	81%
MOIRA	Deseronto Public School	239	150	63%	140	59%	141	59%
	Harry J. Clarke Public School (2)	529	561	106%	450	85%	447	84%
	Sir Winston Churchill Site	251	110	44%	141	56%	149	59%
	Queen Elizabeth School-Belleville	259	210	81%	214	83%	210	81%
	Queen Victoria School	423	263	62%	231	55%	236	56%
	SG TOTALS	1,701	1,293	76%	1,176	69%	1,183	70%
NORTH HASTINGS	Bancroft Public School	305						
	Bird's Creek Public School	181	147	81%	166	92%	180	99%
	Coe Hill School	115	58	50%	60	52%	65	57%
	Hermon Public School	136	59	43%	63	46%	67	49%
	Maynooth Public School	135	80	59%	76	56%	81	60%
	York River Public School	394	357	90%	340	86%	323	82%
	SG TOTALS	1,266	701	55%	705	56%	716	57%



ELEMENTARY SCHOOL ANALYSIS

SG	SCHOOL	2011/12 Capacity	2011-2012 FTE		2016-2017 ADE *		2024-2025 ADE *	
			Projection	Utilization	Projection	Utilization	Enrolment	Utilization
PRINCE EDWARD	Athol-South Marysburgh Public School	179	140	78%	133	74%	133	74%
	South Marysburgh Central School	115						
	C.M.L. Snider School	377	231	61%	268	71%	286	76%
	Kente Public School	331	237	71%	206	62%	204	62%
	Massassaga-Rednersville Public School	204	112	55%	112	55%	120	59%
	Pinecrest Memorial Elementary School	544	249	46%	239	44%	235	43%
	Queen Elizabeth School-Picton	486	229	47%	269	55%	296	61%
	Sophiasburgh Central School	305	173	57%	178	58%	173	57%
	SG TOTALS	2,541	1,370	54%	1,405	55%	1,447	57%
QUINTE	Harmony Public School	325	390	120%	559	172%	615	189%
	Hillcrest School	162	94	58%	116	72%	131	81%
	Park Dale School	351	326	93%	370	105%	390	111%
	Prince of Wales Public School	360	288	80%	267	74%	275	76%
	Tyendinaga Public School	285	303	106%	340	119%	360	126%
	SG TOTALS	1,483	1,401	94%	1,652	111%	1,771	119%
TRENTON	Breadner Elementary School	397	130	33%	113	28%	114	29%
	College Street Public School	343	201	59%	163	48%	161	47%
	North Trenton Public School	135	47	34%	60	44%	65	48%
	Prince Charles Public School-Trenton	282	367	130%	335	119%	342	121%
	Queen Elizabeth Public School-Trenton	337	249	74%	200	59%	190	56%
	V.P. Carswell Elementary School	158	136	86%	147	93%	149	94%
	SG TOTALS	1,652	1,129	68%	1,018	62%	1,021	62%
SUMMARY	Bayside School Group	1,383	1,412	102%	1,307	95%	1,322	96%
	Centennial School Group	1,405	1,012	72%	1,117	80%	1,167	83%
	Centre Hastings School Group	1,330	1,133	85%	1,070	80%	1,074	81%
	Moira School Group	1,701	1,293	76%	1,176	69%	1,183	70%
	North Hastings School Group	1,266	701	55%	705	56%	716	57%
	Prince Edward School Group	2,541	1,370	54%	1,405	55%	1,447	57%
	Quinte School Group	1,483	1,401	94%	1,652	111%	1,771	119%
	Trenton School Group	1,652	1,129	68%	1,018	62%	1,021	62%
	SG TOTALS	12,761	9,449	74%	9,450	74%	9,701	76%

(1) 156 Grade 7 and 8 students are housed in Bayside Secondary School but enrolment included here..

(2) 105 Grade 7 and 8 students are housed in Moira Secondary School but enrolment included here..

* Includes FDK as 1.0



SECONDARY SCHOOL ANALYSIS

SCHOOL	2011/12 Capacity	2011-2012 FTE		2016-2017 ADE		2024-2025 ADE	
		Projection	Utilization	Projection	Utilization	Projection	Utilization
Bayside Secondary School (1)	828	798	96%	663	80%	537	65%
Centennial Secondary School	975	959	98%	793	81%	756	78%
Centre Hastings Secondary School	1,026	748	73%	738	72%	558	54%
Moira Secondary School (2)	933	700	75%	600	64%	512	55%
North Hastings High School	903	567	63%	538	60%	446	49%
Prince Edward Collegiate Institute	1,239	684	55%	512	41%	425	34%
Quinte Secondary School	1,113	647	58%	555	50%	754	68%
Trenton High School	1,047	740	71%	806	77%	793	76%
COUNTY TOTALS	8,064	5,843	72%	5,205	65%	4,781	59%

(1) 156 Grade 7 and 8 students are housed in Bayside Secondary School but not included in enrolment total..

(2) 105 Grade 7 and 8 students are housed in Moira Secondary School but not included in enrolment total.



Decision _____ **Information** X

To: The Chair and Members of the Student Enrolment/School Capacity Committee

From: Kathy Soule, Director of Education and Secretary to the Board
Dave Rutherford, Superintendent of Business Services

Re: **Capital priority business cases update**

Purpose

To provide an update on the Ministry of Education's request for updated capital priorities.

Background

The Ministry of Education requested that school boards submit capital priority business cases for funding consideration. Boards were asked to focus on projects that meet one or more of the following needs:

- Accommodation pressure - these include projects where enrolment is projected to persistently exceed capacity at a school or community level.
- Facility condition - these include projects that previously were identified as prohibitive to repair. Projects in this category involve the replacement or major retrofit of schools that have high renewal needs relative to the cost of an appropriately sized new facility.
- School consolidations - these include projects that enable a board to reduce their excess capacity to better focus their resources. This category includes projects resulting from accommodation review recommendations.

At its meeting of January 24, 2011 the Board approved the submission of the following business cases:

1. Stirling Schools - This project would involve the consolidation of Stirling Junior Public School, Stirling Primary School and Stirling Senior School into a new (JK-8) facility for the 2012/2013 school year. The proposed accommodation solution would include the construction of a replacement JK-8 elementary school of 525 pupil places on the existing Stirling Senior School site, including 6 purpose-built JK/SK classrooms. Estimated cost is \$8.9 Million.
2. Marmora Schools - This project would involve the consolidation of Earl Prentice Public School and Marmora Senior Public School into a new (JK-8) facility for the 2013/2014 school year. The proposed accommodation solution would include the construction of a replacement JK-8 elementary school of 335 pupil places on the existing Marmora Senior Public School site including 3 purpose-built JK/SK classrooms. Estimated cost is \$5.8 Million.



3. Tweed Schools - This project would involve the consolidation of Tweed-Hungerford Senior School and S.H. Connor School into a new JK-8 facility for the 2013/2014 school year. The proposed accommodation solution would include the construction of a replacement JK-8 elementary school of 350 pupil places on the existing Tweed-Hungerford Senior School site, including 3 purpose-built JK/SK classrooms. Estimated cost is \$6.2 Million.
4. Prince Charles Public School (Trenton) - This project would involve the proposed closure of North Trenton Public School and the relocation of those students to Prince Charles Public School for the 2014/2015 school year. The proposed accommodation solution would also include the demolition of the 1960s section of Prince Charles Public School to be replaced with a 7 classroom addition plus 3 additional purpose-built JK/SK classrooms and a 1000 sq ft community hub. The revised school capacity is determined to be 282 pupil places less 184 pupil places (i.e. the 1960s section of the building plus 60 pupil places for full-day kindergarten and 161 pupil places for 7 regular classrooms) for a total capacity of 319 pupil places. The proposed program and facility revitalization strategy for the Trenton area would see the transition of the existing Trenton High School program structure from Grade 9-12 to a Grade 7-12 program structure in the 2014/2015 school year for the Prince Charles Public School and North Trenton Public School communities. Estimated cost is \$4.7 Million.
5. Queen Elizabeth Public School (Trenton) - This project would involve the proposed closure of College Street Public School and the relocation of those students to Queen Elizabeth Public School for the 2014/2015 school year. The proposed accommodation solution would also include the construction of a 1 classroom addition at Queen Elizabeth Public School, a 1000 sq ft community hub and 3 purpose-built classrooms for JK/SK to serve the Queen Elizabeth Public School and College Street Public School communities east of the Trent River. The revised capacity for Queen Elizabeth Public School would be 337 pupil places plus 1 regular classroom and 3 full-time kindergarten classrooms, or 420 pupil places. While a 420 pupil place elementary school is larger than required to serve enrolment needs, there is potential for additional consolidation of surplus classroom spaces east of the Trent River. Estimated cost is \$1 Million.
6. Bayside Public School - This project would involve the closure of Bayside Public School (JK-8) and the construction of a replacement (JK-6) facility for the 2012/2013 school year. This would result in a 350 pupil place JK-6 grade structure at the replacement Bayside Public School and a 7-12 grade structure at Bayside Secondary School. Estimated cost is \$7 million.
7. Madoc Public School - This project would involve the closure of Madoc Township Public School and the relocation of those students to Madoc Public School for the 2014/2015 school year. As part of this proposal, all Grade 7-8 students from Madoc Public School will be directed to Centre Hastings Secondary School. This would result in a JK-6 grade structure at Madoc Public School and a 7-12 grade structure at Centre Hastings Secondary School. The proposed accommodation solution would include the conversion of 3 existing classrooms at Madoc Public School to accommodate Early Learning. Estimated cost is \$1.3 Million.



8. Queen Elizabeth School (Picton)- This project would involve the consolidation of Queen Elizabeth School (Picton) and Sophiasburgh Central School, the relocation of the Grade 7-8 students to Prince Edward Collegiate and the construction of a Queen Elizabeth (JK-6) replacement facility. The proposed accommodation solution would include the construction of a 375 pupil place JK-6 replacement Queen Elizabeth School to accommodate the Sophiasburgh Central School and Queen Elizabeth School student population. The Board would propose to construct a two-storey building in order to deal with the existing topography issues. Estimated cost is \$6.9 Million

Current situation

The Ministry will allocate up to \$600 Million in funding for major capital projects to be undertaken in the next three years. Approval announcements are expected to begin in June 2011.

Respectfully submitted,

Kathy Soule
Director of Education and Secretary to the Board

Dave Rutherford
Superintendent of Business Services



Decision _____ **Information** **X**

To: The Chair and Members of the Student Enrolment/School Capacity Committee

From: **Kathy Soule, Director of Education and Secretary to the Board**
Dave Rutherford, Superintendent of Business Services

Re: **Accommodation Review: process and timelines**

Purpose

To provide an update on the process and timelines associated with the accommodation review process.

Background

The Board will consider the need to consolidate, close or relocate a school due to changes in curriculum, program demands, student enrolment, community demographics and other factors. Policy 15: Student Enrolment/School Capacity describes the process for board consideration of school closure and/or consolidation and accommodation reviews.

Current situation

The Board is not obligated to conduct an accommodation review under the following circumstances:

- Replacement of a school on the same site or within the school attendance boundary.
- Lease termination.
- Program relocation where the enrolment in the grade or grades, or program constitutes less than 50% of the enrolment of the school.
- Temporary relocation of students to perform major renovations in a building.

An accommodation review may be considered if one or more of the following conditions apply:

- The school or group of schools is unable to provide a suitable and equitable range of learning opportunities for students.
- The school or group of schools has experienced or will experience an adverse impact on learning opportunities for students due to declining enrolment.
- Reorganization involving the school or group of schools could enhance program and learning opportunities for students.
- Teaching/learning spaces are not suitable to provide the programs needed to serve the community and retrofitting may be cost prohibitive.
- Under normal staffing allocation practices, it would be necessary to assign multiple (more than two) grades to one class in one or more of the schools.
- One or more of the schools is experiencing higher building maintenance expenses than the average for the system and/or is in need of major capital improvements.
- In respect of one or more of the schools there are safety and/or environmental concerns attached to the building, the school site or its locality.
- It has been no less than five years since the inception of a study of the school by an Accommodation Review Committee, except where extenuating circumstances warrant, such as an unexpected economic or demographic shift, or a change in a school's physical condition.

Senior administration may present a preliminary report to the Student Enrolment/School Capacity (SE/SCC) for consideration if one or more of these conditions apply. The SE/SCC may recommend that the Board direct the formation of an Accommodation Review Committee.



If the Board supports the committee's recommendation, an Accommodation Review Committee (ARC) will be formed in accordance with Policy No. 15: Student Enrolment/School Capacity.

Accommodation review timelines

The accommodation review process will take a minimum of 150 days to complete, from the first public ARC meeting to the public Board meeting to determine accommodation recommendations. This timeline is based on seven days per week including statutory holidays and excluding school holidays (Christmas break, March break and the summer vacation period).

Listed below are the timelines as described in Policy 15 and some scenario timelines based on the Board meeting dates for 2011-12.

Action		Timelines		
		Scenario Dates		
SE/CC public meeting to receive presentation of preliminary report from senior administration	Discretion			
SE/SCC recommendation to Board; Board decision to establish an ARC	Regular Board Meeting	Sept. 26, 2011	Oct. 24, 2011	May 28 or June 18, 2012
First ARC public meeting	As scheduled, no sooner than 30 days after Board decision.	first week of November 2011	end of November 2011	October 2012
Second ARC public meeting	As scheduled.	December 2011	January 2012	November/December 2012
Third ARC public meeting	As scheduled.	January 2012	February 2012	December/January 2013
Fourth ARC public meeting and presentation of ARC report to director/senior administration	No earlier than 90 days/no later than 110 days following ARC's first public meeting.	No sooner than February 20, and no later March 9, 2012	No sooner than March 19, no later than April 10, 2012	January/early February 2013
SE/SCC public meeting to receive the report and recommendations from Administration and the ARC	Not less than 30 days after presentation of the ARC report/fourth meeting	week of April 16, 2012	end of April or May 2012	no later than early March 2013
SE/SCC meeting for public input	As scheduled, no sooner than 30 days after the SE/SCC meeting to receive the report/recommendations from the ARC and senior admin.	week of May 14, 2012	end of May or June, 2012	mid April
Administration's follow-up report on accommodation	Following the SE/SCC meeting for public input, prior to the SE/SCC follow-up meeting and, no sooner than 15 days prior to the Board meeting to determine accommodation recommendations.			
SE/SCC public meeting regarding accommodation recommendations to Board	As scheduled, following the release of Administration's follow-up report and prior to the public Board meeting to determine accommodation recommendations.			
Public Board meeting to determine accommodation recommendations	No less than 60 days after the presentation of the accommodation reports to the SE/SCC, 30 days after the SE/SCC meeting for public input.	June 18, 2012	September 2012	May or June 2013

Respectfully submitted,

Kathy Soule
Director of Education and Secretary to the Board

Dave Rutherford
Superintendent of Business Services



Decision _____ **Information** **X**

To: The Chair and Members of the Student Enrolment/School Capacity Committee

From: Kathy Soule, Director of Education and Secretary to the Board
Dave Rutherford, Superintendent of Business Services

Re: Disposal of surplus property

Purpose

To provide a summary of Ontario Regulation 444/98, Disposition of Surplus Real Property.

Background

Sir Mackenzie Bowell Public School and Bancroft Public School were both approved for closure at the Board meeting of May 25, 2009. South Marysburgh Central School was approved for closure at the Board meeting of June 21, 2010. The proposed time lines for the closure of all three facilities is June 2011 subject to the completion of construction at the receiving school sites. The Board also approved motions to declare the three schools surplus for school accommodation purposes. Ministry regulation 444/98 governs the disposal of surplus real property.

Current situation

Once a property is declared surplus a board may sell, lease or otherwise dispose of the property only after issuing a proposal in accordance with the regulation. That proposal involves offering the property to preferred agencies and any offer from a preferred agency must be at fair market value. This process has a 90 day expiration period. At the expiration of the 90 day period and if the board does not receive an offer from a preferred agency, the board may sell, lease or otherwise dispose of the property at fair market value to any other body or person.

Administration plans to have appraisals completed for all three schools over the course of the summer. Once the appraisals have been completed a recommendation would be brought forward initiating the disposal process.

Once a disposal is completed, the proceeds of disposal must be set aside and only used for future capital construction projects.

Respectfully submitted,

Kathy Soule
Director of Education and Secretary to the Board

Dave Rutherford
Superintendent of Business Services