



**Hastings and Prince Edward  
District School Board**

**STUDENT ENROLMENT/SCHOOL CAPACITY COMMITTEE (SE/SCC)  
PUBLIC MEETING MINUTES  
February 8, 2016**

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**Present:** J. Bray, J. Cobb, B. Danes, M. Hall, D. Inch, L. Kyle, D. Patterson, J. Williams  
**Regrets:** T. Binaris, M. Brant  
**Resource:** C. DeMille, K. Donnell, M. Fisher, T. FitzGibbon, K. Horrigan, K. MacQuarrie, N. Pfeiffer, C. Portt, C. Reid, D. Rutherford, M. Savery-Whiteway  
**Minutes:** S. Smith

**Call to order**

Chair Hall called the meeting to order at 4:20 p.m.

**Approval of agenda**

Moved: J. Williams  
Seconded: J. Cobb

**That the agenda be approved.**

Carried

**Approval of minutes**

Moved: J. Cobb  
Seconded: J. Williams

**The minutes of the January 11, 2016 regular meeting be approved.**

Carried

**Recommendations**

None

**Information**

**Updated Enrolment Projections**

Director Savery-Whiteway referred to Report No. C-1. The director explained that the board had recently engaged Watson & Associates to provide updated enrolment data to support ongoing long-term capital and accommodation planning. The director called on Kim Horrigan, Manager of Planning to speak to the data.

Kim Horrigan referred to the enrolment charts showing actual and projected enrolment up to 2028-29, for elementary and secondary schools in the district. Kim noted that in some areas, elementary school enrolment will decrease over time, while others will remain fairly stable, partly due to proposed future development. Secondary schools overall will see a greater decrease in enrolment overtime, resulting in surplus space.

The director explained that this information will be used to support long-term planning over the next few months.

Trustees engaged in discussion. Comments and points of discussion included:

- School capacity and classroom cap size.
- Age and size of school facilities.
- Enrolment trends and demographics.

### **Ministry of Education Guide to Pupil Accommodation Review**

Director Savery-Whiteway referred to Report No. C-2. The director explained that the Ministry of Education recently released a new resource document, Guide to Pupil Accommodation Review. The guide is intended to assist school boards as they communicate with parents and guardians, students, and other community members about the accommodation review process. It describes what happens when a school board is considering a school closure or consolidation. In particular, it addresses the following:

- Why do school boards consolidate and close schools?
- What do school boards consider before proposing school closures and/or consolidations?
- How does an accommodation review work?
- How does a parent, guardian, or other community members get involved?
- What happens after and accommodation review is completed?

The director explained that while the guide is intended for parents and guardians who are or may soon be involved in an accommodation review, members of the community, community organizations and municipalities may also find the document to be informative. The director reviewed various components of the document and encouraged trustees to refer to and share the resource as appropriate. Copies will be provided for trustees.

Discussion items included:

- Community consultation and partnerships.
- Distribution of the guide.

### **Correspondence**

None

The meeting adjourned at 4:45pm