



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
STUDENT ENROLMENT/SCHOOL CAPACITY COMMITTEE
PUBLIC MEETING MINUTES
June 22, 2009**

- Present:** M. Brant, S. Clements, C. Cotton, T. Goodfellow, M. Hall, D. Inch, H. Marissen, C. Pitman, M. Walker, J. Williams
- Resource:** T. Fitzgibbon, J. Montgomery, R. McGall, D. Rutherford, K. Soule, D. Tregenza
- Minutes:** S. Smith

Call to order

Trustee Goodfellow called the meeting to order at 3:00 p.m.

Approval of agenda

Moved: C. Pitman
Seconded M. Brant

That the agenda be approved.

Carried

Approval of minutes

Moved: H. Marissen
Seconded: M. Walker

That the minutes of April 8, 2009 be approved.

Carried

Business arising from the minutes

None

Recommendations

None.

Information

Disposal of surplus property

At the Board Meeting of May 25, 2009, Sir Mackenzie Bowell Public School, Belleville and Bancroft Public School, Bancroft were both approved for closure and declared surplus for school accommodation purposes. The proposed timelines for the closure of both facilities is June 2011.

Ministry regulation 444/98 governs the disposal of surplus real property. 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.

Given the excess capacity within board facilities and long term enrolment projections, administration does not anticipate the need to retain either site. Appraisals would need to be completed for both sites and given the schools will not be closed until June 2011 those appraisals do not likely need to be completed before the fall of 2010. Once the appraisals have been completed a recommendation would be brought forward initiating the disposal process.

In response to questions from Board members, clarification was provided in the following areas:

- fair market value will be determined when the appraisal process begins in the fall 2010;
- preferred agencies are those listed in Ministry Regulation 444/98;
- size of Sir Mackenzie Bowell Public School is approximately 9.7 acres.

Accommodation review process: next steps

Proposed revisions for Policy 15 Student Enrolment/School Capacity were shared with Board members for information, discussion and input. The proposed changes to policy are based on feedback received throughout the accommodation review process and include changes in wording to more accurately reflect current process, the role of the Student Enrolment/School Capacity Committee in the review process and language consistent with other Board policies.

Director Soule walked Board members through the proposed changes. Points of clarification and additional comments included:

- school valuations are completed by each school accommodation review committee in the review area. The framework is used to assess the value of the school to the student, community, school board and the local economy.
- 'district' refers to the jurisdiction of Hastings and Prince Edward District School Board
- change "Board", referring to trustees, to "Board members" where applicable
- timelines for the review process are based on seven days per week and include statutory holidays. Defined school holidays such as summer vacation, Christmas and March Break are excluded from the timeline calculations, however statutory holidays are not.
- a minimum number of scheduled Student Enrolment/School Capacity Committee meetings throughout each accommodation review will keep Board members informed and up to date
- SE/SCC members will be provided with copies of minutes from each accommodation review committee meeting and each school's valuation framework as it is completed.

- further discussion will take place regarding item 3.4 and 3.5, specifically regarding the role of the Student Enrolment / School Capacity Committee and the recommendation to the Board.

Director Soule explained that, as per Board policy, changes to policy will require a Notice of Motion to Board. The draft policy will come forward to the Student Enrolment/School Capacity Committee for further review in September.

Updated enrolment projections and utilization factors

In December, 2007 Watson and Associates Economists Ltd. completed a long term capital study. Included in the study were long term enrolment projections for the years 2007-08 through to 2020-21. Enrolment projections were 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.

Updated enrolment projections, based on comparison of actual versus projected enrolments for the years 2007-08 and 2008-09 were shared for each school group.

Discussion focused on particular areas showing future enrolment decline and lower school utilization factors particularly in Prince Edward County and the Trenton area. Director Soule explained that this information was being shared to Board members for information and to possibly identify areas that may require further review. Senior administration may be looking at possible accommodation reviews in some capacity in the future.

Correspondence

There was no correspondence.

Adjournment

The meeting was adjourned at 4:30 p.m.