



Hastings and Prince Edward District School Board

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

Chair of the Board: Carl Pitman

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:

Wednesday, March 4, 2009
commencing at 5:00pm
at North Hastings Senior Elementary School
132 Newkirk Boulevard, Bancroft, Ontario

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

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



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Student Enrolment/School Capacity Committee PUBLIC AGENDA

March 4, 2009 – 5:00 p.m.
North Hastings Senior Elementary School
Bancroft, Ontario

Section	Item	Report No.	Resp.
A	Call to Order		
	Approval of agenda Approval of minutes – February 18, 2009 Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
	Report from Senior Administration – North Hastings Accommodation Review	C-1	
D	Correspondence		
	None		
	Adjournment		



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
STUDENT ENROLMENT/SCHOOL CAPACITY COMMITTEE
PUBLIC MEETING MINUTES
February 18, 2009**

Present: S. Clements, T. Goodfellow, H. Marissen, C. Pitman, M. Walker, J. Williams

Regrets: M. Brant, C. Cotton, M. Hall, D. Inch

Resource: K. Donnell, T. Fitzgibbon, J. Montgomery, R. McGall, J. Rogers, D. Rutherford, K. Soule, D. Tregenza

Minutes: S. Smith

Call to order

Trustee Goodfellow called the meeting to order at 5:00pm.

Approval of agenda

Moved: J. Williams
Seconded C. Pitman

That the agenda be approved.

Carried

Approval of minutes

Moved: M. Walker
Seconded: J. Williams

That the minutes of May 26, 2008 be approved.

Carried

Business arising from the minutes

None

Recommendations

None

Information

Director Soule welcomed staff and members of the public and reviewed the purpose of the meeting: to receive information from senior administration regarding the accommodation review for Prince Charles School, Sir John A. Macdonald School and Sir Mackenzie Bowell Public School in West Belleville. Trustees have not been part of the accommodation review process to ensure they remain unbiased. Agenda packages for the meeting were distributed in advance and trustees had the opportunity to review the information.

Director Soule referenced Policy No. 15 Student Enrolment/School Capacity which describes the accommodation review process. The process provides an opportunity for senior administration to present their findings and recommendations to the Student Enrolment/School Capacity Committee for review. An opportunity will be provided for public input in response to this meeting at a second Student Enrolment/School Capacity Committee meeting scheduled for March 30, 2009. The process for public input or presentation at this meeting is posted on the board website. The final decision will be made at the Board meeting on May 25, 2009.

Director Soule read through the report from senior administration describing the review process, school capacity and enrolment information, preliminary cost and financing estimates and proposed timelines for next steps. Senior administration concurs with the recommendation presented by the West Belleville Accommodation Review Committee (ARC) for Scenario 1 which proposes the closure of Sir Mackenzie Bowell Public School, converting Sir John A. Macdonald School and Prince Charles School to Grade JK to 8 schools. Financial resources are available to carry out the recommendations identified in this scenario. The integration and transition process will begin following the Board meeting of May 25, 2009, with the formation of an Integration Committee, as described in Policy No. 15. Consultation will occur with staff, students and community members throughout the process. In summary, senior administration recommends for consideration by the Student Enrolment/School Capacity Committee that Sir Mackenzie Bowell Public School be closed and declared surplus and that students from Sir Mackenzie Bowell be accommodated at Sir John A. Macdonald School and Prince Charles School as per their existing boundaries.

Director Soule walked trustees through the appendices of the report which included the report from the West Belleville Accommodation Review Committee, scenario analysis templates describing the pros and cons of each scenario, a summary of all questions, with answers, posed during the review and all committee meeting minutes and presentation material. All information was posted on the board website as well for public review and input throughout the process.

Director Soule concluded by thanking Ernie Payette, ARC Facilitator, Sandy Smith and Senior Administration for their support in the process and commended members of the Accommodation Review Committee for their hard work, commitment and dedication. An opportunity was provided for questions from trustees regarding the information presented.

Question:

Were the issues associated with the student drop off and pick up zones at Sir John A. Macdonald School and Prince Charles School considered and taken into account?

Answer:

Both Sir John A. Macdonald and Prince Charles School will require some upgrades to driveways, parking lots and the front entrance. Some preliminary costs have been built into the estimated school renewal needs included in the report from senior administration. These issues will be addressed and built into the plans by the architect.

Question:

Did the parents of Sir John A. Macdonald School and Prince Charles School receive information as to what types of changes would be made in their school to accommodate the additional classes?

Answer:

Each school was represented on the larger ARC by its own subcommittee with membership from parents, staff and the school community. School committees had the opportunity to discuss, through the completion of the school valuation framework, current and future needs of the school. Discussions took place and information was presented to the full ARC as well regarding the renovations, additions and renewal needs that would occur at both schools.

Question:

Are we confident that the Ministry of Education will provide the funding to support this initiative?

Answer:

Senior administration is confident that the Ministry will provide the Prohibitive-to-repair (PRT) funds for Sir Mackenzie Bowell Public School. The Ministry has confirmed that PTR money is protected. A number of steps and milestones have been put in place in this process. Planning approval for the initial \$2.8 million was received in 2008. That was increased to \$3.1 million as result of policy direction regarding full day learning for 4 and 5 year olds. The next phase, the project approval phase, stipulates that construction must begin within two years of the formation of the accommodation review committee, by 2010. The funding is guaranteed as long as these milestones are met.

Correspondence

None

Adjournment

The meeting was adjourned at 5:25pm.



Decision _____ **Information** X

To: The chair and members of the Student Enrolment /School Capacity Committee

From: Senior Administration

Re: North Hastings Accommodation Review

Purpose

To present to the committee in public session, the report and recommendations from senior administration regarding the North Hastings accommodation review.

Background

On January 28, 2008, the Board approved the creation of an accommodation review committee for all schools in North Hastings: Bancroft Public School, Bird's Creek Public School, Coe Hill School, Hermon Public School, Maynooth Public School, North Hastings Senior Elementary School and North Hastings High School. The long term accommodation study for the Hastings and Prince Edward District School Board identified North Hastings as an area which will face challenges in providing a suitable and equitable range of learning opportunities for students in a fiscally responsible manner as a consequence of ongoing declining enrolment.

The North Hastings Accommodation Review Committee (ARC) was formed in April 2008 and an information meeting was held on May 13, 2008. Over the course of the next nine months, nine public meetings were held at various schools. Due to the challenges generated by the size of the committee and the number of schools involved, the ARC requested an extension to the 110-day timeline outlined in Board Policy No.15. On November 24, 2008 the Board approved a motion to extend the timeline to February 4, 2009.

The North Hastings ARC considered a number of different scenarios, recognizing the need to address ongoing enrolment decline and increasing facility renewal costs for schools in North Hastings. On November 19, 2008 the committee narrowed its focus to two scenarios both involving the closure of Bancroft Public School.

- **Scenario 003a** proposed the closure of Bancroft Public School. Those students would be relocated to the current North Hastings Senior Elementary School creating a Grade JK-6 facility. All Grade 7 and 8 students would be relocated to North Hastings High School creating a Grade 7-12 facility. This scenario would require substantial renovations at North Hastings High School to accommodate the Grade 7 and 8 students in a separate wing. Renovations would also be required at the North Hastings Senior Elementary School site to accommodate the Grade JK-6 students.
- **Scenario 003b** proposed the closure of Bancroft Public School. Those students would be relocated to the current North Hastings Senior Elementary School creating a Grade JK-8 facility. In this scenario, renovations and additions would be required to accommodate Grade JK-8 students. North Hastings High School would remain as a Grade 9-12 facility.

On January 14, 2009, the North Hastings ARC voted 22 to 19 in support of Scenario 003a. The close vote reflected the strong feelings and divergent opinions in the community that were evident throughout the review process. The North Hastings ARC presented its final report, attached as Appendix I, to senior administration at a public meeting on February 3, 2009.



Current situation

As per Board Policy No.15, senior administration is required to review the recommendation of the Accommodation Review Committee and provide its own report and recommendation to the Student Enrolment/School Capacity Committee. Senior administration offers the following preliminary cost and financing estimates and timelines for the two scenarios.

Funding sources

The Board has access to limited Ministry of Education capital grants. Capital grant approvals are subject to specific Ministry of Education criteria and require approval before they may be applied to specific projects. The following table outlines the funds for which the board will apply in order to finance capital construction in North Hastings.

Capital Grant	Amount	Amount Committed	Amount Available
Enrolment Pressures	\$8,800,000	\$4,554,000 <i>(West Belleville ARC)</i>	\$4,246,000
Primary Class Size	\$4,400,000	-	\$4,400,000
TOTAL	\$13,200,000	\$4,554,000	\$8,646,000

In addition, if Bancroft Public School is deemed surplus by the Board and subsequently sold, any proceeds of disposition can be used to supplement the capital construction costs.

Of the \$8,646,000 available, \$4,400,000 or 51% would be required under Scenario 003a. This would leave \$4,246,000 in capital funding available for all other capital needs in the district. Scenario 003b is projected to require \$2,810,000 or 33% of available grants and would leave \$5,836,000 for other district capital needs.

Enrolments, capacity and preliminary costs

Scenario 003a: closure of Bancroft Public School with the relocation of students to the current North Hastings Senior Elementary School creating a Grade JK-6 facility. North Hastings Senior Elementary School students would relocate to North Hastings High School creating a Grade 7-12 facility.

Enrolments and capacity

School	Current Capacity	Current Enrolment	2011 Enrolment	2015 Enrolment
Bancroft Public School	305	187	closed	closed
North Hastings Senior Elementary School	271	174	146 <i>(JK-6 facility)</i>	140 <i>(JK-6 facility)</i>
North Hastings High School	903	643	699 <i>(Gr. 7-12 facility)</i>	556 <i>(Gr. 7-12 facility)</i>
TOTAL	1,479	1,004	845	696

Estimated costs

North Hastings Senior Elementary School, Gr. JK-6 facility	Estimated Costs
Program enhancements (Primary/Junior students)	\$625,000
Facility upgrades	\$625,000
TOTAL	\$1,250,000
North Hastings High School, Gr. 7-12 facility	Estimated Costs
Program enhancements (library & gym)	\$2,000,000
Accommodation enhancements (classroom renovations)	\$650,000
Site enhancements	\$500,000
TOTAL	\$3,150,000
PROJECT TOTAL	\$4,400,000



Facility upgrades noted above include modifications to existing heating, ventilation and electrical systems required to create additional classroom space within the existing buildings.

Enrolments, capacity and preliminary costs

Scenario 003b: closure of Bancroft Public School with the relocation of students to the current North Hastings Senior Elementary School, creating a Grade JK-8 facility.

Enrolments and capacity

School	Current Capacity	Current Enrolment	2011 Enrolment	2015 Enrolment
Bancroft Public School	305	187	closed	closed
North Hastings Senior Elementary School	271	174	310 (JK-8 facility)	271 (JK-8 facility)
North Hastings High School	903	643	535	425
TOTAL	1,479	1,004	845	696

Estimated costs

North Hastings Senior Elementary School, JK-8 facility	Estimated Costs
Program enhancements (Primary students)	\$625,000
Accommodation enhancements (4 classrooms)	\$1,560,000
Facility upgrades	\$625,000
PROJECT TOTAL	\$2,810,000

Facility upgrades noted above include modifications to existing heating, ventilation and electrical systems required to create additional classroom space within the existing building.

Proposed timelines

The integration and transition process will begin following the Board meeting of May 25, 2009. Below is a list of proposed dates for next steps. It is anticipated that timelines will remain the same for both scenarios.

Date	Amount of Time	Process
September 2009	-	Creation of Integration Committee
October 2009	4 weeks	Architect selection
October 2009	12 weeks	Integration Committee planning, program review and transition issues
November 2009	8 weeks	Architect floor plan development
January 2010	10 weeks	Detailed working drawing development
May 2010	2 weeks	Tender construction drawings
June 2010	52 weeks	Construction and renovation
June 2011	-	Closure of Bancroft Public School facility
September 2011	-	School additions and renovations complete

Summary

It is evident from the closeness of the final vote and the comments noted in the North Hastings ARC report that the recommendation was not a strong endorsement for Scenario 003a nor did it reflect absolute disagreement for Scenario 003b. These factors have been recognized and considered by senior administration. From the outset of this process, senior administration emphasized that a recommendation from the ARC must address facility renewal challenges and ongoing enrolment decline.



The board is committed to providing the best educational opportunities for students while balancing this against student enrolment realities and fiscal responsibilities. In either scenario the board will be investing a large percentage of existing board funds to ensure safe, effective and respectful learning environments for students and staff. In addition, the fact that Scenario 003a will require a minimum of \$1.6 million more than Scenario 003b cannot be overlooked. It is evident that moving to a Grade 7-12 facility at this time could create considerable tension within the community. Senior administration is therefore presenting Scenario 003b as the recommended accommodation option for North Hastings.

With this recommendation it is worth noting the ongoing concern associated with the enrolment decline at North Hastings High School, especially in today's economic climate. Enrolment is projected to decline to 425 students by 2015. The board will continue to work with community members and partners to maintain a range of programming options and manage excess space in order to minimize future maintenance and operational costs.

Senior administration wishes to express appreciation to members of the North Hastings ARC for their personal time, commitment and dedication to the accommodation review process. The respect, consideration and passion for what is best for students and the community of North Hastings was evident. Further input from the community will be gathered as part of the integration and transition process following the Board meeting of May 25, 2009.

Appendices

- Appendix I: Report from the North Hastings Accommodation Review Committee
- Appendix II: Scenario descriptors and analysis
- Appendix III: Public input, correspondence and communication
- Appendix IV: Questions/answers and additional information
- Appendix V: Meeting minutes and information
- Appendix VI: School valuation frameworks

Recommendations

In summary, senior administration presents the following recommendations for consideration to the Student Enrolment/School Capacity Committee.

- 1. That Bancroft Public School be closed and declared surplus.**
- 2. That the students of Bancroft Public School be accommodated at the current North Hastings Senior Elementary School site, creating a Grade JK-8 facility as contained within this report.**

Respectfully submitted

**Kathy Soule, Director of Education
On behalf of Senior Administration**