



Cooperative and collaborative partnerships are part of the foundation of a strong, vibrant and sustainable public education system. Partnerships can strengthen the role of the schools in communities, provide a place for programs, and facilitate the coordination of, and improve access to, services for students and the broader community.

The Ministry of Education's [*Community Planning and Partnerships Guideline*](#) and HPEDSB Board [*Procedure 570: Community Planning and Partnerships*](#) are intended to:

- Maximize the use of space in schools and board facilities.
- Improve services and supports available to students.
- Reduce facility operating costs.
- Strengthen relationships between the school board, community partners and the public.
- Provide a foundation for improved service delivery for communities.

What we want to share with you

1. Outline of Community Planning and Partnership Initiative
2. Expectations for HPEDSB and Community Partners
3. Long-Term Capital and Accommodation Plan Overview
4. Specifics of Space in HPEDSB schools



The purpose of the community planning and partnership meetings:

- To share information with our current and future community partners
- To support effective planning with community partners regarding land use planning
- Maximize the use of space in schools, and reduce facility operating costs
- Improve services and supports available to students – key
- Strengthen relationships between school boards and community partners and the public
- Provide a foundation for improved service delivery for communities

What guides HPEDSB in Community Planning & Partnership?

- Ministry of Education Community Planning and Partnership Guideline (CPPG), released March 2015
- HPEDSB Board Procedure 570: Community Planning and Partnerships
- HPEDSB Long Term Capital and Accommodation Plan



The Ministry of Education and HPEDSB documents shared above guide the actions taken with regards to community planning and partnership.

Community Planning & Partnerships

Types of Partnerships:

1. Sharing unused space in existing schools



2. Co-building with community partners



Types of Partnerships:

1. Sharing unused space in existing schools – based on space availability in existing schools.
2. Co-building with community partners – construction of new schools, additions or renovations are opportunities to leverage other infrastructure investments by co-building with partners who provide services to the students and communities.

Criteria for Eligibility of Partners



There are various eligibility criteria as outlined by the Ministry of Education guideline and board procedure, including those noted above.

Key considerations are the relationships and connections with our students, school community and community partners.

Eligibility of Partners



- Consider the value of the partnership to students
- Health and safety of students is protected
- Partnerships are appropriate for the school setting
- Partnerships must not compromise the student achievement strategy
- Provide services for children, families and the broader community
- Exist on a cost recovery basis to the school board

Entities that provide competing education services (tutoring, JK-12 private schools/colleges and credit offering entities that are not government-funded) are not eligible partners

The above criteria must be met for community partners to be eligible to use space in HPEDSB facilities.

Eligibility of Partners



Partners will:

- Operate in accordance with Board policies and procedures
- Enter into a lease, license or joint-use/facility partnership agreement
- Cover the costs of minor renovations to protect student safety (secure access)
- Provide financial statements showing financial viability

The requirements above must be met for community partners to be eligible to enter into a partnership agreement with HPEDSB.

Facility Agreements & Cost Recovery

- Agreements include considerations for duration of lease, time of access, lease hold improvements, responsibilities of Board and Lessee, and the annual lease rate.
- Cost: The annual lease rate is approximately \$9.14 per square foot (subject to change).
- The cost does not include lease hold improvements required by the potential partner.
- School boards are not expected to take on additional costs to support facility partnership.
- Fees charged to partners cover the operations and capital costs, including administrative costs.



Agreements:

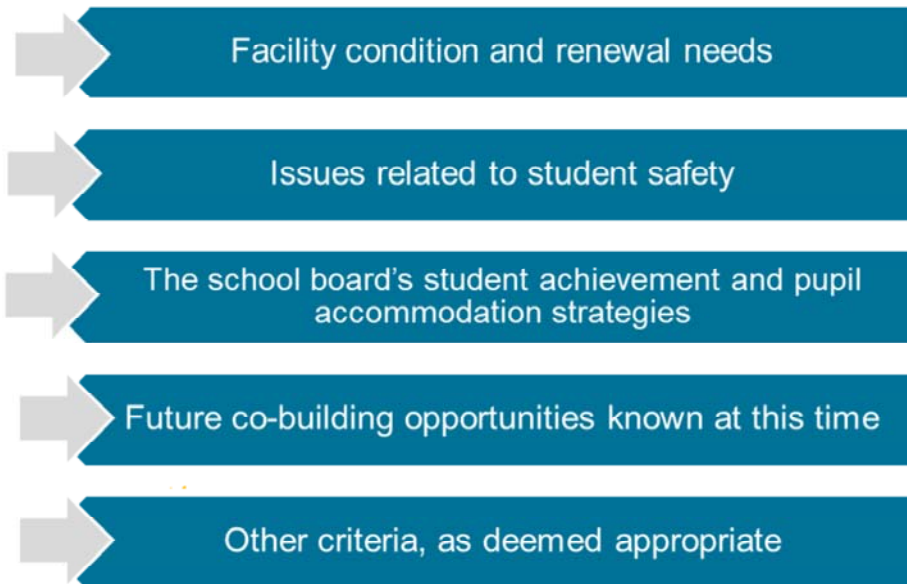
- Partners will be provided with clear instructions of their rights and responsibilities as tenants
- Lease rates are subject to change, as per Ministry of Education cost recovery requirements

Sharing Surplus Space in Existing Schools

- ➔ Facility has not been designated as surplus as per Ontario Regulation 444/98
- ➔ Facility has 60% utilization or less for two years and/or 200 or more unused pupil places
- ➔ Facility has space available for self-contained, exclusive and secure use or the ability to separate the space from instructional space for students.
- ➔ Facility has space that is not required for existing educational programming and initiatives

The above considerations must be met in order for an HPEDSB facility or school space to be available for use by community partners.

Sharing Surplus Space in Existing Schools



The above criteria is considered when determining if a school space can be made available for use by community partners.

Long Term Capital & Accommodation Plan

Initially adopted in October 2016, and regularly updated, the LTCAP aligns with [HPEDSB's Strategic Plan for 2020 – 2025](#).

The [Long-Term Capital and Accommodation Plan](#) is a living document, that is monitored and updated, as required, to reflect current data. A further update on enrolment projections will be provided this fall.

The LTCAP identifies:

- Programming considerations
- Demographics and enrolment projections
- Condition of school facilities
- Transportation
- Community use, partnerships and hubs
- School Group Overview
- Accommodation Options



Potential Space Available in Existing Facilities

School	Location	Capacity (OTG)	Projected Enrolment	Surplus Capacity
Central Hastings School (K-12)	Madoc	1,161	789	372
Eastside Secondary School (9-12)	Belleville	1,074	939	135
North Hastings High School (7-12)	Bancroft	882	601	281
Prince Edward Collegiate Institute (K-12)	Picton	1,311	1,096	215
Trenton High School (7-12)	Trenton	1,123	734	389

NOTE – Some schools in the Belleville & Trenton area may be subject to boundary &/or programming changes
February 2023 LTCAP - Projected Enrolment Data

Some schools are Grades 7-12, some K-12

Certain spaces are designated elementary vs secondary

The information above is based on the March 2022 projected enrolment and the most recent OTG

May be other factors to take into consideration (ie availability of washrooms, kitchen, grounds, etc.)

What is OTG – On-The-Ground capacity

The Ministry of Education provides direction on school size and the number of classrooms and instructional spaces to meet enrolment needs. A student loading has been assigned to each category of instructional space based on the number of students that can reasonably be accommodated - different types of rooms have different student loadings and differ between elementary and secondary panels. The sum of all student loadings within a facility is the On-The-Ground capacity (OTG) - the number of students that the facility can reasonably accommodate.

Potential Space Available in Existing Facilities Elementary

School	Location	Capacity (OTG)	Projected Enrolment	Surplus Capacity
Frankford Public School	Frankford	434	313	121
Prince Charles School	Belleville	400	290	110
Susanna Moodie Elementary School	Belleville	416	276	140
Deseronto Public School	Deseronto	242	164	78
Harry J. Clarke Public School	Belleville	711	606	105
Prince of Wales Public School	Belleville	465	364	101

February 2023 LTCAP - Projected Enrolment Data

NOTE – Some schools in the Belleville & Trenton area may be subject to boundary &/or programming changes

Potential Space Available in Existing Facilities Elementary (cont'd)

School	Location	Capacity (OTG)	Projected Enrolment	Surplus Capacity
Bird's Creek Public School	Bird's Creek	199	119	80
Hermon Public School	Hermon	165	83	82
Maynooth Public School	Maynooth	153	102	51
York River Public School	York River	474	197	277

February 2023 LTCAP - Projected Enrolment Data

NOTE – Some schools in the Belleville & Trenton area may be subject to boundary &/or programming changes

Potential Space Available in Existing Facilities Elementary (cont'd)

School	Location	Capacity (OTG)	Projected Enrolment	Surplus Capacity
Athol South-Marysburgh Public School	Cherry Valley	190	138	52
C.M.L. Snider School	Wellington	466	241	225
Kente Public School	Ameliasburgh	348	228	120
Sophiasburgh Central Public School	Sophiasburgh	257	162	95
North Trenton Public School	Trenton	164	87	77
Prince Charles Public School	Trenton	444	257	187
Trent River Public School	Trenton	609	438	171

February 2023 LTCAP - Projected Enrolment Data

NOTE – Some schools in the Belleville & Trenton area may be subject to boundary &/or programming changes

Future Surplus Facilities

School	Location	Status
Queen Victoria School	Belleville	Once new elementary school is built, will go through disposal process as outlined in O. Reg 444/98 Disposition of Real Surplus Property.

The HPEDSB Board of Trustees approved that Queen Elizabeth Public School (Belleville) and Queen Victoria School be consolidated into a new 472 pupil place elementary school called Easthill Elementary School, currently under construction.

Boundary Changes &/or Programming Changes

There are enrolment pressures at Harmony PS and the Bayside schools. In May 2023, HPEDSB held community drop-ins to raise awareness about the LTCAP options for boundary review and program review.

Common themes in the feedback included:

- Change out-of-boundary availability
- Grandfather certain grades
- Adjust programming
- Adjust school boundaries
- Use portables
- New construction (additions, new builds)



- HPEDSB has enrolment pressures in some locations
- The LTCAP includes options to address enrolment pressures at Harmony PS and Bayside schools
- Self-guided community drop-ins to raise awareness of the LTCAP options for boundary review and program review were held in May 2023
- The drop-ins were where display boards were set up to inform the public of the potential options and gather feedback on additional solutions
- A significant amount of feedback was received from school communities

Boundary Changes &/or Programming Changes (con't)

- An external consulting firm and HPEDSB senior staff are in the final stages of analyzing the drop-in feedback.
- In September, HPEDSB is creating an Ad Hoc Committee to assist with the decision process.
- In October/November, HPEDSB will host public meetings to inform a final decision in early 2024.
- Transition planning is proposed to begin in 2024 for implementation in September 2024.

Next steps for potential boundary and/or programming changes in select HPEDSB schools.

Would you like to partner with us?

Next Steps



1. Visit HPEDSB [Community Planning & Partnership webpage](#)
2. Review [Community Planning and Partnership Guidelines](#)
3. Review [Board Procedure 570 Community Planning and Partnerships](#)
4. Fill out Expression of Interest Form and submit

Thank you!

Kim Horrigan

Senior Manager, Facility Services

613-966-1170 Ext. 62129

khorrigan@hpedsb.on.ca

HPEschools.ca

@HPEschools



LEARNING TOGETHER