

**School Enrolment/School Capacity Committee
Meeting Minutes
Limestone District School Board**

April 24, 2017

Members/:

Trustees J. Ascough (Student Trustee) - regrets
E. Crawford
L. French
W. Garrod
D. Jackson
T. Mahoney
K. McGregor - regrets
P. Murray
A. Ross
S. Ruttan (Chair)
W. Sanderson (Student Trustee) - regrets

Officials: M. Babcock, Supervising Principal - regrets
P. Babin, Superintendent of Business Services
R. Bailey, Facilitator
K. Burra, Superintendent of Education - regrets
C. Downie, Planning Officer
B. Fraser-Stiff, Superintendent of Education
D. Fowler, Manager of Facility Services
S. Gillam, Supervising Principal
A. Labrie, Superintendent of Human Resources
A. McDonnell, Supervising Principal
J. Silver, Supervising Principal - Regrets
D. Rantz, Director of Education

Recorder: L. Strange, Records Management Coordinator

Director Rantz read the Acknowledgement of Territory:

"The Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee. We acknowledge their enduring presence on this land, as well as the presence of Métis, Inuit and other First Nations from across Turtle Island.

We honour their cultures and celebrate their commitment to this land."

Chair Ruttan stated:

"Good evening Trustees, and welcome to everyone who has joined us in the gallery. My name is Suzanne Ruttan, and in my capacity as Vice Chair of the Board I will be chairing this School Enrolment/School Capacity - Committee of the Whole meeting as designated by

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the Chair of the Board under Board Policy 7, Role of the Chair - Section 3.3.0 and Board Policy 8 - Role of the Vice-Chair - Section 1.5.0.

Board Chair Paula Murray is unable to physically chair this evening due to a recent injury, however, she is joining us at the table. Speedy recovery to Chair Murray!

As we get started, I would like to ensure everyone is aware of the process for tonight's meeting so there is no confusion, or misunderstanding about what will occur tonight.

This is a regular meeting of the School Enrolment/School Capacity Committee where Trustees will receive the Final Staff Report Regarding Yarker Family School and Odessa Public School, and as such, is not designed or intended to receive public input. We welcome our gallery as respectful observers.

Tonight, Trustees will officially receive the Final Staff Report regarding Yarker Family School and Odessa Public School as mandated by Board Policy 15 on School Accommodation. Staff will present its report, which is now available on the Board's website, and there are a limited number of hard copies available as well at the door.

Following the presentation of the Staff Report highlights by the Director of Education and Senior Staff, Trustees will have an opportunity to ask clarification questions of the report and its recommendations. This meeting is not intended to make a decision, or to deliberate on the recommendations before us. We will permit clarification questions only, as Trustees have yet to hear from delegations at a Special Board Meeting on May 9, 2017.

Trustees will not begin discussion or deliberation of the recommendations until the next School Enrolment/School Capacity - Committee of the Whole Meeting scheduled for June 5, 2017. Once Trustees have come to a majority decision at that School Enrolment/School Capacity Committee on June 5, the recommendations will be taken to the Board Meeting immediately following for final approval.

Trustees received the Report in advance, as well as the Pupil and Accommodation Review Committee (or PARC Report), and all of the community input and feedback on the Initial Staff Report, which was first presented to Trustees in September 2016.

Before we turn things over to the Director of Education to begin the presentation of the Final Staff Report, I would like to acknowledge, on behalf of the Board of Trustees, the time and effort that has been contributed to the Pupil Accommodation Review Process thus far.

Our sincere thanks, in particular, to the members of the Yarker and Odessa PARC, some of whom are here this evening, for your commitment of time and thoughtful participation throughout what we know is a challenging and often emotional process.

Our thanks also to the members of the public and larger school communities for their interest and input. The passion and commitment that parents and community members have shown for their schools clearly demonstrates that this is a difficult process – one that Trustees do not take lightly – but, nevertheless, one that we must address to ensure the

best programming opportunities and accommodations for our students, now and in the future.

Finally, our thanks to the Director of Education, Senior Staff and support staff for developing the various reports and recommendations, and providing information and resources to the PARC and the public throughout this process. We know there has been a careful consideration of all of the data and input that has been received, and a fulsome exploration of the various recommendations and options.

With that, I would like to call this meeting to order."

Approval of Agenda

MOVED BY: Trustee Crawford, seconded by Trustee French, that the agenda, as presented, be approved. Carried.

Declaration of Conflict of Interest

No declarations were made.

Trustee Jackson joined the meeting at 6:10 p.m.

Action Items:

1. Update on Consultation with ALCDSB concerning Joint Use on Wolfe Island

Director Rantz provided an update on the LDSB's consultation with the Algonquin and Lakeshore Catholic District School Board (ALCDSB) concerning a joint-use facility on Wolfe island.

The ALCDSB has not yet developed its new Long-Term Accommodation Plan, and feels discussion on a possible joint-use facility on Wolfe Island would be premature at this point. They did commit to keeping the LDSB informed on the progress of the plan development, and agreed to meet again once the process had been completed.

Trustee Mahoney inquired if there would be continued problems with planning if co-terminous Boards do not have their respective LTAPs completed at the same time as the LDSB. Director Rantz stated that the LDSB has good working relationships with its co-terminous Boards, and that Boards do have flexibility on when they develop their individual plans.

Trustee Murray inquired what would be the procedure moving forward. Director Rantz stated the issue would be tabled until further information is available from the ALCDSB. She further stated that the LDSB has policy around these types of situations, clarifying that re-examining the same school or groups of schools within a five-year period refers to those actively engaged in a PARC. There is opportunity to revisit this issue as new information is available.

Trustee Garrod stated that he was very disappointed with the response from the ALCDSB, and that it makes sense to be working together on Wolfe Island.

Trustee French stated that rather than waiting for the ALCDSB to reach out, she would like to have the Director schedule a follow-up. Director Rantz replied that the LDSB does have a good working relation with co-terminous boards, and that there will be many opportunities in the coming months to discuss the issue further. The Director will touch base again before the fall.

2. Final Staff Report regarding Yarker Family School and Odessa Public School

Director Rantz stated:

“Superintendent Babin will introduce to you The Final Staff Report regarding Yarker Family School and Odessa Public School. Facilitator Bailey will deliver a presentation outlining the key components of the Staff Report.

There is a recommendation coming forward that Yarker Family School be closed in Fall 2018 and that those students be included in Odessa Public School.

One of the statements in the report refers to Yarker as a unique situation requiring immediate attention.

I would like to highlight for you some of the reasons that this is a unique situation:

- This is the smallest JK to Grade 3 school in the province.
- It is not highly-supported by the community. In fact, only 25% of students eligible to attend Yarker actually do. Parents are choosing other schools for the other 75% of the children.
- We are heading quickly to a one-room school house. JK, K, 1, 2 and 3
- Other small schools in our Board are “supported” schools who receive funding to maintain these unique classroom organizations (extra funding for being remote/isolated.) Yarker does not receive such funding.
- Even if population fluctuates up or down, the JK to 3 model is not desirable when we have other viable options for students. In this case, these students will join their siblings and peers in the school they will be attending in Grade 4.
- The solutions brought forward by the PARC are not viable and would have negative ramifications for staffing, enrolment, transportation and programming.
- There is an urgency around this situation. If Trustees do not make the decision to close this school, we cannot initiate another PARC for five years.
- This means that \$247,586 dollars per year (or about \$1 million) will be spent on Yarker Family School.
- To put this into perspective, that is \$1 million spent on 26 students, 19 of whom are in-boundary students, from 14 families.

In times of restraint and budget cuts to LDSB over the past several years, is it justified to spend \$1 million on 14 families, resulting in programming losses for the rest of LDSB students?

I recognize that schools are valued within their community and I respect the work that the PARC has done, but Trustees, staff’s duty is to bring you ways to meet your budgetary and programming obligations. For the sake of all our Limestone students, I urge you to recognize the urgency of this decision.

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I will turn things over to Superintendent Babin to introduce the report.”

Trustee Mahoney inquired if government introduces a process to support rural schools after Yarker is closed, could the LDSB could revisit the issue.

Director Rantz stated that there had been no information about rural school engagement released to school boards yet. Regardless of funding changes, the JK - grade 3 is not a desired model. She further stated that she would recommend that Yarker be closed for programming reasons, to allow these students to attend Odessa with their siblings, and to save \$1 million that could be redistributed to the LDSB system.

Superintendent Babin stated that on October 19, 2016 the Limestone District School Board approved a recommendation from the September 28, 2016 School Enrolment/School Capacity Committee of the Whole Board (SE/SCC) to conduct a Pupil Accommodation Review (PAR) for Yarker Family School and Odessa Public School to commence in the fall of 2016. A Pupil Accommodation Review Committee (PARC) was formed. The PARC held five working meetings between November 2016 and March 2017. The Board sought community feedback through two public meetings, an online survey and the opportunity for the public to submit comments and input via the PARC facilitator.

The PARC review process concluded on April 11, 2017. In accordance with the Board's Pupil Accommodation Review Policy #15, at the conclusion of the PARC review process, Board Staff will submit a Final Staff Report to the Board of Trustees at a Committee of the Whole Board meeting.

The Final Staff Report will include a Community Consultation section that includes feedback from the PARC and any public consultations, as well as any relevant information obtained from municipalities and other community partners prior to and during the Pupil Accommodation Review.

The Final Staff Report will be available to the public at the Committee meeting and posted on the Board's website, on or before the commencement of the Committee meeting.

Staff reviewed all of the written material which have been included in the Community Consultation section of the Final Staff Report and offered these observations:

- Yarker F.S. is valued by the community;
- The PARC members worked diligently to provide feedback and alternate options;
- About 75% of the children ages 4 to 8 in the catchment area are not attending Yarker F.S. in 2016-2017;
- If the Yarker F.S. students were re-directed to Odessa P.S. the transportation ride times would increase for some students and decrease for others, with the range of the average ride times being similar to current times;
- The Yarker F.S. facility is in good condition;
- The savings that would be realized, with the closure of Yarker F.S. is approximately \$247,586 annually.
- Yarker F.S. is a unique situation requiring immediate attention.

The Final Staff Report regarding Yarker Family School and Odessa Public School provides more information concerning the observations above as well as additional relevant material.

The following recommendations were brought forward:

(For the April 24, 2017 SE/SCC Meeting)

1. That the School Enrolment/School Capacity Committee of the Whole Board (SE/SCC) receive the Final Staff Report Regarding Yarker Family School and Odessa Public School including the Community Consultation Sections (Booklet 1) and the PARC Report and Questions/Responses (Booklet 2) distributed earlier and posted on the Board website prior to this meeting; and,

(For the June 5, 2017 SE/SCC Meeting)

2. That the SE/SCC recommend that the Board approve the following:
- 2.1 That the present catchment area of the Yarker F.S. be included with the Odessa P.S. catchment area and the JK-Grade 3 students consolidated into Odessa P.S.;
 - 2.2 That the consolidation of the Yarker F.S. students into Odessa P.S. commence in September 2018; and
 - 2.3 That the Yarker F.S. be closed, and declared surplus to the Board in the fall of 2018.

This report was received for information.

Facilitator Bailey provided a presentation on the Final Staff Report for Yarker Family School and Odessa Public school.

The Yarker and Odessa PARC was established with the goal to maintain or improve the curricular, extra-curricular and social opportunities for the students; to maximize the use of Board and Ministry of Education resources – staff, facilities (reduce unused space) and transportation; and reduce the financial liability of the Board and the Ontario Ministry of Education.

The enrolment and facility utilization for Yarker Family School has been on a steady decline since 2011, and is now at 26 students and 36.1 % facility utilization.

Of the 72 students aged 4 to 8 in the Yarker Family School catchment area, only 26 attend the school. The rest attend another school in LDSB, attend a LDSB French Immersion program, or attend a school another board or are homeschooled.

Yarker Family School is currently operating with two classrooms, but is on the cusp of being a one classroom of JK to grade 3 due to low enrolment. The Staffing resources used to operate the school are subsidized at the expense of other LDSB schools.

From 2006 to 2016 the Stone Mills Township population grew by 134 people. The impact on the ages 4 to 8 population living in the Yarker F.S. catchment area was an increase of 2 children. Subdivisions in the area have had draft approval for some time (2002 and 2011) but with no building occurring. Odessa P.S. has the capacity to accommodate the enrolment growth resulting from known subdivisions in the Loyalist and Stone Mills Townships.

Yarker Family School has an FCI index of 20%, and is one of the lowest in the Board. This became a significant point for the PARC and the community, although the Initial Staff Report did not focus on the facility condition of Yarker F.S. because it was not an issue.

The LDSB is currently in a partnership with the Township of Stone Mills to operate a public library on the site.

Transportation, and the possibility of increased bus ride times for young children has also been a significant issue for the PARC and the community. Through consultation with Tri-Board Student Transportation it has been established that average bus ride times to and from Odessa Public School for the students currently attending Yarker Family school would be 21.8 to 25.1 and 17.8 to 20.6 respectively. This is on par with the current ride times to Yarker Family School, with individual students having increases or decreases in time depending on their pick-up and drop-off points.

If the Board approved the option proposed by Senior Staff, an annual savings of \$247,586 would be generated. The breakdown of savings is outlined on page 9 and in Appendix R:2, pages 24-25 of the Final Staff Report. The savings realized through the closing and selling the school would assist the Board in its goal to be fiscally responsible in a time where there are funding constraints to areas such as special education.

The PARC's Alternate Option 1 includes:

- Expand School Population to Grade 5;
- Changing the Bus Boundary with Newburgh P.S. & Harrowsmith P.S.; and
- Enforcing Administrative Procedure 305 – Student Transfer.

This option will have excess student spaces moved to a different location but no decrease; it will increase the programming and staffing issue; it makes a split in the junior division programming, (Grades 4 to 6); and team sports and other extra curricular opportunities would be lost.

Changing the boundaries with Newburgh P.S. and Harrowsmith P.S. would mean a need to consult with the Newburgh P.S. and Harrowsmith P.S. communities, prior to making changes in the catchment boundaries; excess student spaces will be moved to a different location but there will be no decrease; and there will be additional transportation costs to overlap bus routes and to provide busing to Yarker Family School for JK-Grade 5 and to Harrowsmith P.S. for Grades 6 to 8.

Enforcing Administrative Procedure 305 – Student Transfer does not focus on the school as a whole, as the principal of the school adheres to class size and staffing procedures. It is necessary for the Board to have some of its schools with enrolments above capacity in order to supplement other schools that cannot be right-sized to reach 100% capacity.

PARC Option 2: Enrichment Program – Indigenous, Agricultural & Outdoor Education would mean that a curriculum for the program would need to be developed to co-ordinate with the Ontario Curriculum documents for JK to Grade 3 and possibly extended to Grade 5, the need for increased transportation to Yarker F.S., staffing challenges, start-up costs, and unless students from other Boards attend then excess student spaces are moved but not reduced.

PARC Option 3: Community Sharing Centre would require that any renovations required by the partner to effectively use the space must be approved by the Board and

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paid for by the partner. It would reduce the Yarker F.S. building capacity by 23 student spaces to 49 from 72, but does not address the class organization, program and staffing issues related to low enrolment. The possibility to expand the site into a more extensive community hub is very viable with the closure of the school.

PARC Option 4 - French Immersion Program JK to Grade 6 would be costly for the Board to transport students to Yarker F.S. for French. It would decrease enrolment at Amherstview and move excess spaces but not decrease them. The program would need to limit enrolment due to space issues, and the English program could be crowded out or be one class, and the French class would experience triple grades. There are start-up costs for each grade level, and French teacher availability is an issue.

PARC Option 5 - Keep Yarker F.S. open due to current changes in political climate would not be a feasible option because Senior Staff cannot predict future change, Yarker F.S. a unique situation that needs immediate attention, serving only 26 students (19 in-boundary), it does not meet the programming and/or location needs of 75% of the ages 4 to 8 students in the catchment area, and program and staffing issues would continue.

Senior Staff recommends:

1. That the present catchment area of the Yarker F.S. be included with the Odessa P.S. catchment area and the JK-Grade 3 students consolidated into Odessa P.S.;
2. That the consolidation of the Yarker F.S. students into Odessa P.S. commence in September 2018; and
3. That the Yarker F.S. be closed and declared surplus to the Board in the fall of 2018.

Chair Ruttan stated:

"I would like to reiterate next steps for the Pupil Accommodation Review for Yarker Family School and Odessa Public School.

Trustees will hear delegations on the *Final Staff Report Regarding Yarker Elementary School and Odessa Public School* at a Special Board Meeting on May 9, 2017 at Yarker Family School.

Please note that those wishing to apply to be a delegation must do so in person or by e-mail to the Secretary of the Board, via the Director's Office, on or before 12 noon Monday, May 1, 2017. Approved delegations will be notified, via e-mail, of the acceptance of the application and the order in which the delegation will be heard on or before May 2, 2017. Instructions on this process are outlined on the Board's website.

It is also important to note that due to space and accessibility limitations at Yarker Family School, only those people who are approved as delegations by the Board will be asked to attend Yarker Family School on May 9, 2017. All observers will be asked to attend at the Odessa Public School gymnasium where they may watch the proceedings that will be broadcast via live feed.

Trustees will not begin discussion or deliberation of the recommendations until the next School Enrolment/School Capacity Committee of the Whole Board Meeting scheduled for June 5, 2017. Once Trustees have come to a majority decision at that School Enrolment/School Capacity Committee on June 5, the recommendations will be taken to the

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Board Meeting immediately following for final approval.”

MOTION: That the School Enrolment/School Capacity Committee of the Whole Board (SE/SCC) receive the Final Staff Report Regarding Yarker Family School and Odessa Public School including the Community Consultation Sections (Booklet 1) and the PARC Report and Questions/Responses (Booklet 2) distributed earlier and posted on the Board website prior to this meeting.

MOVED BY: Trustee Murray, seconded by Trustee Crawford. Carried.

Trustee French inquired about the alternative option of introducing French Immersion to Yarker Family School, specifically if Amherstview Public School would be affected. She also inquired about the number of students from Harrowsmith that would have to be moved back to Yarker with the proposed boundary change.

Facilitator Bailey stated that on page 16 of the Senior Staff Report the information about Harrowsmith students is listed in Item #5. Presently there are 46 students JK-4 for the proposed large boundary, 24 students in smaller boundary change.

Superintendent Fraser-Stiff stated that the Board looks to implement French Immersion in larger, more robust schools that can maintain the French and English programming. The introduction of French Immersion at Yarker would potentially erode some of Amherstview French Immersion, while not being able to be maintained at Yarker. Yarker does not have the capacity to build and expand the French programming due to its small building size.

Trustee French inquired about the per pupil amounts the Board is receiving for Yarker Family School.

Trustee Garrod inquired about further clarity on the reasons from Senior Staff for recommending the closure of Yarker Family School, as well as the issue of EQAO results.

Superintendent Labrie stated that while the LDSB is capable of running split classes, the more grades split into one room, the less ideal the situation becomes. A site with only one or two staff limits the staff available to run extra-curricular activities.

Director Rantz stated that there is a very low number participating in EQAO testing at Yarker Family School. When cohort of less than ten writes, the EQAO the data is not released, as statistically the data is an anomaly. She further stated that the data calculated is on a per pupil basis, which would still be recorded in another school. The EQAO testing is meant to inform instruction, and is not for comparison between schools. The grade 3 assessment is used to inform instruction for junior grades. A student that performs well at one school, would likely perform at the same level at another site.

Director Rantz stated that a wider age groups of students for assistance or modelling means that students would be provided with multiple opportunities to gain experience and learn tolerance, and offers diverse relationships and experiences with different aged students and with staff.

Trustee Jackson thanked staff for the comprehensive Report. He stated he felt the

biggest challenge at present is what may happen in the political climate, and the broader regional implications. He further stated that the slow response from the ALCDSB makes the accommodation review process difficult.

Trustee Murray asked for confirmation that if Yarker Family School stays open it would most likely go to one teacher due to low enrolment. This was confirmed. She further stated that she feels the new PAR process does not offer clarity on what a day in the school is like for support staff.

Superintendent Labrie stated that caretaking is based on building size. Secretarial rated at .86 is one person at not quite full time. They work only when the school is in process, not before and after classroom hours.

Superintendent Babin stated that Trustees had asked for details on the potential savings involved in closing Yarker Family School. He stated that most PARCs are based on student needs, not just finance. The financial savings are a by-product from the process of accommodating students.

Trustee Ross inquired why the Board would not just move students from Harrowsmith to Yarker, as this school is over-subscribed. He also inquired about the impact on programming with the elimination of staffing positions at Yarker.

Director Rantz stated that the funding amounts are established at a 100% capacity across the whole Board. Realistically it is not possible for all schools to operate at 100% capacity, meaning that some schools will continue to operate at under-capacity with no intention to close, and some will operate at over-capacity.

Director Rantz stated that the material difference in programming will be seen when the equivalent teaching time of that currently at Yarker Family School is moved back into the system. The per pupil funding does not meet the salary costs of teachers in the case where there needs to be 2 classrooms due to ages of students, but funding is at less than the 2 full positions.

Superintendent Labrie stated that the number of staff that work directly with students does not change with number of schools, it is based on the number of students. The equivalent of the teacher salaries is simply moved to another area in the system where needed.

Superintendent Babin stated that school operational funds are not enveloped (transportation funds, maintenance funds, etc), and can be used in other areas.

Trustee French inquired if the seven out of area children currently going to Yarker are bused. She also inquired why there is only two years of route data available.

Facilitator Bailey stated that there is only two years of transportation data included in the report because she has requested information on actual routes, with pick up and drop off points. This type of data is only kept by Tri-Board for two years' time.

Trustee French recommended archiving busing patterns for future accommodation processes.

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Trustee French also expressed disappointment with some of the communication received from the Municipality of Stone Mills and community partners, wherein it was stated that the LDSB did not offer avenues for authentic engagement. She stated she knew that many communications inviting community partners to meetings were not responded to, and that several meetings were not attended by community partners. To say the LDSB has not reached out to municipalities and community partners is not true. Even if the Ministry adds more funding or changes policy, it will not change the situation as it is this year. She stated that she is not aware of any other school in the Board with this type of ratio of students to staff with another school so close that has space.

Director Rantz stated that two of the out of bounds students are bused, while the other five are driven by parents.

Director Rantz stated that the Board planned and invited community partners to two engagement meetings, with particularly focus on Stone Mills Council. The LDSB did ask the Stone Mills Council for information on potential growth in the affected areas. Municipalities did not bring forward any new information about potential growth in the area, only presented reports that the Board already had. Further to the meetings, the Board provided many additional opportunities to provide input and information. Director Rantz will be following up with municipalities in regards to the statements that no opportunities for authentic engagement were offered.

Superintendent Babin stated that at the Community Partners meeting on January 23, 2017, Stone Mills Council representatives had requested another meeting with staff. It was planned for January 29. Only one community partner representative came to the meeting, and then left because no one else was in attendance.

Trustee Murray stated that the LDSB's LTAP had been release publicly before the Community Partners Meeting in September 2016.

Trustee Garrod stated that he has heard that the community wants to keep the school open. He further stated that the French Immersion program seems the most viable, but also acknowledged that parents are choosing to take kids elsewhere and that the school could not physically accommodate the growth of a French program.

Trustee Garrod inquired why some students had two pick-up or drop off points. Facilitator Bailey stated that some students are picked up or dropped off at locations other than their home due to family situations or child care needs.

Trustee Jackson stated that operating schools is driven by provincial guidelines and funding models. Municipalities seem to be making a different argument, outside of the scope of the school board. He stated he understands the concern that closing schools is contributing to the decline of rural communities, but that the reality is that school boards are no longer receiving supplementary funding for rural schools. If the province wants to make a hard decision about rural schools it is in their ball park. School Boards have been put in a very uncomfortable position with reduced funding and declining enrolment.

Trustee Mahoney inquired about the amounts for local priorities funding.

Superintendent Babin stated that there are a number of grants in the GSN, and that Boards do not apply for these. They are driven by enrolment numbers. The LDSB applies for all funding sources from the Ministry that they are eligible for.

Trustee Mahoney inquired if historical data shows the effects of school closures. He further inquired what would happen to the library at the Yarker site.

Superintendent Babin stated that the LDSB owns the building and the land at Yarker Family school. The Municipality owns the space for the library. The LDSB and Stone Mills have an agreement in place that if the building does not sell under the conditions of Regulation 444/98 then the Municipality can purchase the building for 50% of the appraised value.

Trustee Mahoney stated that the PARC Report is comparable to the Senior Staff Report. He stated that he feels the closure of schools is a government issue, and that he hoped the rural engagement sessions gain momentum. The current public perception is PARCs are a pre-determined outcome.

Trustee Crawford raised that Page 7 of the Report states that Stone Mills Council plans to consolidate all libraries in their catchment area into two sites in the near future. Facilitator Bailey clarified that the Municipality has found that many of the current libraries are too small to accommodate public needs, and that the Yarker library is primarily used by students and parents picking up students.

Trustee Murray stated that no matter what happens with the consultations on rural schools, School Boards know that funding follows the students.

Trustee Ross stated that the consultation with the Municipality of Stone Mills appears to have been minimal, but that he does not see what they could have come to the table with that would have made a significant difference.

Director Rantz acknowledged the gallery and work of the PARC. She stated that she understands the passion with which people engage in these processes, and knows that schools are the heart of a community. She further stated that regardless of what happens with the rural engagement process this is a unique situation that needs to be addressed now. Trustees have asked staff to bring forth ways to serve all students equitably and to meet cost saving needs within the board. The Ameresco Report is a guide, not a roadmap. This situation is about equity across the board, and does not come from a place of uncaring staff or Trustees.

3. Update on Long-Term Accommodation Plan Proposed Projects for 2017-18 and 2018-19

Superintendent Babin provided an update on the Long-Term Accommodation Plan Proposed Projects for 2017-18 and 2018-19.

The Limestone District School Board engaged the consulting firm of Ameresco Asset Sustainability Group Inc. to prepare a Long-Term Accommodation Plan (LTAP) for the Board, as required by the Ministry of Education.

On May 24, 2016, Trustees received, for information purposes, the Long-Term

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Accommodation Plan (LTAP). The LTAP has a number of recommendations concerning school consolidations/closures, new schools/additions and boundary changes over a 15-year planning horizon.

It is important to note that the LTAP is a resource report that Staff may, or may not, use to inform its future recommendations. Any Consultation or Pupil Accommodation Review (PAR) would first have to be approved by the Board of Trustees before it could proceed.

The LTAP prepared by Ameresco identifies one proposed Consultation Project and two proposed Pupil Accommodation Review (PAR) projects for the 2017-2018 school year, as follows:

Project 3: Kingston Centre, Consultation	
<u>Schools Involved:</u> LCVI Calvin Park P.S. Rideau P.S. Winston Churchill P.S.	<u>Project Description:</u> <ul style="list-style-type: none"> • Re-direct Grade 7 to 12 students in the Rideau P.S. and Winston Churchill P.S. catchment areas to Calvin Park P.S. and LCVI • Re-direct the JK to Grade 6 English regular program students at Rideau P.S. to Winston Churchill P.S.
Project 4: Kingston West, Pupil Accommodation Review (PAR)	
<u>Schools Involved:</u> Collins Bay P.S. Lancaster Drive P.S. Fairfield E.S.	<u>Project Description:</u> <ul style="list-style-type: none"> • Close Collins Bay Public School and re-direct the students to Lancaster Drive P.S. and Fairfield E.S.
Project 5: Greater Napanee and Township of Stone Mills, Pupil Accommodation Review (PAR)	
<u>Schools Involved:</u> NDSS Centreville P.S. Enterprise P.S. Newburgh P.S. Selby P.S. Tamworth E.S. The Prince Charles	<u>Project Description:</u> <ul style="list-style-type: none"> • Re-direct Grade 7 and 8 students to NDSS • Close Centreville P.S., Enterprise P.S., Newburgh P.S., Selby P.S. and Tamworth E.S. and build a new school on the Centreville P.S. site. Some students will be re-directed to The Prince Charles P.S. • Re-direct students living south of the Napanee River to Southview P.S.

For the 2018-19 school year, the LTAP does not identify any proposed consultation or

PAR projects; rather the plan identifies 2018-2019 as a year to update the Long-Term Accommodation Plan.

Senior Staff began the process of reviewing, updating and collecting information related to the three LTAP proposed projects for 2017-2018. A discussion was initiated concerning the options outlined in the LTAP and alternate options for each of the projects.

The proposed projects were also examined within the context of the regular responsibilities of the Board and the special projects already under way, such as: the building of a new intermediate/secondary school and the transition of students; the development and implementation of a new Strategic Plan; Early Years education and program co-ordination with day cares; Ontario's Renewed Mathematics Strategy and alternative and adult education changes.

As indicated above, the LTAP proposed projects for 2017-2018 cover three different areas of the Board and a wide range of accommodation issues, which need to be examined carefully before developing an Initial Staff Report. Each of the projects would involve and deserve a significant amount of resources.

In light of the regular responsibilities and meeting schedules, as well as initiatives already under way or upcoming, Senior Staff believes that to move forward with all of the proposed projects for 2017-2018, as outlined in the LTAP, would overextend the capacity of the Board's human resources, and diminish the quality and quantity of the time and effort that could be devoted to these important current projects.

Therefore, it is the intent of Senior Staff, to bring to Trustees, in the fall of 2017, an administrative report concerning the Kingston Centre Consultation project (Project 3). This project is a follow up to the PAR concerning the intermediate and secondary schools in Kingston Centre. If approved by the Board for implementation, this consultation project would be implemented during the 2017-2018 school year.

Senior Staff do not intend to bring forward any administrative reports to Trustees concerning PAR projects in 2017-2018 and 2018-2019 including the two proposed LTAP projects for Kingston West (Project 4) and Greater Napanee & Township of Stone Mills (Project 5).

For the 2018-19 school year, Senior Staff will review and update the Long-Term Accommodation Plan.

This report was received for information.

Trustee Murray noted that Project 3 will affect KCVI students. Superintendent Babin clarified that the receiving school currently is KCVI, then will be the new intermediate/secondary school. Senior Staff will be reviewing how all schools will be affected.

Trustee Murray suggested that pulling students out of KCVI and re-directing them to LCVI would not be a wise decision.

Trustee Garrod stated that in regards to Project 5, he is glad to see that the Board is not pursuing this project at this time. He stated that he believes the Board needs more

options to consider, than the one put forth by Ameresco.

Trustee Mahoney inquired about Project 4, in regards to the rapid expansion in the west and the possible plans to build a new school. Superintendent Babin replied that the Ameresco Report did suggest building a new school in the west, as well as boundary changes and consolidation of schools.

Trustee French stated that she was glad there would be a second look at Project 5, offering that there are different ways to process the low enrolment issues in that area. She inquired if the LTAP update would be a staff process. She further noted that the previous Napanee PARC had included a boundary review, and questioned how that issue will be addressed with an updated report.

Superintendent Babin stated that Senior Staff will look at all projects, including boundary issues. The Ameresco report suggested many boundary changes, along with consolidations and closures. The LDSB has not looked at boundaries in many years, which has caused problems in some areas of the Board. There are definitely efficiencies that could be established in this area.

Trustee Ross inquired if the result of Project 3 would be that Rideau would become a fully French Immersion school. Superintendent Babin stated that the report in the fall will address this issue.

Trustee Murray withdrew from the meeting at 8:55 p.m.

Trustee Mahoney requested more information about boundaries. Director Rantz stated that the fall report will have information about boundary issues, and will include diagrams. She clarified that boundaries dictate the area from which to draw students for a particular school. Culturally, the LDSB has had open boundaries in certain areas, which is not the norm in other school boards.

4. Projected Enrolment and School Utilization

Superintendent Babin stated that Baragar Systems is the consulting firm engaged by Limestone DSB to develop enrolment projections. School level enrolment projections represent the number of FTE students each year as of October 31st. Projections are not Census based. The base population is a key variable affecting enrolment projections.

Vital Statistics (Ontario Birth Registry) and Human Resources Canada are the data sources used to project the number of children (for each year of age) for the next 15 years and to record the movement or migration of students. Board enrolment data as reported in the Student Information System (SIS) by school and program is another key information source in enrolment projections and establishes participation, retention and migration trends and rates. This data is also important in identifying students in and out of catchment movement.

Planning Officer Downie stated that the report contains the projected enrolment by school for the 15-year period 2017-2018 to 2031-2032, and is presented at year 1,5,10 and 15. As well, each school's projected utilization is calculated. School utilization is the percentage of students projected in comparison to the total number of pupil places available

(enrolment /OTG Capacity).

As of this year, Baragar has made a methodology change in response to new data suppression guidelines from the Canada Revenue Agency. Catchments with low enrolment are affected as data is suppressed when there are fewer than 10 children per age in an area. There is still data available through age grouping and Baragar is now using an Enhanced Cohort Retention methodology that focuses on changes in births related to enrolments in the school's entry grade for the affected areas only.

Baragar's findings continue to highlight a decline in Limestone's participation rate or market share. The number of children attending the Board's schools in comparison to the number of children age 4 to 16 who live in Limestone's boundary continues to decline at -0.14% (2014), -0.09% (2015), -0.11% in (2016). A 1% decline represents about 235 students.

This Report was received for information.

Planning Officer Downer noted that for Sir John A Macdonald Public School the large housing project on HWY 15 was reviewed for the potential effects on student population.

Trustee French inquired if the inclusion of new housing developments was a new process for Baragar. Planning Officer Downie replied that this is an example of 'local knowledge' that the school board would bring in. There is a formula to be used when considering this type of information, including the number of houses involved, the type of housing, etc.

Superintendent Babin stated that to be considered the project would have to have shovels in the ground, homes sold, and people moving in, not simply plans for a possible development.

Trustee Ross suggested not using terms like 'market share', so to help the public see that the Board does not operate like a business. He inquired about Module Vanier and the projected enrolment numbers for the school. Planning Officer Downie replied that there is growth in French programs across the Board, as well as growth in feeder schools that could affect the projection numbers.

Trustee Mahoney inquired if new rentals are considered when preparing projection enrolment numbers. Planning Officer Downie replied that the process tracks students through catchment areas, and that rental units are considered, both current and new units.

Trustee Jackson requested more detailed background information to understand how the projections came forward.

Next Meeting Date

May 9, 2017

Adjournment

Chair Murray called for a motion to adjourn the meeting.

**School Enrolment/School Capacity Committee
Meeting Minutes
Limestone District School Board**

April 24, 2017

MOVED BY: Trustee Garrod, seconded by Trustee Crawford, that the meeting adjourn. Carried.

The meeting adjourned at 9:20 p.m.