

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

October 4, 2017

Members/:

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

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

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."

Approval of Agenda

MOTION: Trustee Ross, that the agenda of School Enrolment/School Capacity Committee of October 4, 2017, as presented, be approved. Carried.

Declaration of Conflict of Interest

No declaration was made.

Action Items:

1. Proposed School Boundaries in Central Kingston (Stat Plan Ref. 3.4.1)

Facilitator Bailey presented the proposed boundary changes for Central Kingston. Consideration of these boundary changes is made necessary due to:

- Enrolment changes related to the French Immersion and English programs at Rideau Public School; and
- The Board's accommodation review decision regarding the Intermediate and Secondary Schools in Central Kingston (June 19, 2013).

The boundary change proposal has three sections:

1. JK-Grade 6 English Program Rideau Public School,
2. Loyalist Collegiate & Vocational Institute and the new Kingston Intermediate/Secondary School,
3. Grade 7 & 8 Winston Churchill Public School.

Trustee Jackson joined the meeting at 5:40 p.m.

Rideau Public School

At Rideau P.S. the enrolment in the JK-Gr. 6 English language program has continued to decline, while the enrolment in the French Immersion Program JK-Gr. 6 has steadily increased. In September 2016, after consultation with parents during 2015, the Rideau P.S. English Program Grade 7 and 8 students were combined with the Winston Churchill P.S. Grade 7 and 8 students.

The Senior Staff believes that the students in the English program at Rideau P.S. would be better served at a school where:

- There were a greater number of English language students;
- There were more teachers involved in the program;
- There were greater opportunities for program diversification and increased socialization and
- The chance of students experiencing triple Grade classes would be significantly reduced.

Senior Staff considered all of the schools bordering on the Rideau P.S. catchment area in selecting the proposed options. The following two options are proposed, with Option 1 being the preferred option:

- Option 1: Total Rideau P.S. English catchment area to be amalgamated with the Winston Churchill P.S. catchment area.
- Option 2: The Rideau P.S. catchment area south of Princess Street to be amalgamated with the Winston Churchill P.S. catchment area and the Rideau P.S. area north of Princess Street to be amalgamated with Central P.S.

Considerations with regard to the two options are:

With Option 1

- Winston Churchill P.S. can accommodate all of the English Program students;
- Students are all within walking distance of Winston Churchill P.S.;
- Students crossing Princess Street are doing so now in order to attend Rideau P.S.;
- Students would need to cross Brock Street and Johnson Street.

With Option 2

- Winston Churchill P.S. and Central P.S. can accommodate the JK-Gr. 6 English Program students;
- None of the students would need to cross Princess Street however students would need to cross Division Street;
- Some students live more than 1.6 km from Central P.S. and would be candidates for bus transportation.

The consolidation of the Rideau P.S. English Program students at Winston Churchill P.S. would result in:

- A change to the boundary for Winston Churchill P.S. to include all of the present English Program catchment area of Rideau P.S.;
- Rideau P.S. becoming a JK-6 single track French Immersion school.

Senior Staff believes that it is in the best interest of the students to implement a boundary change for the Rideau P.S. English Program in September 2018.

A boundary alteration would change the accommodation of less than 50 % of the students enrolled at Rideau P.S., therefore a Pupil Accommodation Review is not required. The parents, staff and community are to be consulted.

Trustee Ross stated that Central P.S. is at capacity, plus it hosts a daycare in the building. He inquired if the option of moving some students to Central P.S. would result in the relocation of the daycare.

Superintendent Burra responded that even without the new students there are space pressures at the school. The school will need to be reviewed in the next few years regardless of the possible addition of Rideau P.S. students.

Trustee Jackson inquired what the level of cooperation with the City of Kingston is in regards to these moves.

Superintendent Babin stated that the Board works with City of Kingston when there are changes or new pressures. LDSB has maintained a good working relationship with the City's Planning Department regarding Crossing Guards.

Trustee McGregor asked if those students who have already been re-directed will be able to stay at Winston Churchill P.S., or will they be re-directed again to Central P.S.

Facilitator Bailey responded that it depends on the final decision by the Board.

Superintendent Burra stated that no new Grade 7 students from the Rideau P.S. Catchment area were moved this year.

LCVI and New Intermediate/Secondary School

Facilitator Bailey stated that at the June 19, 2013 Board meeting the following motions were approved by the Board:

That the Limestone District School Board apply for funding from the Ministry of Education for the building of a new secondary school in Central Kingston to be built on the QECVI site, or another site to be determined; that QECVI and KCVI be closed as secondary schools; and that students and programming be consolidated between the new school and LCVI.

That, when establishing the new catchment boundaries for the two schools:

1. The Board ensure that each elementary school in the review area corresponds only to one secondary school;
2. The Board review and maximize the walkability to the schools, as reasonable;
3. The Board review the transportation of the secondary students;
4. The Board consult with the elementary feeder schools, where re-location of the destination secondary school will be changed due to the closure of the current secondary school; and
5. The Board determine the boundaries and organization that are most financially feasible, reasonable and desirable.

The boundaries for the two secondary schools, LCVI and the new Kingston Intermediate/Secondary School, were reviewed by staff with the goal of "creating academically heterogeneous student populations of sufficient size to enable the provision of all program pathways." As well, Senior Staff considered the elementary school catchment areas as they relate to the present secondary school boundaries.

The feeder school areas at present are:

- LCVI -Calvin Park P.S. to continue to LCVI;
- QECVI - John Graves Simcoe P.S., Molly Brant Elementary and Rideau Heights P.S. to attend new Kingston Intermediate/Secondary School;

- KCVI - At present the catchment area for some of the elementary schools are located in more than one secondary school catchment area.

Sections of the catchment area for Rideau Public School reside within each of the three previous secondary school boundaries.

For Rideau P.S., French Immersion students will continue to Module Vanier which is to be housed in the new Kingston Intermediate/Secondary School. English program students will continue to the secondary school associated with the elementary school(s) resulting from the Board decision related to Part 1.

For Central P.S., most of the students within the Central P.S. catchment area are within walking distance of the new school. All students in the Central P.S. catchment area living east of Sydenham Street live more than 3.2 km from LCVI.

For Winston Churchill P.S., within the combined Rideau P.S./Winston Churchill P.S. catchment area, it was found that of the 2016-17 Grade 9 to 12 students only one student lived further than the 3.2 km walking distance from LCVI. In the Winston Churchill P.S. catchment area, a significant portion exceeds the 3.2 walking distance to the new school.

Sections of Central Public School reside in the current KCVI and in the QECVI catchment areas.

The preferred Option for the former KCVI feeder schools is:

- Central P.S., Sydenham P.S. and Marysville P.S. catchment areas to be included in the catchment area for the new central Kingston Intermediate/Secondary School;
- Winston Churchill P.S./Rideau P.S. English Program catchment area to be included in the LCVI catchment area.

Calvin Park P.S. is housed within LCVI. Space is allocated for Calvin Park P.S. in addition to the capacity designated for LCVI. The 2016-17 Calvin Park P.S. enrolment was 397. The new Kingston Intermediate/Secondary School will also house Module Vanier. Schools presently feeding into Module Vanier will continue to do so. In 2016-17, the enrolment for Module Vanier was 196. The capacity of LCVI and the new Kingston Intermediate/Secondary School will allow for the continuation of Calvin Park P.S. and Module Vanier in the respective schools.

Trustee Murray stated that she believed the proposed new boundaries are far off what was discussed at the KCVI/QECVI PARC in 2013. She inquired what had changed since that time.

Facilitator Bailey responded that she did not believe boundaries were put in the PARC report at that time, but that a statement was included that boundaries would have to be adjusted. Enrolment should be able to accommodate the proposed changes at this time.

Superintendent Burra stated that for Winston Churchill P.S. students have a program choice to be made at Grade 6, with students electing to go to Module Vanier or Calvin Park P.S. The proposed boundary changes are based on Grade 8 numbers at these schools.

Trustee Murray stated there can be scenarios where students from the same family end up at different secondary schools due to programming choices. She inquired how the Board would handle these situations.

Superintendent Burra responded that it is the nature of the Board's French Immersion programming that pulls students into schools outside their catchment area.

Trustee Murray stated she hoped there would be clear communication to families that there will be school buses for those students more than 3.2 km from their designated secondary school, not just Kingston Transit.

Superintendent Burra clarified that any student in the Leap or Challenge programs are Calvin Park P.S. students. If the student lives in the Central P.S. catchment area, and the student does not choose to go to special programming at the secondary level then Central P.S. would be their catchment area.

Trustee Jackson asked what the marketing plan is between LCVI and the new school, and further how matters will be communicated to prevent bleeding to co-terminous boards. He asked how hard or soft LDSB is on imposing boundaries.

Superintendent Burra stated that it is hard to assess which students may choose to leave the Board when KCVI closes and the new school is opened. There has not been a drop off in enrolment at KCVI or Module Vanier during this process, with the awareness that boundaries will change.

Superintendent Burra stated that as far as hard and soft boundaries are concerned, with focus programs and if there is space available in a school, then students can attend out of boundary schools. They would be required to provide their own transportation if they choose to do so.

It was clarified that there has not been a discernible change in enrolment in the feeder schools for KCVI for the past few years. Senior Staff will continue to monitor this trend moving forward.

Grades 7 and 8 at Winston Churchill P.S.

The English Program Grade 7 and 8 students in the LCVI Family of Schools attend Calvin Park P.S., housed inside LCVI. The elementary schools involved are Centennial P.S., Lord Strathcona P.S. and Polson Park P.S. Along with the regular program students from the LCVI feeder schools, Calvin Park P.S. provides the Choices at Seven Programs – Challenge, LEAP and ATLAS, for students across the district.

In the proposed boundary change for LCVI the catchment area for Winston Churchill P.S. and the English Program boundary for Rideau P.S. are included in LCVI catchment area.

To promote consistency and equity of opportunity, the Grade 7 and 8 students from the proposed new English Program Winston Churchill P.S. catchment area could be accommodated at Calvin Park P.S.

Option 1: The Grade 7 and 8 students from the Winston Churchill P.S. / Rideau P.S. English Program catchment areas to be included in the Calvin Park P.S. catchment area.

- Calvin Park P.S. capacity is 460 and was 86% utilized in 2016-17. The school would be able to accommodate all of the Grade 7 and 8 students proposed in this option. In 2016-17, this would have resulted in an increase of 29 students. The Calvin Park P.S. enrolment would have been 429 and the utilization 92.6%.

Option 2: The Grade 7 and 8 students in the Winston Churchill P.S. / Rideau P.S. English Program catchment areas would remain at Winston Churchill P.S.

- Historically many Grade 7 and 8 students from this catchment area have attended Calvin Park P.S.

Option 1 is the preferred option. Senior Staff members believe that the Winston Churchill P.S. students and the Calvin Park P.S. students would have both academic and social benefits if the Winston Churchill P.S. Grade 7 and 8 students joined their neighbouring schools' Grade 7 and 8 students at Calvin Park P.S.

Having the remaining Grade 7 and 8 students presently attending Winston Churchill P.S. / Rideau P.S. English Program attend Calvin Park P.S. would allow the students entering Grade 9 at LCVI to have a broader friend/acquaintance base than if the students remained at Winston Churchill P.S. until Grade 9. The chance of the Winston Churchill students experiencing triple grade classes would be significantly reduced.

The Senior Staff propose that the movement of the Grade 7 and 8 students to Calvin Park P.S., if approved by the Board, be implemented in September 2018.

Trustee Ross inquired how many students would have to do a double move if the Board accepts Option 1.

Superintendent Burra answered that no new Grade 7 students from Rideau P.S. were moved to Winston Churchill P.S. this year, so there would be no double moves.

Consultation Plan

Once the Board has passed a motion to approve the consultation process the following will occur:

1. Within five business days of approval of the recommendation by the SE/SCC, the Superintendents of Education/Supervising Principals with responsibility for the elementary and secondary schools in the LCVI and new Kingston Intermediate/Secondary School catchment areas will inform the school's Principals and School Council Chairs of the proposed changes and share with them this Administrative Report.
2. Within five business days of approval of the recommendation by the SE/SCC, the Superintendent of Business Services will inform the affected municipality and community partners of the proposed changes and share with them this Administrative Report.

3. Each schools' Principal and School Council Chair will inform the Council and parents of the student body of the proposed changes and consultation plan by December 2017.
4. Each schools' Principal will inform Staff of the proposed changes and consultation plan by December 2017.
5. The Superintendents of Education/Supervising Principals with responsibility for the elementary and secondary schools in the LCVI and new Kingston Intermediate/Secondary School catchment areas will attend staff and school council meetings to receive and respond to questions about the proposed changes, if requested.
6. In conjunction with School Councils, Board staff will hold 3 meetings to gather feedback from the Rideau P.S., Central/Sydenham P.S. and Winston Churchill P.S. school communities regarding the proposed boundary changes by the end of January 2018. Each meeting would inform school community members of the proposed boundary options and provide a focus on one of the initiatives. These meetings will be open to the public.

Meeting focus:

- One meeting to focus on the Rideau P.S. English Program boundary options, to be held at Rideau P.S. (tentatively scheduled for Monday, January 22, 2018 at 6:30 pm)
 - One meeting to focus on the Central P.S. and Sydenham P.S. secondary school boundary options, to be held at Central P.S. (tentatively scheduled for Monday, January 15, 2018 at 6:30 pm) and
 - One meeting to focus on the Winston Churchill P.S. / Rideau P.S. English Program intermediate and secondary boundary options to be held at Winston Churchill P.S. (tentatively scheduled for Tuesday, January 23, 2018 at 6:30 pm).
7. The Communication Department will share the information through various media strategies and the Administrative Report will be posted on the Board website as well as information about the public meetings.
 8. The Board website will be set up in January 2018 to collect feedback from the public about the proposed boundary changes.
 9. Board Staff will present an Administrative Report containing the feedback received from the consultation activities and make a final recommendation(s), including a timeline, to the SE/SCC in March 2018, (tentatively scheduled for Monday March 19, 2018 @ 5:30 pm.).

Trustee Garrod stated that information about the proposed changes will be out to the public tonight. He inquired how would this be managed.

Superintendent Burra stated that the plan had already been shared with the Principals of the effected schools, to help them effectively deal with inquiries from staff, students and families. Senior Staff will continue to work with these Principals to support them as needed.

Trustee Murray stated it should be made clear to the public why this is a consultation, and not a PAR.

MOTION:

1. *That the School Enrolment/School Capacity Committee of the Whole Board (SE/SCC) receive the Accommodation Boundary Report for Schools in Central Kingston and specifically:*
 - *JK-Grade 6 English Program Rideau Public School*
 - *Loyalist Collegiate & Vocational Institute and the new Kingston Intermediate/Secondary School*
 - *Grades 7 & 8 Winston Churchill Public School*
2. *That the SE/SCC recommend that the Board grant approval for Board Staff to implement the Consultation Plan outlined in the Report concerning possible boundary changes.*
3. *To change the SE/SCC meeting scheduled on Wednesday, April 18, 2018 to Monday, March 19, 2018 at 5:30 pm. At this meeting, Board Staff will present an administrative report containing the feedback received from the consultation activities and make a final recommendation(s), including a timeline.*

MOVED BY: Trustee Jackson.

Trustee Garrod stated he appreciates the hard work and time put into the report by Senior Staff. He further stated that he is happy to see that there is a consistent approach to the boundary changes regarding programming, keeping cohorts together, avoiding triple grades, etc.

Trustee Murray asked for confirmation that there is no firm recommendation at this time. It was confirmed that there is not.

Trustee French stated that she was glad to see that this is being conducted as a consultation. She stated she'd like it to be made clear that these are options, based on educated recommendations from Senior Staff, but that the Board will make the final decision on the matter.

Trustee Jackson stated that constituents need to be made aware that the enrolment has changed and that has affected the options put forth by Senior Staff.

Trustee Ross inquired why there would be no consultation meetings until January 2018.

Superintendent Babin stated that the motion still has to go to the Board on October 18, 2017 for approval. After this, Senior Staff wanted to allow time for communication to the public, and not rush into the consultations. The month of December tends to be a very busy time of year, so January seemed the best choice to begin the process.

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Roll Call vote:

The non-binding recorded vote was as follows:

*YEAS: Trustee French, Trustee Garrod, Trustee Jackson, Trustee McGregor,
Trustee Murray, Trustee Ross, Trustee Ruttan, Trustee Kanellos (9)*

NAYS: (0)

ABSENT: Trustee Crawford, Trustee Mahoney, Trustee Haynes, (3)

The binding recorded vote was as follows:

*YEAS: Trustee French, Trustee Garrod, Trustee Jackson, Trustee McGregor,
Trustee Murray, Trustee Ross, Trustee Ruttan, (7)*

NAYS: (0)

ABSENT: Trustee Crawford, Trustee Mahoney (2)

The motion was Called and Carried (7:0).

Next Meeting Date

Monday March 19, 2018

Adjournment

Chair Ruttan called for a motion to adjourn the meeting.

MOVED BY: Trustee McGregor that the meeting adjourn. Carried.

The meeting adjourned at 6:35 p.m.