



To: Members of the Hamilton-Wentworth District School Board

NOTICE OF STANDING COMMITTEE MEETING

Monday, April 14, 2014

6:00 p.m.

71 Main Street West, Hamilton, Ontario

City Hall, Council Chambers

From: John Malloy, Director of Education

REVISED AGENDA

1. Call to Order
2. Approval of the Agenda
3. Declarations of Conflict of Interest
4. Delegations:
 - [Jed Gardner](#)

Reports from Special Committees

5. [Finance Committee – April 2, 2014](#)
 - A. [Education Development Charge Policies on Application of Operating Surpluses and Alternative Accommodation Arrangements](#)
 - B. [2014-15 School Based Staffing](#)
 - C. [Secondary School Revitalization Strategy – Guiding Principles](#)
 - D. [2013-14 Capital Renewal Projects Plan Update](#)
 - E. [Ongoing Capital Projects Report \(ARC\)](#)
 - F. [Interim Financial Report – January 31, 2014](#)
6. [Human Resources – April 3, 2014](#)

Reports from Community Advisory Committees

7. [French Immersion Advisory Committee – March 26, 2014](#)
8. [Special Education Advisory Committee – March 26, 2014](#)
9. [Written Notice of Motion - Bill C23 – Fair Elections Act](#)
10. Private Session (to consider matters on the private agenda)
11. Meeting Resumes in Public Session
12. Trustee ARC Questions
13. Adjournment

Upcoming Public Meetings

<u>Meeting</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Governance Committee	Tuesday, April 15, 2014	4:30 p.m.	100 King St W - 6th Floor - Room E
Finance Committee	Wednesday, April 16, 2014	12:30 p.m.	120 King St w, Floor 11- Room 5
Finance Committee	Wednesday, April 23, 2014	12:30 p.m.	120 King St w, Floor 11- Room 5
Program Committee	Thursday, April 24, 2014	3:30 p.m.	100 King St W - 6th Floor - Room E
Board	Monday, April 28, 2014	6:45 p.m.	City Hall - Council Chambers
Special Standing Committee: West Flamborough Delegations	Tuesday, April 29, 2014	6:00 p.m.	City Hall - Council Chambers
Finance Committee	Wednesday, April 30, 2014	12:30 p.m.	120 King St w, Floor 11- Room 5
Student Senate	Wednesday, April 30, 2014	4:00 p.m.	Sir John A Macdonald - Library
Special Education Advisory Committee	Wednesday, April 30, 2014	7:00 p.m.	Helen Detwiler School - Library
Governance Committee	Monday, May 5, 2014	3:00 p.m.	100 King St W - 6th Floor - Room E
Special Standing Committee: East Hamilton Delegations	Monday, May 5, 2014	6:00 p.m.	City Hall - Council Chambers
Special Standing Committee: Central Mountain Delegations	Tuesday, May 6, 2014	6:00 p.m.	City Hall - Council Chambers
Student Senate	Wednesday, May 7, 2014	4:00 p.m.	Location: TBD
Policy Committee	Thursday, May 8, 2014	5:00 p.m.	100 King St W - 6th Floor - Room E
Standing Committee	Monday, May 12, 2014	6:00 p.m.	City Hall - Council Chambers
Parent Involvement Committee	Tuesday, May 13, 2014	6:30 p.m.	Delta High School - Cafeteria
Student Senate	Wednesday, May 14, 2014	4:00 p.m.	Sir John A Macdonald - Library
Special Education Advisory Committee	Wednesday, May 21, 2014	7:00 p.m.	Helen Detwiler School - Library
Board	Monday, May 26, 2014	6:00 p.m.	City Hall - Council Chambers
Special Standing: West Flamborough Decision Night	Monday May 26, 2014	Following Board	City Hall - Council Chambers
Finance Committee	Wednesday, May 28, 2014	12:30 p.m.	120 King St w, Floor 11- Room 5
Student Senate	Wednesday, May 28, 2014	4:00 p.m.	Sir John A Macdonald - Library
French Immersion Advisory Committee	Wednesday, May 28, 2014	7:00 p.m.	Westdale Secondary, Library

Meeting times and locations are subject to change. Please refer to our website for the latest information.

www.hwdsb.on.ca/aboutus/meetings/meetings.aspx

APPENDIX A

The Honourable Kathleen Wynne, Premier
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Ms. Wynne:

I am writing you today with regard to policies taken by your party which, I believe, in the long term will be more detrimental to your party than what is referred to in the press as the “gas plant scandal.” I am referring to the closing of thousands of Ontario schools. My comments are my own, although I have been working closely with a group of concerned citizens in the Dundas, Ontario, area.

The “Accommodation Review Committees” or ARC panels were supposedly put together to look at the future viability of schools. Well-meaning community members attended scheduled meetings with the belief that they could affect change to the process. What really occurred was a ruse to defuse the anger and resentment that was bound to bubble upwards with the closing of these important anchor institutions. Then the various school boards proceeded to close the schools that they had already determined were expendable. Community after community made the efforts to negotiate in good faith only to realize, too late, that the ARC process was being used as a tool to buffer resistance to a path that was pre-determined by the boards and, by extension, a wider provincially-mandated reduction of schools deemed no longer viable.

While the idea of closing schools appears to be an attempt at fiscal responsibility the problem is the school boards are not qualified or motivated to make wise or prudent fiscal decisions. In my neighbourhood a four bedroom home sells for around \$750,000.00. The local school board sold a 30,000 square foot school on four acres of land for \$630,000.00. At the same time they have decided to put an addition onto another high school in the area at a cost of \$15,000,000.00. All of this has been done with little community consultation. To be more accurate, these actions were taken *in spite* of community consultation.

While it is easy to blame local boards for their actions, we know they are only acting on what they believe are directions from the Province. Even a casual search online will result in hundreds of letters addressing the very same phenomenon in communities all across Ontario. The Board appears to justify its own existence by carrying out some larger plan of school closures. Clearly the Board is trying to do away with costly low attendance schools. Unfortunately, though, rural schools which have some of the lowest attendance rates cannot be closed because the lack of nearby alternatives. To many observers the process seems arbitrary and ill-considered.

When our community has addressed any concerns with the process, the standard response has been that all counter arguments should have been expressed during the ARC procedure and now the process is moving forward. Sadly, I have seen intelligent and generous

community-minded individuals unwilling to continue to engage in a process that is frustrating and unnecessarily complex. **At a recent meeting, when School Board representatives' were unable to answer many questions related to the scheduled closure of a local high school, they suggested we pose these questions to the school board.** The problem is, the school board to date has refused to allow us to speak at any of the meetings with the response that our questions are not related to items on the agendas. This Orwellian complexity does nothing to mitigate the growing disillusionment and anger within the community.

In a recent discussion with our MPP, Ted McMeekin, he sympathized with the community's frustration. Clearly our experience in Dundas is not just a localized phenomenon. He stated, "I have encouraged the province to look at some possible legislative changes that would mandate (ie require) an ongoing joint planning process especially as relates to the acquisition and disposition of property." In other words, he will attempt to legislate consultation with affected communities. The very idea of having to legislate decent respectful relations with the very constituents they have been hired to represent shows how far things have gone array. The Board and the Trustees instead of serving their communities have chosen instead to justify their own existence and funding by slavishly following an ill-conceived province wide policy. The Hamilton Wentworth District School board is closing around twenty schools in the next round of closures. This does not include schools that have already been closed. Many of these schools are only marginally below capacity and communities are devastated by their loses. Why the board has chosen to close so many schools so quickly one can only speculate. Many of the properties , once sold, will be irreplaceable.

Instead of listening and earnestly considering well thought out solutions to specific community concerns our Board has chosen instead to use its complex bureaucratic procedures and policies as means to block community involvement. The rules are set by the Board and they have chosen to manipulate them to what they believe to be their advantage. Unfortunately, they are alienating their communities and destroying the possibility of participatory democracy.

I have watched your leadership with some sense of fascination. It strikes me that you have been attempting to address myriad difficulties you inherited when you became Premier. In my opinion you are attempting to make government transparent and fair. My intent in sending this letter to you is to underline an unfortunate tendency in a *particular* process of sapping the energy and good will of a section of the populace. We all know that few people will invest the necessary time in a system which stymies them at every turn. Even the little community of Dundas, with its very high percentage of professionals and academics, has been profoundly discouraged. It strikes me that certain bureaucrats are attempting to win points with the Province by neutralizing opposition. I feel that they have profoundly misunderstood your open stewardship of the Province. I am reminded of the words of William Butler Yeats when he said, / *The best lack all conviction, while the worst / Are full of passionate intensity.*

Yours truly,

Jed Gardner

COMMITTEE REPORT

Presented to: Standing Committee

Date of Meeting: April 14, 2014

From: Finance Committee

Date of Meeting: April 2, 2014

The committee held a meeting from 12:30 p.m. to 3:17 p.m. on April 2, 2014 at 120 King Street, Suite 1120, Hamilton, Ontario, with Judith Bishop presiding.

Members present were: Trustees Judith Bishop (Chair), Wes Hicks, Lillian Orban, Karen Turkstra and Todd White.

ACTION ITEMS:**1. Education Development Charge Policies on Application of Operating Surpluses and Alternative Accommodation Arrangements**

Per Ministry requirements, the policies and directives are reviewed annually to ensure compliance with Ontario Regulation 20/98 of the Education Act. HWDSB is compliant.

On the motion of Trustee Hicks, the Finance Committee supports the following **Recommended Action**:

That the Board approve the following statements to satisfy the requirements of our two Education Development Charge related policies.

- a) **That there is not an operating surplus available in the non-classroom portion of the budget that can be applied to reduce growth related net education land costs; and,**
- b) **That there have been no opportunities to implement alternative accommodation arrangements.**

CARRIED UNANIMOUSLY.**2. 2014-15 School Based Staffing**

Staff reviewed the report which provides the minimum number of staff needed in order to have schools staffed for September of each year and to meet requirements of various collective agreements.

On the motion of Trustee Hicks, the Finance Committee supports the following **Recommended Action**:

- a) **That the Board approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2014-15 school based staffing:**

Elementary Teachers	1,997.00
Secondary Teachers	1,037.90
Early Childhood Educators	220.00
Principals/Vice Principals	163.00
School Office Administration	195.50
School Custodial	370.75

- b) **That the Board approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2014-15 school based staffing:**

Educational Assistants	579.00
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CARRIED UNANIMOUSLY.

3. Secondary School revitalizations Strategy – Guiding Principles

With the recent approval by the Ministry of Education to fund the new South secondary school, the HWDSB now has an opportunity to fulfill the following recommendation, which was approved by Board at the conclusion of each of the secondary accommodation reviews in May 2012:

“That the Facilities Management Department will consult with the principal and specialists to ensure that the remaining facilities meet the program strategy and address the renewal needs as outlined by this ARC Committee.”

An overview of the proposed process and schedule were provided to committee members and they offered some modifications to staff for the report for added clarity.

On the motion of Trustee Turkstra, the Finance Committee supports the following **Recommended Action**:

That the Board approve the “Guiding Principles”, as defined in this report, to develop a secondary school revitalization strategy.

The motion was **CARRIED** on the following division of votes:

In favour (3) Trustees Bishop, Hicks, Turkstra
Opposed (1) Trustee Orban.

4. 2014-15 Budget Announcement: Overview of the Grants for Student Needs Funding 2014-15 Announcements

Details of the 2014-15 GSN was announced by the Ministry on March 24, 2014. Staff gave an overview of the highlights:

- Full Day Kindergarten
- Labour Framework
- School Board Efficiencies and Modernization
- Funding Formula Reforms
- Enhancements to Keep Up with Costs

Under the School Board Efficiencies and Modernization (SBEM) there was a lot of emphasis on “right-sizing” school boards and there are revisions to the current “top-up” grant for under-utilized schools to encourage more efficient use of space. While HWDSB has been proactive in the accommodation review process, the full impact of the change to this grant is not known at this time.

On the motion of Trustee Todd, **the Finance Committee recommends that a letter be written to the Ministry of Education, expressing our concerns particularly with respect to School Facility Operations and Renewal top-up changes announced in the latest funding announcement.**

CARRIED UNANIMOUSLY.

MONITORING ITEMS:

5. 2013-14 Capital Renewal Projects Plan Update

Staff provided an overview of the report and feedback was provided to staff by committee members.

6. Ongoing Capital Projects Report (ARC)

The report was presented to committee members. The intent of the report is to provide the Board with an updated on the status of ongoing capital projects related to elementary and secondary accommodation reviews.

7. Interim Financial Report – January 31, 2014

The report was reviewed. There is no surplus or deficit anticipated at this time. A question was asked if there had been any further discussion at the senior level about deploying ECE workers for use with large kindergarten classes where they may be students that have not been identified that require assistance. This issue will be referred to the Superintendents of Student Achievement group for response.

Respectfully submitted,
Judith Bishop, Chair of the Committee



EXECUTIVE REPORT TO FINANCE COMMITTEE

TO: BOARD

FROM: Daniel Del Bianco, Senior Facilities Officer

DATE: March 24, 2014

PREPARED BY: Daniel Del Bianco, Senior Facilities Officer
Stacey Zucker, Superintendent of Business and Treasurer

RE: Education Development Charge Policies on Application of Operating Surpluses and Alternative Accommodation Arrangements

Action X Monitoring

Recommended Action:

That the Board approve the following statements to satisfy the requirements of our two Education Development Charge related policies.

1. That there is not an operating surplus available in the non-classroom portion of the budget that can be applied to reduce growth related net education land costs; and,
2. That there have been no opportunities to implement alternative accommodation arrangements.

Rationale/Benefits:

The Board is currently in the process of replacing its current Education Development Charge (EDC) By-law which expires on August 31, 2014. Ontario Regulation 20/98 of the Education Act, which governs various aspects of EDCs, requires that a school board evaluate certain policies as part of the process of adopting a new EDC By-law.

The policies that must be evaluated pertain to:

- a) alternative accommodation arrangements (Policy No. 3.3, attached), and
- b) the application of an operating surplus to capital needs (Policy No. 3.4, attached).

Background:

Alternative Accommodation Arrangements

Paragraph 6 of Section 9(1) of Ontario Regulation 20/98 requires that the Board adopt a policy concerning possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for new elementary school pupils and new secondary school pupils, without imposing EDCs, or with a reduction in such a charge.

The Board adopted Policy No.: 3.3, "Education Development Charges: Alternative Accommodation for School Facilities" in May 2013.

The alternative accommodation arrangements that the Board may wish to consider include purchases, lease/buy backs, site exchanges and joint-venture partnerships. These alternative arrangements, if properly structured, have the potential to reduce site size requirements, improve service delivery, reduce duplication of public facilities and maximize the use of available funds.

Paragraph 7 of Section 9(1) of Ontario Regulation 20/98 requires that the Board include in the EDC Background Study a statement of how the policy concerning alternative accommodation arrangements was implemented, and if it was not implemented, an explanation of why it was not implemented.

To date, there have not been any proposals for alternative accommodation arrangements presented to the Board. It is important to note that neither Ontario Regulation 20/98 nor the policy require the Board to independently pursue such opportunities.

In summary, there were no opportunities or proposals for alternative accommodation arrangements advanced by the development industry, municipalities or the general public; nor did the Board identify any proposals which were considered appropriate having regard to its short term and long term needs.

Statement on Operating Budget Surplus

Paragraph 8 of Section 9(1) of Ontario Regulation 20/98 requires that the Board include a statement in the EDC Background Study stating that it has reviewed its operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings which it proposes to apply, if any.

It is necessary that the review of operating budgets for surpluses be conducted annually as part of the process of establishing the Board's budget for the following year.

The Board adopted Policy No.: 3.4, "Education Development Charges: School Sites and Operating Budget" in May 2013.

Under the General Legislative Grant Regulation, only a surplus from the non-classroom part of the estimates is eligible to be used to acquire school sites, and thereby reduce the growth-related net education land costs and the EDC that may be levied by the Board.

Where there has been, or appears that there will be a surplus in the non-classroom part of the estimates in a fiscal year, the Board must determine whether all, part or none of the surplus will be designated for the purpose of acquiring school sites by purchase, lease or otherwise.

The Board is unable to designate surplus funds for the purpose of acquiring school sites as this is projected to be a challenging budget year and an operating surplus is not expected. Furthermore, there were no opportunities

or proposals for alternative accommodation arrangements advanced by the development industry, municipalities or the general public, nor did the Board identify any proposals that were considered appropriate having regard to its short term and long term needs.



Policy No. 3.3**Education Development Charges:
Alternative Accommodations for
School Facilities**

Date Approved: May 2013**Projected Review Date: May 2017****PURPOSE:**

Hamilton-Wentworth District School Board (HWDSB) will consider possible arrangements with municipalities, School Boards, or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the Board, subject to the Guiding Principles.

GUIDING PRINCIPLES:

- The alternative accommodations must be cost effective and advantageous for HWDSB compared to other possible arrangements including an acquisition of a school site and the construction of a free standing building.
- The alternative accommodations shall comply with any guidelines issued by the Ministry of Education.
- HWDSB may enter into lease arrangements respecting school facilities intended to be used to accommodate peak enrolment, but shall not enter into such arrangements respecting school facilities that are necessary to accommodate long-term enrolment unless the arrangements could result in ownership at the Board's discretion.
- HWDSB shall retain sufficient governance authority over the facility to ensure that it is able to deliver the appropriate educational program to its pupils and to ensure that the identity, ambience and integrity of the facility are preserved.

INTENDED OUTCOMES:

That the Alternative Accommodations for School Facilities policy is applied to all new elementary and secondary schools being contemplated by the Board.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Cost Effective: Reduce the overall capital and/or site acquisition costs associated with accommodating students' resident to HWDSB.

Governance Authority: Responsibility and decision-making voice in the design and operation of the facility to protect the Board's ability to deliver appropriate education programs consistent with the Board's educational mandate.

Partnership: the purchase of adjoining sites by the Board and a second party with consideration of possible joint use of grounds and/or facilities.

Alternative Accommodations: Include a variety of strategies such as forward buying, option agreements, purchases, lease buy-back, site exchanges, and joint venture partnerships resulting in cost effective delivery of pupil accommodation.

ACTION REQUIRED:

HWDSB will review submissions from local municipalities, school boards or other persons or bodies in the public or private sectors who invite the Board to enter into partnerships agreements to provide alternative arrangements for school facilities.

The review will examine the merits of the proposed partnership as it relates to the Guiding Principles.

Staff will obtain Board approval for any alternative accommodation for school facilities.

PROGRESS INDICATORS:

Intended Outcome	Assessment
<ul style="list-style-type: none"> That the Alternative Accommodations for School Facilities policy is applied to all new elementary and secondary schools being contemplated by the Board 	<ul style="list-style-type: none"> This will be assessed through the staff report seeking Board approval.

REFERENCES:

Government Documents

Education Act

HWDSB Strategic Directions

Achievement Matters

Engagement Matters

Equity Matters

HWDSB Policies

Facility Partnership



Alternative Accommodations for School Facilities Directive

Directive for Policy 3.3 Education Development Charges: Alternative Accommodations for School Facilities

Projected Review Date: May 2017

RATIONALE:

Hamilton-Wentworth District School Board (HWDSB) will consider possible arrangements with municipalities, School Boards, or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the Board, subject to the Guiding Principles.

TERMINOLOGY:

Forward Buying: Forward buying is the purchase of a site ahead of the need.

Joint Partnerships: A joint partnership is the purchase of adjoining sites by the Board and a second party with consideration of possible joint use of grounds and/or facilities.

Lease Buy-Back: Lease buy-back is the lease of a site with the option or intention to purchase over time whether built-in to the lease arrangement or in future years.

Option Agreements: An option agreement is an agreement to purchase a site at a date in the future with terms and conditions set out at the time of entering into the agreement.

Site Exchanges: A site exchange is an exchange between the Board and a second party of designated, optioned, or owned lands.

PROCEDURES:

- 1.1 Alternative accommodations include a variety of strategies such as forward buying, option agreements, purchases, lease buy-back, site exchanges, and joint venture partnerships.
- 1.2 The Board will consider possible arrangements with municipalities, school boards, and persons or bodies in the public or private sector with the following conditions:
 - 1.2.1 the alternative accommodations must be cost-effective and advantageous to the Board compared to other possible arrangements, including an acquisition of a school site and the construction of a free-standing building;
 - 1.2.2 the alternative accommodations shall comply with all Ministry of Education guidelines, regulations, and instructions;

- 1.2.3 the Board may enter into lease arrangements for school facilities intended to accommodate peak enrolment for a limited time, but shall not entertain such an agreement to accommodate long-term enrolment, unless the agreement allows future ownership at the Board's discretion;
- 1.2.4 the Board shall retain sufficient governance authority over the design and operation of the facility to ensure that it is able to deliver the appropriate educational program to its students and to ensure that its identity, ambiance, and integrity are preserved; and
- 1.2.5 prior to approving any new school accommodation, the Board will ensure that it has reviewed a full report setting out the possible arrangements that have been considered.



Policy No. 3.4

Education Development Charges: School Sites and Operating Budget

Date Approved: May 2013
Projected Review Date: May 2017

PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) intends to conduct an annual review of operating budget savings that could be applied to reduce the growth related net education land costs, as per Section 9 (1) paragraph 8 of O. Reg. 20/98 of the *Education Act*.

GUIDING PRINCIPLES:

Where there has been or it appears that there will be a surplus in the non-classroom part of the estimates of the school board in a fiscal year, the Board shall determine on an annual basis whether all, part, or none of the surplus will be designated as available for the purpose of acquiring school sites by purchase, lease or otherwise.

INTENDED OUTCOMES:

The review referred to in section 9(1) paragraph 8 be conducted annually as part of the process of setting the estimates.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Section 9 (1) paragraph 8 of O. Reg. 20/98: provides that an education development charge background study must contain:

A statement from the board stating that it has reviewed its operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings which it proposes to apply, if any.

ACTION REQUIRED:

Having undertaken the steps necessary for the purposes of determining the education development charges, the board shall pass a motion substantially in the following form:

“Whereas it appears that there has been or that there will be a surplus in the non-classroom part of the budget in the amount of \$X;

Moved that:

(1) The board will designate \$Y as available for the purpose of acquiring school sites by purchase, lease or otherwise;

(2) The board’s reasons for so deciding are as follows:”

PROGRESS INDICATORS:

Intended Outcome	Assessment
<ul style="list-style-type: none"> The review referred to in section 9(1) paragraph 8 be conducted annually as part of the process of setting the estimates. 	<ul style="list-style-type: none"> Yearly review being completed

REFERENCES:**Government Documents**

Education Act
Ontario Regulation 20/98 (as amended)

HWDSB Strategic Directions

Achievement Matters
Engagement Matters
Equity Matters

HWDSB Policies

Alternative Arrangements for School Facilities



School Sites and Operating Budget Directive

Directive for Policy 3.4 Education Development Charges: School Sites and Operating Budget

Projected Review Date: May 2017

RATIONALE:

Hamilton-Wentworth District School Board is required to conduct an annual review of operating savings that could be applied to reduce the growth related net education land costs.

TERMINOLOGY:

Growth Related Net Education Land Cost: the cost of providing additional land (school sites and/or site development costs) required as a result of the need to accommodate students resulting from new residential development. This cost is net of any available revenues that may be applied to reduce the cost.

Non-classroom Estimates: Allocation for School Operations

PROCEDURES:

- 1.1 Prior to finalizing the annual budget estimates, the Board shall review the operating budget for savings that could be applied to reduce growth related net education land costs. The Board shall consider applying these savings to implement a reduction in the growth related net education land cost, and consequently the education development charge that may be levied by the Board.
- 1.2 Where there has been or it appears that there will be surplus in the non-classroom part of the estimates of the Board in a fiscal year, the Board shall pass a resolution relating to this surplus. The reasons for the decision related to this surplus shall be included in the resolution or as part of the public record related to the resolution.



EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: April 14, 2014

PREPARED BY: Stacey Zucker, Superintendent of Business and Treasurer
Denise Dawson, Manager of Budget

RE: 2014-15 School Based Staffing

Action x Monitoring

Recommended Actions:

- a) That the Board approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2014-15 school based staffing:

Elementary Teachers	1,997.00
Secondary Teachers	1,037.90
Early Childhood Educators	220.00
Principals/Vice Principals	163.00
School Office Administration	195.50
School Custodial	370.75

- b) That the Board approve the preliminary allocation of the following full-time equivalent positions for the purpose of 2014-15 school based staffing:

Educational Assistants	579.00
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Rationale/Benefits:

The accumulative total staffing approved in the foregoing recommended actions total 4,563 FTE positions, provide for the smooth start up to the 2014-15 school year and enable the staffing process to ensure collective agreement compliance and effective school based staffing decisions.

On March 27, 2014, the Ministry provided summary information regarding 2014-15 education funding through the Grants for Student Needs (GSN). The impact of this funding announcement will be calculated once the Funding Model Technical Paper and Grant Estimate forms are available from the Ministry. Consequently, as the budget development exercise continues it may be necessary to increase or decrease staffing levels suggested in the above recommended actions. We anticipate that any changes will be discussed prior to final approval of the Budget in June 2014.

Staffing for elementary and secondary teachers, school administration, early childhood educators and school custodians for 2014-15 represents a continuation of programs, adjustments for enrolment and school closure, impact of Ministry funding announcements, and compliance with collective agreements and Ministry regulations.

The Finance Committee has reviewed this report and supports the above recommended actions.

Background:

Appendice A provide a summary of the preliminary school based staffing recommended for the 2014-15 school year, with comparative information from the 2013-14 Budget.

The Board has directed by resolution #01-55, that the number of Educational Assistants for the next school year be

determined by the end of April each year so that the staffing process can be completed prior to the end of June in preparation for the next school year.

Attach.

School Based Staffing

	2014-15 School Based Staffing	2013-14 Revised Budget	Increase (Decrease)
Elementary Teachers	1997.00	1982.20	14.80
Secondary Teachers	1037.90	1078.00	(40.10)
Early Childhood Educators	220.00	180.00	40.00
Principals/Vice-Principals	163.00	168.00	(5.00)
School Office Administration	195.50	208.00	(12.50)
School Custodial	370.75	383.25	(12.50)
Educational Assistants	<u>579.00</u>	<u>579.00</u>	<u>0.00</u>
	4563.15	4578.45	(15.30)



EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: April 14, 2014

PREPARED BY: Daniel Del Bianco, Senior Facilities Officer

RE: Secondary School Revitalizations Strategy – Guiding Principles

Action

Monitoring

Recommendation:

That the Board approve the “Guiding Principles”, as defined in this report, to develop a secondary school revitalization strategy.

Rationale/Benefits:

With the recent approval by the Ministry of Education to fund the new South secondary school, the HWDSB now has an opportunity to fulfill the following recommendation, which was approved by Board at the conclusion of each of the secondary accommodation reviews in May 2012.

“That the Facilities Management Department will consult with the principal and specialists to ensure that the remaining facilities meet the program strategy and address the renewal needs as outlined by this ARC Committee.”

The following report outlines the Guiding Principles by which staff is proposing to use when defining the scope and schedule of work proposed for the remaining secondary schools. The reallocation of proceeds of disposition funding (originally allocated to the new South secondary school) towards this secondary renewal strategy will provide the foundation on which to build.

Background:

HWDSB’s secondary school revitalization strategy began in January 2011 with the initiation of the secondary accommodation reviews. The Board initiated the secondary accommodation reviews in an attempt to enhance the learning environments of all secondary students by addressing the impacts of declining enrolment (4,000 surplus secondary pupil places) and increasing renewal needs (\$260M). The accommodation review committees

completed their work in May 2012. The Board approved recommendations included the following:

- The closure of Delta, Sir John A. Macdonald and Parkview secondary schools and the construction of a new centrally located 1,250 pupil place school.
- The closure of Barton, Hill Park and Mountain secondary schools and the construction of a new 1,000 pupil place secondary school to be located on the southeast mountain. (*Please note: the HWDSB has since received approval/ funding for a new 1,250 pupil place secondary school to be located on the southeast mountain*)
- The closure of Parkside Secondary School and the relocation of those students into Highland Secondary School. This recommendation would include an investment of no less than \$15M into Highland Secondary School.

An additional recommendation included in each of the Accommodation Review Committee reports (and approved by Board) included the following:

- ***That the Facilities Management Department will consult with the principal and specialists to ensure that the remaining facilities meet the program strategy and address the renewal needs as outlined by this ARC Committee.***

In January 2013, the Board received funding approval (\$32.8M) for the construction of the new North secondary school (1,250 pupil places). In response to the funding announcement the Board approved the use of proceeds of disposition to “self-fund” the new South school (\$27M) and the addition/ renovations to Dundas Valley Secondary School (no less than \$15M) and fulfil the new capital component of their secondary vision.

In March 2014, the HWDSB received Ministry approval (and funding) for the construction of the new South secondary school. The exact funding details will be released by the Ministry of Education by the end of April 2014. With Ministry funding to support the construction of the new South secondary school, the Board now has the opportunity reinvest those proceeds of disposition originally allocated to the new South school (\$27M) into our remaining secondary facilities. This influx of funds would accelerate our ability to address the outstanding renewal needs at our remaining facilities in a timelier manner.

The proposed secondary revitalization strategy will focus on the renovation of science labs, technology classrooms and ancillary spaces (which will differ from school to school and can include libraries, gymnasiums, washrooms, work rooms, etc.) at each of the remaining secondary schools. The scope of these types of projects would typically involve upgrades to school electrical systems, HVAC systems, windows, etc. The proposed plan which will be presented to Trustees in May 2014 (based on the April funding announcement) will include the scope and schedule of work proposed at each of the schools. The following is a summary of the “Guiding Principles” that will be applied to the HWDSB secondary school revitalization strategy:

1. Schools identified as being in “Poor” condition as defined in the long-term facilities master plan will be given priority both in terms of schedule and budget;
2. Revitalization will focus on the learning environments of students and will complement the Board’s program strategy;

3. The scope of work proposed for each school will adhere to the Board design standards;
4. The revitalization plan will be reviewed and updated on an annual basis, as part of the Board's Long-Term Facilities Master Plan update, to reflect any changes in scope, schedule or available funds.

Below please find an example of the proposed secondary revitalization schedule. The completed schedule will be presented to Board in May 2014.

Schedule	School	Scope
2014-15		
	School-A	Science Lab
	School-B	Technology Lab
2015-16		
	School-B	Science Lab
	School-A	Technology Lab
	School-C	Science Lab, Dance Studio (Program)
2016-17		
	School-C	Technology Lab
	School-D	Science Lab

The reallocation of proceeds of disposition funding (originally allocated to the new South secondary school) towards this secondary renewal strategy will provide the foundation on which to build. Other potential funding sources, such as operational savings, will only be realized through the closure of secondary schools. It is proposed that operational savings will assist in supplementing any additional work proposed that is outside of what has been identified in the schedule.

Next Steps

Details regarding the scope, schedule and funding for the HWDSB secondary school revitalization strategy will be presented to the Board for approval in May 2014. The subsequent report is intended to correspond with the release of the funding details associated with our Capital Priorities approvals.



EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: April 14, 2014

PREPARED BY: Daniel Del Bianco, Senior Facilities Officer
Ron Gowland, Manager Capital Projects- Facilities Management

RE: 2013-14 Capital Renewal Projects Plan Update

Action Monitoring

Rationale/Benefits:

The annual Capital Renewal Project Plan not only provides a summary of work completed over the past year (see Appendix-A) but it also provides a summary of projects proposed for the 2013-14 school year (Appendix-B). The approval of the *Capital Projects Criteria* by the Board in March 2012 provides Facilities Management staff with the flexibility to allocate the capital renewal budget accordingly in order ensure the timely completion of projects that meet the criteria.

Background:

At the March 26, 2012 Board meeting Trustees approved a motion directing Facilities Management to proceed with capital renewal projects that meet the *Capital Projects Criteria* in order to comply with Broader Public Sector Supply Chain Guidelines and other applicable regulations. The purpose of this report is to identify the capital renewal projects scheduled for the 2013-2014 budget year.

Capital Projects Criteria to be used annually when developing the Capital Renewal Projects Plan include the following:

- a) **Health and Safety:** There are monthly inspections by “in school” Health and Safety representatives and yearly inspections by members of the Board’s Joint Health and Safety Committee. Capital items identified from these inspections are prioritized and completed based on impact on students, staff and public.
- b) **Regulatory Compliance Orders:** Occasionally code changes are retroactive and require the Board to replace or update elements or systems immediately. The most recent change is installation of back flow prevention on the water service at all schools

- c) **Risk that failure of one or more components might cause closure of a portion or all of the building:**
This work is often a component in the heating or ventilation systems. Replacement of a failed roof membrane would also meet this criteria.

- d) **Urgent or High needs:** When the condition assessment of all building components is completed or updated each item is rated based on its estimated life cycle against its current age and condition. A predetermined rating value is then applied to determine the priority of the item. Often these items are related to site services, windows etc.

- e) **New Program Initiatives** Current work included in this item is additional replacement of items required at schools receiving Full Day Kindergarten programs and upgrades required as a result of the secondary program strategy.

The projects identified in the Capital Renewal Projects Plan are consistent with the accommodation strategy as outlined in the HWDSB Long-Term Facilities Master Plan and Secondary Program Strategy.

4D-3
APPENDIX - A

Hamilton-Wentworth District School Board
Projects completed in 2012-2013 from SRG Funding

As of March 20, 2014

Criteria	Facility	Projects	Status
Health & Safety	Central	Slate Roof Repairs	Complete
	Dr. John Seaton	Water Matrix	Complete
	Dundana	PA System	Complete
	Elizabeth Bagshaw	PA System	Complete
	Mary Hopkins	Site/Property - Parking Lot Lights	Complete
	Mount Albion	Site/Property - Balance of field repair	Complete
	Sir Allan MacNab	PA System	Complete
	W. H. Ballard	Platforms	Complete
Health & Safety TOTAL:			\$ 515,450
New Program Initiatives	Various Schools	Renovations (FDK Contingency)	Complete
	Various Schools	Accessibility/Special Ed.allowance	Complete
	Various Secondary	Transition/Program Strategy Professional Fees	Complete
New Program Initiatives TOTAL:			\$ 5,000
Regulatory Compliance Orders	Central	Accessibility - Washrooms	Complete
	Elizabeth Bagshaw	Fire Hydrant line	Complete
	Highview	Replace two concrete steps	Complete
	Janet Lee	Accessibility	Complete
	Millgrove	Accessibility	Complete
	Mountain View	Accessibility	Complete
	Mountain View	Oil Tank Remediation	Complete
	Rousseau	Accessibility	Complete
W. H. Ballard	HVAC -Boiler stack	Complete	
Regulatory Compliance Orders TOTAL:			\$ 476,656
Risk of School Closure	Helen Detwiler	Heating and Ventilation	Complete
	Highland	Heating and Ventilation	Complete
	Memorial (City)	Facility Management System	Complete
	Queen Mary	Heating and Ventilation	Complete
	Taplestown	Asbestos Remediation	Complete
Risk of School Closure TOTAL:			\$ 378,493
Urgent or High Needs	Green Acres	Sump pump trigger alarm	Complete
	Huntington Park	Replace sanitary line	Complete
	Huntington Park	Electrical transformers from tunnel	Complete
	Lake Avenue	Paving and Sidewalks at rec-centre	Complete
	Lake Avenue	Asphalt play ground	Complete
	Michaëlle Jean	Renovations	Complete
	Mountain View	Heating and Ventilation	Complete
	Orchard Park	Asphalt	Complete
	Sherwood	Heating and Ventilation	Complete
	Sir Isaac Brock	Replace incoming water service	Complete
	Sir Winston Churchill	Asphalt	Complete
	Taplestown	Roofing	Complete
	Templemead	Replace flooring	Complete
	Westmount	Renovations- Gynasium floor	Complete
	Westmount	Renovations	Complete
	Westview	Paving and Sidewalks	Complete
Yorkview	Heating and Ventilation	Complete	
Urgent or High Needs TOTAL:			\$ 2,381,229
Grand Total:			\$ 3,756,827

4D-4
APPENDIX - B

Hamilton-Wentworth District School Board
2013-14 Capital Renewal Projects Plan Update

Criteria	Facility	Projects	
Health & Safety	Various	Door Numbering for SPEAR	
	Various	Safe Schools project	
	Various	Lock Down Project	
	Gatestone	Replace Play Field	
	Dr. Davey	Life Safety upgrades to allow separate access to Beasley Centre	
	Sherwood	Replace Gym Flooring	
	W. H. Ballard	Platform for Equipment Access	
Health & Safety Total:			\$ 969,037
Program	Ancaster High	Renovations to Learning Commons	
	Barton	Allowance for building upgrades for Sept. 2014	
	Bellmoore	FDK Renovations	
	Bell-Stone	Anniversary upgrades	
	Various - Secondary	New and upgrade to Blvd. signs	
	Various	Secondary Design Manual	
	Various	Concept plans for Secondary Science Labs and Tech Shops	
	Various	Accessibility Unallocated	
	Various	Sports Field Survey	
	CCE - Robert Thompson	Renovations for CCE	
	Delta	Allowance for building upgrades for Sept. 2014	
	Glendale	Renovations for Strings Program	
	Glenwood	Accessibility upgrades	
	Holbrook	Computer Drops	
	Linden Park	New Lift	
	Michaelle Jean	Program Renovations	
	Mountain Secondary	Allowance for building upgrades for Sept. 2014	
	Mountview	Computer Drops	
	Sanford Avenue	Demolition and New Soccer Field	
	Sir Allan MacNab	Parking Lot upgrades	
	Sir Allan MacNab	Renovations for Tier 3 programs	
	Sir Allan MacNab	Track & Field upgrades (shared with City)	
	Viscount Montgomery	Computer Drops	
Program TOTAL:			\$ 3,078,850
Risk of Closure	Balaclava	Heat & Vent	
	Various	Plumbing and Drainage	
	Central - Hamilton	Plumbing and Drainage	
	Delta	Heat & Vent	
	Dr. John Seaton	Well Water Service	
	Eastmount Park	Electrical	
	Glendale	Heat & Vent	
	Guy Brown	Heat & Vent	
	Hill Park	Plumbing and Drainage	
	Lisgar	Plumbing and Drainage	
	Orchard Park Secondary	Structural Upgrades	
	Prince Philip	Electrical	
	R. A. Riddell	Heat & Vent	
	Sherwood	Plumbing and Drainage	
	Sherwood	Heat & Vent	
	Sir Allan MacNab	Heat & Vent	
	Westdale	Heat & Vent	
Risk of Closure TOTAL:			\$ 1,862,754

4D-5
APPENDIX - B

Hamilton-Wentworth District School Board
2013-14 Capital Renewal Projects Plan Update

Criteria	Facility	Projects	
Urgent & High Needs	Adelaid Hoodless	Siporex Deck Report	
	Various	Maintenance Capital Items TBA	
	Central - Hamilton	Washroom upgrades	
	Green Acres	Heat & Vent	
	Highview	Window replacement	
	Mount Albion	Office and Staff room renovations	
	Mountain View	Renovations	
	Orchard Park Secondary	Paving and Sidewalk	
	Saltfleet District High	Bleachers, track & field upgrades	
	Sir Winston Churchill	Masonry Repairs	
	Westdale	Paving and Sidewalk	
	Westmount	Gym Floor	
Westview	Paving and Sidewalk		
Urgent & High Needs TOTAL:			\$ 3,989,961
Compliance	Ancaster High	Fire Route	
	Various	Drawing Updates	
	Various	Oil Tank Removal	
	Mountain View	Oil Tank Removal	
Compliance TOTAL:			\$ 502,100
Other	Various	2013-2014 ARC Allocation	
	Various	Unallocated and CONTINGENCY	
Other TOTAL:			\$ 3,355,711
Proposed Total of Renewal Work for 2013-14			\$ 13,758,413

Please Note: Total includes approximately \$2M in carry forward from previous year from ongoing projects

Ongoing Capital Projects (ARC)	Dalewood	Heating, ventilation, electrical upgrades	
	George R. Allan	Addition and Gym Renovations	
	Dundas Valley	Renovations to support addition	
	Mount Hope	Interior Renovations	
Ongoing Capital Projects (ARC) TOTAL:			\$ 14,047,912

Please Note: Total consists of ARC allocation and carry forward from previous years



EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: April 2, 2014

PREPARED BY: Daniel Del Bianco, Senior Facilities Officer
Ron Gowland, Manager of Capital

RE: Ongoing Capital Projects Report (ARCs)

Action Monitoring

Rationale/Benefits:

The following report is intended to provide Trustees with an update on the status of the ongoing capital projects directly related to the elementary and secondary accommodation reviews. Status updates on ARC related capital projects will be provided to Trustees on a quarterly basis throughout the school year.

Background:

The five capital projects currently underway as a result of an accommodation review process undertaken between January 2011 and June 2012 include the following:

1. New North Secondary School

Project Scope: New 1250 pupil place secondary school

Targeted Opening Date: September 2016 (as per Ministry funding requirements). Work schedule to be finalized once an architect for the project has been retained.

Land Acquisition: The school, green space and associated parking will be located on the existing King George/Parkview site and 1055 King Street East.

Construction Status: MHPM Project Managers Inc. have been retained by the Board to assist with the North Secondary School project. Taylor Hazell Architects Ltd. have been retained to develop the Cultural Heritage Evaluation and Heritage Inventory Assessment of King George School and Parkview School. The RFP for a prime consultant will be issued once it has been determined how much, if any, of the King George School will be retained (Spring/Summer 2014). The first phase of construction, which includes site preparation, is anticipated to commence in Fall 2014.

2. New South Secondary School:

Project Scope: New 1250 pupil place secondary school

Targeted Opening Date: September 2016 (as per Ministry funding requirements). Work schedule to be finalized once an architect for the project has been retained.

Land Acquisition: The school will be located in the Shermal Estates subdivision (Upper Sherman Avenue and Rymal Road)

Construction Status: MHPM Project Managers Inc. have been retained by the Board to assist with the South Secondary School project. An RFP for prime consultants will be issued in April 2014.

3. Dundas Valley Secondary School Renovation (formerly Highland Secondary School):

Project Scope: Includes new gymnasium, science labs, school renovations and upgrades to the existing Highland Secondary School.

Anticipated Completion Date: September 2015

Land Acquisition: n/a

Construction Status: MHPM Project Managers Inc. has been retained by the Board to assist with the project. CS&P Architects have finalized the design drawings for the new addition and renovations. It is anticipated that the tender for the project will be awarded in May 2014 and the work commencing in June 2014. The work will continue over the course of the 2014-15 school year and completed for September 2015.

4. George R. Allan Addition/ Renovation

Project Scope: Office and staff room renovations, 4 full day kindergarten (FDK) rooms, washrooms, gymnasium addition, 3 new classrooms, workroom renovations, lift and parking lot expansion.

Anticipated Completion Date: September 2014

Land Acquisition: n/a

Construction Status: The first phase of construction (office, washrooms, and staff room) is now complete. The second phase of the project (4 full day kindergarten (FDK) rooms, washrooms, gymnasium addition, 3 new classrooms, workroom renovations, lift and parking lot expansion) was tendered in December 2013 and work began in March 2014.

5. Dalewood Renovation

Project Scope: Boiler and controls, new roof, electrical, fire and alarm and security panel upgrades, accessibility upgrades (lift, washroom etc.) plumbing, windows, exterior wall repairs.

Anticipated Completion Date: January 2015 (Phase 1)

Land Acquisition: n/a

Construction Status: Kingsland Architects Inc. have been retained and have developed preliminary concept drawings. It is anticipated that the project will be tendered in June 2014 with work commencing in Summer 2014.



EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: April 14, 2014

PREPARED BY: Stacey Zucker, Superintendent of Business and Treasurer
Denise Dawson, Manager of Budget

RE: Interim Financial Status Report – January 31, 2014

Action **Monitoring** **x**

Rationale/Benefits:

Budget to actual trends were reviewed to forecast the August 31, 2014 year-end position from a financial, enrolment and staffing perspective based on the available information and assumptions at January 31, 2014. Work to date has projected surpluses and deficits in some expenditure categories including teachers, early childhood educators, occasional teachers, educational assistants, casual caretaking, snow removal and energy consumption. These expenditures have been offset by additional revenue from the Ministry for labour enhancements due to the MOUs and miscellaneous revenue increases. At this time, no overall surplus/deficit position is expected. As with all forecasts, as new information is received, the resulting Interim Financial Reports will be updated accordingly.

Background:

The Interim Financial Report consists of:

- Enrolment information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Staffing information, showing budgeted, forecasted and in-year change, in numeric and graph format, with explanations of key variances;
- Financial information comparing the year-end forecast to the Budget, with explanations of key variances;
- Summarization of all information presented, in numeric and graph format, with explanations of key variances

The Interim Financial Report is prepared three times per year and presented to Finance Committee for review. The key reporting dates are November 30, January 31 and March 31.

Attach.

Hamilton-Wentworth District School Board
Interim Financial Report - Based on Information as of January 31, 2014
For the Period Ending August 31, 2014

Summary of Financial Results

	Revised Budget	Forecast	In-Year Change \$	In-Year Change %
Revenue				
Grants For Student Needs	574,397,967	574,897,967	500,000	0.1%
Miscellaneous Revenue	32,290,307	33,800,307	1,510,000	4.7%
Prior Year's Surplus (Deficit)	-	-	-	-
Total Revenue	606,688,274	608,698,274	2,010,000	0.3%
Expenditures				
Program Instruction	429,895,275	429,160,275	(735,000)	(0.2%)
Program Support	79,482,037	82,227,037	2,745,000	3.5%
Capital & One-Time	97,310,962	97,310,962	-	-
Total Expenditures	606,688,274	608,698,274	2,010,000	0.3%
Surplus/(Deficit)	-	-	-	-

Summary of Enrolment

Average Daily Enrolment	Budget	Forecast	Increase (Decrease)	
			#	%
Elementary				
JK-3	13,468.50	13,630.00	161.50	1.2%
4-8	17,341.00	17,322.00	(19.00)	(0.1%)
Other Pupils	5.00	9.00	4.00	80.0%
Total Elementary	30,814.50	30,961.00	146.50	0.5%
Secondary <21				
Pupils of the Board	15,848.63	15,641.67	(206.96)	(1.3%)
Other Pupils	125.00	149.00	24.00	19.2%
Total Secondary	15,973.63	15,790.67	(182.96)	(1.1%)
Total	46,788.13	46,751.67	(36.46)	(0.1%)

Summary of Staffing

Full-Time Equivalent	Revised Budget	Actual Oct.31, 2013	Forecast	Increase (Decrease)	
				#	%
Program Instruction					
Program Instruction	4,600.24	4,597.17	4,600.51	0.27	0.0%
Program Support	590.50	590.50	590.50	0.00	0.0%
Capital	13.00	13.00	13.00	0.00	0.0%
Total	5,203.74	5,200.67	5,204.01	0.27	0.0%

Change in Revenue

Grant revenue has been revised to reflect the calculation of the Revised Estimates plus additional labour enhancement funding from the Ministry. Miscellaneous revenue reflects insurance claim proceeds which have been received to offset expenditures incurred to date.

Change in Expenditures

Expenditures reflect savings in teachers due to placement on the grid, changes in enrolment and long term occasional teachers replacing teachers on leave. Savings are projected for early childhood educators as actual staff is less than budget and in consumables such as textbooks and supplies. Occasional teachers, caretaking and educational assistant replacement and supply usage are expected to be overbudget. In addition, school operations is projected to be overbudget due to insurance claims, snow removal costs and higher energy consumption.

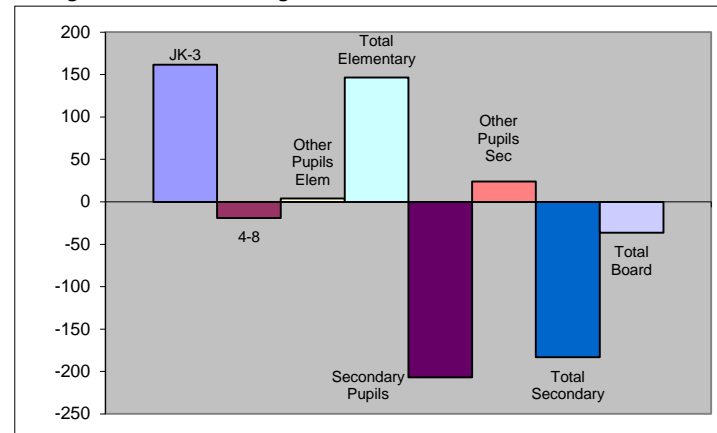
Change in Surplus/Deficit

There is no projected surplus or deficit at this point in time.

Risk Assessment and Recommendations

We will continue to monitor the assumptions and information used in compiling this forecast and we will revise the forecast as necessary.

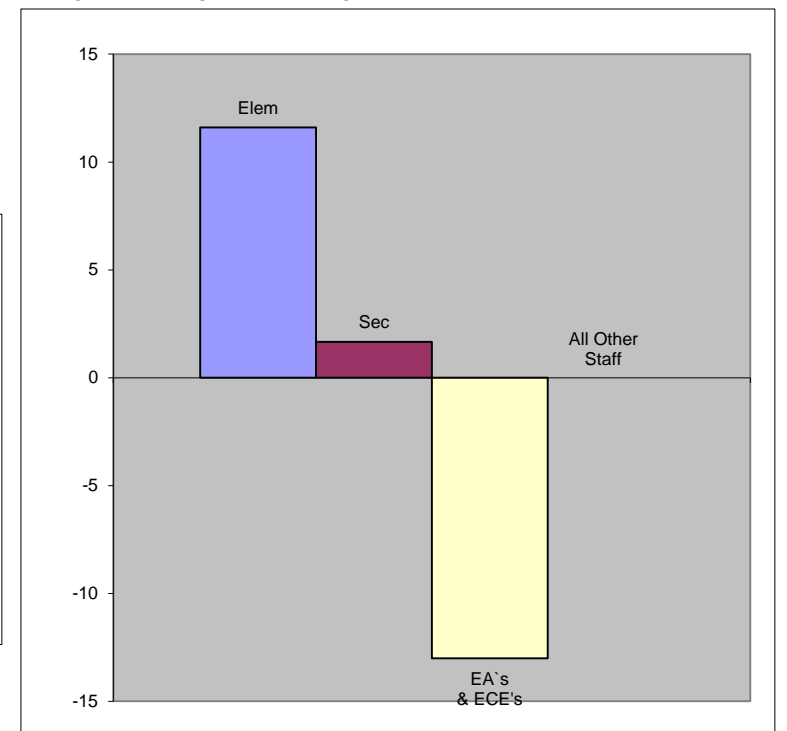
Changes in Enrolment: Budget versus Forecast



Highlights of Changes in Enrolment:

- Enrolment for JK-3 pupils is 161.50 ADE greater than budget projections, primarily due to growth in full day kindergarte. Enrolment in Grades 4-8 is 19.00 ADE less than budget projections.
- Secondary enrolment is 206.96 ADE less than budget projection due fewer students returning for a second year of grade 12 ("Victory Lap") and the impact of planned school closures and the extracurricular activity work stoppage.
- Enrolment for Secondary Other Pupils is 24.00 ADE greater than budget projections.
- It should be noted that these projections are based on actual enrolment as of October 31, 2013 and projected enrolment for March 31, 2014

Changes in Staffing: Revised Budget versus Forecast



Highlights of Changes in Staffing:

Elementary teachers reflect an increase of 11.6 FTE over budget in order to meet Ministry and Board class size compliance and school and student needs due to increased enrolment. Secondary teachers reflect no change in staffing levels. ECE's are 13.00 FTE less than budget as a result of class size less than 16 in some school thus not requiring an ECE.

NOTE: Budget to actual trends were reviewed in order to forecast August 31st year-end position. This report is based on the available information and assumptions as at January 31, 2014. As with all forecasts, as new information is received or as assumptions change, the Interim Financial Report will be updated accordingly.

Committee Report

Presented to: Standing Committee

Meeting date: April 14, 2014

From: Human Resource Committee

Meeting date: April 3, 2014

The committee held a meeting on Thursday, April 3, 2014, from 7:45 to 8:40 a.m., on the 11th Floor, 120 King Street West, Hamilton, Ontario, with Tim Simmons presiding.

Members present were: Trustees Tim Simmons (Chair), Wes Hicks, Alex Johnstone and Jessica Brennan (by phone).

1. Review of Committee Mandate – deferred to next meeting
2. Bill 122 – deferred to next meeting
3. New meeting scheduled for April 14th, 3:30 to 5:00 p.m., 120 King St. W., 11th Floor, Human Resources Room I.

Respectfully submitted,
Tim Simmons, Chair of the Committee

Committee Report

Presented to: Standing Committee

Meeting date: April 14, 2014

From: French Immersion Community Advisory
Committee

Meeting date: March 26th, 2014

The FIAC committee held a meeting from 7:00 p.m. to 9:00 p.m. on March 26th, 2014 at Westdale Secondary School, 700 Main Street West Hamilton, L8S 1A5

Voting Members present were: Denise Massie, Lisa Breton, Lisa Urban, Joanne Thompson, Sylvia Jarrett, Sue Zdero, Allan Curnew

Non-Voting Members present were: Trustee Todd White, Executive Superintendent Sue Dunlop, Consultant Christine Rees, School Administrator JoAnne AuCoin, secondary teacher Lindsay Shell, elementary teacher Jackie Brown

I. Review of French Immersion programming

- Provide FIAC with synopsis of inventory regarding language of Instruction in the elementary FI schools.
- Language of instruction in Science and Math in both languages? Parents understand that to be considered FI instruction needs to be 100% français however EQOA is in English only.
- Evaluate the quality of resource materials being used. Parents are noticing errors in print support. Can there be continuity in quality of resources board wide?
- Francophone LRT available in all schools. Students who are struggling in FI do not benefit from equal support in schools that do not staff francophone LRT.

2. Sherwood FI Program

- Take to program committee to investigate promotion of Sherwood:
 - A strong transition plan needed for Sherwood, committee, communication perhaps sooner rather than later
 - Communication plans to parents regarding Sherwood: boundaries, sibling rule, programming, Parents would like to see “promotion” of the new program. Awareness-raising campaign to reinforce a positive image of Sherwood would be important in reassuring parents. Parents want to be assured that they are receiving equal quality of service as Westdale.
- Take a look at the projected numbers for 2015 and 2016 start for Sherwood
- Consider a transition committee to focus on key issues

3. Out of Catchment FDK

- Recommend that the program committee review the FDK OOC for FI; motion details and timing to be discussed at next FIAC meeting
- Recommend that there be a policy in place to track out of catchment requests.

- OOC for French Immersion FDK: allowing JK/SK students with siblings to attend the FI school rather than their home school, consider a better tracking system and track families that have multiple transitions, centrally through Executive Superintendent's office.
4. Transportation Policy
- Transportation policy still with the policy committee "though shall provide transportation to FI"
 - The mode of transportation for students is not specific in policy for anyone; may be captured in an operational piece, which could be viewed by public
5. Communication with Parents regarding student Assessments
- Communication regarding assessments/learning progress going home to parents at the onset of a new unit or learning task.

Respectfully submitted,
Denise Massie and Lisa Breton , Co-Chairs of the Committee

REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE
March 26, 2014

Recommended Action:

That the following report of the Special Education Advisory Committee dated March 26, 2014 be approved:

The Children's Aid Society of Hamilton

On the motion of D. Foster, seconded by L. Barrie, the Committee **RECOMMENDS to the Board that Lorraine Sayles be appointed the new representative for the Children's Aid Society of Hamilton on SEAC during the 2010-2014 membership term.**

CARRIED.

Notice of Motion: Trustee Bishop.

Bill C-23, Fair Elections Act

WHEREAS: As municipal politicians, we strive to increase the electorate's participation in local decision-making.

WHEREAS: As municipal politicians, we strive to increase participation in the democratic process at all levels of government.

WHEREAS: As a Board of Education, we strive to teach students in both elementary and secondary schools about civic awareness, knowledge of the election process and the importance of exercising democratic rights.

WHEREAS: We share concerns, as highlight by OPSBA, on Bill C-23.

THEREFORE BE IT RESOLVED: a That Trustees endorse OPSBA's Submission to Standing Committee on Procedure and House Affairs regarding Bill C-23, Fair Elections Act.



ONTARIO PUBLIC
SCHOOL BOARDS'
ASSOCIATION

Leading Education's Advocates

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www.opsba.org

Michael Barrett
President

Gail Anderson
Executive Director

March 27, 2014

To: Joe Preston, Committee Chair
Standing Committee on Procedure and House Affairs, Ottawa

Dear Joe Preston and Committee Members,

Re: Submission Regarding Bill C-23, Fair Elections Act (An Act to Amend the Canada Elections Act and other Acts and to Make Consequential Amendments to Certain Acts)

Ontario public school trustees have examined the proposed amendments in Bill C-23, *Fair Elections Act* and have closely followed the response to these proposed changes both from experts and from voices within the communities that elect trustees to office at the municipal level. The fundamental democratic right to participate in a fair election process is a matter that is respected and honoured by every citizen in Canada and is seen as under threat because of what is contained in Bill C-23. We are ethically obligated to add our voices to the growing criticism not just of the proposed changes but equally of the process being followed to drive those changes through parliament.

In a fair, open and democratic society, legislative bills are to be given the opportunity for full discussion and input by all parties and, at some point, members of the general public. This Bill was first introduced on February 4, 2014, and after four days of second reading debates, referred, by a fairly tight margin, to committee on February 10, 2014. The committee was asked to consider cross country public consultation. This patently reasonable request was denied. This is legislation that affects every single Canadian. We are disheartened to see that broader consultations, and thereby a forum for the public to provide their input, were not agreed to. Additional public hearings about legislative change that affect the rights of all citizens should not be narrowly confined to Ottawa.

There are significant matters affected by this proposed Bill that give us great concern: limiting the powers of the Chief Electoral Officer; the loss of informational and educational programs and the use of media or other means for the purposes of educating the public on the importance of voting and democracy; and eliminating an important and necessary method used for voter identification.

Submission to Standing Committee on Procedure and House Affairs

Re: Bill C-23, Fair Elections Act (An Act to Amend the Canada Elections Act and other Acts and to Make Consequential Amendments to Certain Acts)

As municipal politicians, we invest time and energy to raise the profile of the democratically locally elected school board trustee so that our electorate has a direct conduit to local decision-making. We strive, as well, to increase participation in the democratic process at all levels of government. Part of this has been in our advocacy to highlight Local Government Week which occurs every October. This is an opportunity to engage students in both elementary and secondary schools in learning that leads to civic awareness, knowledge of the election process, the importance of exercising democratic rights and the fundamental Canadian value of the right as a citizen to have one's voice heard.

We are also currently preparing for Ontario's upcoming municipal elections, to be held on Oct. 27, 2014. With our provincial partners, we are preparing a series of candidate resources and developing a public information campaign that describes the role of trustee and encourages greater participation in the municipal election process. The campaign will include Public Service Announcements and various promotional/public education materials (posters, major newspaper and community paper advertisements, supports for social media applications, etc.) that are aimed at engaging Ontarians and creating awareness. We regard this as a public service and an encouragement of participatory democracy.

The proposed legislation completely contradicts the actions we are undertaking with regard to increasing public awareness. We are dismayed to learn that the proposed changes will limit the role of Elections Canada – an independent, non-partisan agency – and involve the cancellation of public education and information programs (other than to say how, when and where to vote). This will have profound effects on voter engagement, particularly for those who are more likely to experience difficulties in exercising their democratic rights. A concrete example of a successful program is the work done by Student Vote. Many of our member boards in Ontario have had their schools participate in Student Vote during recent elections and we know that this organization has a large presence in schools and classrooms across the country. This is just one program that is now in jeopardy. We fail to understand why the government of Canada would introduce legislation that would eliminate a program that promotes civic engagement among the generation of young people who are the future of this country.

The Bill also contemplates restricting the Chief Electoral Officer's powers from using "any media or other means" to educate the public on the importance of voting and democracy. This runs counter to the transparency and fairness for which Canada is known around the world and there is no honourable justification for such a provision.

The other component of this Bill is the elimination of identification methods that will allow a person to vote. It would seem to be common sense that we as a society would want to encourage voter turn-out, not put up barriers and obstacles that will ultimately turn thousands away from the polls. Reliable reports indicate that as many as 100,000 people could be prevented from exercising their rights. The Bill proposes to remove voter identification cards and the method of vouching. We agree with others that these changes will eliminate a portion of voters who are already marginalized in society: youth, seniors, Aboriginal people, disabled

Submission to Standing Committee on Procedure and House Affairs

Re: Bill C-23, Fair Elections Act (An Act to Amend the Canada Elections Act and other Acts and to Make Consequential Amendments to Certain Acts)

individuals, rural residents and low-income or unemployed individuals. The result will be voter suppression.

We agree with the groundswell of voices across the country that these proposed changes are a direct and cynical attack on democracy. It would be a monumental disrespect to Canadians if the government did not listen to critics of the Bill and were to use its current majority to force these changes upon all citizens.

We join our voices with all Canadians who see the "*Fair Elections Act*" as being anything but fair. Our children, parents and community members expect us to lead by example. As school board trustees we must oppose measures that limit the rights of the public to fully participate in democratic elections and to have access to information that supports and encourages them to exercise their democratic rights.

We ask that the Committee listen to Canadians. We ask that the Committee ensure voter rights are protected and that the use of voter ID cards and vouching continue. We ask that the Committee support the role of the Chief Electoral Officer in undertaking and expanding work that is aimed at public education and information programs, including the use of media outlets to communicate important messages.

We have encouraged all public school board trustees to share this letter with their local MP and their local media.

Yours truly,



Michael Barrett,
President of OPSBA

Copy: Members of the Canadian Senate
Canadian School Boards Association
Kathleen Wynne, Premier of Ontario
Liz Sandals, Ontario Minister of Education
ACÉPO – Association des conseils scolaires des écoles publiques de l'Ontario
AFOCSC - Association franco-ontarienne des conseils scolaires catholiques
OCSTA – Ontario Catholic School Trustees' Association
OSTA-AECO - Ontario Student Trustees Association
AMO - Association of Municipalities of Ontario
City of Toronto Council Members