



To: Members of the Hamilton-Wentworth District School Board

NOTICE OF STANDING COMMITTEE MEETING

Monday, June 9, 2014

6:00 p.m.

71 Main Street West, Hamilton, Ontario

City Hall, Council Chambers

From: John Malloy, Director of Education

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Declarations of Conflict of Interest

Reports from Staff

4. Central Mountain Accommodation Review

Reports from Special Committees

5. Finance Committee – May 28, 2014
 - A. Secondary School Revitalization Strategy
 - B. School Budget Surplus Carry forward

Monitoring:

- C. Facilities Partnerships Policy
- D. Enrolment Summary – March 31, 2014
- E. Interim Financial Status Report – March 31, 2014

6. Private Session (to consider matters on the private agenda)
7. Meeting Resumes in Public Session
8. Trustee ARC Questions
9. Adjournment

Upcoming Public Meetings

<u>Meeting</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Parent Involvement Committee	Tuesday, June 10, 2014	6:00 pm.	Year End Social, location TBD
Board	Monday, June 16, 2014	6:00 p.m.	City Hall - Council Chambers

Meeting times and locations are subject to change. Please refer to our website for the latest information.
<http://www.hwdsb.on.ca/board/meetings/>



EXECUTIVE REPORT TO STANDING COMMITTEE

DATE: June 9, 2014

TO: Standing Committee

FROM: John Malloy, Director of Education

PREPARED BY: Daniel Del Bianco, Senior Facilities Officer
Ellen Warling, Manager of Planning and Accommodation

RE: Central Mountain Elementary Accommodation Review

Action X Monitoring

Recommended Action:

That the Board approves one of the following sets of recommendations as set out below:

a) Central Mountain ARC Recommendation #1 (Map #2):

- Closure of George L. Armstrong in **June of 2015**. Students residing on East 15th Street and west will attend Queensdale for JK-6. Students residing east of East 15th Street will attend Eastmount Park for JK-6. Students in grade 7 and 8 from Eastmount Park will attend Franklin Road and Queensdale grade 7 and 8s will attend a renovated JK-8 Linden Park.
- Linden Park will be renovated to accommodate approximately 400 JK-8 students for September 2015. It is estimated that Linden Park would need two full day kindergarten spaces and 2-3 classrooms due to its expanded boundary. Linden Park would also need a gym expansion to meet Ministry benchmark.
- Franklin Road will remain a JK-8 and receive the grade 7 and 8s from Eastmount Park. The ARC recommends a gym addition at Franklin Road to meet Ministry benchmark.
- Closure of Ridgemount in **June 2015**. Students residing north of the Lincoln Alexander Parkway will attend Linden Park for grades JK-8 and students residing south of the Lincoln Alexander Parkway will attend Pauline Johnson for grades JK-3 and Cardinal Heights for grades 4-8.
- Build a new JK-8 650 pupil place school to replace Cardinal Heights and Pauline Johnson - to be ready for the **2017 school year**. It is proposed that the school is built on the current Cardinal Heights/Pauline Johnson property.

Recommendation #1 proposes four school closures and one new build (if funding is available). If funding was not available for a new school then GL Armstrong and Ridgemount schools would close and Pauline Johnson (K-3) and Cardinal Heights (4-8) would remain open acting as one elementary school due to their proximity on a shared property.

OR

b) Central Mountain ARC Recommendation #2 (Map #3):

- Close Eastmount Park in **June of 2015**. All students attend George L. Armstrong for JK-8.
- Close Linden Park in **June of 2015**. Student residing east of Upper Wellington will attend Franklin Road for JK-8 and student residing west of Upper Wellington will attend Queensdale for JK-6 and George L. Armstrong for grades 7 and 8.
- George L. Armstrong will remain a JK-8 school but will require 2 additional full day kindergarten rooms.
- Franklin Road will remain a JK-8 school but will require 1 additional FDK room. The ARC recommends a gym addition at Franklin Road to meet Ministry benchmark.
- Pauline Johnson and Ridgemount will remain JK-5 schools with the same boundaries.
- Cardinal Heights will remain a 6-8 school with reduced boundary to receive students from Pauline Johnson and Ridgemount.

Recommendation #2 does not require a new build and therefore does not require a Plan B in the event that funding is not available.

OR**c) Staff Recommendation (Map #4):**

- Close Eastmount Park in **June 2015**.
 - All students attend G.L. Armstrong for JK-8.
 - George L. Armstrong receives full day kindergarten renovation.
- Close Linden Park in **June of 2015**.
 - Students, depending on address will attend Queensdale or Franklin Road for JK-8.
 - Franklin Road receives full day kindergarten addition.
- Close Cardinal Heights in **June of 2015**.
 - Students, depending on address attend Pauline Johnson or Ridgemount for JK-8.
 - Pauline Johnson receives two full day kindergarten and two classroom addition to accommodate JK-8 students.
 - Ridgemount receives a four room addition to accommodate JK-8 students.
- Queensdale grade organization becomes JK-8. Full day kindergarten addition required.

The staff recommendation does not require a new build and therefore does not require a Plan B in the event that funding is not available.

Staff is recommending that once the accommodation review decision has been finalized, the special education programs within these 8 schools are re-evaluated and appropriate locations for these programs are determined. Once a final decision has been made by Trustees, staff would finalize the capital requirements at each school that will remain open to ensure proper student accommodation and the best use of funding.

Rationale/Benefits:

Trustees received the Central Mountain Accommodation Review Committee (ARC) and HWDSB staff reports at the March 24, 2014 Board meeting. In accordance with the Ministry of Education's *Pupil Accommodation Review Guideline* and the Hamilton-Wentworth District School Board's *Pupil Accommodation Review Policy*, after receiving the ARC and staff reports there must be no less than sixty (60) days prior to the meeting when Trustees can vote on the final recommendations. The Standing Committee meeting on June 9, 2014 represents the earliest scheduled meeting date at which Trustees

can provide their initial approval of the final recommendations regarding the Central Mountain Accommodation Review, subject to approval at Full Board on June 16, 2014.

Background:

At the June 17, 2013 Board meeting, Trustees approved a recommendation to initiate the Central Mountain Accommodation Review which included Cardinal Heights, Eastmount Park, Franklin Road, George L. Armstrong, Linden Park, Pauline Johnson, Queensdale and Ridgemount elementary schools (Map #1). The mandate of the ARC was to act in an advisory role that will study, report and provide recommendations on accommodation option(s) with respect to the group of schools or school being reviewed for the Board of Trustees' consideration and decision. The Central Mountain ARC that was comprised of parents, teachers, non-teaching staff, principals and the area trustee began its work on October 1, 2013.

Over the course of eleven (11) Working Group Meetings, four (4) Public Meetings, school tours, community input through email, voicemail and public meetings, as well as countless hours spent reviewing background information the ARC and community members developed a total of thirty-five (35) possible accommodation options. Through further consultation and feedback from the community the ARC chose to recommend two options.

On February 13, 2014 the ARC submitted its official report with two recommendations not ranked in order of preference for the Trustees' consideration. The recommendations are as follows:

Central Mountain ARC Recommendation #1 (Map #2):

Central Mountain ARC recommendation #1 proposes four school closures (Cardinal Heights, G.L. Armstrong, Pauline Johnson and Ridgemount) and one new build on the existing Cardinal Heights/Pauline Johnson site (if funding is available). If funding was not available for a new school then only two schools would close while Pauline Johnson (K-3) and Cardinal Heights (4-8) would remain open acting as one elementary school due to their proximity on a shared property. ARC recommendation #1 put forth addresses the mandate of the Accommodation Review by increasing the overall projected utilization for the area from 71% to 94% in 2017 while at the same time eliminating approximately 800 surplus pupil places and an estimated \$18 million in capital and renewal work. The initial capital costs associated with ARC recommendation #1 is estimated to be \$14 million which would be funded through capital priorities submission, proceeds of disposition, one year operational savings and reserved FDK funding. The remaining renewal would be funded through School Renewal Grants (SRG) dollars. Each project would be assessed and prioritized on a yearly basis as part of the Annual Capital Renewal Plan.

Central Mountain ARC recommendation #2 proposes two school closures (Eastmount Park and Linden Park). Recommendation #2 does not require a new build and therefore does not require a Plan B in the situation funding is not available.

Central Mountain ARC Recommendation #2 (Map #3):

Central Mountain ARC recommendation #2 put forth addresses the mandate of the Accommodation Review by increasing the overall projected utilization for the area from 71% to 89% in 2015 while at the same time eliminating approximately 670 surplus pupil places and an estimated \$10 million in capital and renewal work. The initial capital costs associated with ARC recommendation #2 is estimated to be \$1.7 million which would be funded through proceeds of disposition, one year operational savings and reserved FDK funding. The remaining renewal would be funded through School Renewal Grants (SRG) dollars. Each project would be assessed and prioritized on a yearly basis as part of the Annual Capital Renewal Plan.

Revised Staff Recommendation (Map #4):

The original staff recommendation presented at the October 1st, 2013 working group meeting proposed to close Eastmount Park, Linden Park and Queensdale. Queensdale students were to attend George L. Armstrong for JK-8. Eastmount Park students were to attend either Franklin Road or George L. Armstrong for JK-8. Linden Park students were to attend either Ridgemount or Pauline Johnson/Cardinal Heights for JK-8. Finally, a new JK-8 facility was proposed to replace the Cardinal Heights/Pauline Johnson facilities on the existing property. After being engaged in the elementary accommodation review process over the past 8 months, HWDSB staff proposed the following revised staff recommendation at the March 24, 2014 Special Board Meeting.

The revised staff recommendation proposes three school closures (Cardinal Heights, Eastmount Park and Linden Park). Staff is recommending that once the accommodation review decision has been finalized, the special education programs within these 8 schools are re-evaluated and appropriate locations for these programs are determined. Once a final decision has been made by Trustees, staff would finalize the capital needs at each school that will be remaining open to ensure proper student accommodation and best use of funding. The staff recommendation put forth addresses the mandate of the Accommodation Review by increasing the overall projected utilization for the area from 71% to 90% in 2015 while at the same time eliminating approximately 750 surplus pupil places and an estimated \$14.8 million in capital and renewal work. The initial capital costs associated with the staff recommendation is estimated to be \$3.6 million which could be funded through proceeds of disposition, one year operational savings and reserved FDK funding. The remaining renewal would be funded through School Renewal Grants (SRG) dollars. Each project would be assessed and prioritized on a yearly basis as part of the Annual Capital Renewal Plan.

The final Central Mountain ARC report was posted to the Board's website on February 13, 2014 followed by the staff report which was released as part of the agenda package for the March 24, 2014 Board meeting.

In accordance with Ministry of Education guidelines and Board policy, Trustees held a Special Standing Committee on May 6, 2014 to receive public input on the recommendations put forth by the Central Mountain ARC and Board staff. Twenty-six delegations registered to provide input/feedback that evening and sixteen letters of correspondence were submitted to Trustees. All of the presentations and correspondence from the public meeting have been posted on the Board website.

Attachments:

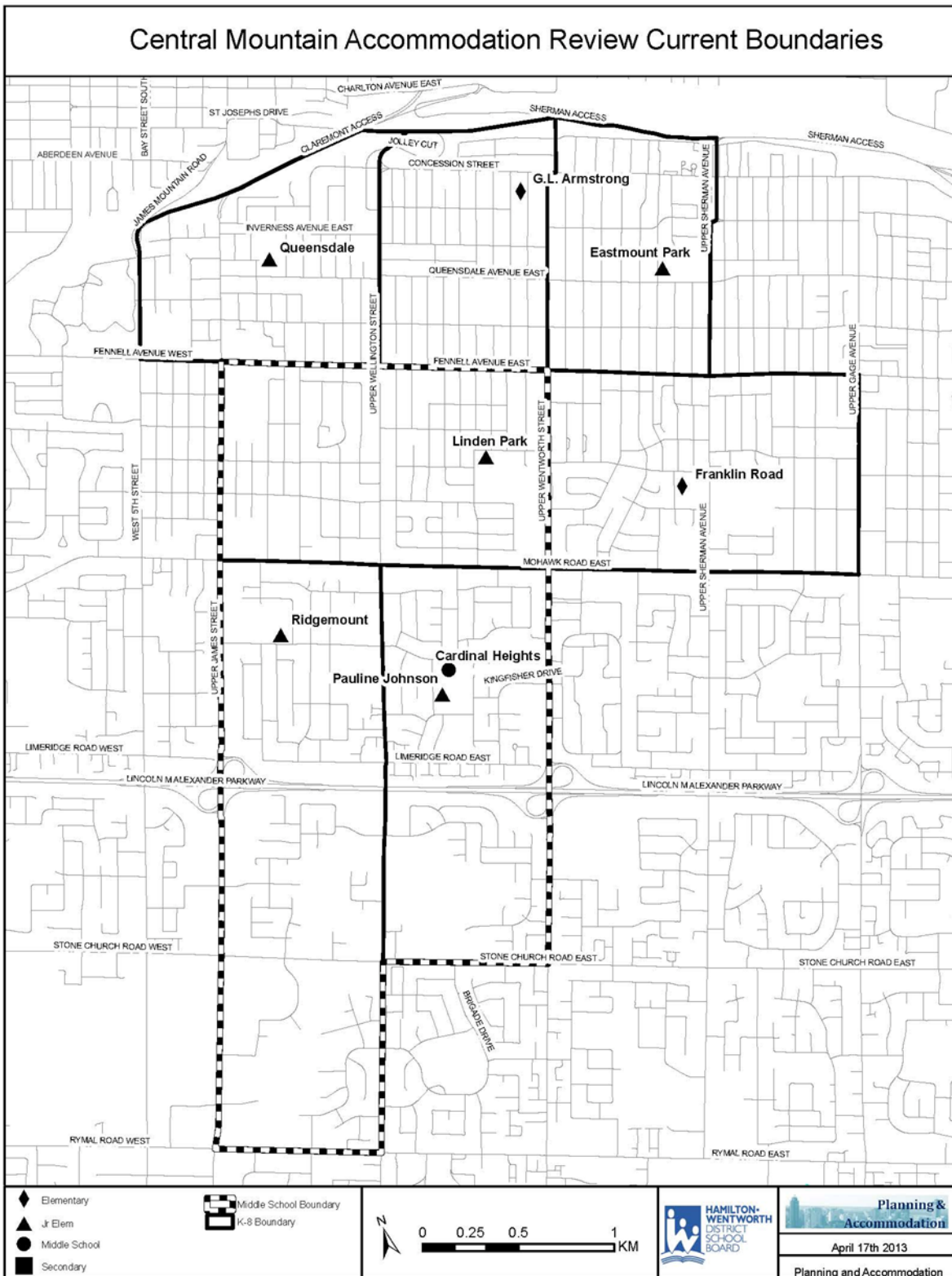
Map #1: Current Situation

Map #2: Central Mountain ARC Recommendation #1

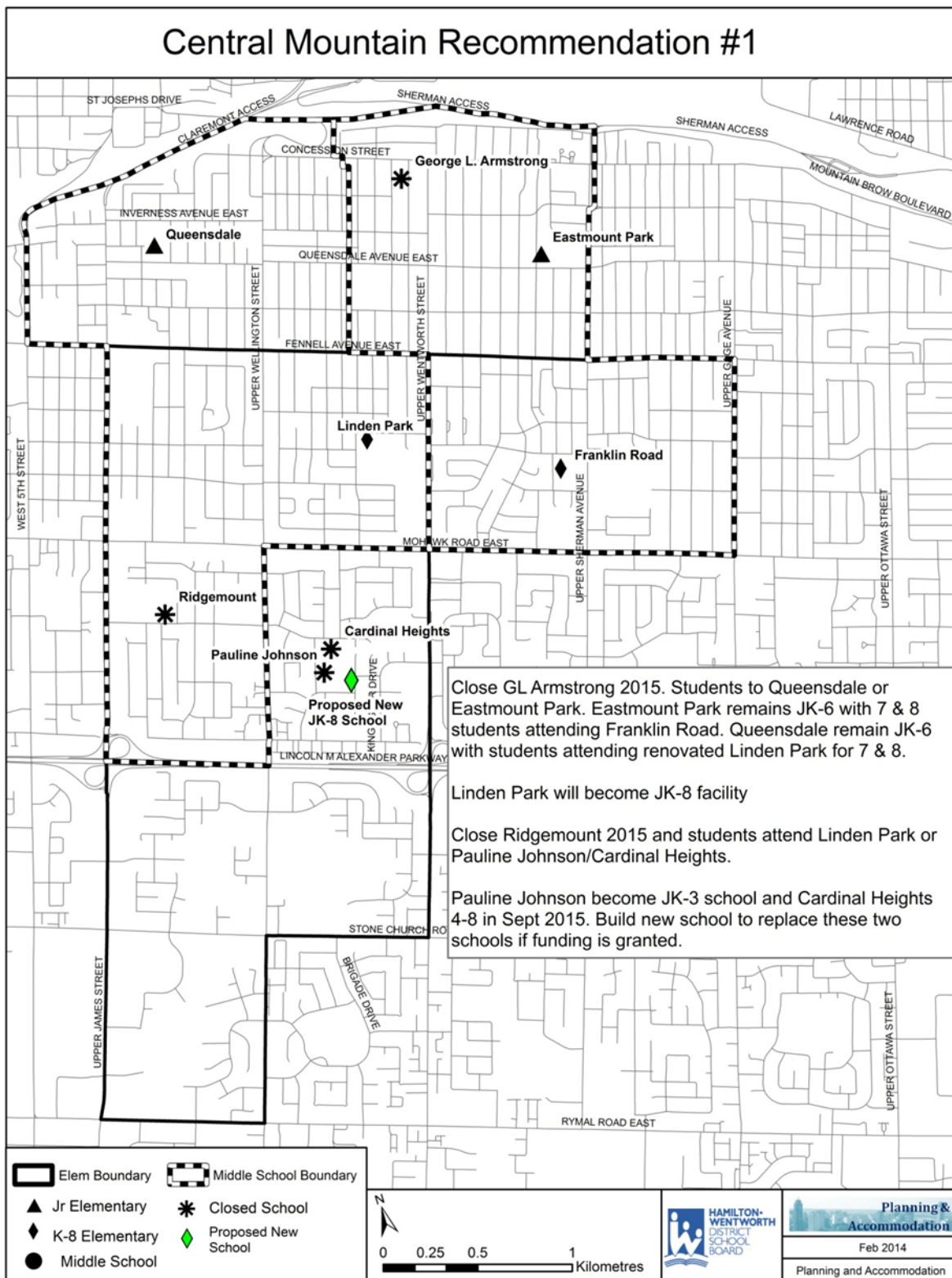
Map #3: Central Mountain ARC Recommendation #2

Map #4: Central Mountain Staff Recommendation

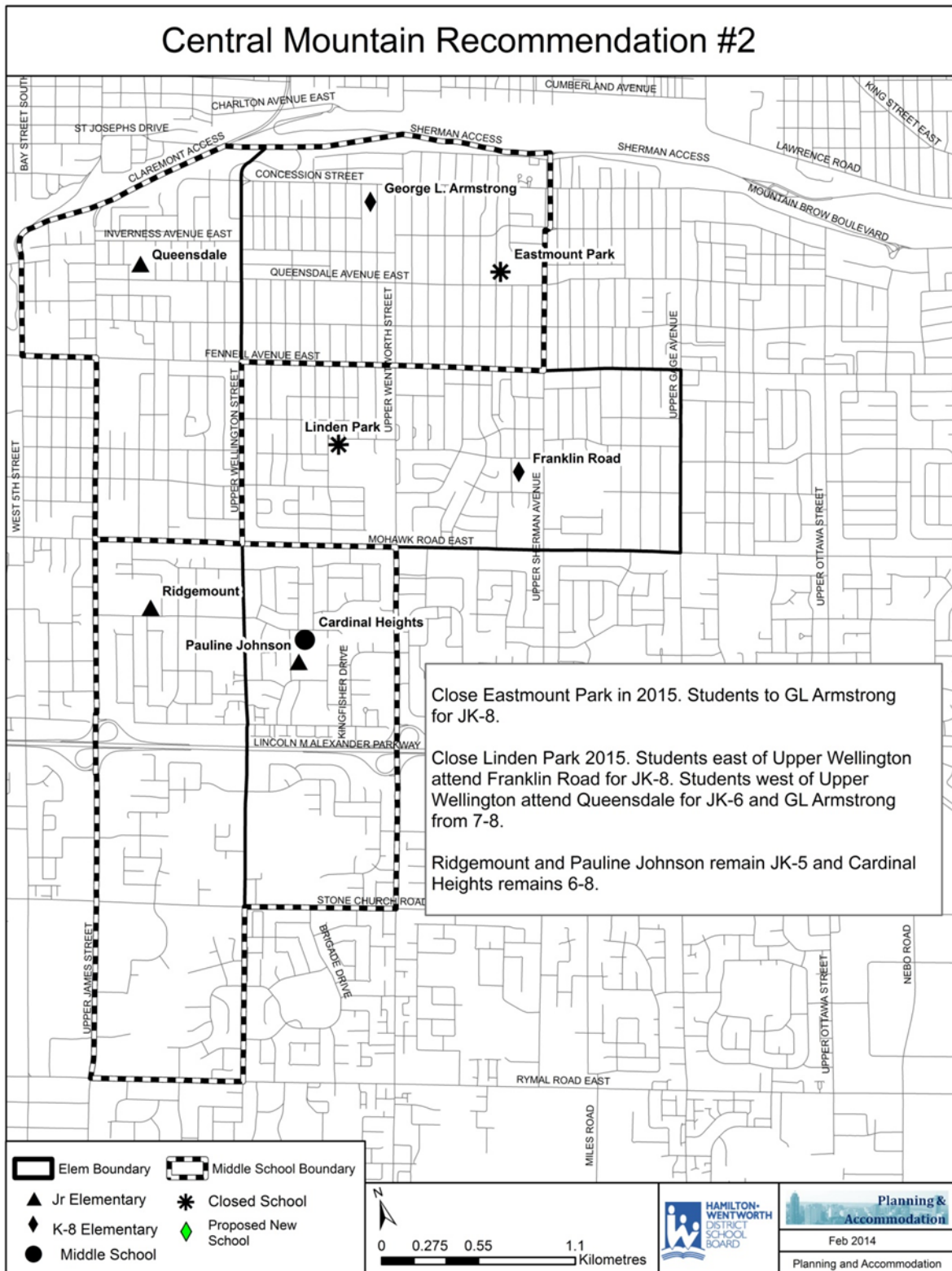
Map #1: Current Situation



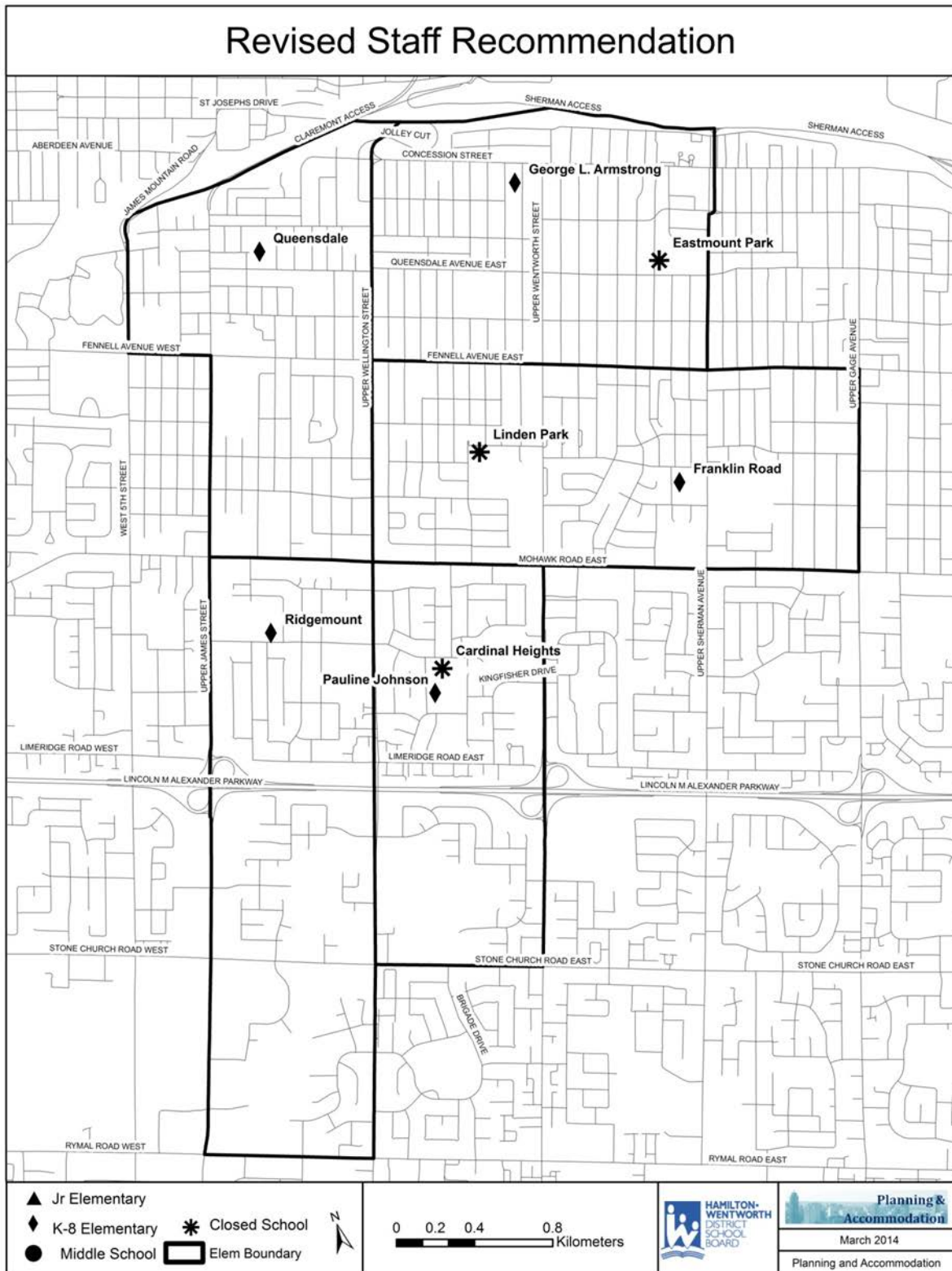
Map #2: Central Mountain ARC Recommendation #1



Map #3: Central Mountain ARC Recommendation #2



Map #4: Central Mountain Staff Recommendation



COMMITTEE REPORT

Presented to: Standing Committee

Date of Meeting: June 9, 2014

From: Finance Committee

Date of Meeting: May 28, 2014

The committee held a meeting from 12:25 p.m. to 2:42 p.m. on May 28, 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. Trustee Jessica Brennan was also in attendance.

ACTION ITEMS:**A. Secondary School Revitalization Strategy**

Staff presented a report on the proposed plans to repair and renovate the secondary schools that will be remaining open. Science labs and technology areas will be addressed and other areas of need will be identified in discussions with the school principal. Work will be performed on Ancaster High and Sherwood Secondary in year one, with work commencing this summer.

On the motion of Trustee Hicks, the Finance Committee **Recommends:**

- **That the Board approve the Secondary School Revitalization Strategy as outlined in Appendix-A.**

CARRIED UNANIMOUSLY.

B. School Budget Surplus Carryforward

School principals are automatically allowed to carry forward up to 10% of their school budget and require Board approval if they wish to carry forward more than 10% of their school budget.

On the motion of Trustee Hicks, the Finance Committee **Recommends:**

- **That the requests for school budget surplus carry forward into the 2014/2015 school year as outlined in Appendix A dated June 9, 2014 be approved and that the balance remaining at August 31, 2014 from funding for Major Capital Projects and Other Initiatives; if any, be transferred to working reserves on a temporary basis.**

CARRIED UNANIMOUSLY.

C. Facility Partnerships Policy

A report on the Facility Partnerships Policy was prepared in response to Trustee White's Notice of Motion from February 24, 2014 for an assessment of the Facilities Partnership Policy. Staff reviewed the report which outlined the steps taken since the HWDSB policy was formulated based on the Ministry guidelines that were released in 2010. Committee members were interested in additional information regarding such things as: cost recovery; suitable and/or available space in schools; impact of deferred maintenance on leasing opportunities; impact on school operations funding.

On the motion of Trustee White, the Finance Committee **Recommends:**

- A) That staff bring a report back on space that is available within our school buildings for facility partnership consideration.**

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

In favour (3) Trustees Bishop, Hicks, and White.

Opposed (1) Trustee Orban.

Trustee Turkstra was not present in the room for the vote.

B) That staff bring a report back on funding analysis of cost recovery for the use of space within the school buildings and the implications on funding grants.

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

In favour (3) Trustees Bishop, Hicks, and White.

Opposed (1) Trustee Orban.

Trustee Turkstra was not present in the room for the vote.

MONITORING ITEMS:

1. Standing Committee Reports – June 9, 2014

- **Average Class Size – Secondary**
- **Enrolment Summary – March 31, 2014**
- **Interim Financial Report – March 31, 2014**

Average Class Size – Secondary: the draft report was reviewed and noted that some schools have not completed their numbers. Committee members were advised that if the information was still incomplete by the distribution deadline, the report would be brought to a future meeting. HWDSB will be in compliance with Ministry regulations with respect to average class size.

D. Enrolment Summary – March 31, 2014: staff presented the report which shows our actual enrolments at the March 31, 2014 count date. The actuals and projections (enrolment projections are used to develop the budget) aligned very closely.

E. Interim Financial Report – March 31, 2014: an overview of the forecast was provided. The report reviews financial results, enrolment and staffing trends.

2. Review of the 2014-15 2014-15 Budget Development Process

A brief update was provided on the actions taken by staff to implement the reductions that were approved in the 2014-15 Budget Estimates.

Respectfully submitted,
Judith Bishop, Chair of the Committee



EXECUTIVE REPORT TO FINANCE COMMITTEE

TO: FINANCE COMMITTEE

FROM: John Malloy, Director of Education

DATE: June 9, 2014

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

RE: Secondary School Revitalizations Strategy

Action Monitoring

Recommendation:

That the Board approve the Secondary School Revitalization Strategy as outlined in Appendix-A.

Rationale/Benefits:

With the recent approval by the Ministry of Education to fund the new South secondary school, the Hamilton-Wentworth District School Board (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 preliminary scope and schedule of work proposed for the remaining secondary schools. The reallocation of proceeds of disposition (originally allocated to the new Nora Frances Henderson 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 three 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:

5A-2

- 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 Nora Frances Henderson Secondary 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 for the construction of the new Nora Frances Henderson Secondary School. In May 2014 the Ministry released the corresponding funding details and the HWDSB will receive approximately \$33M to construct the new 1,250 pupil place secondary school. With Ministry funding to support the construction of the new Nora Frances Henderson Secondary School, the Board now has the opportunity to reinvest those proceeds of disposition originally allocated to the new 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, specialized support programs and ancillary spaces (which will differ from school to school and can include learning commons, 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 following “Guiding Principles” that were approved by the Board in April 2014 have been applied to the HWDSB secondary school revitalization strategy as outlined in Appendix-A:

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.

The reallocation of proceeds of disposition (originally allocated to the new Nora Frances Henderson 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.

Appendix-A

**Hamilton-Wentworth District School Board
Secondary School Revitalization Strategy**

Schedule	School	Scope
2013-2014	Ancaster High School	<ul style="list-style-type: none"> • Renovations of learning commons • Realign access to meet fire route standards • Paving and sidewalk
	Glendale Secondary School	<ul style="list-style-type: none"> • Renovation for Strings Program <ul style="list-style-type: none"> • Enlarge music room • Strings storage • Acoustic flooring/ walls • New LED lighting • Paint all areas • Abatement • Heating and ventilation upgrades
	Orchard Park Secondary School	<ul style="list-style-type: none"> • Structural repairs to existing masonry
	Sherwood Secondary School	<ul style="list-style-type: none"> • Replace gymnasium floor • Heating and ventilation upgrades • Plumbing and drainage
	Sir Allan MacNab Secondary School	<ul style="list-style-type: none"> • Renovate existing staff room and storage room • Create new dance studio • New community office • Renovate classroom for Positive Space and Landscape Program • Renovate Vocal Music Room • New sound booth in auditorium • Upgrade power and lighting • New sports field and refurbished track (Partnership with City) • Heating and ventilation upgrades • Parking lot upgrades
	Sir Winston Churchill Secondary School	<ul style="list-style-type: none"> • Masonry repairs
	Westdale Secondary School	<ul style="list-style-type: none"> • Heating and ventilation upgrades • Gym lighting retrofit • Paving and sidewalk
	All Secondary Schools	<ul style="list-style-type: none"> • New or upgrade to boulevard signs

Schedule	School	Scope
2014-2015	Ancaster High School	Science Labs, storage, prep rooms, offices
	Dundas Valley Secondary School	New science labs (6), renovated classrooms, new gymnasium, expanded cafeteria, new windows, security upgrades, accessible entrance, technology upgrades
	Glendale Secondary School	Technology Labs, electrical upgrades, specialized support program space, student services, administrative space, teachers work rooms, cafeteria
	Saltfleet District High School	10 classroom addition, specialized support program space, new work room, bleachers, track & field upgrades
	Sherwood Secondary School	Science Labs, storage, prep rooms, offices
	Sir Allan MacNab Secondary School	Technology Labs, electrical upgrades, specialized support program space, student services, administrative space, teachers work rooms, cafeteria
2015-2016	Ancaster High School	Technology Labs, electrical upgrades, specialized support program space, student services, administrative space, teachers work rooms, cafeteria
	Dundas Valley Secondary School	Technology Lab upgrades
	Sherwood Secondary School	Technology Labs, electrical upgrades, specialized support program space, student services, administrative space, teachers work rooms, cafeteria
	Sir Winston Churchill Secondary School	Science Labs, storage, prep rooms, offices
2016-2017	New North Secondary School	New 1,250 pupil place secondary school
	Nora Frances Henderson Secondary School	New 1,250 pupil place secondary school
	Westmount Secondary School	Science & Technology lab upgrades
	Westdale Secondary School	Science Labs, storage, prep rooms, offices
	Sir Winston Churchill Secondary School	Technology Labs, electrical upgrades, student services, administrative space, teachers work rooms, cafeteria

Schedule	School	Scope
2017-2018	Glendale Secondary School	Science Labs, storage, prep rooms, offices
	Orchard Park Secondary School	Science labs, storage, prep rooms, offices, technology labs, electrical upgrades, specialized support program space
	Saltfleet District High School	Science & Technology lab upgrades
	Sir Allan MacNab Secondary School	Science Labs, storage, prep rooms, offices
	Sir Winston Churchill Secondary School	Specialized support program space
	Westdale Secondary School	Technology Labs, electrical upgrades, specialized support program space, student services, administrative space, teachers work rooms, cafeteria

Please Note: The schedule for work proposed in this appendix is subject, in part, to the timely availability of proceeds of disposition from the sale of surplus property and approval from the Ministry of Education.



EXECUTIVE REPORT TO FINANCE COMMITTEE

TO: Finance Committee

FROM: John Malloy, Director of Education

DATE: June 9, 2014

PREPARED BY: Stacey Zucker, Superintendent of Business and Treasurer
Carrie Salemi, Manager of School Support/Compliance

RE: **Surplus Carry-Forward – School Budgets and Other Initiatives**

Action X

Monitoring

Recommended Action:

That the requests for school budget surplus carry forward into the 2014/2015 school year as outlined in Appendix A dated June 9, 2014 be approved and that the balance remaining at August 31, 2014 from funding for Major Capital Projects and Other Initiatives; if any, be transferred to working reserves on a temporary basis.

Rationale/Benefits:

School Budgets:

Requests to carry forward any surplus in excess of 10% must receive Board approval. This provision enables principals to plan for the implementation of programs and/or purchase resources to support their school plan initiatives that the annual school budget would not allow.

A deficit equivalent of greater than 5% of school budgets must be approved by the appropriate Superintendent of Education. The full amount of any deficit incurred will be carried forward to the next budget year and must be eliminated within the next two budget years.

Appendix A provides information regarding each school requesting approval for a greater than 10% surplus budget carry forward.

Carry forward of funding for program enhancements will ensure that students and system will benefit from these additional programs and will ensure that Ministry reporting requirements are met.

Background:

School Budgets:

Schools have the opportunity to carry forward, for one fiscal year, a year-end surplus equivalent to a maximum of 10% of interchangeable budgets. They also are required to carry forward any interchangeable budget deficits.

Funding received during 2013/2014 for program enhancements to support student achievement and system initiatives may not be fully spent by August 31, 2014.

/gm

Attach.

Appendix A
June 9, 2014

Hamilton-Wentworth District School Board Carry Forward

Name of School	Carry forward Requested	Rationale
Elementary		
Bell-Stone	\$7,000	To assist with the transition to Mount Hope for classes and building.
Bennetto	\$20,000	Support technology purchases for 21 st Century Fluency project
Dalewood	\$13,300	For the purchase of electronic devices once a vendor has been approved for the Board.
Dr. Seaton	\$10,000	For the purchase of electronic devices once a vendor has been approved for the Board.
Eastmount Park	\$5,000	Contingency in the event of unexpected expenditures over the summer months.
G.L. Armstrong School	\$20,000	The school's planning for budget expenditures is linked strongly to the decision that will be made by HWDSB with respect to the ARC process. Funds are limited and they want to ensure that that use our funds in a manner that will best support actions moving forward when they have all of the information.
Glen Brae	\$10,000	To continue renewal of technology purchases such as iPads, SMART Boards and projectors.
Hess St.	\$15,000	To purchase equipment for the playground and to increase technology in the school.
Huntington Park	\$20,000	To purchase Laptops, Apple TV and the necessary cords to support the LCD's in the classroom once a vendor has been approved for the Board.
Prince of Wales	\$15,000	To replace LCD projectors with LED projectors as part of the digital technology project.
Ray Lewis	\$15,000	To purchase additional tablet (iPad) technology for the school.
Rousseau	\$10,000	To purchase devices to support the learning of students in all grades
Spencer Valley	\$9,000	To purchase technology devices for the benefit of the entire school community.
Sir Wilfrid Laurier	\$24,000	For the purchase of electronic devices once a vendor has been approved for the Board.
W.H. Ballard	\$22,500	To purchase furniture, equipment and supplies for additional student population with ARC decision and to purchase technology.
Secondary		
Barton Secondary	\$40,000	To be used for unforeseen expenses for opening the new Nora Frances Henderson Secondary

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Name of School	Carry forward Requested	Rationale
Glendale	\$50,000	To purchase electronic devices once a vendor has been approved for the Board and equipment and upgrades to the fitness centre.
Highland	\$100,000	For startup expenses related to the opening of Dundas Valley Secondary
Parkside	\$15,000	To cover anticipated expenses related to the transition to a single school with two campuses
Sir Allan MacNab	\$25,000	To be used for expenses associated with students coming from closing schools and renovations.
Sir Winston Churchill	\$45,000	Equipping needs for new programs and programs in need of replacing equipment, resources for Numeracy and Literacy Project, additional security cameras, field condition improvements.



EXECUTIVE REPORT TO FINANCE COMMITTEE

TO: FINANCE COMMITTEE

FROM: John Malloy, Director of Education

DATE: May 28, 2014

PREPARED BY: Jackie Penman, Corporate Communications Manager
Sharon Stephanian, Superintendent, Leadership & Learning

RE: Facilities Partnerships Policy

Action

Monitoring

Rationale/Benefits:

The Facility Partnership Guideline was introduced by the Ministry of Education in 2010 (see Appendix A). The purpose of the guideline is to encourage boards to work with their community partners in order to share facilities to the benefit of boards, students and the community, and to optimize the use of public assets owned by school boards.

Background:

Boards were expected to revise or develop their own facility partnership policies that are consistent with the Ministry of Education guideline. In June 2012, HWDSB approved the Facilities Partnership policy (Appendix B). The criteria for selection of existing school spaces includes 200 or more unused pupil spaces in the next five years and 60 per cent utilization or less for at least two years. The policy also indicates that partnerships are 100 per cent cost recoverable to the Board and be linked to HWDSB's strategic directions.

As outlined in the Facilities Partnership policy directive, letters of invitation (Appendix C) were sent directly to community agencies, including the Inform Hamilton database (Appendix D), HWDSB rentals database, partnership database as well as the preferred agents as identified in Reg. 444/98. Through this process approximately 1200 letters were issued to potential partners across Hamilton. An application was also posted on the Board's website and ads appeared in The Hamilton Spectator (see Appendix E). This was done in both 2012 and 2013.

As a result of the initiative, HWDSB received interest from potential stakeholders and follow up was conducted with each applicant (Appendix F). The majority of stakeholders were interested in space within one or two classrooms and were able to be accommodated through rentals. Applicants applying for childcare were redirected to the Early Years Department and requests continue to be managed through the appropriate processes as staff were in the process of determining an approach to child care and extended day programming (e.g. Schools – First Child Care Capital Retrofit Policy).

HWDSB currently has the following Facility Partnerships located in schools:

- Hamilton-Wentworth Elementary Teachers Local at James Macdonald Elementary School
- Genealogical Society at Lincoln Alexander Elementary School
- Hatts Off Section Classes at Mountain Secondary School
- White Rabbit Section Classes at Mountain Secondary School
- OEYC at Hill Park Secondary School (moving to Helen Detwiler Elementary School)

Further, there was the possibility of a co-build with the French Language Board in response to our outreach for facility partners. That partnership did not come to fruition.

In addition, HWDSB is converting fifteen elementary classrooms into child care centres for children from birth to school entry, as part of the school's First Child Care Capital Retrofit Policy. These renovations are happening as a result of Ministry of Education funding for this purpose.

The following schools have/will benefit from retrofitted space which will accommodate infant and/or toddler child care programs:

2013/14

- Cathy Wever Elementary School
- Gordon Price Elementary School
- Sir Wilfred Laurier Elementary School

2014/15

- Ancaster Meadow Elementary School
- Gatestone Elementary School
- Hillcrest Elementary School
- Lawfield Elementary School
- Queen Mary Elementary School
- Ray Lewis Elementary School
- Waterdown District High School

2015/16

- Lincoln Alexander Elementary School
- Memorial (city) Elementary School
- Michaelle Jean Elementary School
- Queen Victoria Elementary School
- Prince of Wales Elementary School

HWDSB continues to encourage facility partnerships and will be issuing a new call for Facility Partners in the next few months.



MINISTRY OF EDUCATION FACILITY PARTNERSHIPS GUIDELINE

Purpose

The purpose of the *Facility Partnerships Guideline* is to encourage school boards to work with their community partners in order to share facilities to the benefit of boards, students and the community, and to optimize the use of public assets owned by school boards. This *Guideline* is intended to assist boards in establishing more facility partnerships with community partners, specifically in new and existing school facilities where students are being taught. Boards are expected to revise or develop their own facility partnerships policies that are consistent with this *Guideline*.

This new *Guideline* focuses on opportunities to share facilities with community partners when building new schools and undertaking significant renovations, and when considering the use of unoccupied space in schools. The *Guideline* is consistent with the legal framework outlined in the *Education Act* regarding the disposition of both surplus and non-surplus property and the joint use of schools.

Overview

Cooperative and collaborative partnerships are part of the foundation of a strong, vibrant and sustainable publicly funded education system. Around the province, school boards have successful facility partnerships with co-terminous boards and other entities that enable boards to reduce facility costs and/or improve educational opportunities. The Ministry is encouraging boards and their community partners to build on that success by expanding the number of partnerships in a way that is transparent, sustainable and supportive of student achievement.

It is the responsibility of all levels of government to make the best use of public assets. The twin challenges of local enrolment changes and making the best use of education funding to support student achievement create an incentive and opportunity to maximize the use of our school board facilities. Offering space in schools to partners can also strengthen the role of schools in communities, provide a place for programs and facilitate the coordination of, and improve access to, services for students and the wider community.

School boards' primary responsibility is to support the achievement and safety of students. Within that context, the intent of this new *Facility Partnerships Guideline* is to:

- Reduce facility operating costs for school boards and government;
- Improve services and supports available to students;
- Strengthen relationships between schools boards and community partners and the public;
- Maximize the use of public infrastructure through increased flexibility and utilization; and
- Provide a foundation for improved service delivery for communities.

The *Guideline* has five components, outlined below:

1. The identification of facility partnership opportunities in board planning.
2. The development or review of board facility partnerships policies.
3. The development of a process to notify community partners.
4. The consideration of opportunities for co-building with community partners.
5. The consideration of opportunities for sharing unused space in schools with community partners.

School boards have the authority to make decisions regarding their school facilities and the use of their facilities that are consistent with the *Education Act*. This *Guideline* does not prevent boards from building, renovating or closing schools or from disposing of surplus assets when required. Boards will continue to identify which schools will or will not be suitable for facility partnerships based on board-determined criteria.

Boards will continue to follow Ontario Regulation 444/98 regarding the lease or sale of surplus assets, including schools or parts of schools. Boards currently have the authority to co-build schools with other entities and to enter into a variety of facility partnerships through license or joint use agreement as outlined in paragraph 44 of subsection 171 (1), paragraph 4 of subsection 171.1 (2), and sections 183, 194 and 196 of the *Education Act*, although the *Education Act* requires Minister approval in some circumstances. While boards will continue to declare facilities and unused space surplus where appropriate, the Ministry recognizes that there are circumstances in open and operating schools where a board may not consider unused space to be surplus. These circumstances may be related to enrolment fluctuations, program changes or the size of space. Boards may choose to enter into license or joint use agreements for space that is unused but not surplus.

The *Guideline* is not intended to disrupt agreements with existing facility partners. The *Guideline* focuses on facility partnerships and does not address service or program partnerships between boards and community organizations or other entities. Strong partnerships between boards and service providers can and do exist without co-location. At the same time, experience demonstrates that the sharing of facilities may create opportunities for coordination and collaboration in service and program delivery, so boards are encouraged to build relationships with their facility partners.

The Ministry recognizes that encouraging facility partnerships will be most effective when community partners work with school boards and notify them in a timely manner when they are looking for space or considering new construction.

1. Facility Partnerships and Board Planning

School boards are expected to have capital plans that address the future needs of their students. Plans should include enrolment projections, school capacity, renewal needs, potential consolidations and the construction of new schools or additions, including significant renovations.

Through this planning process, boards forecast where new schools or additions may be needed; which schools will remain well-utilized; which open and operating schools may have unused space; and which schools may be candidates for consolidation. This information will assist boards in identifying facilities that may be suitable for facility partnerships with respect to new construction and unused space in schools and in administrative buildings.

Where unused space is declared surplus, boards will continue to follow the circulation process outlined in O. Reg. 444/98. Where the unused space in open and operating schools is not surplus, but is available for partnership, or where the partnership opportunity involves new construction, the information will be provided to potential partners through the notification process outlined in Section 3 below.

Boards are expected to include facility partnership information in school information profiles when undertaking accommodation review processes.

2. Facility Partnership Policies

It is the role and responsibility of school boards to determine what facilities are suitable and not suitable for partnerships, what entities are suitable and not suitable facility partners, and when to enter into a partnership. The intent of the *Facility Partnerships Guideline* is to ensure that these decisions are made in a way that is transparent and consistent with student achievement and safety.

Boards are expected to develop facility partnerships policies that identify:

- Principles and criteria regarding the eligibility of partners;
- How available space in schools will be selected;
- What entities will be selected for the notification list;
- How potential partners will be notified of available space and construction plans;
- How entities will be selected for partnerships, including prioritization, if applicable.

When developing criteria regarding the eligibility of partners, boards are expected to consider the value of the partnership to students. Boards, in compliance with local bylaws, may consider both for-profit and non-profit entities, as they see fit. Boards will also incorporate the following requirements:

- Health and safety of students must be protected.
- Partnership must be appropriate for the school setting.
- Partnership must not compromise the student achievement strategy.
- Entities that provide competing education services such as tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government-funded, are not eligible partners.

At a minimum, board facility partnerships policy or policies are expected to reflect the requirements of the Ministry *Guideline*. Where a board has more than one policy related to facility partnerships, the board is encouraged to ensure all relevant policies are accessible to and understandable by the public.

Facility sharing between publicly funded school boards through co-ownership, lease or other agreements remains a priority for the Ministry and school boards. Board facility partnerships policies should not disadvantage co-terminous boards that have priority status under O. Reg. 444/98.

3. Notification Process

For surplus space being offered for sale or lease, boards will continue to follow the circulation process outlined in O. Reg. 444/98. For non-surplus space, boards will follow a new notification process similar to the circulation process in O. Reg. 444/98.

For the notification process, boards are to post information on their website regarding their intention to build new schools and to undertake significant renovations and information regarding unused space in open and operating schools and administrative buildings that is available for facility partnerships. This information should be updated at least once a year in the case of space in existing schools, and as needed in the case of co-building opportunities. Boards are also expected to post on their website the name and contact information of the staff member at the board who will respond to questions regarding facility partnerships throughout the year.

Boards are also expected to inform entities on their notification list when information posted on their websites about facility partnership opportunities is updated. To create the notification list, boards will address the following requirements:

- List will reflect at a minimum the entities listed in Ontario Regulation 444/98 – Disposition of Surplus Real Property.
- Boards may prioritize their notification list as they see fit.
- If childcare operators and government-funded agencies request it, they will be added to the notification list.
- Boards may add any other entity to their notification list based on their facility partnerships policy.

Boards are expected to hold a public meeting once a year to discuss potential facility partnership opportunities with the community and/or to listen to what needs or plans community partners may have. Boards are expected to notify the entities on their notification list and the general public about the meetings. Boards that cover a large geography may want to consider holding meetings in more than one community over time.

4. Co-building with Community Partners

The construction of new schools, additions and renovations represents a significant public investment in a long-term asset. It is also an opportunity to leverage other infrastructure investments by co-building with entities that provide services and programs for children, their families and the broader community. For example, a municipality may seek to build an adjoining community centre or childcare centre.

The Ministry's objective is to give potential partners enough time to evaluate their own need for a new facility and to identify funding sources. As part of the planning process, when considering building a new school or undertaking a significant addition or renovation, boards are expected to notify the entities on their notification list 1 to 3 years prior to the potential construction start date. Boards should provide as much information as possible about their plans and the site to support potential partners in determining the project's suitability for their purposes.

The notification should be supported by a board resolution. Boards do not need to have an identified source of funding or Ministry approval when they notify their partners of their plan or intention to build. Similarly, plans to build may be contingent on board decisions that have not yet been made.

Once notified, entities may express their interest in co-building with the board. The board will then evaluate the expressions of interest to select partner(s) based on its facility partnerships policy. The Minister's approval may be required depending on the provision under the *Education Act* authorizing the transaction. Partnership agreements cannot be finalized until both the board and the partner/s have an approved source of funding.

When seeking Ministry approval to proceed with new construction or major renovation projects, boards are expected to demonstrate that they have considered potential partnerships. The Ministry prefers that boards and facility partners have ownership of their respective portions of the facility, where the portions are sizeable.

Boards should encourage community partners to provide notification to the board when community partners have proposals or plans to build their own new facilities. Boards should enable community partners to provide this information directly or during the facility partnership-related public meetings held by the board. When building or renovating schools, school boards and the Ministry often have deadlines related to student accommodation needs or funding parameters. School boards are expected to make their timelines clear to potential partners and may establish policies to ensure that timelines are maintained.

5. Sharing Unused Space In Existing Schools with Community Partners

The Ministry expects that boards will review underutilized open and operating schools and administrative facilities for their suitability for partnership, based on criteria outlined by the board. As a starting point, boards should review facilities that have been 60 percent utilized or less for two years and/or have 200 or more unused pupil places, and then should extend their review to other potentially suitable facilities. Boards must consider the space needs of existing educational programming and initiatives.

The Ministry recognizes that available space is not the only criteria for selecting schools for partnerships. Boards will also consider issues related to student safety, the board's student achievement and pupil accommodation strategies (including those that may result in school consolidations), zoning and site use restrictions, facility condition, the configuration of space and the ability to separate the space used by partners from the space used by students, among other factors. These factors should be outlined in the board's facility partnerships policy.

If the space is both suitable for facility partnerships and is available for the long-term, boards are expected to consider declaring the space surplus and circulating it for lease through Reg. 444/98. If the space is suitable for facility partnerships but is not surplus to board needs, boards are expected to follow the notification process outlined in the *Guideline*. This notification should be supported by a board resolution. Boards are expected to provide information about the available space, including but not limited to size, location, facility amenities, and required renovations, if needed.

Entities may then express their interest in using the space. Boards will evaluate the expressions of interest to select partner(s) based on their facility partnerships policy. Boards then may enter into a license or joint use agreement. The Minister's approval may be required depending on the provision under the *Education Act* allowing the transaction.

6. Partnership Agreements and Cost-Recovery

Boards are responsible for providing clear instructions to potential partners regarding their rights and responsibilities as tenants, including maintenance standards and the applicability, or the lack thereof, of board user policies, including accessibility and inclusiveness policies. Boards are responsible for ensuring proper legal agreements that respect the *Education Act* and protect their rights.

Boards are not expected to take on additional costs to support facility partnerships, although boards will continue to use their discretion in supporting partnerships based on their student achievement strategy. On a cost-recovery basis, the fees charged to partners should cover the operations and capital cost, including administrative costs and property taxes (if applicable), to the board of the space occupied by the partner. Additional costs to perform minor renovations to protect student safety, provide appropriate washrooms, and otherwise make the space suitable for use by facility partners should be borne by the partners. Financial expectations should be made clear to potential partners in the board's policy.

In co-building, partners will be required to pay for and finance their share of construction, including a proportional share of joint-use or shared space. Boards will continue to be expected to build within Ministry space and funding benchmarks for the board portion of the facility.



Facilities Partnership

Date Approved: June 2012

Projected Review Date: June 2016

PURPOSE:

Hamilton-Wentworth District School Board believes that sharing facilities can be of benefit to students, the Board, and the community. The Facilities Partnership Policy will provide opportunities for the Board and community partners to establish facility partnerships in new and existing schools, at 100% recoverable cost to the Board. Facility partnerships will be linked to the Board's strategic directions, and in particular, to improving student achievement.

INTENDED OUTCOMES:

- To maximize the use of public infrastructure through increased flexibility and utilization on a cost recovery basis.
- To reduce facility operating costs for school boards and government.
- To strengthen relationships between HWDSB and community partners and the public.
- To improve services, programs and supports available to students.
- To provide a foundation for improved service delivery for communities.
- To develop facility partnership agreements with appropriate community partners. Such agreements may be developed when the Board has identified unused space in schools, or when the Board is planning to build new schools or undertake significant additions and/or renovations to schools.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Facility Partnership Agreement: A legal document that outlines the terms and conditions of the facilities partnership, and complies with all existing Hamilton-Wentworth District School Board policies and procedures. The agreement is signed by both/all parties prior to implementation.

Facilities: Buildings and grounds owned by Hamilton-Wentworth District School Board.

Notification List: A list of eligible potential and existing partners, established according to Ontario Regulation 444/98, but not limited to those identified by the regulation.

Partnerships: Mutually beneficial and supportive arrangements between the Board and business, labour and community agencies.

Partners: community non-profit or profit entities expressing interest in participating in facility use partnership agreements that are deemed eligible by the Board.

ACTION REQUIRED:

1. Establishing and maintaining facility partnerships

A common approach to establishing and maintaining facility partnerships will maximize the benefit and learning from each facility partnership experience. Establishing appropriate and sustainable facility partnerships requires:

- Compliance with all existing policies and procedures of the Board
- Consideration of the Board's strategic goals
- A plan on how space in schools will be selected
- A plan to determine what entities will be selected for the notification list
- A plan on how potential partners will be notified of available space and construction plans
- A review of the value of the facility partnership as it relates to the Board's Strategic Directions
- A written facility partnership agreement that speaks to the common goals, principles and expectations of all partners
- Consideration and respect for the application of other Board policies and administrative processes related to community use of schools, access to Board facilities and properties, and pre-existing agreements/contracts
- Consideration of risk management and issues of Board liability
- Demonstrated willingness to work together with the school/department and Board

2. Standards for facility partnerships

Facility partnerships will provide ways and means to meet goals set out in HWDSB Strategic Directions.

3. Notification of potential unused space and capital construction projects.

Space available for facility partnership consideration will be identified in the Board's long term facilities master plan. Following the presentation of the plan, available unused space and potential capital construction projects will be identified on Hamilton-Wentworth District School Board's website, and circulated to entities including but not limited to those listed in Ontario Regulation 444/98, including timelines for facility partnership agreements.

4. Expressions of interest

The Board encourages community partners to provide expressions of interest to the board when they have sufficient funding and plans to move forward with a proposal. All expressions of interest from potential partners should be submitted through HWDSB's website. The Board will evaluate each potential Facility Partnership on a case by case basis to determine whether a partnership may be appropriate.

5. Screening of partners

Due diligence is key to the screening of potential partners. Before entering into a facility partnership there is a need for the Board to assess what the expectations are of the partnering organization and to determine that the partnering organizations meet the community standard for a suitable association with the school and/or Board. Screening will include but may not be limited to:

- the reason for the organization's interest in partnering with the school and/or the Board;
- the organization's ownership and history;
- the nature of product or service of the partnering organization;
- the key contact within the partnering organization;
- the authority of the key contact to bind that organization; and
- the financial status of the organization

6. Selection criteria

Notwithstanding the screening process, the Board has a responsibility to consider the value of facility partnerships to students. The following requirements must be met:

- Health and safety of students must be protected
- Facility partnerships must be appropriate for the school setting
- Facility partnerships must not compromise the Board's student achievement strategy
- Facility partnerships will exist on a cost-recovery basis to the Board
- Entities that provide competing education services such as tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government funded, are not eligible partners

In addition to the above, the partner must:

- provide financial statements showing financial viability of their organization
- agree to operate in accordance with Board policies
- be willing to enter into a lease, license, or joint-use/facility partnership agreement

7. Criteria for selection of existing school spaces

- 200 or more unused pupil places for the next five years (for example, this represents approximately 20,000 square feet or 10 classrooms)
- 60% utilization or less for at least two years
- Space not required for Board programming
- Separate access is available
- Student safety
- Accessibility
- Zoning and site use restrictions
- Facility condition
- Availability of required amenities and/or support space
- Any other criteria as determined by the Board

8. Purpose of facility partnership agreements

The purpose of the facility partnership agreement is to clearly define activities, roles and responsibilities for each of the partners. Partnership agreements cannot be finalized until both the board and the partner/s have an approved source of funding.

9. Notification List of Partners

A list of eligible potential and existing partners will be established and reviewed annually. The list will include, but will not be limited to, those identified according to Ontario Regulation 444/98. The notification list will be posted on the Board website.

10. Approval of facility partnership agreements

The Facilities Management Department will ensure liabilities are minimized and appropriate central departments and stakeholders are consulted. The Superintendent of Leadership and Learning must approve the facility partnership agreement. Co-building with community partners requires Board of Trustee approval.

PROGRESS INDICATORS:

Facility partnership agreements will increase as the Board and community work together to optimize space for the benefit of students, the community and the Board.

REFERENCES:

Government Documents

Accessibility for Ontarians with Disabilities Act (2005)
 Accessibility Standards for Customer Service
 Community Use of Schools Program
 Declining enrolment Working Group Report (2009)
 Early Learning Memo 12: Regulatory Amendments for Full Day Junior Kindergarten and Kindergarten and
 Extended Day Programs
 Education Act: Section 183
 Section 194
 Section 196: Subsection 171
 Ministry of Education Facility Partnerships Guideline Ontario Equity and Inclusive Education
 Strategy Ontario Regulation 444/98
 School Facilities Inventory System

HWDSB Strategic Directions

Achievement Matters
 Engagement Matters
 Equity Matters

HWDSB Policies

Accessibility Standards for Customer Service Administrative Memo P5 – Alterations to Plant
 Community Engagement Policy (under development)
 Community Use of Board Facilities
 Diversity and Equity Pillar
 Engagement Pillar
 Equity
 Finance and Administration Pillar
 Nutrition
 Occupational Health and Safety
 Partnership
 Procurement
 Property Disposition Protocol

Public Consultation
Pupil Accommodation Review
Safe Schools Pillar



Facilities Partnership Directive

Directive for Policy 2.2 Facilities Partnership

Projected Review Date: June 2016

RATIONALE:

Facilities Partnerships between Hamilton-Wentworth District School Board (HWDSB) and community partners can maximize the use of public infrastructure, reduce facility operating costs for the Board, provide a foundation for improved service delivery for communities within the District, strengthen the relationship between HWDSB, community partners and the public, and ultimately improve services, programs and supports available to students.

TERMINOLOGY:

Facility Partnership Agreement: A legal document that outlines the terms and conditions of the facilities partnership, and complies with all existing Hamilton-Wentworth District School Board policies and procedures. The agreement is signed by both/all parties prior to implementation.

Facilities: Buildings and grounds owned by Hamilton-Wentworth District School Board.

Notification List: A list of eligible potential and existing partners, established according to Ontario Regulation 444/98, but not limited to those identified by the regulation.

Partnerships: Mutually beneficial and supportive arrangements between the Board and business, labour and community agencies.

Partners: community non-profit or profit entities expressing interest in participating in facility use partnership agreements that are deemed eligible by the Board.

PROCEDURES:

1.0 Identification of Potential Spaces

- 1.1 The Manager of Planning and Accommodation will identify existing school spaces based on the following criteria:
 - 200 or more unused pupil places for the next five years
 - 60% utilization or less for at least two years
 - Facility is not located within an area identified for a school accommodation review during the next five years from the time the space is identified as available
 - Space not required for Board programming
 - Separate access is available
 - Student safety
 - Accessibility
 - Zoning and site use restrictions
 - Facility condition

- Availability of required amenities and/or support space
- Any other criteria as determined by the Board

2.0 Communication to the Community

- 2.1 The Manager of Corporate Communications will invite the community to apply for Facility Partnerships.
- Invitations will be sent directly to community entities including but not limited to those listed in Ontario Regulation 444/98.
 - An invitation to apply will be posted on HWDSB's website, and circulated to the media.
 - The Board will provide an online form for community partners to submit expression of interest in acquiring space to use.

3.0 Screening of Applications

- 3.1 The Manager of Partnership and Community Engagement will review the application based on the following criteria:
- the reason for the organization's interest in partnering with the school and/or the Board
 - the organization's ownership and history
 - the nature of product or service of the partnering organization must be appropriate to the school setting.
 - the financial status of the organization
 - the health and safety of students must be protected
 - facility partnerships must be appropriate for the school setting
 - facility partnerships must not compromise the Board's student achievement strategy
 - facility partnerships must exist on a cost-recovery basis to the Board
 - entities that provide competing education services such as tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government funded, are not eligible partners
- 3.2 Applications that meet the criteria will be forwarded to the Manager of Planning and Accommodation for review.
- 3.3 The Manager of Partnership and Community Engagement will inform applicants whose applications do not meet the criteria.

4.0 Review of Applications

- 4.1 Applications that have successfully met the screening criteria will be forwarded to the Manager of Planning and Accommodation, who will further review the applications based on the criteria identified in #1.
- 4.2 The Manger of Planning and Accommodation will inform applicants regarding the decision of the review.

5.0 Meeting with Facilities Partnership Applicants.

- 5.1 The Manager of Planning and Accommodation will invite facility partnership applicants that meet the criteria to a meeting to further explore the facility partnership requirements. The meeting will include the Manager of Accommodation and Planning, the potential Facility Partner representative(s), Superintendent of Student Achievement, Principal, and such other individuals as the Board may deem necessary. School Council will also be consulted for input.

6.0 Decision to Proceed/Not or Proceed with the Facility Partnership

- 6.1 If a decision not to proceed with the Facility Partnership, the Manager of Planning and Accommodation will inform the applicant.
- 6.2 If a decision to proceed with the Facility Partnership is made, the Manager of Facilities Partnership will prepare the required documentation (e.g. construction agreement, lease agreement, etc.) for the Executive Superintendent of Leadership & Learning.



Dr. John Malloy
Director of Education
TEL: 905.527.5092 EXT: 2291
FAX: 905-521-2539

June 26, 2013

Dear Sir or Madame:

As one of Hamilton-Wentworth District School Board's (HWDSB) potential facility partners, you know the value and impact partnership can have on improving student achievement. Cooperation and collaborative partnerships are part of the foundation of a strong, vibrant and sustainable publicly funded education system.

We want to make the best use of public assets by offering space, on a cost-recovery basis, in our schools to our community partners. By doing this, we can strengthen the role of schools in communities, provide a place for programs and facilitate the coordination of, and improve access to, services for our students and the wider community.

Across the province, school boards have entered into successful facility partnerships with community agencies to reduce facility costs and improve educational opportunities. The Ministry of Education is encouraging us to build on that success by adding community partnerships that support student achievement.

HWDSB currently has surplus space in many of its buildings. We want to hear from community partners looking to share facilities to the benefit of students and the community. Community agencies are invited to indicate their interest by going to www.hwdsb.on.ca/community/facility-partnerships. You can also find more information by reviewing the Ministry of Education guidelines at www.hwdsb.on.ca/community/facility-partnerships/documents/media.pdf. Please note that all partnerships are on a cost-recovery basis and applications should be received by September 13, 2013.

We value your service within the community and look forward to the possibility of working together to improve services, programs and supports for our students as well as maximize the use of public infrastructure through increased flexibility and use.

Sincerely,

A handwritten signature in black ink that reads "John Malloy".

Dr. John Malloy
Director of Education

FIRST	AGENCY	STREET ADDRESS	CITY	PROV/P/CODE
President/CEO	1V1 Soccer - Technical Training	29 Foxborough Dr.	Ancaster	ON L9G 4Y2
President/CEO	2WA Consulting Inc.	163 Homewood Ave.	Hamilton	ON L8P 2M6
President/CEO	Aboriginal Health Centre	678 Main Street	Hamilton	ON L8M 1K2
President/CEO	Adult Basic Education Association	35 King St. E., Suite 7	Hamilton	ON L8N 4A9
President/CEO	Affiliated Services for Children and Youth (ASCY)	526 Upper Paradise Rd., Unit A	Hamilton	ON L9C 5E3
President/CEO	Alternatives for Youth	100 Main St. E., Suite 110	Hamilton	ON L8N 3W4
President/CEO	An Instrument for Every Child			ON
President/CEO	Arrell Youth Centre	320 Anchor Rd.	Hamilton	ON L8W 3R1
President/CEO	Art Gallery Of Hamilton	123 King St. W.	Hamilton	ON L8P 4S8
President/CEO	Ausable Family Services Inc.	639 Main St. E.	Hamilton	ON L8M 1J4
President/CEO	Banyan Community Services	681 Main St. E.	Hamilton	ON L8M 1K3
President/CEO	Benchmark Construction	709 Haldimand Hwy 56	York	ON N9A 1R0
President/CEO	Bereaved Families of Ontario Hamilton/Burlington	118-293 Wellington St. N	Hamilton	ON L8L 8E7
President/CEO	Big Brothers Big Sisters	639 Main St. E.	Hamilton	ON L8M 1J4
President/CEO	Boys and Girls Clubs of Hamilton	45 Ellis Ave.	Hamilton	ON L8H 4L8
President/CEO	Brain Injury Services	608-225 King William Street	Hamilton	ON L8R 1B1
President/CEO	Burgeonvest Bick Securities Ltd.	1001 Champlain Ave., # 201	Burlington	ON L7L 6Z4
President/CEO	Cable 14	150 Dundurn St. S.	Hamilton	ON L8P 4K3
President/CEO	Canadian Welding Association	P.O. Box 43554, Lower James, 180 James St., South	Hamilton	ON L8P 4V0
President/CEO	Canadian Welding Bureau	333 Hendershot Rd. RR # 1	Hannon	ON L0R 1P0
President/CEO	Centre de Sante Communautaire Hamilton/Niagara	460 Main St. E., 2nd Floor	Hamilton	ON L8N 1K4
President/CEO	Chedoke-McMaster Hospital	P.O. Box 2000, Station A	Hamilton	ON L8N 3Z5
President/CEO	Children's Aid Society of Hamilton	26 Arrowsmith Rd.	Hamilton	ON L8E 4H8
President/CEO	Citizen and Immigration Canada	55 Bay St. N.	Hamilton	ON L8R 3P7
President/CEO	City of Hamilton	71 Main St. W.	Hamilton	ON L8P 4Y5
President/CEO	CNIB	115 Parkdale Avenue South	Hamilton	ON L8K 6K4
President/CEO	Community Care Access Centre	310 Limeridge Rd. W.	Hamilton	ON L9C 2V2
President/CEO	Community Center for Media Arts	3 Rebecca St., 2nd Floor	Hamilton	ON L8P 4X1
President/CEO	Community Child Abuse Council	5000 James St. N., Suite 205	Hamilton	ON L8L 1J4
President/CEO	Community Living Hamilton	191 York Blvd.	Hamilton	ON L8R 1Y6
President/CEO	Conseil Scolaire de District Catholique Centre-Sud	52 Pearl St. S.	Hamilton	ON L8P 3W8
President/CEO	Contact Hamilton	140 King St. E., Suite 4	Hamilton	ON L8N 1B2
President/CEO	Contact Hamilton for Children's & Developmental Services	140 King St. E., Suite 4	Hamilton	ON L8N 1B2
President/CEO	Crown Attorney's Office	#441 - 45 Main Street East	Hamilton	ON L8N 2B7
President/CEO	CSDCCS	52 Pearl St. S.	Hamilton	ON
President/CEO	Culture for Kids in the Arts	126 James Street South	Hamilton	ON L8P 2Z4
President/CEO	Dawn Patrol Child & Youth Services	82 Victoria Ave. S.	Hamilton	ON L8N 2S7
President/CEO	Dundas Valley School of Art	21 Ogilvie Street	Dundas	ON L9H 2S1
President/CEO	Eva Rolihwell Resource Centre	460 Wentworth St. N.	Hamilton	ON L8L 5W8
President/CEO	Good Shepherd Centres	143 Wentworth St. S.	Hamilton	ON L8N 2Z1
President/CEO	Goodwill, The Amity Group	67 Wilson St. W.	Ancaster	ON L9G 1N1
President/CEO	Habitat for Humanity Hamilton	285 Nash Rd., Unit 1	Hamilton	ON L8H 7P4
President/CEO	Corp. Integration Program	22 Leeming St.	Hamilton	ON L8L 5T3
President/CEO	Redevelopment Projects (HARRRP)	705 Main St. E.	Hamilton	ON L8M 1K8
President/CEO	Hamilton Best Start	1 Hughson St. N., 5th Floor	Hamilton	ON L8R 3L5
President/CEO	Hamilton Bulldogs	101 York Blvd.	Hamilton	ON L8R 3J4
President/CEO	Hamilton Centre for Civic Inclusion	287 King St. E.	Hamilton	ON L8N 1B9
President/CEO	Hamilton Children's Aid Society	26 Arrowsmith Rd.	Hamilton	ON L8E 4H8
President/CEO	Hamilton Chinese Community School	58 Sundat Crescent	Dundas	ON L9H 7R8
President/CEO	Hamilton Chinese Community Service Centre	118 Bay St. N.	Hamilton	ON L8R 2P4
President/CEO	Hamilton Community Foundation	120 King St. W., Suite 700	Hamilton	ON L8P 4V2
President/CEO	Hamilton Conservation Authority	838 Mineral Springs Rd.	Ancaster	ON L9G 4X1
President/CEO	Hamilton Conservatory for the Arts	126 James Street South	Hamilton	ON L8P 2Z4
President/CEO	Hamilton Health Sciences	McMaster Medical Centre 1200 Main St. W	Hamilton	ON L8N 3Z5
President/CEO	Hamilton Partners in Nutrition	182 King William St. Suite 103	Hamilton	ON L8R 3N9
President/CEO	Hamilton Philharmonic Orchestra	105 Main St. E.	Hamilton	ON L8N 1G6
President/CEO	Hamilton Philharmonic Youth Orchestra	299 Fennell Ave. W.	Hamilton	ON L9C 1G3
President/CEO	Hamilton Police Services	155 King William St., Box 1060	Hamilton	ON L8N 4C1
President/CEO	Hamilton Port Authority	605 James St. N	Hamilton	ON L8L 1K1
President/CEO	Hamilton Public Health Services	1447 Upper Ottawa St.	Hamilton	ON L8W 3J6
President/CEO	Hamilton Public Library	55 York Blvd.	Hamilton	ON L8N 4E4
President/CEO	Hamilton Regional Indian Centre	34 Ottawa St. N	Hamilton	ON L8M 1K6
President/CEO	Hamilton Roundtable for Poverty Reduction	W., Suite 700	Hamilton	ON L8P 4V2
President/CEO	Hamilton Tiger-Cats	1 Jarvis St.	Hamilton	ON L8R 3J2
President/CEO	Hatts Off	611 Tradewind Dr.	Ancaster	ON L9G 4V6
President/CEO	Hockey Canada	400 Kipling Avenue	Toronto	ON M8V 3L1
President/CEO	Hughson Street Baptist Church	383 Hughson St. N	Hamilton	ON L8L 4N2
President/CEO	Industry Education Council of Hamilton	225 King William Street, Suite 203	Hamilton	ON L8R 1B1
President/CEO	John Howard Society of Hamilton, Burlington & Area	225 King William St., Suite 201	Hamilton	ON L8R 1B1
President/CEO	Lawson Ministries Hamilton	533 Main St. E.	Hamilton	ON L8M 1H9
President/CEO	Learning Through the Arts	736 Weaver Rd	Port Colborne	ON L3K 5V3
President/CEO	Liberty for Youth - Mentoring	762 Upper James St., Suite 175	Hamilton	ON L9C 3A2
President/CEO	Living Rock	30 Wilson St.	Hamilton	ON L8R 1C5
President/CEO	Losani Homes	430 McNelly Rd.	Stoney Creek	ON L8E 5E3
President/CEO	Lynwood Hall and Family Centre	526 Upper Paradise Rd.	Hamilton	ON L9C 5E3

FIRST	AGENCY	STREET ADDRESS	CITY	PROV	P/CODE
President/CEO	McMaster University	Main St. W.	Hamilton	ON	L8S 4L8
President/CEO	Metis Women's Circle	44 Park Street East	Dundas	ON	L9H 1C7
President/CEO	Mohawk College	135 Fennell Ave. W	Hamilton	ON	L9C 1E9
President/CEO	Neighbour to Neighbour Centre	28 Athens St.	Hamilton	ON	L9C 3K9
President/CEO	Newcomer Health	183 Hughson St. S.	Hamilton	ON	L8N 2B6
President/CEO	Niwasa Aboriginal Education Programs	1869 Main Street E.	Hamilton	ON	L8H 1Q2
President/CEO	North Hamilton Community Health Centre	438 Hughson St. N.	Hamilton	ON	L8L 4N5
President/CEO	Offord Centre for Child Studies - Chedoke Site	Sanatorium Rd.	Hamilton	ON	L9C 1Y3
President/CEO	Ontario Trillium Foundation	800 Bay St., 5th Floor	Toronto	ON	M5S 3A9
President/CEO	Path Employment Services	31 King St. E.,	Hamilton	ON	L8N 1A1
President/CEO	Public Health Services - City of Hamilton	71 Main St. W.	Hamilton	ON	L8P 4Y5
President/CEO	Riverdale Community Centre	39-40 Centennial Parkway	Hamilton	ON	L8E 1H6
President/CEO	Royal Botanical Gardens	680 Plains Rd. W	Burlington	ON	L7T 4H4
President/CEO	Rygiel Supports for Community Living	1550 Upper James St.	Hamilton	ON	L9B 2L6
President/CEO	Salvation Army Grace Haven	535 Main St. E.	Hamilton	ON	L8M 1H0
President/CEO	Scouts Canada	5194 Porter St.	Burlington	ON	L7L 6R2
President/CEO	Sexual Assault Centre (Hamilton & Area) SACHA	75 MacNab St. S., 3rd Floor	Hamilton	ON	L8P 3C1
President/CEO	Social Planning & Research Council	162 King William St. Suite 103	Hamilton	ON	L8R 3N9
President/CEO	St. Joseph Immigrant Women's Centre	8 Main St. E., Suite 101	Hamilton	ON	L8M 1E8
President/CEO	St. Joseph's Hospital	50 Charlton Ave. E	Hamilton	ON	L8N 4A6
President/CEO	Start 2 Finish (formerly Kidsfest)	1295 North Service Rd.	Burlington	ON	L7R 4M2
President/CEO	The Children's Aid Society	26 Arrowsmith Rd.	Hamilton	ON	L8N 4B9
President/CEO	The Family Health Team	10 George St.	Hamilton	ON	L8P 1C8
President/CEO	The Hamilton Spectator	44 Frid	Hamilton	ON	L8N 3G3
President/CEO	The Royal Hamilton Light Infantry (W.R.)	200 James St. N.	Hamilton	ON	L8R 2L1
President/CEO	Theatre Ancaster	42 Elm Hill Blvd	Ancaster	ON	L9G 2V1
President/CEO	Theatre Aquarius	190 King William St.	Hamilton	ON	L8R 1A8
President/CEO	Tim Horton Children's Foundation	264 Glen Morris Rd. E.	St. George	ON	N0E 1N0
President/CEO	Today's Family Early Learning and Child Care	44 Greendale Dr.	Hamilton	ON	L9C 5Z4
President/CEO	Turkstra Lumber	1050 Upper Wellington St	Hamilton	ON	L9A 3S6
President/CEO	Umbrella Family & Child Care Centres	27 Jessica	Hamilton	ON	L8W 4A1
President/CEO	United Leadership Academy for Youth	119 Kendrick Court	Ancaster	ON	L9G 5E8
President/CEO	United Way	177 Rebecca St.	Hamilton	ON	L8R 1B9
President/CEO	Volunteer Hamilton	267 King St. E.	Hamilton	ON	L8N 1B9
President/CEO	Waterdown Children's Centre	215 Parkside Dr.	Waterdown	ON	L0R 2H1
President/CEO	Wesley Urban Ministries	155 Queen St. N	Hamilton	ON	L8R 2V6
President/CEO	White Rabbit Treatment Homes	1424 Plains Rd. W.	Burlington	ON	L7O 1H8
President/CEO	Woodview Children's Centre	69 Flatt Rd.	Burlington	ON	L7R 3X5
President/CEO	Workforce Planning Hamilton	77 James Street N. Unit 117	Hamilton	ON	L8R 2K3
President/CEO	YMCA Immigration Services	25 Main Street W., Suite 105	Hamilton	ON	L8P 1H1
President/CEO	YMCA of Hamilton/Burlington/Brantford	79 James St. South	Hamilton	ON	L8P 2Z1
President/CEO	Young Starters Development	520 Queen Victoria Dr.,	Hamilton	ON	L8W 1G9
President/CEO	YWCA Hamilton/Burlington/Brantford	75 MacNab St. S.	Hamilton	ON	L8P 3C1
President/CEO	YWCA Hamilton/Burlington/Brantford	52 Ottawa St. N.	Hamilton	ON	L8H 3Y7

<p>q1 Autism Intervention Program, Autism Spectrum Service, McMaster Children's Hospital - HHSC</p>	<p>q2 Our service would like to partner with the school board in helping to facilitate intervention for two siblings within a complex family situation. We, along with the school, would like to make it easier for the family to access the intervention by providing it in a designated space within the siblings' school. We met with the ASD Team from the school board and the school principal, Mr. Sean Malcolmson, on June 6th, who are in full support of this plan. The school is Westwood Public School.</p>	<p>q3 Ease of access from classroom to treatment for the student and family. Ease of access to intervention - family and child/student centered planning and focus. <input type="checkbox"/> Joint collaboration and sharing of information with parental consent.</p>	<p>q4 Intensive Behavioural Intervention (IBI)</p>	<p>q5 One room (12 by 12) and access to washroom and play area.</p>	<p>q6 At the beginning of the 2011/12 School Year.</p>	<p>q7 This is difficult to say since it depends on the effectiveness of the intervention. Estimation is the 2011/12 school year.</p>	<p>q8 West</p>	<p>Outcome Application was made for use of one room of Westwood school to provide their sessions for one family. The specific space requested was needed for instructional purposes and unavailable. The program found alternate space to provide the sessions (24 hours per week of use for approximately one year).</p>
<p>Heritage Green Child Care Inc</p>	<p>To move our school age before and after school program into the school that we currently service, Mount Albion Elementary in Upper Stoney Creek</p>	<p>It will offer a continuous service to students requiring after hours care, providing them with a safe place to be within the school that they are familiar with.</p>	<p>Before/after school care</p>	<p>Our current enrolment of site is 37 children which requires 2.8 square metres per child, which 103.6 square metres. However, we would be willing to work with whatever space is available, and this space could be divided between a number of areas</p>	<p>September 2012</p>	<p>No end date at this time</p>	<p>North</p>	<p>Seeking K - 5 space. Approach to extended day not determined at time of application</p>

Note: Contact information removed due to space restriction, available upon request

<p>q1 Hamilton Centre for Civic Inclusion</p>	<p>q2 To organize community educational programs including workshops, conferences and recreational activities aimed at strengthening community development and leadership among the diverse population</p>	<p>q3 To organize community educational programs including workshops, conferences and recreational activities aimed at strengthening community development and leadership among the diverse population</p>	<p>q4 Youth Leadership Training <input type="checkbox"/> Community Mobilization Training <input type="checkbox"/> Community Engagement activities including conversation cafes, workshops and forum</p>	<p>q5 1,200 sq feet</p>	<p>q6 Occasionally</p>	<p>q7 3 years</p>	<p>q8 South</p>	<p>Outcome Unknown</p>
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Note: Contact information removed due to space restriction, available upon request

<p>q1 Peter Pan Co-operative Preschool</p>	<p>q2 Partnerships will increase our exposure in the Community as we are a family-based preschool. We are also in an environment where we must take our equipment down quite frequently therefore we are looking for a permanent home where we do not have to move our equipment. We have acquired a variety of toys and would be willing to share our equipment with other groups. Our target group is between 16 months and 3 years of age which should fit in quite nicely with the children not eligible for the full day JK. Our Program has been running successfully for 53 years in the Hamilton Mountain West area.</p>	<p>q3 Our enrollment begins when the children are 16 months to 3 years old, a partnership with us will bring families into the classroom to work with their children preparing them for the full day JK. <input type="checkbox"/> Our school gives parents the opportunity to see first hand how their children work in the classroom as well as watch the teachers direct the children. It is a wonderful experience for families. <input type="checkbox"/> I have been a Supervisor in the Co-operative Sector for 34 years and have perfected the participation aspect by leading the parents during their duty days and assisting them in their Board roles in order to run a successful Co-operative Preschool. We at Peter Pan Co-operative Preschool begin with the toddlers to teach them gently through programming.</p>	<p>q4 We are able to offer families that participate an affordable preschool experience to prepare their children for JK.</p>	<p>q5 We would have to look at what is available in order to determine how we could make the space work for us.</p>	<p>q6 We could be available anytime depending on location and size, because we have to put away on a weekly basis all of our equipment we have everything in bins and roll away shelving.</p>	<p>q7 We are looking at a permanent partnership.</p>	<p>q8 West</p>	<p>Outcome Seeking K-5 space. Approach to extended day not determined at time of application Space provided through facility partnership – James Macdonald Elementary School</p>
<p>Hamilton-Wentworth Occasional Teachers <input type="checkbox"/> Local (HWOTL)</p>	<p>We represent 700 employees of the Board <input type="checkbox"/></p>	<p>We provide Professional Learning for our members in order to strengthen a workforce which influences many students every day.</p>	<p>Support, counselling, Professional Development, community and Board engagement. <input type="checkbox"/></p>	<p>1000 sq ft <input type="checkbox"/></p>	<p>As soon as it can be made available. <input type="checkbox"/></p>	<p>Open ended. <input type="checkbox"/></p>	<p>West</p>	

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<p>q1 The Hamilton and District Literacy Council</p>	<p>q2 We think that our goals and vision are similar and complementary. We think that we might be a good fit.</p>	<p>q3 Our students are people with low academic skill levels and we are that alternative for students who are 18 years of age and older who have not been able to learn in the regular school system. So we have a niche that right now the school system does not serve. Our students progress and when they get to the level that they can join the school board classes, then we refer them to the Board to finish their education.</p>	<p>q4 We offer basic literacy training in reading, writing, math and computer use. These are taught by using the Ontario Adult Literacy Curriculum Framework which the Ministry just introduced. We teach these courses in small groups of about 6 students or in one to one tutor student matches. We are the only Basic Literacy Program that offers Tutors on a one to one basis. We have been providing this service since 1973.</p>	<p>q5 We are looking for a north or east location. Most of our students live near downtown, in the north and east areas of town. □ Nine rooms at approximately 1485 square feet. Right now we are on the 3rd floor of the YWCA. Space needs to be wheelchair accessible and have access to a small kitchen.</p>	<p>q6 April 1, 2012 □</p>	<p>q7 For as long as it works to our mutual benefit. We would like to explore the partnership idea and how it would work. We do pay rent right now to the YWCA.</p>	<p>q8 North</p>	<p>Outcome Not eligible - competitive service</p>
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Note: Contact information removed due to space restriction, available upon request.

<p>q1 Community Living Hamilton</p>	<p>q2 We are interested in sharing facility space at one of the local schools.</p>	<p>q3 Partnering with Community Living Hamilton will bring an added sense of community to the school setting. We plan to involve students as mentors where it is appropriate. The partnership would also serve to reduce barriers between individuals who have a developmental disability and their community. The student's role may be as a facilitator of this community engagement.</p>	<p>q4 We provide individually planned and tailored supports to individuals who have an intellectual disability and their families – linking them with the resources they need to access typical services in the community – whether it is for pre-school services, adult and children's respite services, supported housing, skill development for community living, workplace literacy classes or employment supports. We envision a community where all persons live with dignity as citizens of their community, share in every element of living and have equal opportunity to participate.</p>	<p>q5 We are flexible, however a space of 500 square feet would be sufficient to start. We would also look at utilizing the library, gym and cafeteria.</p>	<p>q6 November 1, 2011</p>	<p>q7 One year.</p>	<p>q8 North</p>	<p>Outcome</p>
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Use request depended on a grant for programming that they did not receive – didn't end up needing the space.

Note: Contact information removed due to space restriction, available upon request

q1	q2	q3	q4	q5	q6	q7	q8	Outcome
<p>Seniors Activation Maintenance/Program of Hamilton Inc. <input type="checkbox"/></p> <p>also know as the SAM Program <input type="checkbox"/></p>	<p>One of our program's goals within the next 1-2 years is to establish 1-2 additional program sites in underserved areas of Hamilton. Additional sites are also required due to long day program waiting lists. <input type="checkbox"/></p> <p>Our original SAM East site was located for many years at St. Helen's school until the space was required for another use. A very successful intergenerational program ran at that SAM site with the students and teachers of this school. It has been missed. <input type="checkbox"/></p> <p>As a not-for profit organization, we must rely on partnerships with other organizations for space due to a limited budget. Our existing SAM sites are presently located in other community facilities as we share space. <input type="checkbox"/></p>	<p>The SAM Program would like to develop additional intergenerational program partnerships as one means to educate and promote student empathy. SAM is aware of the many benefits of regular interactions between seniors and children. In fact, we developed a manual "The Intergenerational Way" based upon SAM Program activities. <input type="checkbox"/></p> <p>We also promote exercise & physical activity which may be beneficial to your student body in relation to health promotion. <input type="checkbox"/></p> <p>SAM also offers an Aphasia Program for persons with communication difficulties due to a stroke or other injury to the brain. This program is led by a Speech Language Pathologist and has been very beneficial for persons with aphasia who tell</p>	<p>The SAM Program is a not-for profit Adult Day Program operating out of three community-based sites in the Hamilton area. We offer a variety of social, recreational and exercise activities to help keep participants stimulated and active physically, mentally and socially. The program is a "structured day out" that also provides respite to caregivers. The overall goal of these services is to assist people to remain living in the community as long as possible. We have been in existence for 30 years.</p>	<p>1500 -1600 square feet required as could serve up to 20-25 seniors per day many of which have walkers, wheelchairs, etc. <input type="checkbox"/></p> <p>Would also like consideration of additional 400 feet for adjacent SAM STEPS to Exercise program to be shared by community.</p>	<p>Over next 1-2 years. Would be dependent upon funding approval, etc.</p>	<p>As long as possible. Most of our existing leases are 5 years. All SAM sites have been in 1 place for a minimum of 10 years until need to relocate 2 of our sites due to landlord space needs.</p>	<p>West</p>	<p>Was not considered for use for an east-end program site (currently in a church that is not adequate). SAM put planning on hold but would be interested in returning to planning - would require applying for a grant for space conversion. Asked to keep their file active for further consideration.</p>

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<p>q1 Best Buddies of Canada</p>	<p>q2 Establish a regional office in Hamilton for our school-based volunteering program, to allow two staff who live in Hamilton to have a central location to work from.</p>	<p>q3 Best Buddies promotes student achievement through providing inclusion, friendship and leadership opportunities for students with and without intellectual disabilities. By having a more permanent presence in Hamilton, the Best Buddies program could expand into more schools and provide additional and more consistent support for the schools in the program.</p>	<p>q4 Best Buddies Canada introduces and manages a volunteer program matching students with and without intellectual disabilities to create friendships and promote inclusion and accommodation. Through our program, students are provided with leadership opportunities, are given the chance to interact with students they might not otherwise spend time with, and become involved in a national movement toward a more inclusive society. The Best Buddies staff provide training and ongoing support to schools running the program, and will organize regional activities to bring students from different schools participating in the program together.</p>	<p>q5 Approximately 100 square feet. Enough space for at least two large desks.</p>	<p>q6 We would like to occupy the space in January 2012 or earlier. Our program is busiest during the school year but we still maintain</p>	<p>q7 One year initially but if it works out well, we could be interested in renewing the partnership for future years</p>	<p>q8 South</p>	<p>Outcome</p> <p>At the time, were looking to expand and create a regional office – funding from Trillium did not come through – didn't end up needing the space.</p>
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<p>q1 Habitat for Humanity Hamilton</p>	<p>q2 We require facilities to aide in the construction of homes throughout the Hamilton area</p>	<p>q3 Habitat for Humanity Hamilton is an independent, not-for-profit housing program dedicated to the elimination of poverty housing, by building homes in partnership with families in need. We have built eighteen homes since incorporation in 1991, and have plans to begin the next four this fall. Homeowners contribute hundreds of hours of "sweat equity" to the construction of their own homes and then repay a long-term, no-interest mortgage. Mortgage costs are kept low by the use of volunteer labour and the generous donations of funds and building materials.</p>	<p>q5 We actively partner with OYAP, Co-op, and other programs throughout the city to engage Hamilton students to achieve our mission of building affordable housing. Students can gain experience in all aspects of residential construction, or retail operations depending on their placement.</p>	<p>q6 Habitat provides families (in sub-standard housing conditions who do not have access to conventional mortgages) the access to safe, decent, and affordable housing with the objective of building the equity and breaking the cycle of poverty.</p>	<p>q7 To prepare/fabricate components of our homes in a clean, safe environment out of the elements.</p>	<p>q8 5000</p>	<p>q9 No</p>	<p>q10 New North Secondary School</p>	<p>q11</p>	<p>q13 ASAP</p>	<p>q14 Application based on developing a partnership (space as a donation from HWDSB) -- having our home building students actually use the space to pre-build components of their next Habitat house. Was not considered for use. HWDSB still works closely with Habitat for Humanity (currently building a 3 unit townhouse). Organization rented a warehouse space for some of the volunteers to pre-build wall sections.</p>
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<p>q1 The Chestnut Tree Preschool Inc</p>	<p>q2 To expand our community service preschool program in Stoney Creek (Upper or Lower) to offer younger children 18months to 4 years old, full time daycare. Our programs are designed to give children a stronger start in school and in life by helping them develop valuable skills that give them every opportunity to succeed.</p>	<p>q3 We are a small licensed non-profit, charitable organization, established in April 1994 and have grown to two licensed childcare centers in Ontario. We are celebrating 19 years of quality childcare services to the community governed by a board of 3 officers. Our mission is to provide a positive learning environment for early learners that enhances their level of development through play. We opened as a preschool offering a part-time, half-day nursery school programs with 24 children ages 2 1/2 - 5 years and 3 staff. In 2010, we added a second center in Grimsby, offering a similar preschool program with a licensed capacity of 16 children. Today, the Chestnut Tree Preschool provides a broad range of childcare services for toddlers and preschool children ages 18 months to 5 years, including part-time and full-time daycare. The Chestnut Tree Pre-school and Daycare centers</p>	<p>q5 The convenience of offering daycare in the HWDSB facilities will provide families with a convenient alternative and cost effective option for childcare. Partnering in an establishment already setup for children and requiring minor retro fit to meet the licensing requirements for younger children is a cost efficient way for our center to meet the needs of the community.</p>	<p>q6 Monday- Friday, 7:30am - 5:30pm, full, part-time daycare for children ages 18 months to 5 years. 12 months a year.</p>	<p>q7 We are looking to move and partner one of our two daycare centers with the HWDSB in either upper or lower stoney creek. Our current capacity is 16 preschoolers half days. We would like to change that to 15 toddlers and 32 preschoolers offering full-time daycare to meet the growing needs of the space, plus community. Offering a total childcare capacity of 47 early years children per center.</p>	<p>q8 Approx. 1800-2000 sqft broken into 2 or 3 areas of unobstructed floor space, plus offering a total childcare capacity of 47 early years children of washroom, changing facilities, outdoor play ground, storage and a small administrative space. Per center</p>	<p>q9 Yes</p>	<p>q10 New south Secondary School</p>	<p>q11 Lower Stoney Creek -> East of Glanbrook and Upper Stoney Creek -></p>	<p>q13 Depending on the work required to retro fit the space. September 2013</p>	<p>q14</p>
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Interested in extended day. Approach not determined at time of application

Note: Contact information removed due to space restrictions, available upon request

question1	Jacks' & Jill's Co-Operative Preschool	question2	We have a number of reasons for wanting to partner with HWDSB. First, it is a fact that there is limited real estate for a non-profit, part-time program to occupy. With us being a 'school program', operating on the same calendar as the public school, it is ideal for us financially to be in a space that would not require us to pay for the space when we are closed (weekends, holidays, Summer) or vacate for the Summer. Next, education is a lifelong process. It just makes sense for the introduction of education to happen in a positive way, within a school building. Furthermore, we are a community program and school are a vital part of every community. Lastly, all school buildings in Ancaster are within city limits, programming for	question3	Jacks' & Jill's is a non-profit co-operative preschool that has been located in the heart of Ancaster since 1969. For 40 years we were located within a church; however we recently were asked to relocate so that the church could rent our space to a business, in order to generate more revenue. The preschool is owned and run by the members (the families at the preschool). We have an elected executive that oversee the running of the preschool from year to year. We are licensed by the Ministry of Education - Day Nurseries Act and we are members of the Hamilton District Council of Co-Operative Preschools (HDCCP). The preschool provides programming for	question4	balance sheet 1213.pdf, balance statement 1011.pdf, balance statement 1112.pdf,	question5	Many of our students go on to become students of HWDSB. Our program helps to prepare students to become lifelong learners by preparing them for school. Furthermore, we have had a number of co-op students complete placements within our school, as well as complete some or all of their required volunteer hours.	question6	Our organization provides programming for children (27 months - 4 years) of families that do not require childcare, but would like to expose and/or prepare their child for school. Additionally, we offer place for special needs children (with learning resource teachers available for 1:1 where required ... funded through HDCCP and the City of Hamilton). As well, we offer early interventions and screening for children with needs (speech delay, gross & Fine motor, behavioural, etc) through our resource connections with HDCCP and ASCY (Affiliated Services for Child and Youth).	question7	Currently we are running our program in just under 1,000 square feet of space. However, this includes our washroom and a small kitchenette. Ideally, 2 classrooms would be a good amount of space for us to run our program within. One classroom for circle time, reading, crafts and snack. One classroom used for free play and gross motor play. We would require running water within the space and close proximity to a washroom.	question8	No	question9	Ancaster	question10	2	question11	Indefinitely. We are looking for a space within Ancaster to offer co-operative preschool as long as there continues to be interest in co-operative preschool. Our preschool operates September to June, and follows the HWDSB calendar for holidays.	question12	Whenever we can. Preferably June 2014.	question13	04/09/2013 8:16	question14	Outcome	Referred to Schools First Child Care Capital Retrofit Process
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question1	question2	question3	question4	question5	question6	question8	question10	question11	question12	question13	question14	date	Outcome
Honey Lemon Yoga	<p>My name is Michelle Boutlier and I am the owner of Honey Lemon Yoga. I believe yoga is for everyone and I would be honoured to partner with the board to facilitate free yoga classes for children facing mental health challenges. I believe yoga can help bring calm to chaos and restore self esteem and boost confidence and coping mechanisms.</p>	<p>While my passion is the workplace restoration and bring yoga to working adults. I fell a desire to serve and support young people in distress. I am currently partnering with the Peel Children's Aid to bring yoga to young ladies in foster care. This program is launching in early October and the CAS workers are keen to bring their young clients for a wellness activity and an opportunity to get some exercise and have some fun.</p>			<p>I have all the yoga mats and am fully insured. The cost for the 8 week Honey Lemon Yoga program is \$1,000 + HST but I am willing to waive my fee.</p>					<p>I would like to be ready to launch a partnership this fall.</p>		29/08/2013	<p>Staff met with requester - was looking to have access to staff to provide yoga classes. Not free so suggested she could offer it to school principals and/or connect with rentals if she wanted to offer a public class.</p>

Note: Contact information removed due to space restriction, available upon request.

question1	question2	question3	question4	question5	question6	question8	question9	question10	question11	question12	question13	question14	date	Outcome
Hamilton Amateur Radio	The Hamilton Amateur Radio Club is a not-for-profit organization, affiliated with Radio Amateurs of Canada. We have a limited budget and require a venue to teach Amateur Radio skills and set examinations for certification of students.	We teach basic Amateur Radio skills and regulations to anyone interested in acquiring their Amateur Radio certificate. We also have in our club Industry Canada certified examiners to set and mark examinations for a Basic Amateur certificate. Our objective is to certify citizens thus enabling public service in the event of natural disasters.			We do have a budget and we do have the funds to pay the set fees. We also have sufficient liability insurance through Radio Amateurs of Canada to meet your requirements.					Our club year runs from September to June, but our teaching schedule would probably be in the winter term - January to March.			10/10/2013	Staff spoke to requester - he wanted space at Westdale to offer his radio skills classes (not ongoing - weekly use for a set of weeks) - directed to rentals.

Note: Contact information removed due to space restriction, available upon request

Hamilton- Wentworth District School Board

Elementary Enrolment March 31, 2014

Associate School Cluster-West	FDJK	FDSK	JK	SK	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	SC-SPED	TOTAL	F.T.E.
Allan A. Greenleaf	48	52			41	33	37	38	45	43	60	71		468	418.00
Ancaster Meadow			73	83	102	86	78	103	88	94	65	89		861	783.00
Ancaster Senior											154	154	5	313	313.00
Balaclava	27	35			45	36	32	41	40	26	38	54		374	343.00
Bell-Stone			8	9	3	11	5	4	6	7				53	44.50
Beverly Central	18	16			28	19	26	28	30				7	172	155.00
C.H. Bray			36	28	43	37	45	49	36	47				321	289.00
Central	49	43			28	33	28	25	17					223	177.00
Dalewood										69	81	96	58	304	304.00
Dr. John Seaton	19	11			12	13	12	19	17	41	48	39		231	216.00
Dundana			32	35	56	70	44	44	56					337	303.50
Dundas Central	26	36			27	33	28	50	43	49	55	71		418	387.00
Earl Kitchener			51	67	94	87	74	77	60				11	521	462.00
Fessenden			47	29	79	65	60	76	68	42				466	428.00
Flamborough Centre	10	15			10	11	5	18	14	58	76	81		298	285.50
George R. Allan	35	66			68	55	65	79	66					434	383.50
Greensville	24	31			27	30	33	26	38					209	181.50
Guy Brown	47	48			82	90	55	70	69	58	48	54		621	573.50
Mary Hopkins	45	57			30	37	43	41	56					309	258.00
Millgrove	22	33			20	25	18	29	25					172	144.50
Mount Hope	38	32			33	21	35	25	30	25	28	34		301	266.00
Norwood Park				55	48	57	57	60	48	50	51	53		479	451.50
Prince Philip			24	35	33	27	27	20	25				12	203	173.50
Queen's Rangers	19	19		10	21	15	15	12	14					125	101.00
Rousseau	30	28		26	35	28	33	37	34					251	209.00
Ryerson										103	114	119	22	358	358.00
Sir William Osler	39	39			35	36	52	50	62	98	97	96	10	614	575.00
Spencer Valley										55	64	54	15	188	188.00
Strathcona	31	42			32	26	24	34	30					219	182.50
Yorkview	33	26			26	27	26	27	26					191	161.50
TOTAL Cluster West	560	629	271	377	1058	1008	957	1082	1043	865	979	1065	140	10034	9115.50

Associate School Cluster-North	FDJK	FDSK	JK	SK	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	SC-SPED	TOTAL	F.T.E.
A. M. Cunningham			49	45	80	82	64	59	61					440	393.00
Adelaide Hoodless	49	56			32	37	37	36	42	29	40	41	19	418	365.50
Bennetto	53	63			50	48	54	52	51	52	45	42	11	521	463.00
Cathy Wever	71	71			55	81	60	62	52	60	54	50	12	628	557.00
Collegiate	26	37			23	23	18	26	31	28	23	43		278	246.50
Dr. J. E. Davey	71	69			70	64	54	51	56	53	61	45	11	605	535.00
Eastdale	20	14			22	21	15	24	22	23	20	19		200	183.00
Elizabeth Bagshaw	38	41			30	36	33	35	34	25	36	41	12	361	321.50
Glen Brae										106	89	82	8	285	285.00
Glen Echo			33	18	47	43	56	45	53				7	302	276.50
Green Acres			27	33	26	36	26	35	31	25	34	24	24	321	291.00
Hess Street	26	21			25	24	37	32	34	34	31	42		306	282.50
Hillcrest			20	13	21	23	29	28	21	78	99	84	32	448	431.50
Lake Avenue	56	64			64	49	57	65	59	56	38	48		556	496.00
Memorial (City)	36	47			43	42	34	42	43	59	58	70	12	486	444.50
Memorial (Stoney Creek)	37	30			35	39	38	38	27	33	43	25		345	311.50
Mountain View	38	34			43	31	30	32	32	33	24	39		336	300.00
Parkdale	26	24			22	30	16	20	18					156	131.00
Prince of Wales	85	94			80	81	73	67	62	53	48	43		686	596.50
Queen Mary	66	89			61	65	61	49	59	41	59	54	5	609	531.50
Queen Victoria	60	68			54	35	47	46	52	34	41	36	24	497	433.00
R. L. Hyslop	14	17			14	13	17	21	16	21	27	23		183	167.50
Rosedale			27	17	19	23	33	26	19					164	142.00
Roxborough Park	28	36			30	39	33	24	31					221	189.00
Sir Isaac Brock	24	42			30	27	28	30	20					201	168.00
Sir Wilfrid Laurier	53	46			52	45	55	42	51	51	47	51	8	501	451.50
Viscount Montgomery			22	29	29	20	33	12	32	41	55	57		330	304.50
W.H. Ballard			47	53	53	39	54	49	35	67	76	68	42	583	533.00
Winona	106	104		100	69	85	83	73	71	73	64			828	673.00
Woodward			18	19	18	16	20	18	17				8	134	115.50
TOTAL Cluster North	983	1067	243	327	1197	1197	1195	1139	1132	1075	1112	1027	235	11929	10619.00

Hamilton- Wentworth District School Board

Elementary Enrolment March 31, 2014

Associate School Cluster-South	FDJK	FDSK	JK	SK	GR 1	GR 2	GR 3	GR 4	GR 5	GR 6	GR 7	GR 8	SC-SPED	TOTAL	F.T.E.
Bellmoore	122	100			83	64	68	71	60	54	61	50	5	738	627.00
Billy Green	37	44			35	30	46	35	40	33	56	46	22	424	383.50
Buchanan Park	20	22			16	18	27	29	24	13			12	181	160.00
Cardinal Heights										94	117	94	10	315	315.00
Cecil B. Stirling	23	34			32	31	37	26	40	33	58	43		357	328.50
Chedoke	41	50			43	38	38	30	44	50	89	79	22	524	478.50
Eastmount Park			27	29	31	18	18	31	24	18				196	168.00
École élémentaire Michaëlle Jean					21	23	11	16	6	5	6			88	88.00
Franklin Road	27	33			28	41	31	35	33	25	43	32	12	340	310.00
Gatestone			52	61	65	56	72	59	64	67	79	65	11	651	594.50
George L. Armstrong	15	20			30	25	29	32	29	21	60	52	11	324	306.50
Gordon Price	38	39			36	41	45	36	54	44	42	54		429	390.50
Helen Detwiler	50	69			43	58	62	47	54	65	64	65		577	517.50
Highview	59	35			44	55	44	49	45	41	32	35		439	392.00
Holbrook	27	27			24	19	23	20	23	19			24	206	179.00
Huntington Park	54	41			50	51	35	34	38	50	33	39	6	431	383.50
James MacDonald	49	40			37	35	22	35	38	28				284	239.50
Janet Lee	45	36			48	42	46	30	52	34	49	45		427	386.50
Lawfield			38	42	75	79	68	68	80	94	93	65		702	662.00
Lincoln Alexander	32	30			23	28	20	19	21	25			8	206	175.00
Linden Park			27	20	21	16	16	22	22				16	160	136.50
Lisgar	29	23			29	32	20	24	23	37	14	39	18	288	262.00
Mount Albion	29	28			27	12	21	27	30	29	38	34	19	294	265.50
Mountview			24	22	29	24	25	24	30	21				199	176.00
Pauline Johnson	35	46			37	49	34	24	30					255	214.50
Queensdale			33	18	22	19	22	15	32	11			6	178	152.50
R. A. Riddell	62	60			57	63	61	77	72	98	110	124		784	723.00
Ray Lewis	68	57			54	78	70	51	74	74	82	61		669	606.50
Richard Beasley	33	28			30	29	28	30	17					195	164.50
Ridgemount	47	41			30	47	37	41	36					279	235.00
Tapleystown	16	20			19	14	26	15	27	21	22	18		198	180.00
Templemead	39	50			43	73	48	67	42	75	57	71	12	577	532.50
Westview										36	119	88	30	273	273.00
Westwood	38	24			34	29	39	38	23				6	231	200.00
TOTAL Cluster South	1035	997	201	192	1196	1237	1189	1157	1227	1215	1324	1199	250	12419	11206.50
GLENWOOD															
Glenwood	0	0	0	0	0	0	0	0	0	0	0	0	49	49	49.00
TOTAL GLENWOOD	0	0	0	0	0	0	0	0	0	0	0	0	49	49	49.00
2014 ELEM TOTAL	2578	2693	715	896	3451	3442	3341	3378	3402	3155	3415	3291	674	34431	30990

Hamilton-Wentworth District School Board

SECONDARY SCHOOL ENROLMENTS
March 31, 2014

**Secondary enrolment figures include adults in regular day programs and students in Alter Ed and Special Education Programs.

Schools	GRADE 9				GRADE 10				GRADE 11				GRADE 12				Spec Ed		SC-SE	TOTAL				F.T.E.
	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	2C	1C	COUNT	FT	P/T	COUNT	FT	2C	1C	COUNT	
Ancaster	236		1	237	304			304	220		2	222	258	17	2	277	7		7	1025	17	5	1047	1034.75
Barton	91	1		92	129	2		131	142	1	4	147	189	1	3	193	11		11	562	5	7	574	566.25
Delta	156			156	168			168	141	1		142	178	4	1	183	22		22	665	5	1	671	667.75
Glendale	190			190	199	1		200	219	4		223	273	6	1	280	11		11	892	11	1	904	897.75
Highland	182			182	176			176	195		1	196	197	5	3	205			0	750	5	4	759	753.50
Hill Park	104			104	124			124	136	9		145	193	11		204	17		17	574	20	0	594	584.00
Mountain	32			32	28	1		29	26			26	31	2		33			0	117	3	0	120	118.50
Orchard Park	225			225	238			238	249	1		250	265	2		267	20		20	997	3	0	1000	998.50
Parkside	64			64	74	1		75	73			73	116	8	2	126	14		14	341	9	2	352	346.00
Parkview	40	1		41	27	2	2	31	54	2		56	64	5		69	11		11	196	10	2	208	201.50
Saltfleet	249			249	287			287	247	1		248	355	2	1	358			0	1138	3	1	1142	1139.75
Sherwood	252	2		254	184	4		188	222	4		226	288	21		309	10		10	956	31	0	987	971.50
Sir Allan MacNab	152	2		154	206			206	196		1	197	268	3		271	34		34	856	5	1	862	858.75
Sir John A. Macdonald	199			199	197	3		200	249	4		253	439	9	2	450			0	1084	16	2	1102	1092.50
Sir Winston Churchill	166	1		167	229	2		231	195	5		200	265	12	2	279	31		31	886	20	2	908	896.50
Waterdown	250			250	286	1		287	267		1	268	267	23	30	320			0	1070	24	31	1125	1089.75
Westdale	374	1		375	353	2		355	408	2	2	412	427	18	4	449	18		18	1580	23	6	1609	1593.00
Westmount	377			377	359	1		360	338			338	346	13	2	361			0	1420	14	2	1436	1427.50
Crestwood 9-12 Alter Ed	2			2	9			9	12	5		17	28	7		35			0	51	12	0	63	57.00
King William Alt Ed	6			6	9			9	17	2		19	15	3		18			0	47	5	0	52	49.50
James St/Turning Point Alt	4			4	8	1		9	7			7	123	12		135			0	142	13	0	155	148.50
2014 SEC TOTAL	3351	8	1	3360	3594	21	2	3617	3613	41	11	3665	4585	184	53	4822	206	0	206	15349	254	67	15670	15492.75

**Hamilton-Wentworth District School Board
Summary of Elementary Enrolment
2009-10 Through 2013-14**

Appendix A

School by Cluster	Oct 31/09 Actual FTE	Oct 31/10 Actual FTE	Oct 31/11 Actual FTE	Oct 31/12 Actual FTE	Oct 31/13 Actual FTE	Mar 31/10 Actual FTE	Mar 31/11 Actual FTE	Mar 31/12 Actual FTE	Mar 31/13 Actual FTE	Mar 31/14 Actual FTE	2009/10 Actual ADE	2010/11 Actual ADE	2011/12 Actual ADE	2012/13 Actual ADE	2013/14 Actual ADE
Associate School Cluster-West															
Allan A. Greenleaf	537.50	540.50	509.50	460.00	410.00	532.50	545.50	511.50	460.50	418.00	535.00	543.00	510.50	460.25	414.00
Ancaster Meadow	628.00	658.50	673.00	681.50	770.50	648.50	676.00	672.00	693.00	783.00	638.25	667.25	672.50	687.25	776.75
Ancaster Senior	278.00	276.00	286.00	295.00	311.00	278.00	280.00	295.00	295.00	313.00	278.00	278.00	290.50	295.00	312.00
Balaclava	364.00	355.50	355.50	331.50	339.50	368.00	354.00	364.00	334.50	343.00	366.00	354.75	359.75	333.00	341.25
Bell-Stone	79.00	67.00	65.50	53.50	46.50	75.50	66.50	65.00	54.00	44.50	77.25	66.75	65.25	53.75	45.50
Beverly Central	158.00	150.00	154.50	145.50	156.00	164.50	150.50	156.00	144.00	155.00	161.25	150.25	155.25	144.75	155.50
C.H. Bray	265.00	266.00	286.00	289.50	286.00	268.00	271.50	285.50	291.00	289.00	266.50	268.75	285.75	290.25	287.50
Central	159.50	155.50	160.00	183.00	181.00	145.00	156.50	157.00	172.50	177.00	152.25	156.00	158.50	177.75	179.00
Dalewood	381.00	377.00	390.00	367.00	312.00	378.00	379.00	388.00	370.00	304.00	379.50	378.00	389.00	368.50	308.00
Dr. John Seaton	266.50	266.50	241.50	233.00	213.50	266.50	264.50	244.00	231.00	216.00	266.50	265.50	242.75	232.00	214.75
Dundana	246.50	288.00	305.50	308.50	303.50	246.50	291.00	305.00	307.50	303.50	246.50	289.50	305.25	308.00	303.50
Dundas Central	470.50	460.50	450.50	456.50	393.00	468.00	466.00	450.00	455.00	387.00	469.25	463.25	450.25	455.75	390.00
Earl Kitchener	417.50	432.00	435.50	440.50	460.50	410.00	429.00	435.00	446.50	462.00	413.75	430.50	435.25	443.50	461.25
Fessenden	314.50	330.00	368.00	388.50	430.00	321.50	336.00	366.50	391.50	428.00	318.00	333.00	367.25	390.00	429.00
Flamborough Centre	326.00	314.00	293.50	281.00	284.50	330.00	315.00	298.00	288.50	285.50	328.00	314.50	295.75	284.75	285.00
George R. Allan	408.00	404.50	394.00	387.00	383.50	408.00	401.50	394.27	398.00	383.50	408.00	403.00	394.14	392.50	383.50
Greensville	210.00	200.00	192.00	172.50	177.50	206.50	202.50	189.50	172.50	181.50	208.25	201.25	190.75	172.50	179.50
Guy Brown	303.50	338.50	396.50	489.50	574.00	305.00	332.50	399.50	486.50	573.50	304.25	335.50	398.00	488.00	573.75
Mary Hopkins	303.00	291.50	269.50	279.50	261.00	301.50	294.50	275.00	286.50	258.00	302.25	293.00	272.25	283.00	259.50
Millgrove	148.00	148.00	149.50	155.00	144.00	148.50	149.00	151.00	151.00	144.50	148.25	148.50	150.25	153.00	144.25
Mount Hope	233.50	226.00	251.50	256.50	273.50	232.50	237.50	256.50	254.50	266.00	233.00	231.75	254.00	255.50	269.75
Norwood Park	503.00	518.50	493.50	457.50	460.00	495.50	505.50	481.00	445.00	451.50	499.25	512.00	487.25	451.25	455.75
Prince Philip	167.00	150.50	159.00	162.50	169.50	167.50	147.00	152.00	166.50	173.50	167.25	148.75	155.50	164.50	171.50
Queen's Rangers	143.50	139.00	133.50	114.50	108.00	142.00	138.50	131.50	110.00	101.00	142.75	138.75	132.50	112.25	104.50
Rousseau	216.00	229.00	237.50	231.00	225.50	224.50	229.50	240.50	231.00	209.00	220.25	229.25	239.00	231.00	217.25
Ryerson	334.00	360.00	378.00	371.00	361.00	340.00	364.00	369.00	368.00	358.00	337.00	362.00	373.50	369.50	359.50
Sir William Osler	614.50	581.50	576.00	562.50	559.00	615.50	583.50	576.50	567.00	575.00	615.00	582.50	576.25	564.75	567.00
Spencer Valley	235.00	210.00	207.00	177.00	186.00	231.00	211.00	208.00	178.00	188.00	233.00	210.50	207.50	177.50	187.00
Strathcona	163.50	180.00	170.00	175.50	179.00	170.50	174.50	166.00	171.50	182.50	167.00	177.25	168.00	173.50	180.75
Yorkview	163.50	159.00	151.50	137.50	156.50	165.50	161.00	149.50	138.00	161.50	164.50	160.00	150.50	137.75	159.00
TOTAL Cluster West	9,037.50	9,073.00	9,133.50	9,043.50	9,115.50	9,054.50	9,113.00	9,132.27	9,058.50	9,115.50	9,046.00	9,093.00	9,132.89	9,051.00	9,115.50

FTE = Full Time Equivalent

ADE = Average Daily Enrolment is calculated based on the existing count dates of October 31 and March 31 within the Board's fiscal year.

The Full time equivalent of pupils enrolled in a Board's schools will be weighted at 0.5 for each of the count dates.

**Hamilton-Wentworth District School Board
Summary of Elementary Enrolment
2009-10 Through 2013-14**

Appendix A

School by Cluster	Oct 31/09 Actual FTE	Oct 31/10 Actual FTE	Oct 31/11 Actual FTE	Oct 31/12 Actual FTE	Oct 31/13 Actual FTE	Mar 31/10 Actual FTE	Mar 31/11 Actual FTE	Mar 31/12 Actual FTE	Mar 31/13 Actual FTE	Mar 31/14 Actual FTE	2009/10 Actual ADE	2010/11 Actual ADE	2011/12 Actual ADE	2012/13 Actual ADE	2013/14 Actual ADE
Associate School Cluster-North															
A. M. Cunningham	383.00	389.50	391.50	400.50	392.50	383.00	383.00	394.50	390.50	393.00	383.00	386.25	393.00	395.50	392.75
Adelaide Hoodless	444.00	418.00	386.00	360.00	363.50	430.00	418.00	391.00	358.50	365.50	437.00	418.00	388.50	359.25	364.50
Bennetto	502.00	485.50	489.00	481.00	470.50	485.00	486.00	465.50	471.50	463.00	493.50	485.75	477.25	476.25	466.75
Cathy Wever	580.50	582.50	592.00	577.00	561.50	573.00	573.50	569.00	568.50	557.00	576.75	578.00	580.50	572.75	559.25
Collegiate	265.00	256.00	241.50	238.00	243.50	262.00	264.00	240.00	237.50	246.50	263.50	260.00	240.75	237.75	245.00
Dr. J. Edgar Davey	Closed	419.50	528.50	536.00	545.50	Closed	454.50	552.00	555.00	535.00	Closed	437.00	540.25	545.50	540.25
Eastdale	209.00	190.00	197.50	187.00	186.00	203.00	193.00	199.00	184.50	183.00	206.00	191.50	198.25	185.75	184.50
Elizabeth Bagshaw	314.00	348.50	311.50	303.50	327.50	319.00	353.00	309.00	308.50	321.50	316.50	350.75	310.25	306.00	324.50
Glen Brae	234.00	247.00	246.00	273.00	287.00	235.00	244.00	246.00	273.00	285.00	234.50	245.50	246.00	273.00	286.00
Glen Echo	269.00	270.00	265.50	275.00	270.50	263.00	260.00	271.00	268.50	276.50	266.00	265.00	268.25	271.75	273.50
Green Acres	314.50	316.00	293.00	307.00	297.00	319.00	311.00	292.50	306.50	291.00	316.75	313.50	292.75	306.75	294.00
Hess Street	377.00	380.50	334.00	320.50	302.00	364.50	404.00	352.50	323.00	282.50	370.75	392.25	343.25	321.75	292.25
Hillcrest	479.00	503.50	468.50	462.50	438.50	471.50	494.00	464.00	443.50	431.50	475.25	498.75	466.25	453.00	435.00
King George	237.50	219.00	198.00	Closed	Closed	241.50	221.00	203.50	Closed	Closed	239.50	220.00	200.75	Closed	Closed
Lake Avenue	580.50	568.00	549.50	510.50	511.00	580.50	571.50	530.00	517.50	496.00	580.50	569.75	539.75	514.00	503.50
Memorial (City)	472.00	448.00	431.00	469.00	448.00	470.00	449.50	425.00	460.00	444.50	471.00	448.75	428.00	464.50	446.25
Memorial (S C)	279.00	289.50	291.50	293.50	301.50	284.00	288.00	293.50	294.50	311.50	281.50	288.75	292.50	294.00	306.50
Mountain View	315.00	323.50	303.50	285.50	289.50	319.00	321.50	306.00	284.00	300.00	317.00	322.50	304.75	284.75	294.75
Parkdale	162.50	154.00	148.00	146.50	134.50	161.00	145.50	148.00	144.50	131.00	161.75	149.75	148.00	145.50	132.75
Prince of Wales	453.00	468.00	483.00	580.50	581.50	470.50	484.00	480.00	581.00	596.50	461.75	476.00	481.50	580.75	589.00
Queen Mary	482.50	482.00	477.50	534.50	524.50	487.50	495.50	474.50	535.50	531.50	485.00	488.75	476.00	535.00	528.00
Queen Victoria	411.00	433.50	433.50	436.00	439.50	413.00	438.00	435.00	416.00	433.00	412.00	435.75	434.25	426.00	436.25
R. L. Hyslop	205.00	202.00	186.50	180.50	162.50	200.50	198.00	187.50	176.00	167.50	202.75	200.00	187.00	178.25	165.00
Rosedale	151.50	135.00	146.50	133.50	138.50	150.50	136.50	144.50	135.00	142.00	151.00	135.75	145.50	134.25	140.25
Roxborough Park	190.00	200.00	187.00	190.50	190.00	201.50	204.00	187.00	193.00	189.00	195.75	202.00	187.00	191.75	189.50
Sir Isaac Brock	171.00	172.50	175.50	186.00	165.00	180.00	170.50	170.00	178.00	168.00	175.50	171.50	172.75	182.00	166.50
Sir Wilfrid Laurier	513.00	490.50	486.00	449.50	445.00	512.50	495.50	483.00	446.50	451.50	512.75	493.00	484.50	448.00	448.25
Viscount Montgomery	396.00	363.00	315.50	315.50	296.00	386.00	363.00	316.00	315.00	304.50	391.00	363.00	315.75	315.25	300.25
W.H. Ballard	606.00	553.00	579.00	523.00	533.50	594.00	563.50	578.00	524.00	533.00	600.00	558.25	578.50	523.50	533.25
Winona	529.00	501.50	575.50	651.50	725.50	537.00	488.50	592.50	644.50	673.00	533.00	495.00	584.00	648.00	699.25
Woodward	125.50	121.00	122.00	113.50	114.00	127.50	116.50	118.00	117.50	115.50	126.50	118.75	120.00	115.50	114.75
TOTAL Cluster North	10,651.00	10,930.50	10,833.50	10,720.50	10,685.50	10,624.50	10,988.50	10,818.00	10,651.50	10,619.00	10,637.75	10,959.50	10,825.75	10,686.00	10,652.25

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Hamilton-Wentworth District School Board
Summary of Elementary Enrolment
2009-10 Through 2013-14

Appendix A

School by Cluster	Oct 31/09 Actual FTE	Oct 31/10 Actual FTE	Oct 31/11 Actual FTE	Oct 31/12 Actual FTE	Oct 31/13 Actual FTE	Mar 31/10 Actual FTE	Mar 31/11 Actual FTE	Mar 31/12 Actual FTE	Mar 31/13 Actual FTE	Mar 31/14 Actual FTE	2009/10 Actual ADE	2010/11 Actual ADE	2011/12 Actual ADE	2012/13 Actual ADE	2013/14 Actual ADE
Associate School Cluster-South															
Bellmoore	329.50	289.00	290.00	520.00	615.50	329.00	286.00	296.00	534.00	627.00	329.25	287.50	293.00	527.00	621.25
Billy Green	304.00	340.50	338.00	343.00	374.50	303.00	336.50	345.50	344.00	383.50	303.50	338.50	341.75	343.50	379.00
Buchanan Park	184.50	184.50	171.50	166.50	163.50	183.00	185.00	172.50	169.00	160.00	183.75	184.75	172.00	167.75	161.75
Cardinal Heights	316.00	297.00	294.00	318.00	307.00	313.00	299.00	299.00	312.00	315.00	314.50	298.00	296.50	315.00	311.00
Cecil B. Stirling	372.50	366.50	358.50	340.00	316.00	367.00	371.00	359.50	340.00	328.50	369.75	368.75	359.00	340.00	322.25
Chedoke	464.00	477.00	449.00	450.00	470.00	462.00	482.50	458.50	453.50	478.50	463.00	479.75	453.75	451.75	474.25
Eastmount Park	177.50	177.50	188.00	188.00	178.00	185.00	179.50	187.00	186.50	168.00	181.25	178.50	187.50	187.25	173.00
Ecole elementaire Michaelle Jea	0.00	0.00	0.00	64.00	86.00	0.00	0.00	0.00	60.00	88.00	0.00	0.00	0.00	62.00	87.00
Franklin Road	339.00	327.00	346.00	317.00	311.00	333.50	328.50	340.50	314.50	310.00	336.25	327.75	343.25	315.75	310.50
Gatestone	579.50	587.50	605.50	603.50	593.00	584.50	586.00	614.50	609.00	594.50	582.00	586.75	610.00	606.25	593.75
George L. Armstrong	382.50	393.50	349.50	314.00	303.50	387.50	388.00	345.50	318.50	306.50	385.00	390.75	347.50	316.25	305.00
Gordon Price	423.00	441.00	419.00	399.00	393.00	431.50	434.00	414.00	405.50	390.50	427.25	437.50	416.50	402.25	391.75
Helen Detwiler	529.50	519.00	514.50	523.10	515.00	538.00	519.50	526.00	529.10	517.50	533.75	519.25	520.25	526.10	516.25
Highview	372.50	365.50	369.00	384.00	396.00	360.50	370.00	379.00	381.50	392.00	366.50	367.75	374.00	382.75	394.00
Holbrook	200.00	193.50	210.00	191.50	182.50	206.00	198.00	210.00	194.50	179.00	203.00	195.75	210.00	193.00	180.75
Huntington Park	419.00	395.00	401.50	384.50	379.50	420.00	403.50	404.50	384.50	383.50	419.50	399.25	403.00	384.50	381.50
James MacDonald	235.00	211.00	220.50	223.50	234.50	232.00	216.50	217.50	228.00	239.50	233.50	213.75	219.00	225.75	237.00
Janet Lee	338.00	339.50	360.50	367.50	386.50	342.00	333.50	368.50	377.00	386.50	340.00	336.50	364.50	372.25	386.50
Lawfield	649.00	719.50	726.00	677.50	669.00	653.00	718.00	735.50	679.50	662.00	651.00	718.75	730.75	678.50	665.50
Lincoln Alexander	182.00	172.00	162.50	181.50	175.00	183.50	171.50	163.00	187.00	175.00	182.75	171.75	162.75	184.25	175.00
Linden Park	148.00	146.50	149.50	131.50	131.00	148.00	148.50	151.00	137.50	136.50	148.00	147.50	150.25	134.50	133.75
Lisgar	257.50	247.00	232.00	264.50	259.00	259.00	245.00	239.00	258.00	262.00	258.25	246.00	235.50	261.25	260.50
Mount Albion	344.50	342.50	405.00	258.50	261.50	344.00	357.50	407.00	260.50	265.50	344.25	350.00	406.00	259.50	263.50
Mountview	194.50	183.50	191.50	186.50	172.50	192.00	180.50	192.00	182.50	176.00	193.25	182.00	191.75	184.50	174.25
Pauline Johnson	223.00	198.00	213.00	211.00	207.50	221.00	200.50	212.00	212.00	214.50	222.00	199.25	212.50	211.50	211.00
Queensdale	173.10	140.00	151.50	163.50	155.00	169.60	140.50	156.00	160.00	152.50	171.35	140.25	153.75	161.75	153.75
R. A. Riddell	648.00	682.00	658.50	696.50	709.00	664.50	685.50	674.50	707.50	723.00	656.25	683.75	666.50	702.00	716.00
Ray Lewis	622.00	600.00	589.50	611.00	601.00	621.50	602.50	587.50	624.00	606.50	621.75	601.25	588.50	617.50	603.75
Richard Beasley	161.00	150.50	150.50	158.50	164.00	159.00	152.00	160.00	166.00	164.50	160.00	151.25	155.25	162.25	164.25
Ridgemount	271.00	255.50	249.50	227.00	231.00	278.50	267.00	250.00	225.50	235.00	274.75	261.25	249.75	226.25	233.00
Tapleystown	181.50	184.50	180.00	178.50	166.50	188.00	181.50	179.00	175.00	180.00	184.75	183.00	179.50	176.75	173.25
Templemead	585.50	574.00	561.00	566.00	546.00	593.50	574.00	569.00	568.00	532.50	589.50	574.00	565.00	567.00	539.25
Westview	314.00	303.00	281.00	270.00	269.00	317.00	303.00	283.00	270.00	273.00	315.50	303.00	282.00	270.00	271.00
Westwood	220.00	232.00	227.50	190.00	193.00	221.50	231.50	230.00	194.50	200.00	220.75	231.75	228.75	192.25	196.50
TOTAL Cluster South	11,140.60	11,035.00	11,013.50	11,069.10	11,115.00	11,191.10	11,076.00	11,126.50	11,148.60	11,206.50	11,165.85	11,055.50	11,070.00	11,108.85	11,160.75

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5D-8

Hamilton-Wentworth District School Board Summary of Elementary Enrolment 2009-10 Through 2013-14

Appendix A

School by Cluster	Oct 31/09 Actual FTE	Oct 31/10 Actual FTE	Oct 31/11 Actual FTE	Oct 31/12 Actual FTE	Oct 31/13 Actual FTE	Mar 31/10 Actual FTE	Mar 31/11 Actual FTE	Mar 31/12 Actual FTE	Mar 31/13 Actual FTE	Mar 31/14 Actual FTE	2009/10 Actual ADE	2010/11 Actual ADE	2011/12 Actual ADE	2012/13 Actual ADE	2013/14 Actual ADE
Glenwood	62.00	62.00	55.00	53.00	47.00	62.00	60.00	55.00	53.00	49.00	62.00	61.00	55.00	53.00	48.00
HWDSB Total	<u>31,370.10</u>	<u>31,147.50</u>	<u>31,072.50</u>	<u>30,886.10</u>	<u>30,963.00</u>	<u>31,414.60</u>	<u>31,301.50</u>	<u>31,165.77</u>	<u>30,911.60</u>	<u>30,990.00</u>	<u>31,392.35</u>	<u>31,224.50</u>	<u>31,119.14</u>	<u>30,898.85</u>	<u>30,976.50</u>

FTE = Full Time Equivalent

ADE = Average Daily Enrolment is calculated based on the existing count dates of October 31 and March 31 within the Board's fiscal year.

The Full time equivalent of pupils enrolled in a Board's schools will be weighted at 0.5 for each of the count dates.

5D-9
Hamilton-Wentworth District School Board
Summary of Secondary Enrolment
2009-10 through 2013-14

Appendix B

School	Oct 31/09 Actual FTE	Oct 31/10 Actual FTE	Oct 31/11 Actual FTE	Oct 31/12 Actual FTE	Oct 31/13 Actual FTE	Mar 31/10 Actual FTE	Mar 31/11 Actual FTE	Mar 31/12 Actual FTE	Mar 31/13 Actual FTE	Mar 31/14 Actual FTE	2009/10 Actual ADE	2010/11 Actual ADE	2011/12 Actual ADE	2012/13 Actual ADE	2013/14 Actual ADE
Ancaster	977.25	983.00	1,011.50	1,057.00	1,076.75	946.00	942.00	958.25	1,031.50	1,034.75	961.63	962.50	984.88	1,044.25	1,055.75
Barton	969.75	890.00	775.50	696.75	591.50	937.75	836.75	703.25	635.50	566.25	953.75	863.38	739.38	666.13	578.88
Delta	867.00	805.25	749.25	700.75	696.00	786.25	769.25	693.75	653.00	667.75	826.63	787.25	721.50	676.88	681.88
Glendale	941.50	946.75	919.75	941.50	951.00	908.50	889.75	890.50	904.00	897.75	925.00	918.25	905.13	922.75	924.38
Highland	831.25	770.25	787.00	774.25	781.25	790.25	748.00	762.50	761.50	753.50	810.75	759.13	774.75	767.88	767.38
Hill Park	874.00	879.75	783.50	737.75	669.50	836.25	807.50	737.00	702.50	584.00	855.13	843.63	760.25	720.13	626.75
Mountain	222.50	191.25	173.50	172.50	137.50	188.50	180.00	166.00	153.50	118.50	205.50	185.63	169.75	163.00	128.00
Orchard Park	1,203.25	1,166.50	1,144.50	1,100.75	1,027.75	1,152.25	1,086.50	1,073.00	1,054.50	998.50	1,177.75	1,126.50	1,108.75	1,077.63	1,013.13
Parkside	640.50	610.25	523.00	445.75	362.25	614.00	568.50	509.00	413.75	346.00	627.25	589.38	516.00	429.75	354.13
Parkview	285.25	276.00	275.50	236.75	225.00	261.25	266.25	253.75	230.25	201.50	273.25	271.13	264.63	233.50	213.25
Saltfleet	1,256.00	1,194.00	1,189.00	1,214.50	1,179.75	1,184.00	1,149.50	1,147.00	1,165.75	1,139.75	1,220.00	1,171.75	1,168.00	1,190.13	1,159.75
Sherwood	1,201.00	1,240.50	1,194.50	1,092.75	1,016.75	1,126.25	1,181.75	1,135.00	1,017.50	971.50	1,163.63	1,211.13	1,164.75	1,055.13	994.13
Sir Allan MacNab	894.50	883.25	878.50	873.00	870.00	851.00	832.00	828.75	806.75	858.75	872.75	857.63	853.63	839.88	864.38
Sir J. A. Macdonald	1,132.50	1,131.50	1,167.25	1,156.25	1,123.00	1,081.75	1,098.50	1,173.75	1,118.00	1,092.50	1,107.13	1,115.00	1,170.50	1,137.13	1,107.75
Sir W. Churchill	1,221.50	1,228.75	1,140.75	1,081.25	946.00	1,149.50	1,147.75	1,057.00	997.75	896.50	1,185.50	1,188.25	1,098.88	1,039.50	921.25
Waterdown	1,291.75	1,199.25	1,136.50	1,121.75	1,134.50	1,185.50	1,103.00	1,085.25	1,070.50	1,089.75	1,238.63	1,151.13	1,110.88	1,096.13	1,112.13
Westdale	1,571.00	1,628.50	1,663.25	1,658.25	1,638.00	1,500.00	1,590.25	1,588.75	1,596.75	1,593.00	1,535.50	1,609.38	1,626.00	1,627.50	1,615.50
Westmount	1,386.75	1,367.25	1,429.50	1,489.50	1,530.50	1,306.50	1,310.25	1,364.50	1,421.75	1,427.50	1,346.63	1,338.75	1,397.00	1,455.63	1,479.00
Alt Ed Combined	291.25	332.50	288.50	255.00	238.50	360.00	321.00	283.00	295.50	255.00	325.63	326.75	285.75	275.25	246.75
Total HWDSB	18,058.50	17,724.50	17,230.75	16,806.00	16,195.50	17,165.50	16,828.50	16,410.00	16,030.25	15,492.75	17,612.00	17,276.50	16,820.38	16,418.13	15,844.13

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EXECUTIVE REPORT TO STANDING COMMITTEE

TO: STANDING COMMITTEE

FROM: John Malloy, Director of Education

DATE: June 9, 2014

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

RE: Interim Financial Status Report – March 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 March 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, statutory benefits, snow removal and energy consumption. These expenditures have been offset by 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 March 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	574,147,967	(250,000)	(0.0%)
Miscellaneous Revenue	32,290,307	34,240,307	1,950,000	6.0%
Prior Year's Surplus (Deficit)	-	-	-	-
Total Revenue	606,688,274	608,388,274	1,700,000	0.3%
Expenditures				
Program Instruction	429,895,275	428,295,275	(1,600,000)	(0.4%)
Program Support	79,482,037	82,782,037	3,300,000	4.2%
Capital & One-Time	97,310,962	97,310,962	-	-
Total Expenditures	606,688,274	608,388,274	1,700,000	0.3%
Surplus/(Deficit)	-	-	-	-

Change in Revenue

Grant revenue has been revised to reflect the calculation of the Revised Estimates plus adjustments due to labour enhancements and unpaid days revenue. 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, statutory benefits for all employees, plus instructional supplies and professional development. Occasional teachers, educational assistants and caretaking replacement and supply usage are expected to be overbudget. School Operations is projected to be overbudget due to insurance claims, snow removal costs and higher energy consumption. Transition and moving costs associated with school closures has reduced the contingency available.

Change in Surplus/Deficit

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

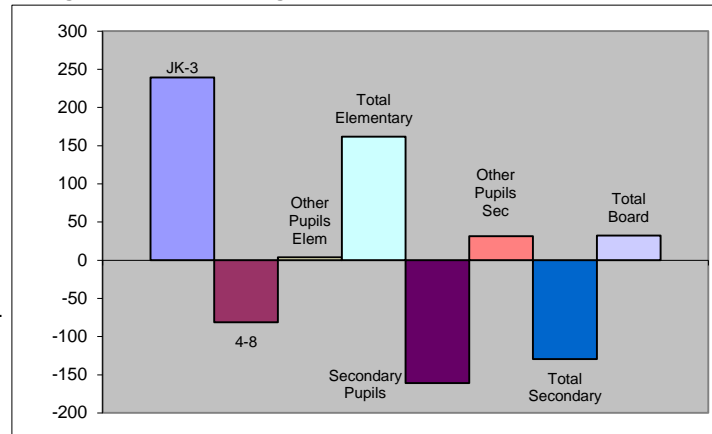
Risk Assessment and Recommendations

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

Summary of Enrolment

Average Daily Enrolment	Budget	Forecast	Increase (Decrease)	
			#	%
Elementary				
JK-3	13,468.50	13,707.75	239.25	1.8%
4-8	17,341.00	17,259.75	(81.25)	(0.5%)
Other Pupils	5.00	9.00	4.00	80.0%
Total Elementary	30,814.50	30,976.50	162.00	0.5%
Secondary <21				
Pupils of the Board	15,848.63	15,687.63	(161.00)	(1.0%)
Other Pupils	125.00	156.50	31.50	25.2%
Total Secondary	15,973.63	15,844.13	(129.50)	(0.8%)
Total	46,788.13	46,820.63	32.50	0.1%

Changes in Enrolment: Budget versus Forecast



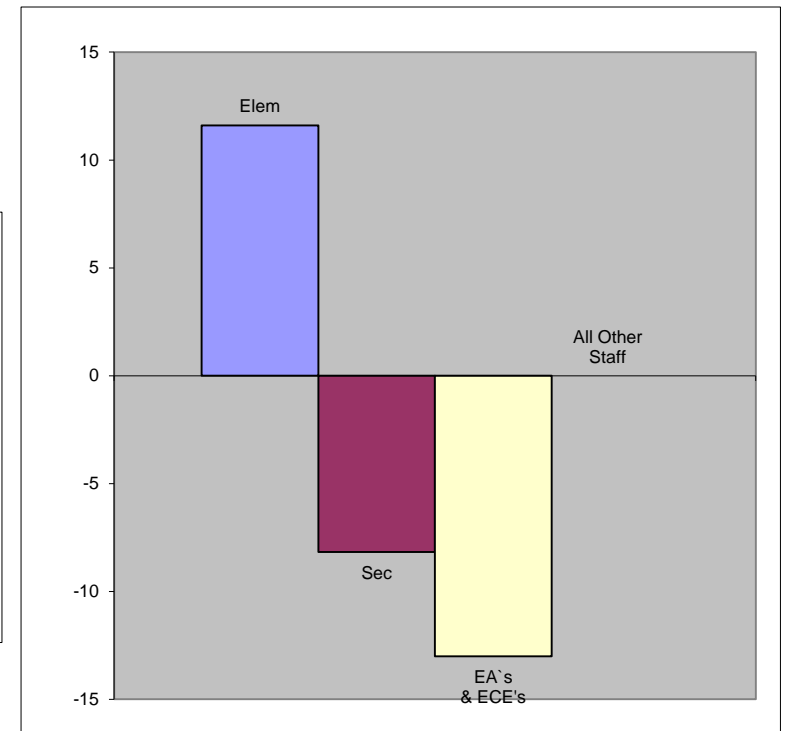
Highlights of Changes in Enrolment:

- Enrolment for JK-3 pupils is 239.50 ADE greater than budget projections, primarily due to growth in full day kindergarten. Enrolment in Grades 4-8 is 81.25 ADE less than budget projections.
- Secondary enrolment is 161.00 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 31.50 ADE greater than budget projections.
- It should be noted that these projections are based on actual enrolment as of

Summary of Staffing

Full-Time Equivalent	Revised Budget	Actual Mar. 31, 2014	Forecast	Increase (Decrease)	
				#	%
Program Instruction					
Program Instruction	4,602.14	4,573.07	4,592.57	-9.57	-0.2%
Program Support	589.25	589.25	589.25	0.00	0.0%
Capital	13.00	13.00	13.00	0.00	0.0%
Total	5,204.39	5,175.32	5,194.82	-9.57	-0.2%

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 a reduction for second semester due to a decrease in enrolment. 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 March 31, 2014. As with all forecasts, as new information is