

# Halton District School Board

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**Report Number:** 19087  
**Date:** May 30, 2019

**FOR DECISION**

**TO:** The Chair and Members of the Halton District School Board  
**FROM:** Stuart Miller, Director of Education  
**RE:** **Balancing Enrolment in ERA 102**

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## **Background:**

The following motion ([Report 18109](#)) was approved by the Board of Trustees on September 19, 2018.

*Be it resolved that the Halton District School Board direct staff to undertake a school boundary review for ERA 102 (which includes John T. Tuck PS, Pauline Johnson PS, Ryerson PS, and Tecumseh PS) with an expected completion date of no later than June 2019.*

At the November 28, 2018 meeting, Trustees were informed of the inclusion of Frontenac PS in the ERA 102 boundary study area (Frontenac PS is located in ERA 103). Frontenac PS was added to the Boundary Review because it could be impacted by additional students.

The ERA 102 School boundary review was undertaken as a result of the Board's Long Term Accommodation Plan (LTAP) which identified a need to provide relief to John T. Tuck PS and potentially increase enrolments above the 60% OTG usage for the remaining schools. The LTAP provides the opportunity to identify the school boundary study processes that are to be undertaken as a result of ongoing capital initiatives, and to address accommodation pressures due to new residential development, changing demographics, and program pressures.

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## **Recommendation:**

***Be it resolved that the Halton District School Board adjust the boundaries for the elementary schools in ERA 102 and 103 as outlined in option 3b and detailed in Report 19087, effective September 2020.***

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## **Boundary Review**

The procedure for the boundary review of ERA 102 was implemented as per the Halton District School Board Administrative Procedure: [School Boundary Reviews \(2016\)](#).

A Boundary Review Steering Committee (BRSC) was established to lead the school boundary review process. This committee consisted of Burlington Superintendents John Pennyfather and Rob Eatough, Superintendent of Education and Co-Chair Gord Truffen, General Manager of Planning (Domenico Renzella), Senior Analyst - Planning (Michelle D'Aguiar), Analyst - Planning (Mitchell Gundy), the Trustees for the affected areas (Trustee Shuttleworth and Trustee Collard) and a Trustee from outside the affected areas, Co-Chair Trustee Gray. The Boundary Review Steering Committee (BRSC) initially met on December 12, 2018 and continued with meetings until May 14, 2019. A timeline of the process for the ERA 102 Boundary Review is outlined in [Appendix 1](#).

A message was sent to each elementary school principal of the affected schools in ERA 102 (and Frontenac PS) to invite the School Council Chairs or designates plus an additional school parent/guardian member to be a part of the Boundary Review Committee (BRC). These schools included John T. Tuck PS, Frontenac PS, Pauline Johnson PS, Ryerson PS and Tecumseh PS. The five school communities were sent an email through our SchoolMessenger system on [December 17, 2018](#) indicating a boundary review would be commencing.

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The BRC meetings were held at Gary Allan High School in Burlington. The BRC meetings had two parent representatives from each of the potentially impacted schools in ERA 102 and Frontenac P.S. These meetings were also open to the public to attend as observers.

The BRC had five meetings in the time period between February 7, 2019 and May 14, 2019. Board staff from the Planning Department, Superintendents and Trustees worked with the BRC parent representatives to provide them with information on each school affected by the boundary review. Some of the data that was examined by the BRC included:

- enrolment data, on the ground capacity (OTG), % utilization, portable capacity;
- information on elementary school programs, viable programs, transportation costs, walking distances for each school, etc.; and
- a ten year enrolment projection for each option proposed, including grade by grade breakdown by program.

After each BRC meeting, the presentation slides, meeting notes and options were posted on the Board's website [ERA 102 Boundary Review](#). The following evaluation criteria were identified as priorities during the BRC process:

- **Viability of Program** – How many students are required to offer and maintain programs in an educationally sound and fiscally responsible way?
- **Proximity to Schools** -- Are opportunities for walk-to schools being maximized, school routes safe, and natural boundaries incorporated into the proposed options?
- **Portables and Portapaks** -- Are students being accommodated in permanent facilities and is the use of portable classrooms minimized in the proposed options?
- **Balance of Overall Enrolment** -- Is student access to programs, resources and extracurricular opportunities being maximized? Is over and underutilization of buildings avoided to the extent possible?
- **Stable, Long-Term Boundaries** -- Do the projections show long term stability and result in avoiding the need for additional boundary changes in the short term?
- **Transportation** -- Does the option demonstrate cost effective transportation?
- **Student Experience** -- Does the option demonstrate an effort to reduce the number of school moves students have experienced? Are cohorts kept together?

The BRC initially reviewed four (4) options, as developed by the Boundary Review Steering Committee. Over the course of the following weeks, numerous other options were generated by the BRC and assessed as per the established criteria indicated above. A total of 15 options were considered by the BRC. The pros and cons of each option were documented in the notes of each meeting, and posted on the Board's website within 48 hours following each meeting.

Throughout this process BRC school representative members consulted with their School Councils, school communities, school administrators, and HDSB staff to determine which options best provided relief to John T. Tuck PS and potentially increased enrolments above the 60% OTG usage for the remaining schools. The BRC used the criteria to assess the options and decided upon the four (4) that best met these standards. [Options 3b, 4b, 4d and 8](#) were selected for the public information and feedback evening.

Throughout the process, a "[Frequently Asked Questions](#)" icon was maintained on the Board website. These questions were generated both from discussions at the BRC meetings and through the public directly emailing Board staff and through the email created for this BRC (ERA102review@hdsb.ca).

The presentations, notes, options, year impact charts and a variety of maps (transportation, population, sibling) were posted on the website within 48 hours after each BRC meeting at this link: [ERA 102 Boundary Review](#). A banner was also posted near the front entrance of each of the five elementary schools stating that "This school is under a Boundary Review".

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On Tuesday April 30, 2019 A Public Information Meeting was held at Gary Allan High School. An [invitation](#) was sent to all families in the affected ERA 102 (and Frontenac P.S.) elementary schools through our SchoolMessenger communication system on April 17, 2019. The schools impacted by the boundary review shared details about the Public Information Meeting on their school Twitter pages and school websites (see example post [here](#)). An [invitation](#) to provide input online using the Information Feedback Form, available on the HDSB website, was sent to families of the impacted schools on April 30, 2019 through SchoolMessenger.

Approximately 60 people attended the April 30, 2019 Public Information Meeting. The audience also included the steering committee and Director Miller. The [Public Information Evening Slide Presentation](#) was also posted on the Board's website. At this meeting, Board staff and a school representative of the BRC shared information on the process, the recommended options, responded to questions regarding the process and explained the feedback process. The public was asked to provide their insights directly through a link provided to the community via email and on the Board's website. Laptops were also available at the Public Information Meeting for attendees to give feedback. All feedback was to be submitted by Friday, May 9, 2019 using the [Boundary Review Public Information Feedback Form](#). The BRC received 74 responses to share with the Boundary Review Committee.

Throughout the process, the BRC worked together to represent the views and perspectives of their school communities and to work towards recommendations to the BRSC that would best ensure relief for John T. Tuck and balanced enrolment at the affected schools in ERA 102. The BRC had their final meeting on May 14, 2019 at Gary Allan High School. The focus for this evening was to analyze the data from the Public Information Feedback responses regarding the four options proposed and to recommend options to the BRC. The recommended options were 3b, 4b, 4d, and 8.

The Boundary Review Steering Committee (BRSC) carefully studied the BRC recommendations, revisited the process and recommended to the Director of Education that Option 3b met the criteria with optimal balance and viability for all the affected schools in the study. The BRSC felt that these options would:

- best meet the core criteria as established by the BRC; and
- would ensure sustainable viable schools in ERA 102.

Subsequently, the Director and Administrative Council reviewed the recommendations from the Boundary Review Steering Committee. Option 3b:

- provides relief to John T. Tuck PS and potentially increases enrolments above the
- 60% OTG usage for the remaining schools. Within 5 years, it is projected that John T Tuck will have zero portables,
- increases the population at Ryerson PS above 60% by 2023,
- increases the population at Tecumseh PS well above 60% by 2023, over 70% by 2027
- creates a unified Pauline Johnson PS cohort - all grade 6 students will attend Frontenac PS,
- addresses most of the criteria identified as important during the boundary review process,
- Is one of the four options identified by the BRC and is the preferred option of the BRSC
- addresses the warrant and recommendation in the Board motion.

Ultimately, the Director recommended the Halton District School Board adjust the boundaries for the five affected elementary schools in ERA 102 (and Frontenac) as outlined in Option 3b, effective September 2020.

Board staff will continue to monitor enrolment projections in ERA 102 through the annual review of the Long Term Accommodation Plan.

*Respectfully submitted,*

*John Pennyfather, Superintendent of Education, Burlington Family of Schools*

*Stuart Miller, Director of Education*

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## **Appendix 1: ERA 102 Timeline**

### **BRC Meetings**

Tuesday, February 7, 2019

Tuesday, February 19, 2019

Tuesday, February 26, 2019

Tuesday, April 9, 2019

Tuesday, May 14, 2019

*Boundary Review Steering Committee met on the above dates 90 minutes prior to the BRC meetings.*

Public Consultation

Tuesday, April 30, 2019

Admin Council Meeting

Monday, May 27, 2019

Board of Trustees Meeting for information

Wednesday, June 5, 2019

Board of Trustees Meeting for decision

Wednesday, June 19, 2019

## **Appendix 2: Final 4 Options**

### **Option 3b**

- Frontenac PS - Grade 7 & 8 boundary expands to include the entire Pauline Johnson PS catchment
- Pauline Johnson PS catchment- Status Quo - unified cohort for students entering grade 7
- John T Tuck PS K-6 catchment north of New St will be directed to Ryerson PS (K-6), and Tecumseh PS for (7 & 8).
- Current grades 4-8 students remain at John T. Tuck PS.
- Ryerson PS - Boundary expands to include John T. Tuck PS (K-6) area north of New Street and east of Walker's Line
- Ryerson PS to have a unified cohort for students entering grade 7
- Tecumseh PS - Grade 7 & 8 boundary extends to include the proposed Ryerson PS expansion

### ***Impact***

- The population of John T. Tuck PS decreases below 100% capacity by 2023
- The population at Ryerson PS rises above 60% by 2023.
- The population at Tecumseh PS rises above 60% by 2023, over 70% by 2028
- The population of Frontenac PS increases to 85% by 2023

### **Option 4b**

- Frontenac PS - Grade 7 & 8 boundary expands to include the entire Pauline Johnson PS catchment
- Pauline Johnson PS catchment- Status Quo - unified cohort for students entering grade 7
- John T. Tuck PS - Students that reside north of New Street (K-6) will attend Ryerson PS (K-6) and John T. Tuck PS (7 & 8)
- Current grade 4-8 students remain at John T. Tuck PS
- Ryerson PS - Boundary expands to include John T. Tuck PS area north of New Street and east of Walker's Line
- Tecumseh PS- Grade 7 & 8 boundary expands to include the proposed Ryerson PS patch west of Walker's Line

### ***Impact***

- John T. Tuck PS at 100 % capacity in 2023, trends below 100% by 2028
- The population at Ryerson PS rises above 60% by 2023
- Tecumseh PS population rises above 60% by 2023, then the trend flattens
- The population of Frontenac PS increases to 85% by 2023
- Split grade 6 cohort leaving Ryerson PS (Tecumseh PS and John T. Tuck PS)

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## **Option 4d**

- same as 4b except for phasing of the John T Tuck PS north of New St
- Frontenac PS - Grade 7 & 8 boundary expands to include the entire Pauline Johnson PS catchment
- Pauline Johnson PS catchment- Status Quo - unified cohort for students entering grade 7
- John T. Tuck PS - Students that reside north of New Street (K-6 catchment) will attend Ryerson PS (K-6) and John T. Tuck PS (7 & 8)
- Current grades SK- 8 students remain at John T. Tuck PS
- Ryerson PS - Boundary expands to include John T. Tuck PS area north of New Street and east of Walker's Line
- Tecumseh PS - Grade 7 & 8 boundary expands to include the proposed Ryerson PS patch west of Walker's Line

## **Impact**

- John T. Tuck PS over 100% capacity in 2023, trends below 100% by 2028
- Longer phasing duration, current Grade SK - 8 stay at John T. Tuck PS
- The population at Ryerson PS does not rise to above 60% by 2023, trends above 60% in 2024
- Tecumseh PS population rises above 60% by 2023, then the trend flattens
- The population of Frontenac PS increases to 85% by 2023
- Split Grade 6 cohort leaving Ryerson PS (Tecumseh PS and John T. Tuck PS)

## **Option 8**

- Frontenac PS - Grade 7 & 8 boundary expands to include the entire Pauline Johnson PS catchment
- Pauline Johnson PS catchment- Status Quo - unified cohort for students entering grade 7
- John T. Tuck PS - Students (K-6) that reside north of New Street will attend Ryerson PS (K-6) and John T. Tuck PS (7 & 8). Current grade 4 - 8 students remain at John T. Tuck PS
- Ryerson PS - Boundary expands to include John T. Tuck PS (K-6) area north of New Street and east of Walker's Line.
- Tecumseh - The K-6 boundary expands to include the Ryerson area west of Cumberland Drive

## **Impact**

- John T. Tuck PS over 100% capacity in 2023, trends below 100% by 2028
- The population at Ryerson PS rises above 60% by 2023
- Tecumseh PS population does not rise to 60% by 2023, the trend flattens and it does not achieve 60% by 2028
- The population of Frontenac PS increases to 85% by 2023.