



# Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

---

## MINUTES

**Present:** Brian Doyle (Chair) - Trustee, Arlene Everets - Trustee, Andy Nesbitt - Superintendent of Education, Anthony Whitman - OSSTF, Lynn Dunstall – CUPE, Greg Carruthers – Principal, Cayuga Secondary School, David MacDonald, Acting Principal, Dunnville Secondary School, Leanne Majerovich, Principal, Hagersville Secondary School, Darren Duff, Principal, McKinnon Park Secondary School, Angela Crossen, Parent Rep, Cayuga Secondary School, Carolyn O’Connor-McDaid, Parent Rep., Dunnville Secondary School, Brenda Lofthouse, Parent Rep, Hagersville Secondary School, Kim Zeller, Parent Rep, McKinnon Park Secondary School, Lorne Boyko, Municipal Councillor, Haldimand County, Jenny Bryce, Chamber of Commerce Representative

1. **Welcome and Introductions.....B. Doyle, Chair**

B. Doyle, Chair, welcomed everyone to the first meeting of the Haldimand Secondary Accommodation Review Committee. Committee members introduced themselves.

Other Board personnel in attendance included: Rita Collver, Chair of the Board, Carol Ann Sloat - Trustee, Don Werden - Trustee, Dave Dean - Trustee, Marion Macdonald - Trustee.

Administrative staff in attendance to provide resource included: John Forbeck - Director of Education, Jamie Gunn - Superintendent of Business, Shawn McKillop, Public Relations Officer, Paul Kostelny, Principal Leader Student Success, Michelle O’Reilly, Planning Officer, and Heather-Jo Causyn, Recording Secretary.

2. **Review of the Accommodation Process.....J. Forbeck, Director of Education**

The Accommodation Review Committee for Haldimand secondary schools will study and make recommendations based on accommodation options for the following secondary schools: Cayuga Secondary School, Dunnville Secondary School, Hagersville Secondary School and McKinnon Park Secondary School.



# Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

## 2.1 The purpose of Accommodation Reviews is to:

- Establish viable school organization units that support program delivery and student achievement
- Find and develop efficiencies in the use of school buildings
- Provide the appropriate accommodation for students
- Receive input from the community
- Provide recommendations to Grand Erie regarding school organization and related pupil accommodation matters

## 2.2 Stages of the review will include:

- **Preparation:** Accommodation Review Committee is established with membership from the schools and the community
- **Community Review:** Accommodation Review Committee meets a minimum of four times; meetings are open to the public. Community consultation period must be at least 90 days. At the end the committee will make recommendations that will be presented to Administration and the Board. As requested by the Accommodation Review Committee, Board staff will bring additional information during the review.
- **Board Review:** A Committee of the Whole Board will receive the recommendations from the Accommodation Review Committee and the recommendations from Administration. The Board will make a decision no earlier than 60 days after receiving, at a Board meeting, the report of the Accommodation Review Committee and the report from Administration. There will be an opportunity for community input to the Board prior to its final decision. The Board will make decisions regarding the recommendations.
- **Administration Review:** An Administration Review may be requested if the process followed by the Board was not compliant with Board Policy (FT5). In order for an Administrative Review to be initiated, a petition must be signed by at least 30% of the supporters of the school requesting the review. An Administrative Review is not a review of the Board's decision.

## 3. School Valuation Templates.....J. Forbeck, Director of Education

School Valuation templates are completed for each school in the review area and provide information pertaining to the:

*Achievement*

*Environment*

*Engagement*



# Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

- value of the school to the student
- value of the school to the community
- value of the school to the school system
- value of the school to the local economy

A review of the templates was completed and changes were made (i.e., removal of items that referred to elementary schools). The value of the school to the student, the community and the local economy will be completed by each school principal in consultation with the school council, staff, community business representative and municipal council member. The valuation template for the value of the school to the school system will be completed by Board Staff. Completed School Valuation templates for each school will be provided to the Accommodation Review Committee. At the next meeting principals will provide an overview of their school's submission.

#### 4. [Background Information and Data](#).....J. Gunn, Superintendent of Business

The Board's Quality Accommodations Committee has completed a review of all buildings' utilization as well as capital investments. The Haldimand Secondary School Accommodation Review process is a result of the Board reassessing schools with a goal of introducing more efficient and effective utilization of facilities.

##### 4.1 [Accommodation Review Objectives](#)

The Accommodation Review process will consider the following key factors in providing quality accommodations for all students:

- program needs
- aging buildings
- excess capacity in other schools that may accommodate students
- declining enrolment
- pressures in both operating and capital funding

##### 4.2 [Enrolment Projections](#)

The Quality Accommodations Committee has determined the long term enrolment projections for the four Haldimand secondary schools. The current utilization is 69% (calculates to 1,011 surplus spaces), the 5 year project utilization is 62% and the 10 year projected utilization is 55%.



# Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

## 4.3 Demographic School Profiles

Demographic school profiles for each of the four secondary schools were presented. Information included enrolment (history from the past 5 years, current and 5 year projection), percentage of students bused, number of out of catchment students in attendance and attending other schools (i.e., special education, out of Board's jurisdiction), age of facility, the Ministry of Education rated capacity, current utilization, number of portables, size of gym and library, facility upgrades identified over the next five years, site size and well or septic systems.

## 5. ARC Operation.....B. Doyle, Chair

### 5.1 Hearing Delegations (How and When)

Delegations will be heard at the fourth meeting of the Accommodation Review Committee which will be held at Hagersville Secondary School. This will need to be finalized by the ARC Committee.

### 5.2 Requesting Information from Grand Erie Staff

As requested by the Accommodation Review Committee, Board staff will provide additional information that supports the work of the Committee during the review process. Individual requests for information, without the support of the Accommodation Review Committee, will not be provided.

### 5.3 Posting Minutes and Information

All minutes will be posted on the Grand Erie District School Board's website.

### 5.4 Next Meeting Date

The next meeting will be held at McKinnon Park Secondary School on Wednesday, January 22<sup>nd</sup> beginning at 7:00 pm.

### 5.5 Other Business

None



## Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

### 6. Questions from the Community.....B. Doyle, Chair

Q Does the demographic information take into consideration Tuition Agreement students (i.e., students from Six Nations or New Credit)?

A Yes, the Six Nations and New Credits students are included in the enrolment and projection numbers.

Q How did the Trustees come to be on the Committee? Why is the Six Nations Trustee not at the table? There should be representation here by the Six Nations Trustee.

A Marion MacDonald, the Native Trustee, is a very valued member of the Board. Arlene Everets and Brian Doyle requested to sit on the committee. Although Marion MacDonald is not on the Committee she is in attendance to hear the deliberations.

Q How many Six Nations students and how many Tuition Agreement students are graduating from which high schools?

A Information on Tuition Agreement students is included in the total numbers and has not been separated in the demographic profiles.

Q If it is a fact that enrolment is declining why are there so many portables at McKinnon Park?

A The portables that are at McKinnon Park are there to accommodate the students within the McKinnon Park catchment area.

Q Why are portables allowed at McKinnon Park? Consideration should be given to removing the portables and filling up the other schools that are empty.

A Portables is something that the Committee could take into consideration.

Q Has consideration been given to the new construction in each of the communities?

A The Board receives development information from the County. Our Planning Officer takes the development information and is able to assess the future growth.

Q Why weren't the demographics and growth in the area of McKinnon Park taken into consideration when the school was built? If it had there wouldn't be the need for the portables.



## Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

A The terms, at the time that McKinnon Park was proposed, were much different than they are today. At that time funding was based on the size of Caledonia High School which McKinnon Park Secondary School replaced. There were plans to expand McKinnon Park Secondary School to a third floor but there have been logistic issues. The Haldimand Board certainly tried to plan for the additional growth.

Q How up to date is the demographic information in terms of growth in the Cayuga area?

A At a future meeting we could provide information that will assist in understanding how we work through the planning process and the yield of students from new and future residential areas.

Q The enrolment is in a downward slope until 2020. It seems short-sighted to close a school now when 6 years from now enrolment increases and this will need to be reconsidered.

A The Committee has been struck to look at all of the options. We are not here tonight to specifically close a school. We are here to look at all of the options that are best for educating our students in Haldimand County.

C There appears to be overlap (i.e., academics and tech taught at each school, all secondary schools are semestered). We need to go back to the former way of doing things and eliminate the overlap.

Q Could students that are currently bused to Caledonia be bused to Cayuga? That would change the enrolment numbers of the two high schools.

A The Transportation Supervisor will be invited to a future meeting to provide information on students that are bused.

Q Special Education students use more resources compared to students that do not require the use of additional resources. Is this taken into consideration when planning? Where are the special education classes?

A Yes. Special Education classes are considered in all planning. The demographic data provided shows special education classes in 3 of the 4 secondary schools in Haldimand.

B. Doyle thanked the committee members and the community for their support in the review process.



## Accommodation Review Committee Haldimand Secondary Schools

Thursday, November 21, 2013  
Cayuga Secondary School

All information will be posted on the Grand Erie website: [www.granderie.ca](http://www.granderie.ca). Click on the banner located at the top of the homepage that reads: **Haldimand Secondary - Accommodation Review Committee**.

Questions should be emailed to [info@granderie.ca](mailto:info@granderie.ca)

Public inquiries can be made through Shawn McKillop, Manager of Communications and Community Relations 519-756-6301 extension 281147.

DRAFT