

January 31, 2017

6:30 p.m.

**Accommodation Review Committee
(ARC)**

**Honey Harbour Public School
ARC Public Meeting #1**

**Baxter Ward Community Centre
Lounge**

Chair: Katherine MacIver

Participants: Andrea Elgar, Tricia Fenn, Linda Foster, Amy McDonald

Staff: Dave Golden, Larry Hope, Bob Kaye, Catherine Shedden, Deb Wines

Trustees Louise Clodd, David Morrison

Staff Support: Wendy Browne, Karen Franke

AGENDA ITEM	DISCUSSION / DECISION /ACTION
Meeting was called to order at 6:34 p.m.	
	Accommodation Review Committee (ARC) members were provided with updated documentation for their Information binders.
Welcome and Introductions	<p>Superintendent of Learning Katherine MacIver welcomed ARC members, trustees, staff and guests to the meeting. She is facilitating this Working Group Meeting as Michael Ash is unavailable. Trillium Lakelands DSB staff present, who will act as resources throughout the ARC meetings, were asked to introduce themselves: Superintendent of Learning Dave Golden, Superintendent of Business Bob Kaye, Principal of Honey Harbour and Glen Orchard Public School Deb Wines, and Administrative Assistants Wendy Browne and Karen Franke. Trustee Chair Louise Clodd and Trustee David Morrison were also guests in attendance.</p> <p>Facilitator MacIver asked committee members to introduce themselves and their connection to their school. Each ARC member shared their name and connection to the school.</p> <p>Meeting norms were reviewed. The public may complete a Public Input form to ask their questions which will be addressed at the next Public Meeting on February 21, 2017. Members of the public may also request to present to the ARC at the Public Meeting by completing a Public Input form..</p> <p>Facilitator MacIver stated that today is one of two possible working meetings of the Accommodation Review Committee. This meeting is an opportunity</p>

	<p>for the committee members to discuss information received, request clarification and ask questions from the staff to assist them in their development of the ARC Report which will provide a response to the staff recommendation and provide alternatives.</p> <p>All ARC meetings will be recorded. Minutes of the meeting are taken. Though the minutes will not be verbatim, the recording will be available if required. Minutes are voted on and approved at the next meeting.</p>
<p>Approval of Public Meeting # 1 Minutes of December 8, 2016</p>	<p>Minutes of the Honey Harbour School Accommodation Review Committee Public Meeting # 1 on December 8, 2016 were sent to members for review. No errors or omissions. Approved by Amy McDonald, seconded by Andrea Elgar. All in favour. Carried.</p>
<p>Submissions: Questions and Answers from Staff dated December 8, 2016 and January 31, 2017</p>	<p>All questions and staff answers were reviewed from December 8, 2016 and January 31, 2017.</p> <p>Can you explain the enrolment decline numbers used to explain the reason for an accommodation review? RESPONSE: Each year the school board data analyst takes the current year enrolment from JK through to grade 8 and moves it forward using the number of students in the previous grade. A retention factor for the school is then applied based on the number of students moving in or out of an area over an average 5 year period. Small anomalies are also taken into consideration. To determine the projected JK numbers, a probability is developed from the average of the last 5 years along with the most current information. Please refer to the October 4, 2016 Pupil Accommodation Review Report for Honey Harbour Public School to see when an accommodation review is considered, and the specific conditions that determined the recommendation for Honey Harbour Public School.</p> <p>Can you confirm that the bussing times you have provided in the School Information Profile are accurate? RESPONSE: The school board has confirmed with the school bus provider that the times listed are accurate. However the school bus provider has asked bus drivers to provide time checks. Once this information is received, it will be posted here.</p> <p>What will the transportation costs be to transport children to Glen Orchard Public School? RESPONSE: The cost to transport Honey Harbour Public School students to Glen Orchard Public School will be approximately \$95,500.00 per school year.</p> <p>Are buses equipped with snow tires? RESPONSE: All new buses are equipped with mud and snow tires. When the tires are replaced they are replaced with tires that are similar to or better than mud and snow tires, or they are replaced with the same stock tires that are on new buses. All older buses have mud and snow tires – these tires are typically 3 times better than the standard set by the Ministry of</p>

Transportation. Most operators have internal standards where tires are replaced at more rigorous standards than those set by the MTO.

What will you do if inclement weather results in roads being closed and students are unable to get home?

RESPONSE: If inclement weather results in roads being closed, students would remain at the school until the roads are clear – this is the protocol for all TLDSB schools in this extreme circumstance.

If enrolment is down by 25%, has the number of school boards been reduced and have the staffing levels in TLDSB been reduced?

RESPONSE: The chart on the main accommodation review page of the TLDSB website covers a period between the 2005-2006 school year and the 2020-2021 school year. This chart indicates an approximate decline of 28% in enrolment across TLDSB over this time period. Staffing levels for TLDSB have been reduced over that time frame. There has not been a reduction in the number of school boards since the provincially mandated amalgamation of school boards in 1997.

How will students with special needs be supported?

RESPONSE: Students with special needs are supported by a networked team of school staff and board staff. Special Education Resource Teachers (SERTs) and classroom teachers work collaboratively to plan for student needs and board staff assist with planning, assessment, and support through school team meetings. Transition planning (tours, visits, social stories, linking with school staff) occurs in addition to regular transition planning for students with special needs. In addition, presently the portable and hallway are being used for some of our special needs students at Honey Harbour Public School that require sensory breaks or other special education supports. Glen Orchard Public School has the ability to offer all special education supports within the building.

How will students who have only ever been in a small class adjust to being in bigger classrooms and single grade classrooms?

RESPONSE: We are confident that students can adjust quite well. In fact if students were to attend Glen Orchard Public School, it will allow for a larger network of peers to be able to cooperate and interact with as well as share their learning. More of a collaborative enquiry in their learning can take place leading to greater social skills practice and learning. Having larger numbers allows for single and double grade classrooms so students can be with age appropriate peers.

Why was the initial ARC based on enrolment numbers and now that the school is at 88%+ capacity the focus has been shifted to quality of education.

RESPONSE: The focus has always been on the best opportunities for all of our students. The board must look at all aspects when considering a school consolidation or closure. This includes the financial implications as well as the programming for students

Other than your anecdotal statement that education is best offered in a larger setting, what proof do you have that this is in fact true?

RESPONSE: Please refer to the response to the question above.

If Honey Harbour Public School closes and the students are forced to attend Glen Orchard, would TLDSB still turn a blind eye to the graduating Honey Harbour students attending a high school in Simcoe (ie. Georgian Bay Secondary School)?

RESPONSE: TLDSB is aware that students in the Honey Harbour area attend secondary school outside of TLDSB and that this has been a long standing tradition. TLDSB was providing transportation to allow students to go to secondary school outside of TLDSB. Simcoe County District School Board is now providing bus transportation for these students.

The board mentioned that Honey Harbour Public School does not have a Ministry Identification Number (MIDENT Number) and therefore the school does not received direct funding. Instead, the school is run as a satellite campus of Glen Orchard Public School. Why is it not its own school? Could there be a process to get it a MIDENT number?

RESPONSE: The Ministry of Education is aware of Honey Harbour Public School. The school is viewed as an annex (something like an off-site portable) to Glen Orchard Public School and the students are enrolled, in the background, at Glen Orchard Public School. Please see response in the question below.

Are you doing this so the government doesn't find out you're lying about what school we go to?

RESPONSE: The school board is not lying to the Ministry of Education. As stated above, the Ministry of Education is aware of Honey Harbour Public School but cannot recognize the school as an independent school. In order to ensure some funding is received, the students are enrolled as an annex to Glen Orchard Public School.

Following the Honey Harbour Public School ARC Public Meeting on December 8th, TLDSB has worked with the Ministry of Education to further investigate the question regarding the MIDENT or Board School Identification (BSID) for Honey Harbour Public School.

Further research indicates that there was at one time a specific identification number for Honey Harbour Public School established in 1969. However, in 1995, prior to the amalgamation of the three former school boards, the enrolment numbers at the school began to be reported to the Ministry of Education with the Glen Orchard Public School enrolment numbers. The Honey Harbour Public School BSID, as an independent site number, was closed by the former Muskoka Board of Education and remains dormant to this day. As stated, Trillium Lakelands District School Board has never had a MIDENT or BSID to support Honey Harbour Public School and students continue to be reported as part of Glen Orchard Public School.

In 2005, when the Ministry of Education moved to an online enrolment number reporting system (ONSIS), the historic/dormant BSID number for Honey Harbour Public School was inserted into this new database system by the Ministry of Education. Prior to this, the Ministry of Education asked if the school board would like the BSID closed off. The school board

	<p>requested that the BSID remain in the Ministry of Education inventory of schools database in the event the enrolment numbers at Honey Harbour Public School increased and the site could be identified as a distinct school. Honey Harbour Public School enrolment numbers have continued to be reported to the Ministry of Education as an annex to Glen Orchard Public School.</p> <p>Where does the capacity of 46 for Honey Harbour Public School come from? RESPONSE: Capacity figures are provided by the Ministry of Education based on 23 students per classroom.</p> <p>Why do projections show the enrolment declining each year when enrolment has doubled since 1972? RESPONSE: Data is collected for only the previous 10 years to determine projections. Comparisons are not made as far back as 1972.</p> <p>Why are other schools in the Pupil Accommodation Long Term Plan 2015-2016 that are under utilized by 60 or 70 percent not also under an accommodation review? RESPONSE: There are currently two other situations in TLDSB where schools are underutilized. One is in Cardiff Elementary School and Wilberforce Elementary School in Haliburton County. These schools underwent an accommodation review in 2009-2010 and the resulting solution was to make Cardiff Elementary School a JK to grade 3 school and Wilberforce Elementary School a grade 4 to 8 school. The other area where there is underutilization is Scott Young Public School and Lady Eaton Elementary School in Omemee. These schools are currently undergoing an accommodation review.</p>
<p>Discussion: New Information from ARC Members</p>	<p>The facilitator invited discussion regarding the information provided.</p> <p>What do you using to determine JK/SK numbers for the last 5 years along with the current information? Are you using census information? Where are you getting these projection numbers from? A new census is coming out February 18, 2017 for 2016. Last census was in 2011 and projections were based on the information available at the time. All census reports declining enrollment. Historical data for 5 years was used to project forward to the 6th year.</p> <p>Was the township approached for their projections for the area? And why not. No we did not get specific information from the township as the information historically used by the board has been accurate in the past.</p> <p>Attrition is noted throughout the data provided however there is no influx noted outside of the JK years. This appears to make the data suspect? Can you speak to this? Any given year, including this year, there can be a bump in enrollment when a family enters the school. However 2 years there was a decline due to a family moving out. A single family can distort the numbers, so these types of anomalies are removed from the equation.</p>

Were the bus ride time checks done and what was the result?

Yes it was done, The time checks that were done on the run in question in December resulted in a 60 minutes average, some cases 59 some cases 61 and in two cases it was 60.

Accidents close the highways too, not just inclement weather. Who takes the kids home if the schools holds them? Are parents expected to pick up children or will the school board ensure students get home?

We have not had this occurrence in our school board however neighbouring boards have. There are two options. Buses can run after roads have cleared or allow parents to pick up students.

How will special needs students be supported on the bus when on the bus for 1 – 1.5 hours?

We currently have special needs students on buses and there are a number of different assists to support these children such as head phones, flip charts, etc. The Special Education Department works with the students to support them on the bus.

Classroom capacity can change due to negotiations. Is the Honey Harbour capacity 26 students per classroom. HHPS meet the needs for mident at one point and/or it was reduced due to negotiations?

The on the ground capacity is based on ministry formula on the use of the classroom. The ministry sets the average and it changes over the years based on the ministry class caps for elementary school, historically the average numbers, other than JK were higher and the class size capacity would be higher. The current average that the ministry uses is 23 for above JK. And it is 26 for JK.

ARC members have had conversations with the community and parents and it is felt that the decision has already been made and these meetings are just to placate needs. Can you speak to this?

Director Hope felt this was a perfectly legitimate conversation to have and understands why the community may feel this way. The administration have provided a recommendation to conduct a pupil accommodation review and provided a possible solution. This is only the first step in the process. The final piece comes at the Board of Trustees table. Before the new guidelines were put in place by the Ministry, there was a great deal of secrecy and mistrust in the old process as minimal information sharing took place. The intention of the new process is to be clear and transparent and eliminate the secrecy of the old process. Staff do not make the final decision; staff have provided a recommendation only, and the Accommodation Review Committee will also be providing feedback and recommendation(s). The Board of Trustees has not approved anything, except that a pupil accommodation review be done. ARC's purpose is to report back, by agreeing or disagreeing with the staff report and providing recommendations and alternatives. The process allows for the public to speak to the ARC. The trustees consist of nine elected trustees from across the district representing the entire board and they will make the final decision.

Why are teachers and EAs not allowed to speak or be a part of the

<p>BREAK: 7:25pm RECONVENE 7:38pm</p>	<p>process? Prior to the new regulations and guidelines from the province the process included teachers, custodians, and more. What they found was that working groups became too large and created conflict amongst the staff, i.e. when two schools were under consideration there was a conflict of interest. In an attempt to mitigate this, staff became a resource to the process and not members of the working group.</p> <p>Teachers have been told that they are not allowed to speak or offer any response when asked questions in regards to the accommodation review. The ARC would like clarification on this and would like the opportunity to speak directly to teachers. Director Hope requests the opportunity to make inquiries on this and respond back to the ARC members. ARC members in agreement.</p> <p>In regards to the funding formula of taxes collected by the township, why isn't HHPS getting the taxes collected? Superintended Kaye explained that the Province looks at the board in total and the students in total, assigns a total/a value to each elementary student. The Province looks at the assessments and the Province assigns the mill rate that decides the percentage of property taxes that will go to the board and the province then makes up the balance. If the money from this township did not come to the board, the province would pay the board from the provincial coffers. For example, Simcoe County DSB is educating the secondary students in their schools and they are not getting any dollars from the tax dollars for these Georgian Bay students from this township. The Province is educating those students from the provincial coffers, not from the municipal taxes from this township.</p> <p>If the school borders where to change and we became Simcoe, would TLDSB see any of that money? No we would not.</p> <p>Has there been any follow up to the potential housing development of 300 mid-income based homes? Director Hope stated that he and Bob Kaye met with Mayor Larry Braid, CEO Laurie Kennard, and Catholic DSB Director Brian Beal on January 12th to request clarification on the potential housing development information as shared by parents and the community. The township has shared that there is a developer, that the project has been approved, however they do not have a builder. If a builder was found, there will be a mix of dwellings for snowbirds, retirees and families, however they could provide no details on the timing of such development. The township hopes to find a builder sooner than later. It was shared that Oak Bay will be a snowbird type of community.</p> <p>If it gets built where will the students go? If the development was to be as large as indicated, Honey Harbour Public School could never have been able to accommodate that many families as the facility capacity is 46.</p> <p>Has there been any response from the Catholic School Board in</p>
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regards to a collaboration?

At the meeting on January 12th, SCDSB stated that they could not run a viable program with 14 students and could not consider a mix of public and separate students.

Parents feel it is too far for students to travel to Glen Orchard and makes more sense for students to go to Tay Shores in Victoria Harbour if the HHPS cannot be saved.

The mayor had the same question at the January 12th meeting and the board has had a conversation with Simcoe County DSB. They are prepared to discuss these possibilities further with TLDSB.

The ARC members would like to suggest that the 2nd working meeting take place after the 2nd public meeting on February 21, 2017 so that they may use information received from the community to develop their report.

There are timelines that must be met and would like to confer with policy and procedure during the break and provide an answer when we reconvene. Agreed by ARC.

ARC member Linda Foster shared that the next public catholic school meeting will be held on February 8th and the final vote is in March.

Staff have referred to the policy and procedure. Director Hope stated that given the current timelines, the 2nd working meeting may be deferred to after the Public Meeting. This means that the ARC has from February 21 to February 28th to complete the report as it must be completed by February 28th. It appears that the ARC does not support for the current staff report. The ARC may begin by reviewing the staff recommendation, formulating a response and beginning a discussion on what alternatives the ARC sees and what the committee would like to say in the report. The report remains in draft and can still be reviewed and changed after the Public Meeting on February 21st.

Minister of Education Mitzie Hunter has held an interview and stated that schools that do not have an alternate school for grade schools within 10 km radius would not be put up for ARC review, high schools 20km away. Can the board provide any clarification?

No the board cannot clarify. There is nothing in the accommodation review guidelines that support or explain the comments made by the Minister of Education. The ministry has a funding formula for elementary for schools that are more than 10km away from another school location; secondary, more than 20km. This is part of a funding formula, but not the ARC process.

Is a moratorium possible and who would be responsible initiate this?

The ministry guidelines clearly states that the responsibility of this decision is to be made locally with the board and community and is not a decision to be made provincially. You may put this in your recommendation to the staff.

The ARC would like more information on the potential housing development and its impact on the community as well as the release of the upcoming census. As this information may impact student

enrollment, can a modified review be done next year?

As per ministry guidelines, "The Ministry of Education recommends that, wherever possible, schools should only be subject to a pupil accommodation review once in a five-year period, unless there are circumstances determined by the school board, such as a significant change in enrolment."

Can the current ARC process/timelines be modified?

Timelines were developed to prevent staff from doing something too quickly or to let things go too long. Any one of the recommendations may be accepted and/or modified by the trustees. As the staff has identified very specific times and dates so too may the ARC provide timelines/dates in their recommendations.

Do you know when borders may have changed in the past?

All borders changed in 1997 with the amalgamation of school boards in Ontario. There are instances when individual schools and boards work together to provide education to students.

Would the school border change if students go to the Simcoe School Board? Alternatively, can we change the boundary to move Simcoe students to Honey Harbour?

The municipality could apply to the Ministry of Education to do so. For example, fifteen years a community made an application to the ministry to move a boundary so that students would attend a different school board. It was denied.

Is Simcoe County DSB still open to discuss the possibility of accepting students from Honey Harbour?

Yes, Simcoe County DSB has stated they are open to this discussion. It appears that the Catholic ES students will be bussed to Victoria Harbour, thus public school students could share a bus to Tay Shores PS.

At the meeting on January 12th was there any discussion on renting the Catholic School in Honey Harbour?

As guided by the Provincial process, TLDSB would be offered the property at fair market value however it does not appear feasible to move 40 students to a facility that holds 125 students.

Could the excess space be rented out if TLDSB were to obtain the Catholic facility?

Yes it could however it can be assumed that if there was a feasible community partner to do so, there would already be a partnership in place; it does not appear to be a viable market.

Could the ARC have a 3rd working meeting if we kept the one on Feb 7th?

Yes you may have a 3rd working meeting. The guidelines state that there be a minimum of two working meetings. The ARC facilitator, Mike Ash, will be present at the Public Meeting and can work with the committee over email to modify the draft report. The ARC may meet a 3rd time if needed, keeping mindful of the March 8th completion deadline.

	<p>ACTION: Staff will investigate student capacity at Coldwater, Victoria Harbour and Tay Shore schools</p> <p>ACTION: Staff will investigate the reasons behind the lack of involvement from teachers and staff from Honey Harbour School.</p> <p>ACTION: Andrea Elgar will investigate potential bus trip length to Simcoe County DSB schools using google maps.</p> <p>ACTION: TLDSB will approach Simcoe County DSB to attend the Public Meeting as a resource.</p> <p>ACTION: Principle Wines will ensure that paper copies of the report are sent home to the ARC members.</p> <p>ACTION: TLDSB will invite the Municipality to attend and address the ARC.</p> <p>ACTION: Information and responses will be shared with the ARC via email.</p> <p>DECISION: The Accommodation Review Committee will hold its second Working Meeting on February 7, 2017 as regularly scheduled and modify the draft report with Facilitator Ash after the public meeting as needed.</p>
Development of ARC Report	<p>The development of the ARC Report was reviewed. The committee may now discuss information received, review options and develop the ARC Final Report. A worksheet was handed out to assist with the process. The report will remain in draft until it is submitted to staff. The draft ARC Report is not recorded in the minutes. The board can assist the ARC and provide a draft of the report purpose and context which provides meeting dates, etc for the ARC to review. The content of the ARC will be developed fully by the ARC. This content will give a response to the recommendation, provide alternatives and what needs to be addressed through any transition.</p>
Next meeting date and structure	<p>The next meeting of the Accommodation Review Committee will be the 2nd meeting of the Working Group on February 7, 2017. All meetings are held at the Baxter Ward Community Centre @ 6:30 p.m. Questions from the public are not taken in a working meeting however the public will have an opportunity to speak to committee members during break.</p>
Mechanisms for ongoing public input	<p>Through the completion of the Public Input Form, the public may make a request in writing to speak at the next Public Meeting, February 21, 2017. Time allotments are 5 minutes for an individual; 10 minutes if representing a group. The presenter must supply a written summary that will be posted on the board website.</p> <p>The public may also ask questions at the Public Meeting by completing a question form. Staff will provide a response at the Public meeting if able or at a later date.</p> <p>All submissions received thus far have been posted on the board website.</p>

	Please note that if school buses are cancelled due to inclement weather the meeting is also cancelled. This will be posted on the board website and confirmed to ARC members by email with an alternate meeting date.
Adjournment	9:05 p.m.

Next Meeting

ARC Working Meeting #2
DATE: February 7, 2017
Location: Baxter Ward Community Centre, Lounge
TIME: 6:30 p.m.