

CATHOLIC DISTRICT SCHOOL BOARD OF EASTERN ONTARIO

Box 2222, 2755 Hwy. 43,
Kemptville, Ontario K0G 1J0
Tel: 613-258-7757
Or Toll-free: 1-800-443-4562
Fax: 613-258-5067
www.cdsbeo.on.ca

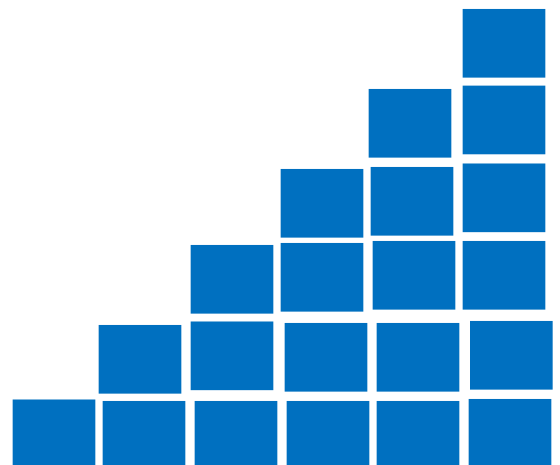
STAFF REPORT – Report 2

Cornwall Pupil Accommodation Review

March 7, 2017

Todd Lalonde
Chair

Wm. J. Gartland
Director of Education



Educating and Inspiring...heart, mind, body and soul!

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Introduction

The Pupil Accommodation Review process for the Cornwall Area commenced on October 4, 2017. The process includes a series of three (3) Staff Reports to be brought before the Board of Trustees.

Date	Report	Purpose
October 4, 2016	Initial Staff Report (Report 1)	To commence a Pupil Accommodation Review in Cornwall
March 7, 2017	Staff Report (Report 2)	To highlight the work of the ARC Committee and highlight the input/feedback received from the ARC working meetings as well as the Public Meetings
May 2, 2017	Final Staff Report (Report 3)	To recommend to the Board of Trustees a proposed preferred accommodation option for the Cornwall Area, seeking approval

This Staff Report (Report 2) is the 2nd of three (3) Staff Reports to be brought to the Board of Trustees.

Administration has engaged the assistance of Mr. Jack Ammendolia, Director at Watson & Associates Economists Ltd. out of Mississauga to provide expertise, support and guidance to Board administration throughout the accommodation review process. Mr. Ammendolia leads the Education Division at Watson & Associates. He has been involved in school board planning and has studied school age demographics for more than fifteen (15) years. Mr. Ammendolia has also worked with the CDSBEO for approximately fifteen (15) years on various occasions concerning enrolment projections and capital plans. The Watson & Associates firm has also worked closely with the City of Cornwall in recent years.

Executive Summary

On October 4, 2017, the Board of Trustees approved the commencement of a Pupil Accommodation Review for the Cornwall Review Area. The Board went through a comprehensive long-term accommodation planning exercise in 2015 which identified accommodation issues across the Board's jurisdiction. As a result, Board staff prioritized these issues and identified the City of Cornwall schools as having surplus spaces as well as condition and funding issues. As a result, Board staff completed the required Initial Staff Report (Report 1) which was presented and received during the Public Session of the Board Meeting October 4, 2016.

The intent of the Initial Staff Report was to recommend to the Board of Trustees the commencement of a Pupil Accommodation Review (ARC). The Initial Staff Report had to contain one or more options to address the accommodation issues. The purpose of the ARC is to act as a conduit between the Board and the public and to receive feedback on the proposed accommodation plan for the Cornwall Review Area. The Pupil Accommodation Review for the Cornwall Review Area involves the following Catholic schools:

- Bishop Macdonell
- Holy Trinity Elementary & Secondary
- Immaculate Conception
- Sacred Heart
- St. Anne
- St. Columban's
- St. Peter
- St. Joseph CSS
- St. Matthew CSS

The Final Staff Report 3 will be presented during the Public Session of the Board Meeting on May 2, 2017.

The purpose of this Staff Report (Report 2) is to inform trustees on the work conducted by the Cornwall Area Pupil Accommodation Review Committee (ARC). It includes comments and feedback from the public, the ARC, and the City of Cornwall. In addition, the Report outlines information presented in the Initial Staff Report and presents a new proposed modified preferred option based on all the feedback and input received from various stakeholders throughout the Accommodation Review process. This report is a requirement of the Ministry of Education's Pupil Accommodation Review Guideline and the Board's Pupil Accommodation Review Policy and Administrative Procedure.

In accordance with the Ministry's Pupil Accommodation Review Guideline and the Board's policy and procedure, a final decision regarding the proposed accommodation solution can only be made following the conclusion of a prescribed consultation process with the affected school communities, including two (2) public meetings and an opportunity for delegations to appear directly before the Board of Trustees. **The Board of Trustees will make the final decision on this matter.**

This Staff Report (Report 2) contains a new modified accommodation solution as a result of feedback received from the community as well as the work of the ARC throughout the consultation process.

The Initial Staff Report (Report 1) along with this Staff Report (Report 2) are intended to provide information to the Board of Trustees, and the public, regarding the existing accommodation in the area, the current surplus spaces and the opportunities to redirect dollars spent on fixed resources, such as operating costs, to support student achievement and well-being. The Initial Staff Report (Report 1) has been included as **Appendix 1-15** to this Report.

Background

Board staff would like to acknowledge and thank the members of the Cornwall Area Pupil Accommodation Review Committee (ARC) for their dedication and efforts throughout the Pupil Accommodation Review process. Their commitment in serving their school communities to the fullest is reflected in their work and action as illustrated in working group meeting minutes. The respect displayed towards each other, board staff and the process has been a true testament to their Catholic values.

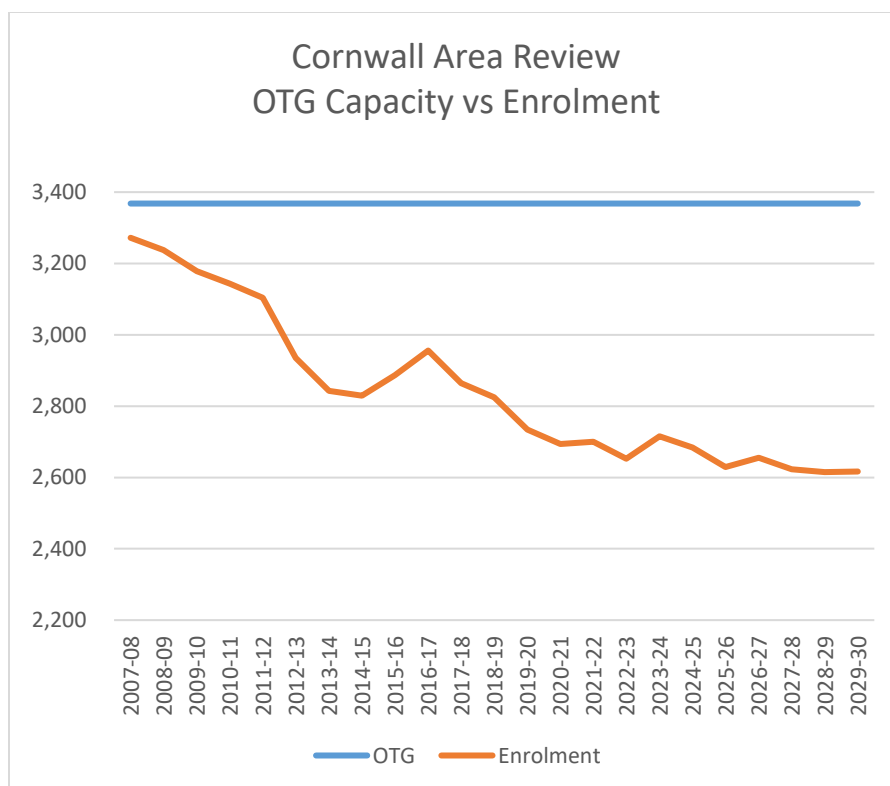
On October 4, 2016 the Board of Trustees approved the commencement of a Pupil Accommodation Review in the Cornwall Review Area for the nine (9) schools identified above.

Initial Staff Report (Report 1)

The Initial Staff Report (Report 1) recommending the commencement of a Pupil Accommodation Review in the Cornwall Area identified two (2) options as required by the Ministry of Education. Staff was also required to identify a preferred option from the two (2) options presented. The Initial Staff Report (Report 1) is attached as **Appendix 1-15**. This Report provided information on historical enrolments, status quo enrolment trends, capacity and utilization within the review area, and costs to operate schools under review. In addition, a School Information Profile (Appendices 4-12 of the Initial Staff Report) were prepared for each school in the review area providing detailed information on site, school building, facility condition and renewal needs, financials, enrolment, instructional and program attributes, and extracurricular activities, to name a few.

The capacities of the Cornwall Review Area schools totals 3,368 compared with enrolments (2015-16) of 2,887, which results in 481 surplus pupil places. The utilization rate of permanent space reflects the number of students compared with the total capacity of the school. The 2015-16 utilization rate of the Cornwall Review Area schools ranges between 55% and 150%. Enrolment is projected to experience further declines in the future which will exacerbate the number of empty spaces in the Cornwall Review Area schools and increase the number of surplus spaces to 751 by 2029, approximately 600 of which are in the elementary panel.

The chart below show the “On-the-Ground” (OTG) Capacity versus the enrolment for the Cornwall Review Area through to 2029-30.



The Initial Staff Report (Report 1) presented the following options with the primary goal of reducing capacity, increasing overall utilization, finding funding efficiencies and improving student program and achievement.

Original Staff Option	Schools Recommended to Close	Reduction of Pupil Places	Long Term % Utilization Increase (2029)
Option 1 – Preferred Option	<ul style="list-style-type: none"> • Immaculate Conception • St. Columban's • Sacred Heart • St. Joseph CSS 	671	19.3%
Option 2	<ul style="list-style-type: none"> • Immaculate Conception • St. Columban's • Sacred Heart 	697	20.2%

For both options identified, it was noted that Immaculate Conception's closure would occur at the end of June 2018, followed by the remaining closures at the end of June 2019.

Accommodation Review Committee

Board Policy C8: *Pupil Accommodation Review* states that in the case of a Standard Pupil Accommodation Review an Accommodation Review Committee (ARC) will be established following approval to proceed and prior to the first pupil accommodation review public meeting. The purpose of the ARC is to provide feedback on behalf of the affected communities and act as an official conduit for information shared between the Board and the school communities.

As per the Policy and the associated Administrative Procedure C8:1 *Pupil Accommodation Review*, an ARC was established following approval to proceed by the Board of Trustees on October 4, 2016. The ARC Committee was comprised of principals, parents/guardians, teaching staff and non-teaching staff from each of the nine (9) schools included in the review. Each of the three (3) secondary schools also had a student representative participate on the ARC. The Associate Director of Education and Superintendent for the Cornwall Area schools was appointed as Chair of the ARC by the Director of Education. The Superintendent of Business acted as a regular resource staff to the ARC. All ARC working group meetings were open to the public. ARC members were in regular attendance and members of the public who attended various meetings were respectful of the fact that they could not actively participate in the discussion and were there in an observatory role only.

The ARC Committee members are included in **Appendix 16**.

The ARC meetings were held on the following dates from 6:30pm to approximately 8:00pm, as reflected in working group meeting agendas, minutes and PowerPoint presentations found in **Appendix 17**.

- Orientation Session: October 26, 2016
- Working Group Meetings: November 9, December 7, 2016, January 18, February 8, 2017

Work of the Accommodation Review Committee (ARC)

The work of the ARC included, but was not limited to, reviewing the School Information Profiles (SIPs) for each school under review, engaging in discussion with fellow ARC members, asking questions and points of clarification on information presented by staff and Mr. Ammendolia from Watson & Associates and presenting options on behalf of their school community.

Administration also kept an updated questions and answers (Q & A) document which was posted and maintained on the Board website. This Q & A is included as **Appendix 18**.

Accommodation Review Committee (ARC) Review of Initial Staff Report Options & Proposed “New” Preferred Option 2 Draft Recommendations

There were two (2) options presented in the Initial Staff Report (Report 1). Option 1 was the preferred option presented by Board staff.

Option 1: New JK – 6 school to replace Sacred Heart and a new 7- 12 school to replace St. Joseph CSS

Option 2: New JK- 6 school to replace Sacred Heart and the existing St. Joseph CSS is converted to a 7 – 12 school.

Board staff, along with Mr. Ammendolia, Director at Watson & Associates Economists Ltd., facilitated the working group meetings of the ARC, addressed the community and responded to inquiries at the Public Meetings, listened to ARC input, and analyzed various ARC requests. A key message from the ARC and the community is to keep school communities together and relocate students as a group. Other important criteria has also been identified and staff has considered all of it while formulating revised recommendations based on the ARC and community feedback. Staff also has a responsibility to the Board of Trustees to ensure that we continue to be responsible in making recommendations that will affect the system as a whole.

Much discussion took place during the ARC working group meetings as well as at the Public Meetings around the existing St. Joseph CSS. St. Joseph CSS has an excellent reputation in the City of Cornwall. The facility offers significant amenities and benefits to students that likely would not be duplicated through a rebuild of the facility due to Ministry of Education capital construction benchmarks. In particular, the ARC felt that the wide hallways, large shop areas, music rooms and auditorium provided students with exceptional access to programming that would be lost if Option 1 was selected. This input and feedback was also evident during the two (2) Public meetings held and has resulted in the recommendation to propose a new optimal solution that would allow the Board to retain the existing St. Joseph CSS.

At the most recent ARC Working Meeting on February 8, 2017 and in preparation for the Public Meeting #2, held on February 15, 2017, the ARC members focused on identifying what they saw as the “new” preferred option and what additional items reviewed throughout the process could be considered as part of the new preferred option. Option #2 of the Initial Staff Report, with some adjustments, was the preference of the ARC Committee and the general public. Option 2 was identified in the initial staff report as:

**“New JK-6 school to replace Sacred Heart and the existing
St. Joseph CSS becomes a 7- 12 school”**

Based on the information gathered throughout the Cornwall Area Pupil Accommodation Review process, staff has developed a modified Option 2 from the original version presented in the Initial Staff Report as the “new” preferred option to reflect the feedback from the ARC and the public consultation process.

A summary of the “new” preferred Option 2 supported by the ARC and the public input/feedback received to date includes the following Draft Proposed Recommendations:

1. Consolidate/Close Immaculate Conception and redirect enrolment to Bishop Macdonell and St. Peter
2. Consolidate/Close St. Columban’s and Sacred Heart, and build a new JK-6 facility to replace the existing Sacred Heart, preferably on an alternate site, or, if possible, find an alternate facility for the new consolidated JK-6 Sacred Heart/St. Columban’s in close proximity to the existing school;
3. Modify the current St. Anne and Sacred Heart boundaries north of Highway 401 to be included in the new consolidated Sacred Heart/St. Columban’s boundary;
4. Convert St. Anne to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
5. Convert Bishop Macdonell to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
6. Convert the existing St. Joseph CSS school to a 7 -12 facility to take in grade 7 & 8 from St. Anne, Bishop Macdonell, and the current Sacred Heart and St. Columban’s, and
 - a. Accommodate the grade 7 & 8 enrolment at St. Joseph CSS through the use of alternate space, if this is an option, or
 - b. Build an addition to the existing St. Joseph CSS to accommodate grade 7 & 8;
7. Modify the current secondary boundaries for Holy Trinity CSS and St. Joseph CSS to mirror the new proposed boundaries so that students from Bishop Macdonell are not split between the two secondary schools;
8. Continue to pursue options for St. Matthew CSS, including finding an alternate location, if possible, so that the program can be expanded to include grade 7 & 8.

A Map identifying the “new” preferred Option 2 school boundaries is included as **Appendix 19**.

Public Consultation

As required by the Ministry of Education and Board Policy C8 and the accompanying Administrative Procedure C8:1, staff was required to hold two (2) public meetings to consult with the community. Notices of both public meetings were distributed to all parents/guardians in the Cornwall Area Review, posted on the Board website and Synervoice reminders were sent to all parents/guardians in advance of the meetings. The first Public Meeting was held on November 30, 2016 and the second on February 15, 2017.

The Press Releases for both Public Meetings, Letters of Invitation to Parents/Guardians, Minutes and PowerPoints are included as **Appendix 20**.

Local Press Articles are included as **Appendix 24**.

Public Meeting #1

The first Public Meeting was held on Wednesday, November 30, 2016 in the cafeteria at St. Joseph CSS, Cornwall. The Initial Staff Report (Report 1) served as the grounds for the presentation and for discussion for this meeting. The following information was shared:

- Options identified in the Initial Staff Report;
- Overview of the ARC orientation session;
- School Information Profiles

Staff, with the assistance of Mr. Ammendolia, prepared a PowerPoint presentation. The presentation outlined the Ministry of Education's Pupil Accommodation Review Guidelines, the Board's approval to commence the Cornwall Area Review and the consultation process, background information on enrolments and demographics in the Cornwall area, staff rationale and timelines for the entire process. Following the presentation, staff from various departments of the Board were available to answer questions and gather feedback from attendees with respect to the two (2) proposed staff options and general questions regarding the pupil accommodation review process and timelines. A comment box was also provided. A summary of the various comments left in the Comment Box is summarized in the Meeting Minutes.

Approximately 45 people attended Public Meeting #1 excluding central Board staff that were in attendance.

The Public Meeting #1 Press Release, Letter of Invitation to Parents/Guardians, Minutes and PowerPoint presentation are included as **Appendix 20**.

There was also another PowerPoint that contained various important information on the accommodation review process that was displayed throughout the evening for the public to view.

This PowerPoint is also included in **Appendix 20**.

Public Meeting #2

Public Meeting #2 was held on Wednesday, February 15, 2017 in the cafeteria at St. Joseph CSS, Cornwall. Staff, with the assistance of Mr. Ammendolia, prepared a PowerPoint presentation with an overview of the work of the ARC and next steps. A Draft of the "new" preferred Option 2 recommendations were also presented as supported by the ARC Committee. Following the presentation, staff from various departments of the Board were available to answer questions and gather feedback from attendees. A comment box was also provided. It was noted that no comments were left in the Comment Box at this meeting.

Approximately 20 people attended Public Meeting #2, excluding central Board staff that were in attendance.

The Public Meeting #2 Press Release, Letter of Invitation to Parents/Guardians, Minutes and PowerPoint Presentation is included as **Appendix 20**.

Pupil Accommodation Review Correspondence

The Board setup a special email account, PAR@cdsbeo.on.ca at the onset of the pupil accommodation review process to receive correspondence from the public. Only 2 emails were received and they are included in **Appendix 21**.

Municipal and Community Partners

Following the Board approval to commence the Cornwall Area pupil accommodation review process, the Board issued a press release and within five (5) business days, written notice was sent to the CAO of the City of Cornwall, Directors of Education for all three (3) coterminous boards, the Ministry of Education, the local MP and MPPs and all Principals and community partners identified for the nine (9) schools.

Copies of the Initial Staff Report Press Release and the above referenced letters are included as **Appendix 22**.

The letter giving notice to the City of Cornwall included an invitation to attend a meeting to discuss and comment on options in the Initial Staff Report.

On November 21, 2016, board staff along with Mr. Ammendolia, convened a meeting with the City of Cornwall staff. The Board team presented the Initial Staff Report for the Cornwall Area, addressed questions and requested input. The feedback received from the City was very positive and confirmed that the Board's enrolment projections were accurate with City planners expectations.

The Agenda, Minutes and the PowerPoint presentation for this meeting are included as **Appendix 23**.

Board Website

The Board maintained a Cornwall Area Pupil Accommodation Review website throughout this entire process. All board reports, policies, procedures, presentations, letters of invitation, meeting materials including agenda, and ARC meeting minutes were posted on the website. The website was also used to post all relevant meeting dates and collect feedback through the PAR email address.

Accommodation Issue

As identified in the Initial Staff Report, the Ministry of Education has implemented certain measures and policies for Boards to address excess capacity at their schools. In 2014-15, the Ministry implemented the School Board Efficiencies and Modernization (SBEM) strategy. The primary focus of this strategy was for school boards to use space more efficiently, mainly through changes to funding. Accordingly, it becomes necessary for boards to address their excess capacity in an attempt to mitigate their financial (GSN) reductions.

The current costs to operate the schools in the Cornwall Area Pupil Accommodation Review, based on 2014-15 actuals, are illustrated below. In summary, the Board's Cornwall Review Area schools incur an annual operations funding shortfall of almost \$114,000 per year. When removing Holy

Trinity CSS and St. Joseph CSS from the equation, the shortfall increases to almost \$325,000 per year. Additionally, five-year school renewal costs have also been provided. The total five-year renewal costs of the Cornwall Review Area schools total more than \$30.2 million. A Pupil Accommodation Review is required to increase utilization by reducing the number of excess pupil places, and reducing operating/renewal costs.

2014-15 Cost of Operating by School (Includes all Plant Operations and Maintenance Costs)

2014-15 Cost of Operating by School (Includes all Plant Operations & Maintenance Costs)											
Schools	Bishop Macdonnell	Immaculate Conception	Sacred Heart	St. Anne	St. Columban's	St. Peter	Holy Trinity CSS	St. Joseph CSS**	St. Matthew CSS	Total	
Expenditures	\$ 291,779	\$ 235,253	\$ 210,601	\$ 207,467	\$ 197,621	\$ 180,488	\$ 590,501	\$ 688,006	\$ 201,361	\$ 2,803,077	
Total Operations Grants Received*	189,889	142,417	191,935	280,331	160,423	114,997	709,054	779,743	120,496	2,689,285	
Excess (Shortfall) in Funding	\$ (101,890)	\$ (92,836)	\$ (18,666)	\$ 72,864	\$ (37,198)	\$ (65,491)	\$ 118,553	\$ 91,737	\$ (80,865)	\$ (113,792)	
% of Cost Funded	65.1%	60.5%	91.1%	100.0%	81.2%	63.7%	100.0%	100.0%	59.8%	95.9%	
School Renewal Needs (\$)											
5Y Outstanding renewal needs	\$ 4,161,816	\$ 3,185,391	\$ 4,201,158	\$ 1,556,079	\$ 4,403,932	\$ 2,783,247	\$ 1,431,653	\$ 7,790,353	\$ 776,603	\$ 30,290,232	
Facility Condition Index	51.4%	40.9%	53.9%	26.4%	54.5%	45.4%	8.1%	27.8%	17.4%		
Transportation Costs											
Annual Transportation Costs	\$ 168,700	\$ 46,600	\$ 57,500	\$ 75,000	\$ 74,500	\$ 58,000	\$ 899,200	\$ 748,625	\$ 12,600	\$ 2,140,725	
* total funding received when changes to GSN funding fully implemented in 2017-18											
** St. Joseph CSS school 5Y renewal needs prorated 50/50 with UCDSB/CDSBEO											
All Costs are approximate											

Staff Considerations and Modified Preferred Option 2 based on ARC Feedback

The Initial Staff Report (Report 1) included the following scenario as Option 2.

Option 2: New JK-6 school to replace Sacred Heart and the existing St. Joseph CSS becomes a 7-12 school

Cornwall is projected to have approximately 751 surplus pupil places by the end of the forecast period, resulting in a utilization rate of 77.7% for the area. The Option 2 from the Initial Staff Report (Report 1) scenario includes the following:

- Consolidate/Close Immaculate Conception and redirect enrolment to Bishop Macdonell and St. Peter;
- Consolidate/Close St. Columban's and Sacred Heart and build a new JK-6 facility on the Sacred Heart site or an alternative nearby site;
- Bishop Macdonell becomes a JK-6 dual track facility, with grade 7 & 8 students redirected to the existing St. Joseph CSS that is converted to a grade 7-12 facility;
- The existing St. Joseph CSS becomes a 7-12 facility taking in grade 7 & 8 enrolment from Sacred Heart, St. Anne, St. Columban's and Bishop Macdonell;
- Convert St. Anne to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7-12 facility;
- Status quo for St. Matthew CSS.

Overall, the on-the-ground (OTG) capacity would be reduced by 697 pupil places, resulting in a long-term utilization rate of approximately 97.9% for this review area.

The 5-year renewal needs would be reduced from approximately \$30.3 million to \$18.5 million as a result of the new construction and the resulting school closures.

Option 2 Strategy - New JK-6 School to Replace Sacred Heart, Convert the Existing St. Joseph CSS to 7-12										
School Name	OTG	Revised OTG	Year 1 2015-16	Year 5 2019-20	Year 10 2024-25	Year15 2029-30	Status Quo 15Y Utilization	Option 2 15Y Utilization	5Y Renewal Needs Status Quo	5Y Renewal Needs Option 2
Bishop Macdonnell	370	370	234	297	274	270	47.0%	73.0%	\$ 4,161,816	\$ 4,161,816
Holy Trinity Elem	170	170	201	152	164	157	92.4%	92.4%	see secondary	see secondary
Immaculate Conception	311	0	174	0	0	0	61.4%		3,185,391	-
St. Peter	245	245	146	223	237	240	71.0%	98.0%	2,783,247	2,783,247
Sacred Heart	337	308	233	315	281	280	52.5%	90.9%	4,201,158	-
St. Anne	225	225	339	289	289	292	164.4%	129.8%	1,556,079	1,556,079
St. Columban's	357	0	196	0	0	0	47.6%		4,403,932	-
Total Elementary	2015	1318	1523	1276	1245	1239	70.1%	94.0%	\$ 20,291,623	\$ 8,501,142
Holy Trinity CSS	396	396	516	472	453	462	116.7%	116.7%	1,431,653	1,431,653
St. Joseph CSS*	810	810	740	853	853	782	75.2%	96.5%	7,790,353	7,790,353
St. Matthew CSS	147	147	108	133	133	133	90.5%	90.5%	776,603	776,603
Total Secondary	1353	1353	1364	1458	1439	1377	89.0%	101.8%	\$ 9,998,609	\$ 9,998,609
Grand Total	3368	2671	2887	2734	2684	2616	77.7%	97.9%	\$ 30,290,232	\$ 18,499,751
* St. Joseph CSS school 5Y renewal needs prorated 50/50 with UCDSB/CDSBEO										
Reduction in Capacity - Option 2		697								

Costs:

The resulting approximate, annual costs of Option 2 as included in the Initial Staff Report (Report 1) are as follows:

Option 2 *	Status Quo	Option 2	Impact
Total Plant Operations & Maintenance	\$ 2,803,077	\$ 2,370,203	\$ (432,874)
Outstanding Renewal Needs	30,290,232	18,499,751	(11,790,481)
Transportation Costs	2,140,725	2,140,725	-
Total	\$ 35,234,034	\$ 23,010,679	\$ (12,223,355)
<i>* Costs are approximate</i>			

The approximate savings for this option with respect to operations and maintenance costs is \$432,874 per year, in addition to savings on the reduction in staffing and capital renewal needs which in some situations would no longer be required. Capital renewal savings are reduced under this option when compared to the Initial Staff Report preferred option due to the proposed retention of the existing St. Joseph CSS.

The ARC preferred Option 2 of the Initial Staff Report (Report 1) with some additional changes suggested.

New Preferred Option - Modified staff Option 2 **proposes the following:**

Option 2: New JK-6 school to replace Sacred Heart and the existing St. Joseph CSS becomes a 7-12 school

- Consolidate/Close Immaculate Conception and redirect enrolment to Bishop Macdonell and St. Peter;
- Consolidate/Close St. Columban's and Sacred Heart, and build a new JK-6 facility to replace the existing Sacred Heart, preferably on an alternate site, or, if possible, find an alternate facility for the new consolidated JK-6 Sacred Heart/St. Columban's in close proximity to the existing school;
- Modify the current St. Anne and Sacred Heart boundaries north of Highway 401 to be included in the new consolidated Sacred Heart/St. Columban's boundary;
- Convert St. Anne to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
- Convert Bishop Macdonell to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
- Convert the existing St. Joseph CSS school to a 7 -12 facility to take in grade 7 & 8 from St. Anne, Bishop Macdonell, and the current Sacred Heart and St. Columban's, and
 - i. Accommodate the grade 7 & 8 enrolment at St. Joseph CSS through the use of alternate space, if this is an option, or

- ii. Build an addition to the existing St. Joseph CSS to accommodate grade 7 & 8
- Modify the current secondary boundaries for Holy Trinity CSS and St. Joseph CSS to mirror the new proposed boundaries so that students from Bishop Macdonell are not split between the two secondary schools;
- Continue to pursue options for St. Matthew CSS, including finding an alternate location, if possible, so that program can be expanded to include grade 7 & 8.

Boundary Changes

During the ARC working meetings, members of the ARC Committee requested that Board staff review a number of boundary changes as part of the ARC process. Board staff agreed that some of the requested changes are considered viable; therefore, they should be considered in the revised recommendations. Others were reviewed and considered not viable and therefore will not be included in the revised recommendations brought forward by staff.

The ARC Committee's preferred modified Option 2 includes two specific boundary changes that were considered viable by Board staff. These boundary changes allow for school communities to be kept together, where possible.

- Modify the current secondary boundaries for Holy Trinity CSS and St. Joseph CSS to mirror the new proposed boundaries so that students from Bishop Macdonell are not split between the two secondary schools;
- Modify the current St. Anne and Sacred Heart boundaries north of Highway 401 to be included in the new consolidated Sacred Heart/St. Columban's boundary;

Appendix 19 includes a map of the new proposed modified school boundaries based on the feedback received through the ARC process.

Other ARC Committee Requests for Review – Considered Not Viable

The ARC Committee requested that Board staff review the following additional possibilities:

- A change in the boundaries for Bishop Macdonell and the proposed new consolidated Sacred Heart/St. Columban's to a north/south boundary line versus the proposed east/west boundary line.
 - Two scenarios were reviewed. The first using 7th Street as the cutoff and the second using 9th Street as the cutoff.
 - In both scenarios Board staff indicated that these changes would result in the proposed replacement school for Sacred Heart/St. Columban's to be too small; therefore, it would be unlikely to be supported by the Ministry of Education through a Business Case for funding. In addition, these two scenarios would disrupt a much larger proportion of students.
- Closing St. Peter instead of Immaculate Conception and redirecting all the enrolment from St. Peter to Immaculate Conception.
 - This option was not considered viable because Immaculate Conception:
 - is not large enough to accommodate all the enrolment of St. Peter;
 - is located on a land locked site with no room for expansion in the future;

- is in worst condition compared to St. Peter (St. Peter has had \$0.5M in façade improvements)
 - has limited parking;
 - has limited green space;
 - this scenario would leave Bishop Macdonell underutilized.
- Closing Immaculate Conception and redirecting all the enrolment from Immaculate to St. Peter instead of splitting the enrolment between Bishop Macdonell and St. Peter.
 - This option was not considered viable for the following reasons:
 - St. Peter is not large enough to accommodate all the enrolment from Immaculate Conception without an addition;
 - this scenario would leave Bishop Macdonell underutilized.

Special Education Programs

At several of the ARC working committee meetings, the ARC Committee raised concerns over the continuation of existing programming for special education students that currently reside at Bishop Macdonell. Staff was able to confirm that these programs will continue to operate either at the existing location or at an alternate one.

Transportation

The Initial Staff Report (Report 1) indicated that the increase in the number of students that would require bussing under either the Option 1 or Option 2 presented was estimated to be minimal, based on the Board approved transportation distances; therefore, transportation costs were estimated to remain status quo at the time.

STEO has conducted a further high level review of the impact on transportation based on the “new” modified Option 2 proposed recommendations. The maximum estimated impact on transportation at this time is \$150,000.

With possible school closures not occurring until June 2018 or June 2019, STEO has the opportunity to find efficiencies to offset this increased cost of transportation.

Funding Request for Consolidated Sites

The Ministry of Education provides a number of funding sources to address capital improvements at schools that have recently undergone an accommodation review to eliminate surplus pupil places. These funding sources include the Capital Priorities and School Consolidation Capital programs. The Board would be in a position to apply for funding through these programs to address outstanding renewal needs, new capital improvements and solutions to addressing surplus space (e.g. right-sizing a building, new school, etc). Board staff would plan to submit a Business Case for the Cornwall Pupil Accommodation Review in the next round of funding anticipated for Summer 2017 if the proposed recommendations are approved on May 2, 2017.

Timeline and Transition

As stated in the Initial Staff Report (Report 1), this Staff Report (Report 2) and throughout the Cornwall Area Pupil Accommodation Review process, the proposal by staff is to close Immaculate Conception at the end of June 2018 and redirect enrolment to Bishop Macdonell and St. Peter as this can be achieved without any major capital investment. Sacred Heart and St. Columban's are proposed to be consolidated/closed at the end of June 2019 if funding for a new replacement school or alternate location is secured from the Ministry of Education. The transition of grade 7 & 8 students to the existing St. Joseph CSS is proposed to occur for September 2019, once funding for alternate space is acquired or for an addition to the existing St. Joseph CSS.

Board staff continue to explore options for the relocation of St. Matthew CSS so that grade 7 & 8 programming can be added to this school. In addition, Board staff will continue to explore options to accommodate grade 7 & 8 students at St. Joseph CSS.

Following the decision to consolidate and/or close a school, the Board will establish a separate committee to address the transition for students and staff who will work in consultation with parents/guardians and staff.

All revised proposed recommendations are subject to completion of the Pupil Accommodation Review process, with Board approval planned for May 2, 2017, but no later than June 2017.

Below are key upcoming dates:

April 4, 2017 - Public Delegations to the Board of Trustees

May 2, 2017 - Final Staff Report 3 with Recommendations – Seeking Approval

Conclusion

The Board of Trustees approved the commencement of the Cornwall Area Pupil Accommodation Review on October 4, 2016. Staff presented two (2) options to consider at the onset of the process and as required by Board Policy C8.

The Cornwall Area Pupil Accommodation Review Committee (ARC) was formed in October 2016. The ARC convened five (5) working group meetings and two (2) Public Meetings were held. The ARC reviewed the School Information Profiles, asked questions of Board staff, reviewed alternate scenarios and developed a new modified recommended option to present to the community and trustees.

Staff consulted with a variety of groups. Consultation with the community at large was in the form of two (2) Public Meetings and through the Board website. A meeting was also held with members from the City of Cornwall. All groups were kept apprised of the process and important meeting dates through various forms such as letters home to parents/guardians, Synervoice messages, email correspondence and the Board website.

As a result of working with the ARC and taking into consideration the results of the community consultation process, including meeting with the City of Cornwall, Board staff has developed a modified Option 2 as the new preferred option for moving forward with a solution for Cornwall. This new modified Option #2 scenario incorporates feedback received throughout the pupil accommodation process.

New Modified Preferred Option 2 for consideration:

Option 2: New JK-6 school to replace Sacred Heart and the existing St. Joseph CSS becomes a 7-12 school

- Consolidate/Close Immaculate Conception and redirect enrolment to Bishop Macdonell and St. Peter;
- Consolidate/Close St. Columban's and Sacred Heart, and build a new JK-6 facility to replace the existing Sacred Heart, preferably on an alternate site, or, if possible, find an alternate facility for the new consolidated JK-6 Sacred Heart/St. Columban's in close proximity to the existing school;
- Modify the current St. Anne and Sacred Heart boundaries north of Highway 401 to be included in the new consolidated Sacred Heart/St. Columban's boundary;
- Convert St. Anne to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
- Convert Bishop Macdonell to a JK-6 facility with grade 7 & 8 redirected to the existing St. Joseph CSS that is converted to a grade 7 – 12 facility;
- Convert the existing St. Joseph CSS school to a 7 -12 facility to take in grade 7 & 8 from St. Anne, Bishop Macdonell, and the current Sacred Heart and St. Columban's, and
 - iii. Accommodate the grade 7 & 8 enrolment at St. Joseph CSS through the use of alternate space, if this is an option, or
 - iv. Build an addition to the existing St. Joseph CSS to accommodate grade 7 & 8
- Modify the current secondary boundaries for Holy Trinity CSS and St. Joseph CSS to mirror the new proposed boundaries so that students from Bishop Macdonell are not split between the two secondary schools;
- Continue to pursue options for St. Matthew CSS, including finding an alternate location, if possible, so that program can be expanded to include grade 7 & 8.

Recommendation

“That the Board receive as information the Staff Report (Report 2) for the Cornwall Area Pupil Accommodation Review.”

Appendices

Appendix 1: Initial Staff Report (Report 1) – October 4, 2016 (with Appendices 2-15)

Appendix 16: ARC Committee Members

- Appendix 17: ARC Working Committee Meetings – Agenda, Minutes & PowerPoints
- Appendix 18: Pupil Accommodation Review – Frequently Asked Questions & Answers
- Appendix 19: Proposed Modified Option 2 Attendance Boundary Map
- Appendix 20: Public Meetings – Press Releases, Letters of Invitation, Meeting Minutes & PowerPoints
- Appendix 21: Correspondence Received from PAR email Address
- Appendix 22: Commencement of Public Accommodation Review Process – Press Release & Letters of Notice of Commencement of the Public Accommodation Review
- Appendix 23: Meeting with City of Cornwall – Agenda, Meeting Minutes & PowerPoint