

September 27, 2016

Initial Staff Report

Pupil Accommodation Review
Chatham Elementary Schools



ST. CLAIR CATHOLIC
DISTRICT SCHOOL BOARD

Lighting the Way ~ Rejoicing in Our Journey

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Our Mission

Walking together in Christ's light with parish and family, we are called to build a safe and inclusive Catholic learning community and to serve as partners in the formation of life-long learners by:

- living our faith;
- promoting educational achievement and innovation;
- fostering stewardship, leadership and social justice.



1.0 Introduction

As required by the Ministry of Education, this report recommends to the Board of Trustees the commencement of a Pupil Accommodation Review for the Chatham elementary schools. The Pupil Accommodation Review will involve the review of scenarios that will affect the following elementary schools which will now be considered as the 'Review Area':

- Georges P. Vanier Catholic School
- Monsignor Uyen Catholic School
- Our Lady of Fatima Catholic School
- St. Agnes Catholic School
- St. Joseph Catholic School
- St. Ursula Catholic School
- St. Vincent Catholic School

On March 26, 2015 the Ministry of Education released the new Pupil Accommodation Review Guideline (PARG). The guideline requires all school boards in Ontario to develop or revise their Pupil Accommodation Review policy. The PARG sets expectations for all school boards on managing and reviewing underutilized school space, including potential school closures, and for the greater coordination and sharing of planning related information between school boards and other community partners.

On January 26, 2016 the Board of Trustees approved the amendment to **Board Policy, Section B: Administration – Student Accommodation & Boundary Review**, to reflect the changes to the new PARG. The approval of the revised policy and its related procedures now permits the Board of Trustees to consider and approve the commencement of a Pupil Accommodation Review.

The St. Clair Catholic District School Board (SCCDSB) is responsible for providing quality teaching and learning environments that support student achievement. The decisions associated with the Pupil Accommodation Review are made by SCCDSB Trustees in the context of carrying out their primary responsibilities of fostering student achievement and well-being, and ensuring effective stewardship of school board resources.

Effectively managing capital assets and responding to changing demographics and program needs is essential to equitable access, student achievement and school board financial sustainability. An aspect of school board's capital and accommodation planning is reviewing schools that have a variety of accommodation issues through pupil accommodation reviews.

The Corporate Services Department conducted a review of all planning areas in the development of the Board's Long-Term Capital Plan (LTCP). The LTCP identifies the accommodation needs of the Board in terms of new schools, additions to schools, boundary reviews, and areas that are significantly under capacity. Areas that are identified as significantly under capacity require a reduction in pupil places which would entail a pupil accommodation review.

The Chatham elementary schools planning area has been identified in the LTCP as being significantly under capacity in 2015/2016 with further enrolment decline forecasted in the coming years. A pupil accommodation review is required.

As per the Ministry’s Pupil Accommodation Review Guidelines and the Board’s Policy and Procedures, prior to establishing a pupil accommodation review, the initial staff report must be presented to the Board of Trustees and include options to address the accommodation issues and supporting rationale.

The content included in the initial staff report will include the following information:

- summary of accommodation issues for the school(s) under review;
- identification of accommodation option(s), including a preferred option;
- preliminary indication of where students would be accommodated;
- whether proposed changes to an existing facility or facilities are required as a result of the pupil accommodation review;
- identify any program changes as a result of the proposed option;
- how student transportation would be affected if changes take place;
- if new capital investment is required as a result of the pupil accommodation review, how the school board intends to fund this, as well as a proposal on how students would be accommodated if funding does not become available;
- any relevant information obtained from municipalities and other community partners prior to the commencement of the pupil accommodation review, including any confirmed interest in using the underutilized space;
- a timeline for implementation of each option; and
- School Information Profiles.

2.0 School Board Planning Prior to Pupil Accommodation Review

Prior to a pupil accommodation review, SCCDSB is committed to:

1. Investigating alternative accommodation strategies;
2. Pursue community planning and facility partnerships;
3. Advocate for fair and equitable funding from the Ministry of Education to support quality teaching and learning environments;
4. Pursue creative initiatives to generate operating dollars or reduce operating costs; and
5. Maintain an up-to-date Long-Term Capital Plan.

The key criteria of pupil accommodation reviews include, but are not limited to:

- Student achievement
- Student well-being
- School board financial viability/sustainability
- The Guiding Principles as defined in SCCDSB's Long-Term Capital Plan

The pupil accommodation review guiding principles indicate that SCCDSB is committed to investigating alternative accommodation strategies prior to a pupil accommodation review. Each year SCCDSB updates the LTCP and staff revise the proposed accommodation strategies needed for each planning area. All accommodation strategies are taken into consideration including boundary reviews, program changes, facility changes, new builds and pupil accommodation reviews.

Community Planning and Facility Partnerships

In January 2016 the Board of Trustees received the Community Partnership and Planning Guideline as part of the Student Accommodation & Boundary Review Policy and Procedures which provides an opportunity for the Board to work more closely with local municipal governments and other community partners when planning to address underutilized school space.

Community partners were invited to the board meeting of February 26, 2016 for the presentation of the Long-Term Capital Plan to the Board of Trustees. Stakeholders were also invited to provide any relevant information regarding facility partnerships and planning prior to the completion of the LTCP. The LTCP included a list of the surplus classrooms at each of the Board's schools which could be considered for community partnership opportunities. Of the seven schools listed in the subject review area, three schools were identified as having available space (minimum of 3 vacant classrooms) for a potential community partnership. The meeting was not well attended by the Board's community partners and as a result no formal requests have been received.

Long-Term Capital Plan (LTCP)

The St. Clair Catholic District School Board (SCCDSB) has an obligation to provide equitable, affordable, and sustainable learning facilities for students. To address the numerous facets related to this challenge and to provide clear direction, SCCDSB, led by Corporate Services, produced its first LTCP ("Capital Plan 2016-2021") in 2016 to guide the Board towards achieving this goal. Accommodation planning is dynamic, therefore the LTCP is a fluid document that is updated on an annual basis and illustrates SCCDSB's current facility situation and facilities management strategy.

The purpose of the Long-Term Capital Plan:

1. Provide background information with respect to SCCDSB's long-term capital needs and accommodation strategy;
2. Provide a framework for decision making regarding SCCDSB facilities; and
3. Provide a long-term accommodation strategy schedule.

The LTCP is intended to provide the Board with a clear direction related to accommodations and capital expenditures. The objectives of the Board's LTCP are:

1. To ensure an efficient and effective use of Board resources;
2. To ensure students are accommodated in facilities that are safe, healthy, and promote a superior learning environment;
3. To achieve equity in school facilities across both the elementary and secondary panels over the long-term; and
4. To manage available resources in a responsible manner.

The LTCP sets out a strategy for school accommodation initiatives which may include land purchases, new school construction, additions, school boundary reviews, school consolidation/closure reviews or other accommodation related matters.

In order to ensure that the St. Clair Catholic District School Board (SCCDSB) provides equitable, affordable and sustainable learning facilities, the following LTCP Guiding Principles have been created. These principles guide and assist in creating the framework for determining the viability of our schools, which is a key component in the development and implementation of the Long-Term Capital Plan.

The following guiding principles are consistent with the commitment to provide quality teaching and learning environments that are driven by the needs of students and programs:

1. SCCDSB is committed to providing and maintaining quality learning and teaching environments that support student achievement (SCCDSB Strategic Plan 2015-2016)
2. Optimal utilization rates for school facilities is in the range of 90-110%
3. Facilities reflect the program strategy that all students need personalized learning, pathways, schools with specialization and cluster and community support
4. The scheduled length of time on a vehicle provided through CLASS shall not exceed 60 minutes one-way (elementary), 75 minutes one-way (secondary)
5. School facilities meet the needs of each of our students in the 21st century
6. Accessibility will be considered in facility planning and accommodation
7. School facilities provide neighbourhood and community access that supports the well-being of students and their families (Child Care, Community Partnerships, Community Use of Schools)
8. School facilities have flexible learning environments including adaptive and flexible use of spaces
9. Specific principles related to elementary and secondary panels:

Elementary

- a. *School Capacity* – optimal school capacity would be 400 to 600 students, which creates two to three classes for each grade
- b. *School Grade/Organization* – Kindergarten to Grade 8 facilities
- c. *School Site Size* – optimal elementary school site size would be approximately 6 to 8 acres

- d. *French Immersion* – single track schools preferred; in dual track schools a balance between French Immersion and English track students is ideal for balanced program delivery

Secondary

- a. *School Capacity* – optimal school capacity would be 1,200 to 1,400 students
- b. *School Site Size* – ideal secondary school site size would be approximately 15 acres, including the athletic field, parking lot and school building

(NOTE: Not meeting the aspects of the program specific principles above (#9), does not mean that a school has been pre-determined for automatic closure or other accommodation strategies. The principles are intended to be guides and are not always applicable to all situations).

Consultation with Local Municipal Government

On July 14, 2016, staff met with the Municipality of Chatham-Kent’s Chief Administrative Officer and Planning Services staff to discuss issues related to the review area. Discussions at the meeting included a description of the Board’s planned activities related to Chatham as outlined in the LTCP, building and development information, and other information relevant to the review area.

On September 15, 2016, staff met with the Municipality staff to review vacant property within Chatham that may be viable locations for potential future school construction.

3.0 Pupil Accommodation Review Consultation

Subject to approval of the commencement of the Pupil Accommodation Review – Chatham Elementary Schools by the Board of Trustees, senior administration will initiate the establishment of a Pupil Accommodation Review Committee (PARC) and commence the public consultation process to complete the review in accordance with the proposed timelines outlined below:

September 27, 2016	Initial Staff Report presented to Board of Trustees
October 4, 2016	PARC Meeting
October 11-26, 2016 (TBD)	Tour of Schools – PARC and Board Staff
November 9, 2016	Public Meeting #1
November 15-17, 2016 (TBD)	Tour of Schools – PARC and Board Staff
November 29, 2016	PARC Meeting
December 14, 2016	PARC Meeting (if required)
January 19, 2017	PARC Meeting (if required)
January 25, 2017	Public Meeting #2
February 1, 2017	PARC Meeting
February 14, 2017	Final Staff Report presented to Board of Trustees
February 28, 2017	Public Delegations at Board Meeting
March 7 or 8, 2017	PARC Meeting
March 28, 2017	Final Decision made by Board of Trustees
<i>** Note: Additional Meetings may be scheduled by the PARC as required</i>	

This proposed schedule would allow for the process to conclude prior to the end of the current (2016/17) school year, allow for transition planning throughout the 2017/2018 school year and align the Trustee decision with the next opportunity to apply for the Ministry’s Consolidated Capital Funding. Any deviation from the proposed timelines has the potential to impact any or all of the benefits associated with concluding the process by March 28, 2017.

Pupil Accommodation Review Committee (PARC)

The members of the PARC will consist of three (3) representatives from each school under review. This would include a parent/guardian (chosen by the Parent Advisory Council), a community representative, and a school administrator (non-voting). The PARC is an advisory committee that represents the school(s) affected by a pupil accommodation review and which acts as the official conduit for information shared between the Board and the affected school communities.

The PARC provides feedback with respect to Staff Report(s) and the options set out therein and may also present alternative accommodation option(s), including rationale for the option(s), recognizing the guiding principles outlined in the Board’s policy and procedures. The overall goal of the PARC is to provide the local perspective of stakeholders impacted by the decision of the Board of Trustees, and to

provide constructive feedback regarding the Initial Staff Report, School Information Profiles (“SIPs”), administration’s preferred option, and other additional options presented.

The Chair of the PARC, appointed by the Director of Education, will facilitate all meetings of the PARC and Public meetings, drawing upon the expertise of various Board departments and others as required by the PARC.

4.0 Background Data

The following section will outline the School Information Profiles and other background data used in the creation of pupil accommodation review scenarios and the preferred option.

School Information Profile

School Information Profiles (SIPs) are orientation documents to help the Pupil Accommodation Review Committee (PARC) and the community understand the context surrounding the decision to include the specific schools in a pupil accommodation review. The SIP provides an understanding of and familiarity with the facilities under review.

The minimum data requirements and factors that are to be included in the SIP are listed in the Ministry's Pupil Accommodation Review Guidelines, but school boards are able to introduce additional items that could be used to reflect local circumstances and priorities which may help to further understand the school(s) under review. The PARC may request clarification about information provided in the SIP, however, it is not the role of the committee to approve the SIP. The SIPs were prepared by school board staff. Information is accurate to the best of SCCDSB's ability. The SIPs are included as appendices to this report (Appendix A to G).

Facility Condition Index

Facility condition assessments are an analysis of system components in a school's building. Systems include the architectural, mechanical, electrical and plumbing elements of a building. Each system has many components which are all inspected for deficiencies through the facility conditions assessment. Each component is assessed to identify remaining service life. Also known as a lifecycle, the remaining service life identifies the estimated number of years the component will function in proper condition. By identifying the remaining service life of building components, the facility condition assessment can identify replacement timing and estimated costs for building components. Replacement costs represent the renewal needs. The total cost of repairing or replacing all the components in a school which have five or fewer years in remaining service life is known as 5-year renewal needs.

Using the 5-year renewal needs, a facility condition index (FCI) can be calculated. FCI is the ratio of 5-year renewal costs to the estimated replacement value of the school facility. To calculate the FCI, divide the total estimated 5-year renewal needs by the estimated replacement value. FCI is represented as a percentage. The replacement value is the estimate dollar amount needed to replace a school of the same size, built with current Ministry standards. A facility with a lower FCI will require less expenditure for remedial or renewal work relative to the facility's value.

School condition and the condition of learning environments is important when assuring equity and safety for all students. SCCDSB monitors facility condition through facility condition assessments completed by VFA Canada. VFA Canada has been tasked with assessing all the schools under the Ministry of Education in Ontario. School condition assessments commenced in 2011 with the first full cycle being completed in the summer of 2015. All facility condition data for every school is housed in the VFA Capital Planning System database. Once initial assessments are complete it is the responsibility of the school board to update the facility condition database.

Facility condition assessments and FCI are valuable tools that assist boards in creating capital plans and assist in identifying facility needs. It is important to note that these assessments and the FCI are only one factor in determining the facility condition. FCI does not account for items such as accessibility, asbestos abatement and safe school initiatives. FCI is also a tool that assists Facilities Management staff in

identifying major renewal needs and allows staff to monitor these items as they reach the end of their lifecycle.

The following chart shows the FCI categories used by the Ministry of Education and school boards to assess the overall condition of school facilities. The categories are also indicators of the facility's potential risk of failure, the impact on its operations and the impact on its functionality.

Facility Condition Index (FCI)	
FCI Levels	Asset Performance
Good <5%	<ul style="list-style-type: none"> • Facilities will look clean and functional • Limited and manageable component and equipment failure may occur • Facilities will be in a favourable position for attracting enrolment
Fair 5-10%	<ul style="list-style-type: none"> • Facilities are beginning to show signs of wear • More frequent component and equipment failure may occur
Poor 11-30%	<ul style="list-style-type: none"> • Facilities will look worn with apparent and increasing deterioration • Frequent component and equipment failure may occur • Occasional building shut down might occur • The facility will be at a competitive disadvantage and enrolment could be impacted
Critical > 30%	<ul style="list-style-type: none"> • Facilities will look worn with obvious deterioration • Equipment failure in critical items more frequent • Occasional building shut down could occur • Management risk is high • The facility will be at a competitive disadvantage and will be at a high risk of enrolment shortfall

Listed below in Table 1 is the facility condition calculation for each school. For a detailed list of renewal items, see the SIPs (Appendix A to G).

School Name	Original Construction	5-Year Renewal Needs	Replacement Value	Facility Condition Index
Georges P. Vanier	1967	\$2,780,907	\$6,247,000	44.5%
Monsignor Uyen	1968	\$2,471,932	\$7,915,860	31.2%
Our Lady of Fatima	1978	\$3,108,403	\$8,720,260	35.6%
St. Agnes	1959	\$2,934,502	\$5,183,020	56.6%
St. Joseph	1955	\$3,221,748	\$5,564,520	57.9%
St. Ursula	1958	\$4,035,241	\$8,004,340	50.4%
St. Vincent	1957	\$2,628,368	\$5,564,520	47.2%
Total		\$21,181,101	\$47,199,520	44.9%

Table 1: Facility Condition Index

Enrolment Projections

The enrolment projection calculations are comprised of two main components - the historic school community and students generated by new residential development. Enrolment projection software (Baragar Systems) allows staff to analyze historical enrolment trends, examine yield rates (by dwelling type) of residential development and factor in this information when projecting enrolments. The software analyzes and summarizes the grade-by-grade, year-by-year, progression of students. Each school and community exhibits different trends or movements which are used to create retention rates for each grade at each school. The retention rates capture any gains or losses in enrolment that a school may experience as students move from one grade to another.

Student enrolments are revised annually to reflect current actual student counts, and calculation variables are re-examined for adjustments that may be required as a result. Any approved Board decision such as school closures, program or boundary changes are annually revised and incorporated into the student enrolment projections. There are a number of other school specific assumptions captured in the projections as well. These assumptions can include programming (i.e. French Immersion), Board policy (i.e. Out-of-Boundary) or new Ministry initiatives (i.e. full-day kindergarten). Enrolments projections are compared against historical enrolments, population forecasts, Census and birth data in order to validate that population information is trending in a similar manner.

Enrolment projections can be created for a variety of time frames; one-year, five-year or ten-year projections are typical time frames used by board staff for planning purposes. Please see Table 2 below, which illustrates the enrolment projections and utilization rates for the schools included in the area. For individual school enrolment projections by grade, see the SIPs (Appendix A to G).

School Name	OTG	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Georges P. Vanier	259	255	261	270	272	277	282	281	277	275	287
		98.5%	100.8%	104.2%	105.0%	106.9%	108.9%	108.5%	106.9%	106.2%	110.8%
Monsignor Uyen	354	326	342	368	377	394	407	414	428	429	423
		92.1%	96.6%	104.0%	106.5%	111.3%	115.0%	116.9%	120.9%	121.2%	119.5%
Our Lady of Fatima	420	354	345	337	321	319	310	307	304	297	292
		84.3%	82.1%	80.2%	76.4%	76.0%	73.8%	73.1%	72.4%	70.7%	69.5%
St. Agnes	187	123	110	99	90	83	76	73	72	70	68
		65.8%	58.8%	52.9%	48.1%	44.4%	40.6%	39.0%	38.5%	37.4%	36.4%
St. Joseph	210	109	107	101	101	99	99	95	102	98	100
		51.9%	51.0%	48.1%	48.1%	47.1%	47.1%	45.2%	48.6%	46.7%	47.6%
St. Ursula	374	236	232	226	223	215	212	213	206	205	212
		63.1%	62.0%	60.4%	59.6%	57.5%	56.7%	57.0%	55.1%	54.8%	56.7%
St. Vincent	210	181	168	160	151	145	139	135	129	127	129
		86.2%	80.0%	76.2%	71.9%	69.0%	66.2%	64.3%	61.4%	60.5%	61.4%
Total	2,014	1,584	1,565	1,561	1,535	1,532	1,525	1,518	1,518	1,501	1,511
		78.6%	77.7%	77.5%	76.2%	76.1%	75.7%	75.4%	75.4%	74.5%	75.0%

Table 2: Enrolment Projections

Transportation Data

Transportation data was provided by Chatham-Kent Lambton Administrative School Services (CLASS), the Board's shared services consortium. Student data is from the 2015/2016 school year. Please see Table 3 below for transportation data.

School Name	Total Students	Eligible Riders	Percentage of Students
Georges P. Vanier	248	125	50.4%
Monsignor Uyen	312	276	88.5%
Our Lady of Fatima	374	186	49.7%
St. Agnes	119	72	60.5%
St. Joseph	119	55	46.2%
St. Ursula	262	79	30.2%
St. Vincent	182	178	97.8%

Table 3: Transportation Statistics

As per the CLASS Transportation Policy, all JK to Grade 8 students living more than 1.6 km from their school are eligible for transportation. Courtesy transportation may be provided for additional riders, who would normally be ineligible, but can be accommodated on the school bus without any increase in cost or negative impact on current service.

5.0 Planning Area Overview

The seven elementary schools included in the Chatham pupil accommodation review consist of Georges P. Vanier, Monsignor Uyen, Our Lady of Fatima, St. Agnes, St. Joseph, St. Ursula, and St. Vincent, all of which are JK-8 schools and whose students graduate into Ursuline College Chatham Secondary School. All of the schools included in the pupil accommodation review serve mature residential neighbourhoods of Chatham.

The pupil accommodation review area encompasses Chatham and some of the surrounding rural area. SCCDSB enrolment in this area has declined to 1,584 students in 2016. Overall enrolment for the review area is projected to remain stable for the next 10 years. Please see Figure 1 below for a map of the review area.

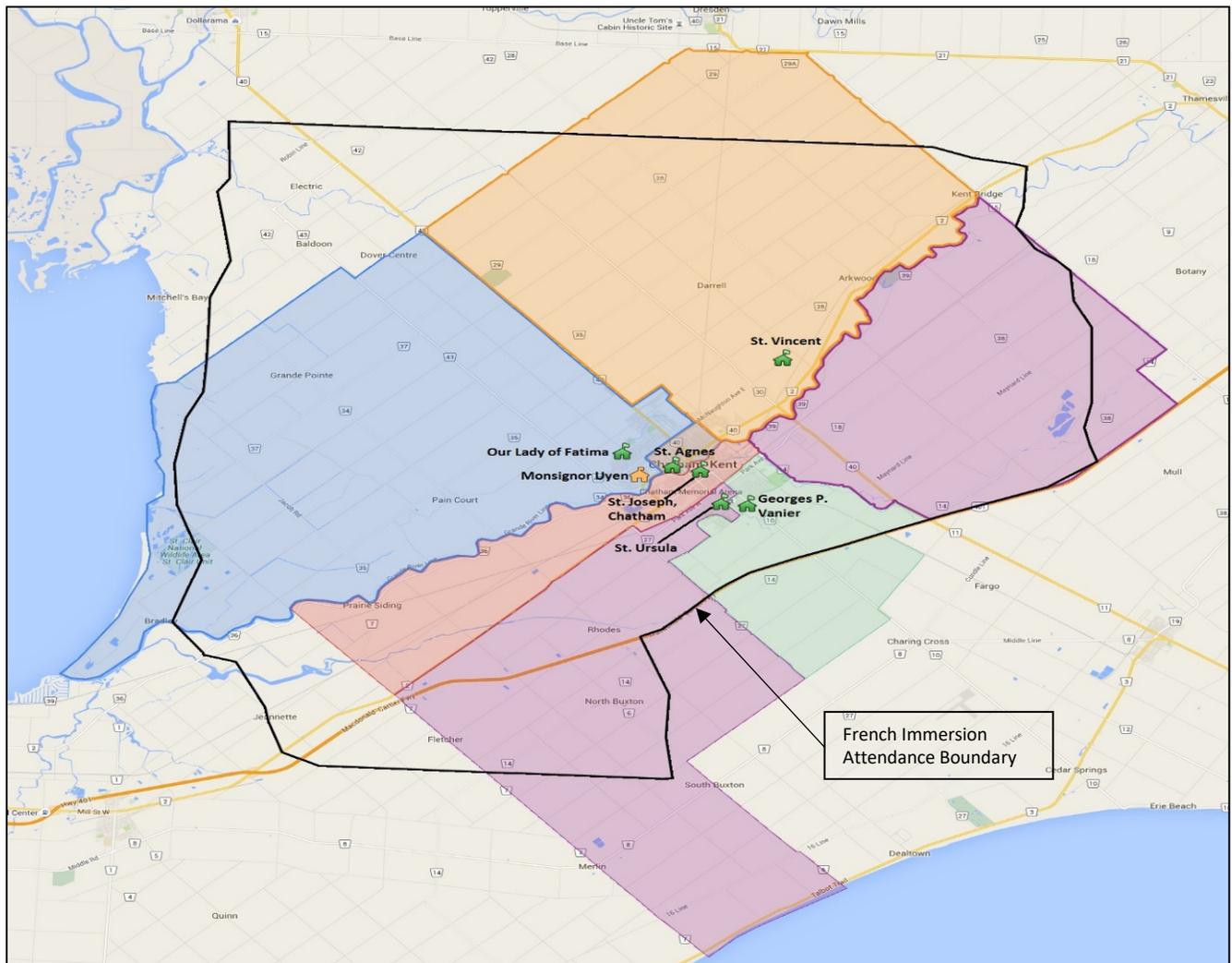


Figure 1: Chatham Elementary Schools Review Area

Table 4 below, shows a brief overview of each school. For detailed school data, please see Appendix A to G, School Information Profiles (SIPs).

School Name	OTG	2016 Enrolment	2016 Utilization	Original Construction	FCI	Site Size (acres)
Georges P. Vanier	259	255	98.5%	1967	44.5%	4.99
Monsignor Uyen	354	326	92.1%	1968	31.2%	4.50
Our Lady of Fatima	420	354	84.3%	1978	35.6%	9.24
St. Agnes	187	123	65.8%	1959	56.6%	2.10
St. Joseph	210	109	51.9%	1955	57.9%	1.75
St. Ursula	374	236	63.1%	1958	50.4%	4.40
St. Vincent	210	181	86.2%	1957	47.2%	6.60
Total	2,014	1,584	78.6%		44.9%	

Table 4: School Overview

6.0 Accommodation Issues

The goal of this pupil accommodation review is to create new quality teaching and learning environments, provide equity of access and ensure long-term facility and financial sustainability.

Enrolment and Utilization

The overall utilization of the 7 schools under review is 78.6% with a current surplus of 430 pupil places that is projected to increase to over 500 pupil places in future years. Although this is a moderate overall utilization, distribution of students throughout the schools is not equal. Table 5 shows the current utilization for each of the schools. St. Agnes, St. Joseph and St. Ursula all have low utilizations while the remaining schools have fair to good utilization. Many of the schools in Chatham are small by Ministry of Education standards. A better distribution of students and a higher utilization of schools would be a goal of any proposed accommodation strategy.

School Name	OTG	2016 Enrolment	2016 Utilization
Georges P. Vanier	259	255	98.5%
Monsignor Uyen	354	326	92.1%
Our Lady of Fatima	420	354	84.3%
St. Agnes	187	123	65.8%
St. Joseph	210	109	51.9%
St. Ursula	374	236	63.1%
St. Vincent	210	181	86.2%
Total	2,014	1,584	78.6%

Table 5: 2015 Enrolment and Utilization

Facility Size and Condition

In 2013, the Ministry of Education introduced their School Board Efficiencies and Modernization Strategy. Based on this strategy, the Grants for Student Needs (GSN) include changes to financial supports for underutilized school space to incent boards to make more efficient use of space. The Ministry has also made significant investments in the School Consolidation Capital program to support efficient use of school space and encourage school boards to right-size their school facilities.

From an operational and financial standpoint, small schools can be challenging to staff as funding is primarily enrolment based. Small school enrolments may not equate to full-time staff in areas such as school administration, secretarial and library supports. From a program perspective, small grade cohorts can create challenges for organizing classes that meet Ministry class-size targets and averages and can result in combined classes of two or three grades. This can also result in other operational challenges such as teachers having fewer opportunities for team teaching and collaboration, fewer teachers being available for supervision and reduced offerings of extra-curricular activities.

The average age of the facilities in the review area, with the exception of Our Lady of Fatima, is in excess of 50 years old with construction dates ranging from 1955 to 1968. Facilities within this age range are reaching the end of their lifecycle. As described in section 4.0, the facility condition index is a comparative ratio of 5-year renewal needs vs. the replacement costs of the facility. Displayed as a percentage, the higher the percentage the more renewal work that is needed at the facility. Three facilities under review have a facility condition index of greater than 50%.

Table 6 below shows the estimated cost of 5-year renewal needs at each facility identified in the Ministry of Education’s VFA database. The total 5-year renewal needs for the planning area from this database is \$21.2 million. In addition to this amount, the Board has identified additional 5-year renewal needs totaling \$8.9 million which would increase the FCI noted in Table 6 from 44.9% to 63.8%. FCI does not account for items such as accessibility, asbestos abatement and safe school initiatives.

School Name	Original Construction	5-Year Renewal Needs	Replacement Value	FCI
Georges P. Vanier	1967	\$2,780,907	\$6,247,000	44.5%
Monsignor Uyen	1968	\$2,471,932	\$7,915,860	31.2%
Our Lady of Fatima	1978	\$3,108,403	\$8,720,260	35.6%
St. Agnes	1959	\$2,934,502	\$5,183,020	56.6%
St. Joseph	1955	\$3,221,748	\$5,564,520	57.9%
St. Ursula	1958	\$4,035,241	\$8,004,340	50.4%
St. Vincent	1957	\$2,628,368	\$5,564,520	47.2%
Total		\$21,181,101	\$47,199,520	44.9%

Table 6: Facility Condition Index Data

Meeting Program Needs and Accessibility Standards

Elementary programming has significantly changed over the past half century. Quality teaching and learning environments are key to program delivery, and facilities constructed 50-60 years ago do not meet the programming needs of today. Space benchmarks represent the Ministry’s standard square footage for instructional and operational spaces. Instructional spaces are classrooms or teaching spaces, while operational spaces are both staff space and general office space. The square footage of each space is based on the size or OTG of the facility.

The majority of schools in the review area fail to meet accessibility standards and current expectations required for today’s teaching and learning environment. Table 7 below represents how each school, in its current state, meets the guiding principles and other criteria used when reviewing potential accommodation options.

School	CURRENT SITUATION						
	Georges P. Vanier	Monsignor Uyen	Our Lady of Fatima	St. Agnes	St. Joseph	St. Ursula	St. Vincent
JK-8 School	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Facility Utilization (90-110%)	Yes	Yes	No	No	No	No	No
OTG (400-600 students)	No	No	Yes	No	No	No	No
Small Schools (<150)	No	No	No	Yes	Yes	No	No
Fully Accessible	No	No	No	No	No	No	No
Transportation < 60 Mins	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Site Size (6-8 Acres)	4.99	4.50	9.24	2.10	1.75	4.40	6.60

Table 7: Current Situation with respect to Guiding Principles

7.0 Sources of Capital Funding

Proceeds of Disposition

When a property is not appropriate (closed school or vacant property) for school or administrative use, it is deemed surplus to the Board and can be sold at fair market value following the procedures outlined in Ontario Regulation 444/98. Proceeds from the sale of Board properties can only be used for school based projects such as new site acquisitions, capital project construction, or furniture and equipment to be used in schools.

School Renewal Grants (SRG)

The school renewal allocation is provided annually through the Ministry of Education's Grants for Student Needs (GSN) with enrolment being the primary driver. These funds are to be used to address the cost of repairing and renovating schools. SCCDSB's allocation for 2015/2016 is \$1,541,348 and is estimated for 2016/2017 to be \$1,545,501.

School Condition Improvement (SCI)

Annual funding allocation is provided through the GSN to target renewal needs in schools. It is intended to help boards address the identified renewal backlog from the data collected to date through the Ministry's five-year Condition Assessment Program, which began in 2011. The Ministry changed the funding approach for SCI starting in 2015/2016. A total of \$960 million in SCI funding will be allocated to boards in 2015/2016 and \$1.035 billion in 2016/2017. SCI funding will now be allocated in proportion to a board's total assessed renewal needs under the Ministry's Condition Assessment Program. SCCDSB's allocation for 2015/2016 is \$3,233,455 and for 2016/2017 will be \$3,232,202.

School Consolidation Capital (SCC)

In the 2014/2015 GSN, the Ministry announced \$750 million in capital funding available for a School Consolidation Capital (SCC) program in support of the SBEM initiative over the next four years. The Ministry recognizes that for school boards to effectively and efficiently manage their excess capacity, they will need to, in some instances, right-size their capital footprint. The SCC funding is being allocated on a business case basis for new schools, retrofits and additions that support the reduction of excess capacity.

Capital Priorities Grant (CPG)

The Ministry continues its multi-year capital funding allocations designed to target board identified capital needs. The primary means for funding new construction is the Capital Priorities Grant with additional capital funding available to school boards to help manage excess capacity through space reductions, address high and urgent renewal needs and facility condition, repurpose school space for child care, meet enrolment demands through temporary accommodation and the purchase of land for new schools and additions.

Since the Capital Priorities Grant program began in 2010, the Ministry has allocated over \$2.9 billion in capital funding for the construction of new schools, permanent additions, renovations and school purchases. These projects address accommodation pressures, replace facilities in poor repair, and consolidate underutilized facilities. In addition, the Ministry has \$60 million available for priority land purchases.

8.0 Pupil Accommodation Review Options

In consideration of the proposed Pupil Accommodation Review for the Chatham Elementary Schools review area, and as a requirement of Board policy and procedures, staff has considered a number of options to close various schools in the review area in an attempt to eliminate surplus pupil places and outdated school facilities. The proposed reduction in pupil places to increase overall utilization in the review area is a primary consideration for a pupil accommodation review. Options which do not achieve an increase in overall utilization and an upgrade to the Board's teaching and learning environments are not identified as potential solutions.

The following options, including a preferred option, will be presented to the PARC and to the community upon approval to proceed with a pupil accommodation review. These options represent solutions that align with the Board's objectives for the effective use of resources and the provision of programming that meets student needs. Area maps, actual and projected enrolments for each option, and School Information Profiles (SIPs) for each school in the review area are included in this report. The SIPs are included as appendices to this report as follows:

- Appendix A: Georges P. Vanier Catholic School
- Appendix B: Monsignor Uyen Catholic School
- Appendix C: Our Lady of Fatima Catholic School
- Appendix D: St. Agnes Catholic School
- Appendix E: St. Joseph Catholic School
- Appendix F: St. Ursula Catholic School
- Appendix G: St. Vincent Catholic School

8.1 Option A (Preferred Option)

Summary: This option calls for the closure of 6 schools (Georges P. Vanier, Monsignor Uyen, St. Agnes, St. Joseph, St. Ursula, St. Vincent) and the construction of 2 new English program schools.

Accommodation Plan:

- Build a new JK-8 school (including child care facilities) in North Chatham to accommodate all students living north of the river
- Build a new JK-8 school (including child care facilities) in South Chatham to accommodate all students living south of the river
- Move the French Immersion program from Monsignor Uyen to Our Lady of Fatima
- Address outstanding renewal needs at Our Lady of Fatima
- Redefine boundaries for the two new schools – adjustments will be required to the boundaries of some surrounding rural schools (See Figure 2 below for a detailed map of the proposed boundaries)
- Proposed boundary adjustments will result in some future student registrations being redirected to Good Shepherd (Thamesville), St. Anne (Blenheim), and St. Joseph (Tilbury) school communities – approximately 20 students
- Submit a School Consolidation Capital (SCC) business case to the Ministry of Education for the construction of 2 new elementary schools and the acquisition of property for one of the new schools
- **New Construction – 500 pupil place school in North Chatham (anticipated opening Sept 2019)**
 - Our Lady of Fatima students directed to new school
 - St. Agnes students directed to new school
 - St. Vincent students directed to new school
- **New Construction – 550 pupil place school in South Chatham (anticipated opening Sept 2019)**
 - Georges P. Vanier students directed to new school
 - St. Joseph students directed to new school
 - St. Ursula students directed to new school
- **Outstanding school renewal issues at Our Lady of Fatima (complete for Sept 2019)**
 - Monsignor Uyen students directed to Our Lady of Fatima

Transportation Analysis:

- Eligible ridership in 2015/2016 was 60.1% of the students attending the Catholic elementary schools subject to this pupil accommodation review
- Eligible ridership projected for 2019/2020 under Option A will increase to 69.1% with an estimated increased cost of \$89,490

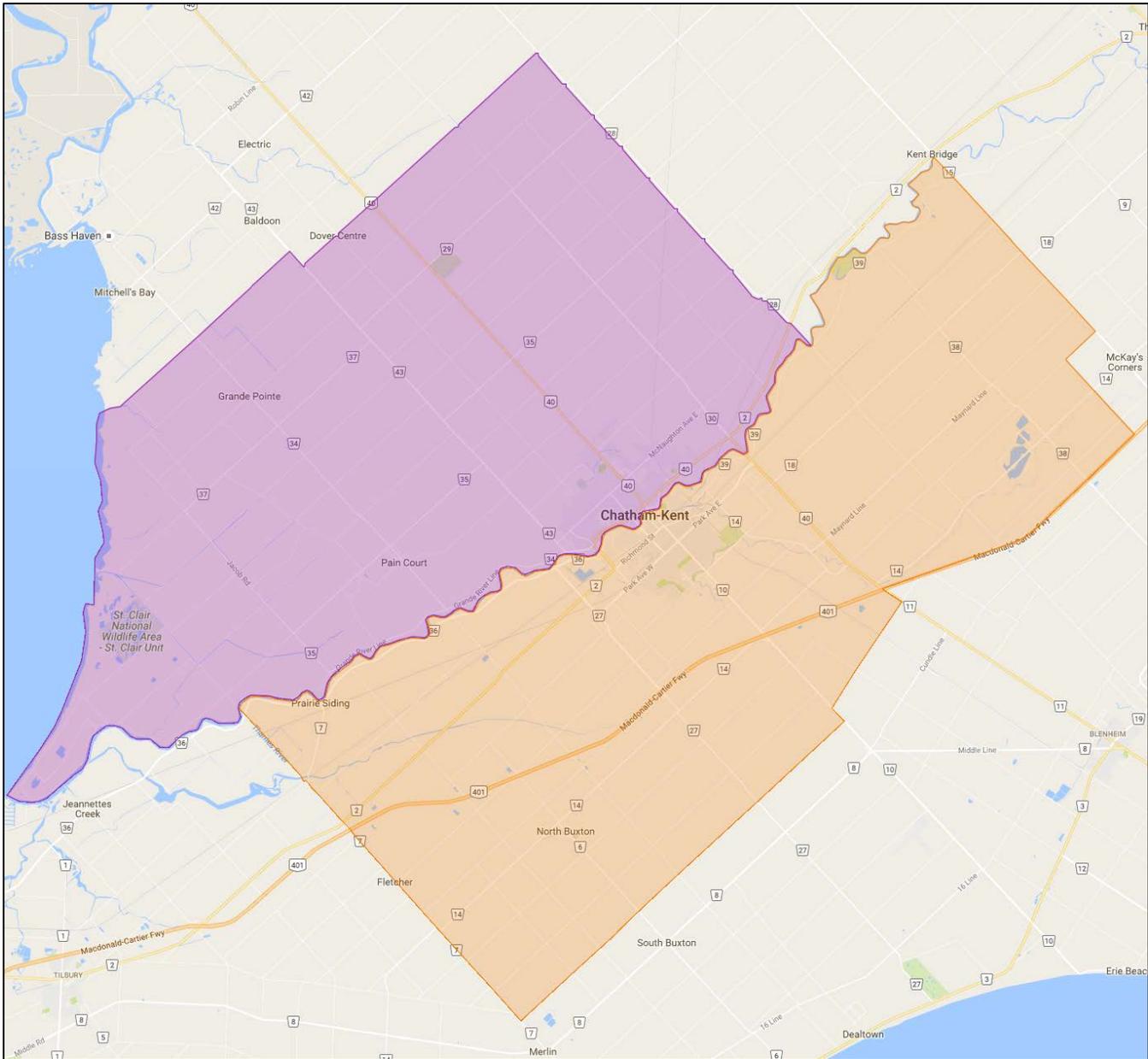


Figure 2: Option A - Proposed School Boundaries

Table 8 below illustrates the projected enrolment and capacity utilization for Option A’s proposed solution.

School Name	OTG 2019	2019	2020	2021	2022	2023	2024	2025
Our Lady of Fatima (French Immersion)	420	377	394	407	414	428	429	423
		89.8%	93.8%	96.9%	98.6%	101.9%	102.1%	100.7%
North Chatham School	500	549	534	512	502	492	481	476
		109.8%	106.8%	102.4%	100.4%	98.4%	96.2%	95.2%
South Chatham School	550	589	584	586	582	578	571	592
		107.1%	106.2%	106.5%	105.8%	105.1%	103.8%	107.6%
Total	1,470	1,515	1,512	1,505	1,498	1,498	1,481	1,491
		103.1%	102.9%	102.4%	101.9%	101.9%	100.7%	101.4%

Table 8: Projected Enrolment and Capacity Utilization

Proposed Timelines:

Pupil Accommodation Review Process	October 2016 – March 2017
SCC Funding Application Process	October 2016 – March 2017
Pre-Construction – Design/Tender/Approvals	April 2017 – December 2017
Construction	January 2018 – August 2019
Close Schools	June 2019
School Occupancy	September 2019

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. The committee will work closely with staff and the local parent communities. The proposed timelines are contingent on the Board receiving approval of its business case submission to the Ministry for funding approval. Depending on the Ministry’s decision, construction of the new schools and implementation of this option could be phased-in over an extended time period.

Estimated Capital Investment:

The current capital investment required to address the Chatham elementary schools backlog of renewal needs identified in the Ministry’s VFA database plus other board identified renewal needs is outlined in Table 9 below. The estimated cost to address these capital needs is \$32.7 million. The funding available to address these costs is from the Board’s annual Ministry allocations for School Renewal Grants (SRG) and School Condition Improvement (SCI). The amount provided to SCCDSB in 2015/2016 was \$4,774,803 and for 2016/2017 is estimated to be \$4,777,703.

SOURCE	DESCRIPTION	COST
VFA Database	5-Year Renewal Needs	\$21,181,101
VFA Database	Renewal Needs > 5 Years	\$2,549,502
SCCDSB Database	Board Identified Needs	\$8,922,458
		\$32,653,061

Table 9: Review Area Backlog of Renewal Needs

The capital investment requirements estimated for Option A, the preferred option, are listed in Table 10 below. It includes the construction of 2 new schools, significant renewal projects at Our Lady of Fatima, and the acquisition of property for one of the new schools. The cost estimate to build 2 new schools,

complete the outstanding renewal requirements at Our Lady of Fatima and purchase property for one of the new schools is \$29.9 million. The funding to address new capital, due to the consolidation of schools, would be applied for through the School Consolidation Capital funding program. Renewal costs would be address through the SCI and SRG funding.

CAPITAL ASSET	PROJECT DESCRIPTION	COST
Chatham North School	New Build	\$12,080,104
Chatham South School	New Build	\$12,965,739
Our Lady of Fatima	5-Year Renewal Needs	\$3,108,403
	Renewal Needs > 5 Years	\$449,780
	Board Identified Needs	\$250,000
Vacant Property	Site Acquisition	\$1,000,000
		\$29,854,026

Table 10: Option A – Capital Investment

Option A, the preferred option, would remove over \$32.7 million in renewal backlog and the Chatham elementary schools would require minimal renewal/school improvement funding for the next 20-25 years.

Guiding Principles:

Table 11 below shows how each of the schools in Option A, the preferred option, meets the guiding principles and other criteria.

School	Chatham North School	Chatham South School	Our Lady of Fatima
JK-8 School	Yes	Yes	Yes
Facility Utilization (90-110%)	Yes	Yes	Yes
OTG (400-600 students)	Yes	Yes	Yes
Small Schools (<150)	No	No	No
Fully Accessible	Yes	Yes	Yes
Transportation < 60 Mins	Yes	Yes	Yes
Site Size (6-8 Acres)	TBD	TBD	9.24

Table 11: Option A – Guiding Principles (Consolidated Schools)

8.2 Option B

Summary: This option calls for the closure of five (5) schools (Georges P. Vanier, St. Agnes, St. Joseph, St. Ursula, St. Vincent) and the construction of two (2) new English program schools.

Accommodation Plan:

- Build a new JK-8 school (including child care facilities) in North Chatham
- Build a new JK-8 school (including child care facilities) in South Chatham
- Move the French Immersion program from Monsignor Uyen to Our Lady of Fatima
- Develop a multi-year plan to address outstanding renewal needs at Our Lady of Fatima and Monsignor Uyen
- Redefine boundaries for the three English program schools – adjustments will be required to the boundaries of some surrounding rural schools (See Figure 3 below for a detailed map of the proposed boundaries)
- Proposed boundary adjustments will result in some future student registrations being redirected to Good Shepherd (Thamesville), St. Anne (Blenheim), and St. Joseph (Tilbury) school communities – approximately 20 students
- Submit a School Consolidation Capital (SCC) business case to the Ministry of Education for the construction of 2 new elementary schools and the acquisition of property for one of the new schools
- **New Construction – 300 pupil place school in North Chatham (anticipated opening Sept 2019)**
 - Our Lady of Fatima students directed to new school
 - St. Vincent students directed to new school
- **New Construction – 500 pupil place school in South Chatham (anticipated opening Sept 2019)**
 - Georges P. Vanier students directed to new school
 - St. Ursula students directed to new school
 - Portion of St. Joseph students directed to Monsignor Uyen
- **Outstanding school renewal issues at Our Lady of Fatima (completion date TBD)**
 - Monsignor Uyen students directed to Our Lady of Fatima
- **Outstanding school renewal issues at Monsignor Uyen (completion date TBD)**
 - St. Agnes students directed to Monsignor Uyen
 - Portion of St. Joseph students directed to Monsignor Uyen

Transportation Analysis:

- Eligible ridership in 2015/2016 was 60.1% of the students attending the Catholic elementary schools subject to this pupil accommodation review
- Eligible ridership projected for 2019/2020 under Option B will increase to 69.9% with an estimated increased cost of \$102,586

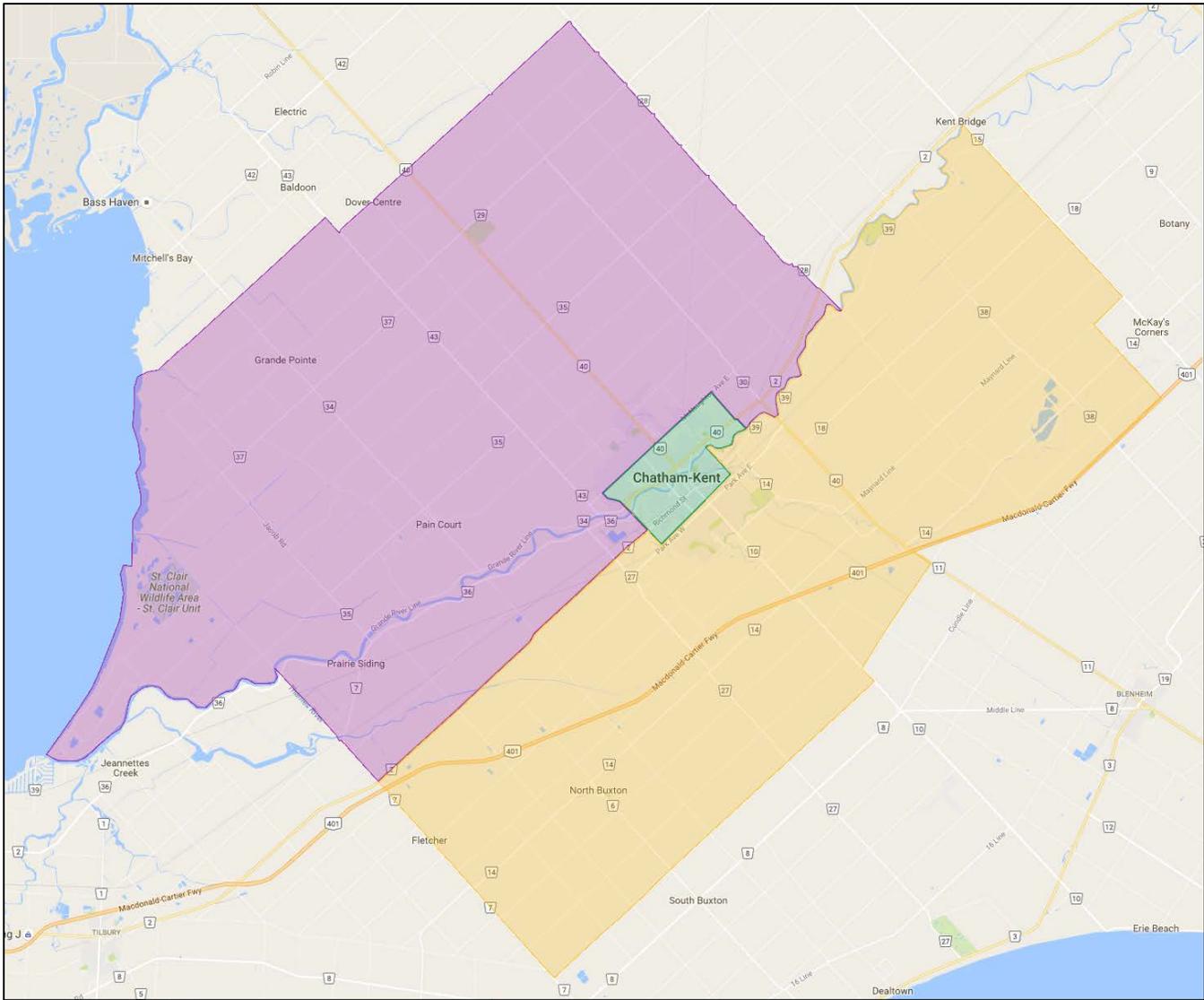


Figure 3: Option B - Proposed School Boundaries

Table 12 below illustrates the projected enrolment and capacity utilization for Option B’s proposed solution.

School Name	OTG 2019	2019
Our Lady of Fatima (French Immersion)	420	377
		89.8%
North Chatham School	300	333
		111.0%
South Chatham School	500	493
		98.6%
Monsignor Uyen	354	312
		88.1%
Total	1,574	1,515
		96.3%

Table 12: 2019 Projected Enrolment and Capacity Utilization

Proposed Timelines:

Pupil Accommodation Review Process	October 2016 – March 2017
SCC Funding Application Process	October 2016 – March 2017
Pre-Construction – Design/Tender/Approvals	April 2017 – December 2017
Construction	January 2018 – August 2019
Close Schools	June 2019
School Occupancy	September 2019

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. The committee will work closely with staff and the local parent communities. The proposed timelines are contingent on the Board receiving approval of its business case submission to the Ministry for funding approval. Depending on the Ministry’s decision, construction of the new schools and implementation of this option could be phased-in over an extended time period.

Estimated Capital Investment:

The current capital investment required to address the Chatham elementary schools backlog of renewal needs identified in the Ministry’s VFA database plus other board identified renewal needs is outlined in Table 13 below. The estimated cost to address these capital needs is \$32.7 million. The funding available to address these costs is from the Board’s annual Ministry allocations for School Renewal Grants (SRG) and School Condition Improvement (SCI). The amount provided to SCCDSB in 2015/2016 was \$4,774,803 and for 2016/2017 is estimated to be \$4,777,703.

SOURCE	DESCRIPTION	COST
VFA Database	5-Year Renewal Needs	\$21,181,101
VFA Database	Renewal Needs > 5 Years	\$2,549,502
SCCDSB Database	Board Identified Needs	\$8,922,458
		\$32,653,061

Table 13: Review Area Backlog of Renewal Needs

The capital investment requirements estimated for Option B are listed in Table 14 below. It includes the construction of 2 new schools, significant renewal projects at Our Lady of Fatima and Monsignor Uyen, and the acquisition of property for one of the new schools. The cost estimate to build 2 new schools, complete the outstanding renewal requirements at Our Lady of Fatima and Monsignor Uyen, and purchase property for one of the new schools is \$31.1 million. The funding to address new capital, due to the consolidation of schools, would be applied for through the School Consolidation Capital funding program. Renewal costs would be address through the SCI and SRG funding.

CAPITAL ASSET	PROJECT DESCRIPTION	COST
Chatham North School	New Build	\$8,690,435
Chatham South School	New Build	\$12,080,104
Our Lady of Fatima	5-Year Renewal Needs	\$3,108,403
	Renewal Needs > 5 Years	\$449,780
	Board Identified Needs	\$250,000
Monsignor Uyen	5-Year Renewal Needs	\$2,471,932
	Renewal Needs > 5 Years	\$581,645
	Board Identified Needs	\$2,480,000
Vacant Property	Site Acquisition	\$1,000,000
		\$31,112,299

Table 14: Option B – Capital Investment

Option B would immediately remove \$23.3 million in renewal backlog with the closure of 5 schools and the construction of 2 new schools. The remaining renewal backlog of \$9.4 million at Our Lady of Fatima and Monsignor Uyen would be addressed through the development of a multi-year plan. Within a few years the Chatham elementary schools would be in a position whereby they would require minimal renewal/school improvement funding over the next 20-25 years.

Guiding Principles:

Table 15 below shows how each of the schools in Option B meets the guiding principles and other criteria.

School	Chatham North School	Chatham South School	Monsignor Uyen	Our Lady of Fatima
JK-8 School	Yes	Yes	Yes	Yes
Facility Utilization (90-110%)	Yes	Yes	No	No
OTG (400-600 students)	No	Yes	No	Yes
Small Schools (<150)	No	No	No	No
Fully Accessible	Yes	Yes	Yes	Yes
Transportation < 60 Mins	Yes	Yes	Yes	Yes
Site Size (6-8 Acres)	TBD	TBD	4.50	9.24

Table 15: Option B – Guiding Principles (Consolidated Schools)

8.3 Option C

Summary: This option calls for the closure of four (4) schools (St. Agnes, St. Joseph, St. Ursula, St. Vincent) and the construction of one (1) new English program school.

Accommodation Plan:

- Build a new JK-8 school (including child care facilities) in North Chatham
- Move the French Immersion program from Monsignor Uyen to Our Lady of Fatima
- Develop a multi-year plan to address outstanding renewal needs at Our Lady of Fatima, Monsignor Uyen, and Georges P. Vanier
- Redefine boundaries for the three English program schools – adjustments will be required to the boundaries of some surrounding rural schools (See Figure 4 below for a detailed map of the proposed boundaries)
- Proposed boundary adjustments will result in some future student registrations being redirected to Good Shepherd (Thamesville), St. Anne (Blenheim), and St. Joseph (Tilbury) school communities – approximately 20 students
- Significant number of students will be impacted by the boundary adjustments under this option
- Submit a School Consolidation Capital (SCC) business case to the Ministry of Education for the construction of a new elementary school
- **New Construction – 600 pupil place school in North Chatham (anticipated opening Sept 2019)**
- **Outstanding school renewal issues at Our Lady of Fatima (completion date TBD)**
 - Monsignor Uyen students directed to Our Lady of Fatima
- **Outstanding school renewal issues at Monsignor Uyen (completion date TBD)**
- **Outstanding school renewal issues at Georges P. Vanier (completion date TBD)**

Transportation Analysis:

- Eligible ridership in 2015/2016 was 60.1% of the students attending the Catholic elementary schools subject to this pupil accommodation review
- Eligible ridership projected for 2019/2020 under Option C will increase to 75.8% with an estimated increased cost of \$200,807

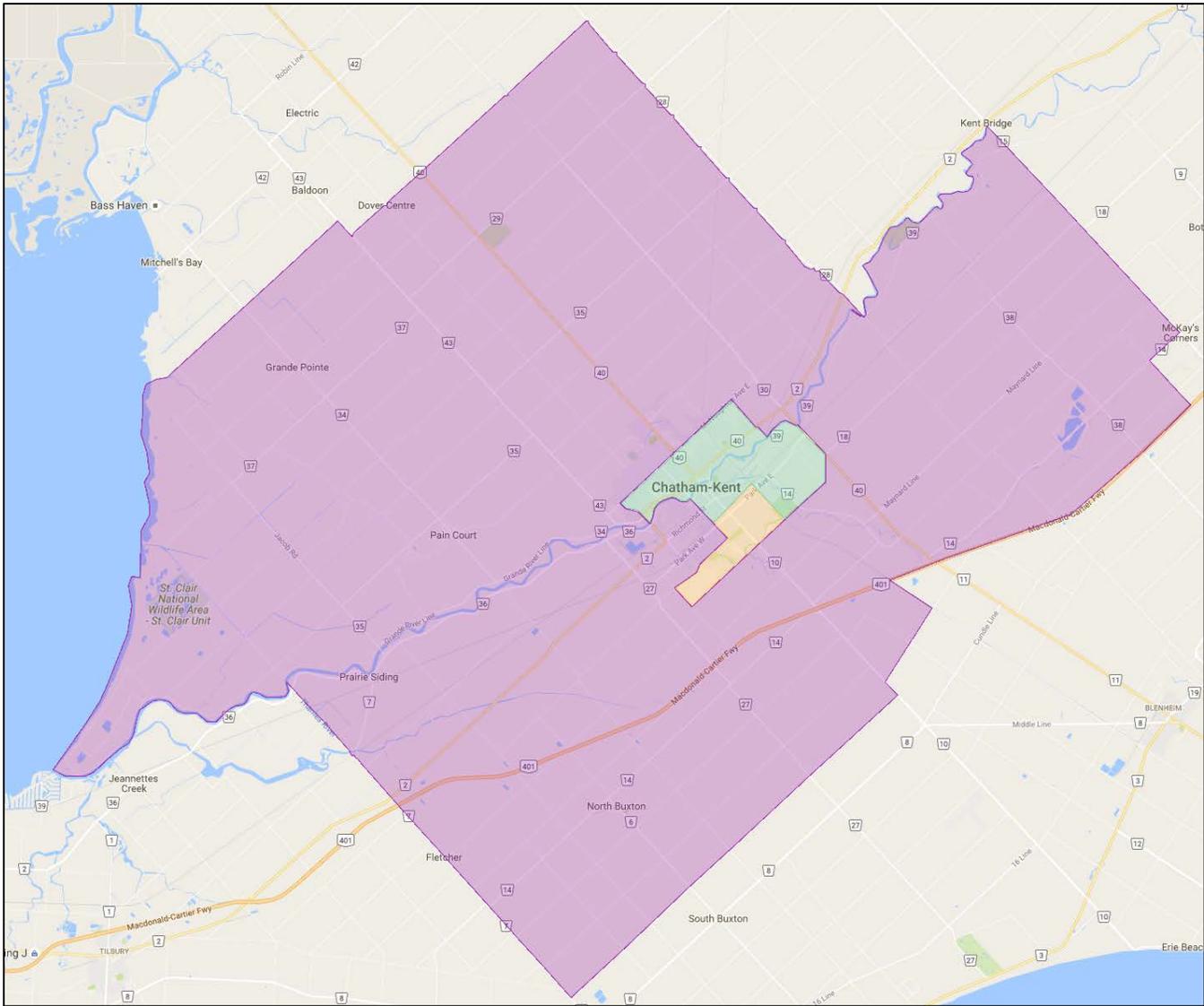


Figure 4: Option C - Proposed School Boundaries

Table 16 below illustrates the projected enrolment and capacity utilization for Option C’s proposed solution.

School Name	OTG 2019	2019
Our Lady of Fatima (French Immersion)	420	377
		89.8%
North Chatham School	600	600
		100.0%
Monsignor Uyen	354	293
		82.8%
Georges P. Vanier	259	245
		94.6%
Total	1,633	1,515
		92.8%

Table 16: 2019 Projected Enrolment and Capacity Utilization

Proposed Timelines:

Pupil Accommodation Review Process	October 2016 – March 2017
SCC Funding Application Process	October 2016 – March 2017
Pre-Construction – Design/Tender/Approvals	April 2017 – December 2017
Construction	January 2018 – August 2019
Close Schools	June 2019
School Occupancy	September 2019

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. The committee will work closely with staff and the local parent communities. The proposed timelines are contingent on the Board receiving approval of its business case submission to the Ministry for funding approval. Depending on the Ministry’s decision, construction of the new school and implementation of this option could be phased-in over an extended time period.

Estimated Capital Investment:

The current capital investment required to address the Chatham elementary schools backlog of renewal needs identified in the Ministry’s VFA database plus other board identified renewal needs is outlined in Table 17 below. The estimated cost to address these capital needs is \$32.7 million. The funding available to address these costs is from the Board’s annual Ministry allocations for School Renewal Grants (SRG) and School Condition Improvement (SCI). The amount provided to SCCDSB in 2015/2016 was \$4,774,803 and for 2016/2017 is estimated to be \$4,777,703.

SOURCE	DESCRIPTION	COST
VFA Database	5-Year Renewal Needs	\$21,181,101
VFA Database	Renewal Needs > 5 Years	\$2,549,502
SCCDSB Database	Board Identified Needs	\$8,922,458
		\$32,653,061

Table 17: Review Area Backlog of Renewal Needs

The capital investment requirements estimated for Option C are listed in Table 18 below. It includes the construction of a new school and significant renewal projects at Our Lady of Fatima, Monsignor Uyen, and Georges P. Vanier. The cost estimate to build a new school and complete the outstanding renewal requirements at Our Lady of Fatima, Monsignor Uyen and Georges P. Vanier is \$27.1 million. The acquisition of property to support this option is not anticipated at this time. However, in the event property is required, similar to Option’s A & B the acquisition cost would be in the range of \$1.0 million bringing the total cost of Option C to \$28.1 million. The funding to address new capital, due to the consolidation of schools, would be applied for through the School Consolidation Capital funding program. Renewal costs would be address through the SCI and SRG funding.

CAPITAL ASSET	PROJECT DESCRIPTION	COST
Chatham North School	New Build	\$13,943,097
Our Lady of Fatima	5-Year Renewal Needs	\$3,108,403
	Renewal Needs > 5 Years	\$449,780
	Board Identified Needs	\$250,000
Monsignor Uyen	5-Year Renewal Needs	\$2,471,932
	Renewal Needs > 5 Years	\$581,645
	Board Identified Needs	\$2,480,000
Georges P. Vanier	5-Year Renewal Needs	\$2,780,907
	Renewal Needs > 5 Years	\$334,935
	Board Identified Needs	\$650,000
Vacant Property	Site Acquisition	TBD
		\$27,050,699

Table 18: Option C – Capital Investment

Option C would immediately remove \$19.6 million in renewal backlog with the closure of 4 schools and the construction of a new school. The remaining renewal backlog of \$13.1 million at Our Lady of Fatima, Monsignor Uyen and Georges P. Vanier would be addressed through the development of a multi-year plan. Within a few years the Chatham elementary schools would be in a position whereby they would require minimal renewal/school improvement funding over the next 20-25 years.

Guiding Principles:

Table 19 below shows how each of the schools in Option C meets the guiding principles and other criteria.

School	Chatham North School	Monsignor Uyen	Georges P. Vanier	Our Lady of Fatima
JK-8 School	Yes	Yes	Yes	Yes
Facility Utilization (90-110%)	Yes	No	Yes	No
OTG (400-600 students)	Yes	No	No	Yes
Small Schools (<150)	No	No	No	No
Fully Accessible	Yes	Yes	Yes	Yes
Transportation < 60 Mins	Yes	Yes	Yes	Yes
Site Size (6-8 Acres)	TBD	4.50	4.99	9.24

Table 19: Option C – Guiding Principles (Consolidated Schools)

9.0 Recommendations

1. **That the St. Clair Catholic District School Board receive the report: *Initial Staff Report: Pupil Accommodation Review – Chatham Elementary Schools*, for information.**
2. **That the St. Clair Catholic District School Board approve the commencement of a Pupil Accommodation Review for the following Chatham Elementary Schools:**

**Georges P. Vanier Catholic School
Monsignor Uyen Catholic School
Our Lady of Fatima Catholic School
St. Agnes Catholic School
St. Joseph Catholic School
St. Ursula Catholic School
St. Vincent Catholic School**