



**DISTRICT EDUCATION COUNCIL
Superintendent's Monitoring Report**

POLICY NAME	Sustainability of Schools		
POLICY NUMBER	ASD-W-EL7	Number of Reports per year	2
Date of Report	May 18, 2017		
Date of Previous Report (s) This School Year	January 26, 2017		
Date of Future Report (s) This School Year	N/A		
Report Filed by:	David McTimoney, Superintendent		
Report Supported by:	Shawn Tracey, Director of Finance and Administration Many District Office Staff		

Current Situation

- **The policy calls for the District Education Council (DEC) to have steps in place if considering the closure of a school. The steps need to align with Provincial Policy 409 – Multi-year School Infrastructure Planning. There is a requirement to ensure that persons affected by a school closure are given sufficient notice and fully informed about the process, are provided with relevant documentation, have adequate time to consider the information as well as seek advice and consult with others (should they wish) and have adequate time to prepare a presentation for DEC, being heard impartially.**
- **The policy outlines a series of steps, with timelines, regarding the process of studying the sustainability of a school.**
- **The DEC has completed one sustainability study this year, as launched on January 26, 2017, at the Public DEC Meeting. This study on Kingsclear Consolidated School neared completion at a Public DEC Meeting on May 4, 2017, with a final decision being tabled to February, 2018. The full report is available electronically and is a public document on the ASD-W website.**
- **The Superintendent has facilitated the sustainability study with tremendous support from district staff. The DEC was actively engaged in the study for a period of 3 months.**
- **The Kingsclear Consolidated School parent community was an active participant in the sustainability study.**

POLICY NAME

Sustainability of Schools

- **The DEC will review nine schools that fall under the trigger categories of Policy 409 for consideration of mutual exemption with the Minister, as per Policy 409, Section 6.4.3. Four of these schools may be automatically exempt. These scenarios are found in Appendix A.**

Appendix A – Trigger Schools for 2016-17

Superintendent's Signature: _____

DEC Chair Signature: _____

Date: _____



ANGLOPHONE WEST SCHOOL DISTRICT

Sustainability Studies

Review of Triggered Schools Under Provincial Policy 409
Multi-Year School Infrastructure Planning

May, 2017

Policy 409 Relevant Points

- Section 6.1.1 calls for a district multi-year infrastructure proposal to be in place by May 31 each year.
- Within this proposal, a list of schools subject to a triggered sustainability study must be included (6.1.2.(b)).
- Section 6.6.2 states that any recommendation as a result of a triggered sustainability study must be submitted to the Minister no later than January 31.



Triggered Sustainability Studies

- Section 6.4.1 calls for a sustainability study to be undertaken if a school falls below one of the triggers defined in the policy.
 - 100 students enrolled, or less
 - 30% functional capacity, or less



*Excited. Involved.
Prepared.*

Functional Capacity

- Provides data regarding the usage of classrooms within our schools.
- Based on all spaces in a school that could be used for “homerooms.”
- To determine functional capacity, rooms are assigned maximum size based on grade level. Resource rooms, libraries, gymnasiums, pools, theatres, cafeterias, industrial and home economics facilities are not included.
- Functional Capacity is relevant in that it allows comparison of space utilization on a school by school basis.



Functional Capacity Rating System

- The “rating” system for each school is an expression of the percentage of the space occupied when comparing the student population to the capacity of the building.
 - Greater than 80% - Full Capacity
 - 60% to 80% - Optimum
 - Less than 60% - Under Utilized
 - 30% or less – Triggered for Sustainability Study



Functional Capacity Formula

- A – Theoretical Number of Teaching Stations
- B – Theoretical Maximum Number of Students per Teaching Station (average of collective agreement maximum class sizes for grade levels at the school)
- C – Theoretical Maximum Capacity or (A x B); may include a multiplication factor of 0.8 if in a high school setting
- D – September 30 Enrolment

$$\text{Functional Capacity} = \frac{\text{Enrolment} \times 100}{(A \times B)}$$

On an annual basis, the Department of Education and Early Childhood Development will provide districts with a list of “triggered schools”



*Excited. Involved.
Prepared.*

Exemptions

- Section 6.4.3 allows for the District Education Council (DEC) and the Minister to mutually agree upon one or more schools that can be exempt from a sustainability study for a specific period of time, even though the school is “triggered” .
- A school that has been subject to a sustainability study completed within the past four years is exempt; the DEC may, however, launch a sustainability study at any time for any school, if the Council determines it is warranted (6.4.1).



2016-17 List of Triggered Schools for ASD-W

• Burton Elementary School	48 students (EXEMPT)
• Chipman Forest Avenue School	26.1%
• Doaktown Elementary School	69 students
• Gagetown School	91 students
• Kingsclear Consolidated School	68 students (EXEMPT)
• McAdam Avenue Elementary School	74 students
• McAdam Elementary School	66 students (EXEMPT)
• McAdam High School	89 students & 22.7% (EXEMPT)
• Minto Memorial High School	27.7%



*Excited. Involved.
Prepared.*

Considerations for Exemptions

Burton Elementary School (48 students)

- Have completed sustainability studies in November 2011 and January 2016, both times resulting in a vote for “status quo” by the District Education Council; there is not room for 100 students at Burton Elementary School

Gagetown School (91 students)

- Potential travel time and distance for young children

Kingsclear Consolidated School (68 students)

- Completed a sustainability study in May 2017, resulting in a vote for a “tabled decision” by the DEC.



Excited. Involved.
Prepared.

Chipman Forest Avenue School (26.1%)

- More descriptive functional capacity would be 29.1% based on 17 classrooms +3 specialty rooms for a total count of 20 rooms to include in the equation; 0.8 factor not included in district equation which would take it to 36.4%
- There is a reciprocal agreement with the RCMP that sees a functioning satellite police station within the school
- A group of CFAS students/families from the Coles Island area have recently participated in a sustainability study and it may be important to monitor the outcome of that study and how it relates to enrolment and capacity at the school
- Newer school (1988) with complete vocational education setting



*Excited. Involved.
Prepared.*

Doaktown Elementary School (69 students)

- Significant investment made by New Brunswick Public Library Service & Village of Doaktown (2013-14 fiscal year) to upgrade and improve the village library that is housed in the school; school has daily access to the library
- Historical agreement between community and school system at the time of the construction of Central New Brunswick Academy (opened 2010) could be explored; described as an understanding that Grades 6 to 12 from Boiestown and Doaktown would move to one school in New Bandon, but elementary schools in each community would remain
- Potential travel time and distance for young children
- Note: the district functional capacity of 28.75% and the provincial functional capacity of 57.1% differ due to our perceived number of rooms available for use... district counts 10 teaching stations whereas the province counts 5 teaching stations



McAdam Avenue Elementary School (74 students)

- Introduction of busing (this school is entirely bus free)
- Capacity of other City of Fredericton Northside elementary schools; little to no room
- ASD-W staff currently studying Northside elementary schools for ideas on potential reorganization

Minto Memorial High School (27.7%)

- Note: the district functional capacity of 37.93% and the provincial functional capacity of 27.7% differ due to our perceived number of rooms available for use...district counts 14 teaching stations whereas the province counts 24 teaching stations; 0.8 factor not included in district equation which would take it to 47.4%



*Excited. Involved.
Prepared.*

McAdam Elementary School (66 students)

- Have completed a sustainability study in January 2016, resulting in a vote for “status quo” by the District Education Council
- Note: the district functional capacity of 27.5% and the provincial functional capacity of 34.1% differ due to our perceived number of rooms available for use...district counts 10 teaching stations whereas the province counts 8 teaching stations

McAdam High School (89 students, 22.7%)

- Have completed a sustainability study in January 2016, resulting in a vote for “status quo” by the District Education Council
- Note: the district functional capacity of 23.61% and the provincial functional capacity of 22.7% differ due to our perceived number of rooms available for use...district counts 13 teaching stations whereas the province counts 17 teaching stations and uses a 0.8 applied factor. With the applied factor, the district Functional Capacity would reach 29.5%.



Note

- District Functional Capacity for Chipman Elementary School is 29.69%, based on enrolment of 114 students and 16 teaching stations; the Province has not declared CES a trigger school
- District Functional Capacity for Nackawic Middle School is 27.99%, based on enrolment of 138 students and 17 teaching stations; the Province has not declared NMS a trigger school



Task for Council

- Determine a list of schools, if any, that you may wish to collaborate with the Minister regarding a potential exemption from study for 1 to 4 years, based on compelling circumstances.
- Vote on a motion to begin a sustainability study on triggered or any other schools.



*Excited. Involved.
Prepared.*