

TO: The Chairperson and Members of the  
Business and Facilities Standing Committee

FROM: Superintendent of Facility Services

SUBJECT: **ATTENDANCE AREA REVIEW 2016:02 – COLLINGWOOD COLLEGIATE  
INSTITUTE, NOTTAWASAGA PINES SECONDARY SCHOOL, STAYNER  
COLLEGIATE INSTITUTE**

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**1. Background**

The Board approved an attendance area review (AAR) as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School/Clearview Meadows Elementary School/Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016. The schools included in the review were Collingwood Collegiate Institute (CCI), Nottawasaga Pines Secondary School (NPSS) and Stayner Collegiate Institute (SCI).

The topic of attendance area changes was discussed and reviewed in depth throughout the pupil accommodation review undertaken during the 2015-2016 school year. As per the final accommodation review staff report and approved recommendations, the intent of this review was to align elementary feeder schools with the SCI attendance area to as large a degree as possible. It was not intended to propose transferring large numbers of students from neighbouring communities although the concept of shared attendance areas was to be explored. The Accommodation Review Committee's (ARC) report and recommendations were similar to the staff recommendations approved by the Board. The ARC recommendation stated that:

*An attendance area review be conducted to expand the boundaries for SCI to align boundaries for the elementary school aged children. This would allow children that go to elementary school in Stayner to also attend high school in Stayner.*

Aligning secondary attendance areas with elementary attendance areas provides the opportunity for more stable school communities and a true "family of schools", ensures peer groups have the ability to move on to the same secondary school, creates bussing efficiencies, and can have positive impacts on the number of out-of-area requests. Currently, a number of elementary schools that feed into SCI do not align entirely with the secondary attendances areas which results in students being directed to different secondary schools upon elementary school graduation. APPENDIX A illustrates the misalignment of the elementary and secondary attendance areas and the following table outlines the schools that feed into SCI with the proportion of students directed to the school.

Elementary Feeder	Rate	Notes
Byng PS	100%	-
Clearview Meadows ES	95%	Remainder to CCI
New Lowell Central PS	65%	Remainder to NPSS
Nottawasaga & Creemore PS	90%	Remainder to CCI
Nottawa ES	5%	Remainder to CCI

The current secondary attendance areas are outlined in APPENDIX B. October 31, 2016 enrolment at CCI was 1,288 students with the school having a capacity of 1,281. School utilization is at 101% with no portables on site. Enrolment at NPSS was 692 students with the school having a capacity of 906. School utilization is at 76% with no portables on site. SCIs enrolment was 306 students with the school having a capacity of 387. School utilization is at 79% with one (1) portable on site. An approved outcome of the 2015-2016 pupil accommodation review was transitioning SCI to a Grade 7-12 format with the school accommodating Grade 7 and 8 students that currently attend Byng Public School and Clearview Meadows Elementary School. This transition is to come into effect in September of 2018. This solution was accepted as the best opportunity to maintain an effective and viable secondary school in the community of Stayner and formed the basis for all capital priority, transition, and attendance area recommendations. The Board approved motions are attached as APPENDIX C. The following table provides a summary of current and projected enrolment and utilization taking into account the transition of SCI to a Grade 7-12 model.

Elementary School	OTG	2016		2018		2021		2026	
		Enrol.	Util.	Enrol.	Util.	Enrol.	Util.	Enrol.	Util.
Collingwood CI	1281	1288	101%	1407	110%	1444	113%	1500	117%
Nottwasaga Pines SS	906	692	76%	681	75%	619	68%	714	79%
Stayner CI*	387	306	79%	415	107%	417	108%	390	101%

\*Projected enrolment includes Grade 7 and 8 students beginning in 2018

## 2. **Comments and Feedback**

Following the guidelines of Board Policy 2317 – School Attendance Areas, the AAR commenced in the fall of 2016 where staff completed up-to-date analysis as part of the capital planning process. An information letter was sent to the families potentially impacted by the changes and the greater SCI and elementary feeder school communities in early 2017. A public meeting was held at SCI on January 31, 2017 where information pertaining to the review was shared and feedback regarding any proposed changes was solicited. Approximately 40 community and staff members were present. The presentation shared at the public meeting is attached as APPENDIX D.

In addition to the feedback obtained via the public meeting, the opportunity to provide written comments was also provided. Staff received two written submissions and multiple phone calls for clarification. In general, the feedback from attendees at the meeting, and that obtained through written comment, centered primarily on expanding the attendance areas of SCI to include a portion of Wasaga Beach in order to significantly increase enrolment. Failing that, it was suggested that instead of considering a shared attendance area with NPSS, a shared secondary attendance area with CCI (encompassing the Worsley Elementary School) attendance area be considered. It should be noted that staff received feedback from one individual from the areas considered for transfer. The following summarizes additional common topics and issues raised by the community:

- allow for grandfathering of existing secondary students;
- concern that the proposed changes would impact individual students and their current academic and athletic pathways;
- concern about the lack of funding to date for the planned renovations at SCI;
- suggestion to delay any transitions until funding is received;
- inquiries as to the status of partnerships at SCI;
- general agreement that aligning attendance areas is a favourable concept;

- little support expressed for providing families in the New Lowell Central Public School area that is currently designated to NPSS the choice to attend SCI;
- frustration expressed that past actions of the Board, such as the creation of NPSS, contributed to the enrolment decline and challenges that currently exist at SCI;
- concern expressed for the Grade 7-12 format (inappropriate interaction and influences between differing age groups, supervising concerns, classroom scheduling, teaching spaces and differences between elementary and secondary teachers, funding allocation, class scheduling);
- Grade 7 and 8s should have dedicated space in SCI at implementation;
- suggestions that there are many requests from families in the Wasaga Beach area wishing to attend SCI due to personal preferences and desire to attend a small school and ultimately do not attend since no transportation is provided;
- if bussing and choice were available many students from Wasaga Beach would attend SCI (belief that bussing costs would be negligible);
- SCI should be open to all out-of-area requests and this should be communicated and promoted more thoroughly; and,
- investigate the Clearview Public Transit situation to determine if possibilities exist to provide access to SCI from other communities.

Staff thank the community for their time and contributions to this process. The information received is valuable and helps guide not only the outcome of this review but other board practices as well.

### 3. **Current Status**

After subsequent analysis, and taking into consideration the comments and feedback received, staff are recommending aligning the SCI attendance area entirely with the Byng Public School, Clearview Meadows Elementary School and Nottawasaga and Creemore Public School attendance areas. Staff also initially contemplated the creation of a shared attendance area with SCI for the New Lowell Central Public School area that currently attends NPSS. Based on feedback received, negligible accommodation impacts, and the required increase in transportation costs, staff are recommending no changes to the NPSS attendance areas at this time. The staff recommendation also proposes aligning CCI's attendance area entirely with Nottawa Elementary School. It is also being proposed to grandfather all existing secondary students at the time of implementation. The proposed areas of transfer are outlined in more detail in APPENDIX E and the proposed attendance areas are outlined in APPENDIX F. The following table summarizes the proposed proportion of students directed to SCI. With the exception of the noted change for CCI, no other changes for this school are being recommended.

Elementary Feeder	Rate	Notes
Byng PS	100%	-
Clearview Meadows ES	100%	All to SCI
New Lowell Central PS	65%	Remainder to NPSS
Nottawasaga & Creemore PS	100%	All to SCI
Nottawa ES	-	All to CCI

Overall, the impact on enrolment amongst the group of schools will be negligible. In 2018 it would be expected to result in an increase of approximately 10 students for SCI and a decrease of 10 students at CCI, taking into account the grandfathering of students. By 2021 it is expected that these changes would result in a difference of approximately 30 students. While these figures are not significant, it is believed that the proposed alignment, in conjunction with the transition to a Grade 7-12 model, will assist in creating more continuity and increased retention at SCI and thereby having potential for even greater enrolment gains in the future. This aligns with the intent and direction given staff as a result of the pupil accommodation review. The table below summarizes projections and utilizations as per the proposed recommendations.

Elementary School	OTG	2016		2018		2021		2026	
		Enrol.	Util.	Enrol.	Util.	Enrol.	Util.	Enrol.	Util.
Collingwood CI	1281	1288	101%	1397	109%	1417	111%	1473	115%
Nottawasaga Pines SS	906	692	76%	681	75%	619	68%	714	79%
Stayner CI*	387	306	79%	425	110%	444	115%	417	108%

\*Projected enrolment includes Grade 7 and 8 students beginning in 2018

Staff are not recommending transferring large blocks of students from the Wasaga Beach area, nor the creation of an additional shared attendance area in Wasaga Beach at this time. It is believed that doing so would have unintended negative impacts such as a possible loss of students, unsustainable transportation, further fragmentation of another community, future capital planning impacts and not be in the best interests of the board as a whole. Staff are also of the belief that this is not consistent with the intent of the results and direction given staff arising from the 2015 pupil accommodation review. Staff have indicated, however, a willingness to take other reasonable steps to minimize barriers for out-of-area requests to attend SCI. For example, staff are currently investigating the impact and role Clearview Public Transit could have on providing transportation to SCI from Wasaga Beach. Initial conversations with the Township of Clearview have indicated the township is supportive of a student bus pass concept and is considering a pilot project.

#### **4. Conclusion**

Board staff would again like to recognize the efforts, engagement, and feedback from the communities involved in this review as well as SCI staff. While the opinions and feedback of all participants are acknowledged and respected, it is staff's belief that the proposed recommendations fulfill the intent of the pupil accommodation review and is in the best interests of the board. This proposal is a further step in providing the best opportunity to maintain an effective and viable secondary school in the community of Stayner.

### **RECOMMENDATIONS**

1. That the Business and Facilities Standing Committee recommend that the Board approve the proposed attendance areas effective September 2018, as set out in APPENDIX F of Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.

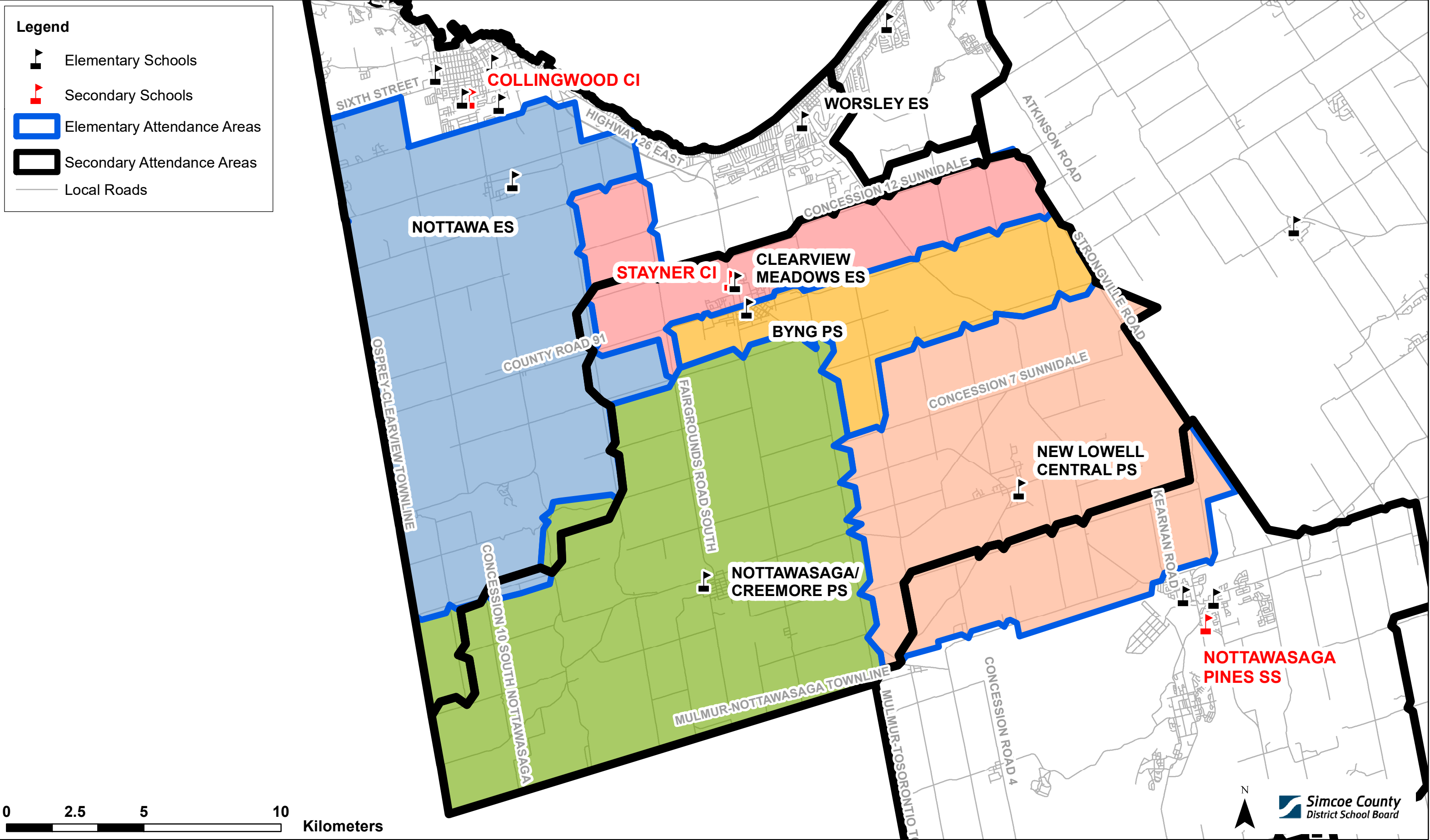
2. That the Business and Facilities Standing Committee recommend that the Board approve that existing secondary students at the time of implementation be grandfathered, as set out in Report No. BF-D-1, Attendance Area Review 2016:02 – Collingwood Collegiate Institute, Nottawasaga Pines Secondary School, Stayner Collegiate Institute, dated March 1, 2017.

**Respectfully submitted by:**

John Dance  
Superintendent of Facility Services






March 1, 2017

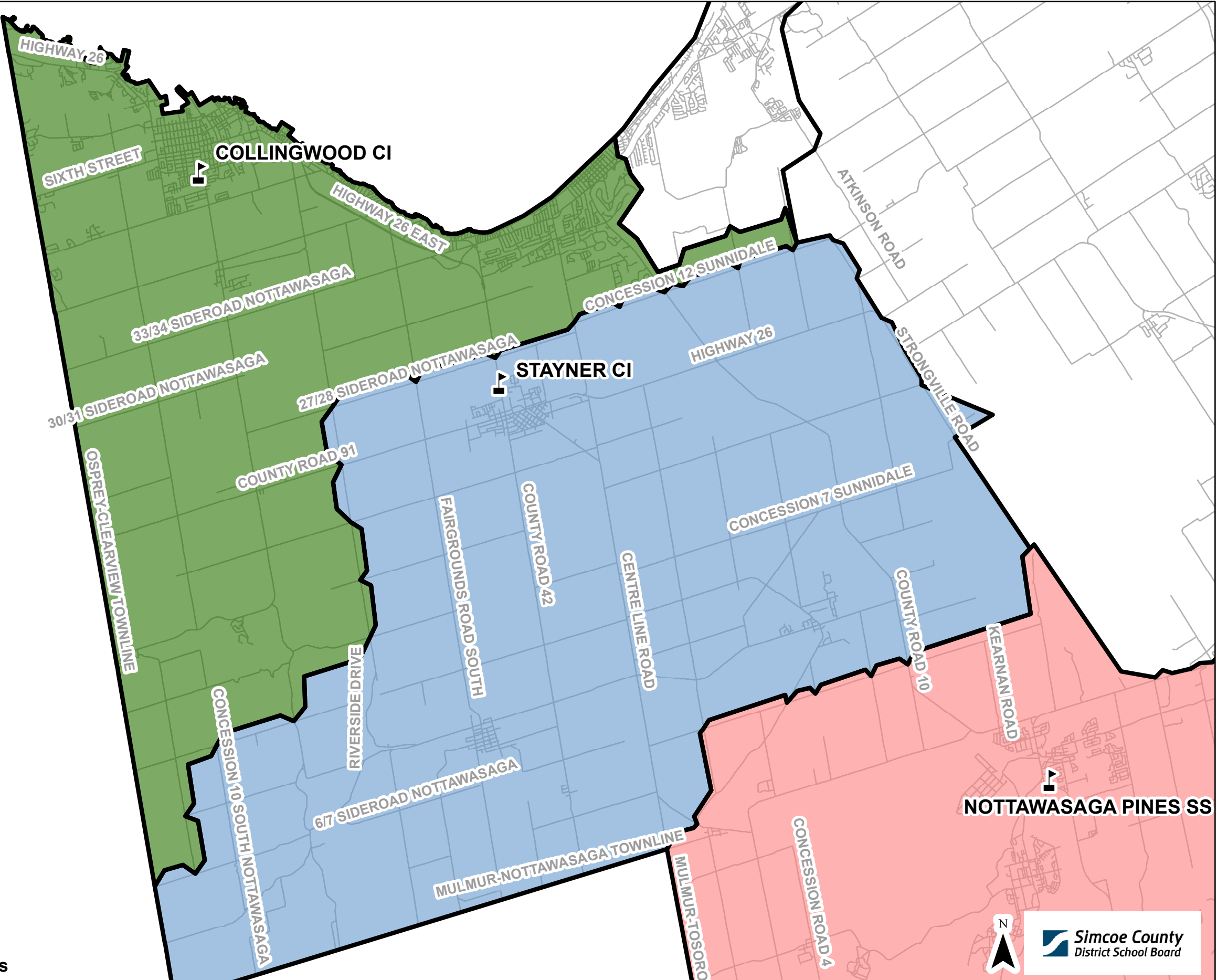
Current Elementary and Secondary Attendance Areas



Current Secondary Attendance Areas

Legend

-  Secondary Schools
-  Collingwood CI Attendance Area
-  Stayner CI Attendance Area
-  Nottawasaga Pines Attendance Area
-  Local Roads



**Pupil Accommodation Review 2015:01 Approved Recommendations**

1. That the Board approve Stayner Collegiate Institute transition to a Grade 7-12 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
2. That the Board approve Byng Public School transition to a Grade JK-6 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
3. That the Board approve Clearview Meadows Elementary School transition to a Grade JK-6 model, effective September 2018, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
4. That the Board approve staff implement a transition team, effective September 2017, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
5. That the Board approve Byng Public School close subsequent to Ministry of Education funding approval and the completion of any required accommodation and renewal projects at Clearview Meadows Elementary School and/or Stayner Collegiate Institute, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
6. That the Board approve in the event Ministry of Education funding approval is not granted, Byng Public School close, effective June 30, 2020, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
7. That the Board approve Byng Public School and Clearview Meadows Elementary School attendance areas consolidate subsequent to the closure of Byng Public School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
8. That the Board approve an attendance area review commence in the fall of 2016 that includes Stayner Collegiate Institute, Collingwood Collegiate Institute and Nottawasaga Pines Secondary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.



9. That the Board approve a capital priority for accommodation and renewal needs at Stayner Collegiate Institute and/or Clearview Meadows Elementary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
10. That the Board approve staff submit a business case to the Ministry of Education for accommodation and renewal needs at Stayner Collegiate Institute and/or Clearview Meadows Elementary School, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
11. That the Board approve staff establish an ad-hoc committee as per Policy 4440 to recommend to the Board a school name or names for the Board's consideration subsequent to the confirmed closure date of Byng Public School as set out in Report No. B-1-a Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.
12. That the Board approve staff pursue capital partnerships with viable financial commitments in consideration of a capital priority business case submission, as set out in Report No. B-1-a, Pupil Accommodation Review 2015:01 – Byng Public School / Clearview Meadows Elementary School / Stayner Collegiate Institute – Addendum to Final Staff Report, dated June 9, 2016.

## **APPENDIX D – Pages 1 to 12**

**ATTENDANCE AREA REVIEW 2016:02 – COLLINGWOOD  
COLLEGIATE INSTITUTE, NOTTAWASAGA PINES SECONDARY  
SCHOOL, STAYNER COLLEGIATE INSTITUTE**

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# **Attendance Area Review**

**2016:02**

**Collingwood Collegiate Institute**

**Stayner Collegiate Institute**

**Nottawasaga Pines Secondary School**

**January 31, 2017**

# Policy and Procedures

- Board Policy 2317 – School Attendance Areas sets out the guidelines for the establishment of school attendance areas
- Minimum of one public meeting
- In normal circumstances, a report will be presented to the Board by March 31 for approval of secondary attendance area changes for the subsequent September
- Policy is implemented via Administrative Procedures Memorandum A7000 – School Attendance Areas

# Background

- In December 2015 the Board approved that a pupil accommodation review be undertaken that included Byng PS, Clearview Meadows ES and Stayner CI.
- Purpose of the accommodation review was:
  - to address significant facility condition pressures at both Byng Public School and Stayner CI; and,
  - Address program and student retention pressures as a result of declining secondary enrolment.

# ARC Motions

In June 2016 the Board approved:

1. That Stayner CI transition to a Grade 7-12 model effective September 2018;
2. That Byng PS transition to a Grade JK-6 model, effective September 2018;
3. That Clearview Meadows ES transition to a Grade JK-6 model effective September 2018;
4. That staff implement a transition team, effective September 2017;
5. That Byng PS close subsequent to Ministry of Education funding approval and the completion of any required accommodation and renewal projects;
6. That in the event Ministry of Education funding approval is not granted, Byng PS close, effective June 30, 2020;
7. That Byng PS and Clearview Meadows ES attendance areas consolidate subsequent to the closure of Byng PS;
8. **That an attendance area review commence in the fall of 2016 that includes Stayner CI, Collingwood CI and Nottawasaga Pines SS;**
9. That a capital priority for accommodation and renewal needs at Stayner CI and/or Clearview Meadows ES be approved;
10. That staff submit a business case to the Ministry of Education;
11. That staff establish an ad-hoc committee as per Policy 4440 to recommend to the Board a school name or names for the Board's consideration subsequent to the confirmed closure date of Byng PS; and,
12. Pursue capital partnerships with viable financial commitments.

# Attendance Area Review Purpose

As per the final ARC staff report and approved recommendations

*“The intent of this review would be to align the elementary feeder schools with the Stayner Collegiate Institute attendance area to as large a degree as possible. It would not be intended to necessarily propose transferring large numbers of students from neighbouring communities although the concept of shared attendance areas would be explored.”*

Aligning elementary attendance areas with secondary attendance areas:

1. Provides the opportunity for more stable school communities and a true “family of schools”;
2. Ensures peer groups have the ability to move on to the same secondary school;
3. Creates bussing efficiencies; and,
4. Can have impacts on the number of out-of-area requests.

**Note:** No changes to elementary attendance areas are being considered at this time.

# Stayner CI Enrolment and Utilization

## Current

- Capacity: 387 students
- Enrolment: 306 students
- Utilization: 79%
- Portables: 1

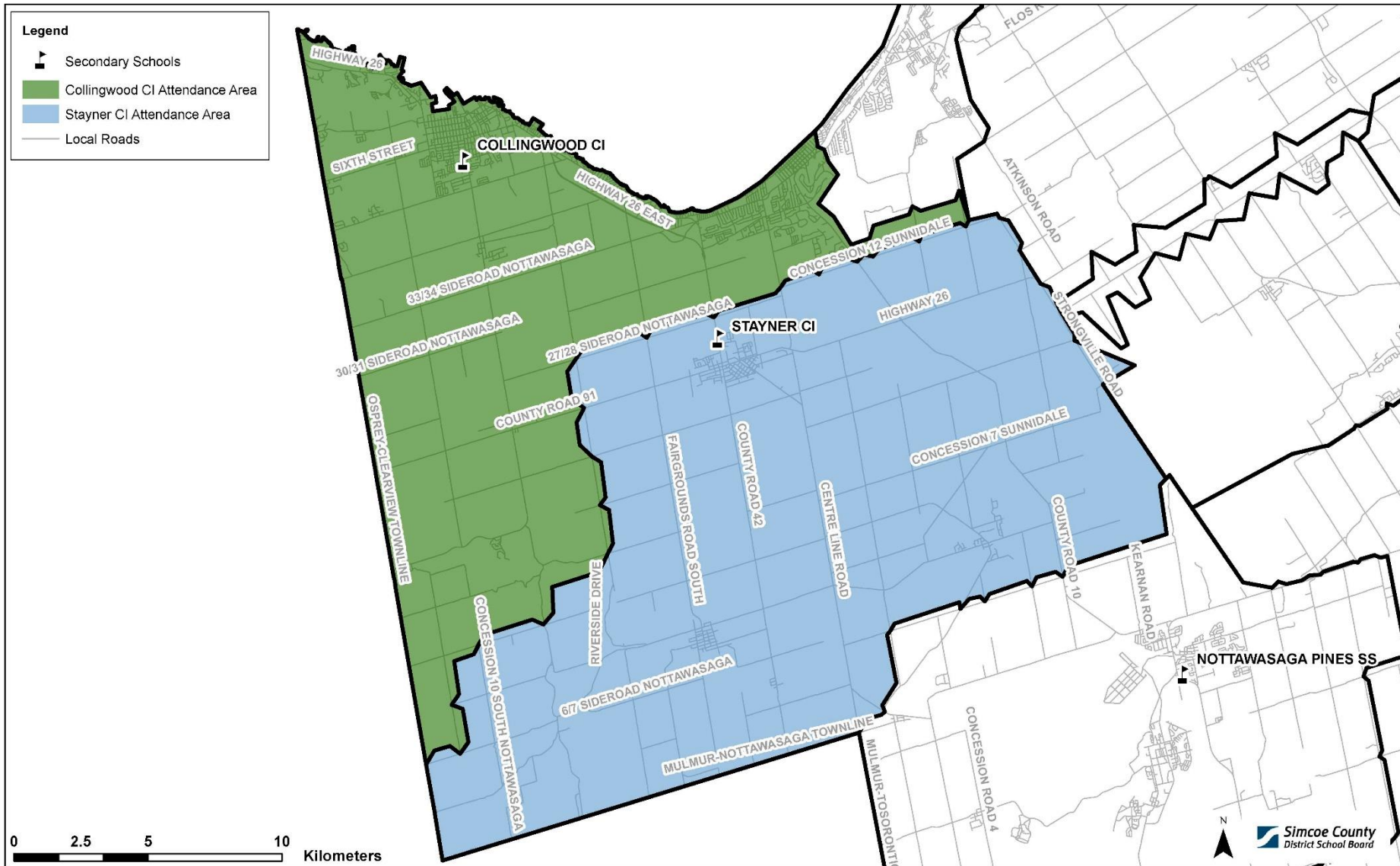
## Projected

- 2018 Gr. 7-8 Enrolment: 105
- 2018 Gr. 9-12 Enrolment: 310
- 2018 Total Enrolment: 415
- 2018 Utilization: 107%

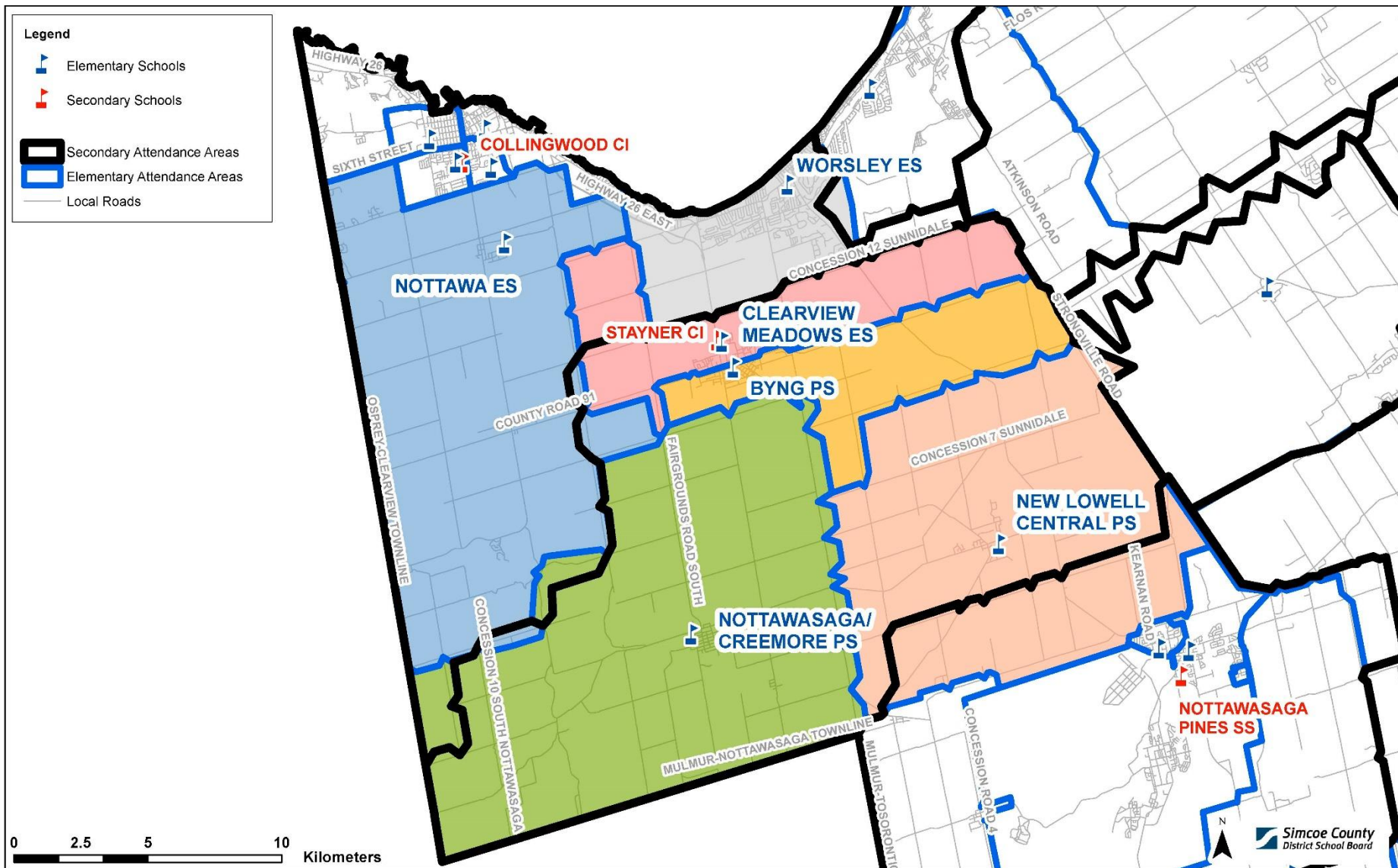
## Current Stayner CI Elementary Feeder Schools

- Byng PS 100%
- Clearview Meadows ES 95%
- New Lowell Central PS 65%
- Nottawasaga & Creemore PS 90%
- Nottawa ES 5%



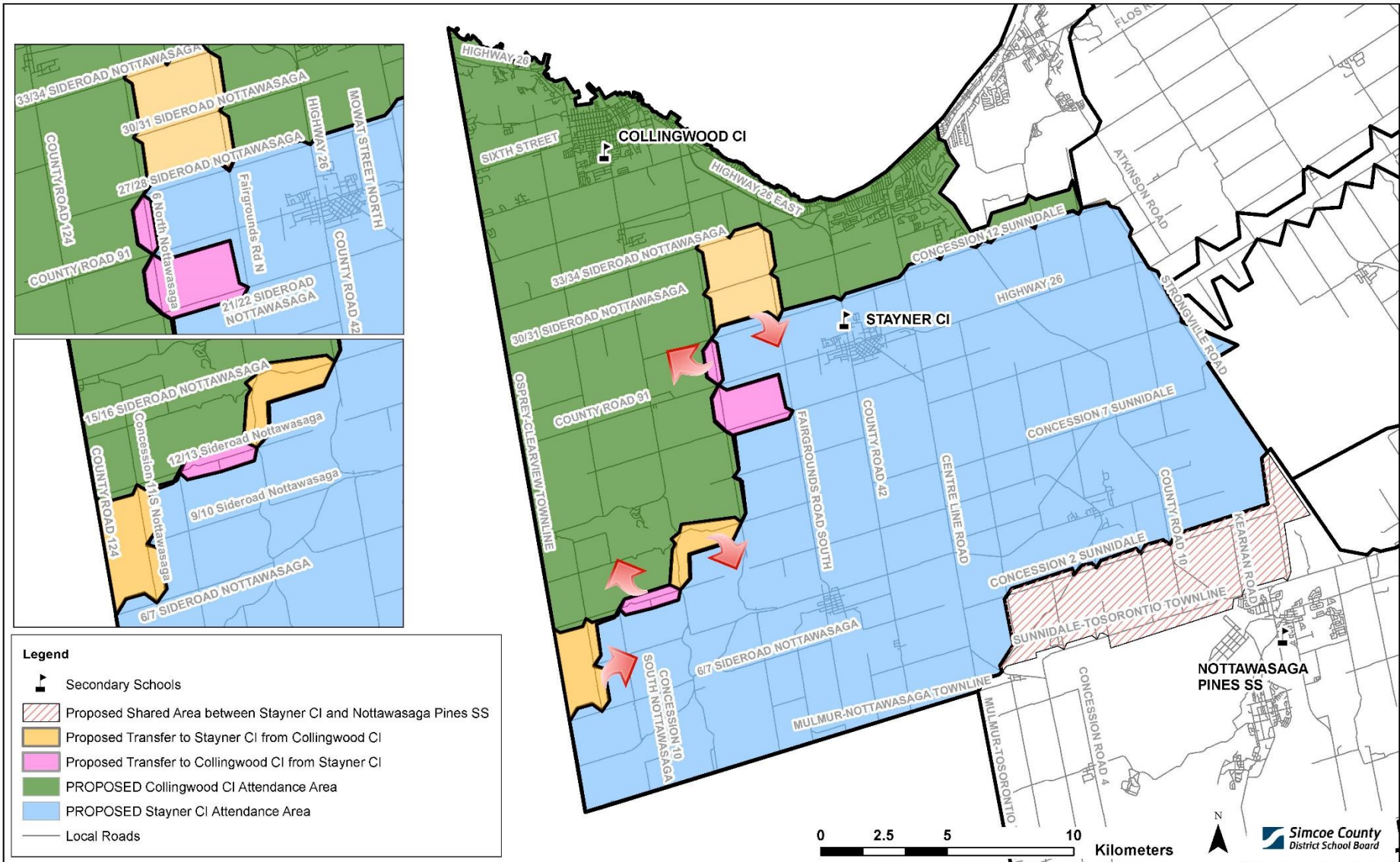


# Current Attendance Areas

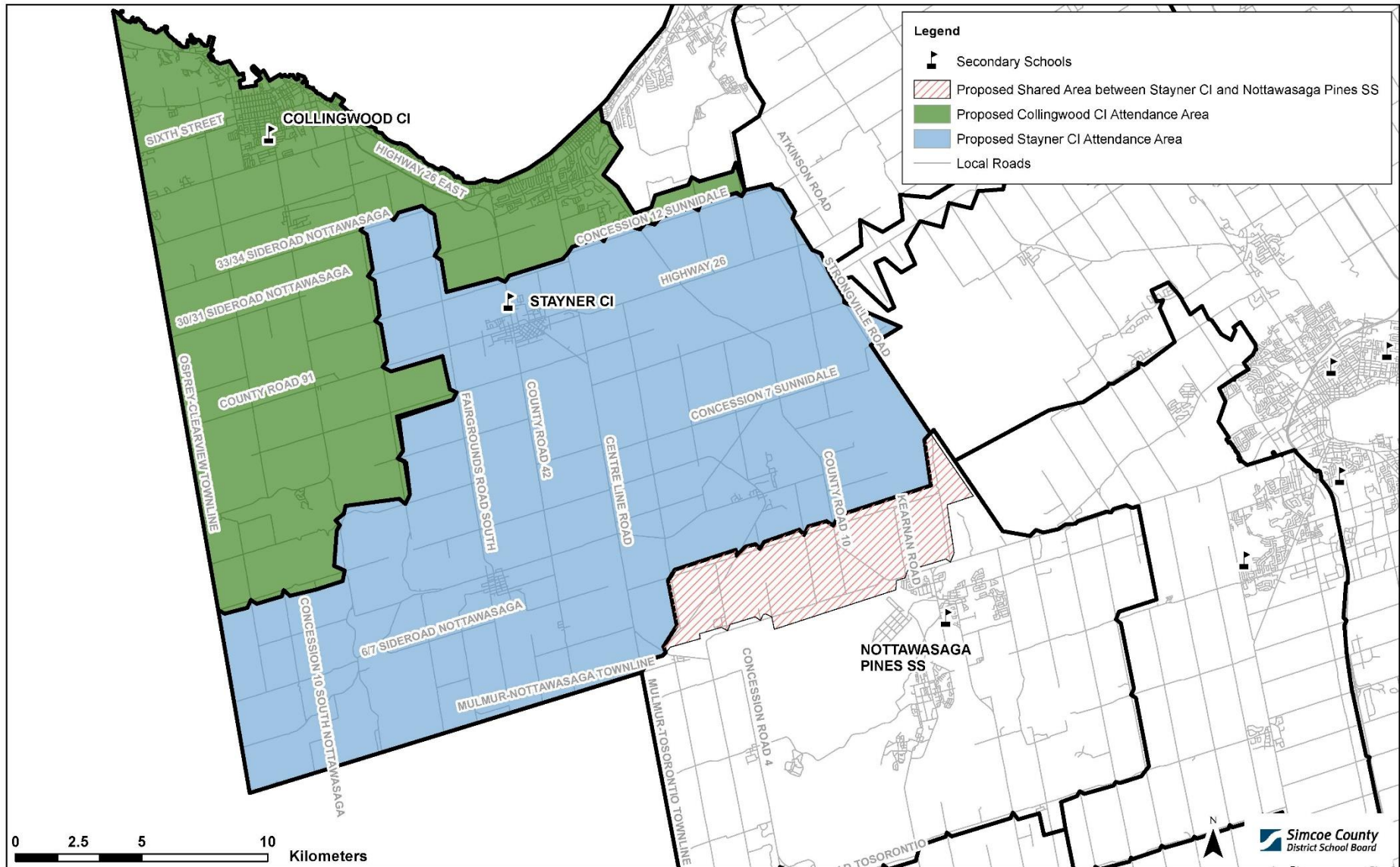




# Areas Under Review



# Aligned Attendance Areas



# Other Considerations

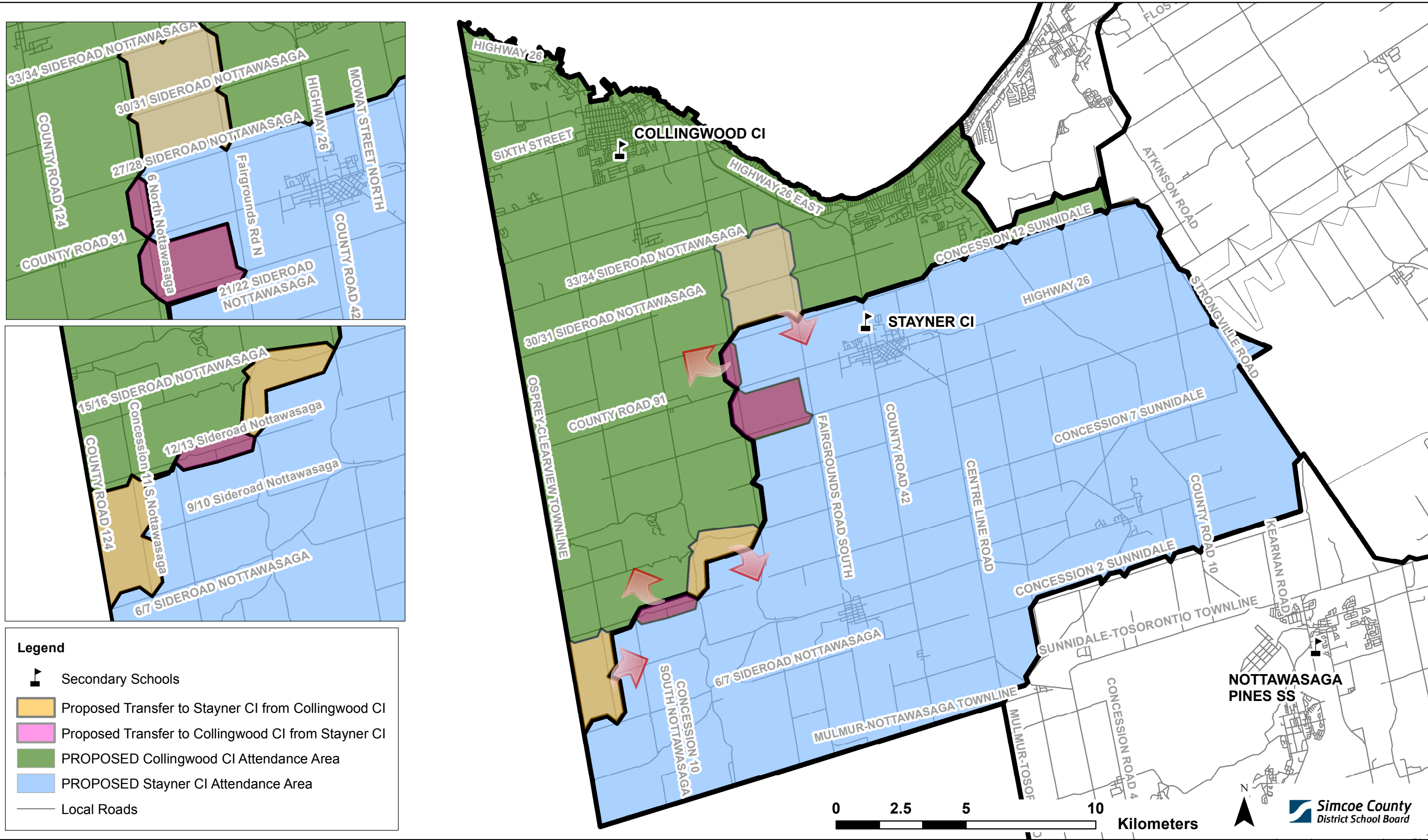
- Consider giving students from New Lowell Central PS that currently reside in the NPSS attendance area a choice between NPSS and SCI.
- Consider giving current students possibly affected by changes the choice to stay at their current school (“grandfathering”).
- The continuation/discontinuation of out-of-area attendance.
- Intent is that recommendations would take effect September 2018 to coincide with change to the Grade 7-12 format.
- Approximately 30 current students impacted if no grandfathering occurs (and not including New Lowell Central PS).

# Next Steps and Timelines

- Submit comments by February 10, 2017.
- Email submissions to [akeuken@scdsb.on.ca](mailto:akeuken@scdsb.on.ca).
- Recommendation to the Business & Facilities Standing Committee March 1, 2017.
- Recommendation to Board for decision March 22, 2017.
- Notify families impacted once Board direction is received.
- Establish transition and transportation planning as required.



Proposed Areas of Transfer



## Proposed Attendance Areas

