

UPPER GRAND DISTRICT SCHOOL BOARD

BUSINESS OPERATIONS COMMITTEE

MINUTES

December 13, 2011

The Business Operations Committee of Upper Grand District School Board met on Tuesday, December 13, 2011, in the Board Room at 500 Victoria Road North, Guelph, Ontario commencing at 7:00 p.m.

Trustee Fairbairn, Chair, presided and the following Trustees were present: Bailey, Borden, Busuttil, Cooper, Gohn, Moziar, Schieck, Topping and Waterston, along with Student Trustees MacDougall and Sampson.

Present from the Administration were Director of Education, Dr. M. Rogers, Superintendents Benallick, Boswell, Fyfe, and Wright; M. McFadzen, Communications Officer; M. Weidmark, Administrative Officer, Communications; J.L. Rose, Executive Officer of Human Resources; H. Imm, Senior Planner; J. Passy, Manager of Planning; J. Veit, Manager of Plant Operations; and, P. Scinocca, Manager of Capital and Renewal Projects.

APPROVAL OF AGENDA

Trustee Schieck moved that the agenda be approved as printed.

The motion carried.

APPROVAL OF MINUTES

Trustee Waterston moved that the minutes of the previous meeting, held November 8, 2011 be approved as printed.

The motion carried.

DECLARATIONS OF CONFLICT OF INTEREST

There were no conflicts of interest.

OPEN SESSION

DELEGATION

Edward Johnson Boundary Review

Ms. Rachel McClelland and Ms. Marie Zimmerman, parents of students attending FI at Edward Johnson School addressed the Board regarding their concerns around potential boundary changes that could result from the Edward Johnson PS boundary review that would require their children to attend school in Erin.

Ms. Zimmerman raised the fact they did not understand that FI might be a portable program when they made the decision to buy a home in Eden Mills and indicated they might not have chosen FI for their children if they thought the children might have to relocate from Guelph. She indicated that the family has no connection to Erin and referred to the impact on the psychological health of the children resulting from such a change. In addition, Ms. Zimmerman indicated that all the family's friends, family, social connections and activities are in Guelph, e.g. dance lessons, skating, swimming etc. as well as their physicians. She expressed concern about the resulting much longer bus ride to Erin and referred to the consequences of providing only Erin as an option. A required relocation might result in children being removed from the FI program and enrolled in the regular track in Rockwood.

Ms. McClelland echoed the concerns expressed by Ms. Zimmerman. She also noted that she relies heavily on her parents in Guelph to assist with the children and that her after school care is provided in Guelph. The boundary change could result in one of her children at school in Guelph and one in Erin which would be extremely difficult for the family to manage.

In response to a question by Trustee Moziar, Ms. Zimmerman and Ms. McClelland indicated that families of other FI students in Eden Mills and Rockwood were also oriented to Guelph and those they had spoken to were upset about the proposed change. Most have one parent working in Guelph and the day's activities are arranged around that fact. Many have older children at John McCrae or John F. Ross that would make managing the logistics of the change difficult.

TRUSTEES' RESPONSE TO DELEGATION

Trustee Moziar noted that the Edward Johnson Boundary Review - Report #2 was being discussed later on the agenda and has not yet been presented to the Edward Johnson community and that a final decision has not yet been made. She indicated the need for manageable enrolment and the need to try to be fair to every one. Trustee Moziar indicated that it would be useful to know where the population from East Wellington lives and their natural orientation patterns.

Trustee Busuttill thanked the delegation and encouraged them to stay engaged in the process as the dialogue with the community is just commencing and the decision has not yet been made. She referred to the public meeting, comment sheets and the

website as vehicles to provide feedback. It was noted that staff will bring forward a recommendation for consideration to the Business Operations Committee on January 17th and that the final decision will be made at the January Board meeting. There is an opportunity for delegations at both of these meetings.

10kW MicroFIT SOLAR PV FOR ELEMENTARY SCHOOLS PILOT PROJECTS

Mr. Paul Scinocca, Manager of Capital and Renewal Projects, introduced and reviewed the report entitled, "10kW MicroFIT Solar PV for Elementary Schools, Pilot Projects" (CP 11-20), dated December 13, 2011, including the summary of Rates as at August 31, 2011 (Appendix A). He explained that two years ago, the Provincial government introduced the FIT and MicroFIT Programs to encourage the production of renewable energy. The Board presently has a 2kW system under a MicroFIT contract at the Island Lake Environmental Learning Centre in Orangeville and installations are taking place at Centre Dufferin DHS in Shelburne and Victoria Terrace PS in Fergus. Mr. Scinocca reported that 59 elementary school MicroFIT applications and 6 secondary school FIT applications were submitted in the summer of 2011 and explained the benefits to staff and students from a solar photovoltaic installation at their school.

Mr. Scinocca explained that it was announced on October 31st that the FIT program has been put on hold, but that MicroFIT programs submitted prior to August 31st are being processed using the existing rules and prices. He presented information concerning opportunities to proceed with three 10kw Solar PV installations as pilot projects. He also noted the potential to proceed with two additional pilots at Arthur PS and Victoria Cross PS has arisen since the drafting of this report. Once the connection agreements are in place, the installation is required within six months. The contract would be for a 20 year term at 80.2 cents/kilowatt hour for electricity supplied to the grid. The estimated cost/installation is approx \$80,000 and estimated annual revenue/site is \$9,223. The tie in of the projects to student learning was also highlighted.

Mr. Scinocca was asked to look into the issue of any potential stray voltage. He did note that the panels do not produce electricity at a high voltage level. It was also noted that any electricity produced at a school site returns to the school during school hours for use as green energy.

It was suggested that the recommendation be worded to include all five potential pilot sites.

Recommendation #1

Trustee Waterston moved

THAT:

1. The report entitled "10kW MicroFIT Solar PV for Elementary Schools, Pilot Projects" (CP 11-20), dated December 13, 2011, be received.

2. The report entitled "10kWMicroFIT Solar PV for Elementary Schools, Pilot Projects" (CP 11-20), dated December 13, 2011, be approved.
3. Staff be instructed to install up to five Solar PV systems as pilot projects at an approximate cost of \$80,000 per system.

The motion carried.

FDK CAPITAL PROJECTS, PARKINSON CENTENNIAL, MITCHELL WOODS PS, EDWARD JOHNSON PS

Mr. Paul Scinocca, Manager of Capital/Renewal, introduced and reviewed the report entitled, "FDK Capital Projects, Parkinson Centennial, Mitchell Woods, Edward Johnson" dated December 13, 2011. He explained that the rationale in the FDK Capital Plan (CP:11-12) approved in principle by the Board on September 27, 2011 indicated major projects regarding significant additions and/or renovations will be presented to Trustees for consideration individually. The Project Descriptions and Proposed floor plans for the projects at Parkinson Centennial, Mitchell Woods and Edward Johnson PS were then reviewed in detail. Mr. Scinocca reported that since the report was written, funding for year four construction has been secured and includes the Mitchell Woods project.

In response to a question by Trustee Moziar, it was clarified that it is not possible to consider constructing a second story to Edward Johnson PS in order to add capacity without making a larger footprint.

Trustee Busuttil asked that, when kindergarten rooms are being added, consideration be given to access to the play space outside of the schools as well as the before and after school access required by the extended day programs, including parking and drop off needs.

Recommendation #2

Trustee Moziar moved

THAT:

1. the report entitled "FDK Capital Projects, Parkinson Centennial, Mitchell Woods, Edward Johnson" dated December 13, 2011 be received.
2. the "Project Description" for Parkinson Centennial PS, Mitchell Woods PS, and Edward Johnson PS, as outlined in report CP:11-21, dated December 13, 2011, be approved.
3. staff be directed to proceed to construct the projects attached as Appendices 1, 2 and 3 in report CP:11-21, dated December 13, 2011.

The motion carried.

LAURINE AVENUE PS (NEW) CONCEPT DESIGN REPORT

Mr. Paul Scinocca, Manager of Capital/Renewal Projects, introduced the report entitled, "Laurine Ave. Public School (New) Concept Design Report," dated December 13, 2011, including the Ministry's Space Template, Projected Expenditure Budget, Architect's Schematic Design Report, Concept Drawings and Architect's Cost Estimate. The concept design and site plan was completed based on the schematic drawings approved by the Trustees and revised after consultation with the User Advisory Committee. Due to the project's scope and timing, the lump sum tender construction model is being suggested.

Mr. Peter Hossack, Architect, reviewed the site plan and school design in detail. The design is a modification of the John McCrae PS. He reported that a meeting is scheduled tomorrow with the City of Guelph's Site Plan Committee and that preliminary comments from them have been supportive for the proposed plan.

It was reported that in response to concerns expressed by neighbours on Lane St. that a two story building would overshadow their back yards, the footprint of the new school has been moved back farther from the lot line than the existing structure.

Recommendation #3

Trustee Busutil moved

THAT:

1. a) the report entitled "Laurine Ave. Public School (New) Concept Design Report" dated December 13, 2011, CP:11-19, be received.
- b) the Concept Design report for the Laurine Ave. Public School (New) Building Project, including the Preliminary Budget of \$6,859,922.46, as outlined in Appendix A of CP:11-19, be approved.
- c) the construction model for the Laurine Ave. Public School (New) Building Project be Lump Sum Tender.

The motion carried

CAPITAL AND RENEWAL PROJECTS (2011-12)

Mr. Paul Scinocca, Manager of Capital/Renewal Projects introduced and reviewed the report entitled, "Capital and Renewal Projects (2011/12)," dated December 13, 2011. He explained that the department is responsible for planning and implementing all new schools, additions, major renovations and equipment replacement projects in all our schools and administration buildings and highlighted the differences between the two categories of projects (capital and renewal). In the fall of each year, a five year renewal plan is reviewed, revised and work to be implemented in the current year is formalized so that design work can proceed. Approximately \$5M is received each year to replace building components that have reached the end of their service life. In addition, the Ministry has initiated a Condition Improvement Grant of

approximately \$2M per year for three years. The budget summary by school and by project for 2011-12 and 2012-13 were also reviewed.

It was clarified that where possible, projects for each school are grouped in order to maximize efficiencies. In addition, the team considers accessibility upgrades that are required that could be incorporated at the same time.

Recommendation #4

Trustee Schieck moved that the report entitled "Capital/Renewal Plans (2011/12)," CP11-18, dated December 13, 2011, be received.

The motion carried.

EAST GUELPH FULL DAY KINDERGARTEN (FDK) - STAFF'S PROPOSED TRANSITION PLAN (ROAD MAP)

Mr. Paul Scinocca, Manager of Capital/Renewal Projects introduced and reviewed the report entitled, "East Guelph Full Day Kindergarten (FDK) - Staff's Proposed Transition Plan (Road Map)," dated December 13, 2011. The report is the result of the larger FDK Capital Plan approved in principle by the board. The road map consists of three sequential boundary reviews: Edward Johnson PS, Stockford Road school site, and King George PS. These reviews will establish new boundaries for the accommodation of students of East Guelph and determine where students will be accommodated during the construction of King George PS and Laurine Ave PS up until such a time as the Stockford Road school is open. The results of each boundary review will require Trustee approval.

It was noted that King George PS will be acting as a holding school and that the issues of allocation and use of resources (furniture, library, classroom materials, etc.) is still to be addressed as the regular and FI schools will function as separate schools under one roof.

As the report reflects many complicated moves and dynamics, concern was expressed regarding the opening dates for the schools. Staff indicated that, while unable to predict the unforeseen, it is anticipated that King George PS and Laurine Ave. PS timelines and target opening will be met in 2012 and 2013 respectively. The Stockford school date is not firm and some flexibility is necessary in order to adjust as required. Determination of the boundaries will assist in the planning.

Recommendation #5

Trustee Bailey moved that memo PLN:11-26 entitled "East Guelph Full Day Kindergarten (FDK) – Staff's Proposed Transition Plan (Road Map)" be received for information.

The motion carried.

EDWARD JOHNSON FI BOUNDARY REVIEW – REPORT #2

Ms. Janice Wright, Superintendent of Finance, introduced and reviewed the report entitled, “Edward Johnson JK-6 FI Boundary Review – Report #2”, dated December 13, 2011. In accordance with the School Boundary Review Procedures Manual (320-A), the report provides alternative scenarios to address the accommodation issues; staff analysis of the alternative scenarios developed; a list of recommended options including justification for the recommendations; the proposed timeline for implementation of the Boundary changes; and, a communication plan. The report will form the basis of the presentation to the public on December 15, 2011. Ms. Wright reviewed the proposed scenarios, including staff’s preference (Scenario A) as well as the implementation timelines and communication plans. A recommendation will be made to the Business Operations Committee on January 17th and the final decision will be made at the regular Board meeting in January, prior to Kindergarten registration in February.

Trustee Borden reported that earlier today it was agreed to recommend to the Board on December 20th, that the date of the regular January Board meeting be January 24th (changed from January 31st) and asked that the community be advised of the potential date change at the public meeting on Thursday.

Recommendation #6

Trustee Moziar moved that the memo PLN:11-25 entitled, “Edward Johnson JK-6 FI Boundary Review – Report #2” be received as information.

The motion carried.

RESIGNATIONS, APPOINTMENTS AND RETIREMENTS - Nil

HEALTH AND SAFETY REPORT - Nil

OTHER BUSINESS - Nil

IN CAMERA**ADJOURNMENT**

Trustee Waterston moved that this Committee adjourn at 10:25 p.m. to report to the Board.

The motion carried.