

Planning Department Memo

West Guelph French Immersion (FI) Boundary Review – Initial Boundary Review Report



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Date: May 9, 2017
Report Type: DECISION

Background

In January 2017, the report “The Annual French Review Process and JK Waitlist Process for the UGDSB French Immersion Program” was presented to Trustees. This report described a modified review process would be undertaken to determine the feasibility of any new FI program(s) for 2018-19 and feasibility and location of any 2017-18 regional holding site(s).

In February 2017, Staff presented the 2016-2017 French Review Report. This report identified Willow Rd PS as a regional holding school for the Guelph area on-time waitlisted students for 2017/18. The feasibility of a new 2018/19 FI program for West Guelph was also confirmed.

At the Program Committee meeting on May 2, 2017 staff presented the details for the new West Guelph FI program. Gateway Dr PS will accommodate JK-3 FI with students feeding into Grades 4-8 FI at Willow Rd PS.

A process is needed to confirm the new JK-8 FI boundary for Gateway Dr PS/Willow Rd PS while considering the impact of the new boundary on Paisley Rd PS and John McCrae PS.

This process will be conducted in accordance with the Board’s Boundary Review Policy 320, which reads

“A Boundary Review is conducted when the school board is proposing the relocation (in any school year or over a number of school years) of students or grades, in which the number of students or enrolment of the grades is less than 50% of the school’s enrolment, or when an entire program is not being proposed

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for relocation. This calculation is based on the enrolment at the time of the relocation, or the first phase of relocation carried over a number of school years.”

Issue

To present the Initial Boundary Review Report, that provides the rationale for the proposed new West Guelph JK-8 FI boundary and initiates a review in accordance with Policy 320.

Recommendations

It is recommended that:

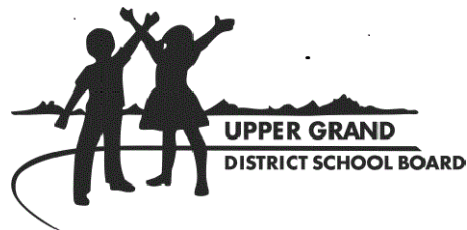
1. The memo PLN: 17-11 “West Guelph French Immersion (FI) Boundary Review – Initial Boundary Review Report” be received.
2. The Board approves the initiation of a boundary review process in accordance with the Board’s School Boundary Review Policy 320 to establish a new JK-8 FI boundary for West Guelph.
3. The Trustees adopt the schedule shown in Appendix A of report PLN: 17-11, as the timeline for the West Guelph French Immersion (FI) Boundary Review process.

Rationale

See the attached report.

West Guelph French Immersion (FI) Boundary Review Initial Boundary Review Report

**Presented to the Board of Trustees
Upper Grand District School Board**



May 9, 2017

Executive Summary

In accordance with “The 2018-19 New French Immersion Program Location, Grade Structure and JK Enrolment Cap Report” a new JK-8 FI program will be established in West Guelph starting in 2018/19. Gateway Dr PS will accommodate JK-3 FI with students feeding to Willow Rd PS for Grades 4-8 FI. The JK FI cap will be 29 students.

The purpose of the West Guelph French Immersion (FI) Boundary Review process is to confirm the boundary for a new West Guelph JK-8 FI program at Gateway Dr PS/Willow Rd PS. The boundary review is also to consider the impact on Paisley Rd PS and John McCrae PS, which currently accommodate FI students from West Guelph.

The Board Staff Committee has identified that the boundary for the new FI program should include the area west of the Hanlon Expressway, north of the Speed River and west to the Guelph Woolwich Townline.

The three options described in the Initial Boundary Review Report all assume the same conditions, including:

- Gateway Dr PS JK-3 FI,
- Willow Rd PS Grade 4-8 FI,
- JK FI cap of 29 at Gateway Dr PS, and
- new JK-8 FI boundary for the new program.

Options 2 and 3 reflect additional changes to the grade configurations and/or the JK FI caps for Paisley Rd PS and John McCrae PS.

Option 3 is recommended by the Board Staff Committee. This option includes modifying the Paisley Rd PS JK FI cap to create the capacity in the school to accommodate its Grade 4-6 FI students. This option also includes an increased JK FI cap at John McCrae PS which responds to the demands for FI within John McCrae’s boundary.

The Initial Boundary Review Report contains the following sections:

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1.0 Background

In the “2016-2017 French Review Report” staff determined that it was appropriate to consider establishing additional FI capacity in West Guelph. A new West Guelph FI program permits the Board to conduct a boundary review with a logical grouping of schools to establish the boundary for new French Immersion accommodation in a school or schools.

In “The 2018-19 New French Immersion Program Location, Grade Structure and JK Enrolment Cap Report” presented to Trustees on May 2, 2017 staff confirmed that there would be a new JK-8 FI program established in West Guelph starting in 2018/19. Gateway Dr PS will accommodate JK-3 FI with students feeding to Willow Rd PS for Grades 4-8 FI. The implementation plan in Options 1-3 includes Gateway Dr PS accommodating JK/SK effective September 2018 with a JK FI cap of 29 students. The program is proposed to grow by a grade each year. A fourth option will be developed for presentation at the May 9, 2017 Business Operations Committee meeting.

1.1 Scope of the Boundary Review

A West Guelph FI Boundary Review process is necessary to determine the boundary for the new JK-8 FI program for Gateway Dr PS/Willow Rd PS.

The boundary review must also consider the impact on existing schools, including Paisley Rd PS and John McCrae PS, which currently accommodate FI students from West Guelph.

1.2 JK FI On-Time Registration for 2017/18

As of January 26, 2017 there were 76 on-time registrants on the waitlist for Guelph. The number of on-time applicants exceeded the number of available spaces at Paisley Rd PS and John McCrae PS.

Table 1 - On-Time JK FI Registration Summary

School	JK Enrolment Cap	Total On-Time Registration	On-Time Registrants on Waitlist (January 2017)
Paisley Rd PS	46	61	15
John McCrae PS	46	58	12

The number applicants for JK FI in 2017/18 at both Paisley Rd PS and John McCrae PS is consistent with each school's historical FI participation rates. In the case of Paisley Rd PS, approximately half (or 30) of the students registering annually in JK FI reside west of the Hanlon Expressway.

Willow Rd PS was identified as a regional holding school for the Guelph area on-time waitlisted students for 2017/18. As of April 25, 2017 there are a total of 27 JK FI waitlisted students who accepted space in the holding school in Guelph.

2.0 Goals, Objectives and Constraints

The School Boundary Review Procedure 320-A requires the establishment of Goals, Objectives and Constraints (GOC) as part of the Initial Boundary Review Report.

The GOC lays the ground rules for the review by providing both targets and limitations for the development of alternative boundary solutions. The GOC for the West Guelph FI Boundary Review are as follows:

Goals:

1. Establish a new sustainable JK-8 FI boundary in West Guelph.

Objectives:

1. Support the Board's strategic priority for equity of access and opportunity.
2. Confirm the JK-3 FI boundary for Gateway Dr PS and Grade 4-8 FI boundary for Willow Rd PS in advance of the Annual French Review Process scheduled to begin in October 2017.
3. Consider the impact of West Guelph FI boundary changes on Paisley Rd PS and John McCrae PS, which currently accommodate FI students from West Guelph.
4. Maximize the number of students within walking distance to schools.
5. Minimize the number of students transported by bus.
6. Where feasible, minimize the amount of time students spend on a bus.
7. Support students and staff where transitions are proposed.

Constraints:

1. John McCrae PS is limited to 6 portables of temporary capacity.

2. Paisley Rd PS is limited to 3 portables of temporary capacity.

3.0 Status Quo Enrolment Projections

3.1 Paisley Rd PS

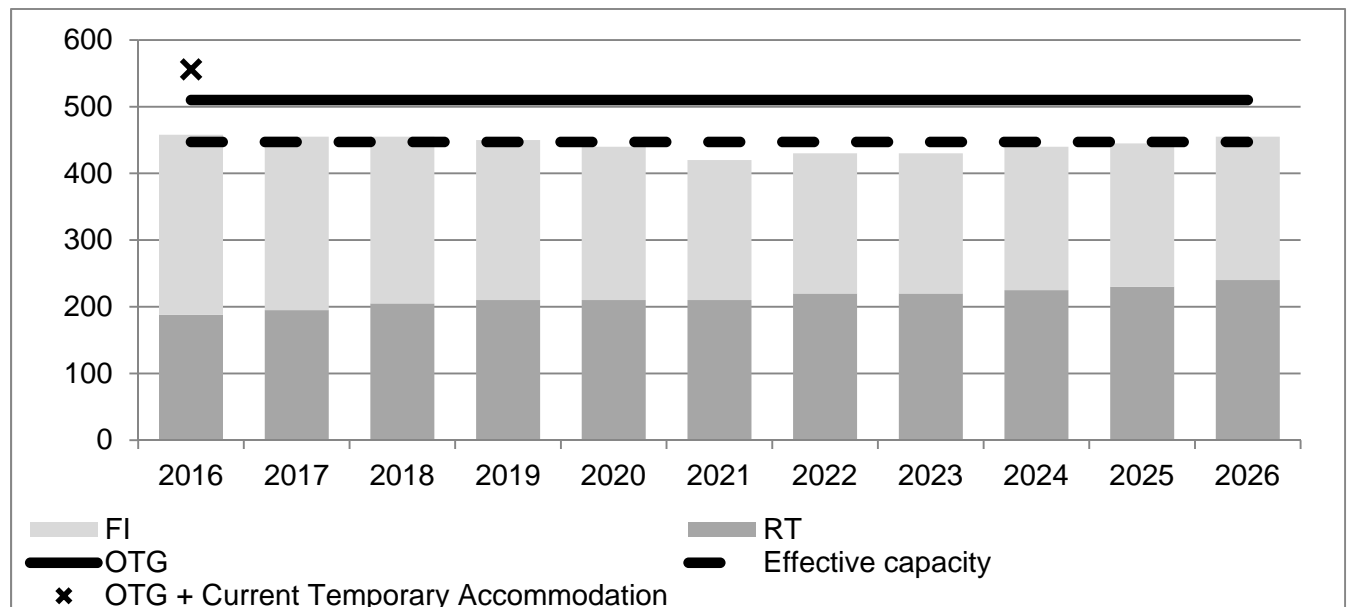
As shown on Maps 1 and 2 (Appendix B), FI students residing in an area west of Edinburgh Road in West Guelph are currently accommodated at Paisley Rd PS for JK-3 and John McCrae PS for Grades 4-8. Both schools have a JK FI cap of 46 students effective September 2017.

Paisley Rd PS currently accommodates JK-6 RT and JK- 3 FI. The 2016/17 enrolment is 458 students, with 59% of the enrolment in FI.

The school has a current On the Ground (OTG) capacity of 510 pupil places. On the Ground (OTG) capacity refers to the capacity of a school as determined by loading all instructional spaces within a facility to current Ministry of Education standards for class size requirements and room areas. OTG capacity does not include temporary capacity (i.e. portables).

There are two (2) portables on the Paisley school site which adds another 46 pupil places of space in temporary accommodation, for a total of 556 pupil places. In 2016/17, one (1) portable is in use.

Figure 1 - Paisley Rd PS Status Quo Enrolment Projection



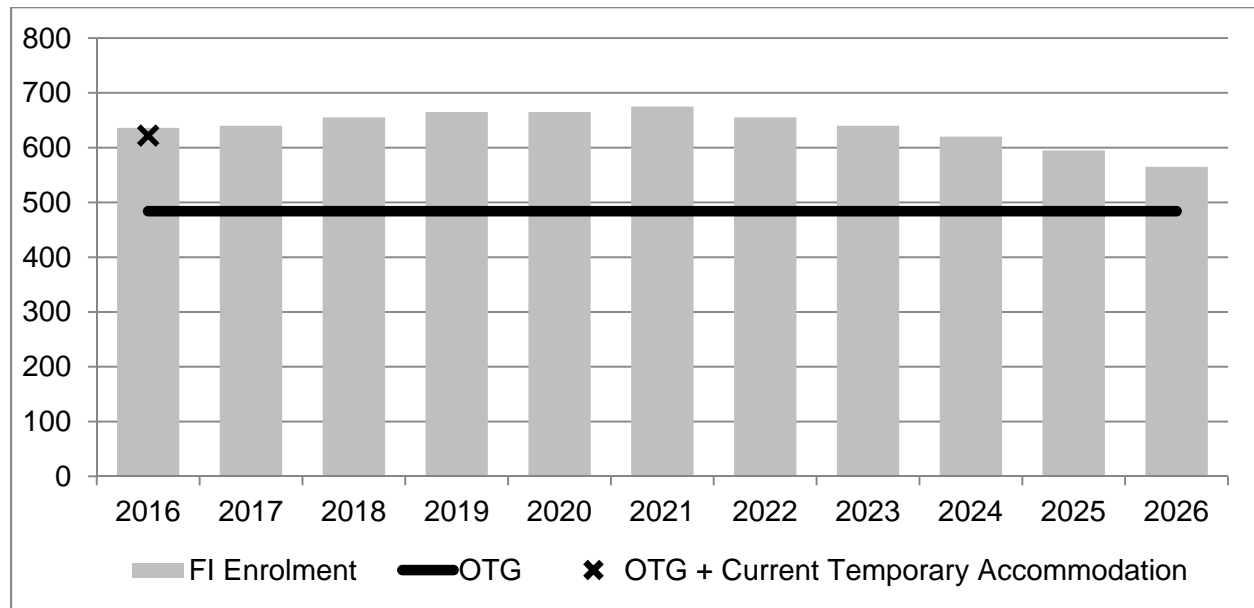
Fewer students can be accommodated at Paisley Rd PS than its OTG plus current temporary accommodation number would suggest due to the Dual Track (DT) nature of the school. Running both Regular Track (RT) and FI programs requires more classroom configurations and reduces the building’s capacity by approximately 3 fewer pupil places per classroom. As a DT school, the effective capacity of Paisley Rd PS is 447 pupil places.

3.2 John McCrae PS

John McCrae PS accommodates JK-8 FI. Paisley Rd PS FI students feed to John McCrae PS for Grades 4-8. The 2016/17 enrolment is 636 students. The status quo projection indicates that the school will continue to experience enrolment growth beyond 2017. After a projected peak in 2021, the enrolment is projected to begin to decrease as a result of the JK FI cap but the school remains overcrowded throughout the projection period.

John McCrae PS has an OTG of 484 pupil places. Currently, there are six (6) portables on site which adds another 138 pupil places of space for a total of 622 pupil places.

Figure 2 - John McCrae PS Status Quo Enrolment Projection

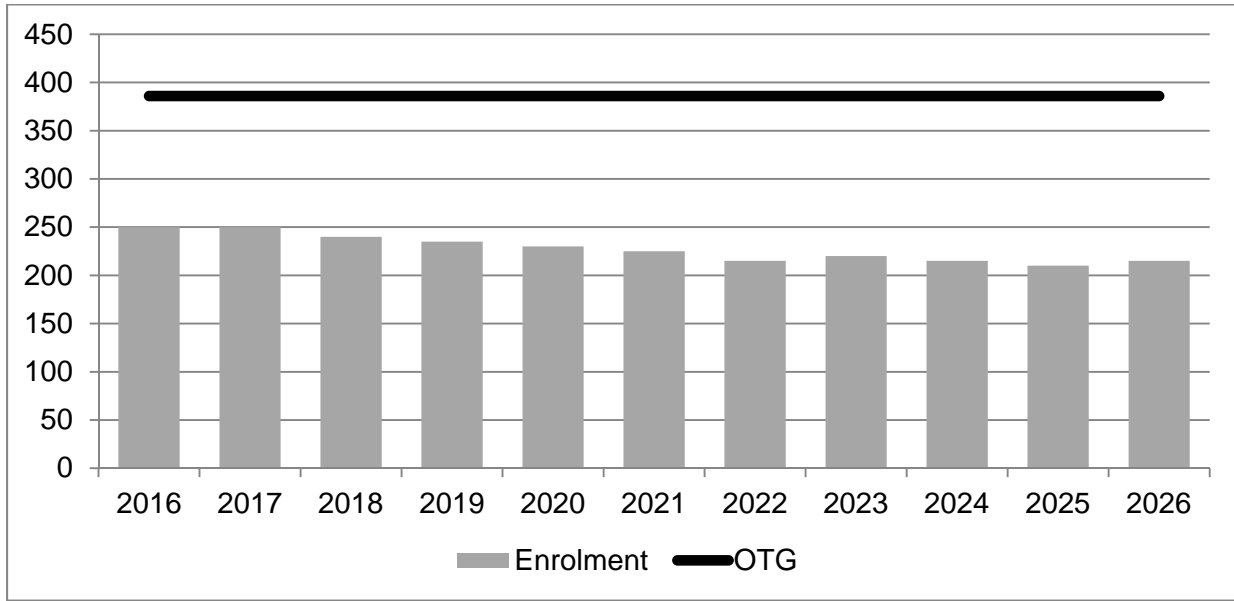


3.3 Gateway Dr PS

Gateway Dr PS currently accommodates JK-8 RT. The 2016/17 enrolment is 250 students. The status quo projection indicates that the school will experience gradual enrolment decline beyond 2017.

The school has a current OTG of 386 pupil places. The school has been underutilized for several years and is projected to remain underutilized during the projection forecast to 2026. The utilization of Gateway Dr PS in 2016/17 is 65%.

Figure 3 - Gateway Dr PS Status Quo Enrolment Projection

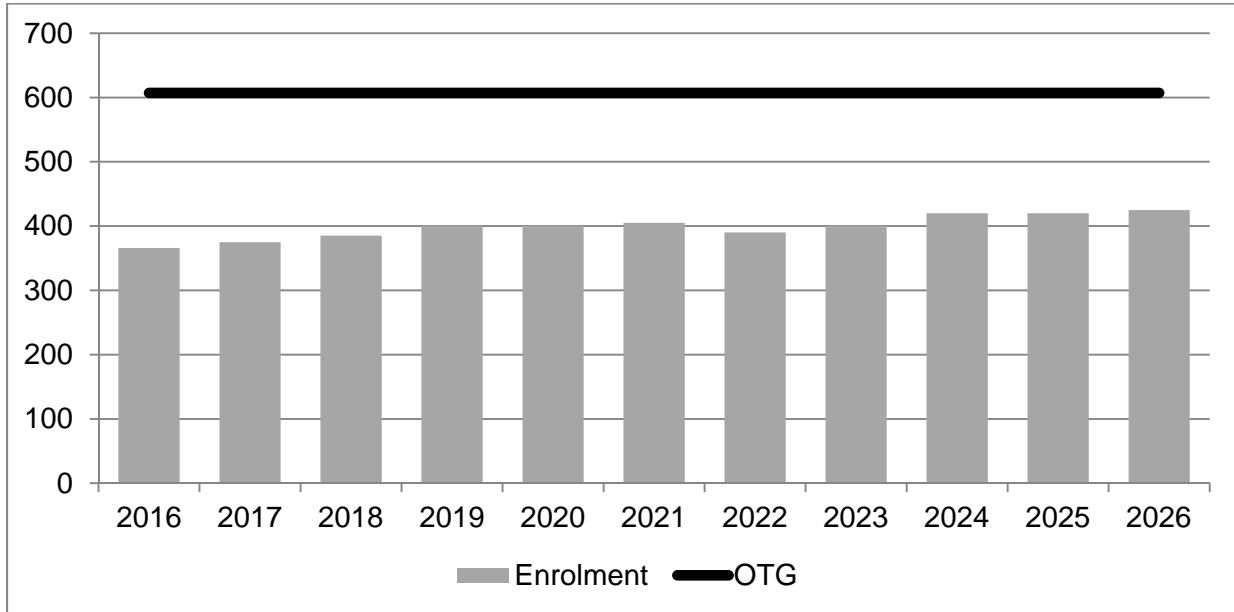


3.4 Willow Rd PS

Willow Rd PS currently accommodates JK-8 RT. Paisley Rd PS, June Ave PS and Victory PS RT students feed into Willow Rd PS for Grade 7/8. The 2016/17 enrolment is 366 students. The status quo projection indicates that the school will continue to experience stable enrolment beyond 2017 with some slight growth projected beyond 2023.

The school has a current OTG of 607 pupil places. The school is underutilized at 60% utilization in 2016/17. The school is projected to remain underutilized throughout the projection period.

Figure 4 - Willow Rd PS Status Quo Enrolment Projection



In Tables 2 and 3, the status quo enrolment projections for Paisley Rd PS, John McCrae PS, Gateway Dr PS and Willow Rd PS are provided.

Utilization rates for each of the schools are also provided. A school's utilization is calculated by comparing its OTG capacity to its enrolment. In the Status Quo projection, Paisley Rd PS is considered well utilized and John McCrae PS is overcrowded for the duration of the projection period. Both Gateway Dr PS and Willow Rd PS are projected to be underutilized to 2026/27.

4.0 Municipal and Community Partnership Considerations

Based on the updated population distribution targets released by the Ministry of Infrastructure in June 2013, the City of Guelph is projected to grow by approximately 55,000 people by 2031.

The Official Plan for the City of Guelph (December 2012 Consolidation) includes a growth management strategy based on the 2006 growth plan population target of 175,000 people and 92,000 jobs by 2031. Based on the updated forecasts of the Growth Plan for the Greater Golden Horseshoe, the City of Guelph will accommodate 177,000 people by 2031.

Table 2 - Status Quo Enrolment Projections for John McCrae PS and Paisley Rd PS

	OTG	OTG + Current Temporary Capacity	Current Program	Actual Enrolment 2016	5 Yr Projected Enrolment					10 Yr
					2017	2018	2019	2020	2021	2026
John McCrae PS	484	622	JK-8 FI	636	640	655	665	665	675	565
			Total	636	640	655	665	665	675	565
Utilization				131%	132%	135%	137%	137%	139%	117%
Paisley Road PS	510	556	JK-6 RT	188	200	200	210	210	210	235
			JK-3 FI	270	260	250	240	230	210	215
			Total	458	460	450	450	440	420	450
Utilization				90%	90%	88%	88%	86%	82%	88%

	Overcrowded (110% and over)
	Well Utilized (between 80-110%)
	Underutilized (80% and under)

Note: All enrolment projections 2017-2026 have been rounded to the nearest 5.

Table 3 - Status Quo Enrolment Projections for Gateway Dr PS and Willow Rd PS

	OTG	OTG + Current Temporary Capacity	Current Program	Actual Enrolment 2016	5 Yr Projected Enrolment					10 Yr
					2017	2018	2019	2020	2021	2026
Gateway Drive PS	386	386	JK-8 RT	223	225	215	210	205	200	190
			FI	0	0	0	0	0	0	0
			SE ¹	27	25	25	25	25	25	25
			Total	250	250	240	235	230	225	215
Utilization				65%	65%	62%	61%	60%	58%	56%
Willow Road PS	607	607	JK-8 RT	358	366	375	390	390	395	415
			FI	0	27 ²	0	0	0	0	0
			SE	8	10	10	10	10	10	10
			Total	366	403	385	400	400	405	425
Utilization				60%	66%	63%	66%	66%	67%	70%

	Overcrowded (110% and over)
	Well Utilized (between 80-110%)
	Underutilized (80% and under)

¹ SE refers to Special Education.

² As of April 25, 2017, there are 27 JK FI waitlisted holding students in Guelph.

Note: All enrolment projections 2017-2026 have been rounded to the nearest 5 with the exception of the FI waitlisted holding students.

The growth management strategy requires that all future growth occur within the settlement area boundary as identified in the Official Plan. This growth will be achieved through intensification, infill development, and redevelopment of existing underutilized sites.

Table 4 - City of Guelph Population Projections

Municipality	2011	2031	2036	% Change (2011-2036)
City of Guelph	121,685	177,000	184,000	51%

Within West Guelph the remainder of the planned residential development is primarily medium to high density development (i.e. townhouses, apartments). Historically, higher density residential development has not yielded as many students as lower density development (i.e. single detached homes). The remaining units planned in West Guelph results in a relatively flat enrolment projection over the forecast period.

The Board has not identified opportunities for potential partnership space in West Guelph based on the partnership criteria (i.e. schools with a utilization of 60% or less or 200 or more excess pupil places for at least the past two years). There are no schools in Guelph that have met either criteria.

Of the nine (9) elementary schools in West Guelph, four (4) of the schools accommodate third party child care providers offering before and after school programs. Parents are surveyed each year during Kindergarten registration to determine if there is enough interest in the Program for the following school year.

5.0 New West Guelph JK-8 FI Program

As part of the Annual French Review process, the accommodation of waitlisted students in French Immersion beyond the existing schools is to be considered based on the availability and sustainability of pupil places in one or more underutilized schools.

In memo 2017-002 “2016-2017 French Review Report” five elementary schools in Guelph were forecasted to be underutilized (i.e. less than 80% utilization) during the 2017/18 school year and projected to remain underutilized to 2022/23. The five-year enrolment projection was considered to determine the feasibility of establishing new sustainable FI programs.

Additional consideration was given to whether these five schools had at least 100 pupil places of excess space and to where each school was located relative to existing FI programs.

The conclusion of this evaluation was that it would be appropriate to consider establishing additional FI capacity in West Guelph, where there isn't an FI program located west of the Hanlon Expressway. Willow Rd PS and Gateway Dr PS were both considered potential locations to accommodate a future West Guelph FI program.

In memo 2017-008 "The 2018-19 New French Immersion Program Location, Grade Structure and JK Enrolment Cap Report", Staff determined that Gateway Dr PS and Willow Rd PS are suitable locations to accommodate FI. Both schools have excess capacity of greater than 100 students in 2017/18 and over the next 5 years.

The report confirmed that the grade configuration for the new West Guelph FI program is JK-3 FI at Gateway Dr PS feeding into Grades 4-8 FI at Willow Rd PS. This configuration results in enrolments that do not surpass either school's OTG capacity.

Staff also confirmed that JK FI at Gateway Dr PS will be capped at 29 students in 2018/19. The 29 student cap reflects the Ministry's recent announcement regarding a hard cap on FDK classes which comes into effect in September 2018.

The report indicated that the program will start with JK/SK at Gateway Dr PS in 2018/19. The implementation plan will be examined in more detail through the boundary review process.

The West Guelph FI Boundary Review will establish the new FI program boundary for Gateway Dr PS/Willow Rd PS. The review will also consider the impact on existing schools, such as Paisley Rd PS and John McCrae PS, which currently accommodate FI students from West Guelph.

6.0 New West Guelph JK-8 FI Boundary

As shown on Maps 1 and 2 (Appendix B), the current Paisley Rd PS JK-3 FI boundary extends west of Edinburgh Rd, across the Hanlon Expressway to the Guelph Woolwich Townline. The current John McCrae PS Grade 4-8 FI boundary includes this same area as Grade 3 FI students from Paisley Rd PS feed into John McCrae PS for Grades 4-8 FI.

FI students who reside west of the Hanlon north of the Speed River are bused to Paisley Rd PS for JK-3 and John McCrae PS for Grades 4-8. The Hanlon Expressway is a physical barrier for all elementary students who walk to school.

The Board Staff Committee discussed boundary options for the new West Guelph FI program and concluded that the Hanlon Expressway creates a logical boundary. By splitting the current Paisley JK-3 FI boundary east and west of the Hanlon, a natural boundary line is created.

The new West Guelph boundary is suitably sized given the JK FI cap of 29 students, as the area has had an annual participation of approximately 30 FI students. The average distance for existing FI students in the proposed new FI boundary to Gateway Dr PS is approximately 1.6 km. For some students residing in the new FI boundary and in the vicinity of Gateway Dr PS, they will be within walking distance to school.

The Committee determined that the only boundary to be considered for the new JK-8 FI program boundary is the area west of the Hanlon Expressway, north of the Speed River and west to the Guelph Woolwich Townline. The new West Guelph JK-8 FI boundary is outlined in Appendix C, Map 3.

The modified FI boundaries for Paisley Rd and John McCrae PS are included in Appendix C, Maps 4 and 5.

7.0 New FI Program Accommodation Options

Three (3) accommodation options were reviewed by the Board Staff Committee. Each option has assumed the area west of the Hanlon as the new JK-8 FI program boundary. Each option also includes the following assumptions:

- Cap the new JK FI program at 29 students at Gateway Dr PS;
- Start the program with JK/SK FI at Gateway Dr PS in 2018/19 and grow by a grade a year; and
- JK-3 FI at Gateway will feed to Grade 4-8 FI at Willow Rd PS.

In all three (3) options the implementation plan involves growing the new West Guelph JK-8 FI program. Therefore, FI will start at Gateway Dr PS with JK and SK in 2018/19 and increase by a grade each year. The eventual program configuration is JK-3 FI at Gateway Dr PS and Grade 4-8 FI at Willow Rd PS.

Table 5 - Implementation of New West Guelph JK-8 FI Program

	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27
Gateway Dr PS	JK/SK	JK-1	JK-2	JK-3	JK-4	JK-3	JK-3	JK-3	
Willow Rd PS						Gr 4-5	Gr 4-6	Gr 4-7	Gr 4-8

By the time there is the first cohort of Grade 4 FI students in the new program, it is proposed that instead of moving these students to Willow Rd PS for Grade 4 FI in 2022/23, these students would remain at Gateway Dr PS for one additional year. In 2023/24, the Grade 4 and 5 cohorts would move together to Willow Rd PS. Moving two cohorts together will create a more supportive FI environment for those students.

7.1 Impact on Families

Growing the FI program at Gateway Dr PS minimizes the impact on existing FI students. An analysis of the JK enrolment for 2017/18 identified approximately 25 JK students who reside in the proposed new West Guelph FI boundary. Under all three options, these students would move to SK at Gateway Dr PS in 2018/19.

The majority of these 25 JK FI students would move from Paisley Rd PS to Gateway Dr PS. Only 2 JK FI students would move from the regional holding site at Willow Road PS to Gateway Dr PS.

According to current enrolment information including the JK FI registrations for 2017/18, there are 11 families who would have siblings split between the new FI program at Gateway Dr PS/Willow Rd PS and the existing Paisley Rd PS/John McCrae PS program. Four (4) of those families would have siblings split who are one grade apart in school.

7.2 Option 1

Option 1 considers minimal changes to the Status Quo FI situation in West Guelph. This option grows the new JK-8 FI program at Gateway Dr PS starting with JK and SK in 2018/19. The Paisley Rd PS JK-3 FI and John McCrae PS Grade 4-8 FI boundaries are modified in 2018/19 to reflect the new West Guelph JK-8 FI boundary for Gateway Dr PS/Willow Rd PS. With the exception of starting the new FI program, no other changes are contemplated.

The enrolment projections for Option 1 are included in Appendix D. The addition of FI at Gateway Dr PS improves the school's utilization bringing it to over 80% utilization by 2019/20. At Willow Rd PS, the utilization does not start to improve until 2022/23 with the first cohort of FI starting at Willow Rd PS. By 2025/26, the utilization at Willow Rd PS is over 80%.

The enrolment projections for Option 1 indicate that the enrolment continues to increase at John McCrae PS until 2022/23. Based on the projection, up to 2 more portables may be necessary on the school site bringing the total number to 8.

This option maintains the existing JK FI caps at both Paisley Rd PS and John McCrae PS. Based on the historic participation in FI at Paisley Rd PS a cap of 46 JK FI students at Paisley Rd PS may be too large given its modified JK-3 FI boundary.

As well, by maintaining the 46 JK FI cap at John McCrae PS, the historic demand for FI within the school's boundary is not addressed.

7.3 Option 2

Option 2 considers growing a new JK-8 FI program at Gateway Dr PS/Willow Rd PS while also addressing the enrolment pressure issue at John McCrae PS. This option includes Paisley Rd PS keeping Grade 4 FI in 2018/19 resulting in just Grades 5-8 FI feeding into John McCrae PS.

Similar to Option 1, the impact of accommodating FI at Gateway Dr PS and Willow Rd PS is an improvement in utilization at both schools.

The enrolment projections for Option 2 as outlined in Appendix D indicate that some enrolment relief is achieved at John McCrae PS as a result of Paisley Rd PS accommodating Grade 4 FI. However, despite enrolment projections indicating that no more than 6 portables may be necessary at John McCrae PS, the school may continue to require up to 6 portables for the next 5 years.

As with Option 1, this option maintains the existing JK FI caps at both Paisley Rd PS and John McCrae PS. At Paisley Rd PS, the impact of accommodating an additional grade of FI may require the use of 2-3 portables towards the end of the projection period. Potential opportunities to increase the JK FI cap at John McCrae PS may not exist until 2023/24.

7.4 Option 3

Option 3 considers changes at Paisley Rd PS and John McCrae PS in response to the start of a new West Guelph JK-8 FI program at Gateway Dr PS/Willow Rd PS. This option includes a reduced JK FI cap at Paisley Rd PS from 46 to 29 students starting in 2018/19. This reduction is consistent with the historic participation rate from within the Paisley Rd PS boundary east of the Hanlon Expressway.

With a JK FI cap of 29 students at Paisley Rd PS, this creates the capacity at Paisley Rd PS to gradually accommodate its Grade 4-6 FI students. Grade 7/8 FI students from Paisley Rd PS would still be accommodated at John McCrae PS.

Growing the FI grade configuration to become JK-6 at Paisley Rd PS reduces the enrolment pressure at John McCrae PS therefore creating an opportunity to increase its JK FI cap from 46 to 58 students starting in 2019/20. A cap of 58 JK FI students is consistent with the historical demand within the John McCrae PS attendance area.

In Table 6, the enrolment projections for Option 3 indicate that more enrolment relief is achieved at John McCrae PS as compared with Option 2. Enrolment projections indicate that fewer than 6 portables may be required at John McCrae PS starting in 2019/20.

At Paisley Rd PS, the impact of accommodating three additional grades of FI may require the use of 2-3 portables over the next 5 years. The need for portables is projected to decrease towards the end of the projection period.

Of the three options the Board Staff Committee concluded that Option 3 is preferred. In addition to growing the new West Guelph JK-8 FI program, this option addresses both the impact and opportunities at Paisley Rd PS and John McCrae PS.

With the reduced enrolments, there is an opportunity to increase access to FI at John McCrae PS through an increased JK FI cap. It also recognizes that with the reduction in the Paisley RD PS JK-3 FI boundary it is logical to consider a modification to the Paisley Rd PS JK FI cap. Overall, this option increases the total JK FI cap by 24 students within the Paisley Rd PS and John McCrae PS attendance areas which is close to matching the total number of JK FI registrants in January 2017.

Table 6 - Comparison of 2017-18 JK FI Caps vs. Option 3 JK FI Caps

School	2017-18 JK FI Caps	Option 3 JK FI Caps
Paisley Rd PS	46	29
John McCrae PS	46	58
Gateway Dr PS	-	29
Total	92	116

Table 7 - Enrolment Projections for Option 3

	OTG	OTG + Current Temporary Capacity	Current Program	Actual Enrolment 2016	5 Yr Projected Enrolment					10 Yr	Planned Program
					2017	2018	2019	2020	2021	2026	
Gateway Drive PS	386	386	JK-8 RT	223	225	215	210	205	200	190	JK-8 RT
			FI	0	0	55 (JK/SK)	80 (JK-1)	110 (JK-2)	130 (JK-3)	135	JK-3 FI
			SE	27	25	25	25	25	25	25	SE
			Total	250	250	295	315	340	355	350	
Utilization				65%	65%	76%	82%	88%	92%	91%	
John McCrae PS	484	622	JK-8 FI	635	640	610	595	570	585	530	JK-8 FI
			Total	635	640	610	595	570	585	530	
Utilization				131%	132%	126%	123%	118%	121%	110%	
Paisley Road PS	510	533	JK-6 RT	188	200	200	210	210	210	235	JK-6 RT
			JK-3 FI	270	260	255 (JK-4)	270 (JK-5)	285 (JK-6)	265	205	JK-6 FI
			Total	458	460	455	480	495	475	440	
Utilization				90%	90%	89%	94%	97%	93%	86%	
Willow Road PS	607	607	JK-8 RT	358	366	375	390	390	395	415	JK-8 RT
			FI	0	27 ¹	0	0	0	0	105 (4-8)	4-8 FI
			SE	8	10	10	10	10	10	10	SE
			Total	366	403	385	400	400	405	530	
Utilization				60%	66%	63%	66%	66%	67%	87%	

¹ As of April 25, 2017, there are 27 JK FI waitlisted holding students in Guelph.

Note: All enrolment projections 2017-2026 have been rounded to the nearest 5 with the exception of the FI waitlisted holding students.

8.0 Operations, Capital and Transportation Considerations

8.1 Gateway Dr PS

Gateway Dr PS's enrolment will gradually increase as a result of growing a JK-3 FI program and the school's utilization will improve. At its peak enrolment, it is anticipated that the school will be fully utilized. The proposed 1 year delay in the transition of the Grade 3 FI students into Grade 4 FI at Willow Rd PS in 2022/23 may result in the need for a portable at Gateway Dr PS.

Currently there is 1 full size bus and 3 small buses that transport students to Gateway Dr PS. The accommodation of JK-3 FI at Gateway Dr PS will create the need for additional buses. Gateway Dr PS has a bus loading zone along Gateway Drive and an on-site loop at the front of the school. With the establishment of an FI program on the west side of the Hanlon Expressway, some FI students who reside close to Gateway Dr PS will be within walking distance to school.

Services de transport de Wellington Dufferin Student Transportation Services has indicated that further investigation is necessary to determine whether it is possible to coordinate buses between Gateway Dr PS and Willow Rd PS to allow students to ride the bus with their siblings.

At Gateway Dr PS there are 37 parking spaces, 2 barrier free parking spaces and 0 overflow spaces on the asphalt playground. When comparing available parking to the number of staff assigned to the school in 2016/17, there are 11 surplus parking spaces. Further examination of the parking at Gateway Dr PS will be necessary as a result of the proposed increase in enrolment.

With the projected enrolment increase at Gateway Dr PS, there will be more pedestrians and vehicles accessing the school site. As a result, it will be necessary to monitor traffic flow at Gateway Dr PS for the first 4 years following the addition of FI.

8.2 Willow Rd PS

The impact on Willow Rd PS's enrolment as a result of accommodating Grade 4-8 FI is delayed to 2023/24 as a result of growing the new FI program. With the addition of FI, there is a gradual improvement in the utilization of Willow Rd PS and by 2024/25 it is projected to be over 80% utilized.

At its peak enrolment there is sufficient capacity at Willow Rd PS to accommodate the Grade 4-8 FI program. It has been noted that with an increase in the number of

intermediate students, this may place pressure on the access to specialized instruction (i.e. music, sci/tech) compared with the existing operation of the school.

There is 1 full size bus and 1 small bus currently serving Willow Rd PS students. With the eventual addition of Grade 4-8 FI there will be the need for additional buses. The Willow Rd PS site currently has a small bus loop and the ability to flow traffic through the adjacent Shelldale property.

Growing the FI program at Willow Rd PS will delay the accommodation of Grade 4-8 students and higher enrolment and staffing numbers. Further examination of the parking, traffic flow and bus loading at Willow Rd PS will be necessary prior to 2023/24.

8.3 Paisley Rd PS

Paisley Rd PS is projected to experience a gradual enrolment decrease as a result of the growing of the new West Guelph FI program. The area west of the Hanlon is proposed to become part of the new West Guelph JK-8 FI program. In Option 3, a change to both the FI grade configurations and the JK FI cap increases the school's total enrolment. At its peak enrolment, Paisley Rd PS may require up to 3 portables for accommodation. The enrolment is projected to decrease towards the end of the forecast period.

Paisley Rd PS currently has five full size buses to transport students. Given that the FI students who reside on the west side of the Hanlon are all bused, the new JK-8 FI program will gradually reduce the number of buses at Paisley Rd PS.

8.4 John McCrae PS

In Option 3, the enrolment projection for John McCrae PS reflects the change to the Paisley FI grade configuration over 3 years starting in 2018/19 and also the increased JK FI cap of 58 students at John McCrae PS effective 2019/20.

The impact of growing a new FI program on the enrolment at John McCrae PS is initially not as significant. However, the proposal for Paisley Rd PS to gradually accommodate its Grade 4-6 FI students in Option 3 does have a more substantial enrolment impact. Overall, there is reduced enrolment pressure at John McCrae PS for the duration of the forecast period even with an increased JK FI cap. At the end of the projection the school is no longer considered overcrowded at 110% utilization.

Currently, there are 10 full size buses and 2 small buses transporting John McCrae PS students. With the addition of a new West Guelph FI program as well as the

reconfiguration of FI grades at Paisley Rd PS, this option will gradually reduce the number of buses at John McCrae PS.

8.5 Other Financial Considerations

The accommodation of FI at Gateway Dr PS and Willow Rd PS will require the Board to equip both Library/Learning Commons at both schools. For a JK-8 FI program, the approximate cost has been \$30,000 over a 2-year period. The estimated cost for French Immersion classroom material for a JK-8 FI program is approximately \$60,000.

9.0 Board Staff Committee's Recommended Boundary Option

Board Staff has considered one boundary for the new West Guelph JK-8 FI program for Gateway Dr PS/Willow Rd PS. The boundary generally includes the area west of the Hanlon Expressway to the westerly extent of the City of Guelph.

Given this boundary as well as the JK FI cap and FI grade configurations determined for Gateway Dr PS and Willow Rd PS, three options were evaluated. One option considered maintaining the existing FI programs at Paisley Rd PS and John McCrae PS while establishing a new West Guelph FI program starting in 2018/19. Two of these options considered additional changes to existing West Guelph FI programs in response to changing FI boundaries.

As a result, the Committee is recommending Option 3 with a modified JK FI cap of 29 students at Paisley Rd PS effective 2018/19 and a modified JK FI cap of 58 students at John McCrae PS effective 2019/20.

The Option 3 boundary changes would be in effect for September 2018. At that time, the JK/SK FI program would start at Gateway Dr PS and Paisley Rd PS would expand to include Grade 4 FI. The modified JK FI cap at Paisley Rd PS would be effective in 2018/19 and the modified JK FI cap of 58 at John McCrae PS would be effective in 2019/20.

10.0 Boundary Review Process

The following are key components of the Boundary Review process in accordance with the UGDSB's School Boundary Review Policy 320 and Procedures 320-A.

10.1 Board Staff Committee Composition

A boundary review is an administrative process involving a committee of Board staff responsible for proposed solutions to identified accommodation issues. The Board staff

committee for the West Guelph FI Boundary Review is comprised of the following members:

- Tracey Lindsay, Superintendent of Program
- Glen Regier, Superintendent of Finance
- Gary Slater, Superintendent of Education
- Cheryl Van Ooteghem, Superintendent of Education
- Vicky Crandall, Manager of Elementary Recruitment and Staffing
- Peter LeBlanc, FSL Lead
- Jennifer Passy, Manager of Planning
- Heather Imm, Senior Planner
- Blair Capling, Manager of Capital/Renewal
- John Veit, Manager of Operations
- Leslie Newman, Principal of Ecole John McCrae PS
- Chris Popofski, Principal of Gateway Dr PS
- Randal Wagner, Principal of Paisley Rd PS
- Steve Viveiros, Principal of Willow Rd PS
- Heather Loney, Communications and Community Engagement Officer
- Wendy Dobson, General Manager, Wellington-Dufferin Student Transportation Services
- Darren Gowing, Operations Manager, Wellington-Dufferin Student Transportation Services
- Other resource staff as needed, i.e. Student Support and Program Services representative(s)

10.2 Process

The Board staff committee held 2 meetings in April 2017 to confirm the Goals, Objectives and Constraints of the review. Enrolment projections and capacity issues were discussed. A boundary option was discussed and consideration given to the impact of the boundary option on Paisley Rd PS and John McCrae PS. The Committee determined a recommended boundary for the new JK-8 FI program in West Guelph.

Planning staff will present the Initial Boundary Review Report on behalf of the Board Staff Committee at the Business Operations Committee meeting on May 9, 2017. The report outlines the option(s) considered to address the accommodation issue, staff analysis of the option(s), the recommended option(s) and recommended implementation plan.

A Boundary Review Public Information Session is scheduled for June 21, 2017 from 7:00-9:00 pm at Gateway Dr PS, where interested persons can hear a presentation from staff on the information in the Initial Boundary Review Report, ask questions and provide feedback (i.e. comment sheets).

The Final Boundary Review Report will be presented at the Business Operations Committee meeting on September 12, 2017. The final report will include all of the public input received, the final staff recommendation with justification and a timeline for implementation.

The public have the opportunity to appear as delegations before the Business Operations Committee meetings or at Board as outlined on the Timeline in Appendix A or at any standing committee meetings of the board.

10.3 Communication Plan

The Communication Plan has two goals: to keep the community informed through a variety of channels, and provide a way for people to submit comments. The Final Boundary Review Report will review the Communication Plan and augment it if necessary.

The potential outcome of this boundary review affects the Gateway Dr PS, Willow Rd PS, John McCrae PS and Paisley Rd PS school communities. Each of these school communities are the key communications targets and parents/guardians will be kept up to date on the progress of the boundary review. To accomplish this staff will:

- Present the Initial Staff Report to the Business Operations Committee on May 9, 2017.
- Send a letter home to parents/guardians at John McCrae PS, Paisley Rd PS, Gateway Dr PS and Willow Rd PS by May 30, 2017 to inform them about the initiation of the Guelph French Immersion (FI) Boundary Review. The letter will provide background information, key dates and details on how to learn more about the process.
- Send a letter to the affected upper and lower tier municipalities, other interested community partners, coterminous school boards and the Ministry of Education by May 30, 2017 to inform them about the initiation of the review with a link to the web page.

- Create a web page for the West Guelph French Immersion (FI) Boundary Review in the Accommodation and Planning section of the Board's website. The page will summarize the reasons behind the review. It will provide links to reports, resources, memos and other documents.
- Create an online subscription form that gives community members the opportunity to sign up and receive email alerts when new content is added to the webpage.
- Create an online comment submission form. Comments will also be shared publicly on the Board's website, without names or personally identifying information. Users submitting comments will be informed in advance that the Board will not be able to provide individual responses.
- Create a Frequently Asked Questions (FAQ) document to address recurrent questions from the comments submitted online or through the Public Information Session.
- Promote the West Guelph French Immersion (FI) Boundary Review web page on the Board's website and on the home pages of the affected school communities.
- Inform parents/guardians about the opportunities for delegations to appear before trustees.
- Write a media release for local newspapers and TV regarding the initiation of the review. The release will be distributed following the Board meeting on May 23, 2017.
- Provide updates on school websites and reminders by way of Canada's Anti-Spam Legislation (CASL), or in school newsletters.
- Prepare and book newspaper advertisements to promote the Public Information Session.
- Send a letter home upon the release of Final Boundary Review Report.

**APPENDIX A:
BOUNDARY REVIEW
TIMELINE**

Table 8 - West Guelph FI Boundary Review Timetable

When	Who	What
April 18, 2017	Board Staff Committee Meeting	Meeting to discuss: <ul style="list-style-type: none"> • Background information • Draft goals, objectives, constraints • Possible boundaries and options • Communication strategy
April 26, 2017	Board Staff Committee Meeting	Meeting to discuss: <ul style="list-style-type: none"> • Boundaries and options • Draft Initial Boundary Review Report
May 2, 2017	Meeting with Local Trustees	Discuss Draft Initial Boundary Review Report
May 9, 2017	Business Operations Committee meeting	Presentation of Initial Boundary Review Report for Decision, including: <ul style="list-style-type: none"> • Background information • Goals, objectives, constraints • Committee composition • Alternative options with analysis • Recommended option(s) • Timeline and communication plan
May 23, 2017	Board meeting <i>Opportunity for delegations¹</i>	Decision to commence Boundary Review process
TBD between , 2017	Board Staff Committee meetings	Meeting to discuss: <ul style="list-style-type: none"> • Feedback • Public Information Session
By May 30, 2017	Notice of commencement: <ul style="list-style-type: none"> • School Communities² • Affected lower and upper tier municipalities • Other interested community partners • Coterminous school boards • Ministry of Education 	Letter re: West Guelph French Immersion Boundary Review initiation Prepare and book advertisements

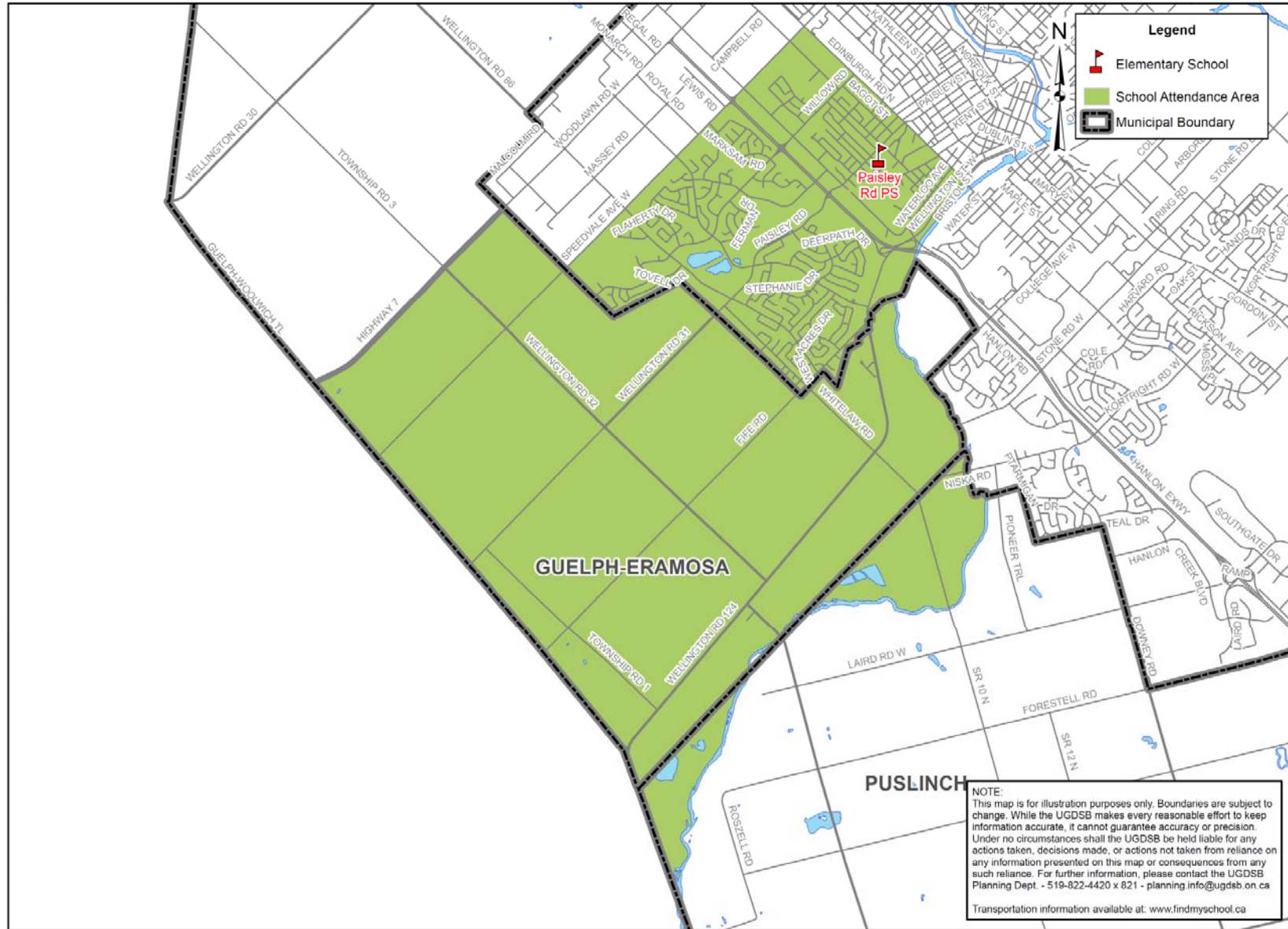
¹ There are delegation opportunities at all Standing Committee and Board meetings

² School communities include Paisley Rd PS, John McCrae PS, Gateway Dr PS and Willow Rd PS

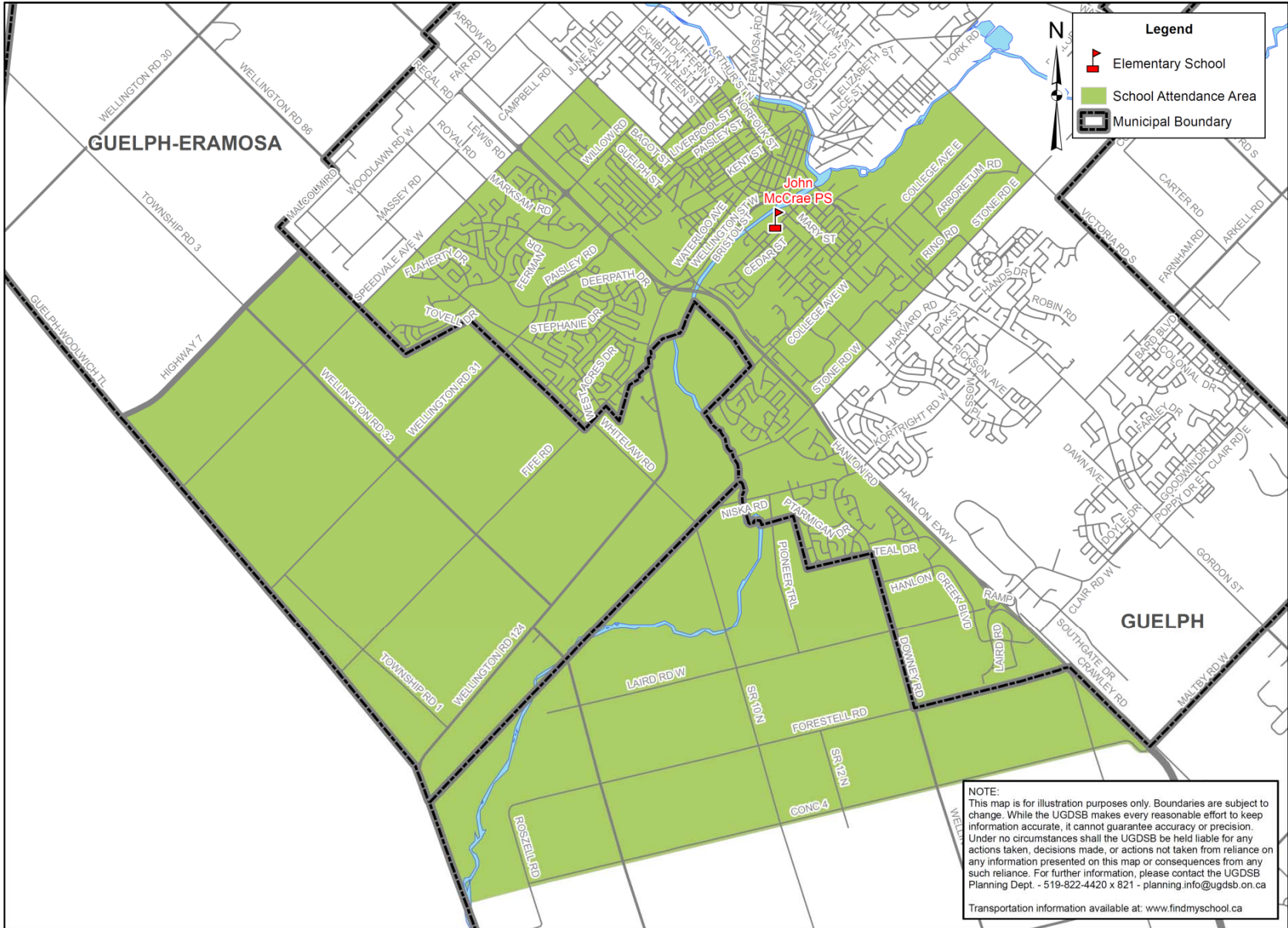
When	Who	What
June 21, 2017 Gateway Dr PS 7:00-9:00 pm	Public Information Session for School Communities	Boundary Review Public Information Meeting <ul style="list-style-type: none"> • Present Initial Boundary Review Report information • Feedback, question and answer session
TBD between 2017	Board Staff Committee meetings	Meetings as needed to discuss: <ul style="list-style-type: none"> • Input received from public meeting • Confirmation of final staff recommendation • Draft Final Boundary Review Report • Communication plan
September 12, 2017	Business Operations Committee <i>opportunity for delegations</i>	Presentation of Final Boundary Review Report Consideration of Final Boundary Review Report, including: <ul style="list-style-type: none"> • Summary of information from Initial Staff Report • Summary of public input • Final recommendation & justification • Implementation Plan • Communication Plan
September 26, 2017	Board of Trustees <i>opportunity for delegations</i>	Board Meeting - Decision related to Final Boundary Review Report

**APPENDIX B:
CURRENT BOUNDARY
MAPS**

Paisley Rd PS French Immersion JK to 3 Attendance Area

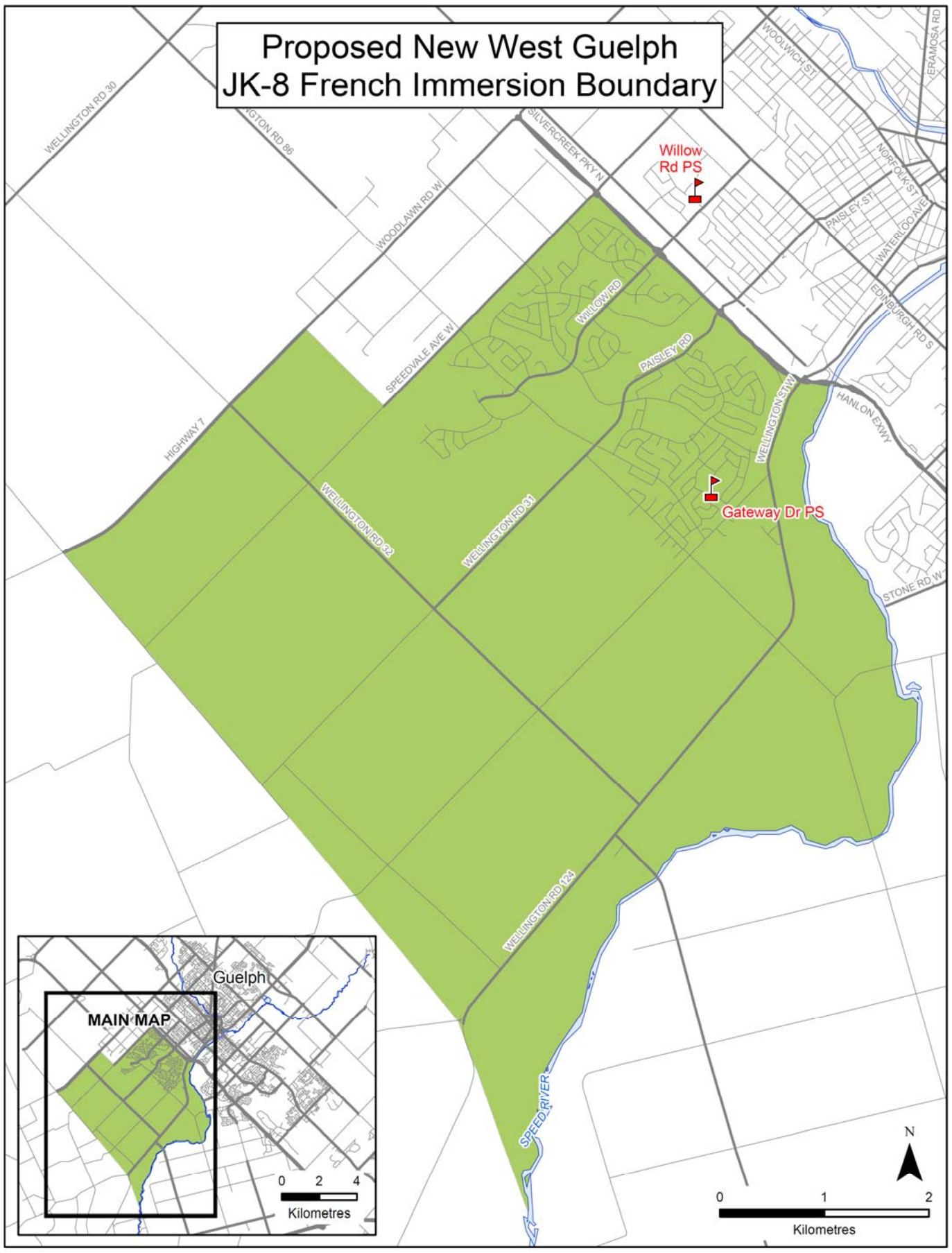


John McCrae PS French Immersion 4 to 8 Attendance Area

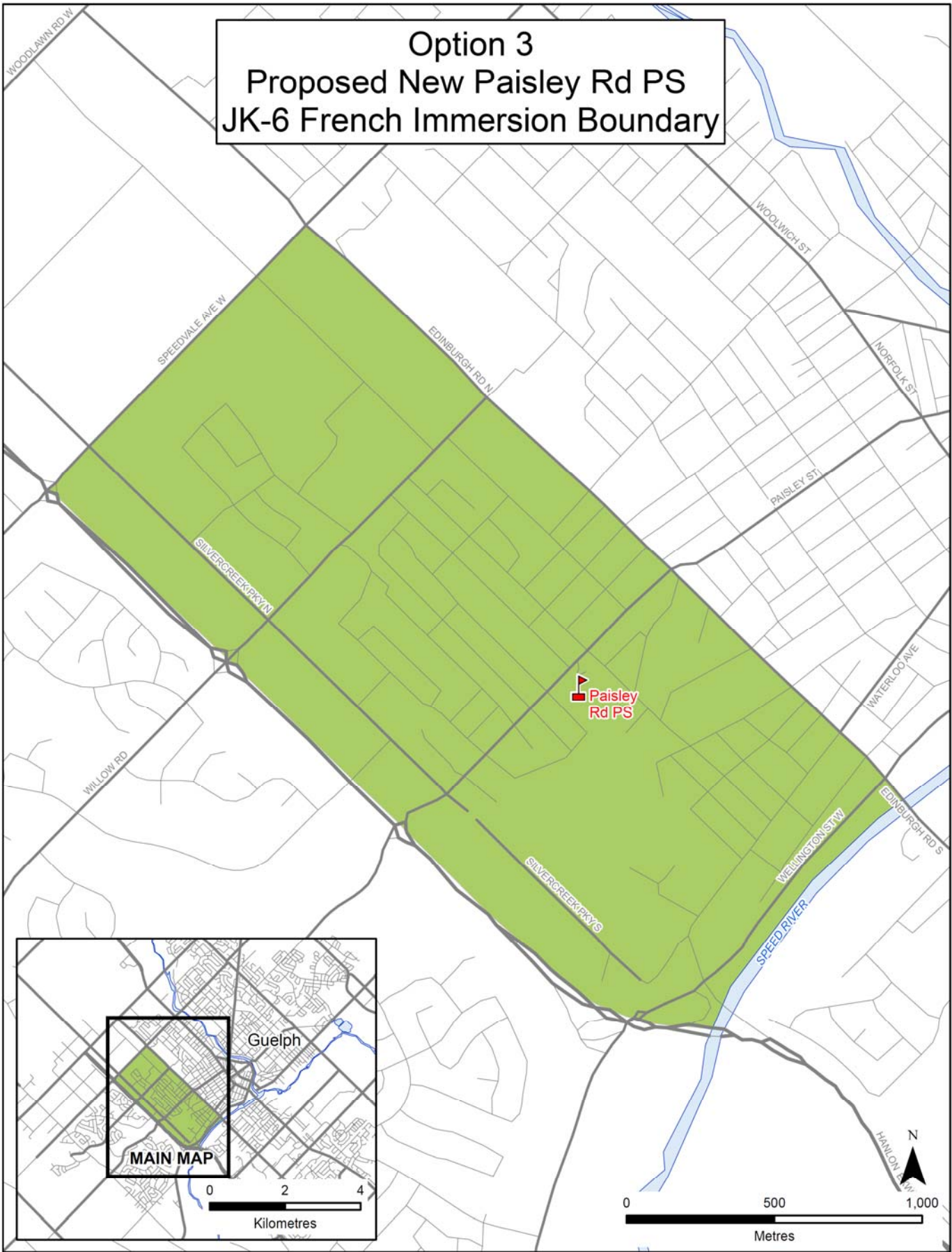


**APPENDIX C:
PROPOSED BOUNDARY
MAPS**

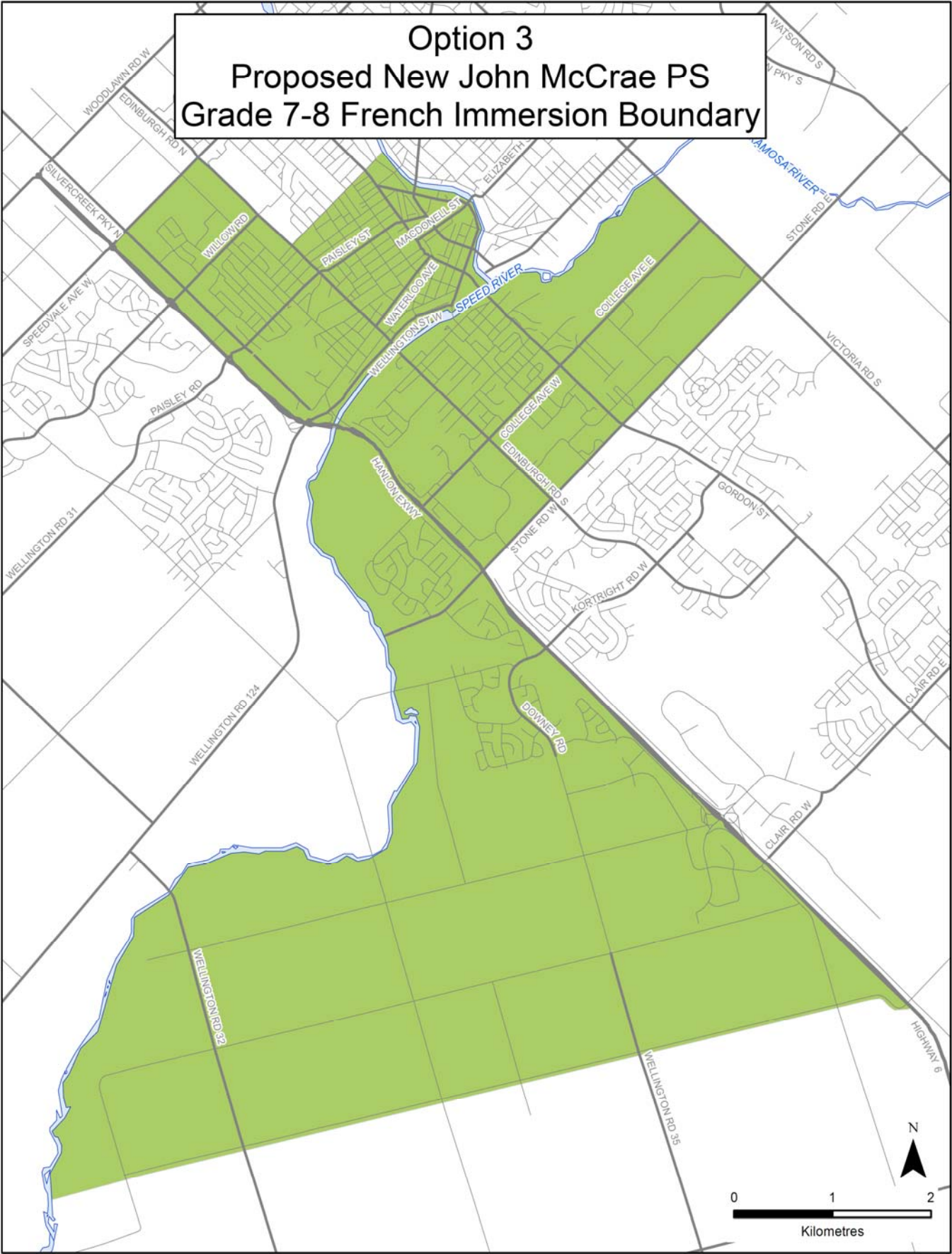
**Proposed New West Guelph
JK-8 French Immersion Boundary**



**Option 3
Proposed New Paisley Rd PS
JK-6 French Immersion Boundary**



**Option 3
Proposed New John McCrae PS
Grade 7-8 French Immersion Boundary**



**APPENDIX D:
ACCOMMODATION
OPTIONS**

OPTION 1

Proposed FI Program		Proposed JK FI Cap
Paisley Rd PS	JK-3 FI	46
John McCrae PS	JK-8 FI	46
Gateway Dr PS	JK-3 FI	29
Willow Rd PS	Gr 4-8 FI	-

- JK/SK FI begins at Gateway Dr PS in 2018/19; gains a grade/year to JK-3 FI in 2021/22
- Grade 4-5 FI begins at Willow Rd PS in 2023/24; gains a grade/year to Grade 4-8 FI in 2026/27
- Paisley Rd PS remains to JK-3 FI; continues to feed to John McCrae PS for Grades 4-8 FI

	OTG	OTG + Current Temporary Capacity	Current Program	Actual Enrolment 2016	5 Yr Projected Enrolment					10 Yr 2026	Planned Program
					2017	2018	2019	2020	2021		
Gateway Drive PS	386	386	JK-8 RT	223	225	215	210	205	200	190	JK-8 RT
			FI	0	0	55 (JK/SK)	80 (JK-1)	110 (JK-2)	130 (JK-3)	135	JK-3 FI
			SE	27	25	25	25	25	25	25	SE
			Total	250	250	295	315	340	355	350	
Utilization				65%	65%	76%	82%	88%	92%	91%	
John McCrae PS	484	622	JK-8 FI	635	640	655	665	665	675	550	JK-8 FI
			Total	635	640	655	665	665	675	550	
Utilization				131%	132%	135%	137%	137%	139%	114%	
Paisley Road PS	510	533	JK-6 RT	188	200	200	210	210	210	235	JK-6 RT
			JK-3 FI	270	260	225	220	210	195	215	JK-3 FI
			Total	458	460	425	430	420	405	450	
Utilization				90%	90%	83%	84%	82%	79%	88%	
Willow Road PS	607	607	JK-8 RT	358	366	375	390	390	395	415	JK-8 RT
			FI	0	27 ¹	0	0	0	0	105 (4-8)	4-8 FI
			SE	8	10	10	10	10	10	10	SE
			Total	366	403	385	400	400	405	530	
Utilization				60%	66%	63%	66%	66%	67%	87%	

¹ As of April 25, 2017, there are 27 JK FI waitlisted holding students in Guelph.

All enrolment projections 2017-2026 have been rounded to the nearest 5 with the exception of the FI waitlisted holding students.

OPTION 2

Proposed FI Program		Proposed JK FI Cap
Paisley Rd PS	JK-4 FI	46
John McCrae PS	JK-8 FI	46
Gateway Dr PS	JK-3 FI	29
Willow Rd PS	Gr 4-8 FI	

- JK/SK FI begins at Gateway Dr PS in 2018/19; gains a grade/year to JK-3 FI in 2021/22
- Grade 4-5 FI begins at Willow Rd PS in 2023/24; gains a grade/year to Grade 4-8 FI in 2026/27
- Paisley Rd PS grows to JK-4 FI in 2018/19; continues to feed to John McCrae PS for Grades 5-8 FI

	OTG	OTG + Current Temporary Capacity	Current Program	Actual Enrolment 2016	5 Yr Projected Enrolment					10 Yr	Planned Program
					2017	2018	2019	2020	2021	2026	
Gateway Drive PS	386	386	JK-8 RT	223	225	215	210	205	200	190	JK-8 RT
			FI	0	0	55 (JK/SK)	80 (JK-1)	110 (JK-2)	130 (JK-3)	135	JK-3 FI
			SE	27	25	25	25	25	25	25	SE
			Total	250	250	295	315	340	355	350	
Utilization				65%	65%	76%	82%	88%	92%	91%	
John McCrae PS	484	622	JK-8 FI	635	640	610	625	620	625	515	JK-8 FI
			Total	635	640	610	625	620	625	515	
Utilization				131%	132%	126%	129%	128%	129%	106%	
Paisley Road PS	510	533	JK-6 RT	188	200	200	210	210	210	235	JK-6 RT
			JK-3 FI	270	260	270 (JK-4)	260	255	245	250	JK-4 FI
			Total	458	460	470	470	465	455	485	
Utilization				90%	90%	92%	92%	91%	89%	95%	
Willow Road PS	607	607	JK-8 RT	358	366	375	390	390	395	415	JK-8 RT
			FI	0	27 ¹	0	0	0	0	105 (4-8)	4-8 FI
			SE	8	10	10	10	10	10	10	SE
			Total	366	403	385	400	400	405	530	
Utilization				60%	66%	63%	66%	66%	67%	87%	

¹ As of April 25, 2017, there are 27 JK FI waitlisted holding students in Guelph.

All enrolment projections 2017-2026 have been rounded to the nearest 5 with the exception of the FI waitlisted holding students.