

Planning Department Memo

New Guelph Secondary School Boundary Review – Report 2



To: Finance and Facilities Committee

From: Peter Sovran, Director of Education

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Date: September 17, 2024

Report Type: ACTION

Recommendations

1. That Memo PLN 24-15 “New Guelph Secondary School Boundary Review – Report 2” be received.
2. The Board approves the initiation of the boundary review process in accordance with the Board’s School Boundary Review Policy 320 to establish a Grade 9-12 attendance area boundary for the new Guelph secondary school for the 2026-27 school year.
3. The Trustees adopt the timeline for the boundary review as outlined in Section 2.1 of report PLN: 24-15.

Rationale

The Board received Ministry funding in March 2018 to facilitate the construction of a new 900-pupil place secondary school in Guelph. Board staff have been working with the City of Guelph for land use approvals required for the construction of the new school.

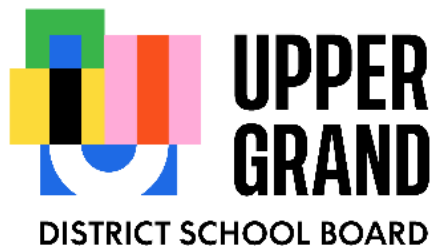
The new school at the intersection of Victoria Road South and Arkeil Road in Guelph is forecasted to open for the 2026/27 school year. It is necessary to establish the 9-12 attendance area boundary for the new school and have a Board decision on a boundary at least a year in advance of the school opening.

A Boundary Review Process provides the structure and process for reviewing the attendance area options for the New Guelph Secondary School.

NEW GUELPH SECONDARY SCHOOL BOUNDARY REVIEW REPORT 2

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

September 17, 2024



1.0 Background

Due to substantial residential development that has occurred and planned for the City of Guelph; Centennial CVI, John F. Ross CVI and Guelph CVI are all currently overcapacity with enrolment pressure projected to continue to increase.

The Board received Ministry funding in March 2018 to facilitate the construction of a new 900-pupil place secondary school in Guelph. The Board had previously purchased a school site at the northwest corner of Arkell Road and Victoria Road in the south end of Guelph.

The new school is forecasted to open for the 2026/27 school year. This new school will aid in accommodating the forecasted enrolment growth from the new development in the area and alleviate current enrolment pressures from existing secondary schools in Guelph.

An information report was presented to the Finance and Facilities meeting April 16, 2024, outlining the need for Board staff to conduct a Boundary Review process commencing in Fall 2024 to determine a 9-12 Regular Track boundary for the new secondary school in Guelph. The process will consider the current attendance area boundaries of existing schools to determine from which areas students will be assigned to the new school.

A boundary review is 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 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.”

1.1 Scope of the Boundary Review

A Boundary Review process provides the structure and process for reviewing a variety of boundary options for the New Guelph Secondary School. The boundary review must consider the impact of altered boundaries on existing schools, as well as the program and grades starting at the new school.

The Board's Long Term Accommodation Plan (LTAP) Final Report (March 2024), identified an outstanding motion in Guelph which was an outcome of the LTAP Annual Review Report (June 22, 2021) that:

6. *The Board direct staff to complete the Secondary Program Review prior to the completion of the new Guelph Secondary School Boundary Review.*

Currently, Board staff has and is continuing to conduct various Board wide secondary program reviews. Given the timing of the new school opening, a boundary will need to be established for the new school prior to the completion of the remaining secondary program reviews.

Centennial CVI, John F. Ross CVI and Guelph CVI will be included in the boundary option analysis. All 3 schools are currently overcapacity with increasing enrolment pressure anticipated.

Table 1 shows the 2022/23, 2023/24 and projected enrolments from the Board’s LTAP Report (March 19, 2024) for all Guelph Secondary Schools.

School	Program	OTG	Portables	2022/23 Enrol	2023/24 Enrol	Projected 2025/26 Enrol	Projected 2030/31 Enrol
Centennial CVI	9-12	1,167	9	1,545	1,609	1,730	1,825
Guelph CVI	9-12 9-12 IB	1,269	0	1,606	1,692	1,780	1,935
John F. Ross CVI	9-12 9-12 FI	1,800	6	2,078	2,135	2,265	2,565
Total		4,236	15	5,229	5,436	5,775	6,325

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 accommodation options. The GOC for the New Guelph Secondary School Boundary Review are as follows:

Goals:

1. Establish grade 9-12 attendance area boundary(ies) for the New Guelph Secondary School.

Objectives:

1. To ensure that the boundary review recommendations support the pillars of the Board’s Multi-Year Plan (MYP).
2. Consider the impact of any boundary or program changes at Centennial CVI, John F. Ross CVI and Guelph CVI.
3. Where possible, maximize the number of students that can walk to school.
4. Where feasible, minimize the amount of time students spend on a bus.
5. Support students and staff where transitions are proposed.

Constraints/considerations:

1. There are several future residential development lands in proximity to the new school to be considered when determining the new school boundary.

2.0 Boundary Review Process

2.1 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 New Guelph Secondary Boundary Review is comprised of members as identified in Board Procedure 320-A.

2.2 General Timeline

The following table outlines the proposed timeline for sharing information and public engagement over the next few months. The objective is to provide the Board and the broader public and school communities with opportunities to provide input during the process prior to the presentation of the final report.

When	What
April 16, 2024	Information Report to Finance and Facilities Committee
September 17, 2024	Report to Finance and Facilities Committee Meeting
September 2024	<ul style="list-style-type: none"> • Initiate communication plan for Stakeholder engagement including:

	<ul style="list-style-type: none"> ○ Survey ○ Planning webpage setup ○ Communications to schools and update school websites
October 2024	<ul style="list-style-type: none"> ● Boundary Review Staff Committee Meeting to discuss: <ul style="list-style-type: none"> ○ Boundary Review process and timelines ○ Communication plan for stakeholder engagement ○ Survey feedback to date
November 2024-January 2025	<ul style="list-style-type: none"> ● Boundary Review Staff Committee to discuss various boundary options ● Review and analyse survey responses and feedback
February/March 2025	Report to Finance and Facilities Committee Meeting providing Boundary Review Options
Late March, 2025	<ul style="list-style-type: none"> ● Open House for stakeholder engagement (Date to be determined) ● New survey for feedback on Boundary Review Options
April 2025	<p>Review and analyze survey and open house feedback</p> <ul style="list-style-type: none"> ● Boundary Review Staff Committee to discuss Recommended Option
May/June 2025	Finance and Facilities Committee to present Recommended Option for consideration
June/September 2025	Board Decision on Boundary Review

October 2025 – January 2026	Transition Plan, Communications with school communities and updates on websites
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2.3 Communication Plan

This boundary review includes Centennial CVI, John F. Ross CVI and Guelph CVI. All the associated elementary schools will also be kept informed of the process through website updates. Therefore, all 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:

- Send communication to the school communities at Centennial CVI, John F. Ross CVI and Guelph CVI that provide background information, key dates and details on the boundary review process.
- Send letters to affected upper and lower tier municipalities, other interested community partners, coterminous school boards and the Ministry of Education to inform them about the initiation of the review with a link to the web page.
- Develop a web page for the New Guelph Secondary School on the Accommodation and Planning section of the Board’s website. The page will provide links to reports, and other documents.
- Promote the New Guelph Secondary School Boundary Review web page on the Board’s website and on the web pages of the affected school communities.
- Create an email address for communication. 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.
- Use public surveys throughout the review process to gather information about interest in the Boundary Review, other considerations and input on boundary options.
- Create a Frequently Asked Questions (FAQ) document to address recurrent questions from the comments submitted online or through the Public Information Session.

- Provide details to the parents/guardians about opportunities for delegations to appear before trustees.
- Send information to Principals through email blasts, online newsletters or paper in agendas as deemed best by individual schools.
- Provide updates on school websites.
- Communicate through all channels upon the release of all Boundary Review Reports.
- Communicate the final decision of the Board.