Facilities/Transportation Committee Minutes

Thursday, April 8, 2010, 10:00 a.m.
Board Room, Administration Office

Present: D. Karnes, Chairperson, P. Bartlette, J. Murray (Alternate), M. Snelling, G. Barnes, M. Clark. , R. Harkness
Regrets: G. Malazdrewicz, Dr. D. Michaels.

1. CALL TO ORDER:

Mr. Karnes, Chairperson called the Committee meeting to order at 10:10 a.m.

2. APPROVAL OF AGENDA:

The Facilities/Transportation Committee Agenda was approved.

3. COMMITTEE GOVERNANCE GOAL ITEMS:

NIL

4. OTHER COMMITTEE GOVERNANCE MATTERS

a) Facilities Report Review

The Secretary-Treasurer, Mr. Barnes, circulated the Facilities Plan Recommendations dated March, 2010. The Committee reviewed each recommendation individually. Discussions were held regarding bussing; working with Brandon and Area Planning; the accuracy of the information obtained through Baragar; incorporation of the immigrant student population into the statistics and projections; development of future school sites; working with the Public Schools Finance Board; and the need for a pedestrian crossing on Douglas Street. The Committee agreed in principle to the following recommendations:

1. That the hatched area located .5 miles south of Kemnay and 4.5 miles east of Alexander be moved from its current Meadows catchment;
2. That the Oak Ridge Development be included in the Kirkcaldy Heights catchment and that the Clare Development be moved from the Betty Gibson (K-6)/Earl Oxford (7-8) catchment to the Kirkcaldy Heights catchment;
3. That the Clare Development area be moved from Betty Gibson (K-6) to Kirkcaldy Heights;
4. That the Clare Development area be moved from Earl Oxford (7 & 8) to Kirkcaldy Heights;
5. That all the Grade 7 and 8 students residing in the area west of McDiarmid Drive and east of 34th Street, the Valleyview K-6 catchment, be moved from Riverheights to Earl Oxford;
6. That the Island Park Development be moved from the George Fitton catchment area to the King George catchment;
7. That the Riverview catchment area be extended from its current west line down the center of Douglas Street west to include the west side of Douglas Street.
8. That the area south of Victoria Avenue to Van Horne and between 42nd and 50th Streets be moved from the Riverheights catchment to the Waverly Park catchment;
9. That New Era School's English track grade 7 and 8 students be repatriated to New Era School and the school become a K-8 school. (Appendix "A)

It was further noted that the Committee agreed the following statements would be included with the proposed recommendations:

1. That it is the goal of the Division to change all K – 6 schools to K-8 schools;
2. That review of the Brandon School Division Facilities takes place on a yearly basis;
3. That all proposed changes would be effective September 2011 except for the proposed changes to New Era School to incorporate the Grade 7 and 8 English track students;
4. That students and their siblings in the current catchment area configurations will be "grandfathered" into the catchment areas, however, any new students moving into the area will follow the new catchment area boundaries.

The Committee agreed to take the proposed Facilities Plan Recommendations to the Board of Trustees at their Regular Meeting to be held on May 10, 2010 for discussion prior to making the proposed recommendations available to the public. It was further agreed that public consultation on the proposed recommendations would take place on Monday, May 31, 2010 at Crocus Plains Regional Secondary School and Tuesday, June 1st, 2010 at Earl Oxford School in the evenings.

Recommendation:
That the School Catchment Recommendation's April, 2010 and the School Facilities Report, January, 2010 be approved for submission for public discussion; and further that Public Consultations be held MMonday, May 31, 2010 at Chrocus Plains Regional Secondary School and Tuesday, June 1, 2010 at Earl Oxford School.

b) Sale of Fleming School – IN-CAMERA

Discussions regarding the proposed sale of the Fleming School Site were held In-Camera.

It was agreed that the matter would be discussed In-Camera at the Board Meeting on May 10, 2010 with the Division solicitor present. It was further agreed that Senior Administration would contact the Public Schools Finance Board prior to the May 10th, 2010 Board meeting to receive their feedback on the matter.

c) B.J. Hales Museum Display

Secretary-Treasurer, Mr. Barnes, circulated minutes on a meeting he and the Superintendent had with Mr. Ken Jackson, the previous curator of the B.J. Hales Museum. Mr. Barnes reviewed the items discussed. He noted the next step was for the Director of Facilities and Transportation to contact Mr. Jackson and review the possible space available in the basement of Earl Oxford School to determine what would be required to make the space habitable for the museum artifacts. Mr. Clark, Director of Facilities and Transportation confirmed that he would need to talk to Brandon and Area Planning regarding requirements to bring the basement area up to code for such a display.

It was agreed that Mr. Clark would report back to the Committee at the next meeting with the renovations required, costs and options regarding the entrance to the exhibit before any further decisions regarding displaying the B.J.Hales Museum artifacts were made.

Trustee Murray noted the Brandon Shopper's Mall would be willing to take pieces of the exhibit to display behind the windows of closed stores.

Trustee Bartlette noted he had approached the City Library about the possibility of displaying pieces of the exhibit at the library and that any further discussions on the matter was now up to the City Library.

Mr. Barnes noted the University was getting a grant for the curator and he would be following up on the possibility of transferring this grant to the school division. He would also be looking into what other grants are available with respect to renovations and improvements in order to display the exhibit in the basement of Earl Oxford School.

d) Summer English Immersion Camp

The Committee discussed the request of the English Language Summer Camp Advisory Committee requesting the provision of a bus and bus driver for their summer camp to be held the week of August 16 to 20, 2010.

Recommendation:
That a school bus be provided to the English Language Summer Camp Advisory Committee, for the week of August 16th to 20th 2010, at the current rates subject to approval by the Supervisor of Transportation.

e) 3-4-5 Nursery School Request for Space

The Committee noted that it was not the School Division's responsibility to find space for private enterprise, such as 3-4-5 Nursery School, and that the Division has been more than accommodating for the past 10 years in providing space for 3-4-5 Nursery School at well below rental cost. However, the Secretary-Treasurer noted there was space available at King George School which could be rented to 3-4-5 Nursery School as a temporary solution at a cost of $300 per month while the Nursery School applied for capital construction grants for daycares to possible expand space at George Fitton School. The Committee agreed to bring forth a recommendation to the Board regarding leasing temporary space at King George School.

Recommendation:
That 3-4-5 Nursery School be granted temporary space at King George School at the rate of $300.00 per month.

f) Policy Review

The Committee reviewed Policy 5060 – "Medical Reports – Bus Drivers" and Policy 5061 – "Professional Development for Bus Drivers". Supervisor of Transportation, Mr. Harkness, noted word changes and revisions to the policies which would bring them up to current practice.

Recommendation:

That Policy 5060 – "Medical Reports – Bus Drivers" be amended as follows:
- the word "selected" in the first sentence be removed and replaced with the word "approved";
- the word "his" in the second sentence be removed and replaced with the word "the";
- the word "his" in the third sentence be removed and replaced with the word "an".

That Policy 5061 – "Professional Development for Bus Drivers" be amended as follows:
- the words "in writing" in the third sentence of the first paragraph be removed;
- the word "Department" in the second sentence of the second paragraph be removed and replaced with the word "Unit".

5. OPERATIONS INFORMATION

a) Vincent Massey Property

Secretary-Treasurer, Mr. Barnes, provided a verbal update regarding the exchange of the Vincent Massey property noting he would be sending a letter to the City regarding a property exchange.

b) 5 Year Capital Plan Update

Secretary-Treasurer, Mr. Barnes, spoke about the difficulties he is encountering in getting information from the Public School's Finance Board. It was agreed that Mr. Barnes forward a pro-active email to the Public School's Finance Board asking when they would be coming out to Brandon to provide confirmation on the Division's 5 Year Capital Plan.

c) Green Acres Roof Update

Mr. Clark, Director of Facilities and Transportation, confirmed that construction had begun on the Green Acres School Roof as of Monday, April 5, 2010.

6. NEXT REGULAR MEETING: Thursday, May 13, 2010, 10:00 a.m., Board Room

The meeting adjourned at 12:15 p.m.

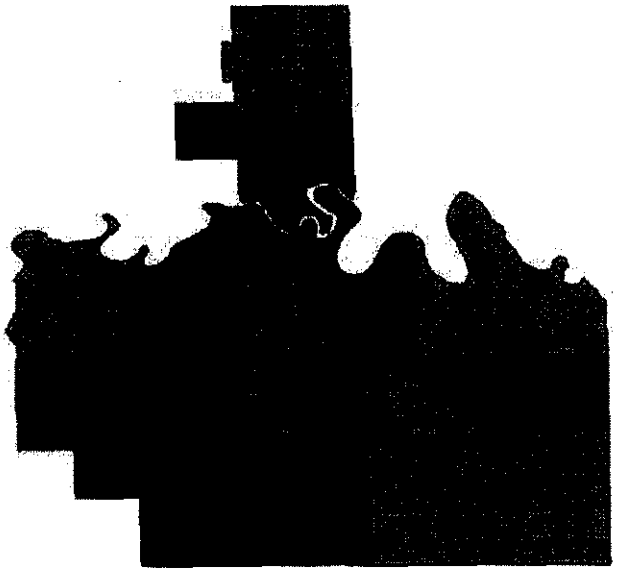
Respectfully submitted,

D. Karnes, Chair	P. Bartlette
M. Snelling	J. Murray (Alternate)

Appendix A

Brandon School Division

Facilities Plan Recommendations
March, 2010



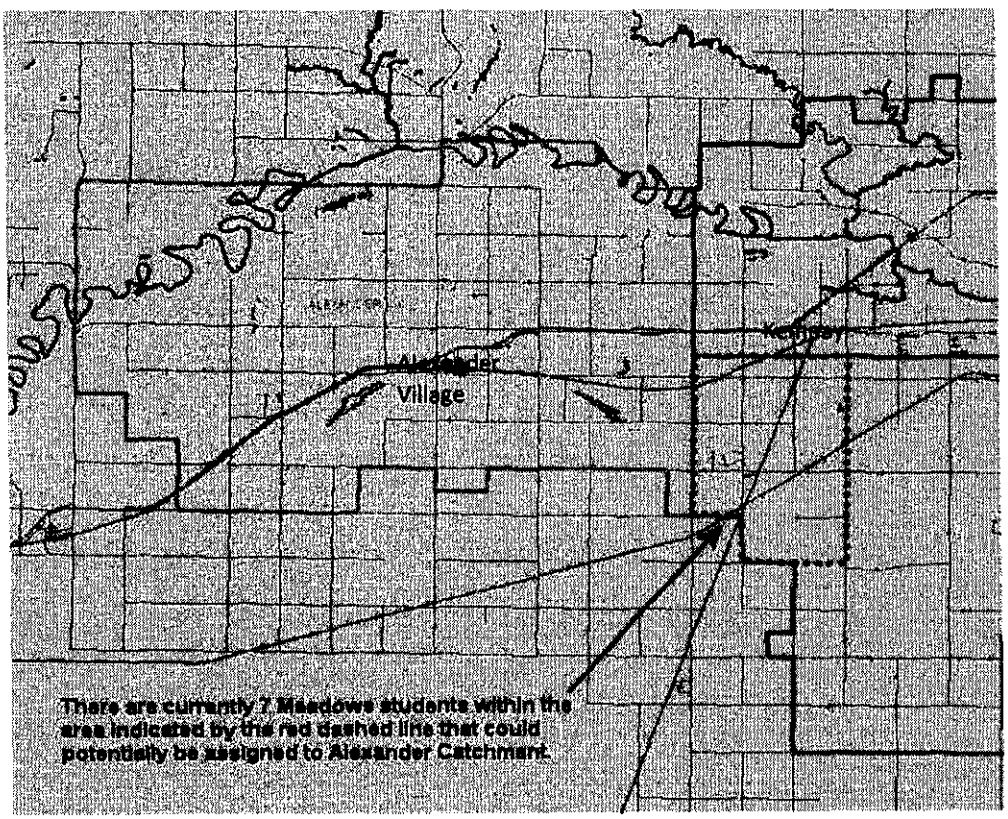
BRANDON
SCHOOL DIVISION
"Accepting the Challenge"

Recommendation:

That the noted hatched area located .5 miles south of Kemnay and 4.5 miles east of Alexander be moved from its current Meadows catchment.

Alexander Catchment Area with Possible Change in Eastern Boundary

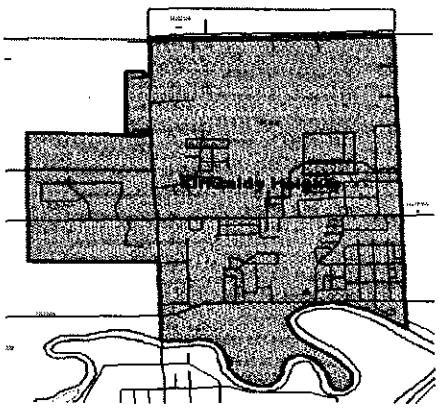
Based on 2008-2009 Numbers



Recommendations:

That the Oak Ridge Development be included in the Kirkcaldy Heights catchment and that the Clare Development be moved from the Betty Gibson (K-6)/Earl Oxford (7-8) catchment to the Kirkcaldy Heights catchment.

Kirkcaldy Heights



Kirkcaldy Heights Projections with Clare & Oak Ridge Developments

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	355	355	355	372	363	365	363	362	368	366	371
Capacity	487	487	487	487	487	487	487	487	487	487	487
Surplus Capacity	132	132	132	115	124	122	124	125	119	121	116

Earl Oxford Less Clare & Oak Ridge Developments

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	268	261	262	260	255	266	276	278	269	277	295
Capacity	312	312	312	312	312	312	312	312	312	312	312
Surplus Capacity	44	51	50	52	57	46	36	34	43	35	17

Betty Gibson Less Clare & Oak Ridge Developments

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	221	238	241	257	256	260	272	264	270	274	272
Capacity	300	300	300	300	300	300	300	300	300	300	300
Surplus Capacity	79	62	59	43	44	40	28	36	30	26	28

NOTE: 50 lots are ready to sell in Phase I. 12 of these lots have been sold and of these, there are no children in the families.

Recommendation:

That the Clare Development area be moved from Betty Gibson (K-6) to Kirkcaldy Heights.

Betty Gibson

Rooms:

Regular Classrooms 11	Community Room 1	EAL/Resource 1
Gymnasium 1	Multipurpose Room	Music Room 1
Kindergarten Room 1	Library 1	Art Room 1

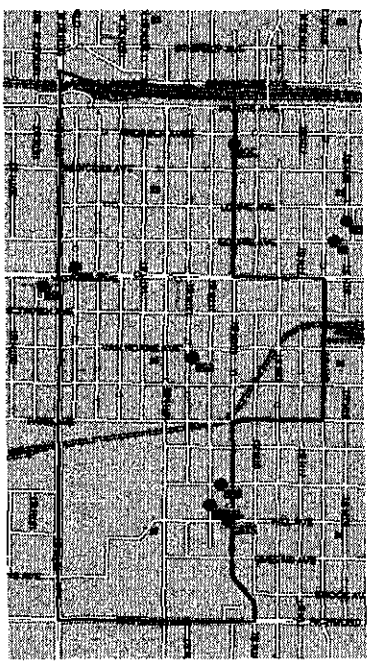
Total Rooms	19		
Capacity	300	Surplus	79
Sept. Enrollment	221		

2009-2010 Enrollment

Grade	K	1	2	3	4	5	6	Total
Current Enr.	38	29	33	32	23	33	33	221

Projected Enrollment

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	238	241	257	256	260	272	264	270	274	272
Capacity	300	300	300	300	300	300	300	300	300	300
Surplus	62	59	43	44	40	28	36	30	26	28



Recommendation:

That the Clare Development area be moved from Earl Oxford (7 & 8) to Kirkcaldy Heights.

Earl Oxford

Rooms:

Regular Classrooms	Gymnasium 1	Industrial Arts Room 1
Spec Ed (12 or <) 1	General Science Room 1	EAL 1
Art Room 1	Library 1	Kindergarten 1
Band Room 1	Home Ec Room 1	

Total Rooms	20		
Capacity	312	Surplus Capacity	44
Sept. Enrollment	268		

2009-2010 Enrollment

Grade	K	1	2	3	4	5	6	7	8	SCSE	Total
Current Enrollment	18	18	16	18	22	25	21	58	64	8	268

Projected Enrollment (includes housing)

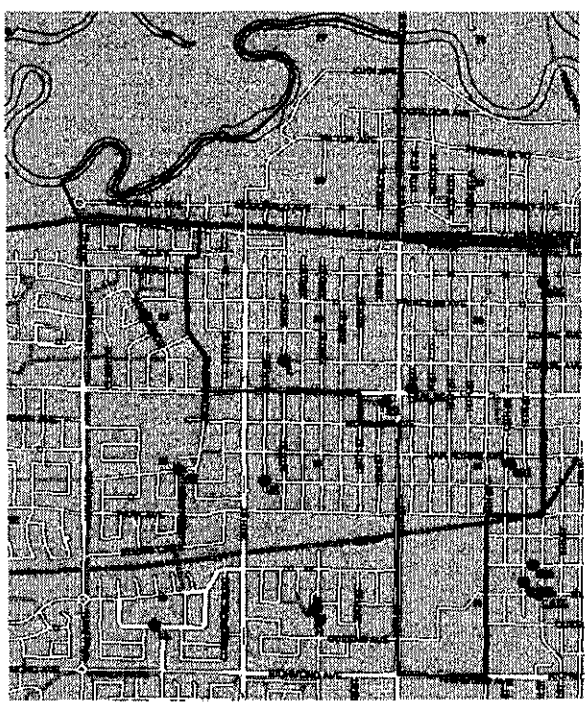
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	261	262	260	255	266	276	278	269	277	295
Capacity	312	312	312	312	312	312	312	312	312	312
Surplus	51	50	52	57	46	36	34	43	35	17

Housing Developments

- 26th & Pacific - 12 fourplexes over 2 years

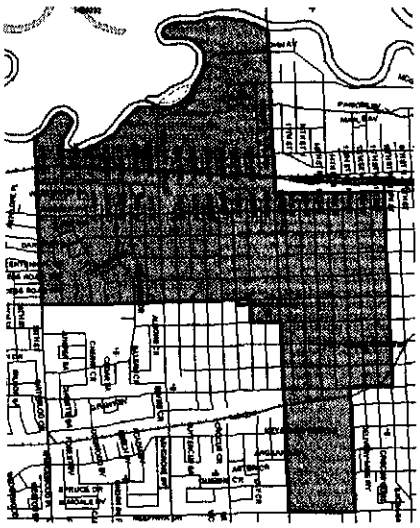
Mobile Home Parks

- Glendale Homes Park - latest development completed

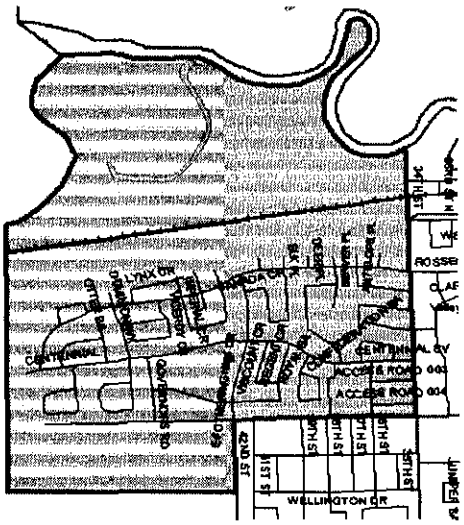


Recommendation:

That all the Grade 7 and 8 students residing in the area west of McDiarmid Drive and east of 34th Street, the Valleyview K-6 catchment, be moved from Riverheights to Earl Oxford.



Earl Oxford



Riverheights

Earl Oxford Projected Enrollment

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	286	286	276	276	284	302	300	289	285	303
Capacity	312	312	312	312	312	312	312	312	312	312
Surplus	26	26	36	36	28	10	12	23	27	9

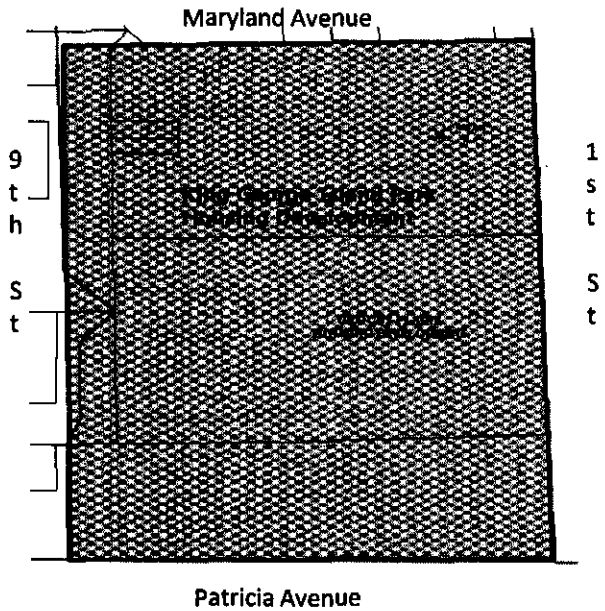
Riverheights Projected Enrollment

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	328	344	339	347	363	376	385	398	421	443
Capacity	426	426	426	426	426	426	426	426	426	426
Surplus	98	82	87	79	63	50	41	28	5	-17

Recommendation:

That the Island Park Development be moved from the George Fitton catchment area to the King George catchment.

King George including Island Park Development



King George Projections with Island Park Housing

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	261	279	282	316	344	338	348	340	345	349	349
Capacity	400	400	400	400	400	400	400	400	400	400	400
Surplus Capacity	139	121	118	84	56	62	52	60	55	51	51

George Fitton Projections without Island Park Housing*

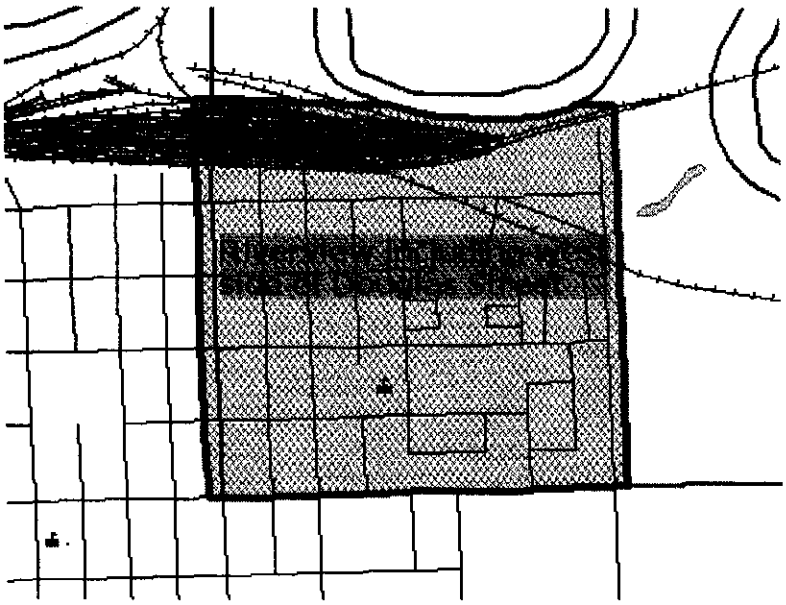
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	301	408	384	394	396	394	407	411	421	429	451
Capacity	449	449	449	449	449	449	449	449	449	449	449
Surplus Capacity	148	41	65	55	53	55	42	38	28	20	-2

*Projections without Island Park housing beginning in 2011 as students will attend GF in 2010.

Recommendation:

That the Riverview catchment area be extended from its current west line down the center of Douglas Street west to include the west side of Douglas Street. This will add 3 students to Riverview.

Riverview including west side of Douglas Street



2009-2010 Enrollment

Grade	K	1	2	3	4	5	6	SE	Total
Current Enr.	21	24	21	24	26	12	16	5	149

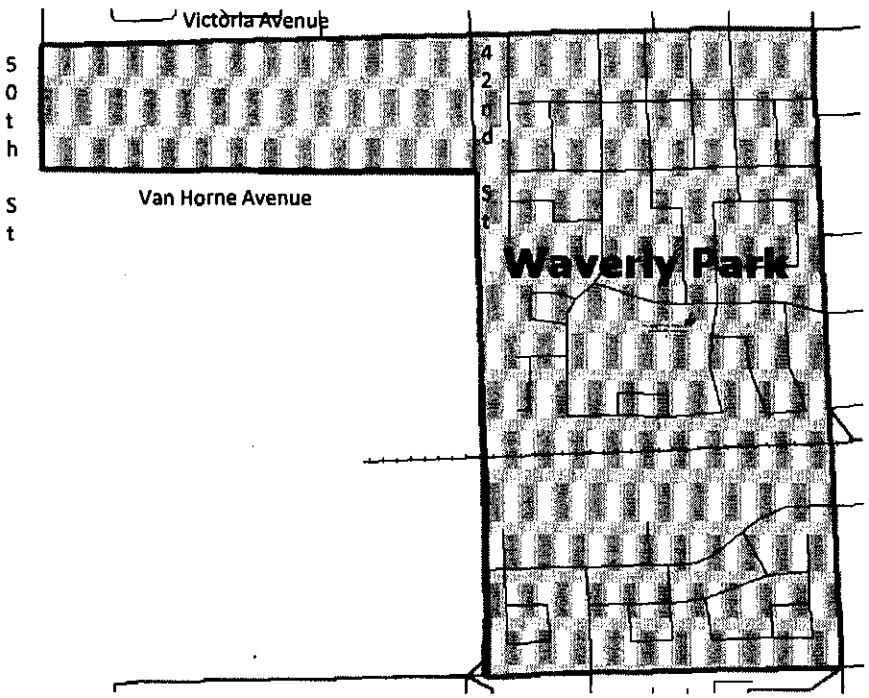
Projected Enrollment including both sides of Douglas Street

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	149	182	209	221	227	234	234	240	228	222	216
Capacity	262	262	262	262	262	262	262	262	262	262	262
Surplus Capacity	113	80	53	41	35	28	28	22	34	40	46

Recommendation:

That the area south of Victoria Avenue to Van Horne and between 42nd and 50th Streets be moved from the Riverheights catchment to the Waverly Park catchment. This area is zoned commercial, therefore, no students will be added.

Waverly Park with area south of Victoria between 42nd and 50th Streets



Riverheights

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	335	353	368	355	365	381	402	407	406	429	451
Capacity	426	426	426	426	426	426	426	426	426	426	426
Surplus Capacity	91	73	58	71	61	45	24	19	20	-3	-25

Waverly Park

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Enrollment	350	360	396	408	420	412	415	416	409	417	430
Capacity	400	400	400	400	400	400	400	400	400	400	400
Surplus Capacity	50	40	4	-8	-20	-12	-15	-16	-9	-17	-30