

## **DURHAM DISTRICT SCHOOL BOARD ADMINISTRATIVE REPORT**

**REPORT TO:** Durham District School Board

**DATE:** February 21, 2023

**SUBJECT:** Clara Hughes PS – Boundary Review

**PAGE:** 1 of 12

**ORIGIN:** Camille Williams-Taylor, Director of Education and Secretary to the Board  
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### **1.0 Purpose**

The purpose of this report is for the Board of Trustees to consider the revised Clara Hughes PS attendance boundary (Appendix A) due to accommodation pressures and the inability to accommodate the 2023-2024 projected enrolment at the Clara Hughes PS site.

### **2.0 Ignite Learning Strategic Priority/Operational Goals**

**Well-being** – *Create safe, welcoming, inclusive learning spaces to promote well-being for all students and staff.*

### **3.0 Background**

- Enrolment is projected to increase over time.
- Clara Hughes PS has 15 portables being used for classroom instruction. As of September 2023, 20 portables are projected to be required. The site can accommodate a maximum of 18 portables.
- Program scheduling in specialized spaces (i.e., Gymnasium) is a challenge when trying to meet the needs of students. The school currently provides two recess periods in the morning and two in the afternoon to accommodate the large student population.
- Safety issues due to the number of students will increase for September 2023 based on the projected enrolment.
- There is available space within the existing Village Union PS to accommodate students residing in the area that is being proposed to form part of the Village Union PS attendance boundary.

#### **3.1 Overview of Schools**

##### **Clara Hughes PS**

Clara Hughes PS was established in 2012 with students moving into the newly constructed building in 2014. Clara Hughes PS is located on a 5.68-acre site in an established neighbourhood. The school has a child care centre and a JK to Grade 8 program. Clara Hughes PS continues to experience increased enrolment as families move into the more affordably priced neighbourhood.

With schools closed and instruction moving to on-line learning during the Pandemic, the enrolment pressure at Clara Hughes PS was manageable during 2020-2021 and 2021-2022 even though growth continued. Now that students have returned to in-person learning, a realignment of the existing attendance boundary is necessary to safely accommodate over 900 students that are currently attending Clara Hughes PS.

As of September 2022, the school's utilization rate, which is a comparison of the Ministry Rated Capacity (MRC) of the school (490 pupil places) to the number of students in the school, is 187%. For the 2023-2024 school year, it is projected to operate at 193% utilization if all students are attending in-person learning.

The projections in Table 1 below indicate steady growth. The Ministry of Education (EDU) loads elementary classrooms at 23 students and purpose-built Kindergarten classrooms at 26 students. For the current school year, Clara Hughes PS is using its four purpose-built Kindergartens and three additional rooms to provide Kindergarten classes.

The accommodation pressures, safety concerns and student capacity require a solution that will result in a noticeable reduction in the number of students at Clara Hughes PS that would result in the increased availability of play areas as some of the portables currently located in the play areas at Clara Hughes PS will be relocated to other schools.

Table 1

**Clara Hughes P.S.**

City of Oshawa

Ministry Rated Capacity: 490 pp

	Total Enrolment	Utilization	Portables Needed
<b>October 2021</b>	874	178%	12
<b>September 2022</b>	<b>915</b>	<b>187%</b>	<b>15</b>
<b>October 2022</b>	913	186%	15
<b>October 2023</b>	944	193%	<b>20</b>
<b>October 2024</b>	971	198%	<b>21</b>
<b>October 2025</b>	982	200%	<b>22</b>
<b>October 2026</b>	981	200%	<b>22</b>

**Exceeds maximum # of 18 Portables that could reasonably be accommodated on site**

**Village Union PS**

As of September 2022, Village Union PS had a total enrolment of 359 with an MRC to accommodate 549 students and a utilization rate of 65%.

Village Union PS is located on 16.04 acres in the former Oshawa Central CI facility. The building has been renovated to accommodate an elementary school. It also provides space for community programs.

Due to site constraints, portables cannot be installed at the facility; however, there is sufficient space in the former high school to address anticipated enrolment growth in the area.

### 3.2 Staff Recommended Option for Community Consultation

For the 2023-2024 school year, all JK to Grade 7 students residing north of Olive Avenue and west of Central Park Blvd. South would attend Village Union PS instead of Clara Hughes PS. Appendix B provides a map of the proposed boundaries for both schools.

Students entering Grade 8 in 2023-2024 will have the option of staying at Clara Hughes PS and graduating with their peers or attending Village Union PS for their graduating year.

Under this proposal, the existing Clara Hughes PS enrolment pressure is projected to decrease for September 2023 and over the four-year projection period (see Table 2).

The number of portables required at Clara Hughes PS would decrease from the current 15 to 8 for September 2023 and is projected to decrease to 6 portables by 2026.

Pressure in scheduling programs in specialized spaces (i.e., Gymnasium) is anticipated to decrease as is traffic congestion.

Table 2

**Clara Hughes P.S.**

City of Oshawa

Ministry Rated Capacity: 490 pp

	<b>Total Enrolment</b>	<b>Utilization</b>	<b>Portables Needed</b>
<b>October 2021</b>	874	178%	12
<b>September 2022</b>	915	187%	15
<b>October 2022</b>	913	186%	15
<b>October 2023</b>	679	138%	8
<b>October 2024</b>	662	135%	7
<b>October 2025</b>	636	130%	6
<b>October 2026</b>	631	129%	6

At Village Union PS, an additional 9 classrooms would be required to accommodate the projected enrolment in the recommended boundary realignment as illustrated in Table 3. These rooms will be needed over the next four years and would be made up of the existing unused classrooms as well as create classrooms in existing unfinished space within the school.

**Table 3**
**Village Union P.S.**

City of Oshawa

Ministry Rated Capacity: 549 pp

	Existing Situation - 2021-22			Option - 2023-24			Revised Utilization with 9 Rooms Added for 2023-24
	Total Enrolment	Utilization	Portables Needed	Total	Utilization	Additional Rooms Needed	
October 2021	368	67%	-	368	67%	-	67%
September 2022	359	65%	-	359	65%	-	65%
October 2022	385	70%	-	385	70%	-	70%
October 2023	389	71%	-	654	119%	5	87%
October 2024	391	71%	-	700	128%	7	93%
October 2025	396	72%	-	742	135%	8	98%
October 2026	403	73%	-	753	137%	9	100%

### 3.3 School Community Concerns

Clara Hughes PS is experiencing, and is projected to continue to experience, enrolment pressures such that over the 4-year projection period, the permanent facility would be at 200% utilization.

The increasing number of portables reduces play space and as a result, two recess periods are scheduled in the morning and in the afternoon due to safety concerns based on the number of students. Scheduling extra-curricular activities is a challenge.

Safety concerns and transportation for students impacted by the proposed new boundary for Village Union PS have been expressed by parents. Emails and comments received from the November 24, 2022, virtual public meeting and the Boundary Review online survey are attached as Appendix C.

## 4.0 Analysis

### 4.1 Boundary Review Process

Board Regulation: School Boundaries (the Regulation), attached as Appendix D, outlines the parameters for creating new and revising current school boundaries. This includes a consultation process to receive feedback. In keeping with the current protocols, all information was available on the Durham District School Board (DDSB) website, the involved schools' websites (linked to DDSB's website), posted on social media platforms, and the organization of virtual presentations and meetings.

- Section 1.2 (b) of the Regulation addresses the rationale for permanent adjustments to an existing school boundary.
  - Clara Hughes PS Boundary Review was initiated because of enrolment pressures that could not be resolved within 3 years.

- Section 2.0 of the Regulation sets out the steps for the consultation process which is reflected in the process undertaken for the Clara Hughes PS Boundary Review from October 17, 2022, to February 21, 2023.
  - Section 2.1(f) requires a minimum of one open house for community consultation.
    - The open house was moved to an on-line webinar format to support greater participation among the school community and as a health and safety related measure.
  - Section 2.1(g) considers the creation of a community consultation regarding possible transition plans if necessary.
    - Section 7.2 of this report sets out a proposed transition plan if the recommendation is approved by the Board of Trustees.
- Section 2.3 of the Regulation requires that, where possible, finalized details of the adjusted boundaries be determined and announced no later than the release of the Official Enrolment Projections preceding the school year in which the boundaries would be changed. This provides sufficient advance notice to parents/guardians, students, trustees, school and administrative staff.

## 4.2 Consultation Process

Planning staff shared and discussed the proposal of the Boundary Review with Oshawa Trustees, the appropriate Superintendent of Equitable Education, and the Principals of the two schools prior to the commencement of the process in October 2022.

Virtual meetings were held to discuss the Boundary Review with the School Community Council (SCC) Executive. The virtual meeting for Village Union PS was held on November 7, 2022, at 5:30 p.m. and the virtual meeting for Clara Hughes PS was held on November 16, 2022, at 6:00 p.m.

A virtual public meeting was held on November 24, 2022, at 7:00 p.m. Participants were required to pre-register.

The Boundary Review was publicized with a variety of options for the community to provide input e.g., voicemail, email, survey, and a virtual public consultation meeting. Opportunities to provide input closed on January 13, 2023. No voicemails were received.

## 4.3 Community Input

### 4.3.1 Webinar Input (Appendix C1 Summary)

#### Quick Facts

- Individuals registered for the webinar.
- 28 individuals attended.
- 34 questions/comments were received in the Q&A:
  - Staff responded to the questions/comments live and in the chat. Survey Input (Appendix C2 Summary)

A survey via SurveyMonkey was available from October 18, 2022, to January 13, 2023 for input. Appendix C2 includes the feedback from the survey.

### Quick Facts

There were 135 survey participants:

- 2 DDSB students.
- 119 parents/guardians of a DDSB student.
- 5 parents/guardians of a future DDSB student (pre-school age children).
- 9 community stakeholders/members of the public.

#### 4.3.2 Email and Voicemail Input

A Clara Hughes PS Boundary Review email and voicemail were created and made accessible to the community from October 18, 2022, to January 13, 2023. No voicemails were received; however, there were emails received with similar concerns and/or questions/input. A summary is included as Appendix C3.

Table 4 provides a summary of input received by email. The information is sorted by family; if more than one family member provided input, they were grouped together and counted as one entry. If an individual provided more than one email/voicemail their information was gathered, summarized, and identified as one entry. This is consistent with past practice.

Table 4

	Clara Hughes PS	Village Union PS	Other	Unknown	Total
Email	5	1			6
Voicemail	0	0			0

#### 4.4 Community Concerns and Staff Input

The community, through consultation and emails requested that staff consider the following:

##### 4.4.1 Retain the status quo.

##### *Staff Analysis/Assessment:*

Clara Hughes PS is experiencing enrolment pressures due to growth within its existing enrolment boundary. The site can only accommodate 18 portables and by September 2023, enrolment projections indicate a need for 20 portables (see Table 1 on page 2). DDSB has a responsibility to ensure the safety of all its students and realigning boundaries to better manage overcrowded situations is an option available to the Board. Traffic congestion around the school is also of concern.

#### 4.4.2 Student safety as Village Union PS is further away than Clara Hughes PS.

##### *Staff Analysis/Assessment:*

Students who reside outside of the 1.6 km walk distance boundary would be eligible for busing. Preliminary analysis by Durham Student Transportation Services (DSTS) estimates 3 additional buses would be required to transport students to Village Union PS based on the Staff Recommended Option forming part of the consultation. There would be no impact on transportation at Clara Hughes PS.

#### 4.4.3 Build a new school.

##### *Staff Analysis/Assessment:*

DDSB has considered the option of building an addition on Clara Hughes to alleviate some of the overcrowding. This proposal was previously submitted to the Ministry of Education for funding in 2021 and in 2022; however, funding was not approved. Consequently, a boundary review was needed as a potential solution to alleviate the ongoing enrolment pressures.

#### 4.4.4 Concerns expressed about the impact on children's mental health and well-being due to changing the enrolment boundary.

##### *Staff Analysis/Assessment*

Since the spring of 2020, there has been research supporting the need for appropriate, increased mental health supports for children and youth. The DDSB acknowledges that our students and families have had to navigate multiple changes and transitions due to the pandemic, as well as the ongoing impacts of systemic racism and oppression.

Staff acknowledge that the changes of the proposed boundary shift would be another transition. The mental health and well-being of students and their caregivers who may be affected by these changes are among the Board's key consideration and concern. Relationship building and facilitating a sense of school community, connectedness and belonging across all learning spaces are key commitments throughout this process.

#### 4.4.5 The Boundary Change should only apply to new students moving into the area.

##### *Staff Analysis/Assessment:*

Should the proposed boundary realignment be approved, it would apply to future students; however, to alleviate the existing enrolment pressure, it would also apply to JK to Grade 7 students residing north of Olive Avenue and west of Central Park Boulevard South. Students entering Grade 8 as of September 2023, would have the choice of remaining at Clara Hughes PS or attending Village Union PS. Applying the boundary realignment to future students only would not have the required immediate impact needed to bring the Clara Hughes PS student population to a more manageable level.

- 4.4.6 If the proposed boundary realignment is approved, when would renovations to Village Union PS begin and would existing Special Needs spaces be protected?

*Staff Analysis/Assessment:*

Should the proposed boundary realignment be approved, renovations to Village Union PS would occur in 2023. There is no intention of removing existing specialized spaces in the school as part of the renovation. There is sufficient undedicated space available in the school.

- 4.4.7 If the enrolment pressure at Clara Hughes PS is addressed through this option under consideration, will there be a future enrolment pressure at Village Union PS if the former Fittings Plant development lands materializes.

*Staff Analysis/Assessment:*

The Board's enrolment projections include future development within the area including any plans for the former Fittings Plant development lands (intersection of Bruce & Drew Streets – south of the Tribute Communities Centre). Village Union PS can be adjusted to accommodate future additional enrolment.

4.5 Alternative Options for Staff Analysis and Consideration

During the Boundary Review Consultation, five additional options involving boundary adjustments were received for staff consideration.

Staff provided an analysis to determine the impact on the enrolment pressure at Clara Hughes PS.

**Alternative Option A:** Align the boundaries so that students residing west of Ritson Road South extending from the north to the south boundary would attend Village Union PS.

*Staff Analysis/Assessment:*

Based on enrolment projections for the 2023 to 2026 school years, the school would be operating at an average of 156% utilization. It would require 13 portables compared to the current 15 portables in 2023. This would decrease the portables to 11 by 2026.

**Alternative Option B:** Align the boundaries so that students residing north of Olive Avenue and west of Oshawa Blvd. would attend Village Union PS.

*Staff Analysis/Assessment:*

Similar to Alternative Option A above, based on enrolment projections for the 2023 to 2026 school years, Clara Hughes PS would be operating at an average of 158% utilization. It would require 13 portables compared to the current 15 portables in 2023. The portables would decrease to 11 portables at Clara Hughes PS by 2026.



**Alternative Option C:** Align the boundaries so that students residing south of Olive Avenue and west of Central Park Boulevard South would attend Village Union PS.

*Staff Analysis/Assessment:*

Based on enrolment projections for the 2023 to 2026 school years, the school would be operating at an average of 180% utilization. This alternative would require 16 portables at Clara Hughes PS compared to the current 15 portables in 2023. The portables would increase to 18 portables by 2026 which is the maximum number of portables that the site could accommodate. There would be no noticeable improvement to the existing enrolment pressure.

**Alternative Option D:** Align the boundaries so that students from the new development on Harmony Road and all of the students residing east of Harmony Road would attend a different school.

*Staff Analysis/Assessment:*

Based on enrolment projections for the 2023 to 2026 school years, the school would be operating at an average of 170% utilization. This alternative option would require 15 portables between 2023 and 2026; there would be no noticeable improvement to the existing enrolment pressure.

This alternative option would require a boundary review between Clara Hughes PS and David Bouchard PS given that the nearest school east of Harmony Road, Forest View PS, is at capacity. Forest View PS is located on a small site bounded by a forested area. The site can only accommodate a maximum of 6 portables. There are 3 portables currently located on this site.

David Bouchard PS operates a dual track program. In the current school year enrolment in both the English and French Immersion programs are close in number to each other. The site does not have portables on it but could accommodate a maximum of 12 portables.

Except for the last two years of virtual learning, the French Immersion program tends to have enrolment increases. A realignment of the boundary for the English program would see an increase in enrolment at David Bouchard PS and the potential creation of a future accommodation pressure if the French Immersion program enrolment increases.

**Alternative Option E:** Ritson Road remains the boundary between Clara Hughes PS and Village Union PS until Dean Avenue, then the boundary goes east on Dean Avenue to the David Bouchard PS boundary adding the small area south of Dean Avenue and east of Ritson Road South to the Village Union PS boundary. This would include Monash Avenue, Currie Avenue, Montgomery Street and Jackson Avenue.

*Staff Analysis/Assessment:*

Based on enrolment projections for the 2023 to 2026 school years, the school would be operating at an average of 159% utilization. Alternative option E would require 13 portables between 2023 and 2026 compared to the existing 15 portables; there would be no noticeable improvement to the existing enrolment pressure.

Staff concluded that the above alternative options would not provide a longer-term solution to the enrolment pressures at Clara Hughes PS. Any of the alternative options would result in a new boundary review within the next two years.

## **5.0 Financial Implications**

- Portables no longer required at Clara Hughes PS would be redeployed to other schools. This would result in the need to purchase fewer portables. Moving an existing portable is approximately \$20,000 while the purchase and installation of a new portable is over \$166,000.
- The Capital funds required for the interior renovation at Village Union PS to provide a maximum of 9 additional classrooms is estimated at \$0.7 million to \$1 million.
- Transportation costs based on a preliminary estimate of 3 additional buses for the Village Union PS routes.

## **6.0 Evidence of Impact**

A reduction of enrolment pressures at Clara Hughes PS for September 2023 and in the upcoming years that would result in the relocation of approximately 6 portables over 3 years and the school would be able to move to one recess period per morning and afternoon. The additional space at Village Union PS would efficiently provide the required interior space to meet the needs of students.

## **7.0 Communication Plan**

There have been several opportunities to provide and receive communication throughout the consultation period:

- October 17, 2022, A Board Report to Commence the Consultation Process
- PowerPoint Presentations were posted on the DDSB's Website with Each School's Website and the DDSB@Home Elementary Website had a Link to the Presentations.
- Virtual School Community Council Executive Meetings
- Public Consultation Meeting (Webinar) November 24, 2022
- Email, Voicemail, and Survey Created and Distributed
- Opportunities for Input Were Promoted Through School Newsletters, Websites and Through the DDSB Social Media.

### **7.1 Next Steps:**

Pending approval, the Communications department will post the approved recommendation and timeline (September 2023) on social media, the DDSB's website with the website link included on both Clara Hughes PS and Village Union PS sites as well as the DDSB@Home Elementary site.

As part of the Clara Hughes PS Boundary Review, the elementary schools listed above, would communicate with students and parents/guardians regarding the approved boundary change, the grade(s) impacted and the timeline for September 2023. Information is also available on the DDSB's website: <https://www.ddsb.ca/en/about-ddsb/boundary-and-program-reviews.aspx#Clara-Hughes-Public-School-Boundary-Review>.

## 7.2 Transition Plan

Pending approval, the following transition plan to support students would be implemented:

- Principals from Clara Hughes PS and Village Union PS will work together with their School Community Council (SCC) to ensure students and parent/guardian concerns are addressed.
  - Provide supports for mental health and well-being of students and their caregivers who may be affected by these changes.
  - Outline any program/extra-curricular activities that may be available at the two schools as a result of the resizing of the student population.
  - Provide an outline to students and parents/guardians on the renovation of classroom space at Village Union PS to support the expansion of the student body.
  - Survey sent to current Grade 7 students affected by the proposal to determine if they will remain at Clara Hughes PS for their graduating year, or transition to Village Union PS.

## 8.0 Conclusion

As of the 2023-2024 school year, Option 1 considers the impact to JK to Grade 7 students residing north of Olive Avenue and west of Central Park Boulevard South who would be attending Village Union PS instead of Clara Hughes PS. Appendix B provides a map of the proposed boundaries for both schools.

Students entering Grade 8 for the 2023-2024 school year will have the option of staying at Clara Hughes PS and graduating with their peers or attending Village Union PS for their graduating year.

This option, over a 4-year projection period, would result in enrolment at Clara Hughes PS decreasing to under 680 students compared to the current 915 students. The school utilization is projected to decrease from the existing 184% to 138% in September 2023 and then decreasing to 129% by 2026. This results in a reduction in portables from the current 15 on site to 6 by 2026.

More play space would be available with a manageable morning and afternoon recess period instead of two recesses in the morning and the afternoon. There would be more opportunities to offer extracurricular programs to a smaller enrolment at Clara Hughes PS.

The smaller school size would also impact the increasing traffic congestion around the school.

Over the 4-year projection period, the enrolment at Village Union PS would increase from the current 359 to 654 students for September 2023. An internal renovation of the school would result in sufficient classroom accommodation for the increased enrolment.

There would also be more opportunities to offer extracurricular programs given the increased student population at Village Union PS.

Option 1 results in both schools operating with sustainable enrolment over the projected four years with the option to accommodate future growth.

## 9.0 Recommendation

That the Board of Trustees consider and approve the Staff Recommendation of Option 1, as the revised boundaries for Clara Hughes PS and Village Union PS, effective September 2023  
Provided as Appendix B is a map outlining the revised boundaries.

## 10.0 Appendices

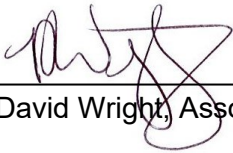
Appendix A:	Existing Attendance Boundary Map
Appendix B:	Realigned Attendance Boundary Map
Appendix C1, C2, C3:	Webinar, Survey and Emails Summaries
Appendix D:	Regulation: School Boundaries

Report reviewed and submitted by:



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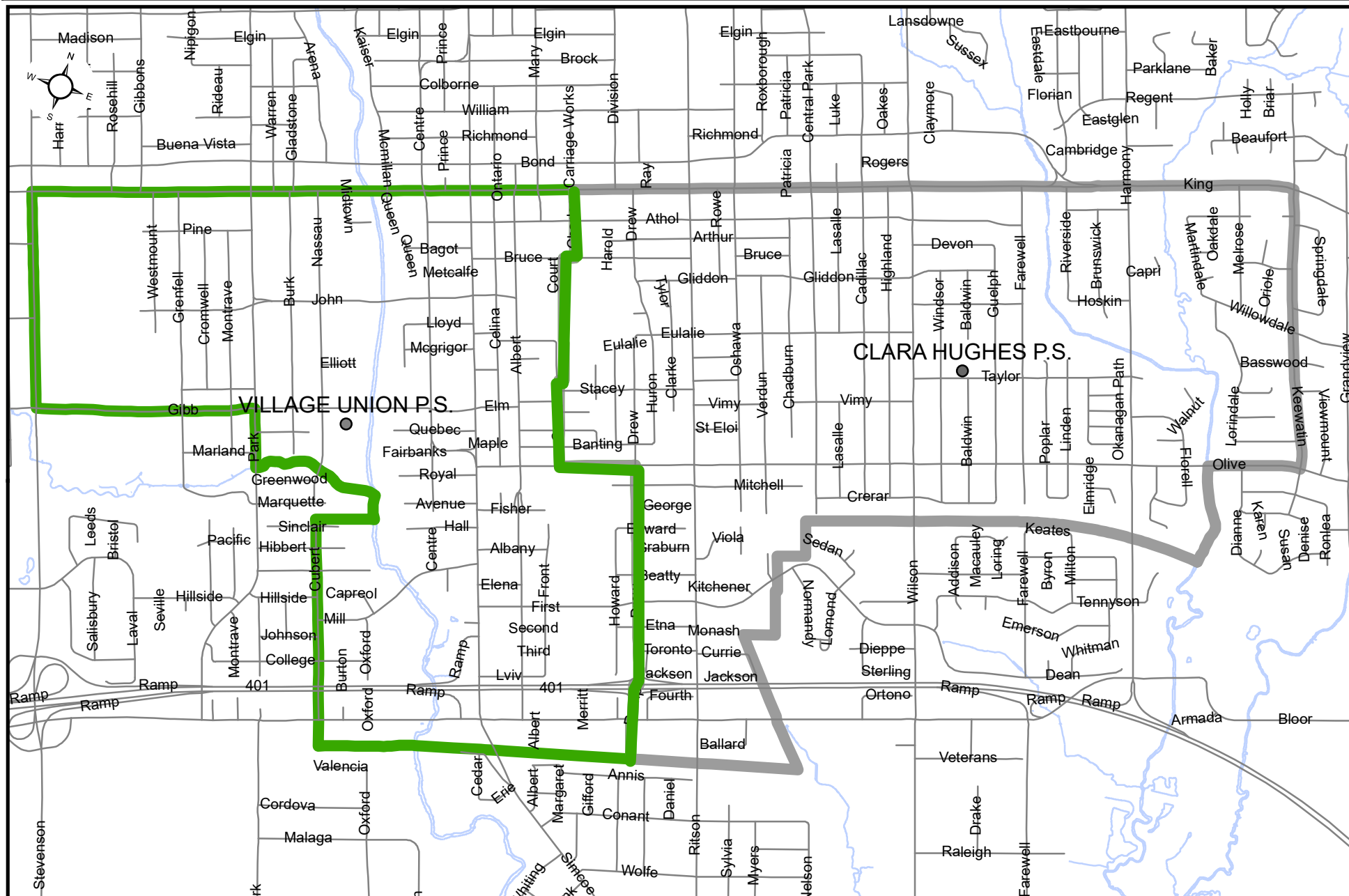
Camille Williams-Taylor, Director of Education and Secretary to the Board



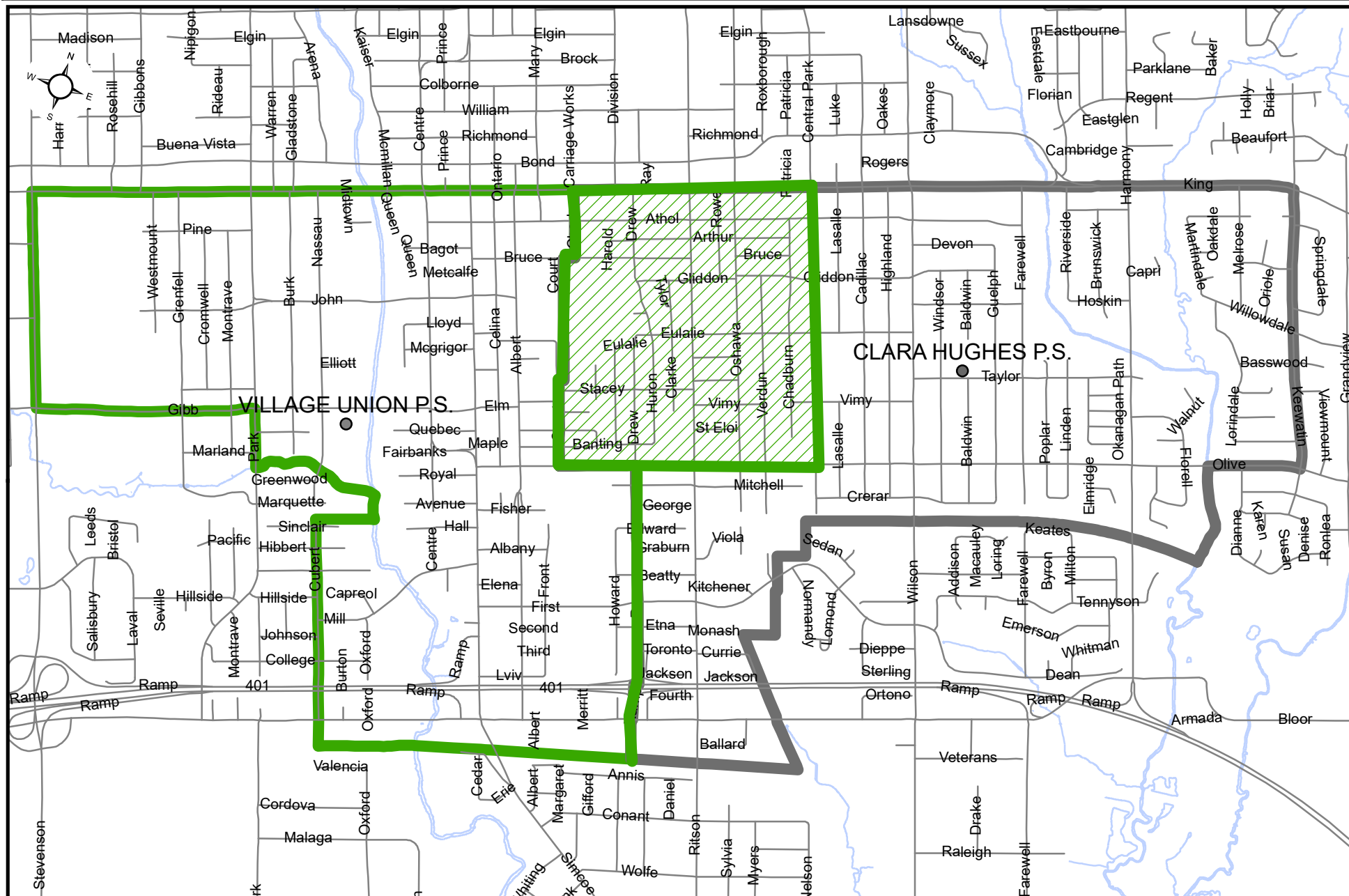
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David Wright, Associate Director of Corporate Services and Treasurer of the Board

# Boundaries: Clara Hughes P.S. and Village Union P.S.



## Proposed Boundaries: Clara Hughes P.S. and Village Union P.S.





## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

#	Question/Comment Received at March 8, 2022 Webinar Session	DDSB Staff Response
1	I live on central park blvd S on the east side of the street. will my children continue to be able to attend clara hughes	The proposed boundary goes down the middle of Central Park Boulevard S. So if you reside on the east side of Central Park Boulevard your children continue to attend Clara Hughes PS.
2	We are on chadburn st but our primary caregiver for our grade 6 student is her grandmother who lives 1 block away on Guelph street, will concessions be made on a case by case basis for such scenarios?	Thank you for your question. You may want to have a conversation with the principal at CHPS as this is a case by case basis.
3	Rather than have the new boundaries kick in for all students effective Sept 1, 2023, is it possible to grandfather it such that new boundaries kick in only for students originally registered at CHPS after Sept 1, 2019 (or 2020)?	Should the proposed boundary realignment be approved, it would apply to future students; however, to alleviate the existing enrolment pressure, it would also apply to students residing north of Olive Avenue and west of Central Park Blvd. South. Current Grade 7's would have a choice to attend either Clara Hughes PS or Village Union PS. As indicated in the presentation if we do not include all students we will not provide the required enrolment relief.
4	As a family that has been a part of this school community for seven years now, I am wondering why current families cannot be grandfathered in and apply the new boundaries to new enrollments?	Thank you for your question. Grandfathering is a consideration; however, we are attempting to address the current enrolment pressure of over 900 students, 15 portables is similar to managing two schools at the same time.
5	What happens to families who have a grade 8 student and also other students attending the school? How are they supposed to support all their children while being forced to divide between schools. Moving a grade 8 student is not a valid option. Is it possible to have all students from families with grade 8 students stay at Clara hughes and move the other students September 2024?	live answered

## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

6	Why is Forest view PS not included in the boundary review? Living 2 blocks over from Forestview, we somehow fall into the catchment for Clara Hughes instead/.	Forest View PS has limited space to accommodate portables on site. Based on enrolment projections we are unable to accommodate additional students long term.
7	How was this square of land chosen to change boundaries to Village Union? Is it the amount of students that currently attend from this area?	The proposed boundary realignment area continues to reflect neighbourhood boundaries and is not impacted my major highways, incompatible land uses, etc. The option for community consultation focusses on reducing the increasing enrolment pressure evident at Clara Hughes PS while increasing the use of available space at Village Union PS. Benefits for consideration in this consultation would be a reduction in portables at Clara Hughes from 15 currently to 6 by 2026-27 and more extracurricular opportunities at both schools given the sustainable enrolment.
8	How many kids currently reside in the square that has been chosen for rezoning?	live answered
9	I'm confused. How does the 166 students "currently living in the square" relate to the 318 students that would move?	The 318 is an averaging between 2023-24 and 2026-27 school year.
10	So then we're expecting the number of students in the square to grow by 152 (318-166=152) over two years?	Yes. This isn't new students. It is the progression of students moving from JK through to Grade 8 over that time frame.
11	What are you going to do to ensure that students actually live within the boundaries?	There is an Out of Area process that must be followed in order to attend if students do not live within an attendance boundary. When registration is taken addresses are confirmed, in order for Out of Area acceptance Principal approval must be given; this is a yearly process, for each child in a family. NOTE: ALSO LIVE ANSWERED



## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

12	Why were 3 schools closed and combined into 1 school that the attendance outgrew before the school was completed being built? What is the plan when the attendance outgrows Clara Hughes again and Village Union?	live answered
13	Are your projection numbers accounting for all the new construction that is happening and proposed in the area?	New development is included in projections. We are continually reviewing development that is proposed and registered through the City. NOTE: ALSO LIVE ANSWERED
14	Why couldn't Ritson Public school be reopened to accomodate its original catchment area?	Former Ritson PS is no longer in the ownership of the DDSB.
15	What will be done for the mental health and well being of students affected? This is a traumatic change for some children that thrive on predictability and routine. This move will have a very negative impact on my children who both have significant anxiety.	Thank you for your input. Certainly, as part of the DDSB's transition process, the mental health and well being of students is a leading consideration. Relationship building and facilitating a sense of school community, connectedness and belonging across all learning spaces are key commitments throughout this process. We will include your suggestions in the Final Recommendation Report.
16	Who will be providing the transitional support for the students who may have mental health struggles as a result? We know that there are not enough support staff in our schools as it is, so im wondering how you can ensure this is possible?	live answered
17	What other options were reviewed and why were they rejected in favour of this one?	live answered

## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

18	Additionally, after purchasing a home in a specific neighbourhood in order to attend Clara Hughes Public School. Why should we now be forced to move our children to a lower-ranked school, in a less safe neighbourhood?	live answered
19	<p>The cities decisions to zone and plan for the multiple social services within the boundaries of Village Union PS is inevitably causing a negative impact in my confidence with the safety, well being and equity of my children.</p> <p>What is DDSB doing to advocate for students and the quality of education they're receiving?</p>	<p>It is the policy of the Durham District School Board (DDSB) to support practices that establish and support learning and working environments that consider Indigenous rights, human rights and equity, and are safe, welcoming, respectful, equitable, accessible, inclusive and free from discrimination, oppression and harm. DDSB is committed to maintaining positive school climates and positive learning environments across the Board's jurisdiction. This includes ensuring that safe arrival and emergency response procedures are in place to ensure that students are safe and secured throughout the day in schools. As per the Ministry of Education PPM 123 (Policy/Program Memorandum 123 regarding Safe Arrivals), every DDSB school is to have a "Safe Arrival" procedure which requires that the school principals must check that each child arrives at school and contact caregivers about any unexplained failure to arrive at school.</p>
20	I feel that the response simply restates the plan rather than reflecting a consideration of my question / proposal.	Thank you for your comment.
21	The bus has been my children's way to school since attending with my work schedule. They would now have to walk from just outside the busing route and cross a major road alone. This is a very negative impact on our family.	live answered
22	I have the same concerns as Raechel, our children would have to cross multiple major roads and a creek to get to school, one of those children would be SK. How is this considered a safe choice? They are currently bussed to CH	Please contact DSTS directly to confirm your eligibility. You may email us at <a href="mailto:concerns@dsts.on.ca">concerns@dsts.on.ca</a>

## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

23	who decided that 1.6 km for busing? my kids will have to walk further now to village union then they do to clara hughes but still not able to take a bus. can this be changed?	live answered
24	Confused about the busing answer. Are you saying that eligibility for busing isn't as clear as a student's distance from the school (greater than 1.6km). Are there other things considered in eligibility for busing? Or are you saying it would be decided on a case by case basis?	Hello, please contact DSTS directly to confirm your eligibility. You may email <a href="mailto:concerns@dsts.on.ca">concerns@dsts.on.ca</a>
25	Is anything being done for the congestion on Gibb st at pick up/ drop off at village union? My children attended one year there and it was very bad. It will only become worse with increasing numbers.	live answered
26	Since you will be forcing children to walk are there going to be crossing guards provided for safe crossing at the major intersections as well as minor intersections?	live answered
27	Will teachers from Clara Hughes be moving with children?	live answered
28	Does village union have Before and after school care on site?	live answered
29	My toddler goes to the daycare at Clara Hughes and I am able to pick up all the kids at once. If they are moved to Village Union I will have to pick up multiple kids at multiple sites?	live answered
30	Considering that you listed on site childcare as one of the reasons that Clara Hughes has grown so tremendously, this seems like a good idea to look at for such an underutilized school...	Thank you for your comment. It is certainly a consideration that we would include in the final report based on the comment and observation you've shared.
31	Is it ensured there are no openings to access the creek behind the school at village union?	live answered

## CLARA HUGHES PS BOUNDARY REVIEW -- WEBINAR QUESTIONS & STAFF ANSWERS -

*The Questions/Comments below are imported verbatim from the November 24, 2022 Webinar as submitted by participants. Responses were provided during the Webinar by DDSB staff via chat or live (if live, no text response is*

32	The village Union catchment area is divided for highschool streams, what will happen to students who would have been headed with all their classmates to Eastdale, will they still head to eastdale or now move to the other highschool?	live answered
33	Follow up why is Village unions catchment divided into 2 highschools?	live answered
34	Is there anything to be done to protest this decision? My children are just devastated at this possibility.	A decision on this proposed boundary realignment will be made by the Board of Trustees on February 21, 2023. Your concern will be included in the final staff report to board.



## Clara Hughes Public School

### Boundary Review Consultation Survey 2022-2023

The Durham District School Board (DDSB) invited students, parents/guardians, DDSB staff and members of the community to provide feedback on the proposed boundary option for Clara Hughes Public School. Using an online survey tool, the questionnaire was launched on October 18<sup>th</sup>, 2022 and closed on January 13<sup>th</sup>, 2023. 135 completed responses were received.

#### Participants (n=135)

- 2 DDSB Students (grades K-8)
- 0 DDSB Students (grades 9-12)
- 119 Parents/Guardians of a DDSB Student
- 5 Parents/Guardians of a Future DDSB Student (e.g., pre-school age children)
- 0 DDSB Employees (Not a parent/guardian of a current or future DDSB student)
- 9 Community Stakeholders/Members of the Public

Figure 1  
DDSB Students

#### Which school do you currently attend?

n=2

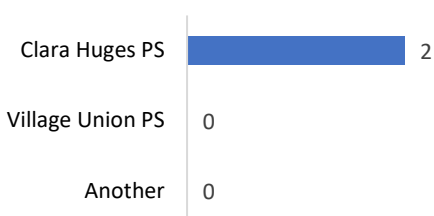


Figure 2

#### Parents/Guardians of DDSB Students

#### Which school does your child/children currently attend? (Select all that apply)

n=119

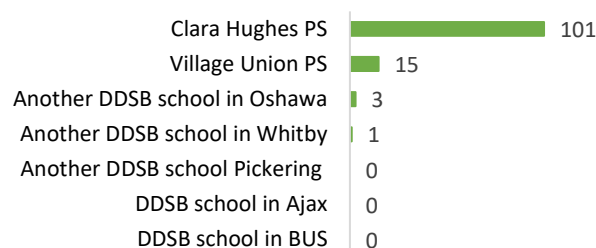
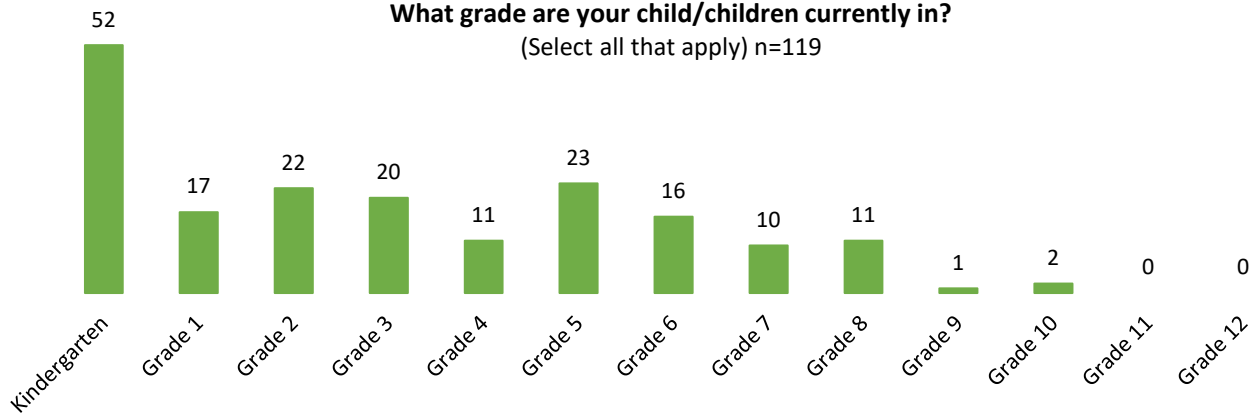


Figure 3  
**Parents/Guardians of DDSB Students**  
**What grade are your child/children currently in?**  
 (Select all that apply) n=119



DDSB Program: Regular or French Immersion

Figure 4  
**DDSB Students**  
**Are you currently enrolled in a DDSB Regular program?**  
 n=2

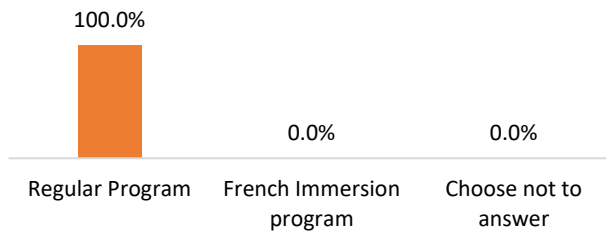


Figure 5  
**DDSB Students**  
**Are you planning to continue with or enrolling in the DDSB Regular program in the foreseeable future?**  
 n=2

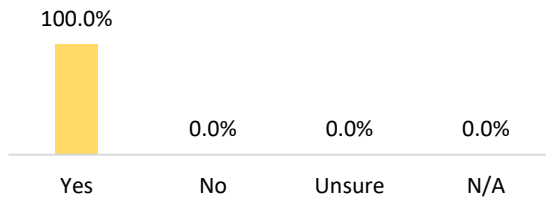


Figure 6  
**Parents/Guardians of Current DDSB Students**  
**Is your child/children currently enrolled in a DDSB Regular program?**  
 n=119

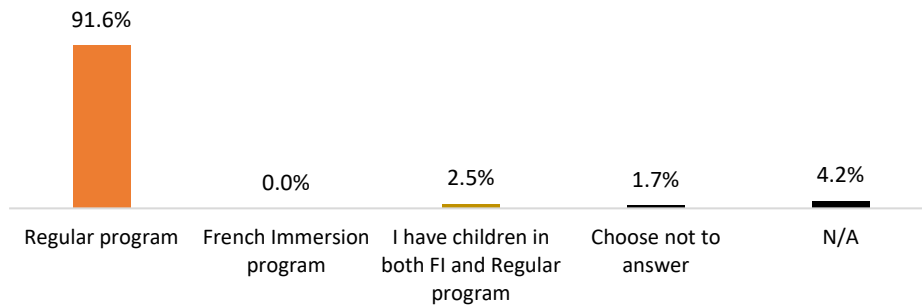


Figure 7  
**Parents/Guardians of Current DDSB Students**  
**Does your child/children plan to continue with or enrolling in the DDSB Regular program in the foreseeable future?**  
 n=119

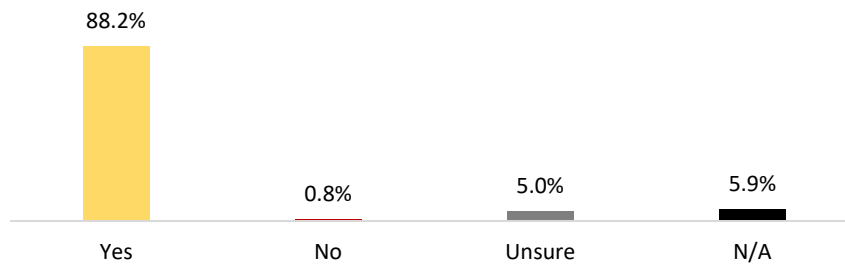


Figure 8  
**Parents/Guardians of Current & Future DDSB Students**  
**Do you have pre-school age children that will be attending the DDSB in the foreseeable future? n=119**

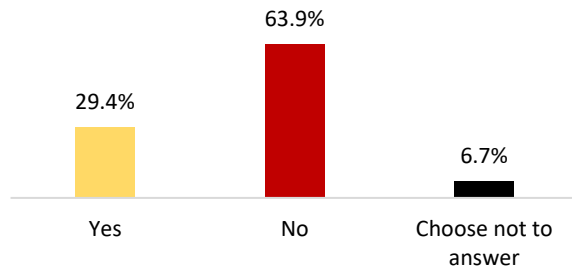


Figure 9  
**Parents/Guardians of Current & Future DDSB Students**  
**Which DDSB school did you plan on your child/children attending? (Select all that apply) n=40**

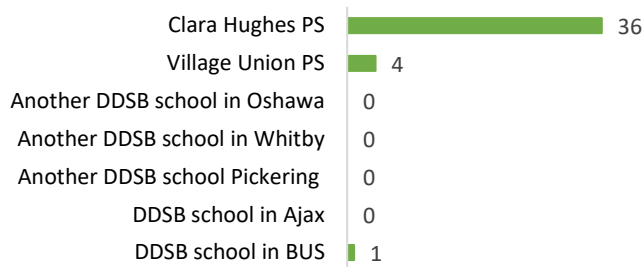
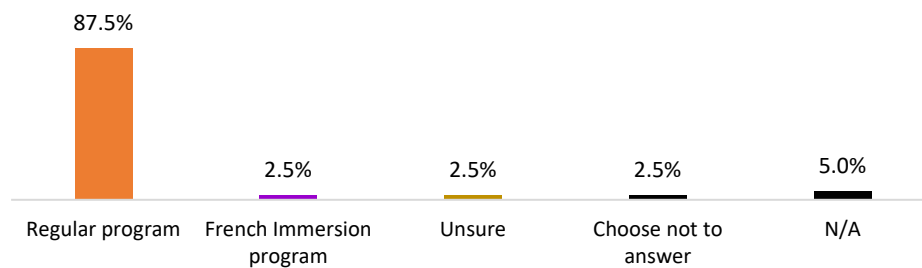


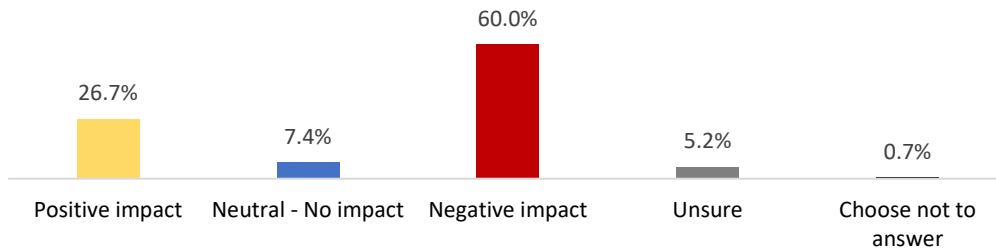
Figure 10  
**Parents/Guardians of Current DDSB Students**  
**Are you planning on enrolling your child/children in a DDSB Regular program? n=40**





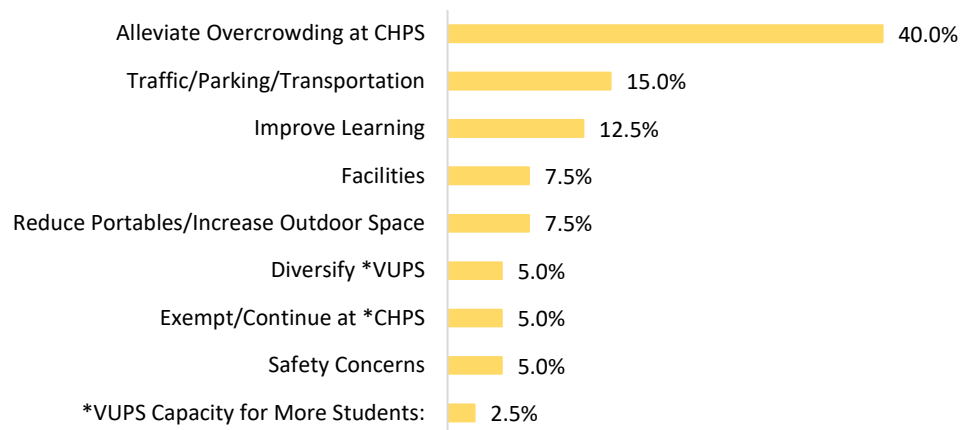
## Impact of Proposed Boundaries

Figure 11  
All Participants  
What would the impact be if the proposed boundaries were adopted?  
n=135



### Positive Impact – Why do you feel that way?

Figure 12  
Thematic Analysis of Comments  
Reasons why participants felt the proposed boundaries will have a positive impact  
Response n=40



\*CHPS – Clara Hughes Public School

\*VUPS – Village Union Public School

### Selected Comments:

#### Alleviate Overcrowding at CHPS:

“I feel Clara Hughes is getting too big...Hard to manage that many kids in one school and with the new development at the corner of Taylor and Harmony I worry about the impact of potentially many more children to come.”

“As noted, the school is overcrowded, and I see challenges on staff, parents and students everyday...”

### Traffic/Parking/Transportation:

"I live # houses away from the school, the parking situation is insane. People regularly park in front of my driveway, and impede traffic and bus safety..."

"[pick up/drop off] It is very unorganized and chaotic."

"The new reduced boundaries would reduce the school strength which will in turn reduce the flow of traffic during the school hours."

### Improve Learning:

"Create a better and safer learning space at Clara Hughes..."

"teachers could have more time with less students."

### Facilities:

"2 recesses currently disrupts learning in portables and hallways -15+ portables = more failed A/C units and more disruption to learning and unavailable gym/library alternates. "

"Already I hear that Clara Hughes do not have enough bathrooms for the kids. This needs to be fixed."

### Reduce Portables/Increase Outdoor Space:

"There are too many portables so a loss of outdoor space."

### Diversify \*VUPS:

"More students from a better part of town."

"It would help diversify the school

### Exempt/Continue at \*CHPS:

"My daughter can continue to attend Clara Hughes."

"My kids love their school; the teachers are wonderful, and they seem to care. I think adding some kids to the Village Public school is a good move."

### Safety Concerns:

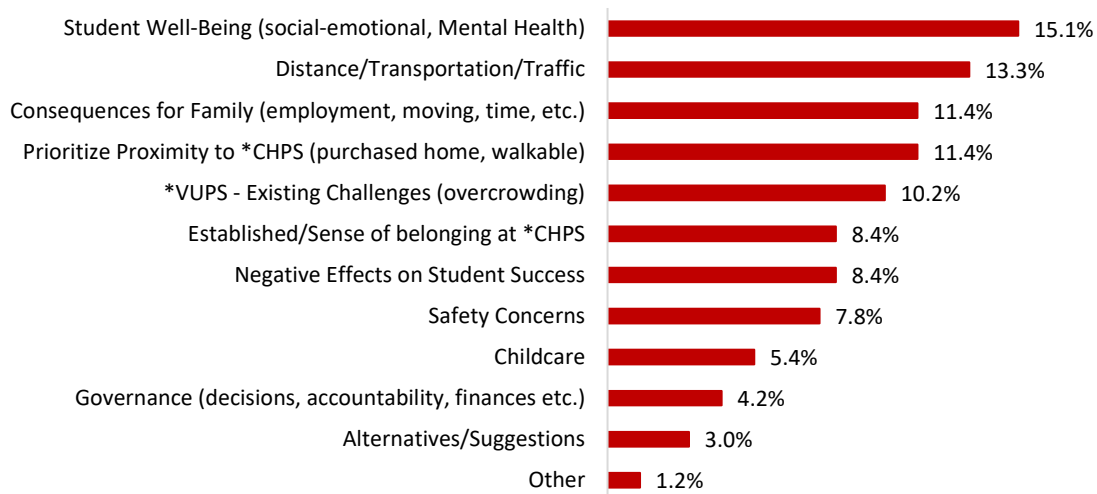
"It is impossible to socially distance at school drop off or pickup due to the excessive number of students attending the school...It is very unorganized and chaotic. My JK student has almost boarded a bus without teachers noticing."

### \*VUPS Capacity for More Students:

"Village Union is a much bigger school that can easily accommodate more students."

## Negative Impact – Why do you feel that way?

Figure 13  
**Thematic Analysis of Comments**  
**Reasons why participants felt the proposed boundaries will have a negative impact**  
 Response n=166



\*CHPS – Clara Hughes Public School

\*VUPS – Village Union Public School

### Selected Comments:

#### Student Well-Being (social-emotional, Mental Health):

“My kids have a hard-enough time with their mental illnesses to make it to school let alone switching schools. Way to make the kids feel they don't matter!”

“He has made friends at CH. He loves the teachers and so do we (his parents). He is happy and thriving and this change will not support his current thriving state.”

“This is absolutely ridiculous. My kids have horrible anxiety their attendance is just starting to improve, and you want to force them to another school. My 12-year-old with autism knows no other school than CHPS.”

“My son has autism and changing his school routine would have a very negative impact ... he has just begun to feel comfortable and confident in his school setting .... Routine is very important in his development... he has been attending Clara Hughes since jk as well as his sister who is now in grade 2.”

#### Distance/Transportation/Traffic:

“For the last year I have prepared my children for traveling to the school by themselves safely for when I return to work. They know the route, they know the crossing guards, they have friends that they meet up with to get to school, they know where their friends live along the route in case there is any issues.”

"My children already walk 1.3km to get to school. If they get moved to village union they will have to walk FARTHER 1.5km. Once again we are just out of the busing limit...Decrease the bus distance to something reasonable and I will happily send my kids to Village Union."

"Why are the students who are currently busses into Clara Hughes not being rerouted and sent to Village Union?"

"The speed limit in front of Village Union is not reduced as a typical school."

### Consequences for Family (employment, moving, time, etc.):

"Because I don't want my child going to Village Union. It's not a safe school or area. If village union becomes their home school, we will be switching to catholic."

"Affects my ability to keep my job with losing our bus."

"There will be a decrease in quality time spent with my children because it is too far to walk to school, and they will have to take the bus. I work the afternoon shift which allows me to bond with my children, pass on important values that are not taught in school and help them deal with problems."

"So, if things change, I will be forced to move as well which is sad because we have grown to love our home and would love to stay but if it means my kids will be uprooted from this school I will have to move to keep them there."

### Prioritize Proximity to \*CHPS (purchased home, walkable):

"We bought our house almost 10 years ago, specifically so our children could attend Clara Hughes Public School."

"Our family relocated and intentionally purchased a house out of the Village Union school boundary to attend Clara Hughes."

"When I separated from his father, we both relocated nearby to one another specifically with the agreement that our son would attend Clara Hughes."

"My family lives on Chadbourn St we are a 5-minute walk to Clara Hugues ps. Village union is not even remotely close to where we live. It's over an hour walk for my kids and I. My kids don't need to be bused to a school when we live in walking distance to Clara Hugues."

### Established/Sense of belonging at CHPS:

"i am already in grade 6, i only have 2 years left i have been at Clara Hughes since kindergarten. i do NOT want to go to village union i do NOT want to change schools. i want to finish out my last 2 years of elementary school at Clara Hughes. we looked and it is about the same distance to either school but about 1 minute closer for me to keep going to Clara Hughes. don't make me change schools."

"My children are settled with their teachers and peers. All three of them have had the same kindergarten teachers and now my second son has the same grade 1 teacher that my oldest had. We are actively involved at Clara Hughes. I am on the SCC."

“My child has attended this school and built friendships since kindergarten and moving her to a new school now would be unfair and wrong.”

### Negative Effects on Student Success:

“It’s setting them up for failure as we all know they will be extremely unhappy if they are moved to a new school and have to start all over again which in turn will negatively effect their grades.”

“Clara Hughes is a wonderful school. It performs high on the eqao testing...You are proposing moving students who currently attend an A+ school to a C school in a time where children begin developing the skills they require for further education.”

“My son currently has an IEP and requires SERT support and is on the wait list for Autism testing. I am concerned that the quality of support he has now will not be available at Village Union.”

### Safety Concerns:

“I would no feel safe having my 12-year-old walk downtown to pick up his sister from school.”

“It’s also not a very nice area. With lots of busy streets. I strongly dislike this.”

“Village Union is in a rough neighbourhood. There is a methadone clinic located a short distance away from the school and homelessness is rife in the downtown core. The vacant lot located across the river from the schoolyard has a large tent city where substance abuse and prostitution are ongoing problems which I don’t want my children exposed to.”

### Childcare:

“Before and after care is extremely difficult to find, if my child had to move schools, I would lose this care and be in a desperate situation.”

“After being on the wait list for over a year, we have finally got our children into the Clara Hughes public daycare. This was such a relief as it makes it more affordable and convenient for our work schedules. It also secures a place for many years to come. If we are uprooted, we will not have daycare for our children before and after school which will wreak havoc when it comes to our work schedules. (even if there is a daycare in the area of village union, how long will it take to get in?).”

### Governance (decisions, accountability, finances etc.):

“If students in the new area are being bused to Village Inion it seems financially irresponsible.”

“Poor decisions made previously that led to closing 3 full public schools and dumping all the kids into one school to try and stifle budgets...All the parents who waved red flags over the decisions then are being asked for input now... to which no resolve will come either. Slamming more kids into a different school does not eliminate the amount of kids... you’re just overcrowding more schools. How about tearing out the stupid region proposed interim/transition housing and build us some schools for our kids.”

“The ministry of education has been touting to parents that they have a plan to get students back on track after a difficult 2.5 years. However, all I’m seeing with this proposed “solution” is a bandaid to a problem that will still see two schools well over capacity in one year’s time, according to your projections. What is Durham District School Board doing to advocate for their students and the quality of education they’re receiving?”

### Alternatives/Suggestions:

“The concern is around funneling more children to village union when there is a school much closer for many in the current boundary.”

“How about all the new houses going in go somewhere else?”

“There are other smaller schools in Oshawa, like Hillsdale, that should take on extra students.”

“Kinda an odd spot to pick. The southern part would have been a better choice.”

“I would recommend trying to boost the scores [EQAO] at VUP before moving the students. The parents would likely be more amenable to the change at that point.”

### Other:

“I understand the school is overpopulated and decisions have to be made but I will fight as much as I have to, to keep my children at Clara Hughes. My children do not mind at all being in portables, I feel like it bothers parents more than it bothers the children.”

### Unsure of Impact – Why do you feel that way?

There were insufficient responses to conduct a thematic analysis of the comments made by participants that selected “Unsure” to the question of “What would be the impact if the proposed boundaries were adopted?”

### **Selected Comments:**

“...I personally think the changing of the boundary might elevate some of the traffic around Clara Hughes but add more around village union. Kids that could potentially walk to school (CH), will now have to get a drive or take the bus to village union because it will be too far to walk. Which will cause more traffic. VU also has less side streets to park on than CH, which will also cause more congestion with traffic. If the boundaries are going to be changed, I think it should maybe be a smaller area going to VU.”

“As long as my children wouldn’t have to change school it should be fine. Both schools need to be big enough to accommodate the number of children in the area even if that means to make the schools bigger.”

### Neutral Impact – Why do you feel that way?

There were insufficient responses to conduct a thematic analysis of the comments made by participants that selected “Neutral” to the question of “What would be the impact if the proposed boundaries were adopted?”

#### **Selected Comments:**

“Currently we reside within the new and existing boundaries and our children are fairly new to the school, therefore don't have long standing friendships with students that may be impacted by this change.”

“From the looks of the map we would not be affect...”

“I welcome the idea to grow village union. My children would love some new friends and classmates.”

“My child will be in grade 8 when the changes take effect, so should be staying at Clara Hughes.”

---

Please provide any additional comments about the proposed boundary realignment:

#### KEY THEMES (Selected Comments)

#### **Questions Asked By Participants:**

“Get it done over Christmas, why has this taken so long?”

“If I have the means to get my children to and from school why can't I choose a school that better reflects our family while also minimizing the population at Clara Hughes?”

“Would the proposed boundary extension provide buses and where would those bus pick-up locations be, and times? I vote no against the boundary changes.”

Why are boundaries only being reviewed West of Clara Hughes, what about the East side? My children would have to be bused to school or they cannot attend school.”

“What happens to the high-school boundaries? Where will the grade 8 students go after they graduate?”

“Why would you not make Adelaide St the beginning of the boundary?”

“I'm confused as to why David Bouchard is in Clara Hughes's boundary, but the children that live near that school are going to Clara Hughes. Why?”

“I would like to know if there will still be busing available to the grade 8 students that will continue at Clara Hughes, but would otherwise be in the Village Union school area?”

“The needs of ALL students Must be taken into consideration. Village Union has 14 EA's supporting students and it is still lacking How will it be able to accommodate doubling the population? Busing will be an issue.

Pick up and drop off will be an issue It already is. Will there be more kindergarten classes? We already have 2 pens shared between four classes? Will there be a staggered entry time to accommodate the traffic flow of double the students.? Will more Admin be added? Will more custodians be added? There are many many factors to be seriously considered. The main focus should be the safety and well being of ALL the students.”

### **Alternative Options/Suggestions:**

“Village Union needs a new name in comparison to CH.”

“A larger boundary change is needed, or transparency on how many students this boundary change will remove from Clara Hughes.”

“Sending students to Hillsdale would be a better option.”

“This is not a solution. We need another school to ensure our children receive a quality education that our tax dollars pay for.”

“Harmony PS is very underpopulated and could have opportunities to send students there as well.”

“West of Ritson and north of olive is a better cut off.”

“I think the families living east of Harmony rd. should go to Forestview this will also help reduce the amount of children in Clara Hughes. Another reason to have the children go to Forestview so they don’t have to cross the busy road safety is most important.”

“Parents should be given freedom or choice to choose from both schools.”

### **Exemption - Current Students:**

“I believe that enrolled children should be allowed to continue at Clara Hughes. There have been enough changes in their lives with covid. Giving children consistency should be valued and protected while the boundary is implemented next year.”

“New zoning should only be for new students registering. Not current students unless they choose to move schools.”

**Support Proposed Change:** Similar comments to those already represented in the section on Positive Impact – Why do you feel that way? See Figure 12 and accompanying comments.

**Oppose Proposed Change:** Similar comments to those already represented in the section on Negative Impact – Why do you feel that way? See Figure 13 and accompanying comments.



**Appendix C3**

**Clara Hughes PS Boundary Review**

**October 18, 2022 to January 13, 2023**

**E-mail Summary from 6 E-mails received during Consultation Period**

School	Summarized Concerns
Clara Hughes PS	Has no issues with the number of portables and overcrowding at Clara Hughes PS. Child Care Centre is a benefit and Clara Hughes PS is close to home so having children walk to school would not change family's schedule or impact children's mental health.
Clara Hughes PS	Children have special needs and are comfortable at Clara Hughes PS.
Clara Hughes PS	Option to consider boundary line being Ritson Rd or Oshawa Blvd. S. as Village Union is not in a nice area and does not want children to move from Clara Hughes PS.
Clara Hughes PS	Four options: move the child care from Clara Hughes PS to Village Union PS so there is more room at Clara Hughes PS for the existing student body; move students residing south of Olive and West of Central Park to Village Union PS; make the new development on Harmony part of a different attendance boundary; move students east of Harmony to a different school.
Village Union PS	Letter from SCC supporting the boundary realignment and offering transition support for the students coming from Clara Hughes PS.

## School Boundaries

To provide a uniform procedure for establishing and adjusting school boundaries.

### 1.0 Criteria:

#### 1.1 New School Boundaries

New school boundaries are established for newly constructed or planned schools. The locations of school sites are primarily determined at the Municipal Secondary Plan stage by Planning Staff. New school boundaries are designed to reflect the neighbourhood or community which the school is intended to serve. In a period of enrolment growth, it is expected that these boundaries will be altered to address growth related issues such as, accommodation, instruction, transportation.

Where possible, new school boundaries will be based on the following criteria:

- (a) municipal, community or neighbourhood boundaries as defined within Official, Secondary or Community plans;
- (b) local restricting parameters;
  - major roads, highways,
  - rivers,
  - rail lines,
  - hydro corridors,
  - incompatible land uses;
- (c) maximizing the walking population to the school;
- (d) accommodating both a peak population and a mature population adequately on site.

#### 1.2 Adjustments to Existing School Boundaries

- (a) Interim Boundary Adjustments:
  - (i) **Causes:** Interim boundary adjustments are considered for a neighbourhood, school or family of schools in response to a number of problems that can arise:
    - areas where no school boundary exists;
    - in response to enrollment pressures;
    - in response to facility problems due to site constraints, temporary closure, timing of construction, damage due to fire or other catastrophes, etc.
  - (ii) **Time:** Interim boundary adjustments are temporary and should not be considered for periods exceeding three years.

(iii) **Criteria:**

Preferred Alternative - Adjacent School

Where possible, interim school boundaries will take into consideration the nearest adjacent school that meets the following criteria:

- has available capacity or room for portable classrooms to accommodate students who are to be displaced;
- provides a similar program for students;
- is located within the same community or municipality;
- has a walking population component.

Other Alternatives:

Should the nearest adjacent school not meet the above criteria, the two other alternatives are:

**Alternative A:** a school within the same municipality which is accessible by public or Durham District School Board transportation which meets criteria 1. and 2. in section (iii).

**Alternative B:** a school within The Durham District School Board which meets criteria 1. and 2. in section (iii).

(b) Permanent Boundary Adjustments:

(i) **Causes:** Permanent boundary adjustments are primarily caused by:

**Program Adjustments**

- French Immersion or Gifted program relocation or creation;
- JK-6 to JK-8, or 7 & 8 to JK-8 school conversion;
- location of new or unique programs within the Board, etc.

**School Closure and Consolidation of School Facilities**

**Relocation of Student Population**

- where no community school will be built;
- when interim measures are extended beyond 3 years;
- in conjunction with previous two examples;
- to accommodate changes in facilities that alter school capacity, etc.

(ii) **Time:** Permanent boundary adjustments are considered for a neighbourhood, school or family of schools when an area is to be affected for a period greater than three years. Permanent boundary adjustments are major projects requiring extensive research and consultation and can have a lengthy period of implementation.

(iii) **Criteria:** Where possible, permanent boundary adjustments will be based on the following criteria:

- maintaining the educational viability of the program in question;
- school facilities must be adaptable to meet program needs and the anticipated student population;
- same criteria as listed in Section 1.1 "New School Boundaries" Sections (a) to (d).

## 2.0 Consultative Process:

2.1 Decisions regarding school boundaries ultimately rest with the Board. The consultative process is as follows:

- As part of the annual meeting between Planning staff and the Area Superintendents, discussions on the need for a boundary review will occur.
- The Planning Department and the appropriate Superintendent will develop a proposal in consultation with Durham Student Transportation Services. (Financial implications will be included).
- The Superintendent(s) of Education/Area, Transportation Department and the Planning Department will meet with the trustee(s) to discuss the consultative process, review the analysis and plan the public consultation process.
- An Open Session report to Trustees will be presented as information, regarding the commencement of a boundary review.
- The Superintendent(s) of Education/Area will consult with the Principal(s) and School Community Council chair(s) or Executive(s).
- The Superintendent(s) of Education/Area and the appropriate trustee(s) will initiate a public consultation process, involving a minimum of one Open House, with parents/guardians of students to be affected and involve the appropriate Principal(s), the School Community Council chair(s) or executive(s), the Planning Department and Durham Student Transportation Services. Information on the proposal will be outlined at the Open House and input from parents/guardians will be received.
- Based on staff expertise and past practice, it may be determined that a subsequent Open House is required within the process to provide additional information (ie boundary revision based on community feedback, survey results) or to create a community consultation process regarding possible transition plans.
- A dedicated email address and phone line will be set up to gather input, from the time the community are informed of the consultation process, to when an approval has occurred.
- An administrative report will be prepared by the Superintendent(s) of Education/Area in consultation with the Planning Department and Durham Student Transportation Services and presented to Administrative Council. This report will go to the Board for final approval.
- Details of the new or revised school boundaries and implementation will be communicated in writing by the Superintendent(s) of Education/Area to the school community.

2.3 Where possible, finalized details of new or adjusted boundaries will be determined and announced no later than the release of the Official Enrollment Projections proceeding the school year in which the boundaries are to be enforced or phased in. This time frame allows for sufficient advance notice to parents, students, trustees, school and administrative staff.

**Appendix:**

None

**Effective Date**

98-06-26

**Amended/Reviewed**

2006-08-02

2012-05-22

2012-10-01

2014-12-04

2019-11-08