

DURHAM DISTRICT SCHOOL BOARD ADMINISTRATIVE REPORT

REPORT TO: Durham District School Board **DATE:** December 4, 2023
SUBJECT: Unnamed North Oshawa PS – Boundary Review **PAGE:** 1 of 8
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Lygia Dallip, Manager of Property and Planning

1.0 Purpose

The purpose of this report is to provide the Board of Trustees with information on the public consultation process to establish boundaries for Unnamed North Oshawa Public School (PS), located at Windfields Farm Drive West and Wintergrace Avenue. The boundary review is scheduled to commence December 2023 and is in accordance with the Durham District School Board's (DDSB) School Boundaries Regulation. The Unnamed North Oshawa PS is currently under construction and is scheduled to open for the 2024–2025 school year.

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

Unnamed North Oshawa PS received Ministry of Education Capital Priorities funding in October 2020. The school is currently under construction and is scheduled to open for the 2024-2025 school year.

The new school will provide pupil accommodation for students residing in the new North Oshawa development neighbourhood, specifically located in the block west of Simcoe Street, north of Conlin Road, south of Winchester Road West and east of Thornton Road. As outlined in Appendix A, there have been four holding schools designated as enrolment in the area continued to increase.

3.1 Overview

Unnamed North Oshawa PS

Unnamed North Oshawa PS has a Ministry Rated Capacity (MRC) of 536 pupils, will accommodate students from JK to Grade 8, and includes a Child Care Centre. The school site is 7.94 acres in size.

Unnamed North Oshawa PS is part of a greenfield development area that also attracts new families in more affordable rental units. Four holding schools, Stephen Saywell PS, Sunset Heights PS, Dr. SJ Phillips PS and Elsie MacGill PS, have been accommodating growth until the Unnamed North Oshawa PS opens in the 2024-2025 school year.

The enrolment data, provided in section 3.2 of the report, supports the proposed Unnamed North Oshawa PS boundary, provided as Appendix B. The proposed boundary encompasses the west side of Simcoe Street North, the north side of Conlin Road, the south side of Winchester Road West and the east side of Thornton Road. The proposed Unnamed North Oshawa PS boundary aligns with the current holding school boundary in place since development in the area began.

Holding Schools

Holding schools are determined based on factors including space to accommodate students (in school, utilizing portables and site size), transportation (distance to school and space to accommodate buses), adequate parking and washrooms to accommodate the projected number of students and staff.

Once the holding school is identified, students and their siblings attend their designated holding school. If a family moves within the identified holding area the current holding school will be assigned to the students and their siblings. The holding school designation will be in place until such time as the new school is scheduled to open and a boundary is approved.

In the North Oshawa holding area, four schools have been utilized to accommodate students for the Unnamed North Oshawa PS. The holding school locations as well as the holding area are outlined in Appendix A.

When development commenced in the North Oshawa area, Stephen Saywell PS was identified as the holding school to accommodate growth, as it was in a mature neighbourhood, had declining enrolment and space to accommodate students. This school was utilized as an active holding school from the 2015-16 school year to June 2018. Concerns with loading/unloading transported students on and off site resulted in the identification of a new holding school for any new students from the Unnamed North Oshawa PS development area.

Sunset Height PS was identified as the second holding school and accommodated new students from the Unnamed North Oshawa PS development area until June 2021. The school, located in a mature neighbourhood, had declining enrolment with space to accommodate students.

Dr. SJ Phillips PS was identified as the third holding school to accommodate new students from the Unnamed North Oshawa PS development area. Like Stephen Saywell PS and Sunset Heights PS, Dr. SJ Phillips PS was in a mature neighbourhood and could accommodate additional students. Dr. SJ Phillips PS remained the holding school for the Unnamed North Oshawa PS development area until June 2023.

Currently, Elsie MacGill PS is the holding school for the Unnamed North Oshawa PS development area. Given current enrolment trends, there is limited space across the system to accommodate holding students.

With the approval of a boundary for the Unnamed North Oshawa PS any available space in the current holding schools will be utilized to address growth-related enrolment pressures, as required.

The City of Oshawa has two large, new residential development areas in the north end of the municipality, with approximately 8,000 new homes proposed for construction in the earliest proposed development – Kedron Planning Area II, while another one of similar size, over 8,700 units, Columbus Planning Area II, is proposed within the next 10 to 15 years just north of Kedron. The Kedron Planning Area II has development already underway with homes closing and enrolment pressures continuing at north Oshawa schools.

3.2 Staff Recommended Boundary Review for Community Consultation

Establish a boundary for Unnamed North Oshawa PS, scheduled to open for the 2024-2025 school year, utilizing the current holding school boundary (see Appendix B for proposed realigned boundary).

Enrolment

Based upon the boundary, as outlined in Appendix B, Table 1 identifies the 5-year enrolment projections for Unnamed North Oshawa PS. This proposal includes students in current JK to Grade 7, and incoming JK's, as of September 2024. These students are currently located at the four holding schools outlined in section 3.1. Current Grade 7 students would be given the choice to stay at their current designated holding school or transition to Unnamed North Oshawa PS for Grade 8.

Based upon previous new DDSB school openings, a new facility attracts students from other sources including other publicly funded schools, private schools and DDSB families within the proposed boundary that decided to remain at their previous home school (rather than the DDSB-assigned home school). The proposed Unnamed North Oshawa PS community has no existing schools and therefore staff, based upon past school openings, expect Unnamed North Oshawa PS will attract approximately 50 new students per year as new homes continue to be occupied.

The enrolment projections for Unnamed North Oshawa PS upon opening, based upon current holding and growth is as follows:

Table 1:

Unnamed N. Oshawa PS

City of Oshawa

MRC: 536

| | Total Enrolment | Utilization | Portables Needed |
|--------------|------------------------|--------------------|-------------------------|
| October 2024 | 613 | 114% | 2 |
| October 2025 | 645 | 120% | 4 |
| October 2026 | 660 | 123% | 4 |
| October 2027 | 685 | 128% | 5 |

Table 2 through Table 5 provides a summary of the impact of the opening of the Unnamed North Oshawa PS on the four holding schools as of 2024-25.

Table 2:

Stephen Saywell PS

City of Oshawa

| MRC: 389 | | Impact on Enrolment with the opening of Unnamed N. Oshawa PS | | | | |
|-------------------------------|------------------------|---|-------------------------|------------------------|--------------------|-------------------------|
| | Total Enrolment | Utilization | Portables Needed | Total Enrolment | Utilization | Portables Needed |
| October 2022 | 424 | 109% | 0 | | | |
| <i>October 2023 (actuals)</i> | 422 | 108% | 0 | | | |
| October 2024 | 407 | 105% | 0 | 380 | 98% | 0 |
| October 2025 | 399 | 103% | 0 | 379 | 97% | 0 |
| October 2026 | 377 | 97% | 0 | 360 | 93% | 0 |
| October 2027 | 355 | 91% | 0 | 337 | 87% | 0 |

Table 3:

Sunset Heights PS

City of Oshawa

| MRC: 380 | | Impact on Enrolment with the opening of Unnamed N. Oshawa PS | | | | |
|-------------------------------|------------------------|---|-------------------------|------------------------|--------------------|-------------------------|
| | Total Enrolment | Utilization | Portables Needed | Total Enrolment | Utilization | Portables Needed |
| October 2022 | 581 | 153% | 9 | | | |
| <i>October 2023 (actuals)</i> | 585 | 154% | 8 | | | |
| October 2023 | 574 | 151% | 8 | | | |
| October 2024 | 556 | 146% | 7 | 421 | 111% | 1 |
| October 2025 | 561 | 148% | 7 | 428 | 113% | 1 |
| October 2026 | 542 | 143% | 7 | 414 | 109% | 1 |
| October 2027 | 535 | 141% | 6 | 412 | 108% | 1 |

Table 4:
**Dr. SJ Phillips PS
 City of Oshawa**
MRC: 452
**Impact on Enrolment with the opening
 of Unnamed N. Oshawa PS**

| | Total Enrolment | Utilization | Portables Needed | Total Enrolment | Utilization | Portables Needed |
|-------------------------------|-----------------|-------------|------------------|-----------------|-------------|------------------|
| October 2022 | 688 | 152% | 8 | | | |
| <i>October 2023 (actuals)</i> | 673 | 149% | 9 | | | |
| October 2024 | 695 | 154% | 9 | 440 | 97% | 0 |
| October 2025 | 667 | 148% | 8 | 438 | 97% | 0 |
| October 2026 | 654 | 145% | 7 | 427 | 94% | 0 |
| October 2027 | 648 | 143% | 6 | 418 | 92% | 0 |

Table 5:
**Elsie MacGill PS
 City of Oshawa**
MRC: 519
**Impact on Enrolment with the opening
 of Unnamed N. Oshawa PS**

| | Total Enrolment | Utilization | Portables Needed | Total Enrolment** | Utilization | Portables Needed |
|-------------------------------|-----------------|-------------|------------------|-------------------|-------------|------------------|
| October 2022 | 525 | 101% | 0 | | | |
| <i>October 2023 (actuals)</i> | 706 | 136% | 6* | | | |
| October 2024 | 610 | 118% | 6 | 570 | 110% | 2 |
| October 2025 | 605 | 117% | 6 | 533 | 103% | 1 |
| October 2026 | 593 | 114% | 6 | 498 | 96% | 0 |
| October 2027 | 568 | 109% | 6 | 455 | 88% | 0 |

* Projected 2024 to 2027 portables held constant for current projections given 2023 preliminary actual to projected data is higher, by 22%

**2024 to 2027 Elise MacGill PS with Unnamed North Oshawa PS data has been updated to reflect the increased percentage of preliminary actual enrolment

As previously stated, this data does not impact the current Grade 7 students, who are preparing to enter secondary school and may want to graduate with their current cohort of peers. If Grade 7 students decide to transition to Unnamed North Oshawa PS, the updated enrolment data will be reflected in the spring for staffing purposes. Additionally, given the 22% increase in Elsie MacGill PS 2023 (preliminary) enrolment versus the projected data, Elsie MacGill PS baseline data, with Unnamed North Oshawa PS open has been adjusted to accommodate the increase in enrolment at the school.

The opening of Unnamed North Oshawa PS for the 2024-2025 school year will result in minimal portables to the four schools currently holding the growth. These schools will be provided some relief; however, they may be required in future years to accommodate the current and planned growth in Oshawa.

For the current school year, the four holding schools have a combined total of 23 portables on site to accommodate enrolment pressures. With the opening of the new North Oshawa PS, there is a potential to redirect 18 portables to address other accommodation pressures and ensure that fewer students are in alternative learning spaces.

4.0 Analysis

1.1. Boundary Review Process

The DDSB School Boundaries Regulation outlines the parameters used for creating new and revising current school boundaries. The Regulation includes a consultation process to gather feedback from the community (see Appendix C).

1.2. Proposed Timing

The consultation period would begin on December 5, 2023, and end on January 12, 2024. Following consultation, a final recommendation report will be brought forward to the Board of Trustees for their consideration and for a decision regarding the new permanent attendance boundary for the new school at the February 20, 2024, Board Meeting.

5.0 Financial Implications

Potential for small reduction in transportation costs as a reduced number of buses would be required with the new permanent boundary.

6.0 Evidence of Impact

The establishment of boundaries to accommodate students in their neighbourhood school will result in reduced transportation and portable needs at schools currently holding students.

7.0 Communication Plan

The school boundaries process is a community consultation process that includes a variety of communications including board reports, PowerPoint presentations available on DDSB's website, communications to affected schools and DDSB websites, as well as other forms of school notifications, i.e., voice broadcasts over the phone to families.

The process includes opportunities for community input through email, voicemail, survey as well as a webinar and School Community Council executive meetings with affected schools. A dedicated email address and phone line will be established to gather community input.

All information resulting from the consultation process will be summarized and provided to the Board of Trustees in a recommendation report.

Key dates for consultation as noted above are as follows:

November 2023:

- Development of Boundary Review Information Report
 - Internal staff discussions
 - Meeting with Oshawa area Trustees to understand community needs
 - Meeting with Principals of individual schools included in the Boundary Review

December 2023:

- December 4
 - The Boundary Review Information Report is presented at the Board Meeting to begin the community consultation process.

Community Consultation – December 5, 2023, to 5:00 pm, January 12, 2024.

- December 5
 - The Boundary Review Information Report and a PowerPoint presentation, that provides an overview of the boundary review and communication timelines, including community consultation details, is available on the DDSB website (Location TBD)
 - Communications messaging is provided to individual schools included in the Boundary Review.
 - Survey @ <https://survey.sogolytics.com/r/WtJ2Dp> is open until 5:00 p.m. January 12, 2024
- December 2023 or January 2024 (date and time TBD)
 - SCC Executive Meetings for schools included in the Boundary Review will be scheduled, to accommodate the SCC Executive calendars. An overview of the Report and the community consultation will be provided with a focus on feedback from the SCC Executive. The SCC Executive will also be asked to share the details of the process, consultation opportunities and timelines to ensure feedback is gathered through the process.
 - December 18, 2023

A webinar will be held to gather community feedback. There will be a formal presentation; however, the focus will be on community feedback. Participants will be required to sign up prior to the event and details will be advertised through the schools' and the DDSB's website and social media.

- January 2024
 - Consultation ends January 12, 2024 @ 5:00 p.m. DDSB staff to review all input received.

Throughout the community consultation period of December 5, 2023, to 5:00 pm, January 12, 2024, community feedback, which will be shared with local area Trustees, may be provided through:

Email: NOPSBoundaryReview@ddsb.ca
Phone: 905-666-6308

All input received via the webinar, email, phone, and survey will be summarized and included in the Final Boundary Review Recommendation Report to Trustees for their consideration and decision. Any community recommended alternative options to address the accommodation pressures will be analyzed by staff and the alternative option and analysis will be included in the Final Boundary Review Recommendation Report to Trustees for their consideration and decision.

- February 2024
 - Final Report to Board of Trustees for Consideration – Standing Committee
 - Final decision by Board of Trustees – Board Meeting

8. Conclusion

This report is provided to the Board of Trustees for information.

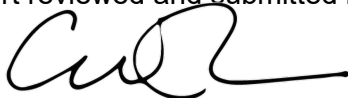
With the Unnamed North Oshawa PS scheduled to open for the 2024-2025 school year, school boundaries need to be established and a community consultation process needs to commence.

The community consultation will occur from December 5, 2023, to January 12, 2024, with a final decision by the Trustees scheduled to be made at February 2024 Board meeting. This will provide sufficient time for parents/guardians and students to prepare for the boundary changes and timing for staffing allocations effective September 2024.

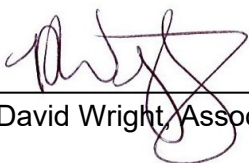
Appendices:

Appendix A: Unnamed N. Oshawa PS Holding Schools and Holding Area Map
Appendix B: Unnamed N. Oshawa PS - Proposed Boundary Map
Appendix C: Regulation: School Boundaries

Report reviewed and submitted by:



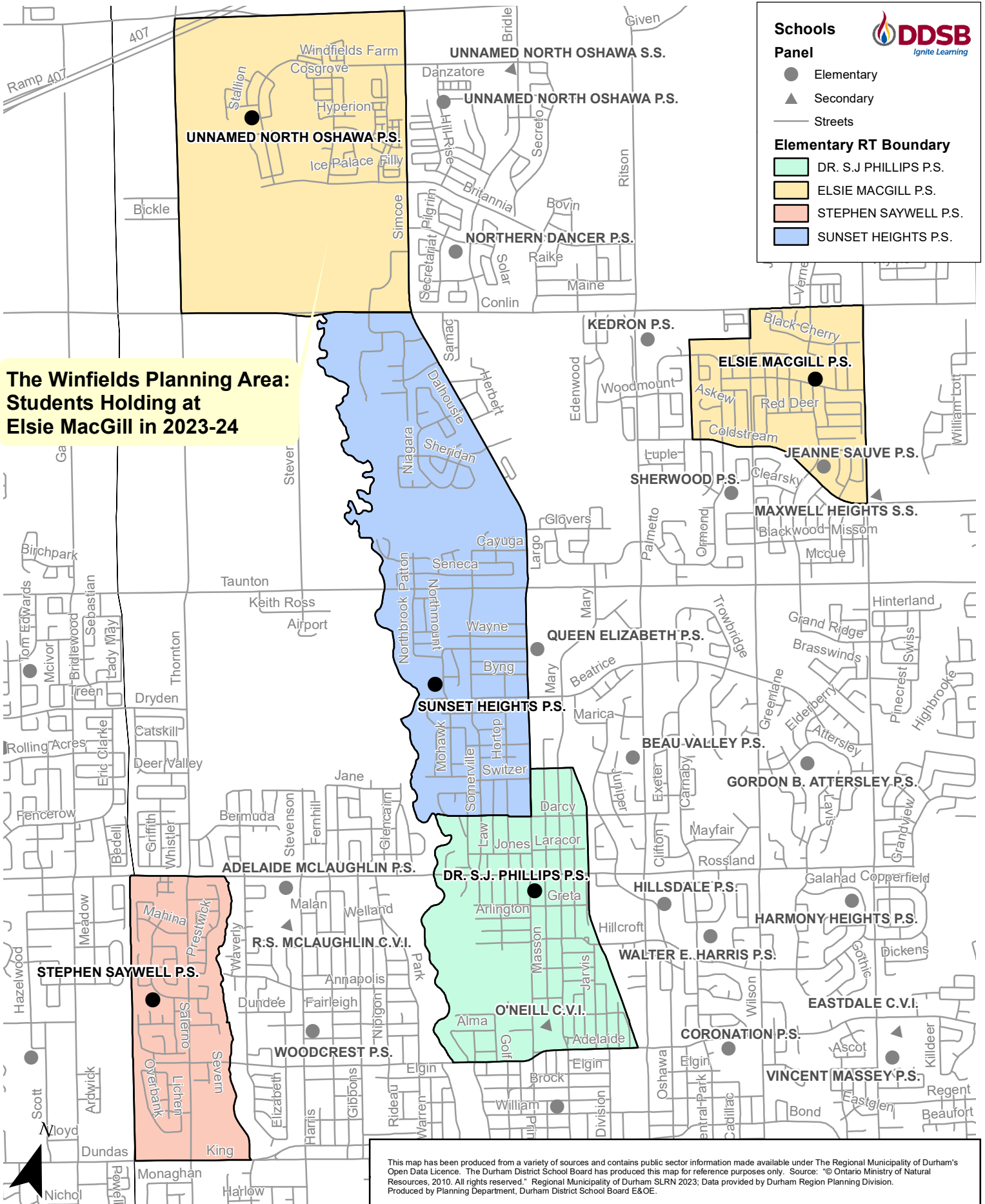
Camille Williams-Taylor, Director of Education and Secretary to the Board



David Wright, Associate Director of Corporate Services & Treasurer to the Board

Unnamed North Oshawa P.S. Holding Schools and Holding Area

APPENDIX A



**The Winfields Planning Area:
Students Holding at
Elsie MacGill in 2023-24**

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Unnamed North Oshawa P.S. Proposed Boundary Map

APPENDIX B



Schools

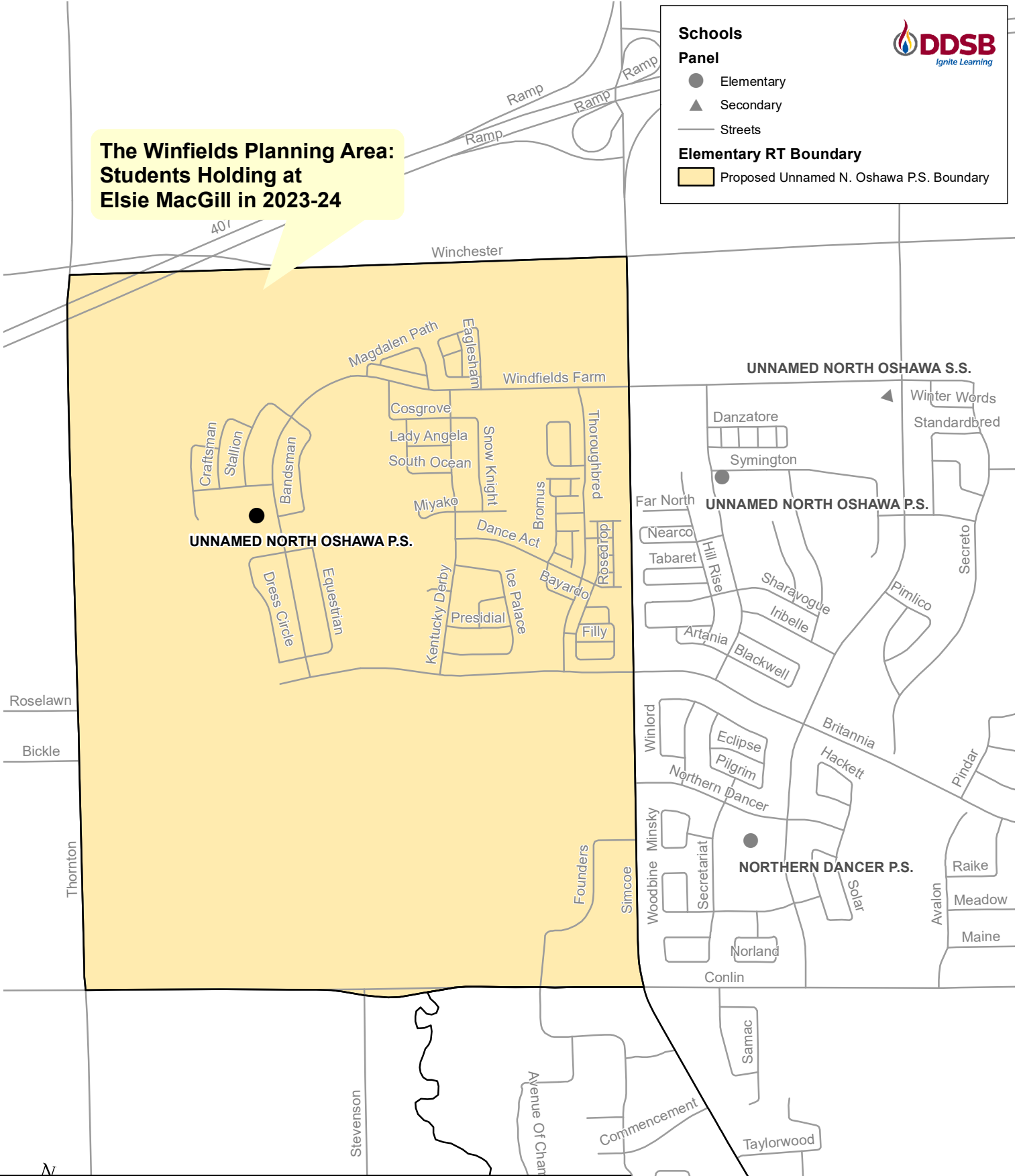
Panel

- Elementary
- ▲ Secondary
- Streets

Elementary RT Boundary

- Proposed Unnamed N. Oshawa P.S. Boundary

**The Winfields Planning Area:
Students Holding at
Elsie MacGill in 2023-24**



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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 preceding 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