

**Final Report of the Program Area Review Team (PART) involving
Charles H Best, Dublin Hts E&MS, Pleasant PS, Willowdale MS, and Wilmington ES
December 20th, 2017**

RECOMMENDATIONS

The Charles H Best, Dublin Hts E&MS, Pleasant PS, Willowdale MS, and Wilmington ES Program Area Review Team recommends the following:

- 1. Grade Changes for September 2018;**
 - a. Move the Grade 4's from Wilmington ES to Charles H. Best MS making;**
 - Wilmington ES a Junior Kindergarten to Grade 3 school,**
 - Charles H. Best MS a Grade 4 to 8 school.**
- 2. Introduce Extended French Programming at Charles H. Best MS starting at Grade 4, for September 2018;**
- 3. For Grades 6 to 8, Wild Gingerway addresses move from the Charles H. Best MS boundary area to the Dublin Heights E&MS boundary area, effective September 2019. For Junior Kindergarten to Grade 5, Wild Gingerway addresses remain part of Dublin Heights E&MS. Grand-parenting of any existing students at Charles H. Best MS, and their siblings be offered.**
- 4. A bus loop be constructed at Charles H. Best MS to alleviate safety concerns for an already busy school parking lot where additional buses for Extended French program students to those for already transporting students with special education needs.**
- 5. That recess markings on the Charles H. Best MS tarmac be improved, and that outdoor play spaces at Charles H. Best MS and Wilmington ES be reviewed and assessed with the goal to making them current.**

BACKGROUND

The Program Area Review Team (PART) membership was told that a Local Feasibility Team (LFT), comprised of TDSB Principals, central program and planning staff, was established to follow through on a planning study identified in the Long Term Program and Accommodation Strategy (LTPAS).

The objective of the LFT was to come up with a feasible solution for the over-enrolment at Wilmington ES and the under-enrolment at Charles H. Best MS, being two school sites in close proximity to one another.

The PART membership was also told that the LFT created and reviewed 8 options, and that a preferred option was identified as the most feasible within the context of the Program and Accommodation Drivers described in the LTPAS. The PART membership

was informed that three (3) of the options discussed at the LFT involved school consolidation. By Board Policy, a PART cannot recommend school closure. Other than being told about the consolidation options thought of by the LFT, the PART did not discuss the consolidation options.

The transition of the LFT to a PART was approved by Central Accommodation Team (CAT) on May 18, 2017. The objective of the PART is to continue the work of the LFT in evaluating the feasibility of the preferred Option H, by seeking advice and feedback from impacted parent representatives through the course of 3 working meetings. To seek input from the broader community, the PART presented the preferred option to the general public on December 11, 2017.

Provided to the group at the first PART meeting, was an explanation of why the review was needed. In addition, the PART was informed of its role as an advisory committee. A discussion was held about reaching consensus and voting should consensus not be achieved.

Staff provided and explained to the PART the Program and Accommodation Drivers from the LTPAS document, specifically addressing over and under-utilized schools, rational attendance areas, and fair access to specialized programs and schools.

Also, Staff provided a description of the program and accommodation challenges facing this group of schools, a description of the current situation plus five (5) possible options to address the program and accommodation challenges. The description included charts showing 2016 and 2017 actual student enrolments and projected enrolments for 2020, 2022 and 2027. Option H, being the LFT preferred option, was presented to the PART. The data package provided at this meeting was loaded on the Board's web site.

At the second PART meeting, the membership reviewed notes from the first meeting. How to achieve consensus was reviewed and there was a discussion on voting should consensus not be achieved, and what to do if there was a tie vote.

At this meeting, the PART reviewed in greater detail the LFT preferred Option H, as well as the other four (4) options. Tables illustrating the grade by grade enrolments (actual and projected), by program for each school within each of the options was presented to the PART. The PART was shown the LFT's list of 'pros' and 'cons' for each of the options. Questions were asked, and discussion continued towards the PART establishing the LFT's preferred Option H has its own preferred Option. Again, the data package of this meeting was loaded to the Board's web site.

The thoughts and questions at the second PART meeting were the foundation of the presentation and poster boards used at the PART Community Meeting held on December 11, 2017 at Charles H. Best MS. Feedback obtained at the PART Community Meeting revolved around the proposed changes to French programs, proposed changes to grade ranges and the implications on space for all schools involved in the review. Copies of the posters and presentation are available on the Board's web site.

At the third PART working meeting a discussion took place about the "themes" that

emerged at the public meetings. The PART found no compelling reason to change its preference for Option H from the Community Meeting. When asked, the PART membership responded that it had reached consensus on all parts of Option H being the best option to recommend to the Central Accommodation Team. That being the proposed grade change, introduction of Extended French programming, and boundary change. The PART also reached a consensus on implementation. Grade change and Extended French programming to occur for September 2018. The boundary change to be implemented, with grand-parenting, for September 2019. Notes of the meeting are posted on the Board's web site.

STAKEHOLDER ENGAGEMENT

Program Area Review Team		
School/Organization	Name	Role
Charles H. Best MS	Katia Palumbo	Principal
	Stacea Campbell	Parent Representative
Dublin Hts E&MS	Nancy Lerner	Principal
Pleasant PS	Lara Schneider	Principal
	Melissa Mehl	Parent Representative
Willowdale MS	Kathy Gaziuk	Principal
	Giulia Stanizzo Gratsas	Parent Representative
Wilmington ES	Cathy Trajkovski	Principal
	Stephen David	Parent Representative
	Elizabeth Nadel	Parent Representative
	Carrie Mazzei	Parent Representative
Learning Network 8	Elizabeth Addo	Superintendent Education
Learning Network 12	Linda Curtis	Superintendent Education
Learning Network 14	Louie Papathanasakis	Superintendent Education

Trustees	Name	Role
	Alexandra Lulka	Trustee Ward 5
	Alexander Brown*	Trustee Ward 12

** Due to an oversight that occurred at the outset of this process, Trustee Alexander Brown was not involved in the Local Feasibility Team meetings.*

Although this review was focused primarily on grade and boundary changes that impacted schools in Ward 5 (as outlined in the LTPAS), the potential introduction of a new Extended French program at CH Best MS meant that existing programs in Ward 12 could be impacted. Students residing in the Wilmington ES/CH Best MS area are currently directed to Pleasant PS and Willowdale MS for this program.

As a result, Trustee Brown was not invited to participate in the Program Area Review Team (PART), was unaware the process was underway until one week prior to the public meeting scheduled for December 11, 2017, and after the first two PART committee working meetings had already taken place.

Acknowledging the oversight, staff immediately took responsibility for the error, apologized, and began taking steps necessary to bring Trustee Brown up to speed with

all of the information, documentation and analysis that had been prepared and shared with the PART. All of the LFT data packages (5 in total) were shared via email on December 7 and all LFT and PART documentation and analysis were provided in a binder and reviewed with Planning Staff during an in-person meeting on December 8. Any potential impact on schools in Ward 12 was clearly articulated to the Trustee, and an opportunity to provide comment and feedback to the process was extended.

In effort to ensure that this does not occur in the future, staff have reviewed the requirements in Policy P068 and Procedure PR715, and any request to begin an LFT will require a Local Feasibility Team Membership Table that will be completed by staff prior to the process being approved. The table is to be updated if additional schools are brought into the review as the Local Feasibility Team process evolves, and before a recommendation to move forward with a public process is brought forth for approval. For each school involved in the process the name of the Principal, Superintendent and Trustee is required.

Staff Resources		
Organization	Name	Role
TDSB Central Staff	Peter Naperstkw	Educational Planning Officer
	Angela Caccamo	Central Coordinating Principal – Teaching and Learning (with FSL portfolio)
	Kirsten Johnson	Coordinator-Teaching and Learning (with FSL portfolio)
	Susan Moulton	Supervising Principal – Special Education
	Paul Chang	Architectural Coordinator Major Capital Projects
	Luis Tencio Aguilar	Administrative Liaison (note taker)
	Louise Humphreys	Early Years Manager

Other Resources		
Wilmington Best Childcare (located in Wilmington ES)	Teresa Tenassi	Child Care
	Lynn Greenwald	Child Care

Meeting Details		
Meeting Type	Date	Time
Committee	November 1, 2017	6:00 to 8:00 p.m.
Committee	November 20, 2017	6:00 to 8:00 p.m.
Public Meeting	December 11, 2017	6:30 to 8:30 p.m.
Committee	December 20, 2017	6:00 to 8:00 p.m.

ANALYSIS OF ALTERNATIVES AND PREFERRED OPTION

The analysis is summarized in Appendix A suggests that preferred Option H best achieves;

- Overall improvement to the under-enrolment and under-utilization of Charles H. Best MS.
 - Under the Status Quo situation, Charles H. Best MS has an enrolment of 313 pupils within a school building with a capacity of 480 student places, generating a utilization rate of 65%, and 167 surplus student places. By 2027, there is small enrolment improvement to 363 students, being 76% utilized with a surplus of 117 student places.
 - Option H improves the projected enrolment to 433 in 2022, and then to 457 by 2027, with utilization rate increases to 90% and 95% respectively. Likewise, the projected enrolment increases also decrease the amount of surplus student places to 47 in 2022 and 23 in 2027.
- Overall improvement the over-enrolment of Wilmington ES and removal of the one existing and any future additional portables.
 - Under the Status Quo situation, Wilmington has an enrolment of 292 pupils within a school building with a capacity of 277 places generating a utilization rate of 105% and the need for 1 portable. By 2027, the enrolment further increase to 307 students exacerbating the utilization rate to 111% of capacity and precipitating the need for a second portable. This over capacity enrolment has been the situation since 2013.
 - Option H improves the projected enrolment to 254 in 2022, and then to 258 by 2027, with utilization rate increases to 92% and 93% respectively. It is also projected that the current portable and future portables will not be required.
- No net increase to the enrolment at Dublin Hts E&MS as a result of removing the boundary overlap with Charles H. Best MS for grades 6 to 8. Dublin Hts E&MS is a school currently experiencing over-enrolment, and projected to have further enrolment increases. The current practice is for students to attend Dublin Hts E&MS for Junior Kindergarten to Grade 8. A search of current student records indicates that no students at Charles H. Best MS reside on Wild Gingerway. Of the 6 elementary TDSB students residing on Wild Gingerway, three (3) attend Dublin Hts E&MS, with the remaining attending schools on optional attendance or for program reasons.
 - Feedback from the Community Meeting indicates that the boundary area change between the two schools is welcomed. The change finally formalizes an ongoing practice. It also removes an unnecessary transition between schools, and removes the bureaucracy of parents filling out Optional Attendance forms to have their children remain at Dublin Hts E&MS.
- An improvement to teacher organization at Charles H. Best MS and Wilmington ES.

- Under the Status Quo situation, the grade configuration is Junior Kindergarten to Grade 4 at Wilmington ES and Grade 5 to 8 at Charles H. Best MS. The dilemma in the Status Quo is that the junior grades are split between two buildings. As such, junior grade teachers are not able to easily form peer relationships and collaborative teaching practices.
 - Under Option H, the split of the junior grades between the two buildings is eliminated. Furthermore, junior grade teacher preparation time, and teacher scheduling is simpler.
- An improvement for the community to access specialized programming as Extended French programming is introduced to Charles H. Best MS.
 - The Charles H. Best MS and Wilmington ES community has sought to have a program located within their community. The immediate advantage is that local students will no longer leave their community.
 - There will be one less transition for Extended French students. With the proposed new grade configuration of Grade 4 to 8, the Extended French program at Charles H. Best will not have a transition between two buildings as currently experienced with the existing program at Pleasant PS and Willowdale MS.
- An improvement, or reprieve, to the over-enrolment at Pleasant PS and Willowdale as a result of opening a proposed additional Extended French program site at Charles H. Best MS.
 - Under the Status Quo situation, Pleasant PS has a current and projected 2027 enrolment of approximately 400 pupils within a school building with a capacity of 418 student places, generating a utilization rate of 95%, and a need for 2 portables. Willowdale MS enrolment is projected to grow from 494 in 2017 to 669 students in 2027 with a utilization rate of 128% with a need for 7 portables.
 - Option H improves the projected enrolments for both schools and could remove one portable from each school. When fully implemented, 30 Extended French students at Pleasant PS and 15 Extended French students at Willowdale MS could be drawn away to populate the proposed Extended French program at Charles H. Best MS. The reduction of 30 students at Pleasant PS could mean the loss of one teacher.
 - The Extended French program at Pleasant PS and Willowdale MS remains viable after the opening of the proposed new Extended French program at Charles H. Best MS. Again, when fully implemented the 30 and 15 students redirected from Pleasant PS and Willowdale MS leaves a program at Pleasant PS with 120 students over Grades 4 to 6, and 65 students over Grade 7 and 8 at Willowdale MS.
 - Subject to annual demand for French Extended placements French as a Second Language Staff have identified that the number of available spots at Pleasant PS has not been sufficient in the past to address demand and Grade 4 applicants have, at times, been redirected to other Extended French sites. It has been suggested to the PART, that the projected reduction at Pleasant PS and Willowdale MS is subject to number of

SUMMARY OF FINDINGS

There is generally strong support amongst the PART members to proceed with the preferred Option H. Parents generally recognize the benefits of the JK-Grade 3, and Grade 4 to 8 model for these two schools.

Throughout the course of our discussions, parents at the PART working and public meetings provided feedback and raised several questions about the program and accommodation plan for this community. These are summarized under these general themes. It is noted at the PART working meetings, conversation about these themes was lengthy, robust and full of thoughtful questions and responses that allowed multiple sides of the issue to be discussed. The membership is commended for their wholesome participation

1. Timing of Changes
 - When would implementation be? When would it start?
2. Readiness of Students
 - Grade 3 and Grade 4 students are too young to move schools.
3. Childcare—Before and After Care
 - Parents want to ensure that childcare continues to be provided at Charles H Best MS for the Grade 3 students.
4. Extended French
 - There are concerns around the number of students that could be redirected away from Pleasant PS to Charles H Best will cause a loss of teachers at Pleasant PS.
5. Existing Special Education Programs at Charles H. Best MS
 - Will the programs remain?
6. Over enrolment at Dublin Hts E &MS, Summit Hts PS, and Faywood ABC
 - What is causing the over-enrolment?
 - What tools area available to control the over-enrolment?
 - When will the over enrolment be addressed?

In conclusion, there is a good sense amongst the parent community that with careful planning and the commitment of school staff, administration, parents, and the Superintendent and Trustee, we can achieve the goal to improve program delivery and remedy accommodation pressures in this group of schools.



Program Area Review Team: Charles H Best, Dublin Hts E&MS, Pleasant PS, Willowdale MS, and Wilmington ES

Charles H Best MS	Dublin Hts E&MS	Pleasant PS	Rockford PS	Wilmington ES	Willowdale MS	Yorkview PS	Total
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Status Quo Data

Grades Served	Gr.5-8	JK-8	JK-6 / Gr.4-6	JK-6	JK-4	Gr.6-8	JK-5	
Capacity*	480	741	418	709	277	522	522	3,669
Portables on Site Oct 2017	0	2	2	3	1	0	0	8
Headcount Enrolment Oct 2017	313	822	398	702	292	494	486	3,507
Utilization Oct 2017	65%	111%	95%	99%	105%	95%	93%	96%
Projected Headcount Enrolment 2022	337	870	405	825	304	627	513	3,881
Projected Utilization Oct 2022	70%	117%	97%	116%	110%	120%	98%	106%
Projected Portables Oct 2022	0	6	2	6	2	5	0	21
Projected Headcount Enrolment 2027	363	969	400	826	307	669	512	4,046
Projected Utilization Oct 2027	76%	131%	96%	117%	111%	128%	98%	110%
Projected Portables Oct 2027	0	10	2	6	2	7	0	27
Programs (Special Education, French, Other)	Autism, Developmentally Delayed, Learning Disability, Regular	Deaf, Gifted, Physical Disability, Regular	Extended French, Behaviour, Regular	French Immersion, Regular	Behaviour, Regular	Behaviour, Extended French, French Immersion, Learning Disability, Regular	French Immersion, Regular	
Program / Community Partnerships	Wilmington Best Childcare Program	Dublin Heights Community Child Care	Pleasant Child Care of North York Inc.	Rockford Child Care, Shaughnessy Blvd Children's Centre Inc., Parenting and Family Literacy Centre	Wilmington Best Childcare Program, Parenting and Family Literacy Centre		Yorkview Kids Care - North York Inc.	

Option H - Grade Change, Extended French Introduced, Boundary Change

Grades Served	Gr.4-8	JK-8	JK-6 / Gr.4-6	JK-6	JK-3	Gr.6-8	JK-5	
Projected Headcount Enrolment 2022	433	870	375	825	254	612	513	3,882
Projected Utilization Oct 2022	90%	117%	90%	116%	92%	117%	98%	106%
Projected Portables Oct 2022	0	6	1	6	0	4	0	17
Projected Headcount Enrolment 2027	457	969	370	826	258	654	512	4,046
Projected Utilization Oct 2027	95%	131%	89%	117%	93%	125%	98%	110%
Projected Portables Oct 2027	0	10	0	6	0	6	0	22

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