



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Agenda

Catholic Education Centre  
322 Fairview Drive  
Brantford, ON N3T 5M8

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### Special Meeting of the Board Monday May 29, 2023 ♦ 4:00 p.m. Boardroom

#### Trustees:

**Members:** Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson

#### Senior Administration:

Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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## 1. Opening Business

### 1.1 Opening Prayer

*Almighty God, bless us as we gather today for this meeting. Guide our minds and hearts so that we will work for the good of our community and be a help to all people. Teach us to be generous in our outlook, courageous in the face of difficulty, and wise in our decisions. We give you praise and glory, Lord our God, forever and ever. Amen*

### 1.2 Attendance

### 1.3 Approval of the Agenda

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### 1.4 Declaration of Interest

## 2. Committee and Staff Reports

### 2.1 Southwest Brantford School Attendance Boundary Review Update Scott Keys, Superintendent of Business & Treasurer

Pages 2-6

## 3. Business In-Camera

207 (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves:

- a. The security of the property of the board;
- b. The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
- c. The acquisition or disposal of a school site;
- d. Decisions in respect of negotiation with employees of the board; or
- e. Litigation affecting the board.

## 4. Report on the In-Camera Session

## 5. Closing Prayer

*Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. Amen*

## 6. Adjournment

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# REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Scott Keys, Superintendent of Business & Treasurer  
Presented to: Board of Trustees  
Submitted on: May 29, 2023  
Submitted by: Mike McDonald, Director of Education & Secretary

## SOUTHWEST BRANTFORD SCHOOL ATTENDANCE BOUNDARY REVIEW UPDATE

Public Session

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### **BACKGROUND INFORMATION:**

Due to existing and future enrolment pressures at St. Basil Catholic Elementary School, the Brant Haldimand Norfolk Catholic District School Board (the “Board”) approved a school attendance boundary review on December 20, 2022. The Board had previously attempted to secure funding for a new Catholic Elementary school in southwest Brantford through the Ministry of Education’s Capital Priorities Program, however the request for funding for a new elementary school was denied.

As a result, and considering feedback from the Ministry, a school attendance boundary review was initiated for the following schools:

- St. Basil Catholic Elementary School
- St. Gabriel Catholic Elementary School
- St. Theresa School

The purpose of this review is to better balance capacity and enrolment within the schools involved. St. Basil Catholic Elementary School is currently overcapacity and is utilizing eight portable classrooms to accommodate its enrolment. Board projections predict that continued residential development within southwest Brantford is expected to yield approximately 1,910 additional elementary students over the next ten years. This will put further pressure on the site and facility.

On May 23, 2023, Trustees were presented with the Attendance Boundary Review Committee’s (ABRC) recommended option based on feedback at the public meeting, through emails received at the Board, and parent surveys. Trustees deferred the decision and requested additional information which is presented in this report.

Enrolment projections also suggest there will be limited capacity at other Catholic elementary schools in the review area. The tables and figures in Appendix A outline the existing and projected enrolments for the schools in the review.

### **DEVELOPMENTS:**

#### ***Revised Recommended Option***

Previously, Area 1 of the ABRC’s recommended option (refer to Appendix B), were being directed to St. Theresa beginning in September 2023 for any new registrant. All existing students will have the option to remain at their existing school. A new registrant would be defined as any new student to the school that isn’t captured as part of any legacy agreements.

Trustees desired to amend the recommendation to Area 1 and allow all students the choice to attend St. Gabriel, if so desired, allowing approximately 24 additional students with the choice to attend St. Gabriel.

As a result, and in order to avoid potential future transportation costs, administration of legacy agreements, and to avoid confusion on the school boundaries for families, it is recommended that Area 1 be directed to St. Gabriel.

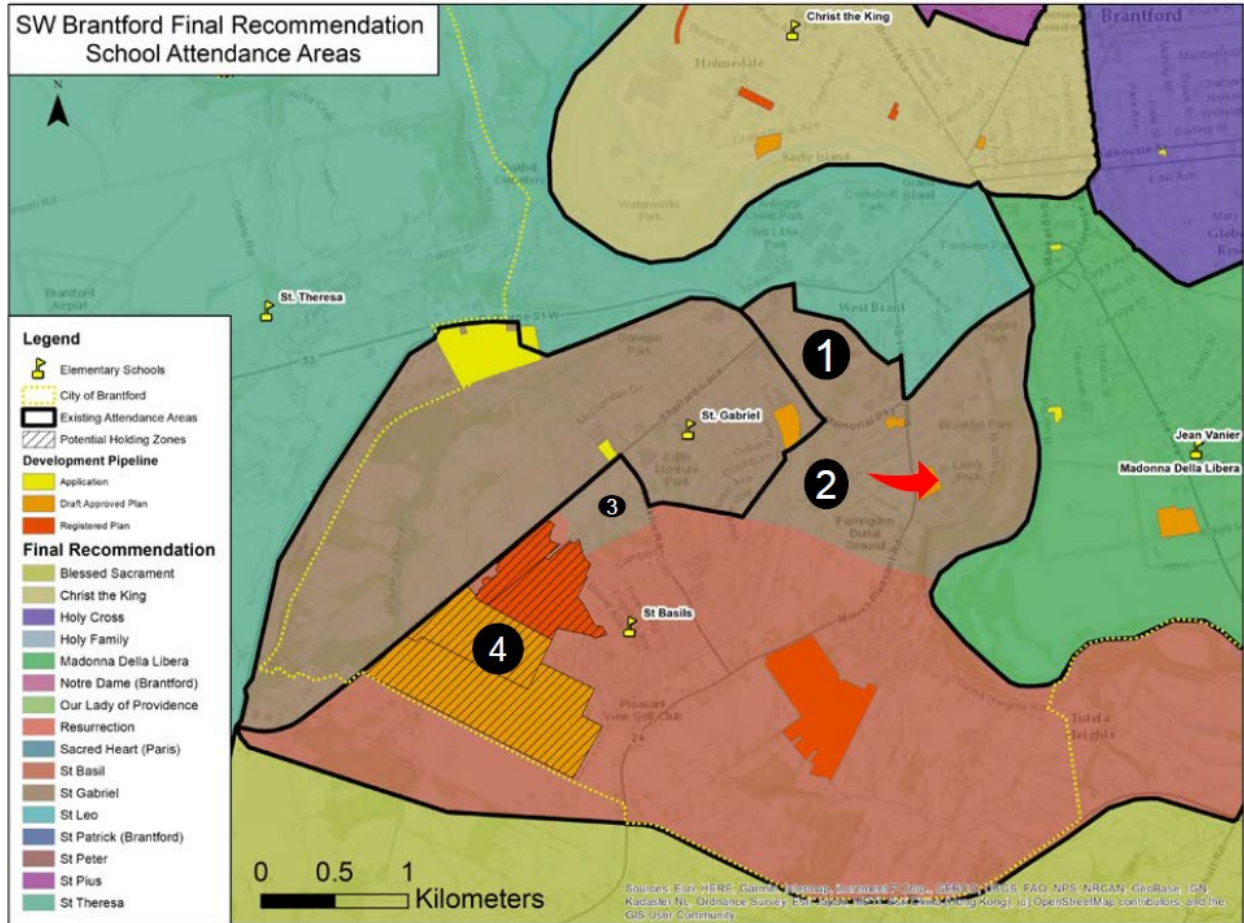


Figure 1: SW Brantford Proposed Attendance Boundaries

2022/23 Enrolment / Utilization				
School	OTG	Enrolment (2022)	Utilization	# of Portables (2022)
St. Basil CES	484	658	136%	6
St. Gabriel CES	389	398	102%	6
St. Theresa School	210	191	91%	0
<b>Total</b>	<b>1,083</b>	<b>1,247</b>	<b>115%</b>	<b>12</b>

2023/24 Enrolment / Utilization (per revised recommendation)				
School	OTG	Enrolment	Utilization	# of Portables
St. Basil CES	484	577	119%	4
St. Gabriel CES	389	479	123%	4
St. Theresa School	210	191	91%	0
<b>Total</b>	<b>1,083</b>	<b>1,247</b>	<b>115%</b>	<b>8</b>

In summary, the revised recommendation for consideration as of September 2023:

- Area 1 (on Figure 1) would be directed to St. Gabriel. All existing students will have the option to remain at their existing school – St. Basil.
- Area 2 and 3 (on Figure 1) would also be directed to St. Gabriel with existing grade 6 and 7's having the option to remain at their existing school – St. Basil.

These boundary adjustments result in about 81 students potentially moving from St. Basil to St. Gabriel. There would be no impact to student enrolment at St. Theresa. Please refer to Figure 1 and the table above.

- Area 4 (on Figure 1) would be identified as a holding area where new students arising from new residential development may be directed to a school identified as a holding school that has available capacity.

The Board, through the St. Basil Principal, will contact the parent/guardian of the 24 impacted students to obtain their school of choice for September 2023.

In addition, as St. Theresa's school boundaries will not be impacted through this boundary review, it is recommended that St. Theresa be included in the Brant County Boundary review which commences shortly.

### ***Out of Boundary Process***

Under normal circumstances a student will attend the school that is in the same boundary as the student's parent or legal guardian's residential address. This is the student's home school.

As boundaries have changed, if a parent/guardian of a student wishes the student to attend a school that is not their home school, an application may be made at that location. The parent or guardian of the student(s) must complete the Out of Boundary/Jurisdiction form as part of their request. This request is reviewed by the receiving school principal and respective Superintendent.

An expedited timeline for review and decision will be established, for out of boundary requests, related to this attendance boundary review as follows:

- Out of Boundary requests completed and received on or before June 23<sup>rd</sup>, 2023 will be reviewed, approved (as necessary), and communicated, no later than 7 business days after the completed submission is received.

The Out of Boundary Admissions Administrative Procedure can be found on the Board's website – [STU 200.25.AP – Our of Boundary Admissions](#).

The Out of Boundary/Jurisdiction Application can be received from the school principal.

### ***Next Steps***

Pursuant to the steps outlined in [OPS 400.24.AP – Attendance Boundary Reviews](#), Senior Administration recommends establishing the amended school boundaries for St. Basil Catholic Elementary School and St. Gabriel Catholic Elementary School, as outlined in Figure 1, effective September 1, 2023.

A transition plan will be developed to support the accommodation of new students at St. Gabriel and St. Theresa.

### **RECOMMENDATIONS:**

THAT the Brant Haldimand Norfolk Catholic District School Board approves the amended school attendance boundaries, as outlined in Figure 1, for St. Basil Catholic Elementary School and St. Gabriel Catholic Elementary School effective September 2023.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the inclusion of St. Theresa School in the County of Brant Attendance Boundary Review.

## Appendix A Current Enrolment

Enrolment projections also suggest there will be limited capacity at other Catholic elementary schools in the review area. The tables and figures below outline the existing and projected enrolments for the schools in the review. Additionally, Figure 2 depicts the existing school boundaries for the elementary and secondary schools.

2022/23 Enrolment / Utilization				
School	OTG	Enrolment (2022)	Utilization	# of Portables (2022)
St. Basil CES	484	658	136%	6
St. Gabriel CES	389	398	102%	6
St. Theresa School	210	191	91%	0
<b>Total</b>	<b>1,083</b>	<b>1,247</b>	<b>115%</b>	<b>12</b>

2032 Projected Enrolment / Utilization				
School	OTG	Enrolment (2032)	Utilization	# of Portables (2032)
St. Basil CES	484	1,191	246%	30
St. Gabriel CES	389	544	140%	7
St. Theresa School	210	175	83%	0
<b>Total</b>	<b>1,083</b>	<b>1,910</b>	<b>176%</b>	<b>37</b>

Note: The number of portables is estimated based on the number of pupils over capacity divided by the loading capacity of 23

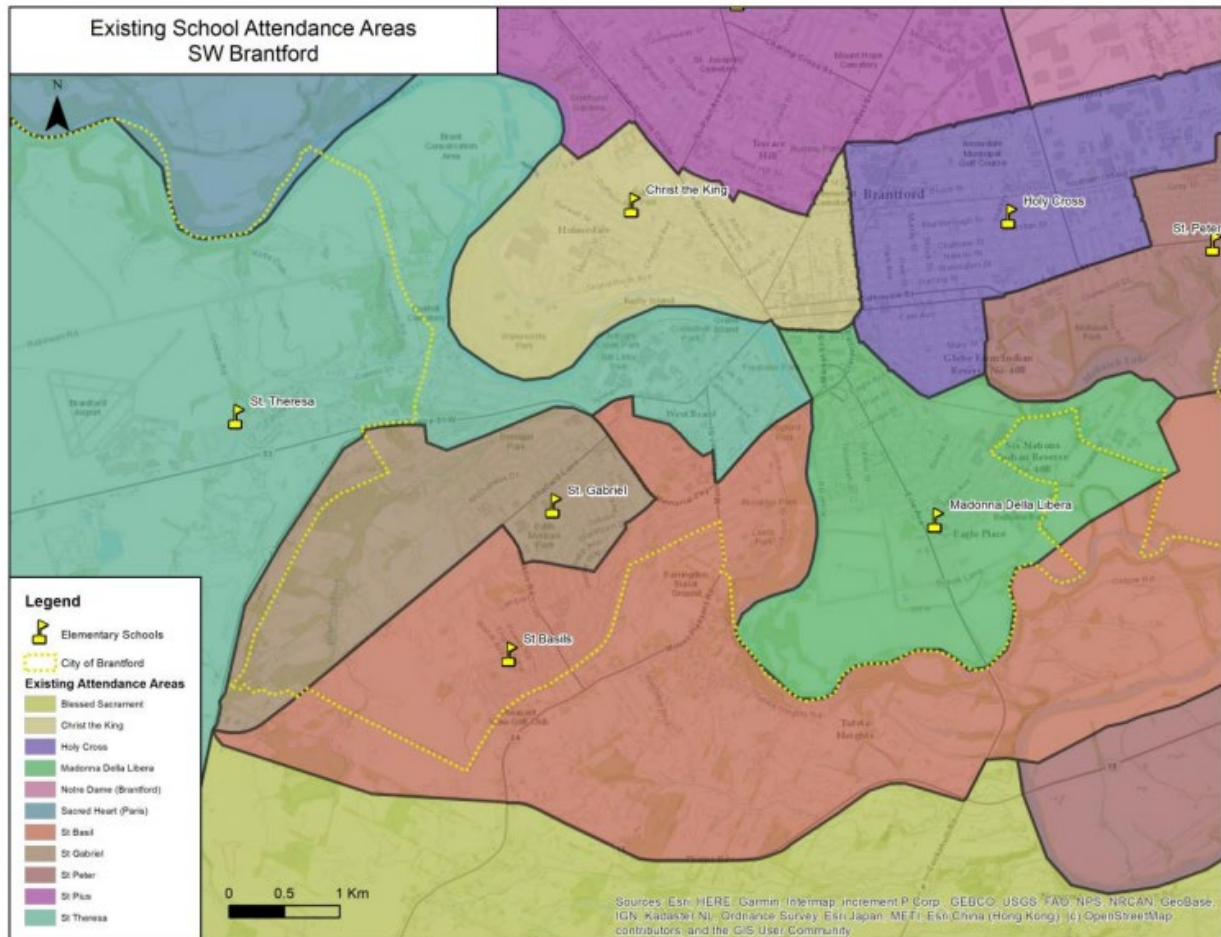


Figure 2: SW Brantford Existing Attendance Boundaries

## Appendix B ABRC Recommendation

As of September 2023, the ABRC recommended to:

- Area 1 (on Figure 3) would be directed to St. Theresa for any new registrant. All existing students will have the option to remain at their existing school.
- Area 2 and 3 (on Figure 3) would be directed to St. Gabriel with current grade 6 and 7's having the option to remain at their existing school.

These boundary adjustments result in about 81 students moving from St. Basil to either St. Theresa or St. Gabriel. Please refer to Figure 3 and the table below.

- Area 4 (on Figure 3) would be identified as a holding area where new students arising from new residential development may be directed to a school identified as a holding school that has available capacity.

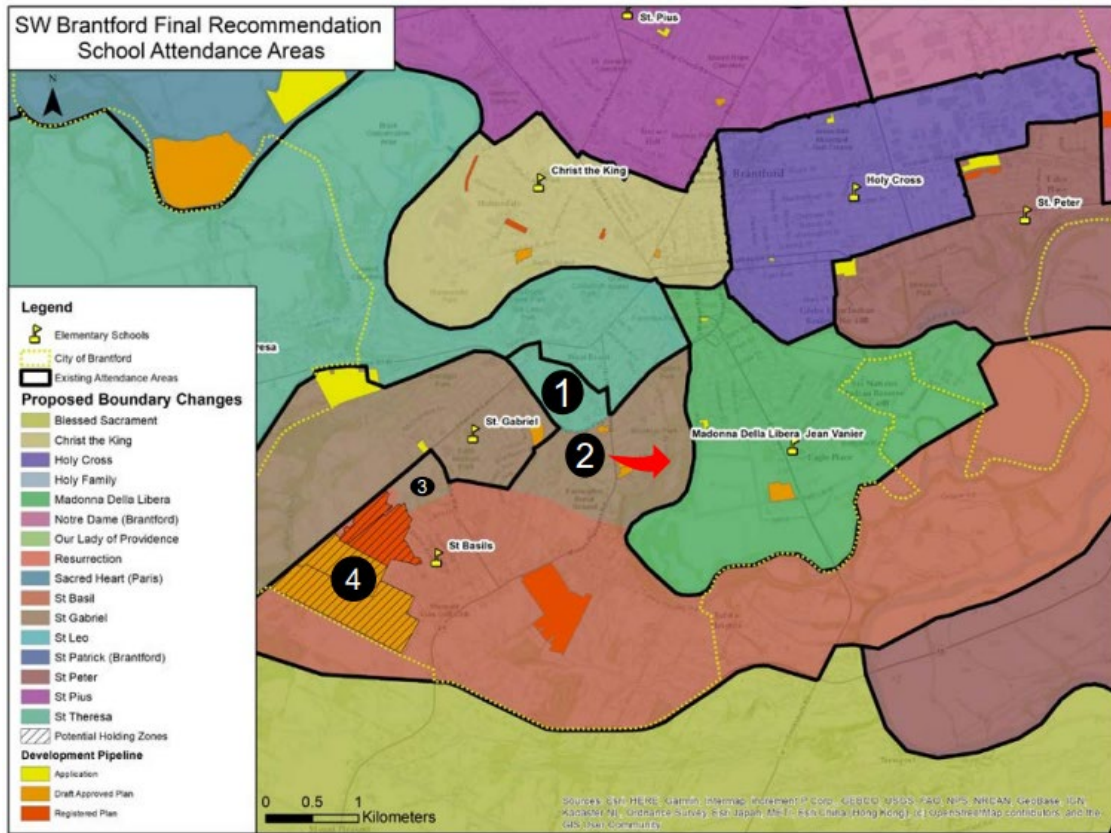


Figure 3: SW Brantford Proposed Attendance Boundaries

2022/23 Enrolment / Utilization				
School	OTG	Enrolment (2022)	Utilization	# of Portables (2022)
St. Basil CES	484	658	136%	6
St. Gabriel CES	389	398	102%	6
St. Theresa School	210	191	91%	0
<b>Total</b>	<b>1,083</b>	<b>1,247</b>	<b>115%</b>	<b>12</b>

2023/24 Enrolment / Utilization (per recommendation)				
School	OTG	Enrolment	Utilization	# of Portables
St. Basil CES	484	577	119%	4
St. Gabriel CES	389	455	117%	3
St. Theresa School	210	215	102%	0
<b>Total</b>	<b>1,083</b>	<b>1,247</b>	<b>115%</b>	<b>7</b>