

**CATCHMENT AND CAPACITY
REVIEW STAKEHOLDER
ADVISORY COMMITTEE**

**Report to the
Education Services Committee**

January 14, 2019

Background

The Catchment and Capacity Review Stakeholder Advisory Committee (Committee) was established by the Board of Education on June 20, 2017.

The Committee's purpose is to provide input to the Education Services Committee on the following sections of Bylaw 1 related to the Education Services Committee:

- 3.4.1 Facilities, planning and utilization
- 3.4.3 Enrolment
- 3.4.4 School boundaries

The Committee will consider the 2016-2021 Strategic Plan goals of Engagement and Sustainability in its discussions.

The Board of Education set the following Scope for the Committee's work:

1. To receive information on the school district's enrolment for the current school year related to the operating capacity of each school.
2. To receive information on projected enrolments, by school, for the next five school years.
3. To identify trends, challenges, and emergent issues based on the current and projected enrolments and school capacities.
4. To make recommendations to the Education Services Committee on options for addressing the identified trends, challenges, and emergent issues.

The Secretary Treasurer chaired the Committee and the Terms of Reference called for the following Committee membership:

- Trustee – Chair of Education Services Committee
- Assistant Superintendents (2)
- General Manager, Capital Projects
- Energy and Sustainable Conservation Coordinator
- And one representative of each of the following education stakeholders:
 - Prince George Principals and Vice Principals Association
 - Prince George District Teachers' Association
 - CUPE Local 3742
 - CUPE Local 4991
 - District Parent Advisory Council
 - District Student Advisory Council

One of the Assistant Superintendents, and representatives of CUPE Local 4991 and the District Parent Advisory Council, did not attend the Committee meetings.

Meetings of the Committee

The Committee's Terms of Reference call for one meeting annually. However, by consensus at the December 19, 2018 meeting, the Committee felt that two meetings were required in order to adequately prepare and review the report to the Education Services Committee. The first meeting was held on December 19, 2018 and the second meeting on January 8, 2019.

December 19, 2018

Committee members introduced themselves and reviewed the Terms of Reference. The Secretary Treasurer provided an overview of the information included with the agenda which is attached as Appendices to this Report:

1. Current and prior year actual enrolment, and five years of future enrolment as projected by the Baragar software compiled by family of schools.
2. Tables of September 2018 out-of-catchment enrolment, for regular programs for each school.

Included in the information provided was space available for representatives to document identified trends, challenges, and emerging issues, and potential recommendations, by school, and by family of schools as discussed at the meeting.

During its discussions the Committee received updates from staff on work occurring to identify trends, challenges, emerging issues, and discussions being held with Ministry of Education staff in order to assist with development of possible recommendations.

Recommendations

The Committee discussed the information presented on each school family and made the following recommendations:

College Heights Family

The Committee noted that enrolment at College Heights Secondary continues to be over capacity and this challenge is projected to increase over time. There may be potential to explore the addition of another section to the school in the future. However, the Committee determined that 2019-2020 enrolment should continue to be restricted to catchment only for:

- Southridge Elementary
- College Heights Secondary

The Committee recommends that Kindergarten registration for 2019-2020 in the French Immersion program at College Heights Elementary School to be capped at two classes for a maximum of forty students.

DP Todd Family

The Committee noted that enrolment projections for the next five years at the secondary level will exceed the existing capacity of secondary schools in the School District in the City of Prince George. The Committee also noted that renovation of DP Todd Secondary remains on the five-year capital plan of the school district. The Committee recommends that further review and discussion be held with Ministry of Education staff to determine the feasibility of changing the DP Todd Secondary five-year capital plan project to an expansion/renovation to incorporate an additional 600 seats in the school district. The use of additional portables at DP Todd Secondary will be considered for a short-term basis.

The Committee recommends that the catchment for Spruceland Traditional Elementary School, commencing for Grade 7 students leaving the school in June 2020 and subsequent years, be moved from the Duchess Park Family to the DP Todd Family. This change in school family will address some of the capacity challenges at Duchess Park Secondary School.

The Committee recommends that the catchment for Edgewood Elementary School, commencing for Grade 7 students leaving the school in June 2020 and subsequent years, be moved from the Duchess Park Family to the DP Todd Family. This change in school family will also address some of the capacity challenges at Duchess Park Secondary School.

The Committee noted that the unexpected enrolment growth at Heritage Elementary School in September 2017 which resulted in the movement of an additional portable classroom to the site has remained constant and is expected to remain at a similar level for a number of years. There remains consensus that ideally, no more than three portables should be added to any elementary school site to ensure adequate access to the school's gymnasium, library, and other school-wide resources. The Committee determined that 2019-2020 enrolment should continue to be restricted to catchment only for Heritage Elementary School.

The Committee again noted the capacity projected to be available at Quinson Elementary School and recommended that the catchment areas for all three elementary schools in this family be reviewed.

Duchess Park Family

The Committee noted that projected enrolment for Duchess Park Secondary continues to be in excess of capacity and discussed the Duchess Park Family at length. Based on information provided to the Committee, the Committee recommends that enrolment for 2019-2020 should be restricted to in catchment only for all regular program elementary schools in the Duchess Park Family.

The Committee also recommends that the enrolment cap of three Kindergarten classes of twenty students each at Ecole Lac des Bois in September 2019 continue. Additionally, the Committee recommends that in the future we investigate the impact of enrolling four Kindergarten classes of twenty students each at Ecole Lac des Bois in future years considering historical retention of students in the program, the capacity of the school and the ability to staff and support the school.

The Committee recommends that for Spruceland Traditional Elementary School, considering a cap of two Kindergarten classes of twenty students each, to manage the overall enrolment and capacity of the school. Also for Spruceland Traditional Elementary School, the Committee recommends that commencing for Grade 7 students leaving the school in June 2020 and subsequent years, that the school be moved from the Duchess Park Family to the DP Todd Family. This change in school family will also address some of the capacity challenges at Duchess Park Secondary School.

The Committee also recommends that for Edgewood Elementary School, commencing for Grade 7 students leaving the school in June 2020 and subsequent years, that the school be moved from the Duchess Park Family to the DP Todd Family. This change in school family will address some of the capacity challenges at Duchess Park Secondary School. The Committee noted that there are new residential developments planned within the Edgewood Elementary School catchment as well.

Kelly Road Family

The Committee noted the capacity challenges in the elementary schools in this family. It was noted that there were a number of new residential developments within this family of schools. The Committee discussed a number of possibilities which might exist to change catchment boundaries by changing bussing. The Committee recommends further review of the catchment boundaries for the area.

Current and projected enrolment available capacity at Nukko Lake Elementary school compared to the capacity of the school was also discussed.

The Committee determined that 2019-2020 enrolment should continue to be restricted to catchment only for:

- Glenview Elementary
- Hart Highlands Elementary
- Springwood Elementary

Mackenzie, McBride, and Valemount Families

It was noted that with the addition of the middle years program at Mackenzie Secondary that the capacity of Morfee Elementary is sufficient for the projected enrolment and that there remained significant capacity at Mackenzie Secondary.

Current enrolment and capacity in the McBride Family were discussed by the Committee.

Current enrolment and capacity in the Valemount Family were discussed by the Committee.

The Committee determined that no recommendations were required related to catchment and capacity in Mackenzie, McBride and Valemount.

Prince George Secondary Family

The Committee noted that the projected enrolment for Prince George Secondary is nearing capacity and would not allow the successful movement and integration of the French and French Immersion programs.

The Committee also noted that further review could be performed regarding the combination of the Blackburn Elementary, Buckhorn Elementary and Pineview Elementary Schools.

The Committee recommends that the cap of two Kindergarten classes of twenty students each for Polaris Montessori Elementary School continue for 2019-2020.

The Committee also recommends that the total enrolment at Peden Hill Elementary School be monitored, and as required, review the catchment areas for Peden Hill Elementary, Westwood Elementary, and Pinewood Elementary Schools to manage elementary school enrolment in this area of Prince George.

As the committee had not had an opportunity to review the recommendations in detail an additional meeting was set for that purpose. That meeting was set for Tuesday, January 8, 2019 at 2:00 p.m.

January 8, 2019

At the January 8, 2019 meeting, the Committee reviewed the recommendations, discussed the work of the Committee in general and suggested additional information that may be helpful to the Committee in future years. The committee discussed the Committee's draft Report to the Education Services Committee and requested minor revisions.

General Recommendations

The Committee makes the following Recommendations for its work in subsequent years:

With respect to the dual-track French Immersion Programs at College Heights Elementary and Heather Park Elementary, provide French Immersion enrolment information to be included with the family of the regular program enrolment at the school, and the Duchess Park Family for transition to the Grade 8 to 12 secondary program, as Duchess Park is the secondary school that provides the secondary French Immersion Program.

This information will assist in the discussion of the capacity of the two elementary schools to accommodate their dual-track enrolment, and Duchess Park Secondary to manage its capacity and enrolment as a triple-track secondary school. Duchess Park is the secondary school that provides the secondary French Immersion Program of the dual-track elementary schools.