



Milton Secondary School Boundary Review	Item 9.2
November 5, 2019	

Alignment to Strategic Plan

This report is linked to our strategic priority of **Achieving: Meeting the needs of all learners.**

Purpose

To initiate a school boundary review process to establish school boundaries for the future Milton #3 “Mazmik” Catholic Secondary School. This process will seek to also establish interim and ultimate student accommodation plans for the secondary panel leading up to the opening of the new school.

Background Information

1. Action Report Item 8.8 “2019 Capital Priorities List Submission” from the June 18, 2019, Regular Meeting of the Board
2. Information Report Item 10.9 “Long-Term Capital Plan Update – Final Report” from the June 18, 2019, Regular Meeting of the Board
3. Information Report Item 10.4 “2018-19 Annual Facility Accommodation Report” from the April 2, 2019, Regular Meeting of the Board.
4. Information Report 10.9 “Planning Services Work Plan for 2018-2019” from the October 2, 2018, Regular Board Meeting.

Comments

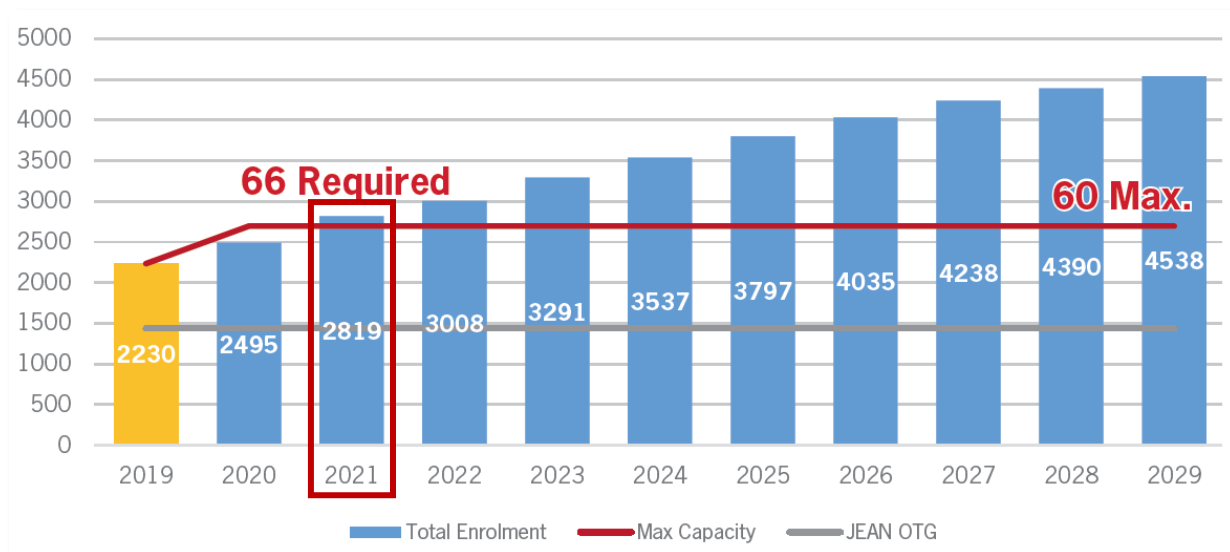
On September 30, 2019, the Board submitted its 2019-20 Capital Priorities Submission to the Ministry of Education. The Milton #3 Catholic Secondary School project was submitted as Priority #1 of the six (6) projects submitted. It is anticipated the funding announcements will be made in early 2020, at which point the Board will receive confirmation if it was successful.

The [2019 Long-Term Capital Plan Update](#) indicates that the Milton #3 CSS project is required by the 2021-22 school year. At this time, Jean Vanier CSS, which is currently holding Milton #3 CSS students, will surpass its maximum portable classroom capacity of 60 units by the 2021-22 school year. The expected portable classroom requirement at Jean Vanier CSS for the 2021-22 school year is 66 portable classrooms. See Figure 1.

Given the increasing enrolment pressures, new secondary accommodations are urgently required to house the Town of Milton Secondary School population.



Figure 1: Jean Vanier Catholic Secondary School Projections



It is important to note that a secondary school takes a minimum of three (3) years to construct, from start to finish. The first year is dedicated to obtaining the required planning and building approvals, and the latter two (2) years for construction. Board staff is already undertaking works related to the required planning approvals to prepare the site for construction.

Anticipating an announcement from the Ministry in early 2020, and the required time to receive Approval to Proceed (ATP), and tendering the project, it is no longer feasible to achieve a September 2021-22 opening date. Opening the Milton #3 CSS by the 2022-23 school year is now considered the most likely opening date.

Considering that Jean Vanier CSS will have surpassed its total on-site capacity by 2021-22, Milton #3 CSS students may need to be temporarily relocated to alternate school accommodations with available space within the Board’s jurisdiction.

As a response to the above concerns, Facility Management Services and Planning Services is recommending that the Board initiate a Secondary School Boundary Review for the Town of Milton secondary panel. The scope of the school boundary review would be as follows:

- Define the school attendance boundary for the future Milton #3 CSS, as well as its elementary family of schools;
- Identify an interim holding school to temporarily accommodate Milton #3 CSS students, in wait for the school opening;
- Work with senior staff to develop an interim and ultimate accommodation plan for Milton Secondary Students; and,
- Define future holding areas for the next Milton Catholic Secondary School, as defined in the Board’s 2019 Long-Term Capital Plan.



The proposed school boundary review process is governed by [Operating Policy I-29: School Boundary Review Process Administrative Procedure](#), and follows the protocols of the *Standard School Boundary Review Process*, based on Section 4.3 of [Administrative Procedure VI-88: School Boundary Review Process Administrative Procedure](#). The standard process applies given the complexity of the review.

Advisory School Boundary Review Committee Composition

When a process is initiated, an Advisory School Boundary Review Committee (SBRC) is created. The role of the committee is advisory and is responsible for reviewing potential boundary and accommodation options with an objective lens meant to benefit the Catholic school community as a whole.

Given the scale of this boundary review, parent representation on the SBRC should include Catholic School Council representatives from all elementary and secondary schools in Milton. For the elementary panel, it would be ideal to have representation from parents of intermediate/senior students, as they will be most affected by the changes. The Director of Education may also designate the affected Family of School Superintendent and other Board Senior Staff to participate in the SBRC.

In the development/exploration of interim accommodation options that involve other school communities outside the Town of Milton, a representative of the affected school community may also be invited to sit on the SBRC in a temporary or permanent capacity.

School Boundary Review Milestones:

The following table provides the tentative School Boundary Review milestones:

Table 1: Tentative School Boundary Review Milestones

TENTATIVE DATE	FORUM	ACTIONS
September 30, 2019	Ministry Submission	Milton #3 CSS Capital Priorities Submission
November 5, 2019	Board Meeting	Staff Report – SBRC Initiation Report
November 19, 2019	Board Meeting	Action Report – SBRC Initiation Report
Mid-November 2019	Information Meeting	Milton Parent Council Information Night
Late-November	Information Meeting	Public Information Night
December 2019	Notification	Communication for SBRC Parent Member Selection
January 2020	SBRC Meeting	SBRC Information Start-Up & Working Meeting #1
February 2020	SBRC Meeting	SBRC Working Meeting #2
March 2020	Information Meeting	Public Meeting #1
March 2020	SBRC Meeting	SBRC Working Meeting #3
April 2020	SBRC Meeting	SBRC Working Meeting #4
May 2020	Information Meeting	Public Meeting #2
May/June 2020	SBRC Meeting	SBRC Final Working Meeting
June/Sept	Board Meeting	Interim Staff Report – SBRC Recommendations
June/Sept	Board Meeting	Public Delegations
June/Sept	Board Meeting	Final Action Report – SBRC Recommendations



TENTATIVE DATE	FORUM	ACTIONS
June/Sept	Notification	Communication to the Milton communities.

The above schedule is tentative, and may be subject to change as the SBRC moves through the process. It should also be noted that if additional or fewer working meetings and/or public meetings are required, further modifications may be made to the above schedule.

The goal is to complete the boundary review process prior to the 2021-22 registration period, so as to give advance notice to the parent and school communities.

Conclusion

Staff recommends that a standard School Boundary Review Process be initiated to establish interim accommodation options to hold future Milton #3 CSS students, as well as to define the ultimate school boundaries once opened. September 1, 2021, has been identified as the earliest implementation date for any boundary changes, if approved.

Staff will return to the Board of Trustees on November 19, 2019, to seek approvals to initiate the process. The draft recommendation is presented below for future consideration:

Draft Recommendation

RESOLUTION:	<i>Moved By:</i>
	<i>Seconded By:</i>
RESOLVED , that the Halton Catholic District School Board direct staff to initiate a school boundary review process to identify interim and ultimate accommodation plans for the Milton #3 Catholic Secondary School.	

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- Report Submitted by: R. Merrick
Superintendent, Facility Management Services
- Report Approved by: P. Daly
Director of Education and Secretary of the Board