

**HALIFAX REGIONAL SCHOOL BOARD**  
**Potential Consolidation of Bedford Junior High School and**  
**Bedford South Junior High Populations**

**PURPOSE:** To respond to the motion of the Governing Board of February 6, 2013 to provide an information report regarding the background and issues related to the potential consolidation of the Bedford junior high populations along with responses to inquiries raised at the January 30 Regular Board Meeting.

**BUSINESS PLAN GOAL:** N/A

**BACKGROUND:** In September 2011, the Governing Board approved a motion directing staff to conduct a boundary review for the Charles P. Allen Family of Schools to address identified enrolment pressure at Bedford South School and under-utilization at Basinview Elementary School.

A Boundary Review Committee was formed and carried out duties as defined under “Duties and Responsibilities of the Boundary Committee” as part of Halifax Regional School Board’s *Creating School Populations Procedures* (B.003).

The Bedford Boundary Review Committee presented a report on the review process that was undertaken and provided recommendations to the Board. Senior Staff reviewed the contents of the report and offered responses to each of the recommendations for the Board to consider. One of the motions pertained directly to the consolidation of the junior high school populations of Bedford Junior High and Bedford South Schools. An excerpt from the report outlining the relevant motion reads:

- Recommendation Four – Bedford South School and Bedford Junior High School

In this recommendation, the Bedford Boundary Review Committee put forward three scenarios for the Superintendent and the Halifax Regional School Board to consider.

Scenario 1: All grades 7-9 students in both Bedford South and Bedford Junior High will move to the current Charles P. Allen building when the new high school opens in 2013.

Scenario 2: Bedford South School continues to be a P-9 school in spite of overcrowding, according to the wishes of parents expressed during the public input phase of the process.

Scenario 3: If it is decided that Bedford South will remain a P-9 school, overcrowding will be addressed by redirecting students from the new streets at the top of the Ravines (William Borrett Terrace, Armenia Drive Extension, Nine Mile Drive Extension, Turin Gate and Private Road 21) to Basinview Drive Community School (P-6) and Bedford Junior High School (7-9).

In Report #12-04-1341 presented at the Board meeting on April 25, 2012, Senior Staff recommended that all grades 7-9 students attending Bedford South School and the students of Bedford Junior High School be directed to the current Charles P. Allen building when the new high school now under construction opens in 2013.

This would create a junior high in the Bedford catchment area of approximately 600 students. This would better utilize the capacity of the Charles P. Allen building. This would also relieve the identified enrolment pressure being experienced at Bedford South School and provide capacity for future growth in the P-6 population in the Bedford South School boundary.

**CONTENT:**

**Staff Recommendation from Report #12-04-1341**

At the Board meeting on April 25, 2012, a motion was brought forward in response to the recommendation of Senior Staff. The motion is as follows:

**It was moved and seconded (Poole/Brine) that the Board approve the recommendation from Senior Staff that students in grades 7-9 attending Bedford South School and the students of Bedford Junior High School be redirected to the current Charles P. Allen building when the new high school now under construction in completed.**

**(CARRIED)**

At the Board meeting on May 23, 2012, presentations were made by parents regarding the move of the Bedford South students. Under Business Arising from the Minutes, Board member David Finlayson presented a motion to reconsider:

**It was moved and seconded (Finlayson/Blumenthal-Harrison) that the Board reconsider the following motion:**

**It was moved and seconded (Poole/Brine) that the Board approve the recommendation from Senior Staff that students in grades 7-9 attending Bedford South School and the students of Bedford Junior High School be redirected to the current Charles P. Allen building when the new high school now under construction in completed.**

**(CARRIED)**

The motion was read for reconsideration and a recorded vote was requested.

**It was moved and seconded (Brine/Poole) that the Board approve the recommendation from Senior Staff that students in grades 7-9 attending Bedford South School and the students of Bedford Junior High School be redirected to the current Charles P. Allen building when the new high school now under construction in completed.**

<b>Recorded Vote</b>			
<b>District</b>	<b>Board Member Name</b>	<b>Yes</b>	<b>No</b>
1	Steve Brine		X
2	Gina Conrod	X	
3	Gin Yee	X	
4	Chris Poole	X	
5	David Cameron		X
6	Sheryl Blumenthal-Harrison		X
7	David Finlayson		X
8	Donna Hubbard		X
African Nova Scotian Rep	Irvine Carvery		
Mi'kmaq Rep	Kirk Arsenault		

**(DEFEATED)**

As a result of the defeat of the reconsideration of the motion, students from Bedford Junior High and Bedford South School would remain at the school sites to which they are currently assigned.

In September 2012, board staff began receiving inquiries regarding Bedford Junior High students moving to the C. P. Allen building when it is vacated. Many of the Bedford Junior High parents did not realize that the reconsideration of the motion and its approval would result in the students of Bedford Junior High remaining at their current site.

When the new Governing Board was formed in November, Board Members were provided the background and the implications of the reconsideration of the motion so that they could respond to the parent inquiries they were receiving.

**Facilities Master Plan**

In March 2011, staff presented a proposed Facility Master Plan to the Governing Board for information. Specifically, for the Bedford area, the plan included a proposal for two Families of Schools in Bedford – a revised Charles P. Allen High Family of Schools and a new Ravines High Family of Schools. While this was a proposal only, it was followed up with a capital construction request to the Department of Education for a new Ravines High School.

The new Ravines High School is predicated on the idea that a 9-12 grade configuration will eventually be applied to the new C.P. Allen High School and the proposed Ravines High School, projecting sufficient enrolment to support design capacity at both schools. The grade reconfiguration, if approved, would result in schools within these two families being assigned as grades P-5, 6-8 and 9-12 schools.

This grade configuration is believed to demonstrate that HRSB is planning for the most efficient use of its existing schools which supports business case development for new capital construction. By relieving elementary and junior high enrolment pressures, HRSB can continue to deliver programs in existing elementary and junior high schools without seeking delivery of several new elementary or junior high schools. By proposing one new additional high school for the Bedford area, enrolment pressure

relief can potentially be realized in adjacent catchment areas including the Halifax West, Citadel High and Sir John A. Macdonald High School Families of Schools.

The current C. P. Allen High School site was to be re-purposed as a junior high to receive Grades 7-9 students from Bedford Junior High and Bedford South School as part of this plan.

### **Notices of Motion**

At the January 30, 2013 Board meeting, a Notice of Motion was brought forward by Board Member Steve Warburton which states:

**That the students in grades 7-9 attending Bedford South School and Bedford Junior High be redirected to the current Charles P. Allen building when the new high school now under construction is completed.**

Board Member Sheryl Blumenthal-Harrison also brought forward a Notice of Motion which states:

**To move the Bedford Junior High students into the old CPA School when the students move into the new CPA School.**

Both motions will be debated at the February 27, 2013 Board meeting. Following the meeting, the decision will be communicated to Bedford South School and Bedford Junior High and its feeder schools.

**COST:** N/A

**FUNDING:** N/A

**TIMELINE:** N/A

**APPENDICES:**

- Appendix A: School Facility Data
- Appendix B: School Enrolment Data
- Appendix C: Current Charles P. Allen High School Program Space Considerations
- Appendix D: Operations Impact
- Appendix E: Charles P. Allen High School Facility Upgrade Cost Estimate
- Appendix F: Transition Process
- Appendix G: Responses to Parent Inquiries

**RECOMMENDATIONS:** Senior Staff recommends that the Governing Board receive this report for information.

**COMMUNICATIONS:**

<b>AUDIENCE</b>	<b>RESPONSIBLE</b>	<b>TIMELINE</b>
Governing Board	Judy White, Acting Superintendent	February 20, 2013
Principals and School Advisory Councils of Affected Schools	Danielle McNeil-Hessian, Director – School Administration	February 20, 2013
Public via Web	Doug Hadley, Coordinator – Communications	February 20, 2013

**From:** For further information please contact Judy White, Acting Superintendent, at 464-2000 Ext. 2312 or e-mail at [jwhite@hrsb.ns.ca](mailto:jwhite@hrsb.ns.ca).

**To:** Senior Staff – February 18, 2013  
Board Meeting – February 27, 2013

Filename: Report 13-02-1391.Consolidation of Bedford Junior Highs – 6 February 2013  
Date last revised: February 18, 2013

## Appendix A

### School Facility Data

#### Bedford Junior High (BJH):

426 Rocky Lake Drive, Bedford

Constructed: 1960

Grades: 7-9

Total Floor Area: 49385 ft<sup>2</sup> (4588 m<sup>2</sup>)

Enrolment 2012: 372

Construction: 4 level concrete, steel frame and masonry

Capacity range: 510-570

Fire Protection: V sprinklered 24 hour monitored fire alarm system

Security: Intrusion, cctv

#### Capital Upgrades:

- Aluminum frame double-hung windows (approx. mid 1980's)
- Fire alarm system upgrade (mid 1980's)
- Ceiling grid and lighting upgrades (mid 1980's)
- Electrical service upgrade (approx. 1990)
- Elevator lift installed (approx. 1990)
- Roof replacement - 2 ply modified bitumen system (approx. 1999)
- Roof exhaust units (approx. 1999)
- Masonry repointing; column repair (approx. 2000)
- Aluminum front entry doors (approx. 2002)
- Heating plant-boiler upgrade (approx. 2006)
- Washroom stalls and vanities upgrade

#### Deficiencies:

- Building automation system – classroom temperature controls
- No supply air ventilation system
- Classroom heating distribution – inefficient heaters within millwork
- School is not fully accessible
- Classroom millwork is original – deteriorated in some areas
- Water infiltration – past repairs to address water impact
- Grade problematic for grounds maintenance
- Flooring deteriorated
- Asbestos plaster above ceiling grid is managed under HRSB asbestos management protocols

## BJH Program Space Comments:

- This school was originally constructed as a high school. Therefore, the program spaces do accommodate junior high program delivery. However, due to age and changes to program delivery and technology, current spaces are not always best suited for assigned program allocations.
- Administration office and front entrance is not configured to meet current safety design standards for control of visitor access to the school. Management practices are used to meet this requirement.
- Gymnasium is a full size junior high gym able to accommodate program delivery; parquet floor is susceptible to water damage but in good condition; sound attenuation panels installed mid 1980's are deteriorated and require replacement. The change rooms are located on two different levels.
- Cafeteria is functional for this enrolment level. There are relatively new tables/chairs.
- Technology Education program space is located in the lower floor so is not fully accessible. The program lacks appropriate dust collection and is on the list for upgrade by Department of Education. Otherwise, the space and equipment, while dated, is in good condition.
- The classrooms do accommodate program delivery. However, lack of ventilation and heating configurations do not provide optimum comfort conditions. Additionally, the classrooms are smaller than current design requirements. Technology is not readily facilitated in all classrooms. Electrical distribution upgrade is required.
- Family Studies space does provide for various program components. However, the spaces are dated and require upgrade if prolonged use is intended.
- The library is a small space by any standard. There is some limited technology available in the library.

**Bedford South School (BSS):**

2 Oceanview Drive, Bedford

Constructed: 2000

Grades: P-9

Total Floor Area: 71460 ft<sup>2</sup> (6641 m<sup>2</sup>)

Enrolment 2012: 695

Construction: concrete tilt-up, steel frame

Capacity Range: 576-688

Lease Term: This is a Public-Private Partnership (P3) school. The existing lease term with Department of Education expires 2020; Notice for consideration to extend lease must be provided to owners from Department of Education no earlier than three years prior to expiry and no later than two years prior to expiry.

Fire Protection: fully sprinklered building; 24 hour monitored fire alarm system

Security: Intrusion

Capital Upgrades: N/A

Deficiencies: N/A

BSS Program Space Comments:

- This school was originally designed and constructed as a P-9 school. Therefore, program spaces exist for junior high delivery and are in good condition.
- Administration office and front entrance is not configured to meet current safety design standards for control of visitor access to the school. Management practices are used to meet this requirement.
- Gymnasium is a full size junior high school gym able to accommodate program delivery.
- Information Technology equipment is current and exists throughout the school.
- There are specialty spaces which are being used as classrooms
- Library space is suitable for elementary and junior high program delivery
- Three portable classrooms are located on site to augment program delivery. The grounds will not accommodate any additional portable classrooms.



**Charles P. Allen High (CPA):**

670 Rocky Lake Drive, Bedford

Constructed: 1979

Grades: 10-12

Total Floor Area: 116763 ft<sup>2</sup> (10847 m<sup>2</sup>)

Enrolment 2012: 1294  
construction

Construction: 3 level concrete, steel frame and masonry

Capacity range: 1050-1140

Fire Protection: fully sprinklered building; 24 hour monitored fire alarm system

Security: Intrusion, cctv

Capital Upgrades:

- Ceiling grid (all asbestos removed) and lighting upgrades (approx. 2000)
- Aluminum front entry doors (approx. 2003)
- Electrical distribution upgrade (approx. 2005, has been ongoing as required)
- Ventilation heating coil installation (approx. 2005)
- Heating plant-boiler upgrade (approx. 2006)
- Fire alarm system upgrade (2011)
- Roof replacement - 2 ply modified bitumen system (approx. 2011)
- Solarium window upgrade (2011)
- Wireless internet throughout school (approx. 2011-12)
- Gym floor upgraded to poured synthetic
- Voice over IP (VoIP) phone access in all classrooms
- Cafeteria kitchen upgrade
- Active Healthy Living program space (dance studio)
- Learning Centre upgrades (special needs washrooms on two levels)
- Guidance relocated to main level adjacent to office.

Deficiencies:

- No elevator (there is a wheelchair ramp to every floor)
- Millwork upgrades required in some program spaces
- Family Studies program space was removed to create film and video classroom-reinstallation required for Junior High program.
- Technology Education Program space requires dust collector and other upgrades
- Interior finishes (painting) required in common areas.

CPA Program Space Comments:

- This school was originally constructed as a high school. Therefore, with one exception for Family Studies, the program spaces do accommodate junior high program delivery.

- Administration office and front entrance is not configured to meet current safety design standards for control of visitor access to the school. Management practices are used to meet this requirement.
- Gymnasium is a full size high school gym able to accommodate program delivery. The poured synthetic floor is in good condition.
- Cafeteria is on the main level and meets the needs for the junior high enrolment level.
- Technology Education program space is located in the lower floor. The program lacks appropriate dust collection and is on the list for upgrade by Department of Education. The space and equipment, while dated, will be recommended for upgrade, but can accommodate program delivery as is until upgrades are complete.
- The classrooms are various sizes and generally are larger spaces than current junior high classrooms at Bedford Junior High. The classrooms' heating and ventilation controls are fully operational. There is current technology in every classroom, e.g., WiFi, VoIP and LCD projectors.
- Family Studies space does not exist currently as it was deconstructed to accommodate alternate program delivery. Renovations are required to ensure this program delivery.
- The library is suitable for a junior high school.
- The grounds are level, easily maintained with rear access directly from the school to the sports field. There are two portable classrooms on site which will not be required to accommodate junior high program delivery.

## Appendix B

### School Enrolment Data

#### **Enrolment Projections:**

C.P Allen Family of Schools Utilization			
<b><u>School</u></b>	<b><u>2012 Enrolment</u></b>	<b><u>Capacity Range</u></b>	<b><u>Utilization %</u></b>
Hammonds Plains	632	601-653	95-97
Basinview Drive	495	549-627	78-90
Kingswood	567	594-702	80-95
Sunnyside	378	628-684	55-60
Bedford South School	695	576-688	101-120
Madeline Symonds Middle	664	576-688	96-115
Bedford Junior	372	510-570	65-72
C.P Allen High School	1294	1050-1140	114-123

Source: Halifax Regional School Board

Projected Junior High Enrolment – Bedford South and Bedford Junior High					
	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>
Bedford South (Junior High)	195	199	201	212	219
Bedford Junior High	395	402	450	441	424
Total	590	601	651	653	643

Source: Barager Demographics

#### **Halifax Regional Municipality Development Plan – Possible Impact on HRSB Enrolment:**

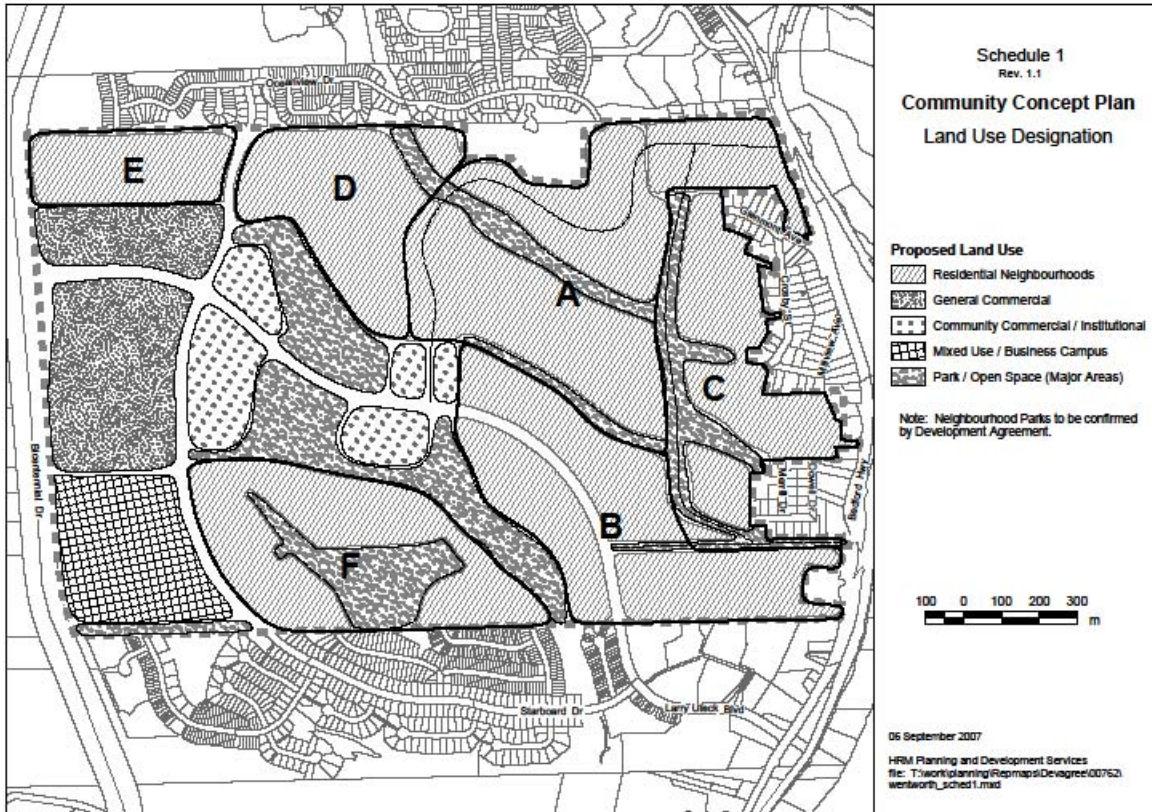
The Halifax Regional Municipality (HRM) has provided details to HRSB regarding development in the Bedford West and Bedford South areas. A secondary planning strategy was adopted for the Bedford South Area which permitted the landowners to enter into development agreements with the Municipality. Development agreements have been negotiated and approved for the area. A significant amount of development has occurred with the remaining parcels of land being approved for residential development. It is anticipated that development will be complete within 5 years.

In 2006, Halifax Regional Council approved a secondary planning strategy for the Bedford West Area permitting the negotiation of land uses by way of development agreement. There are development agreements in place for a number of the identified neighbourhoods. There are a number of the identified areas which will be considered for development agreements over the next few years (refer to the maps in the following section). Development is ongoing and complete build out is anticipated in 15 to 20 years.

This ongoing and anticipated development does indicate significant enrolment growth in the Charles P. Allen and Halifax West Families of Schools.

The attached maps and comments from HRSB show the projected growth and impact to existing schools' infrastructure.

**Bedford South Development Map:**

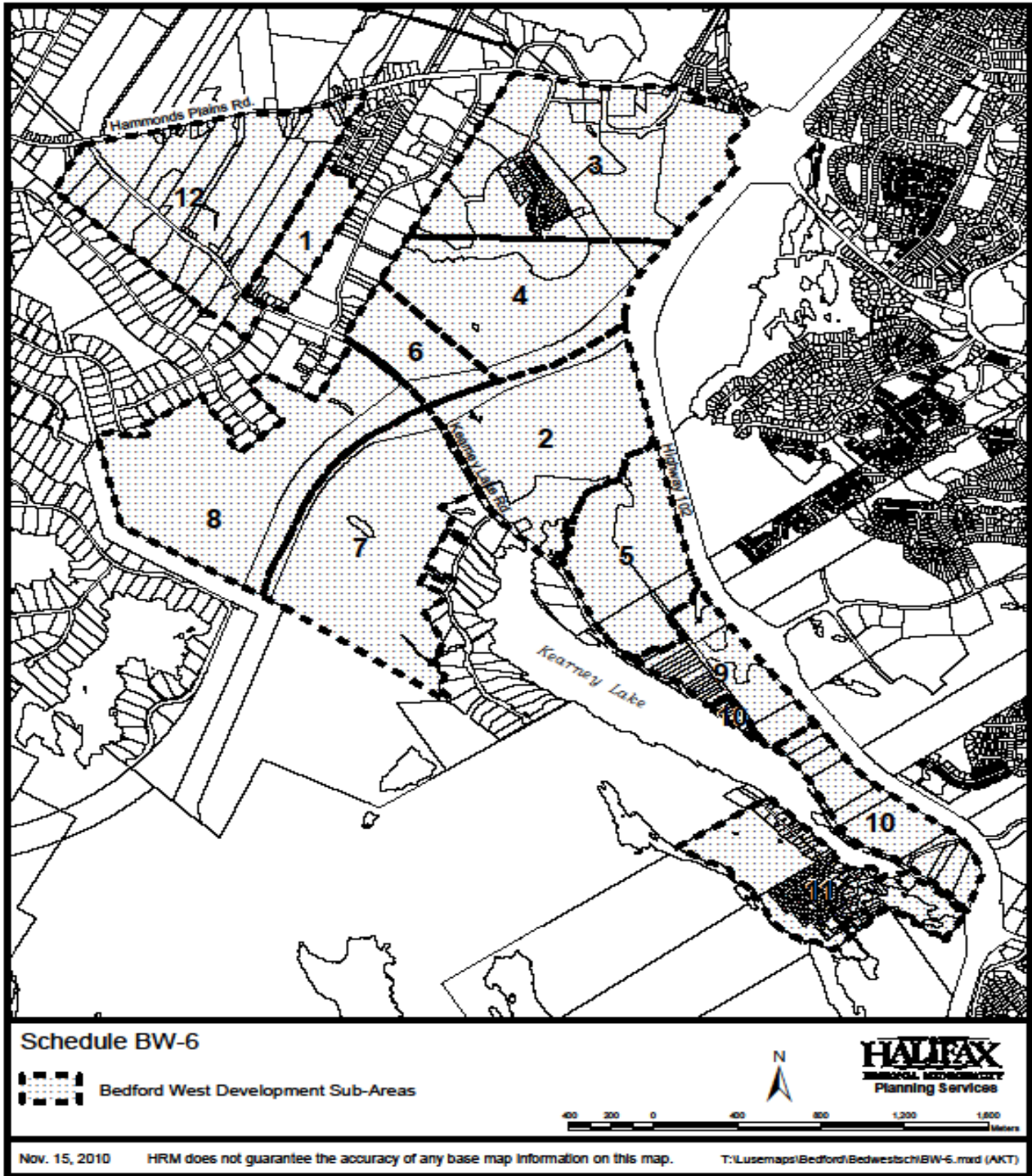


Source: Halifax Regional Municipality, Planning Services, Community and Recreational Services

<b>Remaining Development – Bedford South</b>			
	<b>Dwelling Type</b>	<b>Current Assigned School</b>	<b>Potential number of Students</b>
Neighbourhood B	450 multiple units	Grosvenor Wentworth	51
Neighbourhood E	80 low density 70 multiple units 150 total	Bedford South	56
Neighbourhood F	295 low density 646 multiple units 941 total	Grosvenor Wentworth	253 Students

Source: Halifax Regional Municipality, Planning Services, Community and Recreational Services

# Bedford West Development Map



Source: Halifax Regional Municipality, Planning Services, Community and Recreational Services

<b>Remaining Development – Bedford West</b>				
	<b>Dwelling Type</b>	<b>Current Assigned School</b>	<b>Potential number of Students</b>	<b>Approved Development Agreement</b>
Neighbourhood 2	263 low density 632 multiple density 895 total	Basinview Drive	230	Yes
Neighbourhood 5	198 low density 493 multiple units 691 total	Basinview Drive	175	Yes
Neighbourhood 9	320 multiple units	Grosvenor- Wentworth Park	36	Yes
Neighbourhoods *7,8,10,11,12	1790 low density 2995 multiple units 4785 total	Kingswood Elementary, Basinview Elementary, and Grosvenor- Wentworth Park	145	No

Source: Halifax Regional Municipality, Planning Services, Community and Recreational Services

**Disclaimer:**

Planning Services have provided an estimate of dwelling units for the lands which do not have approved Development Agreements. This estimate is based on plan policy and dwelling type ratios negotiated in past agreements. The type of dwelling unit and pace of development is always based on market demand.

## **Halifax Regional School Board Facility Master Plan:**

In March 2011, staff presented a proposed Facility Master Plan to the Governing Board for information. Specifically, for the Bedford area, the plan included a proposal for two Families of Schools in Bedford – a revised Charles P. Allen High Family of Schools and a new Ravines High Family of Schools. While this is a proposal only, it has been followed up with a capital construction request to the Department of Education for a new Ravines High School.

The new Ravines High School is predicated on the idea that a 9-12 grade configuration will eventually be applied to the new C.P. Allen High School and the proposed Ravines High School, projecting sufficient enrolment to support design capacity at both schools. The grade reconfiguration, if approved, would result in schools within these two families being assigned as grades P-5, 6-8 and 9-12 schools.

This grade configuration is believed to demonstrate that HRSB is planning for the most efficient use of its existing schools which supports business case development for new capital construction. By relieving elementary and junior high enrolment pressures, HRSB can continue to deliver programs in existing elementary and junior high schools without seeking delivery of several new elementary or junior high schools. By proposing one new additional high school for the Bedford area, enrolment pressure relief can potentially be realized in adjacent catchment areas including the Halifax West, Citadel High and Sir John A. Macdonald High School Families of Schools.

It is also worth noting that this grade configuration is not new to the Department of Education. It is offered in 12 other schools across the province, including Lockview High School. In fact, the grade 9-12 configuration is referenced in the Department of Education document, *Kids and Learning First*, distributed to Boards in February 2012 as one approach “to strengthen connections between what is taught in the classroom and what can be experienced in the community, workplace, and the world” for grade 9 students.

While there is concern regarding the impact to grade 9 students of moving from a junior high to a high school environment, a grade configuration report completed in 2007 for the Department of Education provides the following remarks in conclusion regarding grade 9 students: “From the educational perspective, Grade 9 should be housed in high schools, rather than middle schools or junior high schools, given the choice and with the understanding that no evidence strongly supports one configuration over another.”

Additionally, as supported in the tables above, the proposed HRSB Facility Master Plan presumes through an analysis of projected demographics provided by Baragar Demographics and HRM data, there is further projected growth in the Bedford West and Bedford South areas. This growth will require consideration of grade reconfiguration as indicated above as well as re-assignment of schools from existing Families to a new Family catchment area. The following actions are proposed in this regard:

- The soon to be vacated C.P. Allen High School on Rocky Lake Drive be re-purposed by HRSB as a junior high school to receive grades 7-9 students from Bedford South and Bedford Junior High.
- A business case for a new Ravines High School be re-submitted as a capital request to DOE for completion of construction by 2018. The catchment area would need to be determined through a boundary review and could include re-assigned elementary or junior high schools from Halifax West and current C.P. Allen Families of Schools.
- Grade reconfiguration of new C.P. Allen High School and Ravines High School implemented upon opening of Ravines High School. Re-assigned feeder schools will be affected accordingly, if approved.
- Regardless of whether a new Ravines High School is approved, a Boundary Review will be required that includes consideration of Charles P. Allen, Sir John A. Macdonald, Halifax West and possibly Citadel High Families of Schools to relieve current and future overcrowding in schools located within and adjacent to

Bedford West and Bedford South. It is recommended that this boundary review proceed once the final decision has been determined regarding the C.P. Allen Family junior high student allocation.



## Appendix C

### Current Charles P. Allen High School Program Space Considerations

The existing Charles P. Allen High School will be vacated effective August 2013. The students will be reassigned to the new Charles P. Allen School which is currently under construction at 200 Innovation Drive in Bedford. The vacant school presents an opportunity for consideration of use as a new junior high school in Bedford.

The capacity of the existing school is between 1050 and 1140 students. HRSB staff is not proposing a junior high enrolment population to match capacity. However, staff made a recommendation following the 2012 Bedford Boundary Review (Report 12-04-1341) to reassign junior high grades 7 to 9 students from Bedford South and Bedford Junior High Schools to the vacated Charles P. Allen High School to create a new junior high school. If approved, the projected 2013 enrolment of the combined catchment areas will be 626 students.

A matter for consideration is the successful delivery of the junior high curriculum within the high school building. The space configuration must be reviewed to ensure that furnishings, fixtures, equipment and technology space allocation effectively support the program delivery appropriate for these grades. Where deficiencies are identified, adequate funding must be secured to ensure timely planning and implementation of renovations or equipment upgrades necessary for program delivery.

HRSB staff from the Operations Services, Program and School Administration departments have met on site at Charles P. Allen High School to review existing conditions and establish criteria for consideration of upgrades to accommodate a junior high program delivery model. The following observations were recorded during deliberation and inspection of the school:

Generally, the school is well maintained and well suited for current program delivery. The size of the facility will readily accommodate the junior high population, and in fact, is more than what is required for the proposed enrolment.

**Security:** The school floor plan layout poses some challenges for staff overseeing a large junior high population. The main office is to the left of the main entrance. The entry configuration permits access from the main entrance to the rest of the building without having a designed control point at the main office. This is not unusual for a school of this age, but does not meet current design guidelines for access control. Staff will be required to implement management strategies to monitor the main entrance. Fortunately, there is a closed circuit television (cctv) system which provides some ability to monitor the entrances and hallways. However, this does not prevent unauthorized access to the school.

There are three floor levels with classroom and program spaces on building perimeters surrounding a central core that includes mechanical and cafeteria on the first floor, and the gymnasium on floors 2 and 3. There are two corridors on the first level and four corridors on the upper two levels circulating around the gymnasium. There are four entry and exit points to the school – two on the main level observable from the office and two on the second level at the rear of the school which provide access to the sport field and rear parking area. There are three stairwells and one ramp well providing access to all levels. Given the number of hallways and access points, it is preferred to improve staff view lines by limiting the number of recessed spaces accessible to students. This can be accommodated by closing off some “surplus” classrooms or corridors that are not required for program delivery or safe egress.

Depending on enrolment and the number of classrooms required, there may be opportunities on the third floor to reduce program space and improve sight lines in this manner. Isolation of surplus spaces and elimination of recessed spaces is not imperative, but does provide some means to improve site management strategies.

**Family Studies:** The Family Studies space previously existed on the first floor in the front hallway. This lab has been deconstructed, renovated and re-purposed as a drama and film/video space. Given that it is on the first floor, the floor construction does not readily permit installation of plumbing infrastructure required to re-install the Family Studies lab in this location. However, there are science lab spaces on the second floor which would become surplus to a junior high program. It is recommended that one of these spaces be designated for renovation to create a Family Studies lab.

**Technology Education:** The former Technology Education Lab has been dismantled and renovated to create a space for Active Healthy Living as well as a special needs classroom and English as an Alternate Language classroom. The Technology Education lab has been re-established in a former automotive lab. This space can operate in a limited capacity using its current configuration. However, it does require a dust collection system and it is recommended that the space be renovated to enhance program delivery. The dust collection upgrade can be accommodated through a Department of Education upgrade. An Innovations Technology lab will also be required to be installed adjacent to this space which will require installation of cabling infrastructure and millwork for the computer lab.

**Technology:** The school is well equipped for information technology. There is wireless internet access throughout the school building. Every classroom has an integrated ceiling mounted LCD projector. There is a phone in every classroom connected through Voice over IP (VoIP). Additionally, there are computer labs throughout the school. The number of labs is more than is required for a junior high school and it is recommended that lab space be reduced.

**Interior Finishes:** The school does require improvements to address deteriorated interior wall finishes and millwork in some locations. The main areas of concern for wall finishes are the common areas such as hallways, stairwells, washrooms and the main foyer. Millwork upgrades will mainly be limited to Family Studies. However, science classroom spaces may be reviewed again to determine needs within these rooms.

Washroom stalls may require upgrade or replacement in some locations. These will be assessed further.

In summary, with the exception of the Family Studies program, the Charles P Allen High School could function as a junior high school immediately upon vacancy. However, it is recommended that capital funding applications be submitted to DOE to accommodate overall upgrade within the facility, including Family Studies, Technology Education, interior finishes in common areas, some washroom upgrades, administrative changes (signage) and general preparation for re-use after the current move out.

A preliminary cost estimate for all work to be completed is \$600,000.

## Appendix D

### Operations Impact

#### **Student Transportation:**

The use of the existing Charles P. Allen High School as a junior high school for students from Bedford South and Bedford Junior High Schools will impact student transportation in both catchment areas.

Bedford Junior High is located on Rocky Lake Drive relatively close to the current Charles P. Allen High School and therefore, will be the least affected of the two schools. However, the relocation of students will result in increased walking distances for some students. There are four buses serving Bedford Junior High now. Allocation of one additional bus may be required to service this student population.

Also, Metro Transit currently operates a special service route to Bedford Junior High School. There are ten students attending Bedford Junior High that use the Metro Transit Special in the morning, and seventeen students that use this service in the afternoon. Metro Transit has advised that, since it only provides this route service to Bedford Junior High School, and does not currently provide this special service to Charles P. Allen School, it assumes the route will be discontinued if the Bedford Junior High student body is relocated to Charles P. Allen. This is a user pay service. All these students live within the 3.6 km walking distance of the school.

Bedford South students in grades 7 to 9 are all students that live inside the 3.6 km walking distance for their current school. There are no bus routes serving Bedford South. These same students are all outside the 3.6 km walking distance to the Charles P. Allen High School and would be bused if assigned to the Rocky Lake drive location. Therefore, one to three additional buses, using multiple runs per bus, would be required to transport the Bedford South grade 7-9 students.

If both populations are relocated to the CPA site, the runs could be accommodated with one to three additional buses. Each bus is currently charged at a rate of \$6156.80/month over ten months.

#### **Custodial Services:**

The following operational impacts to custodial services are predicted as a result of relocating grades 7-9 students from Bedford South and Bedford Junior High to Charles P. Allen High School:

Bedford Junior High has three full time employees (FTEs) assigned to perform custodial duties. These positions would be eliminated and through bumping process would be re-assigned.

Bedford South is a P3 school and so employee staffing levels are not determined by HRSB. However, it is believed that the portable classrooms could be closed or relocated and this would reduce the service costs for this school.

Charles P. Allen as a junior high school would be staffed similarly as it is today with four FTEs. However, this would be re-assessed after occupancy to determine if staffing can be reduced.

**Facility Maintenance and Utility Costs:**

See attached report for annual maintenance and utility costs associated with Bedford Junior High School and Charles P. Allen High School for the years 2010 and 2011. Closure of one or the other would result in reduced annual costs accordingly.

Bedford Junior High Operating Expenditures 2010 - 2011

<b>Budget Item</b>	<b>Cost 2010</b>	<b>Cost 2011</b>
Custodial Services-staffing and cleaning supplies and equipment	\$124,371.45	\$133,356.67
Maintenance repairs supplies and equipment	39,717.04	34,377.90
Utilities		
Fuel Oil	56,151.92	65,801.82
Electricity	27,570.77	28,425.61
Water	3,808.11	5,396.51
<b>TOTAL Costs</b>	<b>\$251,619.29</b>	<b>\$267,358.51</b>

Charles P. Allen Operating Expenditures 2010-2011

<b>Budget Item</b>	<b>Cost 2010</b>	<b>Cost 2011</b>
Custodial Services-staffing and cleaning supplies and equipment	\$294,075.72	\$319,508.78
Maintenance repairs supplies and equipment	88,196.33	52,504.83
Utilities		
Fuel Oil	54,185.88	66,159.21
Electricity	71,531.29	79,730.63
Water	20,560.27	25,358.97
Capital	17,976.83	52,909.60
<b>TOTAL</b>	<b>\$546,526.32</b>	<b>\$596,172.02</b>

## Appendix E

### Charles P. Allen High School

### Facility Upgrade Cost Estimate

#### Cost Estimates:

The following indicates proposed cost estimates for upgrades at Charles P. Allen High School and transportation of grade 7-9 students from Bedford South and Bedford Junior High. Further analysis is required to determine detailed scope and tighten cost estimate.

<u>Item</u>	<u>Comment</u>	<u>Estimate</u>
Family Studies		\$150,000.00
Technology Education*		\$250,000.00
Washrooms		\$15,000.00
Interior Painting		\$20,000.00
Hall Partitions		\$25,000.00
Classrooms		\$100,000.00
Signs, administrative changes, etc.	Exterior, interior signage, fire safety plan, general clean up from CPA relocation	\$20,000.00
Consulting/soft costs		\$50,000.00
<b>Total Alterations</b>		<b>\$630,000.00</b>
Transportation annual cost	3 buses at \$6156.80/month/bus (This may be reduced through further analysis and alignment with existing bus runs.)	\$184,704.00

**\*Note:** Some of the Technology Education upgrade cost pertains to dust collection upgrades which may already be funded through an existing DOE project.

## Transition Process

**Transition Plan:** If the motion to merge the junior high populations of Bedford Junior High and Bedford South School was approved, a Transition Team would be formed to facilitate the consolidation. The Transition Team would include representatives from the administration of both schools, the School Advisory Councils, school staff, students and HRSB staff. The team would be chaired by the School Administration Supervisor for the Charles P. Allen High Family of Schools.

The Transition Team would address topics such as the cataloguing and dispersal of resources, transportation, student safety and team-building activities. Human Resource Services would facilitate the assignment of staff to the new school from the existing staffs of the two schools that are merging.

The Transition Team makes all the arrangements for the move of resources and equipment to the new site. The team will also access board staff as appropriate to ensure a successful transition. Communication to affected schools on the transition progress throughout the process is the responsibility of the Transition Team.

**School Identity:** Signage, sports uniforms, colours, school mascot if appropriate, school letterhead and logo, to name a few, are all items that would need to be decided and could be facilitated by the Transition Team with collaborative input from students and staff where appropriate.

**School Name:** The consolidation of two separate school populations into a new school would necessitate a naming process for the school. Under Section 4.0 of the procedures for HRSB's Naming School Facilities policy (A.001),

*The principal or principal designate will identify and lead the consultation process. The process will include a school organization such as a School Advisory Council, Parent/Teacher Association, School Steering Team and the public. Also, student input, appropriate for the age level served by the school should be a significant part of the process. The Board member representing the area is to be included in the process.*

## Responses to Parent Inquiries

### 1. When the motion to move Bedford Junior High kids was defeated last year, what was HRSB back-up plan? Was there one?

- The defeated motion resulted in the Grades 7-9 students attending Bedford Junior High and Bedford South remaining at their current sites.
- Consideration of alternative solutions after the decision included review of the Capital Plan to include options for new or renovated schools that would accommodate grade reconfiguration to house the students and the potential closure of the existing Charles P. Allen School.
- Staff was anticipating a response to the Capital Plan submission (April 2012) to the Department of Education which may have affected projects in this catchment area and may impact future recommendations from staff. This response was not forthcoming until December 2012.

### 2. What was the revised plan when HRSB defeated their motion? Where is the analysis that supported the change?

- The analysis that supported the recommendation from staff to move the students from Bedford Junior High School and Bedford South School is contained in Report 12-04-1341 *Bedford Boundary Report* (April 25, 2012).
- The Governing Board reconsidered the original motion based on the presentations from parents and the community at the May 23, 2012 Board meeting.

### 3. What are the pros and cons of a large consolidated junior high in this situation?

- A listing of “pros” and “cons” of the consolidation of the junior high populations can be interpreted differently depending on whether the individual is for or against the motion to consolidate the student populations.

#### Pros:

- permanent closure of Bedford Junior High School and the use of underutilized space at the vacated C.P. Allen site
- newer facility for the student population at Bedford Junior High
- less crowding (hallways, cafeterias)
- using specialty spaces as designed
- removes (temporary) portables from the Bedford South and C.P. Allen sites
- more efficiency in the delivery of French Immersion (a critical mass that will diminish the need for the allocation of additional staff to deliver the program)
- greater opportunities for teacher collaboration in Professional Learning Communities (PLCs) to improve instructional practices and student achievement
- team sports have greater pool of athletes (more competitive)
- stronger music programs due to more students participating
- opportunity for all students to interact with diverse cultures
- Wi-Fi infrastructure, LCD projectors, etc. currently available at the C.P. Allen site

**Cons:**

- leaving the current C. P. Allen High School site vacant does not demonstrate stewardship on the part of the Governing Board in the management of its resources
- rescinding the motion to move the students and to utilize the space at the vacated C.P. Allen site effectively jeopardizes the implementation of the Facilities Master Plan and the success of the capital submission for a Ravines High School
- increased costs for student transportation
- students at Bedford South will be bused out of their current catchment area to the new school
- current spaces in existing schools are not all utilized as designed
- students may have less opportunity to be chosen for interscholastic teams

**4. What are the current and projected enrollments for ALL of the affected feeder schools and for Bedford Junior High?**

- Data below represents enrolment as of September 30, 2012.

Historical and Projected Enrollments – Bedford South School											
	Primary	One	Two	Three	Four	Five	Six	Seven	Eight	Nine	Total
2008	50	53	52	49	66	63	65	70	73	73	614
2009	57	53	59	60	52	67	65	70	73	83	639
2010	55	64	51	68	67	59	69	73	80	76	662
2011	65	61	74	54	73	74	67	83	77	87	715
2012	66	61	68	67	56	77	72	59	86	83	695
2013	78	73	67	75	73	62	86	66	61	65	706
2014	65	85	79	73	81	80	70	79	68	52	732
2015	82	71	92	87	80	90	89	63	83	55	792

Source: Halifax Regional School Board and Baragar Demographics

Historical and Projected Enrollments – Basinview Drive Community School								
	Primary	One	Two	Three	Four	Five	Six	Total
2008	60	48	43	47	54	55	46	353
2009	45	57	53	44	50	62	48	359
2010	43	47	60	60	45	52	63	370
2011	37	42	46	57	61	46	51	340
2012	56	72	52	81	91	80	65	497
2013	83	57	74	54	84	96	83	531
2014	70	84	59	76	55	85	96	525
2015	70	71	85	60	77	56	85	504

Source: Halifax Regional School Board and Baragar Demographics



Historical and Projected Enrollments – Sunnyside Elementary								
	Primary	One	Two	Three	Four	Five	Six	Total
2008	110	65	73	64	100	77	84	573
2009	67	107	67	72	65	96	78	552
2010	63	67	103	67	70	64	84	518
2011	78	56	71	106	67	73	67	518
2012	46	54	49	44	71	54	58	376
2013	44	43	53	48	44	70	54	356
2014	46	42	42	52	48	43	70	343
2015	45	43	41	41	52	46	43	311

Source: Halifax Regional School Board and Baragar Demographics

Historical and Projected Enrollments – Bedford Junior High				
	Seven	Eight	Nine	Total
2008	129	127	117	373
2009	128	138	131	397
2010	119	125	145	389
2011	140	116	122	378
2012	117	146	117	380
2013	129	119	147	395
2014	147	134	121	402
2015	163	151	136	450

Source: Halifax Regional School Board and Baragar Demographics

**5. What are all of the possible options for education facilities/buildings within Bedford?**

- A proposed capital plan for new and renovated schools is submitted annually by the Governing Board to the Department of Education (DOE) for consideration of funding. Priorities for submission to DOE are based on facility reviews, enrolment projections, over and under-utilization of program space and program delivery capability. The DOE has final decision on which projects are approved for construction. The decisions are based on analysis of projects from all school boards across the province and balancing allocation of limited capital funding to all Boards.
- Options could include grade reconfigurations and further boundary reviews that include schools in adjacent catchment areas; capital replacement or upgrade of existing facilities to accommodate alternative grade configurations; closure of existing Charles P. Allen building as a surplus facility.

**6. What are HRSB current short (1-3 year), medium (3-10 year) and long-term (10-25) year plans for Bedford Junior High, Eaglewood, Fort Sackville, the old-Charles P. Allen building, Bedford South?**

- See #7 and #8.

**7. What are the short term implications of the 2 motions? (#7 and #8 were interpreted to refer to the motion of April 25, 2012 and May 23, 2012)**

- The defeated motion resulted in the Grades 7-9 students attending Bedford Junior High and Bedford South remaining at their current sites.

- Short term plans include utilization of these schools to continue program delivery. Charles P. Allen will be reviewed to determine requirements for future program delivery as a junior high school or for some other use.

**8. What are the long term implications of the 2 motions?**

- A Facility Master plan is used to assist in development of short and long term plans for facility capital improvements. The plans will depend on decisions by the Board and Department of Education regarding approval of projects, and must be revisited annually for possible revision due to changing factors such as enrolment, boundary/school review decisions and unforeseen events.
- Another boundary review may be required to consider a broader plan for placement of students within existing facilities to balance distribution and utilize existing excess program space in schools within adjacent catchment areas.
- Medium term plans include re-submission of a capital project for a new school for Sunnyside and a Ravines High School. The business case for this facility may include grade configuration and a boundary review.

**9. What funding is available to renovate Charles P. Allen before Bedford Junior High transitions?**

- There has not been any capital funding made available for renovations to existing Charles P. Allen High School. Limited funding would be available within the HRSB operating capital budget. If the Board approves either of the motions on February 27, 2013, a business case for immediate funding for alterations would be prepared for consideration by the Board to submit to the Department of Education by April 30, 2013.

**10. Is the new Charles P. Allen High School opening on schedule for transition in September 2013?**

- The new school is on schedule to open September 2013.

**11. Has anyone thought of making the old Charles P. Allen into a 6 – 9 school for Basinview/Eaglewood and Bedford Junior High – is that enough students?**

- Grade reconfiguration is being considered within the business case development for utilization of the existing Charles P. Allen School facility.

**12. Has a survey gone out to ALL Bedford South parents – Is the opinion of the folks that spoke at the board meeting really a majority?**

- HRSB staff has no knowledge of a survey to Bedford South parents regarding the possible consolidation of the junior high component with Bedford Junior High School.

**13. What are the cost implications for only Bedford Junior High students to move to Charles P. Allen alone? Would it really cost too much? Perhaps it wouldn't be at capacity in the beginning, but perhaps move to the right numbers in the future?**

- The existing Charles P. Allen High School has a design capacity for 1000 students and a functional capacity for over 1200 students. The Bedford Junior High population is currently at 370 +/- . This means that the facility would require operation that is approximately three times the size required for delivery of the Bedford Junior High program. It is not anticipated that the enrolment for Bedford Junior High will ever increase enough to fully utilize the existing Charles P. Allen High School.

- Some sections of the building that would not be utilized could be considered for partitioning to isolate and limit access for maintenance purposes only. This could result in lower costs for heating and lighting in these areas of the building.
- There will be no change in the number of buses required in September to bus students to the new Charles P. Allen site based on the following:
  - Current Grade 9 at Bedford Junior High and Bedford South are included as Grade 10 students in September;
  - Current Charles P. Allen Grade 12 students have been deleted;
  - There is no change in student enrolments numbers for Charles P. Allen current Grade 10 and Grade 11;
  - Students who live across Hammonds Plains are included; and
  - Students east of Highway 102 and board designated as eligible based on safety concerns are included.
- Relocation of **Bedford Junior High** and **Bedford South** Grade 7-9 to the present Charles P. Allen site:
  - Currently there are 4 buses @ \$61,568 per bus serving Bedford Junior High and no busses at Bedford South;
  - Moving **ONLY** Bedford Junior High to the present Charles P. Allen site would require 1 additional bus (\$61,568);
  - Moving **Bedford Junior High** and **Bedford South** students would require an additional 1-3 buses (\$61,568 – \$184,704) depending on bell times at the junior high school.

### **14. What does the faculty think? For both?**

- School staff does not participate in the process as employees of the Halifax Regional School Board.

### **15. Would Bedford South really lose their full-time settlement worker, guidance counsellor, etc... if the schools combine?**

- The *YMCA Newcomer Support Worker* is a flexible allocation staffed by the YMCA. If the YMCA continues to provide this support, it would still be aligned with the student populations. It is examined on a yearly basis.
- Guidance counsellors in HRSB are assigned by formula to junior highs. Percentage guidance positions are assigned to identified elementary schools through an annual review.

### **16. How is the program impacted by a larger population?**

- When populations exceed design space, program is negatively impacted because specialty areas are used for regular classes (ex. science labs and the gym).
- All Grade 7-9 Public School Program courses can be offered with a larger population.

### **17. Would academic performance suffer? Any data available?**

- In Literacy, board staff did a comparative analysis on the results for the provincial Junior High Literacy Assessment (JHLA) – written by students in grade 9 – over the past 6 years (2006-2011).
- Achievement levels in Reading are similar in both schools, with differences in some years showing the Bedford Junior High students with higher achievement. The trend over the last 4 years indicates fairly similar performance with the difference in 2011-12 likely due to fluctuations in the student cohort.

- Achievement levels in Writing are similar in both schools with no significant differences.
- HRSB staff also examined longitudinal data for student performance in Reading and Writing on provincial assessments written in grade 6 and then again in grade 9 and there were no statistically significant differences in this data over the past 3 years.
- In Mathematics, board staff completed a comparative analysis on the results for the provincial Grade 8 Mathematics Assessment. Achievement levels are similar in mathematics performance with no significant differences. This assessment has only been administered for one year (2011-2012).

**18. Is there greater or less opportunity for extra-curricular activities?**

- Extra-curricular activities depend on availability of volunteers (teachers and others).
- There is potential for greater opportunity for a variety of extra-curricular activities with a larger staff, a larger gymnasium and a large sports field.

**19. What about the consequences of not moving students?**

- Bedford South exceeds design capacity, and retains portables with related expenses.
- Bedford Junior High students remain in an older facility with limited specialty spaces (i.e. science labs).

**20. Is there any research to support that students with less transitions do better?**

- There is some research to support that fewer transitions are better for student success. However, there is other research concluding that there is no major difference.
- With good transition practices in place, students can be successful.

**21. What specialists would be eliminated at Bedford South as a result of the change?**

- There will be no changes in the specialists in the junior high population (formula driven). Elementary schools will continue to be staffed with appropriate specialist allocations.

**22. Was there \$6,000,000 allocated to renovate Charles P. Allen in the Capital Plan?**

- No.

**23. Where are the real areas of growth?**

- See Appendix B.

**24. Is Bedford South still overcrowded?**

- Currently, there are three portables on site at Bedford South and this year, two of them are required for program delivery. The capacity range for the school is 576-688 and the utilization percentage is in the range of 101-120. The population of Bedford South as of February 2013 is 702. The enrolment for Bedford South if it remains as a Primary-9 school is projected to be 792 by 2015 (see question #4).

**25. Would the board spend more money bussing Bedford South students to the current Charles P. Allen?**

- Yes. See Appendix D.

**26. What is the process to be transparent?**

- The Boundary Review process was initiated in September 2011 (Report #11-08-1313) and a Boundary Review Committee was formed according to policy. As a part of that process, representatives from the School Advisory Council and the administration of all affected schools were a part of the Committee. A public meeting was held on January 26, 2012 to present the recommendations of the Committee and parents could express views to the Boundary Review Committee as part of the process. No consensus could be reached on the recommendation regarding the junior high students at Bedford South School and Bedford Junior High School and so the Committee provided staff with three scenarios. Staff responded at the April 25, 2012 Board meeting in Report #12-04-1341 to the report of the Boundary Review Committee and recommended the consolidation of these populations at Charles P. Allen High School when the school was vacated. During this process, parents also had the option of presenting their views to the Committee and to the Governing Board.
- Motions brought forward at the January 30, 2013 meeting will be debated and voted on in a public Board meeting.
- Parents have the option of expressing their views in written correspondence to the Board or by requesting to make a public presentation at the Board meeting.
- Communication was sent to parents from the Superintendent on January 30, 2013 and February 8, distributed through the affected schools. The letters provided background information, the Notice of Motions from the January 30, 2013 Board meeting, and information on how to express viewpoints through written correspondence or by making a presentation to the Board.
- Answers to questions submitted to the Board Member and posed at the presentations at the January 30 Board meeting were provided to the Governing Board on February 20, 2013 by staff in preparation for the February 27, 2013 Board meeting.