

## Reference documents

[Becoming Sustainable: Facilities Plan Update](#) (herein referred to as “The Plan”) – Sept. 2, 2015

[Facilities Plan Update webpage](#)

[Catchment Area Map](#) (September 2015)

[10-Year Enhanced Facilities for Learning Plan](#)

School Information Packages:

[NCI/Woodbank](#)

[Rutherford](#)

[Frank J. Ney/Randerson Ridge/McGirr](#)

*With the numerous questions we have received we noticed a common theme. To streamline the answering process, you may not find your exact question, but rather a similar topic that will address your questions or concerns.*

*Please refer to the detailed school information packages that are available on the district website which include the following information: Facility and site data, enrolment and capacity utilization, school usage, current and proposed catchment maps, policy criteria, and financial particulars are among the many details included in the information packages. The school information packages are made available 3-4 days before the corresponding public consultation meeting.*

## Topics and Questions

**Q: What are the criteria used to score the Facility Condition Index (FCI) assessment?**

The BC Ministry of Education had established a Capital Asset Management System for all schools in the province and had contracted a company to conduct facility condition audits.

The purpose of the facility condition audit is to determine the equivalent age and condition of each school building. The condition includes structural, architectural, mechanical, electrical, plumbing, fire protection, equipment and furnishings and life safety. An audit of site conditions is also included.

The audit determines what resources will be required over the coming years to maintain or replace aging facilities. Each school is given a rating called the Facility Condition Index (FCI). This is a comparative index that allows the Ministry to rank each school against all others in the province and is expressed as a decimal percentage of the cost to remediate maintenance deficiencies divided by the current replacement value.

Q: Please provide a list of the 58 routine capital funding applications that was submitted to the Ministry by the district and referenced at the September 16, 2015 Business Committee meeting.

<http://www.sd68.bc.ca/wp-content/uploads/Copy-of-2015-Minor-and-Major-Routine-Capital-Plan-Submission-Form-FINAL.pdf>

Q: Could you advise what will be done with the Rutherford school property should the school close?

There are currently no proposed plans for this site at this time.

Q: Please advise and confirm all schools within SD68 that have capacity utilization exemptions.

The district does not have a list of capacity utilization exempt schools.

Q: Please provide a link/document that states the minimum capacity utilization requirements for school districts.

The Ministry of Education's capacity utilization target is 100 percent. There is no link or document to provide.

Q: What are the 2015 elementary student enrolment numbers for the district?

Preliminary enrolment numbers will be released at the October 14, 2015 Business Committee meeting. Final numbers will be published by the Ministry of Education in November 2015.

Q: Why was closing a school downtown not considered?

Over the years, a number of central zone schools have been closed (i.e. Dufferin Crescent, VAST, Mt. Benson, Princess Ann and Harewood).

Q: I would like to see more details on why the student populations of Bayview and Park Avenue schools are expected to increase so dramatically between 2021 and 2026.

The district uses Baragar Systems for enrolment projections. It is an interactive enrolment projection software that facilitates analysis of future staffing and capital requirements for the next 15 years (data provided by Baragar Systems).

- One set of accurate projections are provided, by grade and by program, for each school, as well as, for the district as a whole.
- Baragar allows demographic factors that affect enrolment to be isolated and projected separately.
- Presents historic data and trends for variables which are key for accurate enrolment projections such as: separating magnet programs from regular programs, and separating in-boundary from out-of-boundary so that informed assumptions can be made regarding each subset.
- Annual history of births plus the population age 1 to 17 from 1990 to present for each catchment area; not provided in any other software.

Q: I would like to request pdf maps of the school layouts for Randerson Ridge and McGirr elementary schools.

Layouts for these two schools are available in the Frank J. Ney school information package.

Q: Please advise what the standards/policies are with regards to the assignment of principals and vice-principals based on school student population size.

Every school has a principal. For elementary, once student enrolment is higher than 350, the school is assigned a vice-principal. Secondary schools historically have had a principal and at least one vice-principal.

Q: Could you please confirm what the capacity at Wellington Secondary will be once renovations are complete.

The capacity at Wellington will remain the same, 900 students.

Q: What is the current enrolment for Rutherford, Randerson Ridge, Departure Bay, McGirr and Frank J. Ney elementary schools?

Preliminary enrolment numbers will be released at the October 14, 2015 Business Committee meeting. Final numbers will be published by the Ministry of Education in November 2015.

Q: Aren't we up over 300 elementary students? Why all the mention of declining enrolment? Where do we get enrolment numbers?

Preliminary numbers shows an overall increase of 100-150 students over projections. Over the past 13 years, student enrolment trends have shown a consistent decline. Enrolment projections (see above "Baragar Systems") show a slight increase in enrolment by 2026.

Q: Why is Georgia Ave is not included in the consultation process?

Elementary Skills for Life is a district program which, like all district programs, can be moved within the district. Georgia Avenue Community School has sufficient space to house the Skills for Life program and would not need to be consulted during this process.

Q: Can you please explain how students at Frank J. Ney will benefit from having half the access to gym and other spaces?

Frank J. Ney Elementary School was built with the specifications of a school twice its current size. The addition at the school will provide an extra 8 classrooms.

Q: Do principals get paid more if they have more students?

A principal's salary is relative to the student enrolment at the school.

Q: How much would the salary of the VP be if they go to Frank J Ney?

A vice-principal's starting salary for an elementary school is approximately \$89,000.

Q: In 2026 when the capacity and enrolment meet, where do you plan on placing those kids? What is the SD plan if Rutherford closes and all other schools become over capacity?

There are currently 2,000 empty seats across the district.

Q: What has made the conversation move to closure as opposed to a re-build from the last report? Why is it with the school is it all or nothing? Why are some rooms not closed up if they're not used? What kind of "greater programming" is my child going to get at another school that he isn't going to get here [Rutherford]?

Please see the Rutherford Elementary school information package for a detailed summary.

The 'Becoming Sustainable' Facilities Plan Update, recommending school closures and consolidation, will allow the district to reduce annual operating costs, reduce future capital expenses, and identify capital assets for future consideration. In doing so, the plan will enable the district's limited resources to be better directed toward student learning. Alternatively, maintaining status quo would see the district continuing to operate under-capacity, supporting aging facilities at the expense of reduced supports for students.

Within the North Zone, Rutherford Elementary possesses a capacity utilization score of 75 percent, whereas McGirr, Frank J. Ney and Randerson Ridge elementary schools have much higher capacity utilization scores with student enrolments that are more stable and sustainable. Left unchecked, the situation at Rutherford will continue to create challenges in classroom staffing, appropriate classroom compositions, as well as staffing for student support.

Continuing low enrolment at Rutherford is not the only concern. Rutherford is an aging facility that requires much in the way of continued maintenance. This maintenance, over the next five years, will require substantial capital expenses from the Annual Facilities Grant or Ministry of Education Capital Grants.

Given these circumstances, the best approach for the greatest number of students in Nanaimo Ladysmith Public Schools is to close Rutherford elementary school and relocate its students into better facilities.

The closure of Rutherford Elementary would reduce annual operating costs by approximately \$530,000, annually, and avoid future capital expenses of approximately \$2 million. Furthermore, relocated students will be learning in better facilities still within their own community.

An additional financial benefit to this plan of closure is that the Rutherford property would remain school district land that would revert into the Asset Management Program and have a capital value of between \$3 and \$4 million.

Should Rutherford Elementary close, students would:

- Experience newer and more up-to-date facilities.
- Be in a safer and more efficient building.
- Have more options for alternate learning placements (more than one grade at each level).
- Have more full-time teachers and staff to support a greater variety of students' needs.

- Have greater programming and opportunities for students.

Q: If the North Zone is at 95% utilization rate than others, why are you focused on an area that has a higher utilization rate?

Rutherford Elementary has a capacity utilization of 75%, the lowest among the north end zone. Projected enrolment is expected to decline further over the next 10 years.

To address capacity utilization and aging schools, the district has closed a number of facilities in the central and south zones, in recent years. The district is also holding public consultations for the proposed closure of Woodlands Secondary (central zone) and the possible relocation of district programs (also in the central zone). In the near future, there will be a review of elementary schools in the central zone (Departure Bay, Cilaire, Dufferin Crescent and Rock City) and the South zone (Ladysmith).

Q: Who has estimated the construction costs of \$5M? Based on precedent, how accurate have they been in the past? Where were they projected last time and how accurate were they?

The district contracted James Bush and Associates, professional quantity surveyors, to determine the construction costs for the Frank J. Ney addition. Background information, expertise, past clients and contact information can be found on their website: <http://jba.bc.ca/>.

Q: Can we get info to compare Rutherford to other schools that are comparable in the district? A larger pool would be great.

Comparisons of district schools can be created by district staff, however in its best interest on moving forward and being respectful of staff hours, the district requests that you will have to be more specific on which information you are requesting.

Q: Where is the asbestos in our school? In the Rutherford package, there is mention of asbestos. How come that word never came up in any of the other school reports?

If there is asbestos in a district school, you can find the report in the school office by asking the principal.

Asbestos is mentioned in the Rutherford package under the 'Recent Maintenance Work' section. Asbestos was also mentioned in the NCI/Woodbank information package under the same corresponding section.

Q: What happens to all the content on the [public consultation] sheets that were recorded on?

The third party facilitator the district hired for the public consultation process will compile the data and provide a report for the Board.

Q: How long does SD68 expect to be in the black under the new Becoming Sustainable Plan due to the underfunding of MoE? How is sustainability going to be a solution over anything else?

See 'Background' - page one and two of The Plan.

Q: Does the current 75% [Rutherford] enrolment include Life Skills?

Yes. There are nine students enrolled in the program.

Q: Can schools that have already closed, be sold?

As the updated facilities plan evolves, NLPS will continue reviewing surplus space for alternative use or sale through an Asset Management Plan (AMP). Through the AMP, NLPS has already sold various surplus properties to provide funding to enhance facilities for student learning. By disposing of surplus space, the district will generate funding that may be directed to enhance facilities, and reduce the operating costs, allowing more resources to be allocated directly to students.

Q: When is the SD going to start counting the Skills for Life class as 25 kids – a whole classroom? They are using this spaces that matters.

School districts in BC are funded per student, not per class.

Q: How many of the 2000 SD employees are actually working in schools with kids?

All NLPS staff works with and for our students.

Q: What has the district done in addressing its options in achieving its financial goals; perhaps doing a catchment study?

During the development of The Plan and the previous facilities plans before it - catchment, enrolment, capacity utilization and many other topics have been discussed and studied.

The district also sought feedback from the community on the 10-Year Enhanced Facilities for Learning Plan and the budget during the Your Voice 2015 engagement process.

Q: Have you spoken to all the Life Skills parents? Have they been consulted with?

Parents with children in the elementary and secondary Skills for Life program will be consulted.

Q: How much would it cost to rebuild Rutherford?

We do not have a dollar amount associated to the rebuild of Rutherford. The cost to rebuild a school will include the demolition of the current structure and the complete rebuild of the core area of a new school, plus the services and school contents. The addition at Frank J. Ney will cost less than a rebuild at Rutherford.

Q: Of the 2000 empty seats what is the Elementary and Secondary broken out?

Capacity utilization of all district schools can be found in 'Appendix A' of your Rutherford school information package.

Q: I would like the breakdown of the utility costs for each of the [district] properties.

Utility costs for each school involved in the public consultation process are included in the school information packages in the 'Financial/Operations' section.

If you would like further detailed information, there is a formal process to obtain information in the district. If you wish to make a Freedom of Information request, contact the Director of Communications/Information and Privacy Coordinator at [communications@sd68.bc.ca](mailto:communications@sd68.bc.ca).

Q: I would like to request a digital copy of the most recent complete Facility Condition Index (FCI) reports for all the school sites within SD68 reported on in Appendix A of the Rutherford Elementary Public Consultation Information Evening document. These reports were provided during a past consultation.

The FCI for all schools in the district is included in Appendix A of every detailed school information package.

If you would like further detailed information, there is a formal process to obtain information in the district. If you wish to make a Freedom of Information request, contact the Director of Communications/Information and Privacy Coordinator at [communications@sd68.bc.ca](mailto:communications@sd68.bc.ca).

Q: Do the future capital expenses included in the Rutherford and NCI/Woodbank school information packages include the cost for asbestos remediation?

No, that will be a separate cost.

Q: If French Immersion were to be moved to John Barsby, would students be able to stay at NDSS in the English track, if they reside out of the NDSS catchment area?

This is a Board decision.

Q: Tell me how Re-opening Cedar Community Secondary School (CCSS) and putting another 425 seats + approx. \$500K additional operating costs into a system that already has excess capacity and a structural shortfall of several million \$\$ is fiscally responsible and using the district's limited resources to be better directed towards student learning for all students in the district?

This public consultation is directly addressing the Board's motion to re-open CCSS through the proposed closure of schools and the possible relocation of district programs.

Q: In 2012 & 2014, we registered our kids in Rutherford Elementary (our catchment area). We did not apply as out of catchment. Currently, our address is coming up as McGirr which I would assume would be our 'new to us' school if Rutherford is closed. In [the Superintendent's] report for Rutherford, are we considered an inward migration to Rutherford or does the migration of students only include those kids that applied as out of catchment at the time of registration?

You are considered inward migration to Rutherford as you reside outside of catchment (according to Baragar Systems).

Q: Please confirm that the 275 students in the Rutherford catchment area are public school students.

275 is the number of catchment area children that can attend a public school.

Q: Is there any reasoning provided by out of catchment requests?

Yes, there is a section on the out-of-catchment application that asks for the reason of request.

Q: How will Teachers positions be eliminated in the consolidation of schools to save Learning costs of 3.8 FTEs? Is this Music, Librarian, etc?

This is decided during a collaborative process between the district and the Nanaimo District Teachers' Association.

Q: Why is there no cost analysis on the operating/maintenance by increasing Frank Ney, Randerson, McGirr and the additional usage at Georgia Avenue for Skills for Life?

There are no direct costs identified at this time.

Q: Will Rutherford remain open and incur operating expenses or will it be closed and lose Facility Rental Income?

This is to be determined by the Board and district staff.

Q: I believe that rental rates were planned to increase. How much are the Rental Rates planned to be increased by the school board?

Rental rates were increased for the 2015-16 school year.

Q: The school board has budgeted deficits for several years but Actual amounts are not comparable to budgets. How is 2015/16 & 2016/17 Different?

Proposed school closures are included in the budget strategy.

Q: Please provide the 2016-17 budget.

The 2016-17 budget has not been developed yet.

Q: Is there any cost savings by moving Skills for Life? Would the move generate additional revenue?

There is no cost savings by moving Skills for Life. The savings come from the closure a school in learning, operating and future capital expense costs. The move would not generate additional revenue.

Q: Is there a wait list for the Elementary Skills for Life program as rumored?

There is no wait list.

Q: How would Georgia Ave's self-contained space designated for SFL rather than an interactive/engaging space at Rutherford foster the goal of independent students in SFL?

The design configuration will remain the same as at Rutherford.

Q: What is the reasoning for NDSS rebuild for 1900 seats (current 1400 seats) with Secondary School Enrolment down and many seats available at Secondary level?

The rebuild for 1,900 was the original projection that included consolidating both Woodlands Secondary and NDSS into one school. With this plan, Woodlands students are proposed to be moved to NDSS and Wellington Secondary.