



**BOARD OF TRUSTEES  
ELK ISLAND PUBLIC SCHOOLS**

SPECIAL  
MEETING

**THURSDAY, APRIL 6, 2023**

Boardroom  
Central Services Office

**AGENDA**

Mission: To provide high-quality, student-centred education

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- 1:00 pm 1. **CALL TO ORDER** T. Boymook
2. **LAND ACKNOWLEDGMENT**
3. **ANDREW SCHOOL** M. Liguori  
(encl.)
- ADJOURNMENT

**RECOMMENDATION: BOARD OF TRUSTEES APRIL 6/23 SPECIAL MEETING**

3. That the Board of Trustees direct administration to prepare an information report regarding the possible closure of Andrew School and provide it to trustees before the next Board meeting.



# RECOMMENDATION REPORT

**DATE:** April 6, 2023

**TO:** Board of Trustees

**FROM:** Mark Liguori, Superintendent

**SUBJECT:** Andrew School

**ORIGINATOR:** Mark Liguori, Superintendent

**RESOURCE STAFF:** Sandra Stoddard, Associate Superintendent, Supports for Students  
Brent Billey, Associate Superintendent, Human Resources  
Dave Antymniuk, Division Principal, Education Executive  
Lisa Weder, Director, Student Transportation  
Laura McNabb, Director, Communication Services  
Calvin Wait, Director, Facility Services  
Brent Dragon, Educational Planner, Education Executive  
Candace Cole, Secretary-Treasurer, Business Services

**REFERENCE:** *Education Act, Section 62, Closure of Schools*  
Board Policy 15: School Closure and Program Reduction

**EIPS PRIORITY:** Promote growth and success for all students  
Enhance high-quality learning and working environments

**EIPS GOAL:** Success for every student  
Quality infrastructure for all

**EIPS OUTCOME:** Students are engaged with their learning and achieve student-learning outcomes.  
Learning and working environments are supported by effective planning, management and investment in Division infrastructure.

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## RECOMMENDATION:

**That the Board of Trustees direct administration to prepare an information report regarding the possible closure of Andrew School and provide it to trustees before the next Board meeting.**

## BACKGROUND:

Andrew School is a kindergarten to Grade 6 rural community school located in the northeast region of Lamont County. Andrew School was originally constructed in 1957 and since this time, several additions and renovations have taken place in 1964, 1980 and 1991. The structure is also home to the Village of Andrew offices and is 4,495 square metres in size. The Andrew Municipal Public Library is located within the school along with community bowling lanes.



# RECOMMENDATION REPORT

While the school is an important fixture in the community, providing a hub for the village and adjacent rural areas, a historical trend of declining enrolment has made it increasingly challenging to provide high quality educational programming for students. Currently the school has one administrator, 3.5 FTE teachers, and 3.0 FTE Educational Assistants, 1 part time librarian and 1.0 FTE support staff.

Andrew School has a student capacity of 385. As of Sept. 29, 2022, it has 62 Kindergarten to Grade 6 students, for a total utilization rate of 15 per cent.

For the 2022-23 school year, a total of 11 students who reside within the Andrew attendance area chose to attend another EIPS school:

- Mundare School: 3 students
- Lamont Elementary: 8 students

Currently, the total projected student population for the 2023-24 school year is 44 students. The breakdown is as follows:

- Kindergarten: 3
- Grade 1: 15
- Grade 2: 8
- Grade 3: 3
- Grade 4: 5
- Grade 5: 6
- Grade 6: 4

The low student numbers at Andrew School equate to a small teaching and support staff as well as declining enrolment numbers affect funding for the school. As the province uses a weighted moving average (WMA) for funding, with a block grant for small schools, the WMA for Andrew school for 2023-24 will be 48.25, based on returning student registration numbers. This in turn will move Andrew School, for funding purposes, from Group 3 to Group 2, which is a decrease from \$663,772 to \$481,770.

## Facility Condition

Since Andrew School's original construction in 1957, several additions and renovations have taken place in 1964, 1980 and 1991. The structure is also home to the Village of Andrew offices. Over the life of this building there have been numerous roof leaks, ice damming issues as well as sprinkler system leaks. As a result, interior damage to drywall and flooring has been sustained. The cost to repair the damage to Andrew School and the Village offices from January 2017 to date has been approximately \$305,000.

## **Fire Suppression System**

The Andrew School sprinkler system installation dating back to 1992 has been questionable. The sprinkler system was installed as a dry system, which has no slope to the piping, whereas a wet system does, for drainage.

The current situation is that the sprinkler system piping is deteriorating due to standing water in the sprinkler piping. An annual preventative maintenance program is in place to drain the low spots on the sprinkler system in the fall to prevent occurrences when in 2003 the sprinkler system froze, flooding the school and town hall.



# RECOMMENDATION REPORT

An inspection of the system was undertaken by Global Tech Group to determine pipe routing within the school, level of corrosion and sediment in the system. To facilitate the inspection, access above the gypsum board ceilings is required. Cutting access holes in various locations will expose the piping. An estimate to replace the sprinkler system in its entirety has been provided at a cost of \$1,020,000, not including contingency, asbestos abatement or GST.

## **Roofing System**

As noted above, over the life of the building there have been many leaks causing damage throughout the structure. Roof repairs have been undertaken on an as required basis as well as the introduction of heat tracing to address ice damming that has occurred on an annual basis.

On February 18, 2022, EIPS commissioned Elements Roof Management consulting to conduct and evaluate the condition of the steel roofing and other roofing assemblies installed on the building.

The objective of the roof evaluation was to review locations where water entry or condensation is occurring and correlate this moisture activity to the installation characteristics of the steel roof, the ventilation aspects of the roof assembly and ice damming phenomena. The cost to replace the steel roof in its entirety with ventilation and membrane upgrades is \$2,272,900 not including contingency, asbestos abatement or GST.

## **Conclusion**

Andrew School is experiencing declining and low enrolment as well as failing infrastructure and other pressures. As such, the viability of the school and school community is at significant risk.

Thus, Administration requests that the Board direct administration to prepare an information report regarding the possible closure of Andrew School and provide it to trustees before the next Board meeting on April 20, 2023.

## **COMMUNICATION PLAN:**

If approved, EIPS will communicate with parents, staff and stakeholders in regards to process and next steps to be completed during the 2022-23 school year.

## **ATTACHMENT(S):**

1. [Board Policy 15: School Closure and Program Reduction](#)
2. *Education Act, Section 62, Closure of schools*

ML:clp

## Policy 15

# SCHOOL CLOSURE AND PROGRAM REDUCTION

The Board of Trustees recognizes that due to changes in enrolment, shifts in demographics, or fiscal constraints, it may be necessary to close a school or modify the programs offered in a school or schools under its jurisdiction.

### Specifically

1. The authority of the Board is derived from and must comply with section 62 of the *Education Act* and the Disposition of Property Regulation, which provides that a board may, only by resolution, permanently or temporarily:
  1. close a school; or
  2. transfer students from one school building to another school building.
2. The Board may review school programs and school operations to determine the future of such schools when:
  1. the Board believes such a review will improve the availability of programs or efficiency of operations;
  2. the school determines enrolments and consequent funding threaten the viability of the school program;
  3. operating/maintenance/renovation/transportation costs place excessive demands on the Division's budget; or
  4. recommended by the Superintendent.
3. Where the Board is considering the closure of a school, or transfer of students from one school building to another school building, the Board shall:
  1. notify in writing the parents of every student enrolled in the school that may be affected; and
  2. notify in writing any other person, municipality or community organization who may be significantly affected.
4. For the purpose of school closure only, the Board shall:
  1. provide adequate opportunity for the public to respond to the Board's proposal to close the school;
  2. establish a process for the Board to consider public feedback; and
  3. request of administration a report which shall be presented at a public board meeting which sets out the following:
    1. how the closure would affect the attendance area defined for that school;
    2. how the closure would affect the attendance at other schools;
    3. information on the Board's long-range capital plan;
    4. the number of students who would need to be relocated as a result of the closure;
    5. the need for, and extent of, busing;
    6. program implications for other schools and for the students when they are attending other schools;
    7. the educational and financial impact of closing the school, including the effect on operational costs and capital implications; and

8. the educational and financial impact if the school were to remain open.
5. The Board shall use the following process and criteria to determine whether it has use for a school building that has been closed:
  1. The Board shall direct the administration to prepare a recommendation report that shall contain the following contents:
    1. a review of demographic factors relating to the school in the context of the overall Division;
    2. the length of time that the school building has been closed;
    3. consideration of the potential for other public educational uses for the school building, and the estimated cost;
    4. consideration of the potential for other levels of government or private entities to take ownership and operate the building for the public good; and
    5. any other criteria or issues that the administration considers relevant to the Board's decision.
6. When, in the opinion of the Minister, space is available in a school building, the Minister may direct the Board to make space available to another board.
7. The Board shall use the following process and criteria to determine, for the purposes of the *Municipal Government Act*, whether its interest in school reserve, municipal and school reserve, or municipal reserve is surplus to the Board's needs:
  1. The Board shall direct the administration to prepare a recommendation report that shall contain the following contents:
    1. review of enrolment trends within the area intended to be served by the school reserve, municipal and school reserve or municipal reserve;
    2. consideration of student accommodation and transportation issues;
    3. whether a school on the school reserve, municipal and school reserve or municipal reserve is included in the Board's capital plan;
    4. the length of time the school reserve, municipal and school reserve or municipal reserve has existed and has not been needed by the Board;
    5. a summary of the consultation, if any, with other boards with respect to their needs for the school reserve, municipal and school reserve or municipal reserve; and
    6. any other criteria or issues that the administration considers relevant to the Board's decision.

**Reference:**

Sections 11, 33, 53, 62, 192, 194, 222, 248, 249 *Education Act*

Last reviewed:	Last updated:
Dec. 14, 2015	Feb. 18, 2016
March 6, 2017	April 20, 2017

Jan. 25, 2018

Jan. 25, 2018

Jan. 29, 2019

Feb. 21, 2019

Dec. 10, 2019

Dec. 19, 2019

Dec. 8, 2020

Feb. 8, 2022

(b) receive payment, as determined by the board, for providing that service.

(2) A board is not under any liability to the parent of a student or to a student for negligence arising out of the student's being conveyed to and from school or the bus route pursuant to an agreement made under this section.

2019 c7 s16

#### **School day and year**

**60** A board shall determine and make publicly available for each school year the days, dates and number of days of school operation.

#### **Flags**

**61** A board shall ensure that the Canadian flag and the Alberta flag are displayed at each school operated by the board.

#### **Closure of schools**

**62(1)** A board may, only by resolution, permanently or temporarily

- (a) close a school, or
- (b) transfer students from one school building to another school building.

(2) A board shall establish, implement and make publicly available policies respecting the actions referred to in subsection (1).

(3) A policy established pursuant to subsection (2) must be consistent with any regulations made by the Minister under this section.

(4) Where a board is considering an action referred to in subsection (1), the board shall, in writing, notify

- (a) the parents of every student enrolled in the school that may be affected by the action considered under subsection (1), and
- (b) any other person, municipality or community organization who, in the opinion of the board, may be significantly affected.

(5) A policy established pursuant to subsection (2) related to the permanent closure of a school must provide for

- (a) adequate opportunity for the public to respond to the board's proposal to permanently close a school,
  - (b) a process by which the board shall fairly consider responses provided under clause (a),
  - (c) consideration of future growth or decline in student enrolment, and
  - (d) consideration of possible alternative educational or community uses for all or part of the school building.
- (6) Where a board decides to close a school permanently, the board shall notify the Minister in writing forthwith and include
- (a) the name of the school, and
  - (b) the effective date of the closure.
- (7) This section does not apply where the Minister directs a board to dispose of a school building pursuant to section 192.
- (8) The Minister may make regulations with respect to the permanent or temporary closure of schools by a board.

#### **Education services agreements for First Nations students**

- 63(1)** In this section, "Indian" means Indian as defined in the *Indian Act* (Canada).
- (2) The Minister may, by order, establish requirements or standards that apply to education services agreements between a board and
- (a) the Government of Canada or an agent of the Government of Canada, or
  - (b) a council of a band as defined in the *Indian Act* (Canada) or a person authorized by the council of a band,
- for the education of Indian children.
- (3) Where a board enters into an agreement with respect to the education of Indian children pursuant to subsection (2), the agreement must meet the requirements or standards established by the Minister.
- (4) The *Regulations Act* does not apply to an order made under subsection (2).

2012 cE-0.3 s63;2015 c6 s13