

**Virtual Meeting Norms:**

- All callers are to place themselves on mute
- Roll call is in place for attendance and for questions

The audio portion of this committee meeting will be made available on our website the day following the meeting.

**OPEN AGENDA: 6:00PM**

1. Call to Order/Roll Call
2. Land Acknowledgement
3. Approval of the Agenda
4. Conflict of Interest
5. International Education
6. Accommodation Strategy Schedule
7. Adjournment

We acknowledge our presence on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty.

The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity.

We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee

**FROM:** Sheryl Robinson Petrazzini, Director of Education

**DATE:** April 13, 2023

**PREPARED BY:** Matthew Gerard, Associate Director, Support Services  
Gerry Smith, Superintendent of Student Achievement

**RE:** **International Student Agent Fees**

### Action x

### Monitoring

#### Recommendation:

That the HWDSB increase the international student agent commission from 15% in year one only to 15% in year one, 10% in year 2 and 5% in year 3 starting the 2024-2025 school year.

#### Background:

In 2005, the Board of Trustees approved, via board motion, the establishment of International Student Recruitment at the HWDSB. In 2009, a marketing and recruitment advisor was to focus on student recruitment, marketing, and building relationships. The advisor was able to grow International Student enrolment from 60 to 252 students from 2009 to 2019. During the COVID-19 pandemic, Ontario school boards saw a decline of approximately 50% of their International Student Enrolment. HWDSB was not immune to this decline.

The HWDSB uses agents to attract international students to our programs. Approximately 75% of HWDSB international students have been referred by agents. In addition to recruitment efforts, agents provide advice, counsel, and placement assistance to prospective students and their families. Agents will also help students and their families navigate the HWDSB and life in Hamilton as well as supporting student's needs during their time with the HWDSB. Agents receive a commission from the HWDSB, currently at a rate of 15% of the student's first year of tuition. HWDSB's relationships with agents have been an important part of the success of our international students at HWDSB.

#### Rationale/Benefits:

International students benefit greatly from the support and advocacy provided by their recruiting agents. Under the current fee structure, this support and advocacy wanes beyond the first of the international students' enrolment. Increasing the commission paid to agents in years two and three will provide those supports and advocacy that will increase the already strong appeal of the HWDSB's International Student program.

As international students are gradually returning to Ontario school boards, staff are looking at ways to better attract and retain international students. Contiguous school boards to HWDSB have increased their agency commissions in order to remain competitive in their efforts to recruit and retain international students. The most common

5-2  
commission structure with agents is 15% in year 1, 10% in year 2, and 5% in year 3. Except for the province's two largest school boards, the HWDSB is now an anomaly with its current commission structure.

As commissions are paid as a percentage of tuition, increasing the commissions to agents represents a variable and incremental cost to the HWDSB. For clarity, commission costs are only incurred if the student remains enrolled with the HWDSB for a second and third year. The support for international students obtained through the payment of these commissions will assist in recruiting and retaining enough international students to have the program break-even from a revenue and expense perspective.



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**DATE:** April 13, 2023

**TO:** Finance and Facilities Committee

**FROM:** Sheryl Robinson Petrazzini, Director of Education

**PREPARED BY:** Matthew Gerard, Associate Director – Support Services  
David Anderson, Senior Manager – Facilities Management  
Ellen Warling, Manager – Planning & Accommodation  
Ian Hopkins, Planner – Planning & Accommodation

**RE:** 2023/2024 Accommodation Strategy Schedule

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**Action X**

**Monitoring**

### Recommendations:

That the Board approve the 2023/24 Accommodation Strategy Schedule outlined on Appendix A of this report, which includes no proposed accommodation reviews and two proposed boundary review.

### Background:

The accommodation strategy schedule recaps completed accommodation strategies from 2011/12 to 2022/23 and outlines the remaining three planning areas yet to be reviewed. The planning areas include East Mountain, West Mountain and Dundas.

The Accommodation Strategy Schedule is broken down by planning areas. Planning areas allow for comprehensive and in-depth analysis of each area of the city. Analysis of accommodation/utilization issues and facility needs are done on a smaller scale to determine the right solution for each planning area. The schedule outlines the following:

- Accommodation Reviews
- Boundary Reviews
- Grade Reorganizations
- Anticipated Land Purchases
- Opening/closing/sale of schools
- Holding Schools

As of April 2023, HWDSB has completed 3 secondary and 10 elementary accommodation reviews since 2010.

### Rationale:

#### Pupil Accommodation Reviews

No proposed Pupil Accommodation Reviews for the 2023/2024 school year.

In April 2018, the Ministry of Education (MOE) released the revised Pupil Accommodation Review Guidelines (PARG). The next steps identified by the MOE to implement the Final Revised PARG was to release additional supporting documentation and templates. The supporting documents include the initial staff report template, the economic impact assessment template, community partner template and e-signature guidance. As indicated by the MOE, while these supports are being developed there will continue to be no new pupil accommodation reviews. Initially, templates were to be released in the fall of 2018 but have yet to be released as of April 1, 2023.

As per the above MOE direction, all future accommodation reviews have not been scheduled and are identified as remaining. The schedule will be updated once the Ministry of Education implements the Final Revised Pupil Accommodation Review Guidelines and HWDSB updates the Pupil Accommodation Review Policy and Procedure.

### **Boundary Reviews**

Proposed boundary reviews for 2023/2024 school year:

- Flamborough Centre and Mary Hopkins

Due to residential development south of Dundas Street East, there continues to be accommodation pressure at Mary Hopkins. Via the Boundary Review process (Policy and Procedure), staff are recommending a redirection of students from the development to Flamborough Centre to better balance the enrolments between the two schools until construction of a new school in the Mountainview Heights development is completed. The short-term goal is to balance the accommodation pressures more equitably between Mary Hopkins and Flamborough Centre.

- Shannen Koostachin and Gatestone

Due to accommodation pressure at Shannen Koostachin, continued residential development south of Rymal Road and Gatestone's current enrolment; staff are recommending a boundary review to better balance the enrolments between the two schools and reduce reliance on portables. The short-term goal is to alleviate increasing accommodation pressure at Shannen Koostachin due to residential development and utilize existing space at Gatestone while the long-term goal is to have each school operating within the optimal utilization range of 90%-115% to ensure equitable access to schools/programming. See Appendix C for map of area.

Boundary Reviews follow the HWDSB Boundary Review [Policy](#) and [Procedure](#). The boundary reviews are proposed to commence by end of October 2023 and be completed by February 2024.

Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
<b>1 Westdale</b>														
Dalewood	Complete													
Cootes Paradise	Complete													
Glenwood														
Prince Philip	Complete			Closed	Sold									
<b>2 Flamborough</b>														
Allan Greenleaf		BR									LP			
Balaclava		BR												
Flamborough Centre													BR	
Guy Brown		BR												
Mary Hopkins													BR	
Millgrove		BR	Complete											
<b>3 Central Mountain</b>														
Cardinal Heights		GR	Complete		HS	HS	Closed	Sold						
Eastmount Park			Complete		Closed	Sold								
Franklin Road			Complete											
GL Armstrong			Complete											
Linden Park		GR	Complete		Closed				Sold					
Norwood Park														
Pauline Johnson			Complete											
Queensdale			Complete											
Ridgemount		GR	Complete											
<b>4 East Hamilton City 1</b>														
Hillcrest			Complete											
Parkdale			Complete											
Rosedale			Complete											
Roxborough Park			Complete		Closed	Sold								
Viscount Montgomery			Complete											
WH Ballard			Complete	BR										
Woodward			Complete		Closed	Sold								

AR	: Accommodation Review
In Progress	: Accommodation Review in Progress
Complete	: Completed Accommodation Review
Open	: New School Open
GR	: Grade Reorganization

HS	: School being used for transition
BR	: Boundary Review
In Progress	: Boundary Review in Progress
Closed	: Closed School
LP	: Land Purchase



Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
<b>5 West Hamilton City</b>														
Bennetto						Complete								
Cathy Wever						Complete								
Central						Complete								
Dr. Davey						Complete								
Earl Kitchener						Complete								
Hess Street						Complete								
Queen Victoria						Complete								
Ryerson						Complete								
Strathcona						Complete								
<b>6 West Glanbrook</b>														
Bell-Stone			Complete	Closed	Sold									
Mount Hope			Complete											
<b>7 East Hamilton Mountain</b>														
CB Stirling														AR
Helen Detwiler														AR
Highview														AR
Huntington Park														AR
Lawfield														AR
Lincoln Alexander														AR
Lisgar														AR
Ray Lewis														AR
Richard Beasley														AR
Templemead														AR
<b>8 Lower Stoney Creek</b>														
Collegiate Avenue					Complete				Closed/Reno		Open			LP
Eastdale (Closed)					Complete			Closed						
Eastdale (New Facility)									Open					
Green Acres					Complete				HS	HS	Closed			
Memorial (Stoney Creek)					Complete					Closed				
Mountain View					Complete			HS	HS	Closed		Sold		
RL Hyslop					Complete				HS	HS	Closed/Sold			
South Meadow										Open				
Winona														

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Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
<b>9 West Hamilton Mountain</b>														
Buchanan Park														AR
Chedoke				HS	HS	HS								AR
Gordon Price														AR
Holbrook														AR
James Macdonald														AR
Mountview														AR
RA Riddell														AR
Westview														AR
Westwood														AR
<b>10 Ancaster</b>														
Ancaster Meadow														
CH Bray						Complete			Closed/Demo					
Frank Panabaker - North						Complete			HS	HS	HS	HS		Close
Frank Panabaker - South						Complete								
Rousseau						Complete								
Spring Valley										Open				
Queen's Rangers						Complete			HS	Closed		Sold		
Tiffany Hills			LP			Open								
<b>11 East Hamilton City 2</b>														
Elizabeth Bagshaw					Complete						Closed	Sold		
Glen Brae					Complete						Closed/Demo			
Glen Echo					Complete						Closed	Sold		
Lake Avenue					Complete									
Sir Isaac Brock					Complete						Closed			
Sir Wilfrid Laurier					Complete									
Viola Desmond											Open			

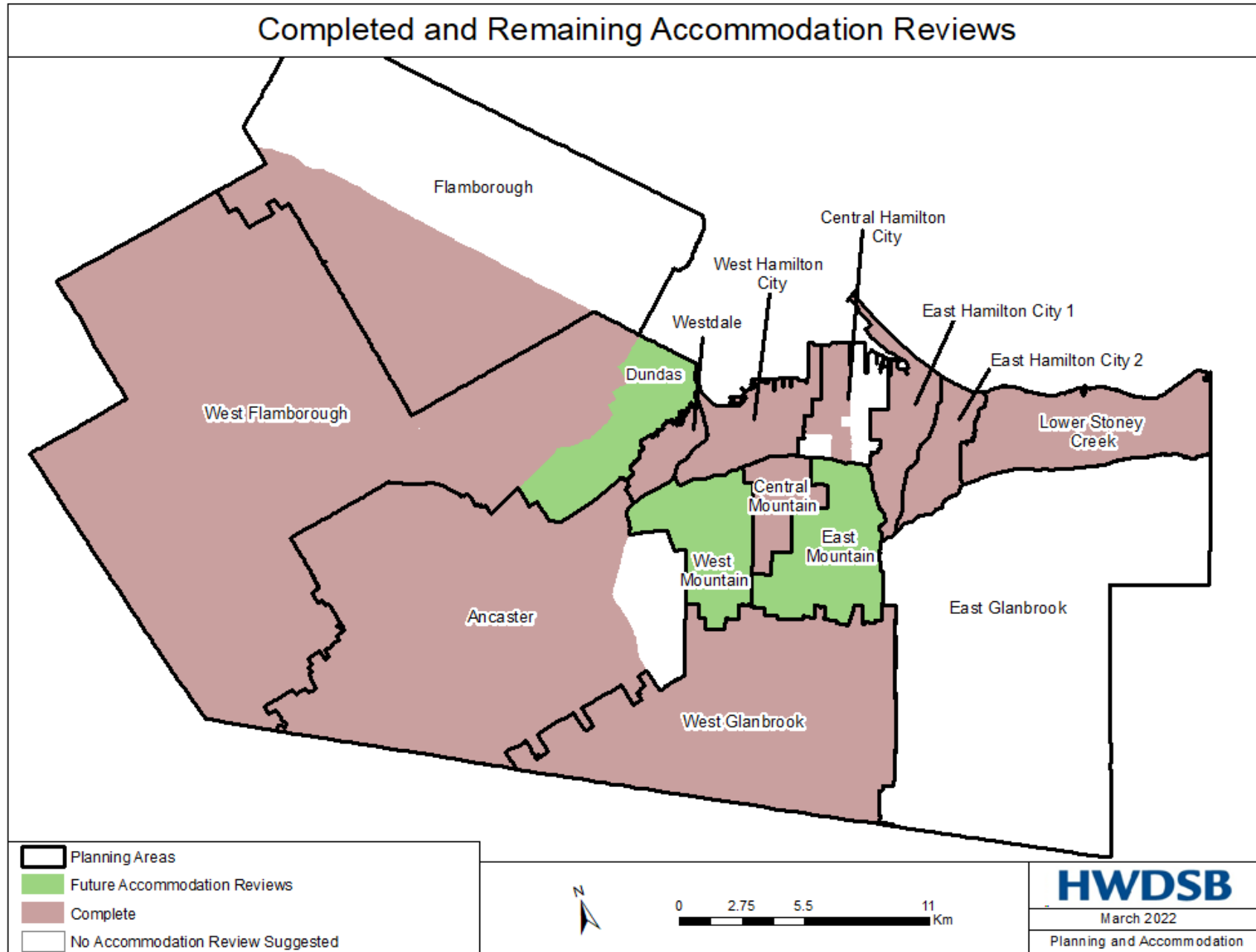
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Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
<b>12 Central Hamilton City</b>														
AM Cunningham				BR										
Adelaide Hoodless														
King George	Complete	Closed					Sold							
Memorial (Hamilton)	Complete													
Prince of Wales	Complete													
Queen Mary	BR			BR										
<b>13 Dundas and West Flamborough</b>														
Beverly Central			Complete						HS	Closed		Sold		
Dr. John Seaton			Complete						HS	Closed				
Greensville			Complete						Closed/Demo					
Greensville (New Facility)										Open				
Rockton										Open				
Spencer Valley		BR	Complete				HS	HS	HS	Closed		Sold		
Dundana														AR
Dundas Central														AR
Sir William Osler														AR
Yorkview														AR
<b>14 East Glanbrook and Upper Stoney Creek</b>														
Bellmoore								BR						
Billy Green							BR							
Binbrook - New School														LP
Gatestone		BR											BR	
Janet Lee							BR							
Michaëlle Jean														
Mount Albion		BR												
Shannen Koostachin				LP			BR	BR	Open				BR	
Upper Stoney Creek - New School											LP			
Tapleystown							BR							

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Elementary Accommodation Reviews	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
	2	0	4	0	2	2	0	0	0	0	0	0	0	3



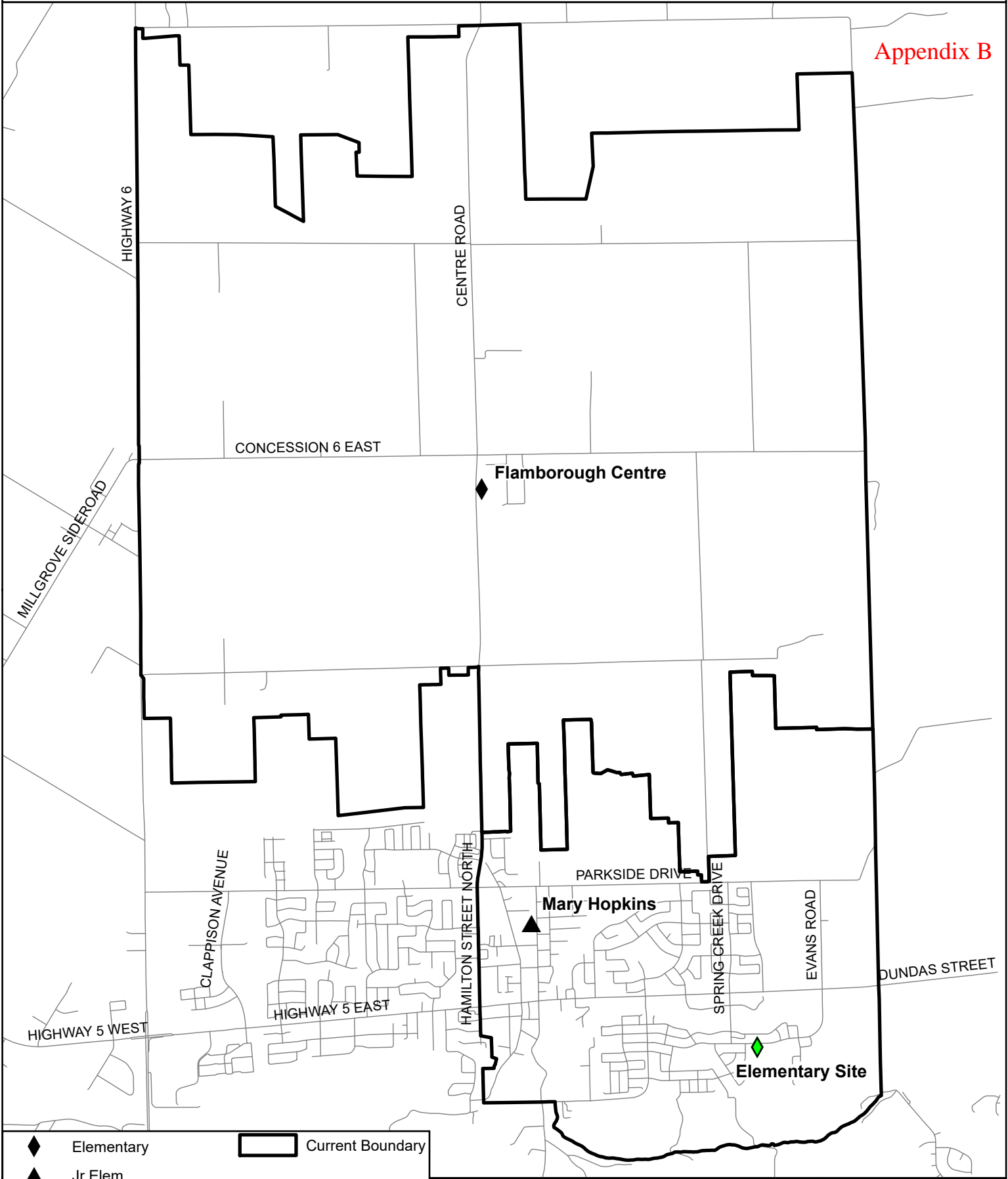


Planning Area	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	Remaining
<b>North Secondary</b>														
Delta	Complete								Closed		Sold			
Bernie Custis									Open					
Glendale	Complete													
Orchard Park	Complete													
Parkview	Complete			Closed										
Sir John A. Macdonald	Complete								Closed					
Sir Winston Churchill	Complete													
<b>South Secondary</b>														
Barton	Complete			HS	HS	HS	HS	HS	HS	Closed				
Hill Park	Complete			Closed										
Mountain	Complete						Closed	Sold						
Nora Frances Henderson									BR	Open				
Saltfleet														
Sherwood	Complete								BR					
Sir Allan MacNab	Complete								BR					
Westmount														
<b>West Secondary</b>														
Ancaster High	Complete													
Dundas Valley	Complete													
Parkside	Complete			Closed	Sold									
Waterdown														
Westdale	Complete													

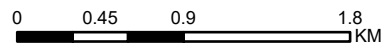
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# Flamborough Centre and Mary Hopkins Proposed Boundary Review

Appendix B



- ◆ Elementary
  - ▲ Jr Elem
  - Middle School
  - Secondary
  - ◆ Elementary School Site
- ▭ Current Boundary



**HWDSB**

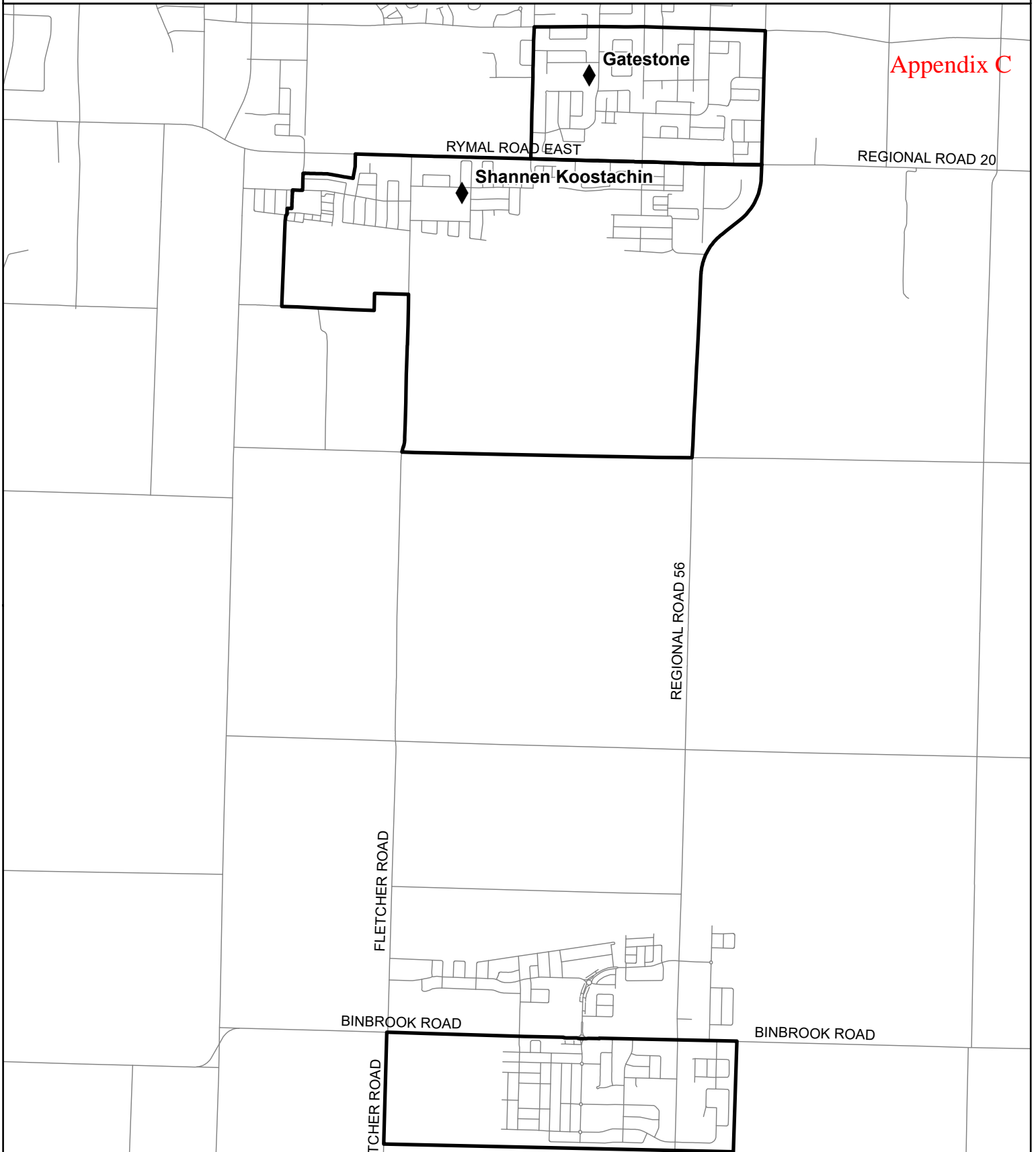
April 2023

Planning and Accommodation


# Gatetstone and Shannen Koostachin Proposed Boundary Review





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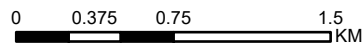
Appendix C



## Schools

 Current Boundary

-  Elementary
-  Jr Elem
-  Middle School
-  Secondary



**HWDSB**

April 2023

Planning and Accommodation