



**DISTRICT EDUCATION COUNCIL  
Superintendent's Monitoring Report**

<b>POLICY NAME</b>	<b>Effective Use of Schools</b>		
<b>POLICY NUMBER</b>	<b>ASD-W-EL6</b>	<b>Number of Reports per year</b>	<b>2</b>
<b>Date of Report</b>	<b>May 18, 2017</b>		
<b>Date of Previous Report (s) This School Year</b>	<b>January 26, 2017</b>		
<b>Date of Future Report (s) This School Year</b>	<b>N/A</b>		
<b>Report Filed by:</b>	<b>David McTimoney, Superintendent</b>		
<b>Report Supported by:</b>	<b>Dianne Kay, Director of Curriculum and Instruction (CI)</b> <b>Shawn Tracey, Director of Finance and Administration</b> <b>Philip Cliff, Facilities Manager</b> <b>Janice Webber, Administrative Assistant to the Director of CI</b>		

- **Policy calls for the Superintendent to inform the District Education Council (DEC) of potential changes to program offerings, grade level configurations, school boundaries and school facilities. The policy also calls for the Superintendent to report on enrolment projections and functional capacity ratings. Also included in the policy is the responsibility of DEC to appoint a project team to investigate potential changes related to the Superintendent reports and recommendations as well as taking into account capital construction priorities and transportation implications. The project team is supposed to present recommendations to the DEC in October of the year prior to any anticipated implementations, with anything formally accepted by DEC shared with the public through a consultation process. Any final decisions made by DEC for implementation changes are to be made no later than March of the preceding year of implementation. It is noted that, where warranted, the DEC may authorize changes identified by the Superintendent without following the two-year process, exercising discretion for a more direct route if the changes are minor in nature or a more-timely implementation is required.**
- **Currently, in Anglophone West School District, there are 69 schools.**
- **ASD-W has a host of modular classrooms (31) at various schools in our district. These schools, and the corresponding number of modular classrooms, include: Connaught Street School (1), Devon Middle School (2), Florenceville Elementary School (2), Forest Hill Elementary School (1), Gagetown School (3), Gibson Neill Memorial Elementary School (3), Harvey Elementary School (1), Keswick Ridge School (2), Leo Hayes High School (8), Liverpool Street Elementary School (3), Montgomery Street Elementary**

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**School (1), Nashwaaksis Memorial Elementary School (1) and Priestman Street Elementary School (3). In addition to this and in preparation for the 2017-18 school year, the district anticipates adding eight new modular classrooms located at Barkers Point Elementary School (1), Garden Greek Elementary School (1), Gibson-Neill Memorial Elementary School (2), Montgomery Street Elementary (1), Nashwaaksis Memorial Elementary School (2), Priestman Street Elementary School (1). This will bring our total number of modular classrooms to 39.**

- **The Functional Capacity Rating is a percentage that describes the enrolment in comparison with available classroom space. The 2016-17 Functional Capacity values are found in Appendix A. Functional Capacity ratings less than 60% would suggest that there is available space in the building. Capacity ratings above 80% would suggest that the school is fairly full based on space available. The rating is an important value as it may serve as a trigger in launching a sustainability study. Those triggers include a functional capacity rating of less than 30% or an enrollment of less than 100 students. The functional capacity definition may differ slightly between district and province depending on the accepted number of “homeroms” and the high school adjustment factor.**
  
- **According to the trigger definitions in Provincial Policy 409 – Multi Year School Infrastructure Planning, ASD-W has 5 official schools that are triggered and not subject to default exemption: Chipman Forest Avenue School (26.1%), Doaktown Elementary School (69 students), McAdam Avenue Elementary School (74 students), Minto Memorial High School (27.7%) and Gagetown School (91 students). Triggers are discussed more in ASD-W-EL7 Sustainability of Schools (next report). These functional capacity ratings reflect the EECD capacity ratings based on their definitions of classroom designations.**
  
- **The Multi-Function Infrastructure Proposal, which contains the Major Capital Construction Projects and Capital Improvement Projects, must be approved by the DEC each year and submitted to EECD by May 31. This proposal presentation is found in Appendix D.**
  
- **A snapshot list of the first 39 projects representing \$2 713 000 in the Capital Improvement Project list is included in Appendix E. The total number of projects in the ASD-W database is 508 and has a dollar figure of approximately \$64 309 433.**

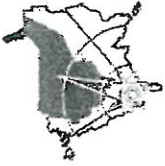
**Appendices:**

- **Appendix A – Functional Capacity Figures**
- **Appendix B – District Multi-Year School Infrastructure Plan**
- **Appendix C – Capital Improvement Project List**

**Superintendent’s Signature:** \_\_\_\_\_

**DEC Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



Facilities Department

Functional Capacity Definitions

Original Classroom Space – an average sized space in the school that can be used as a teaching space with a maximum allotment of students.

Music – a room the school has deemed as the music room. This room may or may not include sound proofing, risers, and acoustic panels.

Art – a teaching space, approximately the size of a classroom or slightly larger, that is used primarily for Art in the school.

Library – a room designated for the school library, it may be a specially designed space or originally built as a classroom.

Resource/Literacy – a teaching space, approximately half the size of the average classroom, which can be used for smaller groups of students.

Broad Based Technology/Computer Lab – a teaching space with multiple computer work stations.

Home Economics – a teaching space with kitchenette(s) specifically designed for this purpose.

Automotive Lab – a teaching space with optional hoists and open vehicles bays.

Carpentry Lab – a teaching space with carpentry tools and workshop space.

Science Lab – a classroom equipped with sinks, tables and counters for experiment purposes.

Gymnasium – a large multi-purpose room or full gymnasium used for the purpose of playing games.

Cafeteria – a seating area for a portion/all of the students during lunch periods.

Office – a space for the office area which may include a reception area, admin assistant space, Principal and Vice-Principals office.

Staff Room, Lounge, Workroom – a working space possibly shared with working tables, copier, seating area and possible kitchenette.

Classroom Capacity – for the ease of calculation these factors are used for consideration of the maximum capacity within the classrooms in the various school grade configurations:

Grade Configuration	Factor	Grade Configuration	Factor
K – 2	21	3 – 5	28
K – 5	24	6 – 8	29
K – 8	26	6 – 12	29
K – 12	26	9 – 12	29



FUNCTIONAL CAPACITY

Education Centre	School	Official Enrolment September 2016	Number of Classrooms	Capacity (Without Modular Classrooms)	Functional Capacity 2016 (Without Modular Classrooms)	Number of Modular Classrooms	Functional Capacity 2016 (With Modular Classrooms)
Woodstock	<b>Andover Elementary</b>	285	25	600	47.50%		
Oromocto	<b>Assiniboine Avenue</b>	251	18	378	66.40%		
Oromocto	<b>Barkers Point</b>	347	18	432	80.32%		
Woodstock	<b>Bath Community</b>	188	11	286	65.73%		
Fredericton	<b>Bliss Carman</b>	583	24	696	83.76%		
Woodstock	<b>Bristol Elementary</b>	114	8	192	59.38%		
Oromocto	<b>Burton Elementary</b>	48	3	63	76.19%		
Oromocto	<b>Cambridge-Narrows</b>	173	14	364	47.53%		
Woodstock	<b>Canterbury High</b>	179	11	286	62.59%		
Woodstock	<b>Carleton North High</b>	459	27	783	58.62%		
Woodstock	<b>Centerville Community</b>	189	17	442	42.76%		
Fredericton	<b>Central NB Academy</b>	231	14	406	56.90%		
Oromocto	<b>Chipman Elementary</b>	114	16	384	29.69%		
Oromocto	<b>Chipman Forest Avenue</b>	169	20	580	29.14%		
Fredericton	<b>Connaught Street</b>	298	16	384	77.60%	1	73.04%
Oromocto	<b>Devon Middle</b>	530	24	696	76.15%	2	70.29%
Fredericton	<b>Doaktown Elementary</b>	69	10	240	28.75%		
Woodstock	<b>Donald Fraser Memorial</b>	120	14	336	35.71%		
Woodstock	<b>Florenceville Elementary</b>	225	12	288	78.13%	2	66.96%
Woodstock	<b>Florenceville Middle</b>	206	17	493	41.78%		
Fredericton	<b>Forest Hill</b>	159	7	147	108.16%	1	94.64%
Fredericton	<b>Fredericton High</b>	1900	97	2813	67.54%		
Oromocto	<b>Gagetown</b>	91	8	208	43.75%	3	31.82%
Fredericton	<b>Garden Creek</b>	297	15	360	82.50%		
Oromocto	<b>Geary Elementary</b>	171	12	288	59.38%		
Fredericton	<b>George Street Middle</b>	727	34	986	73.73%		
Oromocto	<b>Gesner Street</b>	251	19	399	62.91%		
Oromocto	<b>Gibson-Neill Memorial</b>	615	26	624	98.56%	3	88.36%
Oromocto	<b>Harold Peterson Middle</b>	337	26	754	44.69%		
Woodstock	<b>Hartland Community</b>	541	27	702	77.07%		
Fredericton	<b>Harvey Elementary</b>	192	11	264	72.73%	1	66.67%
Fredericton	<b>Harvey High</b>	227	12	348	65.23%		
Oromocto	<b>Hubbard Avenue Elem</b>	298	18	504	59.13%		
Woodstock	<b>John Caldwell</b>	425	30	780	54.49%		
Fredericton	<b>Keswick Ridge</b>	178	9	234	76.07%	2	67.42%
Fredericton	<b>Keswick Valley Memorial</b>	225	16	416	54.09%		
Fredericton	<b>Kingsclear</b>	68	7	168	40.48%		
Oromocto	<b>Leo Hayes High</b>	1686	57	1653	102.00%	8	89.44%
Oromocto	<b>Lincoln Elementary</b>	172	12	288	59.72%		

FUNCTIONAL CAPACITY

Fredericton	<b>Liverpool Street</b>	353	14	392	90.05%	3	74.16%
Fredericton	<b>McAdam Avenue</b>	74	9	216	34.26%		
Fredericton	<b>McAdam Elementary</b>	66	10	240	27.50%		
Fredericton	<b>McAdam High</b>	89	13	377	23.61%		
Woodstock	<b>Meduxnekeag Consolidated</b>	627	30	780	80.38%		
Oromocto	<b>Minto Elementary/ Middle</b>	342	30	780	43.85%		
Oromocto	<b>Minto Memorial High</b>	154	14	406	37.93%		
Fredericton	<b>Montgomery Street</b>	190	9	216	87.96%	1	79.17%
Woodstock	<b>Nackawic Elementary</b>	241	16	384	62.76%		
Woodstock	<b>Nackawic Middle</b>	138	17	493	27.99%		
Woodstock	<b>Nackawic High</b>	257	18	522	49.23%		
Fredericton	<b>Nashwaak Valley</b>	121	7	168	72.02%		
Fredericton	<b>Nashwaaksis Memorial</b>	280	14	336	83.33%	1	77.78%
Oromocto	<b>Nashwaaksis Middle</b>	597	35	1015	58.82%		
Fredericton	<b>New Maryland</b>	469	33	792	59.22%		
Oromocto	<b>Oromocto High</b>	1079	57	1653	65.28%		
Fredericton	<b>Park Street</b>	408	21	504	80.95%		
Woodstock	<b>Perth-Andover Middle</b>	179	11	319	56.11%		
Fredericton	<b>Priestman Street</b>	534	26	624	85.58%	3	76.72%
Oromocto	<b>Ridgeview Middle</b>	289	27	783	36.91%		
Fredericton	<b>Royal Road</b>	405	19	456	88.82%		
Woodstock	<b>Saint Mary's Academy</b>	200	13	338	59.17%		
Woodstock	<b>Southern Victoria High</b>	276	25	725	38.07%		
Fredericton	<b>Stanley Consolidated</b>	250	25	650	38.46%		
Oromocto	<b>Summerhill Street</b>	258	19	532	48.50%		
Oromocto	<b>Sunbury West</b>	226	23	598	37.79%		
Woodstock	<b>Tobique Valley High</b>	188	20	580	32.41%		
Woodstock	<b>Townsvew</b>	585	30	780	75.00%		
Fredericton	<b>Upper Miramichi Elem</b>	107	14	336	31.85%		
Woodstock	<b>Woodstock High</b>	581	30	870	66.78%		

Anglophone West School District  
Capital Improvement Plan  
2018-2019

Appendix C

Unit Priority	School	Type	Comment	Possible Timeframe based on historical funding
1	Harvey High School (ASD-W)	Fire Alarms	Increase db rating of bells/horns as per investigation of DTI after alarm upgrade.	2018-2019
2	Barkers Point Elementary School (ASD-W)	Fire Alarms	To Replace the fire alarm panel system. Estimate provided March 2014.	2018-2019
3	Nackawic Senior High School (ASD-W)	Roofs	Replace roof canopies and through wall flashing. Roof 10 (236 sqft) & 11 (161 sqft). This will require thorough investigation to determine the scope to stop water from entering through the roof deck into the main part of the building.	2018-2019
4	Saint Mary's Academy (ASD-W)	Roofs	Roof # 9 roof replacement. Note: Estimated costs April 2017	2018-2019
5	Garden Creek School (ASD-W)	Roofs	Replace canopy roofs 4 (42sqm) & 9 (33 sqm); 75 Sq m	2018-2019
6	Nashwaaksis Middle School (ASD-W)	Exterior Windows	Exterior Window replacements. This will be a 2/2 phase project to replace all exterior windows. This second phase will complete the remaining 36 windows of the rear of the school and windows between the gym and the library.	2018-2019
7	Priestman Street Elementary School (ASD-W)	Site Improvement	Student Pickup/Drop Off Area, paving, increase parking, asphalt replacement, line painting.	2018-2019
8	Woodstock High School (ASD-W)	Technology Labs	To renovate current BBT lab into Automotive shop, create room into Welding lab.	2018-2019
9	McAdam High School (ASD-W)	Ventilation System	Remove existing fluid cooler, including dampers, controls and duct connections. Install new closed circuit fluid cooler, low leakage dampers with new actuators, duct connections, vibration isolation and controls. Install new plate and frame heat exchanger with separate pumping and glycol fill station to provide frost protection to the fluid cooler circuit (include glycol). Install new piping on both sides of new heat exchanger. Roofing repairs and electrical connections included in the estimate.	2018-2019
10	Minto Elementary Middle School (ASD-W)	Site Improvement	Excavate and reinstall new sub base and base then repave, Approximate area is 305 square meters. This is the section of road that goes down between the school and ball field.	2018-2019

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11	Andover Elementary School (ASD-W)	Heating System	To upgrade the heating system in the original portion of the school constructed in 1957. The portion constructed in 1966 has been completed with some piping modifications in the boiler room in 2016.	2018-2019
12	Saint Mary's Academy (ASD-W)	Other	Finish the control upgrade to the rest of the school	2018-2019
13	Park Street Elementary School (ASD-W)	Site Improvement	Pave area facing Longwood Drive for staff parking. May need to add 1 or 2 catch-basins. Also, install raised sidewalk along bus entrance (student safety concern). Also, install curb along lower end of main parking lot (reduce runoff from property).	2018-2019
14	McAdam Elementary School (ASD-W)	Thermostat and Controls	Control system upgrade (Head End is complete. Zone valves and thermostats need replaced)	2018-2019
15	Nashwaaksis Middle School (ASD-W)	Heating System	Remove existing cooling tower, including dampers, controls and duct connections. Install new closed circuit cooling tower, low leakage dampers with new actuators, duct connections, vibration isolation and controls. Remove and clean or replace plates as necessary in the existing ITT plate ad frame heat exchanger to restore unit to its original performance. Add glycol fill station to provide frost protection to the tower circuit. Replace all piping on tower side of heat exchanger. Re-pipe makeup water connection and drain. Reinstall circulating pumps. All electrical connections included in estimate.	2018-2019
16	John Caldwell School (ASD-W)	Other	2 Humidifiers in HVAC system freeze up due to there location. They need to be replaced and relocated. humidifiers serving each of the two gyms could be replaced as well as they are old and new ones would allow better control of the system.	2018-2019
17	Minto Elementary Middle School (ASD-W)	Other	Replace heat wheel and controls.	2018-2019
18	George Street Middle School (ASD-W)	Site Improvement	400 sq m parking lot in front of building is pitted. Repaving would improve drainage, improve accessibility, and plowing. Address deteriorating manholes, line painting, and patch pave out back.	2018-2019
19	Donald Fraser Memorial School (ASD-W)	Site Improvement	Parking & Driveway, paving	2018-2019
20	Forest Hill Elementary School (ASD-W)	Washrooms	Upgrade one washroom. Convert to a universal washroom. Create additional storage space for custodial.	2018-2019

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21	Hubbard Avenue Elementary School (ASD-W)	Other	Bathroom renovations. Washrooms located down past gym going thru the lobby.	2018-2019
22	Sunbury West School (ASD-W)	Other	Gym floor, reline and resurface.	2018-2019
23	Bristol Elementary School (ASD-W)	Site Improvement	Paving - upper side - staff parking lot is gravel.	2018-2019
24	Royal Road Elementary School (ASD-W)	Exterior Doors	All exterior doors (6 double doors and 6 single doors) to be replaced. Move video intercom to vestibule. This will be an aluminum entrance with steel side doors around the school.	2018-2019
25	Park Street Elementary School (ASD-W)	Exterior Doors	Replace 3 sets of double doors on "old" side of building.	2018-2019
26	Connaught Street School (ASD-W)	Walk way	Replace concrete step at main entrance and adjacent walkway. Estimated costs to repair dated March '16.	2018-2019
27	Nashwaaksis Memorial School (ASD-W)	Exterior Doors	Replace 3 sets of exterior doors. In poor condition and need constant maintenance.	2018-2019
28	Nackawic Senior High School (ASD-W)	Exterior Doors	14 exterior doors	2018-2019
29	Chipman Forest Avenue School (ASD-W)	Other	Replace the 4 existing humidifiers plus add humidification to the gym.	2018-2019
30	Montgomery Street Elementary School (ASD-W)	Washrooms	Renovate 2 washrooms by gym	2018-2019
31	Hubbard Avenue Elementary School (ASD-W)	Floors	Refinish Gym Floor 381 sqm. & Stage Floor 116 sqm. Total area 497. NOTE: Estimated costs updated in Sept'16.	2018-2019
32	Nashwaaksis Middle School (ASD-W)	Other	This is to remove the existing carpet in the music room and replace it with new Eco Guard Enhanced Urethane Tile 24" x 24". This also includes the steps and ramp.	2018-2019
33	New Maryland Elementary School (ASD-W)	Floors	Remove carpets in Kindergarten classrooms in the recessed and elevated areas. The replacement flooring will be non-wax flooring.	2018-2019
34	Connaught Street School (ASD-W)	Washrooms	To upgrade student washrooms with new partitions, tiles, and fixtures.	2018-2019
35	Harvey High School (ASD-W)	Site Improvement	Paving and Concrete replacement in front of main entrance	2018-2019
36	Canterbury High School (ASD-W)	Exterior Windows	Replace two sets of double doors at Gym entrance breezeway, repair window build outs in main school where required.	2018-2019
37	Ridgeview Middle School (ASD-W)	Lift	Elevator #2 of 2 including bldg access. NOTE: Estimated costs updated in Aug'11.	2018-2019
38	Nashwaaksis Middle School (ASD-W)	Exterior Doors	Replace 7 sets of aluminum doors and frames, 6 double door sets and 1 single door set( does not include main entrance or Fieldhouse).	2018-2019



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39	Gesner Street Elementary School (ASD-W)	Exterior Doors	Need to replace the double set of exterior doors located at the end of the school by visitors parking lot. The current doors are not exterior grade doors. Scope Review: should this project include all exterior doors and include a vestibule at the main entrance by office?	2018-2019
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**2018-2019 Select Projects, 39 Projects, \$2,713,000**  
**Total of 483 Projects in the list for a total of \$61,837,433**