

## **Sustainability Study – McAdam Elementary School Financial Considerations**

In order to do some financial comparisons, we need to consider the “What If” scenarios that would be most likely if the District Education Council voted in favor of closing McAdam Elementary School and the Minister of Education and Early Childhood Development approved the movement of students to another location. The “What If” scenario for this particular study is:

- Move students from McAdam Elementary School to McAdam High School, forming a new, K-12 school configuration.

NOTE: this is the only scenario being considered by the District Education Council for this study.

### **Staffing Information and Implications**

- Teacher staffing is conducted based on a series of formulas that are related to student enrolment.
- In reviewing the numbers to assign staff for 2015-16, we used enrollment from the Spring of 2015.
- Classroom FTE (Full Time Equivalent; number of teachers) is assigned by formula, knowing that there is a maximum class size for classrooms as indicated in the Teacher’s Collective Agreement
  - 1.1 FTE per classroom at the elementary level
  - 1.2 FTE per classroom at the middle level
  - 1.0 FTE per 12.4 students for first 100 at high school level (minimum 5.0 FTE)
  - 1.0 FTE per 19.7 students for next 300 at high school level
- Guidance FTE is assigned at 1.0 FTE per 502 students (topped up where it can be).
- Resource FTE is assigned at 1.0 FTE per 180 students (topped up where it can be).
- Administration FTE is assigned at 1.0 FTE per 275 students (topped up where it can be).
- The number of school administrators is assigned according to the number of teachers; 1 principal is provided to a school with less than 12.6 FTE, 1 principal and 1 vice-principal is provided to a school with 12.6 FTE or more, but less than 37.6 FTE.
- Top-ups in FTE are assessed year to year.
- Education Assistants are assigned based on need and on an annual basis.
- Library Assistants are assigned based on a formula of 1.0 per 870 students; it is based on a 36.25 hour work week, so part time library assistants are most common (there are times when a public library is within the school and a Library Assistant is not under Education).
- Administrative Assistants are assigned at a minimum of one full-time per school (36.25 hours per week), with top-up for larger schools. One full-time administrative assistant works 12 months per year at each high school setting. The remainder work 10 months per year.
- Custodial Staff are assigned based on square footage of the facility.
- All staff are paid based on scales within their collective agreements.

- Principals and vice-principals are paid a responsibility allowance (based on enrolment and years of experience in the position).
- Please see Appendix A for data on enrolment and staff.
- Annual savings due to staffing process for the K-12 Scenario:
  - \$6 628 due to one less principal at Year 3, Small School, including employer costs and taking into account the addition of one vice-principal at Year 3, Small School size
  - \$33 736 due to 1.0 less administrative assistant, including employer costs
  - \$56 505 due to 1.38 less custodian, including employer costs
- Total annual savings for staff for the K-12 Scenario is **\$96 869**.

#### Global School Budgets and Operational Facility Budgets

- Global school budgets and Operational Facility Budgets are assigned on an annual basis according to a number of different formulas. Enrolment is often a key factor. They are used to support student learning and operate the facility.
- Since amalgamation, we have adjusted school budgets to ensure that significant decreases do not occur all at once, if a decrease is required; we ensure that any budget reductions do not go further than 2.5% (likewise, if it grows, we cap at 2.5%). If this were not to be in place, the global budgets based on our enrolment and formulas would have yielded a variety of different amounts:
  - McAdam Elementary School would have had a decrease of 43% and they ended up with a decrease of only 2.5%
  - McAdam High School would have had a decrease of 38% and they ended up with a decrease of 2.5%.
- Please see Appendix B for details on global school budgets and facility operational budgets for potential annual savings; this is data as projected by our Budget and Accounting Team.
- Total annual savings from global school budgets and facility operational budgets are **\$53 739**.

#### Transportation Costs

The scenario of a K-12 setting at McAdam High School as opposed to the current K-5 and 6-12 settings would result in no savings in the area of transportation.

#### Capital Improvement Avoidance

- Schools have a number of projects listed on the Capital Improvement Project database. Each year, a number of projects are prioritized and submitted to government for approval.
- If a school were to close, the projects would then not be necessary and be removed from the list for consideration.
- Projects vary in terms of priority/need; some are necessary in a timely manner and some are not; some projects may be for aesthetic improvement as well.

- Estimates for projects are based on formulas and historic costs – they are estimates and not actual quotes; the Department of Education and Early Childhood Development and the Department of Transportation and Infrastructure are involved in capital construction projects.
- The capital improvements currently on the list for McAdam Elementary School include:
  - Repaving in the parking lot
  - Repairing walkways
  - Recapping Roof #4
  - Masonry Repairs
  - Replacement of one set of exterior doors
  - Replacement of the boiler
  - Upgrading the controls system
  - Switchgear cleaning and repair
  - Installing three new receptacles in each classroom
  - Replacing carpet with vinyl tile
  - Upgrades to classrooms
- These projects amount to approximately \$456 500.

#### **Facility Improvements Required Should a Move Occur**

The high school would require some modifications to support the elementary student arrival and daily use. The middle school presently has 13 classroom spaces. The elementary and middle school classes would require 7 spaces next year, so an addition would not necessarily be required.

Modifications to consider for the existing school would be:

- Washroom modifications – lower the urinals to accommodate K-5 students; water fountains are currently at barrier free height. (\$2 500)
- Smartboards may need to be lowered or installed at a height appropriate for K-1 grade levels. (\$2 000)
- Consideration for the use of the recessed lockers; the locker doors could be removed and hooks inside lowered instead of removing the locker banks. (\$2 000)
- Gym basketball nets – change out the backboards to accommodate lowering for elementary level (\$3 600)
- Relocation of smartboards and fm systems that would be coming from the elementary school (could carry \$1 500 for \$300/classroom for connections and installation costs)
- Stairwell handrails/guardrail upgrades (presently the handrails allow for smaller children to pass through) (\$50 000) (Appendix C)
- Relocation of existing school furniture and resource materials (\$5,000)

Parking Lot consideration: the property at McAdam High School is a relatively small property of approximately 1 acre surrounding the school itself. Parking is limited with parking along the front of the school and to the right side. At present, the parking lot is often full with vehicles during the school day. (Appendix D)

Playground consideration: the equipment located at McAdam Elementary School is on the school property. The McAdam High School property has a ball field/green space/soccer field at the rear of the school which appears to have been landscaped in 2010. A location for a playground space at the high school would need to be determined. There is not a lot of space and it could have an impact on the field that is currently available for use. NOTE: the facilities team is examining the potential of moving the playground equipment and the associated estimate of cost. If the playground can't be moved, the traditional cost we assign to the creation of a new playground is \$80 000. This can be more, depending on the equipment desired. Playground costs are normally covered through money that is gained through fundraising. The Province has traditionally awarded an \$80 000 amount for playgrounds when a new school is established.

Renovation and Construction considerations: the high school has asbestos containing plaster walls which are not an immediate risk to students as it is contained. This becomes an issue when we start to consider renovations and tasks where cutting and drilling into the walls will need to be done by following the regulations (asbestos abatement) and can increase costs to projects compared to other schools.

#### **TOTAL ANNUAL SAVINGS**

- SCENARIO K-12 – \$150 608

#### **ONE-TIME COST AVOIDANCE**

- SCENARIO K-12 - \$456 500 (because McAdam Elementary School as a building would close)

#### **ONE-TIME EXPENSE**

- SCENARIO K-12 - \$146 600 (including \$80 000 for playground)
- Please note: A principal and vice-principal is hired for a five year term. Should a school close and the principal and/or vice-principal not retire, resign or assume another school position of responsibility within the district, the employee continues to earn the responsibility allowance with the new assignment for the remainder of his or her five year term. The expectation is that the employee will still contribute in a leadership capacity within the new assignment. The future assignment for the principal of this particular school is not be known at this time of the study.

# Appendix A

8 Kindergarten Registrations for 16-17 as of Oct/15

Grades - Enrollment	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
2015-16														
McAdam Elementary School	18	10	9	10	8	9								64
McAdam High School						14	11	14	14	16	15	17	15	102
2016-17 Projections														
McAdam Elementary School	12	18	10	9	10	8								67
McAdam High School							9	14	11	14	16	15	17	96
2016-17 Projections - K-12 School														
McAdam K-12 School	12	18	10	9	10	8	9	14	11	14	16	15	17	163
	<b>K-5 FTE</b>	<b>6-8 FTE</b>	<b>9-12 FTE</b>	<b>Admin</b>	<b>Guide</b>	<b>Res</b>	<b>Total FTE</b>	<b>Actl FTE</b>	<b>Fct Cpy</b>	<b>EA</b>	<b>LA</b>	<b>AA</b>	<b>Clean</b>	
2015-16														
	By Formula													
McAdam Elementary School	5.50			0.23	0.13	0.36	6.22	6.60	33.3	3.00	0.09	1.00	1.38	
McAdam High School		2.40	5.08	0.37	0.20	0.57	8.62	10.00	27.1	6.00	0.14	1.00	2.28	
2016-17 Projections														
McAdam Elementary School	5.50			0.24	0.13	0.37	6.24		34.9	3.00	0.08	1.00	1.38	
McAdam High School		2.40	5.00	0.35	0.19	0.53	8.47		25.5	6.00	0.11	1.00	2.28	
2016-17 Projections - K - 12 School														
McAdam K-12 School	5.50	2.40	5.00	0.59	0.32	0.91	14.72		48.2	9.00	0.19	1.00	2.28	

- FTE = Full Time Equivalent
- Admin = Administration
- Guide = Guidance
- Res = Resource
- Actl FTE = Actual FTE Assigned
- Fct Cpy = Functional Capacity
- EA = Educational Assistant
- LA = Library Assistant
- AA = Administrative Assistant
- Clean = Cleaning Staff

12 is a revised K projection based on registrations and historical trends  
Slightly overstaffed in LA in 2015-16; numbers not reflective of formula

Appendix B

**Estimated Cost Summary Based on Scenarios**

**2015-16**

School	Budget Costs	Facilities Costs	TOTAL
McAdam Elementary	13,733.89	57,696.00	71,429.89
McAdam High	18,513.07	123,782.00	142,295.07
<b>TOTAL</b>	<b>32,246.96</b>	<b>181,478.00</b>	<b>213,724.96</b>

**2016-17 Scenario - Status Quo Projection**

School	Budget Costs	Facilities Costs	TOTAL
McAdam Elementary	13,390.54	59,039.00	72,429.54
McAdam High	18,050.25	124,841.00	142,891.25
<b>TOTAL</b>	<b>31,440.79</b>	<b>183,880.00</b>	<b>215,320.79</b>

**2016-17 Scenario K-12 Projection**

School	Budget Costs	Facilities Costs	TOTAL
McAdam Elem/High	31,440.78	130,141.00	161,581.78
<b>TOTAL</b>	<b>31,440.78</b>	<b>130,141.00</b>	<b>161,581.78</b>

## School Budget and Facilities Cost Scenarios

### 2015-16 Budget

School	Instructional P71100	Administration P72100	Co/Extra Trp P75200	PSSC P76100	Healthy Minds P73114	Total
McAdam Elementary	9,967.78	2,459.58	517.81	195.25	593.47	13,733.89
McAdam High	14,017.80	3,458.94	728.20	308.13	-	18,513.07

### 2016-17 Budget - Status Quo Projection

School	Instructional P71100	Administration P72100	Co/Extra Trp P75200	PSSC P76100	Healthy Minds P73114	Total
McAdam Elementary	9,695.84	2,392.48	503.68	198.50	600.04	13,390.54
McAdam High	13,655.09	3,369.44	709.36	316.36	-	18,050.25

### 2016-17 Budget Scenario K-12 Projection

School	Instructional P71100	Administration P72100	Co/Extra Trp P75200	PSSC P76100	Healthy Minds P73114	Total
McAdam Elem/High	23,350.93	5,761.92	1,213.04	514.85	600.04	31,440.78

### 2015-16 Facilities Costs Estimates

School	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Cleaning Supplies	Minor Repairs	Total
McAdam Elementary	36,161.00	6,904.00	1,569.00	6,070.00	-	1,846.00	5,146.00	57,696.00
McAdam High	80,187.00	7,778.00	2,430.00	8,211.00	-	4,196.00	20,980.00	123,782.00

### 2016-17 Facilities Costs Estimates - Status Quo Projection

School	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Cleaning Supplies	Minor Repairs	Total
McAdam Elementary	37,000.00	7,000.00	1,569.00	6,070.00	-	1,900.00	5,500.00	59,039.00
McAdam High	81,000.00	8,000.00	2,430.00	8,211.00	-	4,200.00	21,000.00	124,841.00

### 2016-17 Facilities Costs Estimates-Scenario K-12 Projection

School	Electricity	Water & Sewer	Garbage Removal	Ground Maintenance	Heating Fuel	Cleaning Supplies	Minor Repairs	Total
McAdam Elem/High	85,000.00	9,000.00	2,430.00	8,211.00	-	4,500.00	23,000.00	130,141.00

Appendix C









