



Accommodation Review

Recommendations from Administrative Council

Consolidation of Central Administrative Services

Mandate

The mandate of Administrative Council is to make recommendations on the possible consolidation of the administrative and support services (Board Office, Gord Ewin Centre for Education, Educational Media Centre, Computer training lab, Computers in Education staff, Computer Technicians, Maintenance Shop) into one site in conjunction with Sudbury South Accommodation Review time lines.

Membership

Rainbow District School Board's Administrative Council is made up of Director of Education Norm Blaseg, Superintendent of Business Diane Cayen-Arnold and Superintendents of Schools, Bruce Bourget, Ada Della Penta, Lesleigh Dye and Sharon Speir.

Data

The following data provided the basis for the review of facilities.

Service	Current Location	Current Area (sq. ft.)	Number of Staff
Board Office	Young Street	15,931	50
Gord Ewin Centre for Education	Lo-Ellen Park SS	8,269	37
Educational Media Centre	Lively DSS	4,502	10
Computer Technicians	Lively DSS	2,677	14
Computer Training Lab + staff	Northeastern ES	3,085	4
Maintenance Shop	Lockerby CS	2,398	14
	Total	<u>36,862</u>	<u>129</u>

Site	09/10 OTG	Central administrative service	Revised OTG	09/10 ADE	Utilization	
					Current	Revised
Lo-Ellen Park SS	765	Ctre for Ed: 8269 sf, 3 shops, 1 class; OTG increase by 84	849	771	101%	91%
Lively DSS	805	Ed Media Ctre: 4502 sf, 3 class, OTG increase by 63 and Comp. Technicians: 2677 sf, 1 class, OTG increase by 21	889	566	70%	64%
Northeastern ES	687	Comp. Training Lab + staff: 3085 sf, 2 class, OTG increase by 42	729	531	77%	73%
Lockerby CS	1,158	Maint: 2398 sf, 1 shop, OTG increase by 21	1,179	954	82%	81%

Utilization Rating		Ministry On the Ground Capacity (OTG):
Good	>79%	Number of pupil places available in a school.
Fair	70% to 79%	
Poor	50% to 69%	Average Daily Enrolment (ADE):
Critical	<50%	October 31 st at 50% plus March 31 st at 50%

In reviewing the consolidation of central administrative services, the Administrative Council considered at available space in Rainbow Schools only. For financial reasons, non-Board properties or lease options were not considered.

Potential Site	Existing Area Available (sq. ft.)	Comments
Wembley PS	35,941	Estimated capital budget \$4.25 - \$4.85M
MacLeod PS	Main building: 27,059 Annex: 17,625	Site can accommodate central administrative services and a school Estimated capital budget \$9.7M

Recommendation

That Central Administrative Services remain at their current locations.

That a cost analysis be conducted by 2011 to assess capital needs at the Board Office, such as upgraded heating and ventilation systems, and to reconfigure the interior of the Board Office at 69 Young Street to include a reception area in the main foyer.

That an analysis of parking requirements for the Board Office, 69 Young Street, be conducted and that the availability and cost of additional parking be pursued by 2011.

Rationale

The Administrative Council recognizes that there are limited capital dollars for facility renewal.

Removing the central administrative services currently located in schools increases surplus space in those facilities.

In 2008, the Board approved the following motion as part of the Sudbury West Accommodation Review:

That non-student use be considered for Lively District Secondary School.

As a result, the Educational Media Centre and the Computer Technicians were relocated in 2008-2009 from Sudbury Secondary School to Lively District Secondary School.

The Ministry of Education does not provide additional capital funding for administrative buildings.

While the consolidation of central administrative services is ideal, the Administrative Council recognizes that this is not fiscally feasible at this time.