

Secondary Valuation Template - Additional Information

General Notes

Section 2.2.4.(e)(x) of the Pupil Accommodation and Facility Organization, Independent Procedure allows Accommodation Review Committees to consider customizing the criteria within each category of valuation at its organizational meeting(s). The ARC should review and consider weighting changes for each category with a minimum weight of 1.0 and maximum weight of 3.0.

Information will be based on data from the school year in which the ARC was established unless otherwise noted.

The term “local community” refers to the area served by the designated attendance area for the School.

Dollar values used in analysis are based on the current values for the school year in which the ARC was established for pre and post analysis.

Secondary - Definitions

Item	Definition
A.7 On-the-Ground Capacity (OTG)	Calculation of a Permanent Space’s Pupil Capacity using the Ministry of Education’s SFIS (School Facilities Inventory System) database and criteria. The database calculates this Capacity loading based on identified space type, space use and the size of room as input by the Board. The OTG utilized will be extracted for the school year in which the ARC was established unless otherwise noted. OTG is calculated based on Permanent Space only. Non-Permanent Spaces, such as RCM, Port-a-Paks and Portable Classrooms are automatically loaded at zero.
A.10 Enrolment (FTE)	Enrolment is the FTE (Full-Time Equivalent) student population of the School as of October 31st of the school year in which the ARC was established and also includes students in Self-contained Special Education classes.
B.1 Urban / Rural	All Schools within the following defined communities of Ingersoll, London, Strathroy, St. Thomas, Tillsonburg, and Woodstock are identified as Urban and all other School are defined as Rural.
B.2 Percentage of students transported.	The percentage of students transported includes only students residing in the designated School attendance boundary who are eligible for transportation. This number will <u>not</u> include students who are attending for program options, out of area/choice of schools or students in Self-contained Special Education classes.

Item		Definition
B.6	Is the School Barrier-free	Barrier-free is defined as meeting the current Ontario Building Code (2006 O.B.C.) requirements.
B.7	Assessment of the safety of the School grounds, walkways and parking	The rating is based on the following criteria for the safety of School grounds, walkways and parking areas: <ul style="list-style-type: none"> • Condition • Designated student drop off • Site illumination • Containment of students • CCTV System
B.8	Assessment of the security at the School for students and staff	The rating is based on the following criteria for the prevention of unauthorized entry to the School and site: <ul style="list-style-type: none"> • Main entrance visibility • Isolated public entrances • Site illumination • Containment of students • CCTV System
C.1 C.2	Expectations realized: Grade 9 Academic Mathematics Grade 9 Applied Mathematics	This is the percentage of all students who attain the provincial standard of Level 3 achievement on the E Q A O assessment based on the most recent year.
C.3	Expectations realized: Ontario Secondary School Literacy Test Results	This is the percentage of all first time eligible students who pass the O S S L T.
C.4	School 5 year graduation rate	The graduation rate is the number of students in a grade 9 cohort who obtain an OSSD within 5 years divided by the number of students in the cohort expressed as a percentage.
D.	Staff Calculation	The determination of staff counts in both the Pre and Post Analysis is based on: Collective Agreements, Ministry of Education Guidelines and Funding, as well as Board practices.
D.10	Allocation of custodial Staff.	The number of Custodial Staff allocated to a School is calculated using the Board's current staffing formula. Where a School site does not use TVDSB Custodial Staff, the equivalent custodial FTE will be calculated based on the hours provided in the current Contract Cleaning agreement.
D.12	Additional Staff	This is the total of all additional staff provided to the School in order to offer acceptable programs.
E.1	Number of Computers in School available for student use.	The total number of existing Board approved computers available for student use and supported by Information Technology Services.

Item		Definition
F.1	Number of Classrooms in the School.	Classrooms are configured for general instructional purpose as defined in the SFIS as having a minimum 700 sq ft. They include: General Instructional Classrooms; Self-Contained Special Education Classrooms; Science Classrooms; Computer Classrooms; Music Classrooms; Technology Classrooms; etc. Classroom count is based on space type, regardless of current usage. These spaces are loaded at 21 in the SFIS.
F.2	Does the School have a Library Resource Centre?	Library Resource Centre includes a library area and may also include a computer lab in total square footage. Typically used for research or study purposes by students working independently or in groups and not directly supervised by a teacher. Standard LRC size is 5000 sq ft. This space is not loaded in the SFIS.
F.3	Does the School have a Physical Education Area?	Space used for the delivery of Physical Education curriculum, Intermural and Intra-School Sports. Space includes: gym floor, weight/ training area, change rooms, spectator bleachers and equipment storage. It may also include a stage. Standard PE space varies. The first space is not loaded, any additional will be loaded at 21.
F.4	Does the School have a Dance Classroom?	This space could also be used for aerobics. It has specialized flooring and a minimum of two mirrored walls. Standard room size is 1100 sq ft. This space is not loaded in the SFIS.
F.5	Does the School have a Dramatic Arts Classroom?	Space includes instructional area as well as storage. Standard room size is 2000 sq ft. This space is loaded at 21 in the SFIS.
F.6	Does the School have a Visual Arts Classroom?	Space includes instructional area as well as storage. Standard room size is 1450 sq ft. This space is loaded at 21 in the SFIS.
F.7	Does the School have a Playing Field?	Playing Field is defined as a standard regulation football field. This does not include a track.
F.8	Does the School have a dedicated Instrumental Music Classroom?	An Instrumental Music Classroom has special architectural features such as raised flooring, sound baffling, instrumental storage, as well as practice rooms. This space is loaded at 21 in the SFIS.
F.9	Does the School have a dedicated Vocal Music Classroom?	A Vocal Music Room is typically configured similar to an instrumental music room. Features include sound baffling and practice rooms. This space is loaded at 21 in the SFIS.
F.10	Does the School have a dedicated Learning Support Room?	A Learning Support Room is a dedicated space in which small groups of students vacate their regular classrooms for individual assistant from a Learning Support Teacher or Educational Assistant. The room is utilized for LST, ESL, Resource Withdrawal, etc. Loading for this space is dependant on room size.

Item		Definition
F.11 to F.14	Does the School have a - Biology Lab? - Chemistry Lab? - Physics Lab? - General Science Lab?	Space included instructional area as well as storage. Standard lab size is 1100 sq ft. Each science lab is loaded at 21 in the SFIS.
F.15 to F.19	Does the School have Broad Based Technology?	Broad Based Technology spaces include: Communication, Construction, Design, Manufacturing, and Transportation. These facilities are based more on an integrated technology program with multiple work stations throughout the facility. Standard BBT space varies. Each BBT space is loaded at 21 in the SFIS.
F.20	Does the School have Specialized Technology?	Specialized Technology spaces include: Health & Personal Services (Cosmetology / Gerontology), Horticulture, Hospitality and Tourism, and others. These facilities include attached classrooms and ancillary spaces. Standard Technology space varies. Each Technology space is loaded at 21 in the SFIS.
F.21	Does the School have a Family Studies Classroom?	Space included instructional area as well as storage. Standard room size is 2200 sq ft. This space is loaded at 21 in the SFIS.
F.22	Does the School have Computer Classrooms?	This is a computer lab that is scheduled throughout the day for instructional purposes. Standard room size is 1000 sq ft. This space is loaded at 21 in the SFIS.
F.23	Does the School have a Computer Aided Learning Labs?	Unscheduled computer labs which are open throughout the school day for independent student use. Standard room size is 1000 sq ft. This space is loaded at 21 in the SFIS.
F.24	Does the School have an Auditorium?	This space has fixed seating and provides space for student assemblies during the School day.
F.25	Does the School have a Child Care Centre?	A Child Care Centre is a specially designed and dedicated space for Day Care purposes which operated by an external organization.
G.1/ G.2	Does the School offer (Male or Female) Inter-School Sports?	Refers to (individual or team) sports conducted with other Schools which are in addition to the program requirements.
G.3/ G.4	Does the School offer (Male or Female) Intramural Sports?	Refers to (individual or team) sports conducted within the School which are in addition to the program requirements.
G.5	Does the School offer other extra curricular activities?	Refers to non-sports related groups or clubs conducted within the School which are in addition to the program requirements.
G.6	Is the School building used by community groups?	The usage of the School building is determined by the number of permits / room bookings scheduled.

Item		Definition
G.8	Are the School's playing fields used by community groups?	The usage of the School's playing field is determined by the total permits scheduled.
G.11	Does the School offer programs that serve both students and community members?	This is the total number of programs offered by the School directly to assist students and the community to meet local needs.
H.6	What is the approximate value of Board services purchased within the local community?	Supplies and services purchased by Facility Services within the School's attendance area or local community from the school year in which the ARC was established will be used to determine expenditures with a minimum target value of \$10,000.
H.7	What is the approximate value of School services purchased within the local community?	Supplies and services purchased within the School's attendance area or local community from the school year in which the ARC was established will be used to determine expenditures with a minimum target value of \$1,000.
I.1	ReCAPP	ReCAPP (Renewal Capital Asset Planning Process) is the Ministry of Education Facility Management program established to quantify the amount of renewal issues for School Boards as defined by the Ministry of Education.
I.3	Replacement Value of the School.	Is based on the benchmark costing of a School as provided by the Ministry of Education for new construction. The size of the School is based on current OTG.
I.4	TVDSB Facility Condition Index (FCI)	Is a percentage calculated by the costs of the backlog of identified ReCAPP renewal needs plus the projected renewal costs in the next 10 years divided by the replacement value of the School using Ministry of Education benchmarks for new construction costing.
I.5	What are the expenditures on School Administration for the School?	The Board expenditures are based on the average salary and benefit costs for administrative staff (i.e. Principal, Vice-Principal, Secretary) in the School.
I.6	What are the imputed revenues for School Administration for the School?	Funding for School Administration is based on the current School Foundation Grant benchmarks and specific formulae as determined by the Ministry of Education. (See attached: Appendix A - I.6)

Item		Definition
I.7	What are the imputed expenditures for School Facilities for the School?	<p>The Board expenditures are based on the costs attributed to a School for the following:</p> <ul style="list-style-type: none"> • Custodial labour and supplies • Site Operations including: grass cutting, snow plowing, and garbage removal • Maintenance costs associated with 'work orders' • Preventative maintenance costs • Utilities <p>In the Post Analysis an average square footage cost is used for the new configuration based on recently completed actual square footage costs for comparable facilities.</p>
I.8	What are the imputed revenues for School Facilities for the School?	The funding of School facilities is based on the current benchmarks in the Pupil Accommodation Grant multiplied by the square footage allotment for each pupil. Top-up funding is also provided for Schools operating between 80% and 100% capacity.
I.9	What are the imputed expenditures for Operations for the School?	<p>The Board expenditures for School Operations are based on the current Supplies and Services, and Furniture and Equipment budget allocations for the School which include specific allocations for congregated classes.</p> <p>IT infrastructure costs are included and based on the current average costs for Administrative Computers and the average costs for School infrastructure - WAN, telephone, Internet (based on the type of site).</p>
I.10	What are the imputed revenues for Operations for the School?	<p>The funding for School Operations is based on the current foundation grant per pupil, benchmarks for Textbooks and Learning Materials and Classroom Supplies, and the current foundation grant flat amount per School plus a per pupil amount for Administrative supplies.</p> <p>(See attached: Appendix A - I.10)</p>
I.11	What are the imputed expenditures to transport students to the School?	Student Transportation Services (STS) will provide an estimated cost of transportation expenses for eligible students (as set out in B.2 definition) based on number of vehicles at the 2007-08 rate for a single run. If the school is located in a rural environment, STS will use the average kilometers charge for routes in existence.
I.14	Enrolment for all Schools in ARC.	The total Enrolment of Pupils at all Schools included in the ARC. (See also A.10 Enrolment)
I.15	What is the cost to upgrade the School for student program objectives?	The estimated cost to construct or renovate space at the School where existing space does not meet the minimum 60% requirement of the TVDSB Elementary Program Standard for Gymnasium /Activity Room, Library Resource Centre, General Arts Room, and Learning Support Room.

Item		Definition
I.16	Ratio of estimated program upgrading costs to replacement value of the School.	Is the estimated cost of the required program upgrades divided by the replacement cost of the School (see I.3 definition) based on the Ministry of Education benchmark costs for the construction of a new facility.
J.1	Net Capital Investment	Is the net cost of all the School renewal cost (backlog and 10 year projected renewal needs) and program enhancement costs for all of the Schools in an ARC.
J. 2	Post Net Capital Cost	Is the total cost of all School renewal (backlog and 10 year projected renewal needs)/program enhancements and accommodation costs for the recommendations of the ARC.

Secondary - Parameter and Value Factor Guidelines

B.2	Percentage of TVDSB students Bused to School:	31.2 %
B.3	Longest Bus Ride to School in minutes in the TVDSB (Board Policy):	75
B.5	Average Bus Ride to School in minutes in the TVDSB:	45
E.2	TVDSB Program Services / Information Technology Services recommended number of Students per Computer:	6
G.4	Minimum scheduled Community Use of School building (Average Hours per week):	5
G.6	Minimum scheduled Community Use of School's playing fields (Average Hours per week):	5
G.8	Minimum Number of Programs serving both Students and Community Members:	2
G.9	Minimum Number of Partnerships with other Government Initiatives:	2
H.6	Target Board services purchases from within the local community:	\$10,000
H.7	Target School services purchases from within the local community:	\$1,000
I.4	Target TVDSB Facility Condition Index (FCI):	20.0 %
I.16	Target Program Upgrade Cost Index:	20.0 %

Establishment of the Component Value Factor Guideline		
Component Response	Value	General Guideline / Explanation
Excellent	4	The component being measured requires no additional attention.
Very Good	3	The component being measured exceeds acceptable standards and there is no need for attention.
Good	2	The component being measured meets acceptable standards and no immediate attention is required.
Needs Improvement	1	The component being measured does not meet acceptable standards and some attention is necessary.
Not Applicable	NA	The component being measured does not exist.
Component Response	Value	General Guideline / Explanation
Very Important	2	The component being measured is of primary significance.
Moderately Important	1	The component being measured is of average importance.
Not Important	0	The component being measured is not of importance.
Component Response	Value	General Guideline / Explanation
Very Easy	2	The component being measured is of highest ease of effort.
Moderately Easy	1	The component being measured is of average ease of effort.
Not Easy	0	The component being measured is of high difficulty.
Component Response	Value	General Guideline / Explanation
Yes	1	The component being measured is available/meets condition.
No	0	The component being measured in not available/does not meet condition.

Secondary - Program Spaces Evaluation Guidelines

Program Area	School Capacity	Space Type / TVDSB Program Standard	Evaluation	
Academic Teaching Area		Classroom: 700 SF	N/A - Space Type as defined in the SFIS as General Instructional space 700 SF and above.	100% Excellent
		Computer Classroom: 1000 SF	1000 or above: Excellent 800 - 999: Very Good 600 - 799: Good Below 600: Needs Improvement	80 - 100% Very Good
		Science Lab: 1100 SF	1100 or above: Excellent 880 - 1099: Very Good 660 - 879: Good Below 659: Needs Improvement	60 - 80% Good
		Self-Contained Special Education: 1000 SF	N/A	Below 60% Needs Improvement
		Learning Support Room: 700 SF	700 or above: Excellent 560 - 699: Very Good 420 - 559: Good Below 420: Needs Improvement	
Arts, etc.	0 - 600: 1 Classroom	Visual Arts: 1450 SF	1450 or above: Excellent 1160 - 1449: Very Good 870 - 1159: Good Below 870: Needs Improvement	
	601 - 999: 2 Classrooms			
	1000 or more: 3 Classrooms (if sufficient lines offered)	Music (Instrumental/ Vocal): 2000 SF	2000 or above: Excellent 1600 - 1999: Very Good 1200 - 1599: Good Below 1200: Needs Improvement	
		Dance: 1000 SF	1000 or above: Excellent 800 - 999: Very Good 600 - 799: Good Below 600: Needs Improvement	
		Dramatic Arts: 2000 SF	2000 or above: Excellent 1600 - 1999: Very Good 1200 - 1599: Good Below 1199: Needs Improvement	

Secondary - Program Spaces Evaluation Guidelines				
Program Area	School Capacity	Space Type / TVDSB Program Standard	Evaluation	
Arts, etc. continued....		Family Studies 2200 SF	2200 or above: Excellent 1760 - 2199: Very Good 1320 - 1759: Good Below 1320: Needs Improvement	100% Excellent
Library Resource Centre	All	5500	5000 and above: Excellent 4000 - 4999: Very Good 3000 - 3999: Good Below 2999: Needs Improvement	80 - 100% Very Good 60 - 80% Good
Broad Based Technology		Communication: 3300 SF Construction: 3000 SF Design: 2000 SF Manufacturing: 3000 SF Transportation: 3000 SF	4 Facilities = Excellent 3 Facilities = Very Good 2 Facilities = Good 1 Facility = Needs Improvement	Below 60% Needs Improvement
Specialized Technology		Health & Personal Services: 1000 SF Horticulture: 3300 SF Hospitality and Tourism: 2200 SF	4 Facilities = Excellent 3 Facilities = Very Good 2 Facilities = Good 1 Facility = Needs Improvement	
Physical Education	0 - 500	Double Gym, Change Rooms, Weight Room: 11400 SF	11400 and above: Excellent 9120 - 11399: Very Good 6840 - 9119: Good Below 6839: Needs Improvement	
	501 - 1200	Double Gym, Single Gym, Change Rooms, Weight Room: 16800 SF	16800 and above: Excellent 13440 - 16799: Very Good 10080 - 13439: Good Below 10079: Needs Improvement	
	1201 plus	Double Gym, Double Gym, Change Rooms, Weight Room: 20600 SF	20600 and above: Excellent 16480 - 20599: Very Good 12360 - 16479: Good Below 12359: Needs Improvement	

Secondary - Safety and Security Assessment Guideline

B.7	<p>The rating is based on the following criteria for the safety of School grounds, walkways and parking areas:</p> <ul style="list-style-type: none"> • Are the grounds, walkways and parking areas in good physical condition? • Does the School have a designated student drop off area for parents and busses? • Are the walkways and parking areas illuminated? • Do the fencing and gates properly contain the students on site? • Does the School have (CCTV) Closed Circuit Television? 	<p>Excellent: meets all 5 criteria</p> <p>Very Good: meets 4 of 5</p> <p>Good: meets 3 of 5</p> <p>Needs Improvement: 2 or less of 5 criteria</p>
B.8	<p>The rating is based on the following criteria for security and the prevention of unauthorized entry to the School and site:</p> <ul style="list-style-type: none"> • Is the main entrance visible from the main office? • Is the School free from isolated public entrances? • Are the walkways and parking areas illuminated? • Do the fencing and gates properly contain the students on site? • Does the School have (CCTV) Closed Circuit Television? 	<p>Excellent: meets all 5 criteria</p> <p>Very Good: meets 4 of 5</p> <p>Good: meets 3 of 5</p> <p>Needs Improvement: 2 or less of 5 criteria</p>

Appendix A

I.6 SCHOOL ADMINISTRATION IMPUTED REVENUE:

Secondary School Administration - Ministry Funding

Funding for school administration is based on the current year School Foundation Grant benchmarks and specific formulae as follows:

- Principal
 - 1.0 FTE for schools with enrolment greater than or equal to 50.00 ADE
 - 0.5 FTE for schools with enrolment less than 50.00 ADE
- Vice-Principal
 - pro-rated based on enrolment
 - No allocation for schools with enrolment under 300 ADE
 - maximum 1.50 FTE for schools an with enrolment over 1,000 ADE
- Secretary
 - 1.0 FTE for schools with enrolment up to 99 ADE
 - pro-rated funding for schools with enrolment in excess of 99.0 ADE
 - 3.50 FTE for schools with an enrolment over 1,000 ADE

Component	Salary + % Benefits	ADE	# of Staff *
Principal	\$105,959 + 11.1%	1 - 49	0.50
		50 or more ADE	1.00
Vice-Principal	\$93,533 + 11.1%	1 - 99	0.00
		100 - 499	Up to 1.0
		500 - 999	1.0 - 2.0
		1,000 - 1,499	2.0 - 2.5
		Over 1,500	2.5 or more
Secretary	\$36,586 + 16.65%	1 - 99	1.00
		100 - 499	1.0 - 2.25
		500 - 999	2.25 - 5.0
		1,000 - 1,499	5.0 - 7.0
		Over 1,500	7.0 or more
School Office Supplies - \$2,000 per school plus \$7 per ADE			
* Pro-rated by ADE for Vice-Principal and Secretary components where an ADE range is noted.			

I.10 SCHOOL OPERATIONS IMPUTED REVENUES:

Secondary Funding for School Operations is based on:

- current Pupil Foundation Grant per pupil benchmarks for Textbooks and learning materials, and Classroom Supplies.
- current school Foundation Grant flat amount per school plus a per pupil amount for Administrative Supplies.

Component	Dollar amount per Pupil for Supplies and Services	Dollar allocation per Pupil
Textbooks and Learning Materials	\$107.00	\$107.00
Classroom Supplies	\$187.00	\$187.00
Classroom Computers	\$60.00	\$60.00