



November 18, 2019

Parents and Guardians,

Every year at the end of June, the Calgary Board of Education prepares a report called the Three-Year System Student Accommodation Plan (SSAP). It identifies schools with student accommodation challenges over a three-year timeframe.

Accommodation challenges vary however some common issues include schools being too full, schools with declining enrolment or a shift in student demographics. Sometimes the issue affects only one or two schools and other times a group of schools need to be considered together.

In developing the SSAP each year, CBE Property, Planning and Transportation considers several sources of information, including annual census data.

The past request for three new modulars for the 2019-2020 school year did not receive approval from Alberta Education. We will again make the request for the upcoming 2020-21 school year. If the modulars are not approved, **Elboya School** will be identified in the 2020-2021 SSAP.

Why is our school part of the 2020-2021 SSAP?

Your school is approaching capacity or is over capacity. We are monitoring enrolment to determine if changes are needed. If changes are deemed necessary, we will begin accommodation planning, a collaborative process that helps manage the issue while exploring practical solutions.

What are some of the possible changes we could see?

Should your school's enrolment remain stable or decrease, no action may be needed. However should enrolment continue to increase, potential actions may include:

- a change to the school's attendance area
- re-designation of a community that is being bused to the school
- identifying an overflow school for students who cannot be accommodated at the school
- a grade configuration change

When will we know more?

Some accommodation challenges identified on the 2020-2021 SSAP will require attention this fall. Some will be monitored and may not require action for a year or two or even longer. If a change is required at your school, you will be notified in advance.

How will students, parents and staff be involved?

Sometimes there are options to be explored with school communities before a decision is made. Other times there is really only one possible solution, which means school communities will not have opportunity for input on the decision. The appropriate level of involvement is determined by guidelines in the CBE's community engagement framework, called [Dialogue](#).

How will you communicate with us when you know more?

School principals will take the lead in circulating information to their school communities, using methods familiar to them. When more information is available, your principal will communicate directly with you via email or a printed letter. The school will also post updated information to the school website, share information at school council meetings and communicate through other methods as needed. Principals will work with others at the CBE to provide school communities with information that is important and relevant to them.

How will you communicate with families new to our school?

Information will be provided at the time of registration to help families understand that the school has been identified on the SSAP and there could be changes affecting the school in the future.

How can I learn more about the SSAP and how the CBE manages space for students?

Visit our [Managing Space for Students page](#) on the CBE website. If that information doesn't answer your questions, please email accommodation@cbe.ab.ca.

What if I have other questions specific to my school?

Please contact your school principal. They will also be sharing information about this at their November school council meetings.

