

**OUR MISSION**

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ. We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

**OUR VISION**

*At Toronto Catholic we transform the world through witness, faith, innovation and action.*



**AGENDA ADDENDUM  
THE REGULAR MEETING OF THE  
CORPORATE SERVICES, STRATEGIC PLANNING  
AND PROPERTY COMMITTEE**

**PUBLIC SESSION**

**Jo-Ann Davis, Chair**

**Garry Tanuan, Vice-Chair**

Thursday, May 10, 2018

7:00 P.M.

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# REVISED APPENDIX A - CAP 017 018

## Ministry of Education

Office of the ADM  
Capital and Business Support Division  
900 Bay Street  
20th Floor, Mowat Block  
Toronto ON M7A 1L2

## Ministère de l'Éducation

Bureau du sous-ministre adjoint  
Division du soutien aux immobilisations et  
aux affaires  
900, rue Bay  
20e étage, Édifice Mowat  
Toronto ON M7A 1L2



December 4, 2017

Rory McGuckin  
Director of Education  
Toronto Catholic District School Board  
80 Sheppard Avenue,  
Toronto Ontario, M2N 6E8

Dear Mr. McGuckin,

I am writing in response to a request made by the Toronto Catholic District School Board (TCDSB) for additional funding and an approval to demolish St. Raymond Catholic School.

I am pleased to inform you that the ministry approves additional funding up to \$946,615 to support the demolition and related site work of St. Raymond CS, and grants the TCDSB an approval to demolish this facility.

The following table reflects the total funding allocation for the St. Raymond PS project with the approval of the additional ministry funding of \$946,615:

Project Name	Capital Priorities	FDK	Child Care	Additional Capital Priorities (for demolition)	Total revised Funding
St. Raymond CS	\$7,418,263	\$518,998	\$1,556,995	\$946,615	\$10,440,871

The board's approval to proceed amount for this demolition project is \$946,615 and can only be used to support the demolition and temporary backfill related costs. The board is required to submit actual expenditures relating to the demolition and related work once complete.

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the cost of this project is within the approved project funding approval of \$10,440,871. Please note that your board must receive ministry approval if the cost of this project exceeds the amount the ministry has granted in this approval to proceed.

Your board's tender documents for this project should be structured in such a way to allow separate tenders for optional components of the design in order to allow the board to accept only the components that would fit within the approved project costs. The board should be prepared to reject portions of or the entire tender and may need to re-design the project such that the costs do not exceed the approved project cost.

Please be aware that the ministry will not provide additional funding to cover construction costs in excess of the approved project cost of \$10,440,871. The ministry will also not give an approval to proceed for the board to accept any tender which exceeds the approved project cost.

All public announcements regarding capital investments in the publicly funded education system are joint communications opportunities for the provincial government and the district school board.

Effective April 2016, school boards should not issue a news release or any other media-focussed public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards can contact the Ministry of Education to receive additional content for the media-focussed public communications, such as quotes from the Minister.

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards. If the Ministry chooses to do so, school boards will be contacted to get quotes from the school board Chair and/or Director of Education.

The intent is to secure as much coverage for these events as possible, and in doing so, help promote the role of both the Ministry of Education and the school board in bringing exciting new capital projects to local communities.

**Important:** For all new school openings, or openings of major additions which includes child care, the Minister of Education must be invited as early as possible to the event. Invitations can be sent to [Minister.EDU@ontario.ca](mailto:Minister.EDU@ontario.ca), with a copy sent to the ministry's Regional Manager, Field Services Branch, in your area. School boards are not to proceed with their public event until they have received a response from the Minister's Office regarding the Minister's attendance. School boards will be notified at least four to six weeks in advance of their opening event as to the Minister's attendance. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

If the Minister of Education is unavailable, the invitation may be shared with a government representative who will contact your school board to coordinate the details (e.g., a joint announcement). School boards are not expected to delay their announcements to accommodate the Minister or a Member of Provincial Parliament (MPP); the primary goal is to make sure that the Minister is aware of the announcement opportunity.

Should the event be focussed on child care or child and family support program capital, the Ministry of Education highly recommends inviting your partner CMSMs/DSSABs, who may also wish to participate and contribute.

For all other media-focussed public communications opportunities, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education by email with at least three weeks' notice. Again, please send a copy to the ministry's Regional Manager, Field Services Branch, in your area. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

School boards are not expected to delay these "other" events to accommodate the Minister. Only an invitation needs to be sent, a response is not mandatory to proceed.

This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance to existing processes.

You must acknowledge the support of the Government of Ontario in media-focussed communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, Vine, etc. where there is a tight restriction on content, school boards are not required to include government acknowledgement. In addition, when engaged in reactive communications (e.g., media calls) the school board does not have to acknowledge government funding; however, if possible, such an acknowledgement is appreciated.

For ongoing major capital construction projects funded by the Ministry of Education since 2013, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage for the projects identified by the Ministry of Education in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards. A separate letter will be sent in the coming weeks to all school boards who will be receiving signage for projects funded since 2013. This letter will detail which projects are to receive signs.

Should you have any communications-related questions, including those about the new signage program, please contact Dylan Franks at (416) 325-2947 or via email at [Dylan.Franks@ontario.ca](mailto:Dylan.Franks@ontario.ca).

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your board.

Should you have any questions regarding this issue, please contact your capital analyst, Lisa Bland at (416) 326-9921 or via email at [lisa.bland@ontario.ca](mailto:lisa.bland@ontario.ca).

Sincerely,

*Original signed by:*

Joshua Paul  
Assistant Deputy Minister  
Capital and Business Support Division

cc: Paul Bloye, Director, Capital Program Branch  
Angelo Sangiorgio, Associate Director of Planning & Facilities, TCDSB