

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE REGULAR MEETING Public Session

AGENDA October 11, 2018

Jo-Ann Davis, Chair
Trustee Ward 9

Garry Tanuan, Vice Chair
Trustee Ward 8

Ann Andrachuk
Trustee Ward 2

Nancy Crawford
Trustee Ward 12

Frank D'Amico
Trustee Ward 6

Taylor Dallin
Student Trustee

Michael Del Grande
Trustee Ward 7

Angela Kennedy
Trustee Ward 11

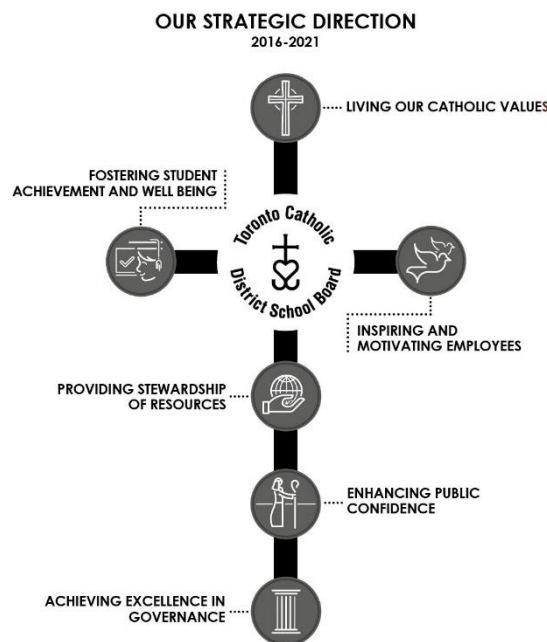
Joseph Martino
Trustee Ward 1

Sal Piccininni
Trustee Ward 3

Barbara Poplawski
Trustee Ward 10

Maria Rizzo
Trustee Ward 5

Joel Ndongmi
Student Trustee



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.*

VISION

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

Recording Secretary: Sophia Harris, 416-222-8282 Ext. 2293
Assistant Recording Secretary: Sonia Tomaz, 416-222-8282 Ext. 2298

Rory McGuckin
Director of Education

Barbara Poplawski
Chair of the Board

TERMS OF REFERENCE FOR CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

The Corporate Services, Strategic Planning and Property Committee shall have responsibility for considering matters pertaining to:

- (a) Business services including procurement, pupil transportation risk management/insurance and quarterly financial reporting
- (b) Facilities (buildings and other), including capital planning, construction, custodial services, design, maintenance, naming of schools, enrolment projections and use permits
- (c) Information Technology including, computer and management information services
- (d) Financial matters within the areas of responsibility of the Corporate Services, Strategic Planning and Property Committee including budget development
- (e) Policy development and revision in the areas of responsibility of the Corporate Services, Strategic Planning and Property Committee
- (f) Policies relating to the effective stewardship of board resources in the specific areas of real estate and property planning, facilities renewal and development, financial planning and information technology
- (g) The annual operational and capital budgets along with the financial goals and objectives are aligned with the Board's multi-year strategic plan
- (h) Any matter referred to the Corporate Services, Strategic Planning and Property Committee by the Board
- (i) Intergovernmental affairs and relations with other outside organizations
- (j) Advocacy and political action
- (k) Partnership development and community relations
- (l) Annual strategic planning review and design

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

PUBLIC SESSION

Jo-Ann Davis, Chair

Garry Tanuan, Vice-Chair

Thursday, October 11, 2018

7:00 P.M.

	Pages
1. Call to Order	
2. Opening Prayer (Chair or Designate)	
3. Singing of O Canada	
4. Roll Call and Apologies	
5. Approval of the Agenda	
6. Report from Private Session	
7. Declarations of Interest	
8. Approval & Signing of the Minutes of the Meeting held September 13, 2018 for Public Session.	1 - 20
9. Delegations	
9.a Dave Bennett regarding Delay of new St. John the Evangelist School	21
10. Presentation	
11. Notices of Motion	

12.	Consent and Review	
13.	Unfinished Business	
14.	Matters referred or deferred	
15.	Consideration of Motion for which Previous Notice Has Been Given	
15.a	From Trustee Del Grande regarding a Consistent Policy for Senior Kindergarten Graduation	22
16.	Staff Reports	
16.a	Trustee Honorarium for 2018-19 (Information)	23 - 26
16.b	Childcare Additions Architect Approval (Wards 1, 3, 5, 6, 7, 8, 11 and 12) (Recommendation)	27 - 49
16.c	Liquor Waiver Request for Jean Vanier Catholic Secondary School Staff Team Building Event, October 26, 2018 (Recommendation)	50 - 51
16.d	Enrollment Status Report 2018/19 (Information)	52 - 59
16.e	Review of the Transportation Governance Model (Information)	60 - 63
17.	Listing of Communications	
18.	Inquiries and Miscellaneous	
19.	Updating of the Pending Lists	
19.a	Annual Calendar of Reports and Policy Metrics	64 - 65
19.b	Monthly Pending List	66
20.	Resolve into FULL BOARD to Rise and Report	
21.	Closing Prayer	
22.	Adjournment	

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MINUTES OF THE REGULAR MEETING OF THE CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

HELD SEPTEMBER 13, 2018

PUBLIC SESSION

PRESENT:

Trustees:

- G. Tanuan, Acting Chair
- A. Andrachuk
- B. Poplawski
- N. Crawford
- F. D'Amico
- M. Del Grande
- A. Kennedy
- J. Martino
- S. Piccininni
- M. Rizzo

Staff:

- R. McGuckin
- D. Koenig
- P. Matthews
- L. Noronha
- T. Robins
- A. Della Mora
- S. Camacho
- P. De Cock
- D. Friesen
- M. Loberto
- J. Yan

S. Tomaz, Acting Recording Secretary
C. Johnston, Acting Assistant Recording Secretary

External Guest: A. Robertson, Parliamentarian

1. Call to Order

The meeting was convened at 7:00 pm by Acting Chair, Trustee Tanuan.

3. Roll Call and Apologies

Apologies were received on behalf of Trustees Bottoni and Davis, as well as Student Trustees Dallin and Ndongmi, who were unable to attend the meeting.

5. Approval of the Agenda

MOVED by Trustee Andrachuk, seconded by Trustee Martino, that the Agenda, as amended to include the Addendum, Item 17a) Inquiry from Trustee Crawford regarding the November 8, 2018 Corporate Services, Strategic Planning and Property Committee Meeting, Item 17b) Inquiry from Trustee Rizzo regarding Bussing, and to reorder Items 14b) – 14k) following Item 15i) Year-to-Date June 2018 Interim Financial Report, be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Del Grande
Kennedy
Martino
Piccininni

Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

6. Report from Private Session

MOVED by Trustee Poplawski, seconded by Trustee D'Amico, that the matters discussed in PRIVATE Session regarding Education Development Charges and Site Acquisition, be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Del Grande
Kennedy
Martino
Piccininni
Poplawski
Tanuan

Rizzo

The Motion was declared

CARRIED

7. Declarations of Interest

Trustee Kennedy declared an interest in Item 14a) Annual Statistical Report 2017 – 2018 on New Hires to the Board, as her family members are employees of the Board.

Trustee Kennedy indicated that she would neither vote nor participate in the discussion regarding the Item.

12. Consent and Review

The Chair reviewed the Order Paper and the following Items were questioned/held:

- 14a) Trustee Andrachuk
- 15a) Trustee Rizzo
- 15c) Trustee Rizzo
- 15d) Trustee Rizzo and Crawford
- 15e) Trustee Crawford
- 15f) Trustee Kennedy
- 15g) Trustee Rizzo
- 15h) Trustee Poplawski
- 15i) Trustee Crawford

MOVED by Trustee Poplawski, seconded by Trustee Crawford, that the Item not questioned/held be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Del Grande
Kennedy
Martino
Piccininni
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MATTER AS CAPTURED IN THE ABOVE MOTION

15b) Summary of Reports Approved by Delegated Authority, Summer Contracts 2018 (All Wards) received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Del Grande
Kennedy
Martino

Piccininni
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

Trustee Kennedy left the horseshoe at 7:29 pm due to a Declaration of Interest in the following Item, as earlier indicated.

14. Matters Referred or Deferred

Referred from September 6, 2018 Student Achievement and Wellbeing, Catholic Education and Human Resources Committee Meeting

MOVED by Trustee Crawford, seconded by Trustee D'Amico, that Item 14a) be adopted as follows:

14a) Annual Statistical Report 2017-18 on New Hires to the Board received.

In favour

Opposed

Trustees Andrachuk
 Crawford
 D'Amico
 Del Grande
 Martino
 Piccininni
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

Trustee Kennedy returned to the horseshoe at 7:57 pm.

15. Staff Reports

MOVED by Trustee Kennedy, seconded by Trustee D'Amico, that Item 15a) be adopted as follows:

15a) Updated List of All Gymnasium Additions (All Wards) received and that:

1. Staff review the feasibility and costing of a gymnasium addition and child care retrofits for submission to the Ministry of Education for approval of the use of Proceeds of Disposition, in addition to previously approved child care funding, at St. Edmund Campion Catholic School;
2. That staff include the completed space analysis and costing for a gymnasium addition and child care retrofit at St. Albert Catholic School in the submission to the Ministry of Education for approval of the use of Proceeds of Disposition, in addition to previously approved child care funding; and
3. That staff provide a reconciliation of available Proceeds of Disposition anticipated expenditures and the declining balance after each proposed gymnasium/child care project for Board approval and submission to the Ministry of Education for approval, including four previously approved projects, namely St. Bernard, St. Kevin, Father Serra and St. Margaret, as well as St. Edmund Campion and St. Albert Catholic Schools.

Trustee Piccininni left the horseshoe at 8:08 pm and returned at 8:09 pm.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee D'Amico, that Regina Mundi Catholic School be considered for funding through proceeds of disposition for gymnasium and daycare and further that Regina Mundi Catholic School be considered for any future Capital priorities.

Trustee Piccininni left the horseshoe at 8:17 pm and returned at 8:20 pm.

MOVED in AMENDMENT to the AMENDMENT by Trustee Andrachuk, seconded by Trustee D'Amico that Nativity of Our Lord Catholic School be considered for funding through proceeds of disposition for gymnasium and daycare and further that Nativity of Our Lord Catholic School be considered for any future Capital priorities.

Results of the Vote taken on the Amendment to the Amendment, as follows:

In favour

Trustees Andrachuk
Del Grande
D'Amico

Opposed

Crawford
Kennedy
Martino
Piccininni
Poplawski
Rizzo
Tanuan

The Amendment to the Amendment was declared

LOST

Results of the Vote taken on the Amendment, as follows:

In favour

Trustees Del Grande
D'Amico
Kennedy
Poplawski
Rizzo

Opposed

Andrachuk
Crawford
Martino
Piccininni
Tanuan

The Amendment was declared

LOST ON A TIE

Results of the Vote taken on the Main Motion, as follows:

In favour

Trustees Andrachuk
Crawford
Del Grande
D'Amico
Kennedy
Piccininni
Poplawski
Martino
Tanuan

Opposed

Rizzo

The Main Motion was declared

CARRIED

Trustees Crawford and Poplawski left the horseshoe at 8:50 pm.

Trustee Crawford returned to the horseshoe at 8:55 pm.

MOVED by Trustee Del Grande, seconded by Trustee D'Amico, that Item 15c) be adopted as follows:

15c) Preliminary Enrolment Reports – Full-Day Kindergarten Elementary and Secondary Schools received.

Trustee Piccininni left the meeting at 9:00 pm.

Trustee Poplawski returned at 9:01 pm.

Results of the Vote taken, as follows:

In favour

Trustees Andrachuk
Crawford
Del Grande
D'Amico
Kennedy
Martino
Poplawski
Tanuan

Opposed

Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Martino, seconded by Trustee Del Grande, that Item 15d) be adopted as follows:

15d) Capital Program Update 2018 (All Wards) received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
D'Amico
Kennedy
Martino
Poplawski
Tanuan

Rizzo

The Motion was declared

CARRIED

MOVED by Crawford, seconded by Trustee Poplawski, that Item 15e) be adopted as follows:

15e) Cooling Centers Program Status Update (All Wards) received.

Trustee D'Amico left the horseshoe at 9:15 pm and returned at 9:18 pm.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
D'Amico
Kennedy
Martino
Poplawski
Tanuan

Rizzo

The Motion was declared

CARRIED

MOVED by Andrachuk, seconded by Trustee Crawford, that Item 15f) be adopted as follows:

- 15f) Staff Identification Badges** referred to the Governance and Policy Committee to develop an Identification Policy for staff of the Board and to undertake a survey.

Trustee Martino left the horseshoe at 9:20 pm and returned at 9:31 pm.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees	Andrachuk	Rizzo
	Crawford	
	Del Grande	
	D'Amico	
	Kennedy	
	Martino	
	Rizzo	
	Tanuan	

The Motion was declared

CARRIED

The Chair declared a recess at 9:45 pm.

The meeting resumed at 10:05 pm.

PRESENT:

Trustees:

- G. Tanuan, Acting Chair
- A. Andrachuk
- B. Poplawski
- N. Crawford
- M. Del Grande
- A. Kennedy
- M. Rizzo

Staff:

- R. McGuckin
- D. Koenig
- P. Matthews

L. Noronha
T. Robins
A. Della Mora
S. Camacho
P. De Cock
D. Friesen
M. Loberto
J. Yan

S. Tomaz, Acting Recording Secretary
C. Johnston, Acting Assistant Recording Secretary

External Guest: A. Robertson, Parliamentarian

MOVED by Trustee Poplawski, seconded by Trustee Del Grande, that Item 15g) be adopted as follows:

15g) Protocols for Maintenance of Board-Owned Vacant Properties received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Poplawski, seconded by Trustee Andrachuk, that Item 15h) be adopted as follows:

15h) Former St. Veronica Catholic School Ward 10 – City of Toronto Shelter for Asylum Seekers received.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Crawford, that the particulars of this Agreement of Licence be brought back to the Board in Private Session for review.

Results of the Vote taken on the Amendment, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Amendment was declared

CARRIED

Results of the Vote taken on the Motion as amended, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion as amended was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Item 15i) be adopted as follows:

15i) Year-To-Date June 2018 Interim Financial Report received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

19. Resolve into FULL BOARD to Rise and Report

MOVED by Trustee Poplawski, seconded by Trustee Del Grande, that the meeting resolve into FULL BOARD to Rise and Report.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Poplawski, seconded by Trustee Crawford, that the meeting resolve back into PRIVATE Session.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

The meeting reconvened following the PRIVATE Session with Trustee Tanuan in the Chair.

The attendance list was unchanged.

Moved by Trustee Tanuan, seconded by Trustee Del Grande, that into FULL BOARD, to Rise and Report.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

21. Adjournment

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the meeting adjourn.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

Items Not Discussed

- 14b) Inquiry from Trustee Andrachuk regarding Jump Math Pilot Program
- 14c) Inquiry from Trustee Andrachuk regarding Vision Zero
- 14d) Inquiry from Trustee Andrachuk regarding Air Conditioning
- 14e) Inquiry from Trustee Andrachuk regarding Earth Day Funding
- 14f) Inquiry from Trustee Piccininni regarding Air Conditioning
- 14g) Inquiry from Trustee Poplawski regarding Newspaper Article about
Alternative Use of Playground
- 14h) Inquiry from Trustee Rizzo regarding Safe School Zones

- 14i) Inquiry from Trustee Rizzo regarding Facility Work
- 14j) Inquiry from Trustee Rizzo regarding Behavioral and Treatment programs
- 14k) Inquiry from Trustee Rizzo regarding Crossing Guards
- 17a) Inquiry from Trustee Crawford regarding the November 8, 2018 Corporate Services, Strategic Planning and Property Committee Meeting conflicting with the same night of the Cardinal's dinner.
- 17b) Inquiry from Trustee Rizzo regarding Bussing

SECRETARY

CHAIR



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

PLEASE BE ADVISED THAT ALL STANDING
COMMITTEE MEETINGS ARE BEING RECORDED

For Board Use Only

Delegation No. ____

☐ Public Session

☐ Private Session

☐ Three (3) Minutes

Name	Dave Bennett
Committee	Corporate Affairs Strategic Planning and Property
Date of Presentation	10/11/2018
Topic of Presentation	Delay of new St. John the Evangelist school
Topic or Issue	Principal Mrs. Mandarino informed the SJE parent council last night that our new SJE school building will be completed in January, but the school grounds will not be completed until June because of Metrolinx delays and therefore the school move has been delayed until September 2019.
Details	<p>Our new SJE school expansion of our 160+ year old site must incorporate the Metrolinx tunnel lid.</p> <p>Our NOAC was issued on January 19, 2017, which included the super pipe design, therefore there should be no delays. The expansion of our SJE school site has been the largest ongoing hurdle in the replacement of our school.</p> <p>Also our community has not received a status update since March 30, 2018, which is unfair for parents expecting to relocate in January of 2019, which will now not happen.</p>
Action Requested	Which agreements require finalizing to secure the lease on the Metrolinx tunnel lid and construction of the required super pipe?
I am here as a delegate to speak only on my own behalf	<input type="checkbox"/> I am here as a delegation to speak only on my own behalf
I am an official representative of the Catholic School Parent Committee (CSPC)	<input type="checkbox"/> Yes St John The Evangelist Community Representative
I am an official representative of student government	
I am here as a spokesperson for another group or organization	Dave Bennett
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T.14.	<input type="checkbox"/> I Agree
Submittal Date	9/20/2018



Michael Del Grande

Trustee, Ward 7

Email: mike.delgrande@tcdsb.org

Voicemail/Fax: (416) 512-3407

To: Corporate Services Committee Meeting – Thursday, October 11, 2018

From: Mike Del Grande – Trustee Ward 7

Subject: **Consideration of Motion – Adoption of a Consistent Policy for Senior Kindergarten Graduation**

Whereas, the TCDSB does not have a consistent policy on Kindergarten Graduation. Our practice varies from school to school, and

Whereas, our System has an obligation to listen and serve our public, who without their support our system would not exist, and

Whereas, our Co-Terminus Board encourages and promotes Kindergarten graduations which is a feature that promotes their system and we fail to recognize that it markets to the needs and wants of parents, and

Whereas, this function, along with plays and concerts, embodies the creativity and expectation of having parents witness with joy, the milestones of their children's activity in our schools.

Therefore be it resolved that the TCDSB Board supports in our elementary schools the expectation of parents of having kindergarten graduations.

Mike Del Grande
Trustee Ward 7



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

TRUSTEE HONORARIUM FOR 2018-19

“Educating is an act of love; it is like giving life.” - Pope Francis

Created, Draft	First Tabling	Review
September 12, 2018	October 11, 2018	Click here to enter a date

P. De Cock, Comptroller of Business Services & Finance
G. Sequeira, Coordinator of Budget Services

INFORMATION REPORT

Vision:

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Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T. Robins
Acting Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

Trustees are to receive a very slight increase to their Honoraria for 2018-19

Based on the formula prescribed by law, the Trustee Honorarium for the period December 1st, 2018 to November 30th, 2019 will increase as follows:

	2017-18	2018-19	Increase
Chair	\$28,384.64	\$28,392.67	\$8.03
Vice-Chair	\$23,652.54	\$23,659.54	\$7.00
Trustee	\$18,920.44	\$18,926.42	\$5.98

This nominal increase is driven by the slight year over year increase in student enrolment as determined by legislation.

The cumulative staff time required to prepare this report was 2 hours.

B. PURPOSE

This report serves to inform existing Trustees of the legislatively mandated increase that will be applied to the Honorarium of newly elected Trustees beginning December 1, 2018.

C. BACKGROUND

Trustee Honorariums are dictated by both Board Policy and Provincial legislation.

1. The TCDSB Policy (T.05 (Appendix A)) on Trustee Honorariums, provides that the Board shall pay the maximum amount of the annual honorarium for trustees as prescribed by Ontario Regulation 357/06.
2. Ontario Regulation 357/06, Honoraria for Board Members prescribes by formula the calculation of Trustees' Honoria.
3. The Ministry of Education amended O. Reg. 357/06 by regulation (O.Reg.190/14). This amendment establishes the base amount limit of honoraria that the board may pay for the 2014-2018 term of office be

maintained at the current \$5,900 as prescribed in O.Reg.357/06 without any adjustment to reflect the Ontario Consumer Price Index.

D. EVIDENCE/RESEARCH/ANALYSIS

1. ***The calculated increase to Trustee Honoraria is very slight and is driven by enrolment figures.*** Based on the formula prescribed by law, the Trustee Honorarium for the year December 1st, 2018 to November 30th, 2019 will be as follows:

	Base	Enrolment	Total
Chair	\$10,900.00	\$17,492.67	\$28,392.67
Vice-Chair	\$8,400.00	\$15,259.54	\$23,659.54
Trustee	\$5,900.00	\$13,026.42	\$18,926.42

The Average Daily Enrolment (ADE) of 89,283 is based on what was reported in the 2017-2018 Estimates in accordance with Section 9 of O. Reg. 357/06.

2. ***The method to calculate a Trustee's Honorarium is prescriptive and is not at the Trustees' discretion.*** The annual honorarium for Trustees, pursuant to Ontario Regulation 357/06 and Board Policy T.05 for the year commencing December 1st, 2018 shall be comprised of:
 - (i) a base amount of \$5,900.
 - (ii) a percentage of 100% of the amount calculated annually as the Board's day school average enrolment, as determined for the purposes of the regulation made under section 234 of the *Act* multiplied by \$1.75 divided by 12.
 - (iii) an attendance amount of \$50 per meeting for attending any meeting of a committee of the Board that is required to be established by an *Act* or a regulation made under an *Act*.
 - (iv) that the Chair of the Board receive an additional base amount of \$5,000 annually.

- (v) that the Vice-Chair of the Board receive an additional base amount of \$2,500 annually.
- (vi) that the Chair of the Board receive an additional enrolment amount calculated as the lesser amount of:
 - (a) the Board's day school average enrolment as described above multiplied by 5 cents; and
 - (b) \$5,000
- (vii) that the Vice-Chair of the Board receive an additional enrolment amount calculated as the lesser amount of:
 - (a) the Board's day school average enrolment as described above by 2.5 cents; and
 - (b) \$2,500

3. ***New income tax rules for School Board Trustees will take effect on January 1, 2019.*** School Board Trustees, as well as Municipally elected officials, previously qualified for tax exemption on one third of their Honorarium. New for 2019 and later tax years, the Trustee's Honorarium will be fully taxed as income. This change, which was stated in the 2017 federal budget, received royal assent on June 22, 2017 (Bill C 44).

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

CHILD CARE ADDITIONS ARCHITECT APPROVAL (WARDS 1, 3, 5, 6, 7, 8, 11 AND 12)

*"I can do all things through Him who strengthens me."
Philippians 4:13 (NRSVCE)*

Created, Draft	First Tabling	Review
October 2, 2018	October 11, 2018	
M. Zlomislic, (Acting) Senior Coordinator, Capital Development M. Farrell, Coordinator, Materials Management P. de Cock, Comptroller, Business Services F. Cifelli, P. Keyes, J. Shanahan, J. Wujek, K. Malcolm, M. Caccamo, P. Aguiar, S. Campbell Superintendent of Learning, Student Achievement and Well-Being D. Friesen, (Acting) Executive Superintendent of Facilities Services		
RECOMMENDATION REPORT		

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Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T. Robins
Acting Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends that architectural services contracts for child care additions at thirteen (13) schools be awarded as follows (including net HST):

School	Recommended Consultant	Gym Addition	Fee
Father Serra	Kohn Shnier Architects	x	\$ 532,049.28
Santa Maria	LGA Architects		\$ 263,995.74
St. Andre	Taylor Smyth Architects		\$ 258,819.30
St. Barbara	Larkin Architects Limited		\$ 219,695.08
St. Bernard	LGA Architects	x	\$ 399,940.05
St. Dominic Savio	Larkin Architects Limited		\$ 219,695.08
St. Edmund Campion	Taylor Smyth Architects	x	\$ 274,832.88
St. Gerald	Etude Architects Inc.		\$ 297,796.40
St. Jean de Brebeuf	Etude Architects Inc.		\$ 297,796.40
St. Jude	G. Bruce Stratton Architects		\$ 220,430.63
St. Kevin	NGA Architects	x	\$ 329,874.64
St. Margaret	LGA Architects	x	\$ 398,072.57
St. Nicholas of Bari	Taylor Smyth Architects		\$ 274,832.88

The gym additions, cooling centres and universal barrier-free washrooms, as well as FDK renovations at St. Margaret Catholic School, have been included in the scope of the work, and are included in the architects' fees.

This report also recommends approval of other project soft cost budgets for child care additions at these thirteen schools, as summarized in Table 2, required for the work to progress.

Funding is available from the Ministry of Education approved Child Care Capital Grant and School Renewal Grant. Ministry of Education approval, as well as confirmation of availability of Proceeds of Disposition (POD) is required for use of POD for the gym additions.

The cumulative staff time required to prepare this report was 41 hours.

B. PURPOSE

1. The Toronto Catholic District School Board Purchasing Policy requires Board approval of contract awards for projects for which the project budget has not been approved by Board.

C. BACKGROUND

1. On December 21, 2017, as part of the Ministry of Education announcement to create an additional 100,000, new licenced child care spaces for infants, toddler and pre-schoolers over five years, 12 child care additions were approved, refer to Appendix A.
2. On March 13, 2018, the Ministry of Education also confirmed child care funding at St. Margaret Catholic School, refer to Appendix B.
3. On March 29, 2018, the Ministry of Education indicated that it would be willing to support an exemption under O.Reg/193/10, to allow the TCDSB to use POD to expand gymnasiums for the following sites where child care funding has been approved: Father Serra (Ward 1); St. Bernard (Ward 3), St. Kevin (Ward 7) and St. Margaret (Ward 5) Catholic Schools, refer to Appendix C.
4. On April 19 and September 13, 2018, Corporate Services, Strategic Planning and Property Committee approved that a feasibility/space analysis study and costing of a gym addition and child care retrofit be prepared for submission to the Ministry of Education for approval of use of Proceeds of Disposition for Father Serra, St. Bernard, St. Edmund Campion, St. Kevin and St. Margaret Catholic Schools.
5. Cooling centres will be incorporated into these child care projects as identified in the Renewal Cooling Centre Program, as a cost saving measure and to minimize the construction impact at the school. Universal washroom upgrades will also be incorporated to meet the current Ontario Building Code (OBC) and Accessibility for Ontarians with Disabilities Act (AODA) requirements.

6. Ten (10) architects were prequalified through P-018-17 for their ability to provide professional consulting services for child care facilities to the Board's standards.

D. ACTION PLAN

1. On July 24, 2018, RFP P-139-18 was issued to the Board's ten prequalified architects for the thirteen (13) new child care additions, cooling centres, FDK renovations at St. Margaret, and including gymnasium additions at four schools, as listed in this report.
2. The evaluation criteria for the proposals submitted was as follows:
 - 1) Stage 1 Prequalification prorated to 25% (25 points)
 - 2) Qualifications of proposed sub-consultant team (15 points)
 - 3) Understanding of Scope of Work – Completeness of Work Plan Deliverables for Prime Consultant and Sub-Consultants (20 points)
 - 4) Suitability of Proponent Team's proposed consultant/sub-consultant services, deliverables and timelines as outlined in the Work Plan (20 points)
 - 5) Proposed Fixed Fee (20 points)
3. Six to eight submissions were received for each project and reviewed by Board staff. Refer to Appendix D for list of submissions for each project.
4. Due to the number of projects being issued, the RFP allowed the Board to limit the number of projects awarded to any one architect based on their current volume of work with the Board. The maximum number of projects recommended for any one consultant is three. The analysis and final recommendation were based on their ranking and best overall value to the Board.
5. Based on this criteria, their respective proposed fees, including disbursements and allowances (excluding HST), are recommended for approval as follows:

Table 1			
School	Gym	Architect	Fee
Father Serra *	X	Kohn Shnier Architects	\$ 520,800.00
Santa Maria		LGA Architects	\$ 258,414.00
St. Andre		Taylor Smyth Architects	\$ 253,347.00
St. Barbara		Larkin Architects Limited	\$ 215,050.00
St. Bernard	X	LGA Architects	\$ 391,484.00
St. Dominic Savio		Larkin Architects Limited	\$ 215,050.00
St. Edmund Campion	X	Taylor Smyth Architects	\$ 269,022.00
St. Gerald		Etude Architects Inc.	\$ 291,500.00
St. Jean de Brebeuf		Etude Architects Inc.	\$ 291,500.00
St. Jude		G. Bruce Stratton Architec	\$ 215,770.00
St. Kevin	X	NGA Architects	\$ 322,900.00
St. Margaret **	X	LGA Architects	\$ 389,656.00
St. Nicholas of Bari		Taylor Smyth Architects	\$ 269,022.00

**Scope is significantly more complex resulting from the location of the existing gym within the school, which requires extensive interior alterations.*

***Scope of work includes FDK renovations.*

E. METRICS AND ACCOUNTABILITY

1. The recommended other soft cost budgets for each child care addition project, such as municipal fees, are summarized in Table 2 (all values include net HST). Approval of total project budgets is pending confirmation of availability of Proceeds of Disposition (POD) and Ministry of Education approval to use POD.
2. Staff shall bring another report to Board for approval of the total project budgets following submission and approval of space analysis studies and costing by the Ministry of Education.

Table 2	
School	Other Soft Costs
Father Serra	\$121,500.00
Santa Maria	\$65,000.00
St. Andre	\$85,000.00
St. Barbara	\$85,000.00
St. Bernard	\$110,000.00
St. Dominic Savio	\$85,000.00
St. Edmund Campion	\$110,000.00
St. Gerald	\$85,000.00
St. Jean de Brebeuf	\$85,000.00
St. Jude	\$65,000.00
St. Kevin	\$110,000.00
St. Margaret	\$120,000.00
St. Nicholas of Bari	\$85,000.00

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. Upon award of the contract, staff will organize a start-up meeting with the architect and school principal to initiate the project.
2. For projects with proposed gym additions, the first phase of the work shall consist of completion of a space analysis and costing, in consultation with the school communities, for submission to the Ministry of Education for approval of use of Proceeds of Disposition (POD) to fund these expanded additions. Completion of these projects is subject to confirmation of availability of POD and Ministry of Education approval to use POD for the gym additions.
3. St. Edmund Campion was approved on September 13, 2018 to initiate a space analysis study and costing for submission to the Ministry of Education, after the RFP closed and was therefore not included in their base fee. The unforeseen services allowance, included in the overall fee, is sufficient to fund this study.
4. The architects will consult with the community throughout the space analysis study, and during the entire design process with Facilities and Early Learning staff, and the school's Local Design Committee (LDC) comprising school

principals, superintendents, trustees, teachers, parents and pastor, as well as the City of Toronto Child Care project manager (in an advisory role).

5. Building permit and approval by the Ministry of Education Early Years Division will be required and timing for start of construction will depend on these approvals. Construction may begin as early as late fall of 2019 for projects not requiring Site Plan Approval and late 2020 for projects requiring Site Plan Approval, subject to all approvals being in place. Construction duration is expected to be 9 to 12 months. Where there is a gym addition, the work will take longer due to the phasing required to first complete the new gym, followed by renovation of the current gym to child care use, to ensure no interruption to the use of the gym at the school.
6. Operators will be selected through an RFP process conducted by the Board Early Years staff.
7. Facilities staff will communicate directly with the school principals, caretakers, and service quality supervisors to coordinate construction activities, including schedule, hours of work, access, and health and safety issues, and to provide support to principals and superintendents for communication with school communities.
8. Staff will provide regular status updates to the principals, for distribution to the school community and will be posted on the Board's web site.

G. STAFF RECOMMENDATION

1. That architectural services contracts for thirteen (13) child care additions be awarded as follows:

Consultant / Project	Base Bid	Net HST	Total Cost
LGA Architects			
Santa Maria Catholic School	\$258,414.00	\$5,581.74	\$263,995.74
St. Bernard Catholic School	\$391,484.00	\$8,456.05	\$399,940.05
St. Margaret Catholic School	\$389,656.00	\$8,416.57	\$398,072.57
Taylor Smyth Architects			
St. Andre Catholic School	\$253,347.00	\$5,472.30	\$258,819.30
St. Edmund Campion School	\$269,022.00	\$5,810.88	\$274,832.88
St. Nicholas of Bari School	\$269,022.00	\$5,810.88	\$274,832.88
Kohn Shnier Architects			
Father Serra Catholic School	\$520,800.00	\$11,249.28	\$532,049.28
NGA Architects			
St. Kevin Catholic School	\$322,900.00	\$6,974.64	\$329,874.64
Larkin Architects			
St. Barbara Catholic School	\$215,050.00	\$4,645.08	\$219,695.08
St. Dominic Savio School	\$215,050.00	\$4,645.08	\$219,695.08
Etude Architects			
St. Gerald Catholic School	\$291,500.00	\$6,296.40	\$297,796.40
St. Jean de Brebeuf School	\$291,500.00	\$6,296.40	\$297,796.40
G. Bruce Stratton Architects			
St. Jude Catholic School	\$215,770.00	\$4,660.63	\$220,430.63

2. That the other project soft cost budgets, as detailed in Table 2, be approved.
3. That funding be made available from the Ministry of Education approved Child Care Capital Grant, the School Renewal Grant (SRG) and POD, subject to Ministry approval.

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
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



December 21, 2017

Mr. Rory McGuckin
Director of Education
Toronto Catholic District School Board
80 Sheppard Avenue East
Toronto, ON M2N 6E8

Dear Mr. McGuckin,

I am writing to inform you that the Ministry of Education has completed our review of the stand-alone child care and child and family program joint submissions submitted for capital funding for school-based early years capital construction projects. These projects were submitted for consideration under the 2017-18 Early Years Capital Program (EYCP) announced in the **Memorandum 2017: B06 – Request for Early Years Capital Program Funding Submissions**.

Eligible child care capital projects being funded will support the government's announcement to create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. Demand was significant; 53 school boards and 39 Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs) submitted 285 eligible requests for early years capital funding, worth approximately \$293.5 million, for funding consideration.

As noted in Memorandum 2017:B06, the ministry used the following criteria to assess and prioritize eligible projects:

- child care replacement due to school closure/accommodation review;
- age groupings (program serving infants are a priority);
- accommodation pressures/service gaps;
- cost effectiveness and school viability; and
- equitable geographic disbursement of new child care spaces.

After careful review of your joint submission, I am pleased to confirm that the ministry has approved funding to support 15 projects identified by your board and CMSM. In total, your board will be allocated \$18,808,080 to undertake these projects. Should your school board continue to see denied early years capital projects as a priority then your school board may submit them during future rounds of the EYCP.

School boards who have not expended their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the EYCP.

Please be aware that the ministry has funding available to address costs related to unique site costs, acquisition and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2018-19 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Appendices

Appendix A provides a complete list of EYCP projects submitted by your board and CMSM/DSSAB. The ministry's decisions were based upon the needs identified in the joint submission form submitted by your school board and CMSM/DSSAB.

If your board chooses to address these projects with a project other than the ones outlined in the EYCP business case your board must receive the ministry's approval prior to retaining an architect. In some cases, this may require your board to forfeit their project approvals and resubmit their requests in a future round of EYCP funding.

Any changes to approved child care or child and family program capital projects will require approval from your local CMSM/DSSAB.

Payment

EYCP operates on a grant payment process, where cash flow is based on school board spending. There are two annual reporting periods these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Inventory System (SFIS), including child care and child and family programs.

Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the project cost and scope are within the approved funding and does not exceed the ministry's cost and space benchmarks. The EYCP funding allocation you have received can only be used to address capital costs related to the creation of child care and/or child and family program rooms.

Your board should ensure that all tender documents and contracts are completed in such a way to identify the costs associated to each type of ministry funding source, including but not limited to early years spaces.

Accountability and Reporting Process

School boards are required to follow the capital construction approval process for the new construction and/or renovations of child care rooms. As per the Ministry's Capital Accountability Requirements, school boards will be required to submit a space template before designing the project, where applicable. School boards will require an ATP before the project can be tendered.

School boards and CMSMs/DSSABs are required to provide the Ministry with a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch as part of their ATP request.

Rooms must be built in accordance with the *Child Care and Early Years Act, 2014* (CCEYA).

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the CMSM/DSSAB, and/or community partners.

Public Communications

School boards, CMSMs/DSSABs, and/or community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and/or community partners should contact the Ministry of Education to receive additional content for media-focused public communications, such as quotes from the Minister(s).

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, CMSMs/DSSABs, and/or community partners. If the ministry chooses to do so, school boards,

CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, it will help promote the role of all involved including the Ministry of Education, school boards, CMSMs/DSSABs, and/or community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the Ministry's Regional Manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and/or community partners are not to proceed with their public events until they have received a response from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care regarding the invitation. School boards, CMSMs/DSSABs, and/or community partners will be notified within 15 business days of their opening event as to the Ministers' attendance. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please advise us of the change at the same e-mail address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and/or community partners are not expected to delay their announcements to accommodate the Ministers or a Member of Provincial Parliament (MPP). The primary goal is to make sure that the Ministers are aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by e-mail (see above) with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please confirm the change at the same e-mail address above.

School boards, CMSMs/DSSABs, and/or community partners are not expected to delay these “other” events to accommodate the ministers. 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 with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused 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, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to order and 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 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.

Should you have any communications-related questions, please contact Dylan Franks at (416) 325-2947 or 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 school board.

Should you have any questions about the EYCP funding allocation, please contact your Capital Analyst, Lisa Bland, at Lisa.Bland@ontario.ca or (416) 326-9921.

For any questions related to the child care and/or child and family programs, please contact your regional Early Years and Child Care Division representative.

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Original signed by:

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

Attached: Appendix A – Complete List of EYCP Submissions for School Board

c: Paul DeCock, Comptroller of Business Services
Kevin Malcolm, Early Years Lead
Elaine Baxter-Trahair, General Manager of Children's Services, City of Toronto
Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Julia Danos, Director, Early Years and Child Care Programs and Service
Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Dylan Franks, Senior Information Officer, Communications Branch
Dolores Cascone, Early Years Education Officer, Early Years and Child Care
Programs and Service Integration Branch
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs
and Service Integration Branch
Lisa Bland, Capital Analyst, Capital Program Branch

Appendix A

Toronto Catholic DSB													
Child Care Projects	CMSM/DSSAB Name	Rooms				Spaces				Total	Capital Funding	Comments	
		Infant	Toddler	Preschool	Family Age Group	Infant	Toddler	Preschool	Family Age Group				
											\$ 18,293,827		
Blessed Pope Paul VI CS	City of Toronto	0	1	1	0	2	0	15	24	0	39	\$ 529,379	Approved
Father Serra CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
Pope Francis	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 794,069	Approved
Santa Maria CS	City of Toronto	0	1	1	0	2	0	15	24	0	39	\$ 1,028,508	Approved
St. Andre CS (new school)	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Barbara CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Bernard CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Dominic Savio S	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Edmund Campion CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Gerald CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Jean de Brebeuf	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Jude CS	City of Toronto	1	0	0	0	1	10	0	0	0	10	\$ 514,254	Approved
St. Kevin CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
St. Nicholas of Bari CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved
Sacred Heart CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ¹
St. Bede CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ¹
Baycrest PS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ²
St. Margaret CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ³

Toronto Catholic DSB

Child and Family Program Projects	CMSM/DSSAB Name	Number of Rooms		Capital Funding	Comments
St. Leo CS	City of Toronto	1		\$ 514,254	Approved
St. Antoine Daniel CS	City of Toronto	0		\$ -	Declined ⁴
St. Fidelis S	City of Toronto	0		\$ -	Declined ⁴

***Note:** School boards who did not fully expend their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding by August 31, 2017 are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been submitted for capital funding consideration under the EYCP.

¹ Ineligible project as per B.06 (project in an ARC)

² Ineligible project as per B.06 (building not owned by school board)

³ Project contingent on ineligible project

⁴ Limited Child and Family funding

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
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



March 13, 2018

Rory McGuckin

Director of Education

Toronto Catholic District School Board

80 Sheppard Avenue East

Toronto ON M2N 6E8

Dear Mr. McGuckin,

I am writing to inform you that the Ministry of Education has completed its detailed review of the business case(s) your school board submitted for consideration under the 2017-18 Capital Priorities Grant funding program. As outlined in **Memorandum 2017:B7 – Request for Capital Priorities Project Funding Submissions**, business cases could have included requests for school capital funding, including funding for joint-use schools and community hub space, as well as capital funding to support the creation of new or renovated licensed child care spaces and EarlyON (child and family program) centres in schools as part of the larger school capital project.

Demand for funding through the 2017-18 Capital Priorities Program was significant. Altogether, 55 school boards submitted over 250 requests for funding consideration for school capital projects valued at approximately \$3.3 billion. In addition, 45 school boards submitted 180 requests for early years capital funding for the creation of 407 new or renovated child care rooms and 102 EarlyON centres.

I am pleased to inform you that the ministry has approved funding to support the following project(s) for your school board, as outlined in the table below:

Funding Allocation					
Project	Capital Priorities	Full Day Kindergarten	Child Care	EarlyON	Total
St. Margaret CS			\$1,542,762		\$1,542,762
St. Michael's Choir School	\$11,155,222				\$11,155,222
Holy Angels CS	\$12,653,816		\$2,571,270		\$15,225,086
St. Matthias CS	\$10,164,962	\$1,049,077	\$2,571,270		\$13,785,309
Total	\$33,974,000	\$1,049,077	\$6,685,302		\$41,708,379

Please note that for the project(s) listed in the table above, the ministry has increased its funding benchmarks by two percent to recognize rising construction costs. This increase does not apply to any previously approved projects. Also, this benchmark increase does not apply to child care or EarlyON portions of the projects. The ministry's Expert Panel on Early Years Capital Standards is currently reviewing the benchmarks for child care and EarlyON space with recommendations expected to the ministry in spring 2018. If there are cost pressures associated with the Early Years component of a capital project, please contact your Capital Analyst.

Your funding approval is conditional upon amendments to the 2017-18 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Please see Appendix A for a complete list of the Capital Priorities project(s) submitted by your board along with the ministry's decision(s). Although the ministry recognizes that each project has unique circumstances, we have attempted to summarize our rationale for each decision through a high-level description. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and address any questions you may have.

Appendix B provides a table showing how funding was determined for the approved project(s).

Accountability Measures for Approved Projects

The funding approved for your board through the 2017-18 Capital Priorities Program represents a significant investment in school infrastructure by the Government of Ontario. Your board is responsible and will be held accountable for measures to ensure that the cost and scope of any approved projects are within the approved funding amounts.

As noted in **Memorandum 2018:B3: Capital Priorities – New Reporting and Accountability Requirements**, the ministry is also introducing new high-level reporting and accountability requirements for school boards, including the School Board Capital Attestation Form (see Appendix C) and quarterly project reports. Your board is required to complete the School Board Attestation Form and email it to your ministry Capital Analyst by April 27, 2018. The ministry will communicate additional information about the quarterly project reports in the near future.

The child care and EarlyON funding allocation you have received can only be used to address capital costs related to the creation of a child care and/or EarlyON room(s). As a reminder, prior to requesting an approval to proceed, school boards and the Consolidated Municipal Service Manager (CMSM) or District Social Services Administration Board (DSSAB) are required to provide the Ministry of Education's Child Care Quality Assurance and Licensing Branch with a floor plan of any child care space. Once the space has been approved, a floor plan approval letter will be issued to your school board. This letter is required to be sent to the Capital Analyst when requesting the approval to proceed. If you require further information about the floor plan approval letter process, please contact the Ministry's Child Care Quality Assurance and

Licensing Branch at 1-877-510-5333 or email childcare_ontario@ontario.ca. All child care rooms must be built in accordance with the Child Care and Early Years Act, 2014 (CCEYA).

Site Acquisition, Demolition and Unique Site Costs

The ministry has funding available to address costs related to site acquisition and preparation for project construction costs that are not included in the Ministry's Capital funding benchmark. Additional funding will be provided to boards based upon submission of a detailed estimates with supporting engineering reports. Eligible costs include, but are not limited to the following:

- the acquisition of a site for new school construction;
- the acquisition of lots adjacent to existing schools for school expansion, including child care centres and community hubs;
- site improvements to make the sites suitable for construction, such as soil remediation, additional fill or demolition of existing structures, and
- addressing extraordinary municipal requirements.

Payment

The Capital Priorities Grant, Full Day Kindergarten, Community Hubs Replacement Space, and all associated child care and EarlyON funding will operate on a modified grant payment process, where cash flow is based on school board spending. There are two annual reporting periods for these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards who have not expended their Schools First Child Care Capital Retrofit Policy (SFCCCRP) funding, are expected to utilize their uncommitted allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the 2017-18 Capital Priorities Program.

Change in Project Scope

If your board chooses to amend the project scope approved through the 2017-18 Capital Priorities Program at a later date, you will be required to inform your Capital Analyst prior to engaging your architect regarding the new scope. If your project requires additional ministry funding, the board may be required to forfeit its project approval and re-submit a revised Capital Priorities business case with the alternative project scope.

In addition, any changes to approved child care or EarlyON capital components of the project will require the approval of your CMSM or DSSAB.

Projects Not Approved for Funding

I understand that your school board may have questions about any project(s) submitted and not approved through the 2017-18 Capital Priorities Program. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and consider potential next steps.

Ministry staff are committed to working collaboratively with your school board to provide guidance and respond to questions as your board considers the development of future capital plans, including requests for Capital Priorities funding.

Should you have any Capital Priorities questions, please contact your Capital Analyst, Matthew Anderson at 416-325-9796 or via email at Matthew.Anderson@ontario.ca.

For any questions related to the child care and/or EarlyON capital requests, please contact your regional representative from the Early Years and Child Care Programs and Service Integrated Branch.

Please refer to the Appendix D - Communications Protocol, for detailed requirements regarding public communications, events and signage related to the project. Should you have any communications-related questions, please contact Dylan Franks at 416-325-2947 or via email at 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.

Sincerely,

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Attached:

Appendix A – Complete List of Submissions

Appendix B – Details of Approved Projects

Appendix C – School Board Attestation Form

Appendix D – Communication Protocol Requirements: Public Communications and Events

cc: Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Shannon Fuller, Assistant Deputy Minister, Early Years and Child Care Division
Julia Danos, Director, Early Years and Child Care Programs and Service Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Lloyd Noronha, Executive Superintendent of Business Services and CFO, Toronto CDSB
Kevin Malcolm, Early Years Lead, Toronto CDSB
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs and Service Integration Branch
Elaine Baxter-Trahair, Children's Services General Manager, City of Toronto

Ministry of Education

Minister

Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation

Ministre

Édifice Mowat
Queen's Park
Toronto ON M7A 1L2



March 29, 2018

Ms. Barbara Poplawski
Chair of the Board
Toronto Catholic District School Board
80 Sheppard Avenue East
Toronto ON M2N 6E8
barbara.poplawski@tcdsb.org

Dear Ms. Poplawski,

Thank you for your letter dated January 24, 2018 requesting approval for the Toronto Catholic District School Board (TCDSB) to use its Proceeds of Disposition (POD) for the purpose of implementing a phased program to undertake program-related improvements to build new, larger gymnasiums at several of the board's schools.

Under [Ontario Regulation 193/10 – Restricted Purpose Revenues](#) (O. Reg. 193/10), POD funds are designated to be used to address school renewal needs. However, school boards may also request an exemption from the Minister to use POD funding for other purposes under O. Reg. 193/10. Such requests are assessed on the basis of a business case made by the board for a particular project.

The Ministry of Education recognizes that several TCDSB schools are facing constraints with respect to the size of their existing gymnasiums. In your letter, you noted that the TCDSB had approved a priority ranking in November 2017 to determine where gym expansions should occur based on an evaluation matrix approved in June 2017. Since that time, board staff have informed my ministry that the TCDSB is working to re-prioritize this list of school gymnasiums to account for recent funding approvals for child care additions to some schools.

I appreciate that proceeding with potential gym expansions concurrently with child care additions could allow the board to leverage efficiencies in the construction process, and may allow for additional renewal work to take place concurrently.

As such, I would be prepared to grant an exemption under O.Reg 193/10 to allow the TCDSB to use POD to expand gymnasiums at the following sites where childcare additions have been approved, subject to a proper assessment of specific requests.

.../2

- 2 -

We look forward to receiving information on the following sites contained in your last submission:

- Father Serra Catholic School
- St. Bernard Catholic School
- St. Kevin Catholic School
- St. Margaret Catholic School

As with any request from a school board, the ministry will require that the TCDSB provide a reconciliation of its unencumbered POD and prepare a properly costed business case to indicate how any gymnasium-related investment of POD would demonstrate merit over general school renewal needs. I encourage the TCDSB to submit these details as soon as possible.

I understand that on April 12, 2018, the TCDSB will be reviewing a re-prioritized list of schools with child care capital funding approvals that may require potential gymnasium expansions. The ministry looks forward to receiving this information as part of the TCDSB's formal request, and remain open to considering additional requests at a future date based on your local needs and priorities.

Thank you again for taking the time to write. I trust that this information is helpful.

Sincerely,



Indira Naidoo-Harris
Minister

cc. R. McGuckin, Director of Education
D. Koenig, Associate Director, Academic Affairs
L. Noronha, Executive Superintendent of Business Services and CFO
TCDSB Trustees
TCDSB Superintendents

Father Serra Etude Architects Inc. G. Bruce Stratton Architects Kohn Shnier Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Dominic Savio Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Kevin Etude Architects Inc. G. Bruce Stratton Architects Kohn Shnier Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects
Santa Maria G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Edmund Campion Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Margaret Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects
St. Andre G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Gerald Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Nicholas of Bari G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects
St. Barbara Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Jean de Brebeuf Etude Architects Inc. G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	
St. Bernard Etude Architects Inc. G. Bruce Stratton Architects Kohn Shnier Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	St. Jude G. Bruce Stratton Architects Larkin Architects Limited LGA Architects NGA Architects Susan Freidrich Architect Taylor Smyth Architects	



REPORT TO

**CORPORATE SERVICES, STRATEGIC
PLANNING AND PROPERTY
COMMITTEE**

LIQUOR WAIVER FOR JEAN VANIER CSS

Proverbs 31:6-7 Give strong drink to the one who is perishing, and wine to those in bitter distress; let them drink and forget their poverty and remember their misery no more.

Created, Draft	First Tabling	Review
October 3, 2018	October 11, 2018	Click here to enter a review date

Michael Del Grande, Trustee Ward 7

RECOMMENDATION REPORT

Vision:

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R. McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T. Robins
Acting Associate Director of
Planning and Facilities

L. Noronha
Chief Financial Officer and
Executive Superintendent of
Business Services

A. EXECUTIVE SUMMARY

Notification was received from Trustee Michael Del Grande that the Staff is planning an event at Jean Vanier on Friday, October 26, 2018

B. PURPOSE

A request was received from Robert Noble, Principal at Jean Vanier to serve alcohol at Jean Vanier Staff Team Building event, from 5:00pm to 9:00pm on Friday, October 26, 2018

C. BACKGROUND

Notification was received from Michael Del Grande to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Jean Vanier on FRIDAY, OCTOBER 26, 2018, for the Jean Vanier Team Building event.

D. STAFF RECOMMENDATION

Staff recommends that this report be presented for the action of the Board.



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

ENROLMENT STATUS REPORT 2018/19

"So the churches were strengthened in the faith and increased in numbers daily." Acts 16:5

Created, Draft	First Tabling	Review
September 27, 2018	October 11, 2018	Click here to enter a date.
A. Brutto, Supervisor/Demographer, Planning B. Leporati, Sr. Manager, Planning and Admissions M. Loberto, Superintendent of Planning and Development		
INFORMATION REPORT		

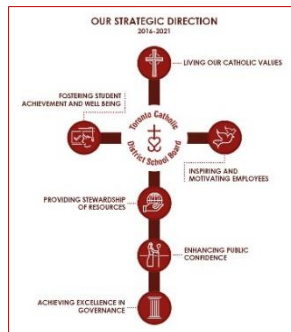
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Director of Education

D. Koenig
Associate Director
of Academic Affairs

T. Robins
Acting Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report provides a comparison of the Full-Time Equivalent (FTE) enrolment figures for September 28, 2018 with the March 8, 2018 board-approved projected enrolment for October 31, 2018. Historically, staff have been able to annually project enrolment for the following school year to a high degree of accuracy (+/- 0.5%).

The Board is experiencing an upward trend in elementary panel enrolment in 2018-19 when compared to the actual enrolment from 2017-18. There has been an anticipated slight decline in the secondary panel.

TCDSB Enrolment Trends	Elementary Panel	Secondary Panel	TCDSB Total
2017 Enrolment	61,586	28,552	90,138
2018 Enrolment	62,510	28,159	90,669
Difference	925	-393	532
% Difference	1.50%	-1.38%	0.59%

The cumulative staff time required to prepare this report was 5 hours.

B. PURPOSE

The purpose of this report is to provide the Board of Trustees with preliminary enrolment figures for the elementary and secondary panels based on actual Trillium enrolment data. Please refer to enrolment tables below.

C. ANALYSIS

1. Elementary Panel Enrolment (FTE) - as of September 28, 2018

	JK	SK	Gr1	Gr2	Gr3	Gr4	Gr5	Gr6	Gr7	Gr8	Total
Actual FTE	5,893	5,969	6,211	6,114	6,273	6,338	6,382	6,479	6,388	6,463	62,510
Proj. FTE	5,797	5,842	6,169	6,059	6,245	6,344	6,269	6,434	6,439	6,466	62,064
Diff.	96	127	42	55	28	-6	113	45	-51	-3	446

- Actual elementary enrolment is within 0.72% of the projected enrolment numbers approved in February 2018.
- There was a forecasted increase in the elementary panel from 2017-18 to 2018-19 enrolment figures which was attributable to residential intensification in key parts of the City. An additional increase in elementary enrolment has been experienced as a direct result of the continued accommodation of asylum seekers in the City of Toronto.

2. Secondary Panel Enrolment (FTE) – as of September 28, 2018

	Gr 9	Gr 10	Gr 11	Gr 12	Total
Actual FTE	6,580	6,740	6,838	8,001	28,159
Projected FTE	6,639	6,780	6,991	7,994	28,404
Difference	-60	-40	-153	7	-245

** Msgr. Fraser Enrolment Not Included*

- Actual enrolment is within 0.86% of the projected enrolment numbers approved in February 2018.
- A forecasted decline in the secondary panel from 2017-18 to 2018-19 enrolment figures has been realized as a natural progression of low enrolment experienced in the elementary panel from 2010 to 2015 school years.

3. Total Enrolment (FTE)

	Total	% Diff.
Actual FTE	90,669	0.22%
Projected FTE	90,468	
Difference	201	

- Enrolment statistics will continue to fluctuate as students return from extended leave, transfers occur and waitlists are cleared.

4. Historical Projection Accuracy

- Planning staff strive to achieve a target projection margin of error of between +/- 0.5%.

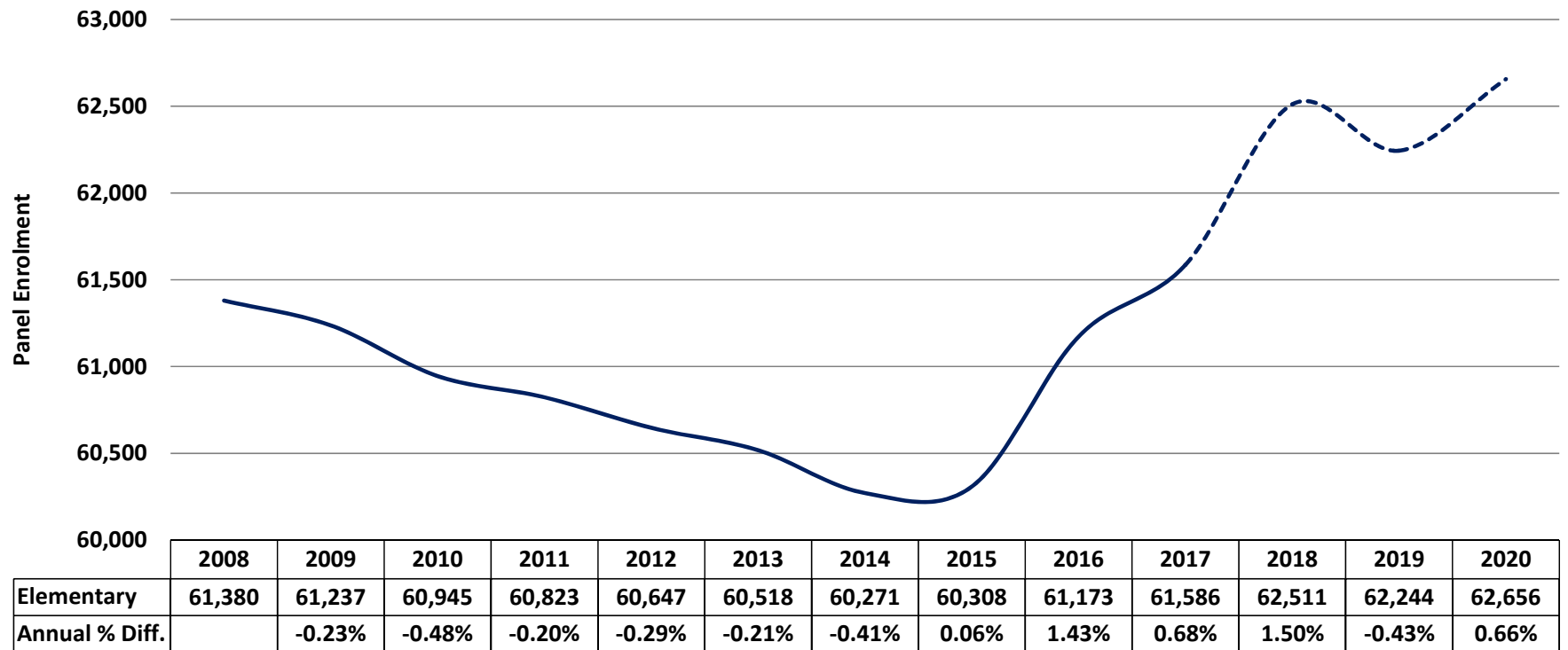
5. Enrolment Trends

- Elementary enrolment had been in decline since 2008, however; beginning in 2015 sustained growth has been observed. Over the coming years it is anticipated that elementary enrolment will continue to grow at a moderate pace due to strong residential housing forecasts. Since the 2017-18 school year, the elementary panel has grown in enrolment by a factor of 1.50% or 925 elementary students. (see *Appendix 'A'*)
- Secondary enrolment has been in decline since 2011. Over the next two years it is anticipated that Secondary enrolment will continue to slightly decline before entering a period of growth and levelling off at around 30,000 FTE. This period of growth and decline aligns directly with the increase and decrease experienced historically in the elementary panel. Since the 2017-18 school year, the secondary panel has declined in enrolment by a factor of - 1.38% or 393 secondary students. (see *Appendix 'B'*)
- Enrolment growth has been exhibited board-wide since 2015. This period of growth is expected to continue into the foreseeable future as a result of strong residential housing forecasts for the City of Toronto. Since the 2017-18 school year, the TCDSB has grown in enrolment by a factor of 0.59% or 532 students. (see *Appendix 'C'*)

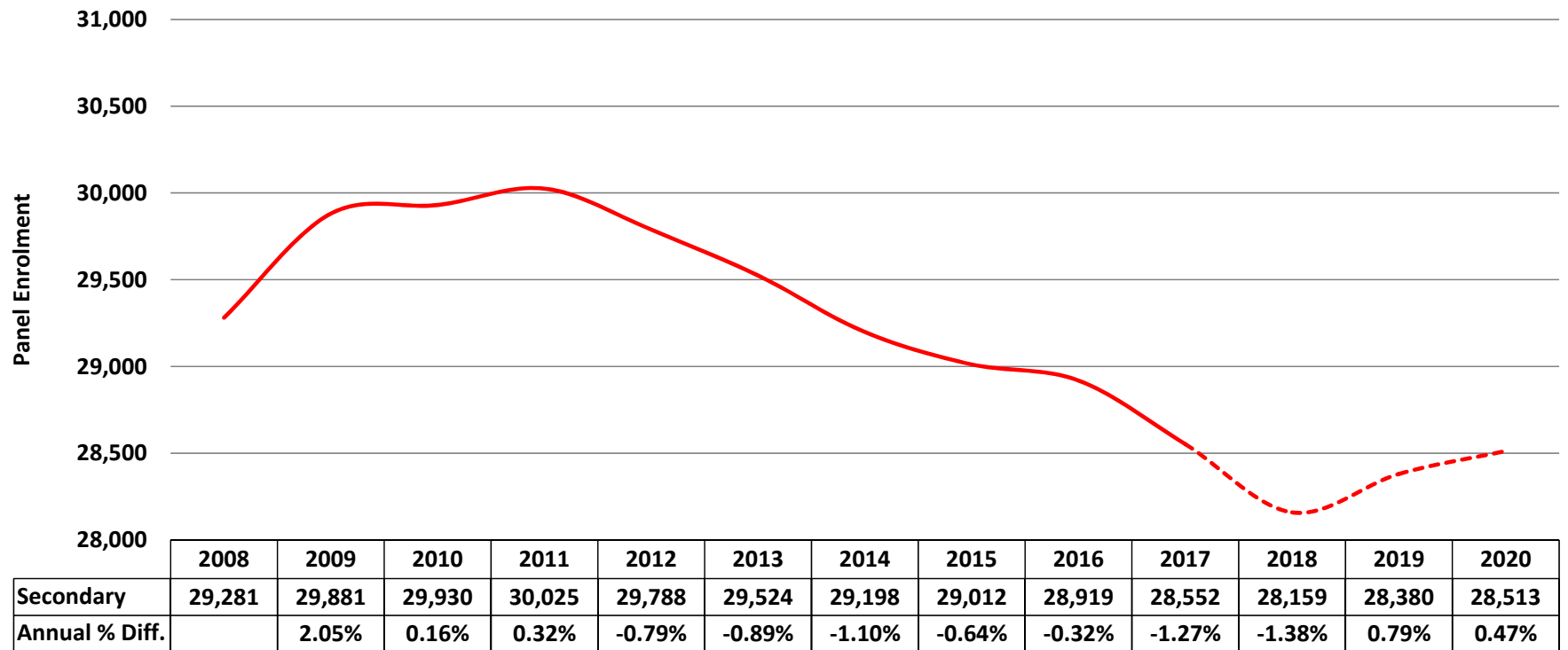
D. CONCLUDING STATEMENT

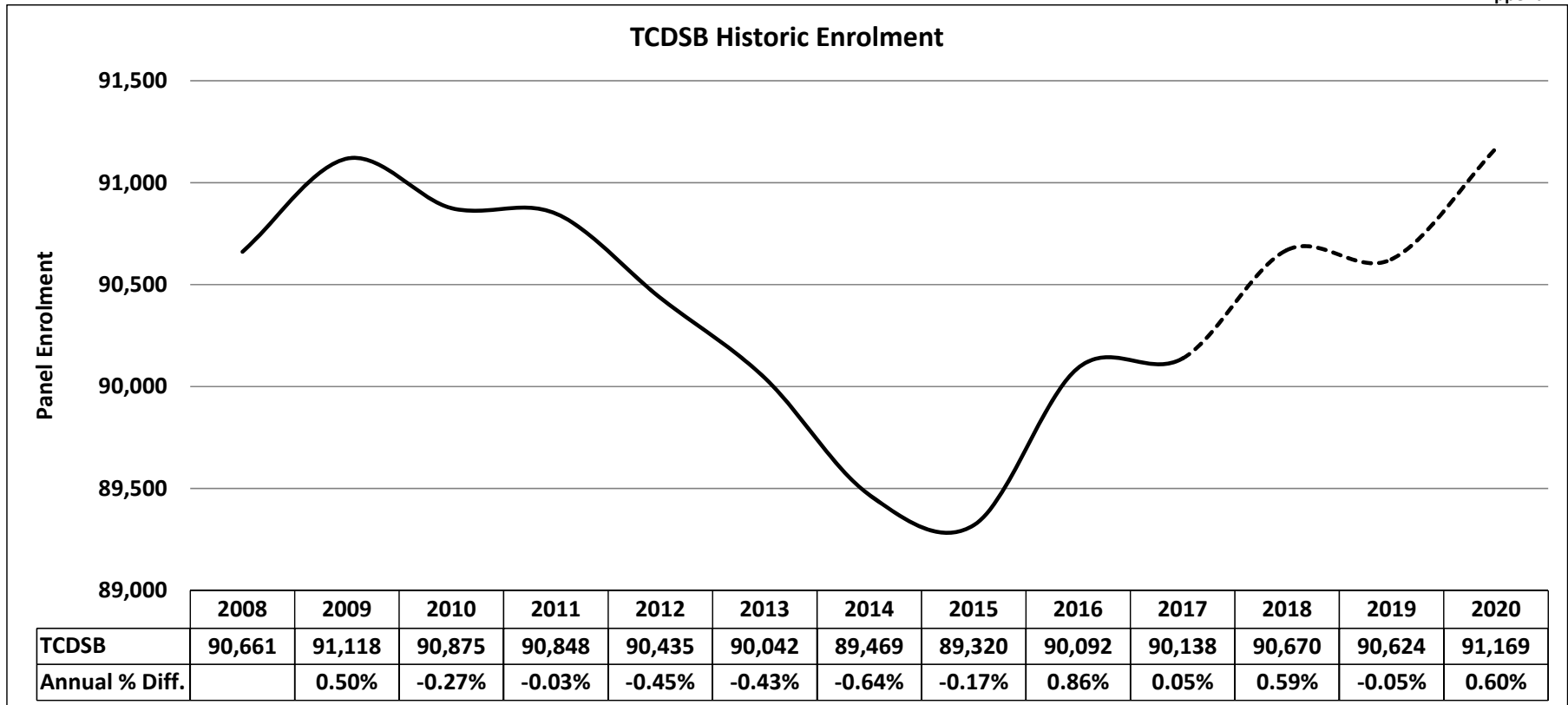
This report is for the consideration of the Board.

TCDSB Historic Elementary Enrolment



TCDSB Historic Secondary Enrolment







REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

REPORT REGARDING REVIEW OF THE TRANSPORTATION GOVERNANCE MODEL

“For The Lord Gives Wisdom; From his mouth come Knowledge and Understanding
Proverbs 2:6”

Created, Draft	First Tabling	Review
October 2, 2018	October 11, 2018	Click here to enter a date.

Michael Loberto, Superintendent of Planning and Development Services

INFORMATION REPORT

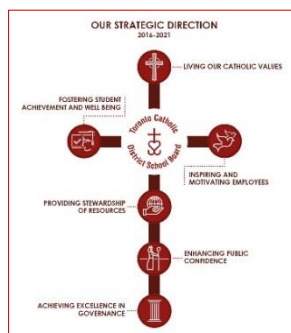
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A. EXECUTIVE SUMMARY

This report provides an update to the Board of Trustees on recent concerns expressed about the effective transportation governance model and organizational structure, and provides a direction that the governance committee will be undertaking to conduct a review of these structures.

The current TSTG governance committee consist of representation of one school Trustee from each School Board (TCDSB representative is currently Trustee Davis) and the Associate Director of Educations from both the Toronto District School Board (TDSB) and the Toronto Catholic District School Board (TCDSB). The TSTG governance committee has four (4) members. The governance committee is responsible for providing direction, oversight and advice with respect to transportation within the consortium.

The TDSB has indicated that it has concerns that the current governance model structure is not allowing for the most effective oversight and execution of transportation for the students of the school board. The members of the TSTG Governance committee have also expressed these concerns.

These concerns have resulted in understanding between the two boards to examine a different transportation services governance model and organizational structure by reviewing other effective consortiums that are in place at other school districts.

Upon completion of the review, the governance committee will report to their respective boards on the outcomes of the review and, if determined through the review, any recommendations relating to next steps.

The cumulative staff time required to prepare this report was 3 hours

B. PURPOSE

This report provides the Board of Trustees with an update of the Toronto Student Transportation Group (TSTG) planned review of the existing consortium governance model and organizational structure. The goal of the review is to determine if a change of the existing model is required to improve the overall efficiency of the services provided.

C. BACKGROUND

1. The governance committee is responsible for ensuring that all recommendations contained in the 2017 Ombudsman report are carried out and specifically, in terms of the governance model and organizational structure.

Please refer to the following link to access the Ombudsman report:

<https://www.torontoschoolbus.org/wp-content/uploads/2018/02/BusingFinal-wCovers-EN.pdf>

2. In July 2018 the Chair of the TCDSB received a letter from the Chair of the TDSB requesting a meeting with the joint Chairs, Directors and members of the TSTG governance committee to discuss concerns with the current transportation consortium, governance and operational structure.
3. The meeting took place on October 1, 2018 with both Chairs of the Board, Directors of Education and the governance committee members. It was agreed at this meeting that the governance committee would undertake a comparative environmental scan of Transportation consortium models in other school board jurisdictions. The objective of the scan is to study best practices in terms of governance models and organizational structures to determine whether changes should be made to the current TSTG transportation consortium to better meet the needs of our students and families. The environmental scan will be completed in October 2018.
4. The TSTG governance committee will review the results of the environmental scan in early November. Coming out of this meeting, the implications (financial, legal, operational and otherwise) of changing the existing legal relationship between the TSTG and the two school boards will be reviewed. This detailed analysis is anticipated to be completed in November 2018.
5. Once the TSTG governance committee has undertaken the full review and, if coming out that review, a change in the TSTG current governance model or organizational structure is recommended these proposed changes will be brought to each respective Board of Trustees for approval. The full review and follow-up report to the Board of Trustees is anticipated to be completed in January 2019.

D. METRICS AND ACCOUNTABILITY

Board representatives at the meeting held on October 1, 2018 agreed that the review of the governance model and organizational structure would not consider individual Board policy relating to the transportation services.

E. CONCLUDING STATEMENT

This report is for the information of the Board.

REVISED ANNUAL REPORTS & POLICY METRICS CORPORATE SERVICES

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (Q)	Corporate Services	Financial Status Update Report #1	Executive SO Business Services
2	January (P)	Corporate Services	<u>B.R.01 Rental of Surplus School Space & Properties</u> Policy Metric	Associate Director Planning & Facilities
3	February (A)	Corporate Services	Annual Investment Report	Executive SO Business Services
4	March (A)	Corporate Services	Budget Report: Financial Planning and Consultation Review	Executive SO Business Services
5	March (A)	Corporate Services	Planning Enrolment Projection	Associate Director of Planning and Facilities
6	March (A/P)	Corporate Services	Transportation Annual Report and <u>S.T.01 Transportation</u> Policy Metric	Associate Director Planning & Facilities
7	April (Q)	Corporate Services	Financial Status Update Report #2	Executive SO Business Services
8	May (P)	Corporate Services	<u>A.18 Development Proposals, Amendments and Official Plans and Bylaws</u> Policy Metric	Associate Director Planning & Facilities
9	June (Q)	Corporate Services	Financial Status Update Report #3	Executive SO Business Services
10	June (A)	Corporate Services	Report: Annual Budget Estimates	Executive SO Business Services
11	October (A/P)	Corporate Services	Preliminary Enrolment Reports Elementary and Secondary Schools and <u>S.A.01 Elementary Admission and Placement</u> Policy Metric	Associate Director Planning & Facilities
12	October (A)	Corporate Services	Trustee Honorarium Report	Executive SO Business Services
13	November (A)	Corporate Services	Legal Fees Report	Executive SO Business Services

**REVISED ANNUAL REPORTS & POLICY METRICS
CORPORATE SERVICES**

14	November (Q)	Corporate Services	Financial Status Update #4 and Audited Financial Statements	Executive SO Business Services
15	December (A)	Corporate Services	Budget Report: Revised Budget Annual Estimate	Executive SO Business Services

**CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY
PENDING LIST TO OCTOBER 11, 2018**

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	May-18 Regular Board	Nov-18	Corporate Services	Updated Report regarding School Cash Suite Implementation Progress	Executive Superintendent of Business Services and CFO
2	Sep-18 Student Achievement	Nov-18	Corporate Services	Updated funding plan and budget amendment (Upgrade Options for Public Meeting Rooms)	Executive Superintendent of Business Services and CFO