

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

## AGENDA February 14, 2019

**Nancy Crawford, Chair**  
Trustee Ward 12

**Norman Di Pasquale, Vice Chair**  
Trustee Ward 9

**Frank D'Amico**  
Trustee Ward 6

**Markus de Domenico**  
Trustee Ward 2

**Michael Del Grande**  
Trustee Ward 7

**Daniel Di Giorgio**  
Trustee Ward 10

**Taylor Dallin**  
Student Trustee

**Angela Kennedy**  
Trustee Ward 11

**Ida Li Preti**  
Trustee Ward 3

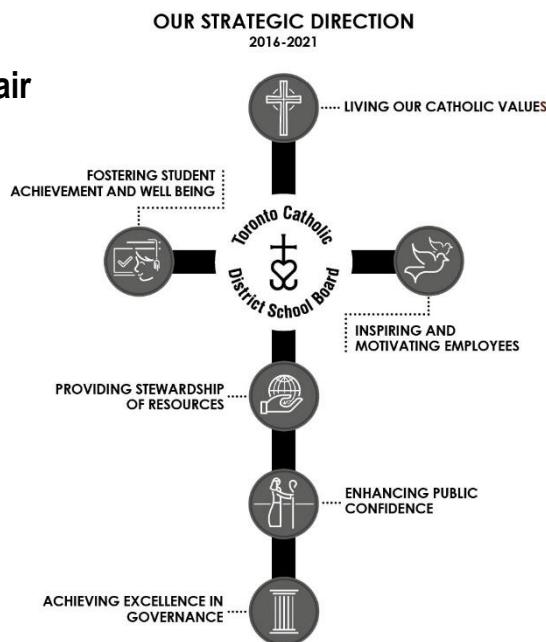
**Teresa Lubinski**  
Trustee Ward 4

**Joseph Martino**  
Trustee Ward 1

**Maria Rizzo**  
Trustee Ward 5

**Garry Tanuan**  
Trustee Ward 8

**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

**Maria Rizzo**  
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**

**Nancy Crawford, Chair**

**Norman Di Pasquale, Vice-Chair**

Thursday, February 14, 2019

7:00 P.M.

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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 January 17, 2019  
for Public Session.
9. Delegations
10. Presentation
11. Notices of Motion
12. Consent and Review

1 - 21

### **13. Unfinished Business**

### **14. Matters referred or deferred**

#### From Regular Board Meeting Held January 24, 2019

- |      |  |         |
|------|--|---------|
| 14.a | Revised Annual Calendar of Reports and Policy Metrics for 2019<br>(Recommendation) | 22 - 37 |
|------|--|---------|

#### From Student Achievement and Well Being, Catholic Education and Human Resources Committee Meeting Held February 7, 2019

- |      |   |         |
|------|---|---------|
| 14.b | Parent Engagement Updated Report 2017-18 (Information)                | 38 - 65 |
| 14.c | Inquiry from Trustee Del Grande regarding Writing Programs in Schools |         |
| 14.d | Inquiry from Trustee De Domenico regarding Snowplowing                |         |

### **15. Staff Reports**

- |      |   |           |
|------|---|-----------|
| 15.a | Dante Alighieri Academy Feasibility Study Update (Ward 5)<br>(Recommendation)                                   | 66 - 89   |
| 15.b | Former St. Veronica Catholic School Ward 6 City of Toronto Shelter<br>For Asylum Seekers (Information)          | 90 - 92   |
| 15.c | Rental of Surplus School Space Policy B.R.01 Annual Reporting<br>Requirement. (Information)                     | 93 - 96   |
| 15.d | Liquor Waiver Request for Senator O'Connor Catholic Secondary<br>School Event on March 7, 2019 (Recommendation) | 97 - 98   |
| 15.e | Liquor Waiver Request for Senator O'Connor Catholic Secondary<br>School Event on June 6, 2019 (Recommendation)  | 99 - 100  |
| 15.f | Liquor Waiver Request for Blessed Cardinal Newman Catholic High<br>School Event on May 3, 2019 (Recommendation) | 101 - 102 |
| 15.g | Liquor Waiver for Immaculate Conception Catholic School Event on<br>May 9, 2019 (Recommendation)                | 103 - 104 |

### **16. Listing of Communications**



- 17. **Inquiries and Miscellaneous**
- 18. **Updating of the Pending Lists**
  - 18.a Monthly Pending List 105
- 19. **Resolve into FULL BOARD to Rise and Report**
- 20. **Closing Prayer**
- 21. **Adjournment**

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through witness, faith, innovation and action.*



**MINUTES OF THE REGULAR MEETING OF THE  
CORPORATE AFFAIRS, STRATEGIC PLANNING AND PROPERTY  
COMMITTEE  
PUBLIC SESSION  
HELD JANUARY 17, 2019**

**Trustees:** N. Crawford, Chair  
N. Di Pasquale, Vice-Chair  
F. D'Amico  
M. de Domenico  
M. Del Grande  
D. Di Giorgio  
A. Kennedy  
I. Li Preti  
T. Lubinski  
J. Martino  
M. Rizzo  
G. Tanuan

**Student Trustees:** T. Dallin  
N. Ndongmi

**Staff:** R. McGuckin  
D. Koenig  
L. Noronha  
P. Matthews  
S. Camacho  
S. Vlahos  
A. Della Mora  
P. Aguiar

P. De Cock  
D. Friesen  
M. Loberto

S. Harris, Recording Secretary  
S. Tomaz, Assistant Recording Secretary

**External Guest:** A. Robertson, Parliamentarian

## **5. Approval of the Agenda**

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the Agenda, as amended to include the Addendum, reorder Item 15e) Addressing Overcrowding at St. Bonaventure Catholic School prior to Item 15a) Short-Term Operating Borrowing By-law #192, add Items 17a) Inquiry from Trustee Kennedy regarding Crossing Guards; and 17b) Inquiry from Trustee Rizzo regarding Student Trustees and Equipment, be approved.

Results of the Vote taken, as follows:

### **In favour**

### **Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

Trustee Di Giorgio left the horseshoe at 7:09 pm.

## 6. **Report from Private Session**

MOVED by Trustee Di Pasquale, seconded by Trustee Tanuan, that the matter discussed in PRIVATE Session regarding Education Development Charges be approved.

Results of the Vote taken, as follows:

### **In favour**

### **Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

## **7. Declarations of Interest**

Trustee Kennedy declared an interest in Items 15c) Funding of Lunchroom Supervisors; 15d) 2018-19 First Quarter Financial Status Update; and 15f) Revised Appendix D: 2018-19 First Quarter Financial Status Update, as her family members are employees of the Board. Trustee Kennedy indicated that she would not participate in discussions nor vote on the item.

Trustee Di Giorgio returned to the horseshoe at 7:11 pm.

## **8. Approval & Signing of the Minutes of the Meeting**

MOVED by Trustee Rizzo, seconded by Trustee Di Pasquale, that the Minutes of the Regular Meeting held December 12, 2018 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

### **In favour**

### **Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale

Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

**9. Delegations**

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Item 9a) be adopted as follows:

- 9a) Bonnie Duarte regarding St. Bonaventure Catholic School** received and that copies of the presentation be circulated at the meeting to Trustees and Staff for consideration.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino

Rizzo  
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Item 9b) be adopted as follows:

- 9b) Teresa De Stefano regarding St. Bonaventure Catholic School** received and that copies of the presentation be circulated at the meeting to Trustees and Staff for consideration.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Item 9c) be adopted as follows:

- 9c) Monika Scholte regarding St. Bonaventure Catholic School** received and that copies of the presentation be circulated at the meeting to Trustees and Staff for consideration.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED



## 12. Consent and Review

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

- 15a) Trustee Di Pasquale;
- 15b) Trustee Di Pasquale;
- 15c) Trustee Rizzo;
- 15d) Trustee Di Pasquale;
- 15f) Trustee Di Pasquale; and
- 15e) Trustee Kennedy

MOVED by Trustee Di Pasquale, seconded by Trustee Martino, that the Items not held be approved.

Results of the Vote taken, as follows:

### **In favour**

### **Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

**MATTERS AS CAPTURED IN THE ABOVE MOTION**

Item 18a) Annual Calendar of Reports and Policy Metrics; and  
Item 18b) Monthly Pending List

Trustee D’Amico joined the meeting via Teleconference at 7:44 pm.

**15. Staff Reports**

MOVED by Trustee Kennedy, seconded by Trustee Di Pasquale, that Item 15e) be adopted as follows:

**15e) Addressing Overcrowding at St. Bonaventure Catholic School received.**

Time for business expired and was extended by 30 minutes by majority consent, as per Article 12.6, as follows:

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D’Amico  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski

de Domenico  
Del Grande  
Martino

Rizzo  
Tanuan

Trustee Del Grande left the horseshoe at 8:26 pm.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Rizzo, that the consultation at St. Bonaventure Catholic School regarding enrollment will not proceed.

Trustee Del Grande returned to the horseshoe at 8:28 pm.

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

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Amendment was declared

CARRIED

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

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion, as amended, was declared

CARRIED

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

Trustee de Domenico left the horseshoe at 8:29 pm.

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

- 15a) Short-Term Operating Borrowing Bylaw #192** that the Board approve Borrowing By-Law #192 attached as Appendix A (see report) for \$95 million for a period not to exceed November 30, 2022.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

Trustee de Domenico returned to the horseshoe at 8:35 pm.

MOVED by Trustee Del Grande, seconded by Trustee Di Pasquale, that Item 15b) be adopted as follows:

- 15b) Education Development Charges (EDC) Borrowing By-law #193** that the Board approve Borrowing By-Law #193 attached as Appendix A for \$160 million for a period not to exceed November 30, 2022.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

**CARRIED**

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

Trustee Kennedy left the horseshoe due to a Declaration of Interest in Items 15c), 15d) and 15f), as earlier indicated.

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

- 15c) Funding of Lunchroom Supervisors** that for the 2018/19 Revised Budget Estimates, an in-year budget reallocation for Elementary Lunchtime Student Supervisors, as described in Option 2 within the report, be approved.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Rizzo, that Staff study and come back with a report no later than the March 21, 2019 Corporate Services, Strategic Planning and Property Committee Meeting on how we might improve compensation to lunchroom supervisors in order to attract lunchroom supervisors.

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

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanan

The Amendment was declared

CARRIED

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

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Tanuan, that Items 15d) and 15f) be adopted as follows:

- 15d) 2018-19 First Quarter Financial Status Update** received; and
- 15f) Revised Appendix D: 2018-19 First Quarter Financial Status Update** received.



MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Tanuan, that we ask the Government to consider consultation with school Boards around program efficiencies; and

That when it affects programs like Focus on Youth, we would hope that this would be reconsidered and that full funding be re-established.

MOVED by Trustee Li Preti, seconded by Trustee Di Pasquale, that this initiative be referred to the Political Action Ad Hoc Committee.

Results of the Vote taken on the Motion to Refer, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion to Refer was declared

CARRIED

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

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion of Receipt, as amended, was declared

CARRIED

Student Trustees Dallin and Ndongmi wished to be recorded as voted in favour.

Trustee Kennedy returned to the horseshoe at 9:22 pm.

**17. Inquiries and Miscellaneous**

MOVED by Trustee Kennedy, seconded by Trustee D'Amico, that Item 17a) adopted as follows:

- 17a) Inquiry from Trustee Kennedy regarding Crossing Guards** that staff investigate the replacement of crossing guards in the event of a temporary absence at St. Brigid and St. Bonaventure Catholic Schools.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that Item 17b) be adopted as follows:

**17b) Inquiry from Trustee Rizzo regarding Student Trustees and Equipment received.**

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
D'Amico  
de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Martino  
Rizzo  
Tanan

The Motion was declared

CARRIED

Trustee Martino left the meeting at 9:37 pm.

**19. Resolve into FULL BOARD to Rise and Report**

MOVED by Trustee Kennedy, seconded by Trustee Di Pasquale, that the meeting resolve into FULL BOARD to Rise and Report.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
 D'Amico  
 de Domenico  
 Del Grande  
 Di Giorgio  
 Di Pasquale  
 Kennedy  
 Li Preti  
 Lubinski  
 Rizzo  
 Tanuan

The Motion was declared

CARRIED

**21. Adjournment**

MOVED by Trustee de Domenico, seconded by Trustee Lubinski, that the meeting be adjourned.

Results of the Vote taken, as follows:

**In favour**

**Opposed**

Trustees Crawford  
 D'Amico

de Domenico  
Del Grande  
Di Giorgio  
Di Pasquale  
Kennedy  
Li Preti  
Lubinski  
Rizzo  
Tanuan

The Motion was declared

CARRIED

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SECRETARY

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CHAIR



REPORT TO

REGULAR BOARD

## REVISED ANNUAL CALENDAR OF REPORTS AND POLICY METRICS FOR 2019

*...but I did not believe the reports until I came and my own eyes had seen it. Not even half had been told me; your wisdom and prosperity far surpass the report that I had heard.  
1 Kings 10:7*

Created, Draft	First Tabling	Review
January 14, 2019 Director's Council	January 24, 2019	Click here to enter a date.
<b>RECOMMENDATION REPORT</b>		

### Vision:

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Rory McGuckin  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

In February 2018, staff produced a report that reorganized and streamlined the Calendar of Annual Reports, and included Policy Metrics as part of the calendar. After a full year of following the calendar, staff are recommending minimal changes that best reflect the realities of data collection and report production and presentation at Board and Committee meetings.

Staff recommend minor revisions to the approved calendar of annual reports and policy metrics for 2019.

*The cumulative staff time required to prepare this report was 16 hours.*

## **B. PURPOSE**

1. The annual calendar of reports and policy metrics was revised in February 2018, and followed throughout the year. **Appendix A.**
2. Given the experience with the annual calendar, staff have identified some changes to improve the annual calendar. The changes are proposed in **Appendix B.**

## **C. BACKGROUND**

1. **February 22, 2018** – At the Board meeting, Trustees approved the revised Annual Calendar of Reports and Policy metrics.
2. After experience with the calendar in 2018, staff are suggesting minor revisions to the scheduling and/or titling of reports, primarily based on:
  - i. the availability of data upon which to base reports;
  - ii. the timing of consultation with other Board committees;
  - iii. Ministry of Education reporting timelines.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

The following changes to the Annual Calendar of Reports and Policy metrics are recommended are described below and shown in **Appendix B:**





<p>S.22 Religious Accommodation Policy Report &amp; S.S.02 Opening or Closing Exercises Policy Report (Combined)</p> <p>Board Learning Improvement Plan (BLIP) Annual Report</p>		<p>•<b>MOVE:</b> S.22 Religious Accommodation Policy Report &amp; S.S.02 Opening or Closing Exercises Policy Report (Combined) to OCTOBER</p> <p>•<b>MOVE:</b> Board Learning Improvement Plan (BLIP) Annual Report to OCTOBER</p>
	<b>DECEMBER</b>	<p>•<b>ADD:</b> S.10 Catholic School Parent Council Policy from OCTOBER in order to consult with CPIC and OAPCE</p> <p>•<b>ADD:</b> CPIC Annual Report including Financial Report from OCTOBER in order to consult with CPIC</p>

<b>CORPORATE SERVICES COMMITTEE</b>		
<b>Report Title</b>	<b>Month</b>	<b>Action/Rationale</b>
Financial Status Update Report #1	<b>JANUARY</b>	• <b>MOVE:</b> Financial Status Update Report #1 to FEBRUARY
Annual Investment Report	<b>FEBRUARY</b>	<p>•<b>MOVE:</b> Annual Investment Report to DECEMBER</p> <p>•<b>ADD:</b> Financial Status Update #1</p>

Budget Report: Financial Planning and Consultation review	<b>MARCH</b>	<ul style="list-style-type: none"> <li>•<b>RENAME</b>: the report and modify the title: Budget <b>Series</b> Report: Financial Planning and Consultation Review</li> </ul>
Financial Status Update Report #2	<b>APRIL</b>	<ul style="list-style-type: none"> <li>•<b>MOVE</b>: Financial Status Update Report #2 to MAY</li> <li>•<b>NEW</b>: Budget Series Report: Grants for Student Needs Update</li> </ul>
Report: Recommended Budget Estimates	<b>MAY</b>	<ul style="list-style-type: none"> <li>•<b>ADD</b>: Financial Status Update Report #2</li> <li>•<b>RENAME</b>: Budget Series Report: Preliminary Budget Estimates for the Following Fiscal Year</li> </ul>
Financial Status Update Report #3  Report: Annual Budget Estimates	<b>JUNE</b>	<ul style="list-style-type: none"> <li>•<b>MOVE</b> Financial Status Update Report #3 to SEPTEMBER</li> <li>•<b>ADD</b>: Budget Series Report: Recommended Budget Estimates for Following Fiscal Year</li> <li>•<b>ADD</b>: Delegated Authority Report</li> </ul>
	<b>SEPTEMBER</b>	<ul style="list-style-type: none"> <li>•<b>ADD</b>: Financial Status Update Report #3</li> <li>•<b>ADD</b>: Preliminary Enrolment Reports Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement</u> Policy Metric from October to SEPTEMBER</li> <li>•<b>NEW</b>: Capital Program Update – provided to provide updated information on the previous school year</li> <li>•<b>ADD</b>: Delegated Authority Update Report</li> </ul>

Preliminary Enrolment Reports Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement</u> Policy Metric	<b>OCTOBER</b>	<ul style="list-style-type: none"> <li>•<b>MOVE:</b> Preliminary Enrolment Reports Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement</u> Policy Metric to SEPTEMBER</li> </ul>
Financial Status Update Report #4  Audited Financial Statements	<b>NOVEMBER</b>	<ul style="list-style-type: none"> <li>•<b>CONSOLIDATE:</b> these 2 reports to be titled: Audited Financial Statements and Financial Status Update #4</li> </ul>
Budget Report: Revised Budget Estimates	<b>DECEMBER</b>	<ul style="list-style-type: none"> <li>•<b>RENAME:</b> Budget Series Report: Revised Budget Estimates for the Current Fiscal Year</li> <li>•<b>ADD:</b> Capital Renewal Report</li> <li>•<b>ADD:</b> Annual Investment Report from FEBRUARY</li> </ul>

<b>REGULAR BOARD</b>		
<b>Report Title</b>	<b>MONTH</b>	<b>Action/Rationale</b>
Annual Report on the Multi Year Strategic Plan	<b>OCTOBER</b>	<ul style="list-style-type: none"> <li>•<b>MOVE:</b> Annual Report on the Multi Year Strategic Plan to NOVEMBER as – all data is not available to present report in October</li> </ul>
	<b>NOVEMBER</b>	<ul style="list-style-type: none"> <li>•<b>ADD:</b> Annual Report on the Multi Year Strategic Plan – all data is not available to present report in October</li> </ul>

## **E. METRICS AND ACCOUNTABILITY**

1. The calendar of annual reports and policy metric reports will be monitored by Director's Council.
2. The Calendar of Reports and Policy Metrics for each respective Committee/Board will be part of the Order Paper for the respective Committee/Board.
3. New reports or policy metric reports will be added to the calendar as determined by the Board, and further revised in January 2020.

## **F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN**

1. The calendar of reports will be provided on the Order Paper of the respective Committee or Regular Board.

## **G. STAFF RECOMMENDATION**

1. That Trustees approve the revised Calendar of Annual Reports and Policy Metric Reports presented in **Appendix B**.

# 2018 ANNUAL CALENDAR OF REPORTS & POLICY METRICS

## Appendix A

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
2	January (P)	Student Achievement	<u>A.35 Accessibility Standards</u> Policy Metric	Associate Director Academic Services
3	January (Q)	Corporate Services	Financial Status Update Report #1	Executive SO Business Services
4	January (P)	Corporate Services	<u>B.R.01 Rental of Surplus School Space &amp; Properties</u> Policy Metric	Associate Director Planning & Facilities
5	February (A)	Corporate Services	Annual Investment Report	Executive SO Business Services
6	February (P)	Student Achievement	<u>S. 19 External Research</u> Policy Metric	Associate Director Academic Services
7	March (A)	Student Achievement	Staffing Projections Report	Associate Director Academic Services
8	March (A)	Corporate Services	Budget Report: Financial Planning and Consultation Review	Executive SO Business Services
9	March (A)	Corporate Services	Planning Enrolment Projection	Associate Director of Planning and Facilities
10	March (A/P)	Corporate Services	Transportation Annual Report and <u>S.T.01 Transportation</u> Policy Metric	Associate Director Planning & Facilities
11	April (A)	Student Achievement	Non-Resident VISA Student Fees	Associate Director Academic Services
12	April (Q)	Corporate Services	Financial Status Update Report #2	Executive SO Business Services
13	April (A)	Regular Board	Education Development Charges Policy Review	Associate Director of Planning and Facilities

# 2018 ANNUAL CALENDAR OF REPORTS & POLICY METRICS

## Appendix A

14	May (A)	Student Achievement	Staffing Status Report for Next School Year	Executive SO Business Services
15	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
16	May (P)	Corporate Services	<u>A.18 Development Proposals, Amendments and Official Plans and Bylaws Policy Metric</u>	Associate Director Planning & Facilities
17	June (P)	Student Achievement	<u>B.B.04 Smoke &amp; Vapour Free Policy Metric</u>	Associate Director Academic Services
18	June (Q)	Corporate Services	Financial Status Update Report #3	Executive SO Business Services
19	June (A)	Corporate Services	Report: Annual Budget Estimates	Executive SO Business Services
20	August (P)	Regular Board	<u>T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board Policy Metric</u>	Regular Board
21	August (P)	Regular Board	<u>H.M. 19 Conflict Resolution Department</u>	Associate Director Academic Services
22	September (A/P)	Student Achievement	Annual Safe Schools Report <u>S.S.12 Fresh Start Policy Metric</u>	Associate Director Academic Services
23	September (A)	Student Achievement	Community Advisory Committees Report	Associate Director Academic Services
24	September (P)	Student Achievement	<u>H.M. 40 Fair Practice in Hiring and Promotion Policy Metric</u>	Associate Director Academic Services
25	September (P)	Student Achievement	<u>T.07 Community Engagement Policy Report</u> <u>A.37 Communications Policy Metric</u>	Director of Education
26	October (A)	Student Achievement	Student Trustees: Voices that Challenge	Associate Director Academic Services
27	October (A)	Student Achievement	ECLIST Report - Elementary Leaders	Associate Director Academic Services

28	October (P)	Student Achievement	<u>S.10 Catholic School Parent Council Policy Metric</u>	Associate Director Academic Services
29	October (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
30	October (A)	Student Achievement	International Languages Program Report	Associate Director Academic Services
31	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO) · Grade 9 Assessment of Mathematics and OSSLT Assessment (EQAO)	Associate Director Academic Services
32	October (A/P)	Corporate Services	Preliminary Enrolment Reports Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement Policy Metric</u>	Associate Director Planning & Facilities
33	October (A)	Corporate Services	Trustee Honorarium Report	Executive SO Business Services
34	October (P)	Regular Board	<u>H.M.33 Acceptance of Hospitality or Gifts Policy Metric</u>	Director of Education
35	October (A)	Regular Board	Ongoing Exit and Entry Surveys for all students either changing schools within the Board or entering or exiting the Board	Associate Director Planning & Facilities
36	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
37	November (A)	Student Achievement	Board Learning Improvement Plan (BLIP)	Associate Director Academic Services
38	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
39	November (P)	Student Achievement	<u>S.22 Religious Accommodation Policy Report</u> <u>S.S.02 Opening or Closing Exercises Policy Report</u>	Associate Director Academic Services



**2018 ANNUAL CALENDAR OF REPORTS & POLICY METRICS****Appendix A**

<b>40</b>	November (P)	Student Achievement	<u>S.24 Combined (Split) Grade Classes for Elementary Schools Policy Report</u>	Associate Director Academic Services
<b>41</b>	November (A)	Corporate Services	Legal Fees Report	Executive SO Business Services
<b>42</b>	November (Q)	Corporate Services	Financial Status Update #4 and Audited Financial Statements	Executive SO Business Services
<b>43</b>	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
<b>44</b>	December (A/P)	Student Achievement	Accountability Framework for Special Education and <u>S.P.01 Special Education Programs and Services Policy Metric</u>	Associate Director Academic Services
<b>45</b>	December (A)	Corporate Services	Budget Report: Revised Budget Annual Estimate	Executive SO Business Services
<b>46</b>	December (A)	Regular Board	Director's Annual Report	Director of Education

# 2019 REVISED CALENDAR OF ANNUAL REPORTS & POLICY METRICS

## Appendix B

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
2	January (P)	Student Achievement	<u>A.35 Accessibility Standards</u> Policy Metric	Associate Director Academic Services
3	January (P)	Corporate Services	<u>B.R.01 Rental of Surplus School Space &amp; Properties</u> Policy Metric	A.D. Facilities, Business, Community Development
4	February (P)	Student Achievement	<u>S. 19 External Research</u> Policy Metric	Associate Director Academic Services
5	February (Q)	Corporate Services	Financial Status Update Report #1	A.D. Facilities, Business, Community Development
6	February (A)	Regular Board	School Year Calendar	Associate Director Academic Services
7	March (A)	Corporate Services	Budget Series Report: Financial Planning and Consultation Review	A.D. Facilities, Business, Community Development
8	March (A)	Corporate Services	Consensus Student Enrolment Projection	A.D. Facilities, Business, Community Development
9	March (A/P)	Corporate Services	Transportation Annual Report and <u>S.T.01 Transportation</u> Policy Metric	A.D. Facilities, Business, Community Development
10	March (A)	Regular Board	Staffing Projections Report	Associate Director Academic Services
11	April (A)	Student Achievement	Non-Resident VISA Student Fees	Associate Director Academic Services
12	April (A)	Corporate Services	Budget Series Report: Grants for Student Needs Update	A.D. Facilities, Business, Community Development
13	April (A)	Regular Board	Education Development Charges Policy Review	A.D. Facilities, Business, Community Development

# 2019 REVISED CALENDAR OF ANNUAL REPORTS & POLICY METRICS

## Appendix B

14	May (A)	Student Achievement	Staffing Status Report for Next School Year	A.D. Facilities, Business, Community Development
15	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
16	May (P)	Corporate Services	<u>A.18 Development Proposals, Amendments and Official Plans and Bylaws</u> Policy Metric	A.D. Facilities, Business, Community Development
17	May (Q)	Corporate Services	Financial Status Update Report #2	A.D. Facilities, Business, Community Development
18	May (A)	Corporate Services	Budget Series Report: Preliminary Budget Estimates for the Following Fiscal Year	A.D. Facilities, Business, Community Development
19	June (P)	Student Achievement	<u>B.B.04 Smoke &amp; Vapour Free</u> Policy Metric	Associate Director Academic Services
20	June (A)	Corporate Services	Budget Series Report: Recommended Budget Estimates for the Following Fiscal Year	A.D. Facilities, Business, Community Development
21	June (A)	Corporate Services	Delegated Authority Report	A.D. Facilities, Business, Community Development
22	August (P)	Regular Board	<u>T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board</u> Metric	Director of Education
23	August (P)	Regular Board	<u>H.M. 19</u> Conflict Resolution Department	Associate Director Academic Services
24	September (A/P)	Student Achievement	Annual Safe Schools Report and <u>S.S.12 Fresh Start</u> Policy Metric	Associate Director Academic Services
25	September (A)	Student Achievement	Community Advisory Committees Report	Associate Director Academic Services
26	September (P)	Student Achievement	<u>H.M. 40 Fair Practice in Hiring and Promotion</u> Policy Metric	Associate Director Academic Services

27	September (P)	Student Achievement	<u>T.07 Community Engagement</u> Policy Report and <u>A.37 Communications</u> Policy Metric	Director of Education
28	September (Q)	Corporate Services	Financial Status Update Report #3	A.D. Facilities, Business, Community Development
29	September (A)	Corporate Services	Preliminary Enrolment Report for Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement</u> Policy Metric	A.D. Facilities, Business, Community Development
30	September (A)	Corporate Services	Capital Program Update	A.D. Facilities, Business, Community Development
31	September (A)	Corporate Services	Delegated Authority Update Report	A.D. Facilities, Business, Community Development
32	October (A)	Student Achievement	Board Learning Improvement Plan Report	Associate Director Academic Services
33	October (A)	Student Achievement	Student Trustees: Voices that Challenge- CSLIT	Associate Director Academic Services
34	October (A)	Student Achievement	International Languages Program Report	Associate Director Academic Services
35	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO); the Grade 9 Assessment of Mathematics; and the OSSLT Assessment (EQAO)	Associate Director Academic Services
36	October (A)	Student Achievement	<u>S.22 Religious Accommodation</u> Policy Report and <u>S.S.02 Opening or Closing Exercises</u> Policy Report	Associate Director Academic Services
37	October (A)	Corporate Services	Trustee Honorarium Report	A.D. Facilities, Business, Community Development

# 2019 REVISED CALENDAR OF ANNUAL REPORTS & POLICY METRICS

## Appendix B

38	October (P)	Regular Board	<u>H.M.33 Acceptance of Hospitality or Gifts Policy Metric</u>	Director of Education
39	October (A)	Regular Board	Ongoing Exit and Entry Surveys for all students either changing schools within the Board or entering or exiting the Board	A.D. Facilities, Business, Community Development
40	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
41	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
42	November (P)	Student Achievement	Elementary Catholic School Leadership Impact Team Report	Associate Director Academic Services
43	November (P)	Student Achievement	<u>S.24 Combined (Split) Grade Classes for Elementary Schools Policy Report</u>	Associate Director Academic Services
44	November (A)	Corporate Services	Legal Fees Report	A.D. Facilities, Business, Community Development
45	November (A/Q)	Corporate Services	Audited Financial Statement and Financial Status Update #4	A.D. Facilities, Business, Community Development
46	November (A)	Regular Board	Annual Report on the Multi Year Strategic Plan	Director of Education
47	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
48	December (A/P)	Student Achievement	Accountability Framework for Special Education and <u>S.P.01 Special Education Programs and Services Policy Metric</u>	Associate Director Academic Services
49	December (P)	Student Achievement	<u>S.10 Catholic School Parent Council Policy Metric</u>	Associate Director Academic Services
50	December (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
51	December (A)	Corporate Services	Budget Series Report: Revised Budget Estimates for the Current Fiscal Year	A.D. Facilities, Business, Community Development

<b>52</b>	December (A)	Corporate Services	Annual Investment Report	A.D. Facilities, Business, Community Development
<b>53</b>	December (A)	Regular Board	Director's Annual Report	Director of Education



## REPORT TO

# STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

## PARENT ENGAGEMENT UPDATED REPORT 2017-18

*Welcome one another, therefore, just as Christ has welcomed you, for the glory of God.*  
*Romans 15:7*

Created, Draft	First Tabling	Review
January 28, 2019	February 7, 2019	<a href="#">Click here to enter a date.</a>
J. Wujek, Superintendent of Student Success and Well Being Area 5 and Parent Engagement M. Sequeira, Coordinator: International Languages, Parent Engagement and Community Outreach		
<b>INFORMATION REPORT</b>		

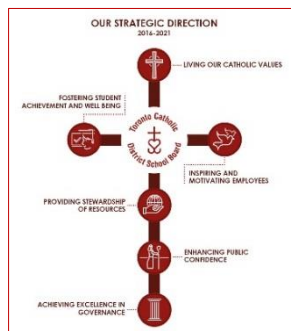
### Vision:

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

### 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.*



Rory McGuckin  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

As a follow up to the CPIC Staff Assessment Report 2017-18 (Appendix A) and CSPC Policy Metric Report 2017-18 (Appendix B) this information report in consultation with Catholic Parent Involvement Committee – (CPIC) and Ontario Association for Parents in Catholic Education (OAPCE) – Toronto recommends a more collaborative approach to the formation of these two annual reports and the action arising out of their recommendations.

*The cumulative staff time required to prepare this report was 14 hours*

## **B. PURPOSE**

1. On November 1, 2018 at Student Achievement and Well Being, Catholic Education and Human Resources Committee, the two information reports - CPIC Staff Assessment Report 2017-18 (Appendix A) and CSPC Policy Metric Report 2017-18 (Appendix B) were presented and the motion upon receipt indicated:

*Received and referred to staff to engage CPIC and OAPCE to provide their input and recommendations, giving advice on improving and increasing participation of parents of Parent Councils.*

## **C. BACKGROUND**

1. December 10, 2018, the reports (Appendices A and B) were presented at the regular monthly CPIC meeting.
2. On December 4, 2018, the two reports (Appendices A and B) were presented to OAPCE – Toronto meeting participants.
3. At both presentations, with regards to the CPIC Staff Assessment Report, staff provided information and rationale regarding:
  - Various CPIC activities from the previous year
  - List of Board recommendations (motions initiated by CPIC) and staff response
  - Action plan and next steps



4. At both presentations, with regards to the CSPC Policy Metric Report, staff provided information and rationale regarding:
  - the choice of metrics in the surveys
  - the Catholic School Parent Council Policy (S. 10)
  - action plan and next steps
5. Separate reports in response to the consultations from both parent representative groups were received by staff on January 23, 2019 (Appendices C and D. CPIC Feedback Report Appendix C and OAPCE – Toronto Feedback Report Appendix D).

## **D. EVIDENCE/RESEARCH/ANALYSIS**

The feedback reports from CPIC and OAPCE – Toronto are included in this report (Appendices C and D)

Summary of Feedback:

<b>CSPC Policy Report</b>	<b>CPIC Annual Report</b>
<ul style="list-style-type: none"> <li>• For future surveys ask same questions to CSPC members as principals</li> <li>• Wider range of suggestions regarding recommendations from original report</li> <li>• Continued focus on enhancing student achievement</li> <li>• Recognition of elementary and secondary panel CSPC uniqueness</li> </ul>	<ul style="list-style-type: none"> <li>• Wider range of metrics associated to measure effective impact of CPIC</li> <li>• Closer alignment and augmentation of staff report in relation to annual CPIC authored report</li> </ul>

## **E. METRICS AND ACCOUNTABILITY**

As a result of this consultation, staff recommends:

1. Staff will immediately consult further with members of CPIC and OAPCE Toronto to clarify their feedback on both of these reports.

2. In collaboration with CPIC and OAPCE – Toronto, staff will augment future surveys to incorporate themes presented in the feedback provided. The timeline of completion for this consolidation will be May 2019.
3. Staff will consult with members of CPIC and OAPCE – Toronto regarding the draft recommendations of next year's annual reports prior to their presentation to the Board of Trustees.
4. Future CPIC Annual Reports and CSPC Policy Metric Reports will serve as feedback to CPIC, OAPCE – Toronto and local school CSPCs to develop strategies to eliminate parent engagement gaps at local and system levels.

## **F. CONCLUDING STATEMENT**

This report is for consideration and further information to the Board.



REPORT TO

## APP A - STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

### CATHOLIC PARENT INVOLVEMENT COMMITTEE STAFF ASSESSMENT REPORT 2017-2018

*“For we are his workmanship, created in Christ Jesus for good works, which God prepared beforehand, that we should walk in them” Ephesians 2:10*

Created, Draft	First Tabling	Review
September 24, 2018	October 4, 2018	<a href="#">Click here to enter a date.</a>

J. Wujek, Superintendent of Education Area 5, Parent Engagement

M. Sequeira, Coordinator: International Languages, Parent Engagement and Community Outreach

#### INFORMATION REPORT

##### Vision:

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

##### 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.*



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 outlines the CPIC facilitated and sponsored initiatives for the 2017-2018 academic year. Included is an outline of the parent conferences and workshops, distribution of resources to Catholic School Parent Councils, and monetary sponsorship for parent events.

*The cumulative staff time required to prepare this report was 12 hours*

## **B. PURPOSE**

1. This is an annual standing report.
2. This report complies with the Action After request made on January 28, 2016 that an Annual Information Report on Catholic Parent Involvement Committee activities be added to the rolling calendar. Staff was to report on the statistics of meetings, activities and initiatives undertaken by CPIC.

## **C. BACKGROUND**

CPIC is a parent-led committee of volunteers who work both at the Board and at the Ward level. CPIC members provide information and advice on parent engagement to the school board, create initiatives that promote and facilitate parent engagement, and educate parents to support them in their children's learning at home and/or at school. They collect information and ideas from wards, discuss the information at meetings and disseminate it to parents.

- I. January 28, 2016 - The Catholic Parent Involvement Committee Annual Report was presented at the Regular Board meeting. Arising out of this presentation, the Annual Report was received by the Board and recommendations were made to have a report presented on an annual basis.
- II. June 9, 2016 - Staff presented a report on the meetings, activities and initiatives completed by CPIC during the time period 2014-2015 and 2015-2016 academic years. Outline the context and/or chronology of why the Information Report is before the Board or Standing Committee.

## D. EVIDENCE/RESEARCH/ANALYSIS

**MEETINGS:** CPIC met nine times during the past session.

Meetings took place at the Catholic Teachers' Centre, 2<sup>nd</sup> Floor CEC

Start time 7:00pm

- Inaugural Meeting Monday October 15, 2017
- Meeting #1 Monday, November 20, 2017
- Meeting #2 Monday, December 11, 2017
- Meeting #3 Monday, January 15, 2018
- Meeting #4 Monday, February 12, 2018
- Meeting #5 Monday, April 16, 2018
- Meeting #6 Monday, May 14, 2018
- Meeting #7 Monday, June 18, 2018

Meeting #8 Monday, September 17, 2018 Minutes of meetings held and financial records were made available for public inspection at TCDSB offices, as well as posted on the TCDSB, CPIC website.

### EVENTS:

CPIC SPONSORED EVENTS		
EVENT	DATE	DETAILS
TCDSB Parent Engagement Forum	Sept. 13/17	<ul style="list-style-type: none"><li>• Held at the CEC</li><li>• Focus on the value of parental involvement</li><li>• Networking opportunity</li><li>• Information sessions: best practices; what engagement looks like; and ideas that parents can explore in the future</li></ul>
CSPC Mini Conference	Oct. 23/17	<ul style="list-style-type: none"><li>• Held at the CEC</li><li>• CSPC Roles and Responsibilities Workshops</li><li>• 160 parents participated in 3 workshops organized by TCDSB staff: Chair/Treasurer/Secretary</li><li>• Feedback was provided in Exit Survey that will serve to guide future workshops</li></ul>
TCDSB/OAPCE	Apr. 30/18	<ul style="list-style-type: none"><li>• PRO Grant workshop in partnership with OAPCE</li><li>• Representative for Ministry of Education reviewed application</li><li>• M. Sequeira presented on the application process and use of funds</li></ul>

CPIC SPONSORED EVENTS		
EVENT	DATE	DETAILS
OAPCE Commissioning Parent and Principal Awards	Nov. 6/17	<ul style="list-style-type: none"> <li>Held at the CEC</li> <li>Principal Awards \$500.00</li> <li>Printing of Certificates/Frames \$200.00</li> </ul>
“Social Network & On-line Safety”	Dec. 4/17	<ul style="list-style-type: none"> <li>Madonna CSS</li> </ul>
<b>Screenagers</b> “Screenagers” is a documentary that explores how screen time can lead to possible risks of failing in school, social isolation and digital addiction. Ultimately, the film explores solutions to handle screen time and provides parents with tools to help young people develop self-control and find balance in their digital lives.	Nov. 2/18	Senator O’Connor CCSS
	Jan. 10/18	Senator O’Connor
	March 6/18	Father Serra
	May 28/18	Chaminade
	May 30/18	Mgrs. Percy Johnston
“Mental Awareness - Youth Speak”	Feb. 21/18	Senator O’Connor
Introduction Seminar to the Faith In Our Child Series : “Our Parish, Our Spiritual Goal”	Feb. 13, 23, 26, 27/18	Ward 5, 8, 11
“Lift Jesus Higher Event”	March 3/18	Convention Centre

CPIC – PR0 EVENTS		
EVENT	DATE	DETAILS
CPIC/OAPCE Conference	May 5/18	<ul style="list-style-type: none"> <li>Social Networking Safety – Paul Davis</li> <li>Workshops: Special Education 21<sup>st</sup> Century Learning; Positive Parenting; Jump Math; Internet Safety</li> <li>Science workshop for students</li> <li>Resource Fair</li> <li>Videotaped workshops</li> </ul>

<b>TCDSB (Student Leadership/Staff Development Department)</b>		
Raising Youth Together Free parenting Workshops <ul style="list-style-type: none"> <li>• Effective parent/child communication techniques</li> <li>• Goal-setting, motivation and school engagement</li> <li>• Inspiring teens to take responsibility</li> <li>• How to connect with your child and create an extraordinary relationship</li> <li>• Understanding the teenage mind</li> </ul>	April 18/18	MPJ 35 families: 65 adults, 51 children
	April 20/18	BMTM 65 families: 103 adults, 91 children
	April 23/18	SMT 47 families: 80 adults, 79 children
	April 26/18	JCM 34 families: 65 adults, 48 children

## RESOURCES:

<b>TCDSB CSPC Resources to Improve Communication</b>
<ul style="list-style-type: none"> <li>• Update of CSPC TCDSB Portal Page</li> <li>• TCDSB Information Brochures: ‘Catholic School Parent Councils’, ‘Parent Reaching Out (PRO) Grants’, ‘Parent Involvement Committee (PIC) Grants’, ‘AGM, Elections and Inaugural Meeting’, CSPC Elections: Timeline of Events’, and ‘CSPC End of the Year Checklist’</li> <li>• ‘CSPC Email Information Poster’: access and value of using CSPC TCDSB email account. Poster was emailed and a hard copy was sent via courier to all CSPC chairs</li> </ul>

## MOTIONS:

Motions Presented to the Board of Trustees:

- 1 TCDSB Board Meeting November 16, 2017 - PAR submission to “Suspend The School Closure Process” – Motion Carried
- 2 Motion #17/11-04 that parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s) – Motion Carried by Board Feb 22, 2018
  - Currently practiced by staff

- 3 Motion #17/11-16 that Staff send a letter with CSPC email information addressed to each CSPC Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSPC Chairs using the TCDSB assigned email address. - Motion Carried by Board Feb 22, 2018
  - Enhanced communication on this matter is currently underway
- 4 Motion 17/11-16 that Staff remind Principals that the Safe School Committee at the school level should include the mandated parent representative(s). - Motion Carried by Board Feb 22, 2018
  - Safe Schools Department has communicated this via email to all principals this school year and in person at recent principals' meeting
- 5 Motion #17/12-03 that the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and, that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days. - Motion Carried by Board Feb 22, 2018
  - Under consideration for future discussion, Board Policy A. 33 (Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns) provides proper protocols for positive interactions between all stakeholders, The guiding principles of Board Policy T. 07 Community Engagement also apply
- 6 Motion #18/02-17 that a new process & IT protocol be developed to achieve the following:
  - I. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff every new school year and, the School Board send out via the school principal a personalized letter that informs & instructs the newly elected or returning CSPC chair about the existence, benefits and login information to the CSPC email account. - Motion Carried by Board Feb 22, 2018
    - Enhanced communication on this matter is currently underway



- II. In recognizing that CSPC chairs are not school board employees, they should not be subject to BYOD policies, the school board needs to provide straightforward instructions on the various means to access their CSPC email account and how to set it up as an additional mailbox on the parent's existing: email accounts (examples by way of ActiveSync, etc.), web service, and mobile connect methods and/or on how to forward or proxy, to their personal email. - Motion Carried by Board Feb 22, 2018
- Staff is reviewing a response and plan
  - Revised ActiveSync instructions and tutorials are in creation phase
- III. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al. – Motion Carried by Board Feb. 22, 2018
- Staff is reviewing a response and plan, such instructions are in the creation phase

## **E. METRICS AND ACCOUNTABILITY**

1. This annual summary of CPIC activities serves as an assessment of the committee's work to support parental engagement at TCDSB.
2. Advice provided to the Board of Trustees and the Director of Education and any action arising out of this advice will be monitored and assessed.

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

### **OPENING STATEMENT**

Dear Director of Education, Chair of Trustees, TCDSB Parents and members of the Toronto Community:

The Toronto Catholic Parent Involvement Committee "Toronto Catholic PIC" had a very busy, cooperative and engaging year. Parents are welcome to attend any of our meetings or events. Meetings are normally held on the third Monday of each month other than March, July and August. To be certain of the exact dates and times Toronto Catholic PIC meetings are posted on the TCDSB website. <https://www.tcdsb.org/Board/TrusteesoftheBoard/boardmeeting/Pages/BoardMeeting.aspx>

As you are may be aware, the purpose of your Committee is to promote, support, encourage and enhance parent engagement and parent involvement in our child's or children's education to help improve their academic achievement and well-being.

We are first and foremost a parent-centric body. Our primary means of achieving our purpose and objectives is by providing information and advice on parent engagement and parent involvement to the TCDSB through the Director of Education and the chair of the Board of Trustees.

In addition, we work co-operatively with and support your school councils--CSPCs--through the principals of TCDSB schools and/or the chairs and members of each CSPC to help the members develop skills and acquire knowledge to help them engage parents at the school level.

Finally, we directly undertake activities to help parents of students in TCDSB schools support their children's learning-whether at home or at school. We work to:

- share effective practices to help engage parents, especially parents who may find engagement challenging, in their children's learning;
- identify and reduce barriers to parent engagement;
- help ensure that TCDSB schools create a welcoming environment for parents of its students.
- host events for parents that assist parents to develop or enhance skills and provide resources that will improve academic achievement and well-being.

***All our meetings are open to the public to encourage communication from parents and other members of the Toronto Community.***

We wish to acknowledge the challenging work, dedication and commitment of the many individuals who volunteer their time to contribute to the success of the Committee over the past year. Special thanks are due to the exemplarily efforts of the following Members of the 2017-18 Committee:

- The CPIC Executive Parent Members J. Del Grande (Vice-Chair and Ward 12 Parent Rep), J. Fiorante (Treasurer and Ward 4 Parent Rep), D. Alvares (Ward11 Parent Rep), for the extra meetings, phone calls, text messages, emails etc. that maintained the transparent posture to between meeting decisions including the request for funding decisions.
- J. Del Grande, Vice-Chair for chairing the Budget and Priority Setting Subcommittee, his technical advice during our formal CPIC Meetings, his assistance in ensuring the clarity of the Minutes and Agendas, his speedy answers to text messages, and lending an ear to ideas and concerns.
- J. Fiorante, Treasurer for maintaining the financial records of this Committee.
- D. Hastings (Community Rep 3) for chairing the Nominations and Elections Subcommittee and his attendance and reporting on the Board of Trustee Meetings.
- D. Alvares (Ward11), for the organizing and control of the Screenagers Movie "Growing Up In The Digital Age" which was shown in Ward 11, Ward 1, Ward 3 with the assistance of CPIC

Representatives: A. Canning (Ward 1), M. De Domenico (Ward1), A. Crudo-Perri (Ward4), J. Fiorante (Ward4).

- A. Crudo-Perri (Ward4) and J. Fiorante (Ward4) for quickly accepting the co-chairing of the Conference Subcommittee with little time to prepare for the successful CPIC-OAPCE Summit Event held during May 2018. Thanks also go out to the parents that worked on their team subcommittee.
- R. Oliveros (Ward8), N. Ang (Ward5), B. Xavier (Ward11) for working hard on the “Faith-In-Our-Child” events as well as looking after the CPIC Information and Parent Resource table at the “Lift Jesus Higher Rally”.
- A. Canning (Ward1) and M. De Domenico (Ward1); A. Crudo-Perri (Ward4) and J. Fiorante (Ward4); R. Oliveros (Ward8), N. Ang (Ward5), D. Alvares (Ward11) for their excellent job of attending CSPC meetings in their Wards to follow and promote the mission of Toronto Catholic PIC.
- K. Muthiah (Ward10) for reminding me again why we volunteer our time on this wonderful parent led Committee.

## **COMMITTEE MEMBERS**

Parents, the Toronto Catholic PIC is your Committee with 28 positions to be filled by parents/guardians of students enrolled at a TCDSB school. In odd number years, we hold elections for 12 Parent Members: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an odd-numbered ward. In even number years, we hold elections for 12 Parent Member: Ward Representatives open to parents/guardians that either live in or their student attends a TCDSB School in an even-numbered ward. Parent Members: Ward Representatives commit to a two-year term or if appointed or elected at a by-election for the period remaining in the term. The remaining 4 Parent Member: At-Large positions are open to all parents/guardians throughout the TCDSB system. These parents/guardians commit to a one-year term or if after October of each year for the term remaining. Parent Member: At-Large positions are elected/appointed by your Committee during one of its meetings.

To locate the Ward, you live in or the Ward that your child or children attend go to the TCDSB website:

[TCDSB New Wards](#)

An election for the Parent Member: Ward Representatives for Odd Numbered Wards was held on Monday October 2, 2017 and By-Elections for unrepresented Even Numbered Wards was held on Wednesday October 4, 2017.

The following parents are the Toronto Catholic PIC Team for the FY2017-18:

Parent Members: Ward Representatives who were elected in each Ward or appointed by your Committee:

Ms. A. Canning (W1), Mr. M. De Domenico (W1), Ms. S. Mastronardi (W2), Mr. G. Feldman (Chair) (W2), Ms. A. Crudo-Perri (W4), Mr. J. Fiorante (Treasurer) (W4), Mr. N. Ang (W5), Mr. P. Matos (W6), Mr. G. Gikas (W6), Mr. J. Augustine (W7), Ms. R. Oliveros (W8), Ms. Y. Yeung (W8), Mr. K. Muthiah (W10), Mr. D. Alvares (Communications) (W11), Mr. B. Xavier (W11), Ms. P. Corpuz (W12), Mr. J. Del Grande (Vice-Chair) (W12).

Parent Members: At-Large that were appointed by the Parent Member: Ward Representatives are: Ms. K Coto (PMAL1).

Community Representative(s) that were appointed by your Committee  
Ms. N. Marriot (CR1), Mr. D. Rodriguez (CR2), Mr. D. Hastings (CR3).

**COMMITTEE MEETINGS**

The Committee met nine times during the fiscal year.

Meetings were held on the following dates:

- Inaugural Meeting Monday October 15, 2017
- Meeting #1 - Monday, November 20, 2017
- Meeting #2 Monday, December 11, 2017
- Meeting #3 Monday, January 15, 2018
- Meeting #4 Monday, February 12, 2018
- Meeting #5 Monday, April 16, 2018
- Meeting #6 Monday, May 14, 2018
- Meeting #7 Monday, June 18, 2018
- Meeting #8 Monday, September 17, 2018

Minutes of meetings held, and financial records are available for public inspection at the TCDSB's offices at 80 Sheppard Avenue East in Toronto. In addition, Minutes are posted on the TCDSB website.

**SUBCOMMITTEES & PROJECTS**

Major accomplishments of the Committee in FY2017-18 included the following:

- Motions Presented to the Board of Trustees:
  - November 16, 2017 PARS submission to "Suspend The School Closure Process"
  - Motion #17/11-04 that parent engagement strategies and best practices be a standing item at every superintendent/principal meeting(s)
  - Motion #17/11-16 that Staff send a letter with CSCP email information addressed to each CSCP Chair by courier. The letter should include the benefits and value of using the TCDSB assigned email address, as well as how to obtain access and how to forward to their personal email address if desired. A copy of this letter should also be sent to all Principals with a strong header to remind the Principals of the importance of CSCP Chairs using the TCDSB assigned email address.
  - Motion 17/11-16 that Staff remind Principals that the Safe School Committee at the school level should include the mandated parent representative(s).
  - Motion #17/12-03 that the Board of Trustees review the secondary school level policy on parent-teacher interviews to confirm that the option of one or two evening is available to parents; and, that Staff ensures that parent(s) are informed about their options and rights to connect with teachers and principals outside of designated interview days.
  - Motion #18/02-17 that a new process & IT protocol be developed to achieve the following:
    1. Consistent with the Toronto Catholic PIC recommendation Motion 17/11-16 made on November 20, 2017 and to be acted on by staff every new school year and, the School Board send out via the school principal a personalized letter that informs & instructs the newly elected or returning CSCP chair about the existence, benefits and login information to the CSCP email account.
    2. In recognizing that CSCP chairs are not school board employees, they should not be subject to BYOD policies, the school board needs to provide straightforward instructions on the various means to access their CSCP email account and how to set it up as an additional mailbox on the parent's existing: email accounts (examples by way of ActiveSync, etc.), web

service, and mobile connect methods and/or on how to forward or proxy, to their personal email.

3. These instructions should be easily accessible using modern social media methodology like YouTube, Facebook, Video on Parent webpage, et al.

- Your Committee Funded these TCDSB recognized Parent Engagement Events:
  - OPACE Toronto “Commissioning Ceremony, Parent Volunteer & Principal of Excellence Awards 2017” in the amount of \$700. To recognize all the parents who are nominated from their communities for the contributions to Catholic Education in the TCDSB.
  - Ward 4 Event “Social Networking and Online Safety with Paul Davis” on Monday December 4, 2017 at Madonna CHS up to \$1,000. To educated parents on social media apps and how to navigate them safety with their children.
  - Filipino Heritage Day event at CEC up to \$800. To encourage parents to be more involved at home, at school, or at the Board using the example of the PASSOC Project in Toronto Catholic Schools.
  - OAPCE Trustee All Candidate’s Meeting to be held at the CEC on October 1, 2018 up to \$1,000. To encourage Parents in round table discussions within their wards to ask one on one questions with the Trustee candidates.
  - OPACE Toronto “Commissioning Ceremony, Parent Volunteer & Principal of Excellence Awards 2017” up to \$1,000. To recognize all the parents who are nominated from their communities for the contributions to Catholic Education in the TCDSB and to provide Parent Resource Information.
- Administrative Matters handled:
  - Provided Toronto Catholic PIC Feedback to the Director of Leadership, Collaboration and Governance, Ministry of Education by November 30, 2017
  - Selection of CSPC Members to attend PIC Symposium on April 20-21, 2018.
- Attendance, Presented and/or Disseminated CPIC or Parent Engagement resource information.
  - TCDSB Parent Engagement Forum - September 13, 2017
  - TCDSB CSPC Roles and Workshops – October 23, 2017
  - OAPCE Toronto parent volunteer and principal of excellence awards - November 6. 2017
  - TCDSB PARS Meeting at CEC on November 30, 2017
  - Ward 4 Paul Davis “Social Network & On-line Safety” led by CPIC Reps A. Crudo-Perri (Ward4) & J. Fiorante (Ward4) on December 4, 2017 at Madonna CSS.
  - Ward 11 “Mental Awareness - Youth Speak” led by CPIC Rep D. Alvares (Ward11) on Feb 21, 2018 at Senator O’Connor College School.
  - Introduction Seminar to the Faith In Our Child Series “Our Parish, Our Spiritual Goal” in Ward 8, 5 and 11. Led by CPIC Reps R. Oliveros (Ward8), D. Alvares (Ward11), B. Xavier (Ward11) & N. Ang (Ward5) on February 13, 23, 26 and 27, 2018.
  - “Lift Jesus Higher Event” led by CPIC Rep R. Oliveros (Ward8) on March 3, 2018 at the Toronto Convention Centre.
  - Ward 11 “Screenagers Movie Screening” Led by CPIC Rep D. Alvares (Ward11) on January 10, 2018 at Senator O’Connor College School.
  - Ward 1 South “Screenagers Movie Screening” Led by CPIC Reps M. de Domenico (Ward1) and A. Canning (Ward1) on March 6, 2018 at Father Serra CES.
  - PIC Symposium April 20<sup>th</sup>, and 21<sup>st</sup>, 2018 attended by G. Feldman, Chair (Ward2), J. Fiorante, Treasurer, (Ward4) and up to 5 TCDSB CSPC Members.
  - Ward 1 North “Screenagers Movie Screening” Led by CPIC Rep A. Canning (Ward1) and M. de Domenico (Ward1)



- Toronto Catholic PIC - PRO-Grant Events led by CPIC Rep A. Crudo-Perri on May 5, 2018 at the CEC.
- Ward 3 & 4 “Screenagers Movie Screening” Led by CPIC Reps A. Crudo-Perri (Ward4) and J. Fiorante (Ward4) on May 28, 2018 at Chaminade College School.
- Filipino Heritage Day Event on June 12, 2018 at the CEC.
- Presentations by TCDSB Staff and others
  - Federation of North American Explorers by Mr. Ho and his two children on January 15, 2018.
  - “Dream Big” Event by Ms. T. Pastore, Executive Director of Parents Engaged In Education (PEIE) on January 15, 2018.
  - TCDSB Equity & Inclusive Team informed Toronto Catholic PIC about the TCDSB Policy on May 14, 2018
  - TCDSB Technical Service on OWA email system and cellphone activation on May 14, 2018

The following Subcommittees were established by the Committee:

**Budget & Priority Setting Subcommittee.** The Chair of this Subcommittee is part of the responsibility of the Toronto Catholic PIC Vice-Chair who was Mr. J. Del Grande. The members of this subcommittee were Mr. J. Fiorante, Ms. A. Crudo-Perri and Ms. N. Marriott.

**Governance & Procedure Subcommittee.** The Chair of this Subcommittee Mr. D. Rodriguez who was appointed on Monday October 15, 2017. Members of this Subcommittee were Mr. D. Hastings, Mr. K. Muthiah, Mr. N. Ang and Mr. D. Alvares.

**Nominating & Elections Subcommittee.** The Chair of this Subcommittee Mr. D. Hastings was appointed on Monday October 15, 2017. The members of the Nominating and Elections Subcommittee were: Ms. K. Kota and Mr. N. Ang. The Nominating and Elections Subcommittee was responsible for recruiting Parents for vacant Parent Member roles on Toronto Catholic PIC. Working with Staff on the screening of potential Parent Members. To review other ideas to attract and recruit members for the 2018 Elections.

**Conference Planning Subcommittee.** The coChairs of this Subcommittee Ms. A. Crudo-Perri and Mr. J. Fiorante were appointed on Monday February 12, 2018. This Subcommittee was responsible for the assignment, budgetary control and reporting of the 2016-17 PRO-Grant approved Ward Events. Members were Mr. D. Alvares and Mr. G. Gikas.

The following Ad-hoc Subcommittees were established by your Committee

**Communications & Dissemination Subcommittee** formed Monday October 16, 2017 under the leadership of Mr. D. Alvares. This ad-hoc Subcommittee was tasked with the role of developing Toronto Catholic PIC communication pamphlets, Event Photographs and Video Recording, Parent Handouts, Banners, etc.

**Screenagers Movie Subcommittee** formed at a Special Committee Meeting held on Monday October 16, 2017 under the leadership of Mr. D. Alvares. This ad-hoc Subcommittee was responsible for negotiating a contract with the movie producers to permit screening in 4 or 5 schools within the TCDSB and to ensure that the events followed the format required for a successful showing of the movie to students and then to parents.

**Making Your Voice Heard Subcommittee** formed on Monday October 16, 2017 under the leadership of Mr. J. del Grande. The Subcommittee meetings were handled as breakouts during the formal CPIC meetings so that all members could contribute.



## **TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT**

For the Academic Year Ending August [Year]

### **FINANCIAL REPORT**

We attach the Financial Report dated August 31, 2018 for your further information

### **SUMMARY/OTHER**

Finally, we would like to wish the best of luck to all Parent candidates who will stand in the Parent Member: Ward Representative's elections to be held on Tuesday October 2, 2018 for Even Ward Candidates and our by-elections on Wednesday October 3, 2018 for the vacant position Odd Ward Candidates. To locate the Ward, you live in or the Ward that your child or children attend go to the TCDSB website: [TCDSB New Wards](#).

Issues that we foresee as being important matters for the consideration of the new Committee following the October 2018 elections include:

- We need to concentrate on Elementary school awareness of CPIC to get longevity.
  - Marketing and Awareness; CPIC members need meet to CSPC chairs twice/year.
  - Is process effective - Elections vs Referral;
  - Motivation to Join;
  - Referral of members, nominations.
- Visit parents at a CSPC meetings as well as visit parents before and after school
- CPIC information on a page that can be provided to parent councils and individuals of
  - What CPIC does,
  - Why a parent would be interested to be part of CPIC,
  - CPIC objectives,
  - CPIC priorities, and
  - Things CPIC has done;
- Continue the work of the "Making Your Voice Heard" Subcommittee on finalizing the triangles into a pamphlet.

The Toronto Catholic Parent Involvement Committee (Toronto CPIC) is a parent-led, Ministry of Education-funded, parent volunteer organization within the TCDSB. Its purpose is to improve student academic achievement and well-being by supporting, encouraging and enhancing meaningful parent engagement. Toronto CPIC partners with TCDSB staff and Trustees and communicates with and supports Toronto Catholic School Advisory Councils to achieve its objectives and focuses on matters that affect more than one school.

Sincerely yours,

Geoffrey Feldman

Chair

September 20, 2018

cc: **Director of Education, Toronto Catholic District School Board**  
**Chair of the Board of Trustees, Toronto Catholic District School Board**

**Year-End Financial Report of the Toronto Catholic Parent Involvement Committee**

<b>CPIC Grant &amp; Expenditure Summary</b>	<b>CPIC 2017-18</b>	<b>PRO GRANT 2017-18</b>
<b>As at August 31, 2018</b>	<b>FR 1394</b>	<b>FR 1417</b>
<b>APPROVED FUNDING</b>	<b>20,106.00</b>	<b>10,000.00</b>
<b>CARRYOVER FROM PREVIOUS YEAR</b>	<b>46,133.49</b>	<b>5,724.51</b>
<b>TOTAL FUNDING</b>	<b>66,239.49</b>	<b>15,724.51</b>
<b>EXPENSES:</b>		
Childcare & Supplies	1,724.25	1,091.35
Election-Parent Recruitment Expenses		
Media Advertising		
Transcriptions		
Mileage	1,041.80	
Parent Resources		
Printing & Supplies	1,021.21	
Promotional Materials	3,056.70	1,679.51
Refreshments - Events		4,442.84
Refreshments - Meeting	2,347.88	
Speaker Expenses	1,467.28	5,123.14
Telecommunication	2,884.96	108.85
Translation Services		
TTC Tokens - Buses		
<b>TOTAL EXPENDITURES</b>	<b>13,544.08</b>	<b>12,445.69</b>
<b>Balance</b>	<b>52,695.41</b>	<b>3,278.82</b>





REPORT TO

## APPENDIX B

### STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

## APP B - CSPC POLICY METRIC REPORT - 2017- 18.DOCX

*Welcome one another, therefore, just as Christ has welcomed you, for the glory of God.*  
*Romans 15:7*

Created, Draft	First Tabling	Review
September 24, 2018	October 4, 2018	<a href="#">Click here to enter a date.</a>

J. Wujek, Superintendent of Education Area 5, Parent Engagement  
M. Sequeira, Coordinator: International Languages, Parent Engagement and  
Community Outreach

### INFORMATION REPORT

#### Vision:

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

#### 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.*



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 Information Report provides an overview of participation and content of Catholic School Parent Councils (CSPCs) and their valued contribution to local school matters. The report also offers metrics that quantify the level and quality of engagement between staff and parents.

In the context of the Board's Multi-Year Strategic Plan:

- Living Our Values - Parents will be supported in their integral role of nurturing the relationship between home, school and parish
- Enhancing Public Confidence - Improve communication and consultation, that reflect the mission, vision and values of the board, with our stakeholders

*The cumulative staff time required to prepare this report was 18 hours*

## **B. PURPOSE**

1. The notice for this Policy Metric Report appears on the Master Pending List and Rolling Calendar for the October Board Committee Meeting for Student Achievement and Well-Being.
2. Board Policy S.10 Catholic School Parent Councils states “[an] annual report of CSPC activities will serve as an assessment of the Council’s work to support student achievement and well-being at the school”.

## **C. BACKGROUND**

1. The TCDSB’s Parent Engagement and Communications Departments play a guiding and supporting role to parents and staff in the promotion of effective parent engagement for the purpose of our shared vision of academic excellence and spiritual development.

At the system level, staff from these and other departments work closely with Toronto Ontario Association for Parents in Catholic Education (Toronto – OAPCE) and the Catholic Parent Involvement Committee (CPIC) to support local CSPCs.

2. Ontario Regulation 612 (School Councils and Parent Involvement Committees): “the purpose of school councils is, through the active participation of parents, to improve pupil achievement and to enhance the accountability of the education system to parents.”

## **D. EVIDENCE/RESEARCH/ANALYSIS**

### **1. CSPC Annual Activity Report – 2017-18 – Appendices A and B**

Board Policy S. 10, Catholic School Parent Councils states:

The Catholic School Parent Council (CSPC) of each school in the TCDSB will, through the active participation of parents, endeavour to improve student achievement and well-being and to enhance the accountability of the education system to parents. Each CSPC shall function in an advisory role by making recommendations to the principal of the school and, where necessary, to the Board, on any matter in accordance with the Education Act, TCDSB policies and guidelines and operating procedures.

Appendix A is a copy of the Activity Report template that completed by CSPC Chairs at the end of the 2017-18 school year to summarize CSPC membership, meetings, activities and needs.

Appendix B is a summary of the completed Activity Reports. Highlights include:

- 35% Participation in the report completion
- 97% of schools had 6 or more meetings (per policy)
- Over half of responding councils had at least seven parent members
- 60% had a designated OAPCE rep
- fundraising information suggests robust support for academic achievement and parent engagement
- Parents Reaching Out Grant – 132 schools had approved applications – 66% utilization of these funds

## 2. CSPC Meeting (2017-18) Survey – Principals – Appendix C

Board Policy S.10 Regulation (4) states:

The principal will provide information and solicit the views of CSPC on matters concerning:

- i. student achievement and the School Learning Improvement Plan;
- ii. annual funding for parent involvement;
- iii. the school budget;
- iv. school policies and procedures including the code of conduct;
- v. school uniform or dress code.

Accordingly, TCDSB principals were surveyed about the appearance of these topics (i-v above) during their CSPC meetings last year. Appendix C summarizes the responses. Highlights include:

- 145 surveys completed
- 56% report content related to Student Achievement at most or all meetings
- 63% report content related to Annual Funding at most or all meetings
- 69% report content related to School Budget at most or all meetings
- 56% report content related to School Policies and Procedures at most or all meetings
- 28% report content related to Uniform/Dress Code at most or all meetings
- “not at all” responses are very low except school uniform and dress code

## 3. System Activities Supporting CSPCs – Appendix D

Appendix D is documentation of Community Engagement/Outreach Activities from 2017-18 that included participation from the Parent Engagement Department. This information was presented at Regular Board on September 20, 2018 as part of the Communications and Community Engagement Annual Report. In summary:

- The information demonstrates collaboration between school staff, system staff, local parents, CPIC and OAPCE - Toronto

- There is good parent participation in the three events
- There was an excellent range of topics that promote equity, capacity-building and collaboration

#### 4. Further System Initiatives Supporting CSPCs

- April 2018 – adoption of CPIC recommendation “that parent engagement strategies and best practices be standing item at every superintendent/principal meeting(s)”
- Week of April 23, 2018 – Parent Engagement Staff attended and spoke at every area principal meeting and shared resources and practices on the following topics:
  - Safe Schools Plan
  - Parent Involvement Committee Funding (\$500)
  - Parents Reaching Out Grant Funding (\$1000)
  - End of Year CSPC Reporting
  - Block Budget Reporting to CSPC
  - Upcoming Parent Engagement Conference
- Head Start Symposium for Newly Promoted Administrators August 2018  
Superintendent of Parent Engagement presented to group about:
  - CSPC composition
  - CSPC elections
  - CSPC communications
  - CSPC Financial Reporting
  - Overall Importance of Parent Engagement
  - OAPCE – Toronto and CPIC as PE partners
- Coordinator of Parent Engagement Office responds daily to numerous Parent Engagement/CSPC inquiries via phone and email from staff and parents

## **E. METRICS AND ACCOUNTABILITY**

### Action Items for 2018-19:

1. Improved and enhanced communications strategies with parents both within the governance structures and the school community.
2. Improved use of exit surveys following school and Board parent engagement events.
3. Review considerations from Parent Voice Survey (Regular Board - August 23, 2018) – Communication Theme - “Monitor”.
4. Use data enclosed in this report as benchmark for strategy improvement and comparative future reporting.
5. Continue and review system-based activities that support CSPC capacity building
  - CSPC workshops
  - Ongoing in-servicing of staff at Principal meetings and Head Start
  - Collaborate with CPIC and OAPCE – Toronto

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.

## APPENDIX C



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January 23, 2019

To: Mr. John Wujek, Superintendent of Education  
Re: Feedback to CSPC/CPIC Staff Reports  
Cc: OAPCE Toronto & CPIC Members

Thank you for the opportunity to provide commentary on behalf of CPIC

1. CSPC Report
  - a) Going forward it would be beneficial to get the responses from CSPC Chairs as they may have a different perspective of the principal. Ideally, these should be filled out separately to evaluate if there is a disconnect or they are congruent.
  - b) Recommended additional or alternative questions:
    - Were parents of the school community informed as to the purpose of CSPC's, their rights and typical activities?
    - Are agendas being produced – by whom and are minutes prepared. Are these available or shared with the broader school community?
  - c) If the activity report has such a low response rate, could it not be on the agenda of the last CSPC meeting of the year?
  - d) Having members attended numerous CSPA meetings at their home schools and elsewhere, we are surprised that there would be such high responses to the school budget and annual funding for parent involvement at every or most meetings.
  - e) What is being done at CSPC's beyond the inform/engage level?
  - f) What further efforts are being done to ensure full use of funds allocated to CSPC – both PIC and PRO grants?
  - g) FAQs should be created to assist CSPC Chairs/members and principals so consistent answers and commentary are provided to avoid fielding individual phone calls and emails to various parties.

## 2. CPIC report

- a) Given the amount of staff time invested in the report – the staff commentary and analysis should augment the CPIC annual report as opposed to representing it.
- b) Effectiveness of CPIC could also be measured in terms of full representation and retention of members.
- c) It is our intention that effectiveness of the committee should be ‘self-represented’ in the Committee’s actions (events, activities) as well as the recommendations brought forward to Board and/or the Director of Education
- d) I would propose as per the best practices of corporate governance, CPIC would do a self-assessment of its effectiveness by polling its members.
- e) We should be measuring everyone’s role in terms of core mandate and ensuring the least amount of overlap while still ensuring support of activities of CPIC, OAPCE, other organizations and TCDSB Parent Engagement department.



John Del Grande  
CPIC Chair



## APPENDIX D



### OAPCE Toronto Feedback for CSPC Policy Matrix

January 2019

Thank you for requesting that our feedback be provided for this report. One overall question that we have is that How do you measure the success of CSPC's? What is the metric of the success?

After reviewing the policy report, as an organization our main reason for delegating was to bring to light the following items:

- 1) We were given unexpected barriers in place to us in being able to engage parents via email through distribution to Principals. We have now been added back on the distribution lists and will utilize this for the benefits of communications.
- 2) Data is that was provided states that 35 % of CSPC's submitted reports regarding their activities, and that this gave a snapshot of ways at how CSPC's are operating, that is not even 1/3 of all the 200 CSPC's – how can you use this data to determine success in school councils?
- 3) The survey that was provided to administrators about CSPC's, excellent, as they are accountable for the school, and definitely a starting point – but the issue was that parents were not surveyed. OAPCE Toronto did a survey

## APPENDIX D

last winter and would have been in a position to add the perspective from the parent lens. We are still most open to discuss the results with you, they are also currently on our website [oapcetoronto.ca](http://oapcetoronto.ca)

4) One of the questions surrounding the report is that is the CSPC supporting student achievement and well-being? How do you measure success? This is a very large and broad statement that CSPC's are only successful if the school is successful? What about considering a "score card" for each school measuring things other than EQAO...Thought would have to be given around certain variables like size of school, primary/secondary, School staff, school facilities, etc. Another approach could be to look at the catholic graduate expectations and look at parent engagement through that lens...and coming up with things that parents could/should do to link to supporting the achievement of those expectations...

5) In terms of the difference in CSPC's, there is no mention of the distinct difference between elementary and secondary school CSPC's.

6) Provide GOALS – the CSPC's should be provided explicit goals of in not a high level explanation but rather in point by point simple terms of what they should and should not be doing as a parent council.

We thank you for your support and look forward to any further discussions.

Annalisa Crudo-Perri  
OAPCE President

Jana Seymour  
OAPCE Vice-President



REPORT TO

## CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

### DANTE ALIGHIERI ACADEMY FEASIBILITY STUDY UPDATE (WARD 5)

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

Created, Draft	First Tabling	Review
February 5, 2019	February 14, 2019	

M. Zlomislic, (Acting) Senior Coordinator, Capital Development  
 M. Farrell, Coordinator, Materials Management  
 P. de Cock, Comptroller, Business Services  
 M. Caccamo, Superintendent of Learning, Student Achievement and Well-Being  
 D. Friesen, (Acting) Executive Superintendent of Facilities Services

### RECOMMENDATION REPORT

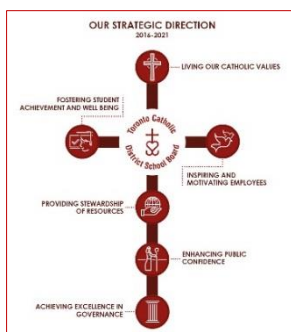
#### Vision:

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#### 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.*



Rory McGuckin  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

Accommodation options for Dante Alighieri Academy, Regina Mundi Catholic Elementary School, and the Reggio Emilia child care centre have been analysed in order to move this important school community project forward.

Construction of a new Dante Alighieri Academy on the site of Regina Mundi and relocation of Regina Mundi to the existing Dante Alighieri building has been identified as the optimal option.

Based on the current high level costing and conceptual design of this option, additional funding will need to be sought from the Ministry to address inflationary pressures for the capital construction of the new Dante Alighieri and renewal needs at the existing Dante Alighieri before Regina Mundi can be relocated. Further refinements to design and/or budget will be required based on available funding and final design.

*The cumulative staff time required to prepare this report was 21 hours*

## **B. PURPOSE**

This report provides an update and recommendations regarding the capital and renewal plans for Dante Alighieri, Regina Mundi and Reggio Emilia child care centre (“the project”).

## **C. BACKGROUND**

1. ***The commitment to this project by both the Toronto Catholic District School Board (TCDSB) and the Province has existed for several years.*** In 2011, the TCDSB received Capital Priorities funding in the amount of \$32.8M from the Ministry of Education to construct a 1,300 pupil place replacement facility for Dante Alighieri Catholic Academy.
2. ***The project has undergone several consultations and iterations over the last several years.*** In 2012, the Board commenced discussions with different stakeholders about securing an appropriate site upon which to build a new Dante Alighieri Academy within the vicinity of the southwest corner of Dufferin Street and Lawrence Avenue West. These discussions lasted several

years and involved multiple stakeholders and scenarios. Several consultations were held, but it was decided not to move forward with any proposed plans.

3. ***TCDSB decided to move forward by considering only its school facilities in the plan.*** Early in 2018, the TCDSB decided to end discussions with other stakeholders and continue with a school community based project only considering Dante Alighieri, Regina Mundi and Reggio Emilia child care centre.
4. ***TCDSB retained CS&P Architects to lead a feasibility study.*** By May 2018 TCDSB, through a procurement process, retained CS&P Architects to consider four (4) redevelopment options to accommodate Dante Alighieri Academy and Regina Mundi Elementary School. The study was to include a high level “order of magnitude” cost estimate for the recommended option which could be used to submit a request for additional funding to the Ministry of Education.
5. ***CS&P Architects conducted a preliminary consultation session with parents and staff.*** On June 19, 2018 the following considerations were discussed with the school community:
  - Explain the scope of the study;
  - Define the objectives;
  - Provide background information about the project;
  - To acquire preliminary feedback from stakeholders on potential options;
  - To review priorities for planning,
  - To discuss concerns and suggestions for the configuration of traffic/drop-off/parking,
  - To review options for the use of the Sisters of the Good Shepherd building;
  - To discuss various options for the school configuration.
6. ***Throughout the summer of 2018 additional feedback was sought.*** Stakeholders were given an opportunity, via the Board’s website, to provide additional feedback related to the presentation and the various issues raised. All feedback was forwarded to the consultant team for incorporation into the various proposed options.
7. ***In the fall of 2018 the school community and residents were consulted on various options to move the project forward.*** A public meeting attended by the school community and neighbours was held on October 2, 2018. CS&P Architects presented all the feedback received through the surveys and

variations on three (3) options, each with two (2) sub-options, for redevelopment on TCDSB owned land:

- i. Retain Regina Mundi with renovations/additions & build new Dante on the existing Dante site (demolish existing Dante)
- ii. Retain Dante with renovations for Regina Mundi & build new Dante on the Regina Mundi site (demolish existing Regina Mundi)
- iii. Additions/renovations to both Regina Mundi & Dante (retain both existing schools)

The presentation was followed by a participatory design exercise in which the attendees were arranged at tables with large format sketches of each scheme. Participants were asked to provide pros and cons for each option then rank and prioritize the options. This information was gathered and reviewed by the consultants and is included in the final feasibility study.

8. ***CS&P Architects recapped each previous public meeting then presented their final recommendation to stakeholders.*** On January 23, 2019, staff and CS&P Architects met with the school community and areas residents to provide recommendations on how to move the project forward. The presentation is attached as Appendix A.

## **D. EVIDENCE/RESEARCH/ANALYSIS**

1. ***Alterations to the existing Dante Alighieri for a Regina Mundi location and building a new Dante Alighieri on the current Regina Mundi site was identified as the optimal option.*** This final recommendation from the consultant was on the combination of public feedback and alignment with the approved funding. The option represents the best utilization of the existing buildings, allows the Dante Arts/Drama wing to be retained, provides the best optimization of the outdoor play spaces, provides opportunities for distribution of parking with improved drop off, and allows the Regina Mundi students to remain on site during the redevelopment.
2. ***There is currently a funding shortfall for the Dante Alighieri portion of the project based on inflationary pressures.*** The consultant's 'order of magnitude' cost estimate indicates that the current cost of the secondary school would result in a \$5M shortfall for the replacement school, based on 'mid-range' costs of recently completed secondary schools and the benchmark funding level from 2011. However, the actual tendered price will depend on

market conditions at the time of tender, and may be higher or lower than the current estimate.

3. ***The Regina Mundi portion of the project is currently unfunded.*** The ‘order of magnitude’ costing for this portion of the work is estimated to be approximately \$6M. The Board will be submitting the feasibility study as part of a request for additional Renewal funding to the Ministry for this portion of the project.

## **E. METRICS AND ACCOUNTABILITY**

1. ***Future updates and approvals are expected as a part of the process forward.*** A detailed project budget will be developed for approval by the Board of Trustees at the time of approval of award of the architectural services contract. Approval to Proceed to tender from the Ministry of Education, based on a detailed pre-tender estimate by a third party cost consultant, is required prior to tendering the project. This will include a request for additional funding for unique site costs. Following the tendering, the project budget will be revised to reflect the actual tender price and a report will be submitted for Board approval prior to award of the tender.

## **F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN**

1. ***All public material is available online.*** All of the public presentations have been uploaded and are accessible to the public on the Dante Alighieri home page of the Board website at <https://www.tcdsb.org/schools/dantealighieri/dante-regina-redevelopment/Pages/default.aspx>.
2. ***The Ministry of Education will be formally engaged after approval is received by the Board.*** The Ministry of Education has already been informed of this project status, however, upon approval of the recommendations in this report, the feasibility study with all the consultants’ background information, stake holder feedback and recommendations will be submitted formally to the Ministry of Education to begin discussions on funding.
3. ***Consultation with the school community and other stakeholders has not ended.*** The architects will consult throughout the entire design process with Facilities and Early Learning staff, and the school’s Local Design Committee (LDC) comprising the principal, superintendent, trustee, parish priest, teachers and parents, as well as the City of Toronto’s child care projects

representative (in an advisory role) and two representatives from the area residents.

## **G. STAFF RECOMMENDATION**

1. That staff proceed with issuing a Request For Proposal (RFP) for full architectural consulting services for development of the feasibility study's recommended option, which is the construction of a new Dante Alighieri Academy on the site of Regina Mundi and relocation of Regina Mundi to the existing Dante Alighieri building.
2. That staff proceed with submitting a request to the Ministry of Education for an increase in the capital funding for the new Dante Alighieri to cover the short fall as a result of inflationary pressures.
3. That staff proceed with submitting a request to the Ministry of Education for specific renewal funding to address the renovation of the existing Dante Alighieri, which will house Regina Mundi Elementary School.





## APPENDIX A

# Feasibility Study for a **New Dante Alighieri and Regina Mundi** on Playfair Avenue

Community Meeting  
23 January 2019

**CS&P** Architects

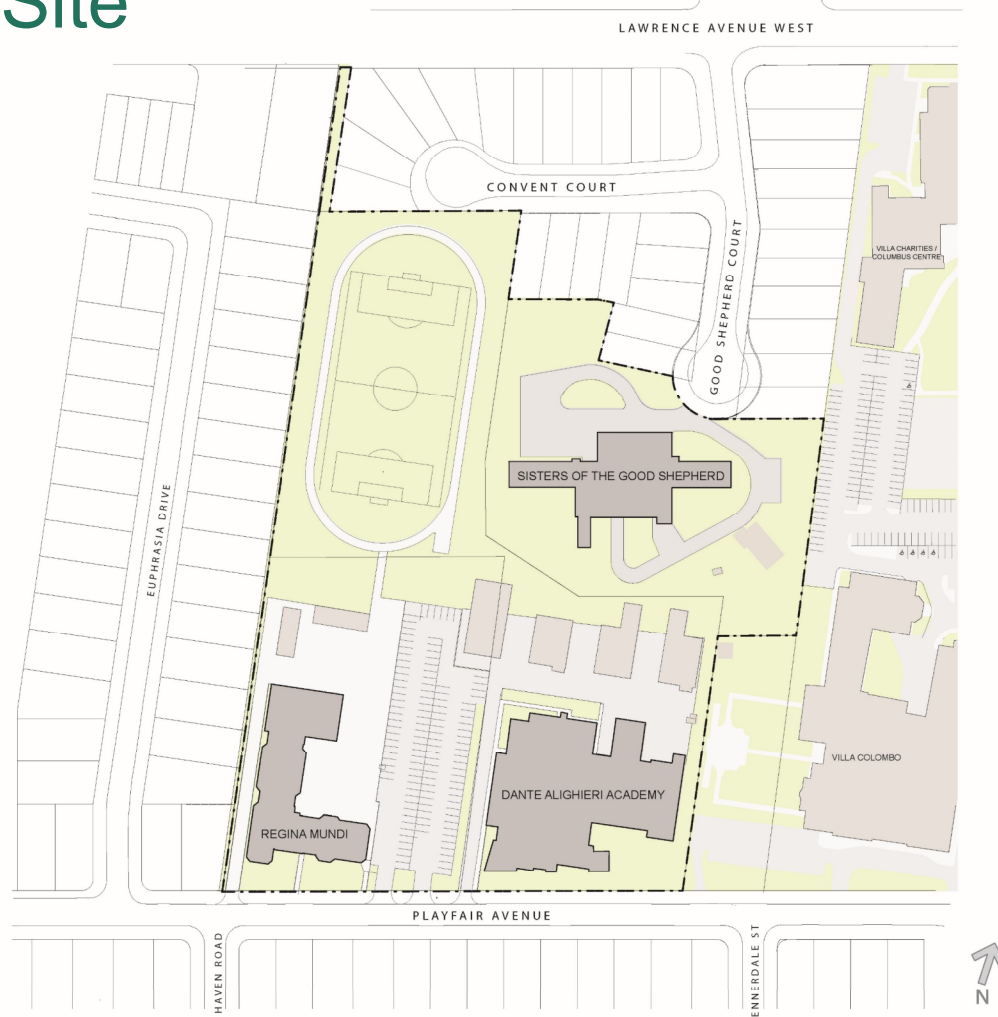
# Agenda

- Opening Prayer/Introductions
- Scope of Feasibility Study
- Community Meetings
- Options
- Recommendation

## Scope of Feasibility Study

- Review of consolidated Dante, Regina Mundi and Sisters sites
  - 12.43 acres
  - Opportunities and constraints
- Preparation of conceptual options exploring a variety of approaches to a new Dante, Regina Mundi and Childcare campus
- Assessment of the options
  - Pros and cons
  - Cost benefit analysis
  - Phasing and schedule impacts
- Final Report

# Existing Site



## Existing Schools

- Dante Alighieri
  - 651 pupil place capacity (without portables) as a Secondary School
  - 667 pupil place capacity as an Elementary School, including 3 kindergartens and 6 room Childcare
  - Current enrolment: 853 students
  - Number of portables: 20
  - Gross floor area: 87,000 sf
- Regina Mundi
  - 340 pupil place capacity (without portables) as an Elementary School
  - Current enrolment: 370 students
  - Number of portables: 3 (only 1 being used for music program)
  - Gross floor area: 32,400 sf

## Required Space Program

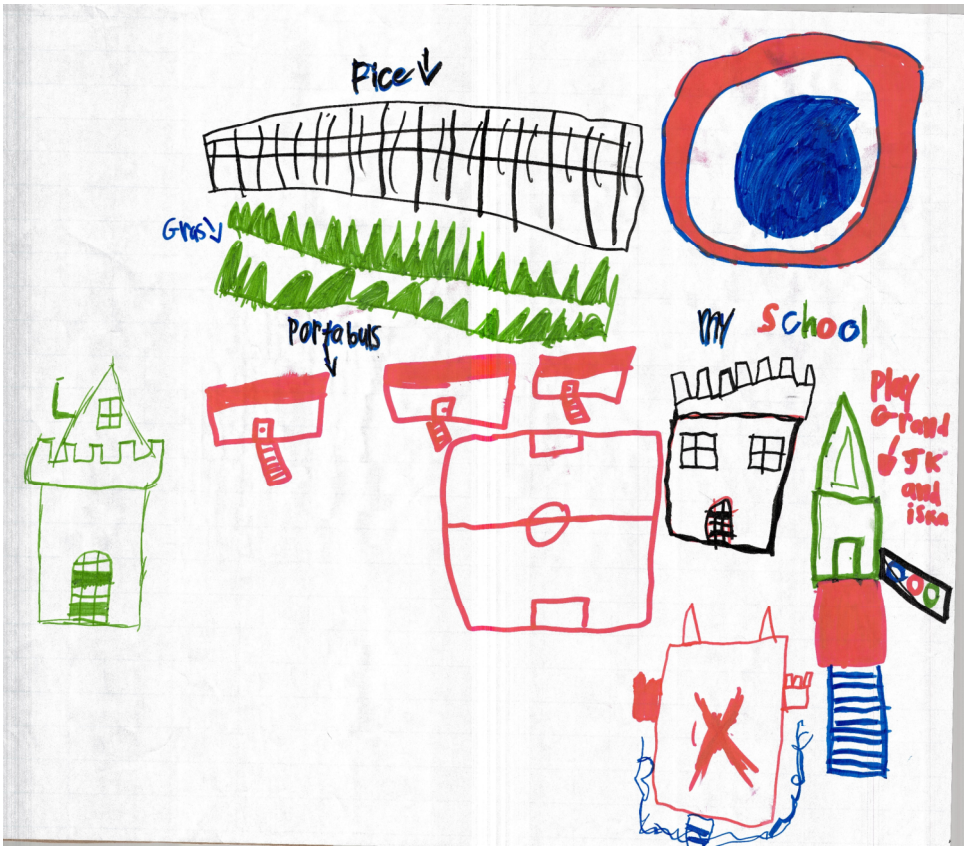
- Dante Alighieri
  - 1,300 student secondary school, 9-12
  - 171,670 sf
- Regina Mundi
  - 450 student elementary school, JK-8
  - 50,500 sf
- Childcare
  - 6 rooms  
(3 Preschool, 2 Toddler, 1 Infant)
  - 9,000 sf

# Community Meeting No. 1 - June 19, 2018

## Key Priorities

- Traffic
  - Provide adequate, controlled, safe and separated pedestrian access and drop-off for cars and buses
- Renovation vs. New Build
  - Make best use of existing buildings and site, modernized to meet current standards for both schools
  - Minimize disruption to school community
- Program
  - Exploit opportunities of a shared JK- Grade 12 campus, while providing appropriate separation between the age groups
  - Maximize greenspace and landscaped play areas
- Consultation Process
  - Provide opportunity for feedback through a dedicated online webpage/email
  - Share options with community for input





# Community Meeting No. 2 – October 2, 2018

## Key Priorities:

- Alignment of construction cost with the Ministry funding
- Minimizing student disruption
- Improved traffic and drop-off control
- Maximizing greenspace
- Child care location at Regina Mundi
- Retention of the existing Dante auditorium (Arts/Drama wing)
- Opportunity to upgrade both schools





# Options

Ministry approval is to build a new Dante and to renovate a part of the existing Dante for a new Child care. Funding for Dante was approved by the Ministry in 2011

- **Option 1**

- Retain Regina Mundi, with additions and alterations, build new Dante

- **Option 2**

- Retain Dante, renovate for RM, and build new Dante on RM site

- **Option 3**

- Additions and alterations to both Regina Mundi and Dante

- **Option 4**

- Replace (build new) both Regina Mundi and Dante

# Options



**Option 1**  
Retain Regina Mundi, with additions and alterations, build new Dante



**Option 2**  
Retain Dante, renovate for RM, and build new Dante



**Option 3**  
Additions and alterations to both Regina Mundi and Dante



**Option 4**  
Replace (build new) both Regina Mundi and Dante

# Recommendation



**Option 1**  
Retain Regina Mundi, with additions and alterations, build new Dante



**Option 2**  
Retain Dante, renovate for RM, and build new Dante



**Option 3**  
Additions and alterations to both Regina Mundi and Dante



**Option 4**  
Replace (build new) both Regina Mundi and Dante

## Recommendation – Option 2

- Retain Dante, alterations for Regina Mundi, and build new Dante
- Best use of the existing site and buildings
- Dante is in better condition than Regina Mundi
  - Existing spaces can readily renovated to accommodate the full elementary school and child care programs
- Alterations include:
  - Full deep retrofit of building systems and upgrades for current building code and accessibility requirements
- Arts/Drama wing is retained
- Relationship between schools and their outdoor play and amenity spaces are optimized
- Distribution of parking and the location and layouts of bus and car drop-offs are improved
- Regina Mundi students can remain in their existing schools during construction, Dante students would be relocated

## Option 2A

### Retain Dante, renovate for Regina Mundi, and build new Dante

- Alterations to Dante for RM
  - Alterations for elementary school program, kindergartens, childcare and outdoor play
  - Existing arts/drama wing is retained
- New Dante
  - New 3 storey secondary school
- Traffic Considerations
  - All car and bus drop-off and south parking lot accessed from Playfair
  - New card-controlled staff only parking lot accessed from Good Shepherd Court. Bollard-controlled link between lots
- Phasing Options
  1. RM students remain on site during construction, Dante students to be relocated
  2. Or, RM students are relocated, new Dante is constructed, Dante students remain on site



## Option 2B

### Retain Dante, renovate for Regina Mundi, and build new Dante

- Alterations to Dante for RM
  - Alterations for elementary school program, kindergartens, childcare and outdoor play
  - Existing arts/drama wing is retained
- New Dante
  - New 3 storey secondary school
- Traffic Considerations
  - All car and bus drop-off, and parking accessed from Playfair
- Phasing Options
  1. RM students remain on site during construction, Dante students to be relocated
  2. Or, RM students are relocated, new Dante is constructed, Dante students remain on site



## Transportation Consultant Recommendations

- Provide a minimum of two site accesses to distribute site traffic, providing good vehicle circulation and intersection operations
- Maintain site access from both Playfair Avenue and Good Shepherd Court to provide additional flexibility for vehicle circulation and internal access arrangements
- Parking Required
  - 135 parking spaces + 10% buffer = 150 spaces
- Pick-up and Drop-off (PUDO) Activity
  - Accommodate minimum 30 vehicles total stacking spaces
  - One hour morning peak
  - Four hour afternoon peak

Prepared by BA Consulting Group – Transportation Engineering

## Option 2 - Order of Magnitude Costing

	Approved Ministry Funding (Total Project)	Construction Funding (Total Project Funding less Soft Costs)	Estimated Construction Cost	Difference
<b>Dante</b> (replacement school)	\$ 32,800,000	\$ 27,900,000	\$ 32,900,000	-\$ 5,000,000
<b>Child Care</b> (retrofit existing Dante)	\$ 1,500,000	\$ 1,275,000	\$ 1,964,000	-\$ 689,000
<b>Regina Mundi</b> (retrofit existing Dante)	n/a	n/a	\$ 5,950,000	-\$ 5,950,000



## Option 2 - Pros & Cons

Retain Dante, renovate for Regina Mundi, and build new Dante

Pros	Cons
<ul style="list-style-type: none"> <li>More spacious, modern RM to current standards</li> <li>Retains existing Arts/Drama wing</li> <li>New Dante to meet current and future program requirements</li> </ul>	
<ul style="list-style-type: none"> <li>Green space has appropriate size and relationship to each school</li> </ul>	
<ul style="list-style-type: none"> <li>Option 2A - distribution of parking takes pressure off Playfair</li> </ul>	<ul style="list-style-type: none"> <li>Option 2A – potential impact to residents of new traffic from Good Shepherd Court to controlled staff parking</li> <li>Option 2B - all parking and drop-off access site from Playfair causes congestion and parking lot creates a barrier between school yards</li> </ul>
<ul style="list-style-type: none"> <li>RM students remain on site during construction</li> </ul>	<ul style="list-style-type: none"> <li>All Dante students to be relocated during construction</li> </ul>
	<ul style="list-style-type: none"> <li>Construction cost exceeds Ministry funding</li> <li>Renovations to accommodate RM at existing Dante are not funded</li> </ul>

# A New Dante Alighieri and Regina Mundi on Playfair Avenue



New school precedents



## REPORT TO

# CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

## FORMER ST. VERONICA C.S. WARD 6 CITY OF TORONTO SHELTER FOR ASYLUM SEEKERS

*"Be completely humble and gentle; be patient, bearing with one another in love.", Ephesians 4:2*

Created, Draft	First Tabling	Review
February 4, 2019	February 14, 2019	<a href="#">Click here to enter a date.</a>

B. Leporati, Sr. Coordinator, Planning Services  
M. Loberto, Superintendent, Planning and Development

### INFORMATION REPORT

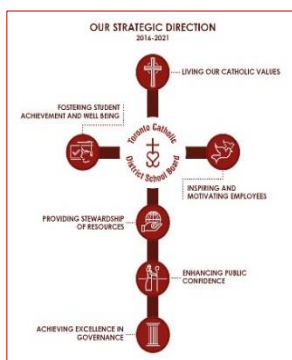
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Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and  
Chief Financial Officer

## A. EXECUTIVE SUMMARY

The former St. Veronica Catholic School, a vacant school facility on 30 Bank Street, was identified as a suitable location to satisfy the needs of both the Municipal and Provincial government to provide temporary shelter for asylum seekers.

In January 2019, the City of Toronto informed the Toronto Catholic District School Board (TCDSB) that it no longer requires the former St. Veronica as a potential temporary shelter location.

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

## B. PURPOSE

This report is intended to provide the Board with a status update on the requested use of the former St. Veronica C.S. by the City of Toronto and the Province.

## C. BACKGROUND

1. ***The city and province identified St. Veronica as a viable site for temporary accommodations.*** Arising out of discussions with the Ministry of Education, Ministry of Community Safety and Correctional Services, and City of Toronto Real Estate Services in June 2018, the TCDSB identified vacant schools which could be made available for use as temporary shelters for asylum seekers. After reviewing potential options, the former St. Veronica, a vacant TCDSB facility located at 30 Bank Street, was identified as an ideal location to temporarily accommodate asylum seekers.
2. ***Community consultation had been planned.*** The finalization of the License Agreement was conditional on the City of Toronto holding a public consultation meeting and delivering notices to the local neighbourhood regarding the intention to open the facility as a shelter. The City did not move forward with community consultation on this matter.
3. ***The request for use of this school has been withdrawn.*** In January 2019, the City's Real Estate Services division informed the TCDSB that it no longer requires use of the former St. Veronica as a shelter facility, and will not be

moving forward with finalizing the License Agreement. The former St. Veronica will continue to be used for short-term permits and temporary accommodation.

#### **D. CONCLUDING STATEMENT**

This report is for the consideration of the Board.



REPORT TO

## CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

### RENTAL OF SURPLUS SCHOOL SPACE POLICY B.R.01 ANNUAL REPORTING REQUIREMENT

*“How good and pleasant it is when God’s people live together in unity!”  
Psalm 133:1 (NIV)*

Created, Draft	First Tabling	Review
February 5, 2019	February 14, 2019	Click here to enter a date.

E. Pallotta, Senior Coordinator of Development Services

M. Loberto, Superintendent of Planning & Development Services

#### INFORMATION REPORT

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Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
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Chief Financial Officer



## **A. EXECUTIVE SUMMARY**

The TCDSB currently has five (5) surplus school properties and three (3) vacant school properties. Four (4) of these properties are being leased out, two (2) are being used as potential holding schools for temporary accommodation and two (2) are being held for emergency purposes

*The cumulative staff time required to prepare this report was 6 hours*

## **B. PURPOSE**

This report addresses the requirement for an annual report, as found in TCDSB Policy B.R01 Rental of Surplus School Space.

## **C. BACKGROUND**

1. *The TCDSB has a Policy that governs how surplus school properties are treated.* Policy B.R.01 Rental of Surplus School Space & Properties provides details on regulations for which the Board is required to adhere to when the Board makes a decision to lease, license or otherwise make available surplus school space which has been declared surplus to the educational needs of the Board.
2. *The treatment of surplus school properties is also rooted in legislation.* Ontario Regulation 444/98, made under the Education Act, governs how School Boards dispose of surplus school property. Through Ontario Regulation 444/98, Disposition of Surplus Real Property, School Boards follow a two-step process to dispose of a property. The first step must be to offer it to public agencies, coterminous school boards and preferred agencies where public entities have 90 days to express interest in the property and an additional 90 days to submit an offer. The sale price must be at fair market value or some lesser amount as determined by the Regulation. If the Board does not receive an offer from the bodies listed above within the above 90-day or 180-day period, the Board may move to the second step and sell the property, subject to the approval of the Minister, to any other body or person.

## D. EVIDENCE/RESEARCH/ANALYSIS

1. *Since 2013, TCDSB has declared five (5) school properties surplus to its long term needs and three (3) properties that are purposefully being held as vacant.* The surplus properties have been circulated to public agencies, coterminous boards and preferred agencies in accordance with the Regulation. Table 1 provides the details of the surplus properties and Table 2 provides the details of the vacant properties.

Table 1: Surplus School Properties

Property	Date Declared Surplus	Current Status
<b>Christ the King</b>	March 20, 2013	Vacant. Circulated for sale to public agencies in accordance with <i>Regulation</i> . Not sold. Required for temporary pupil accommodation for the capital replacement of St. Leo C.S.
<b>Senhor Santo Cristo</b>	May 19, 2016	Circulated for lease to those agencies in accordance with the <i>Regulation</i> . No offers received from public agencies. Currently leased to University of Toronto Schools.
<b>St. Gerard Majella</b>	January 19, 2017	Circulated for lease to those agencies in accordance with the <i>Regulation</i> . No offers received from public agencies. Currently leased to Private school. Leased as of August 2017.
<b>St. Leonard</b>	February 15, 2017	Circulated for lease to those agencies in accordance with the <i>Regulation</i> . Offer received from Conseil Scolaire Viamonde. Leased as of July 2018.
<b>Don Bosco</b>	April 17, 2017	Circulated for lease to those agencies in accordance with the <i>Regulation</i> . No offers from public agencies. Proposal for Lease issued. Currently in lease negotiations, results of which will be presented in a further report to Board.



Table 2: Vacant School Properties

SCHOOL	STATUS
St. Bernadette	TCDSB Long Term Accommodation Plan identifies as “Core Hold” for emergency purposes.
St. Veronica	TCDSB Long Term Accommodation Plan identifies as “Core Hold” for emergency purposes.
Holy Redeemer	Required for potential temporary pupil accommodation due to capital construction projects.

2. *The ability to declare new surplus properties is currently on hold.* Resulting from a Ministry decision to review and revise Pupil Accommodation Review Guidelines, in 2017, no further school closures can occur until completion of that review, which impacts the availability of surplus properties going forward.

## E. CONCLUDING STATEMENT

This report is for the consideration of Board.



REPORT TO

## CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

### LIQUOR WAIVER FOR SENATOR O'CONNOR CATHOLIC SECONDARY SCHOOL

*Proverbs 3:10 Then your barns will be filled with plenty, and your vats will be bursting with wine.*

**Created, Draft**

January 15, 2019

**First Tabling**

February 14, 2019

**Review**

[Click here to enter a review date](#)

Angela Kennedy, Trustee Ward 11

### RECOMMENDATION REPORT

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T. Robins  
Acting Associate Director of  
Planning and Facilities

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

**A. EXECUTIVE SUMMARY**

Notification was received from Trustee Angela Kennedy that the Staff at Senator O'Connor Catholic Secondary School is planning an event at Irish Dinner Event on Thursday, March 7, 2019

**B. PURPOSE**

A request was received from the Principal of Senator O'Connor Catholic Secondary School to serve alcohol at the Irish Dinner event, from 6:00pm to 10:30pm period on Thursday, March 7, 2019

**C. BACKGROUND**

Notification was received from Angela Kennedy to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Senator O'Connor Catholic Secondary School on Thursday, March 7, 2019, for the Irish Dinner 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**

**LIQUOR WAIVER FOR SENATOR O'CONNOR  
CATHOLIC SECONDARY SCHOOL**

*Ephesians 5:18 - And be not drunk with wine, wherein is excess; but be filled with the Spirit;*

**Created, Draft**

January 30, 2019

**First Tabling**

February 14, 2019

**Review**

[Click here to enter a review date](#)

Angela Kennedy, Trustee Ward 11

**RECOMMENDATION REPORT**

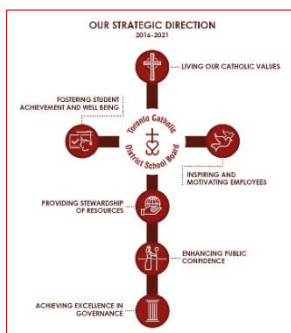
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of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, and Chief  
Financial Officer

**A. EXECUTIVE SUMMARY**

Notification was received from Trustee Angela Kennedy that the Senator O'Connor CSS staff are planning an event at Senator O'Connor CSS on Thursday, June 6, 2019

**B. PURPOSE**

A request was received from Senator O'Connor CSS to serve alcohol at their Staff Retirement Party, from 5 p.m. to 11 p.m. on June 6, 2019.

**C. BACKGROUND**

Notification was received from Trustee Angela Kennedy to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Senator O'Conner CSS on June 6, 2018 for the Staff Retirement Party.

**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**

**LIQUOR WAIVER FOR BLESSED CARDINAL  
NEWMAN CATHOLIC HIGHSCHOOL**

*John 2:10 And said to him, "Everyone serves the good wine first, and when people have drunk freely, then the poor wine. But you have kept the good wine until now."*

Created, Draft	First Tabling	Review
January 28, 2019	February 14, 2019	<a href="#">Click here to enter a review date</a>

Nancy Crawford, Trustee Ward 12

**RECOMMENDATION REPORT**

**Vision:**

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

**Mission:**

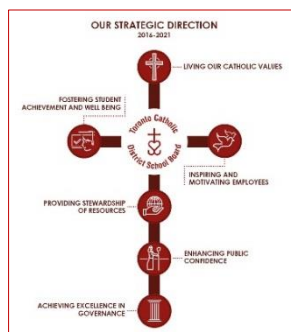
*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.*

*We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

R. McGuckin  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

L. Noronha  
Associate Director of Facilities,  
Business, and Community  
Development and Chief  
Financial Officer



**A. EXECUTIVE SUMMARY**

Notification was received from Trustee Nancy Crawford that the Principal of Blessed Cardinal Newman School is planning an event at Blessed Cardinal Newman School on Friday, May 3, 2019

**B. PURPOSE**

A request was received from Kristine Carey to serve alcohol at Blessed Cardinal Newman Retirement Event , from 6:00pm – 9:00pm on Friday, May 3, 2019

**C. BACKGROUND**

Notification was received from Nancy Crawford to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Blessed Cardinal Newman on Friday, May 3, 2019, for the Retirement 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**

**LIQUOR WAIVER FOR IMMACULATE CONCEPTION**

*1 Timothy 5:23 - Drink no longer water, but use a little wine for thy stomach's sake and thine often infirmities.*

**Created, Draft**

January 28, 2019

**First Tabling**

February 14, 2018

**Review**

[Click here to enter a review date](#)

Daniel Di Giorgio Trustee Ward 10

**RECOMMENDATION REPORT**

**Vision:**

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Financial Officer



**A. EXECUTIVE SUMMARY**

Notification was received from Trustee Daniel Di Giorgio that the The CSPC at Immaculate Conception Catholic School are planning an event at Immaculate Conception on Thursday, May 9, 2019

**B. PURPOSE**

A request was received from the CSPC to serve alcohol at an Art Exhibit event, from 6:00pm – 9:00pm on Thursday, May 9, 2019

**C. BACKGROUND**

Notification was received from Daniel Di Giorgio to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Immaculate Conception Catholic School on Thursday. May 9, 2019, for the Art Exhibit event.

**D. STAFF RECOMMENDATION**

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

**CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY  
PENDING LIST TO FEBRUARY 14, 2019**

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Nov-18 Corporate Services	TBD	Corporate Services	Report regarding whether the IL Survey is compromised as a result of staff speaking to children ( <b>Domenico Paglia, President of CUPE 3155 International Languages, regarding IL Survey</b> )	Associate Director, Academic Affairs
2	Nov-18 Corporate Services	Mar-19	Corporate Services	That staff return for final approval of the project once the RFP results are finalized ( <b>Public Meeting Room Audio Visual Upgrades –Funding</b> )	Associate Director of Facilities, Business and Community Development
3	Nov-18 Corporate Services	Mar-19	Corporate Services	Referred to staff for additional school- specific information ( <b>School Cash Suite Progress Report</b> )	Associate Director of Facilities, Business and Community Development
4	Jan-19 Corporate Services	Mar-19	Corporate Services	Report no later than March on how compensation to lunchroom supervisors can be improved in order to attract lunchroom supervisors ( <b>Funding of Lunchroom Supervisors</b> )	Associate Director, Academic Affairs