

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

AGENDA
April 11, 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

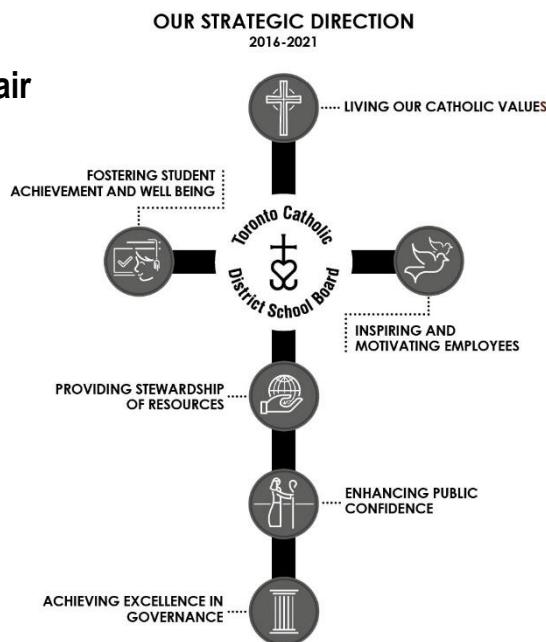
Teresa Lubinski
Trustee Ward 4

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

OUR MISSION

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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, April 11, 2019

7:00 P.M.

Pages

1. Call to Order
2. Opening Prayer (Chair or Designate)
3. Singing of O Canada
4. Roll Call and Apologies
5. Approval of the Agenda
6. Report from Private Session
7. Declarations of Interest
8. Approval & Signing of the Minutes of the Meeting held March 21, 2019 for Public Session. 1 - 29
9. Delegations
- 9.a Jennifer Di Francesco, Chair of the Catholic School Parent Committee (CSPC) at St. Eugene Catholic School, regarding St. Eugene Traffic Safety 30 - 31

10. Presentation

- 10.a From Kevin Hodgkinson, representative of the Toronto Student Transportation Group (TSTG), regarding Toronto Student Transportation Group Annual Report 2017-18 (Refer Item 15a)

11. Notices of Motion

12. Consideration of Motion for which previous notice has been given

- 12.a From Teresa Lubinski regarding Brain Cancer Awareness Day, May 24, 2019 32 - 33

13. Consent and Review

14. Unfinished Business

15. Matters referred or deferred

- 15.a From the March 28, 2019 Regular Board Meeting and the April 4, 2019 Student Achievement and Well Being, Catholic Education and Human Resources Committee

For the Ontario Catholic School Trustees' Association (OCSTA)
2019 Annual General Meeting Resolutions:

A-19 Amendment to the “Amended and Restated By-law Number 2016-1, A By-law Relating Generally to the Conduct of Its Affairs” (“OCSTA By-Law”) approve and that the Members confirm the amendments to the OCSTA By-Law as set out in Schedule 1 to this Resolution.

16. Staff Reports

- 16.a Toronto Student Transportation Group Annual Report 2017-18 (Information) (Refer Item 10a) 34 - 72
- 16.b Liquor Waiver for St. Patrick Catholic Secondary School Event on June 14, 2019 (Recommendation) 73 - 74
- 16.c Annual Portable Plan and Other Accommodation Needs 2019-20 (Recommendation) 75 - 82

16.d	The Holy Trinity Catholic School Capital Project Budget Increase (Ward 4) (Recommendation)	83 - 86
16.e	2018-19 Second Quarter Financial Status Update (Information)	87 - 107
16.f	Senator O'Connor College School Estate Buildings (Ward 11) (Information)	108 - 118
17.	Listing of Communications	
18.	Inquiries and Miscellaneous	
19.	Updating of the Pending Lists	
19.a	Annual Calendar of Reports and Policy Metrics	119 - 120
19.b	Monthly Pending List	121
20.	Resolve into FULL BOARD to Rise and Report	
21.	Closing Prayer	
22.	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 MARCH 21, 2019

Trustees: N. Di Pasquale, Acting Chair
N. Crawford
F. D'Amico
M. Del Grande
A. Kennedy
I. Li Preti
T. Lubinski
M. Rizzo
G. Tanuan

Student Trustees: T. Dallin
N. Ndongmi

Staff: R. McGuckin
D. Koenig
L. Noronha
A. Della Mora
P. Matthews
S. Camacho
D. Friesen
M. Loberto
E. Szkeres Milne

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

External Guest: A. Robertson, Parliamentarian

4. Roll Call and Apologies

Apologies were extended on behalf of Trustees de Domenico, Di Giorgio and Martino.

5. Approval of the Agenda

MOVED by Trustee Rizzo, seconded by Trustee Tanuan, that the Agenda, as amended to include the Addendum, be approved.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Li Preti, that Item 9b) Delegation: Denzil Minnan-Wong, Councillor for Ward 16 – Don Valley East and Deputy Mayor for The City of Toronto, regarding O'Connor House be added to the Agenda.

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

In favour

Opposed

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

The Amendment was declared

CARRIED

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

In favour

Opposed

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

The Motion, as amended, was declared

CARRIED

6. Report from Private Session

MOVED by Trustee Di Pasquale, seconded by Trustee Lubinski, that the following matters discussed in PRIVATE Session be approved:

- a. Delegation concerning a school boundary; and
- b. Report regarding O'Connor House, with a further report being brought back to the April 11, 2019 Corporate Services, Strategic Planning and Property Committee meeting in consideration with the two delegations in Public Session.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

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

7. Declarations of Interest

There were none in PRIVATE nor DOUBLE PRIVATE Session.

The following Declarations of Interest were received in PUBLIC Session by Trustees Del Grande, Kennedy and Rizzo as their family members are employees of this Board. Trustees Del Grande, Kennedy and Rizzo indicated that they would neither vote nor participate in the discussion regarding the Items:

- 15a) **2019-20 to 2020-21 Consensus Enrolment Projections** - Trustees Del Grande and Kennedy; and Trustee Rizzo – Secondary Panel;

- 15b) **2019-20 Budget Setting Plan and Consultation;** and
 15i) **2019-20 Budget Setting Plan and Consultation: Appendix C**
 Trustee Kennedy

8. Approval & Signing of the Minutes of the Meeting

MOVED by Trustee Di Pasquale, seconded by Trustee Rizzo, that the Minutes of the Regular Meeting held February 14, 2019 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Crawford
 Del Grande
 D'Amico
 Di Pasquale
 Kennedy
 Li Preti
 Lubinski
 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) Tony Wagner regarding O'Connor House Board of Directors Update** received and referred to staff for a report that consolidates a report from Private session regarding the O'Connor House and Denzil Minnan-Wong's delegation, at the April 11, 2019 Corporate Services, Strategic Planning and Property Committee Meeting, Public Session.

Trustee Del Grande left the horseshoe at 7:33 pm and returned at 7:35 pm.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

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

- 9b) Denzil Minnan-Wong, Councillor for Ward 16 – Don Valley East and Deputy Mayor for The City of Toronto, regarding O'Connor House**

received and referred to staff for a report that consolidates a report from Private session regarding the O'Connor House and Tony Wagner's delegation, at the April 11, 2019 Corporate Services, Strategic Planning and Property Committee Meeting, Public Session.

Trustee Del Grande left the horseshoe at 7:33 pm and returned at 7:35 pm.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

10 Presentations

MOVED by Trustee Rizzo, seconded by Trustee Lubinski, that Item 10a) be adopted as follows:

- 10a) Presentation from Caroline Morgan Di Giovanni, former Chair of the Metropolitan Separate School Board (MSSB), regarding Rising to the Challenges of Catholic Leadership** received and referred to Staff for an electronic version of the presentation to be distributed.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

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

12. Consent and Review

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

- 15a) Trustee Tanuan;
- 15b) Trustee Di Pasquale;
- 15c) Trustee Rizzo;
- 15d) Trustee Rizzo;
- 15e) Trustee Li Preti;
- 15f) Trustee Kennedy;
- 15g) Trustees Rizzo and Li Preti;
- 15h) Trustee Rizzo;

- 15i) Trustee Di Pasquale; and
- 17a) Trustee Rizzo

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that the Items not held be received.

Results of the Vote taken, as follows:

In favour

Opposed

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

The Motion was declared

CARRIED

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

ITEMS AS CAPTURED IN THE ABOVE MOTION

- 19a) Annual Calendar of Reports and Policy Metrics; and
- 19b) Monthly Pending List

Trustees Del Grande and Kennedy left the horseshoe due to a Declaration of Interest, as earlier indicated.

15. Staff Reports

MOVED by Trustee Tanuan, seconded by Trustee Lubinski, that Item 15a) be adopted as follows:

15a) 2019-20 to 2020-21 Consensus Enrolment Projections received.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Tanuan, received and that the consensus enrolment projections, as summarized below, for 2019-20 to 2021-2022 school years be approved for staffing, budgetary purposes Ministry of Education reporting requirements.

TCDSB Current & Projected Enrolment (ADE)

Year	2018 (Current)	2019	2020	2021
Elem	62,758	63,199	64,002	64,697
Sec	29,101	28,763	28,922	29,335
Total	91,859	91,962	92,924	94,032
Annual Change	-	103	962	1,108

Trustee Rizzo left the horseshoe at 8:19 pm and returned at 8:29 pm.

Trustee D'Amico disconnected via teleconference and joined the horseshoe at 8:27 pm.

Trustee Rizzo declared an Interest on the Secondary Panel and requested that the Question be split between the Elementary and Secondary panels.

Results of the Vote taken on the Amendment regarding the Projections for the Elementary Panel, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Di Pasquale
Li Preti
Lubinski
Rizzo
Tanuan

The Amendment regarding the Projections for the Elementary Panel was declared

CARRIED

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

Trustee Rizzo left the horseshoe at 8:38 pm due to a Declaration of Interest, as earlier indicated.

Results of the Vote taken on the Amendment regarding the Secondary Panel projections, as follows:

In Favour

Opposed

Trustees Crawford

D'Amico

Di Pasquale

Li Preti

Lubinski

Tanuan

The Amendment regarding the Projections regarding the Secondary Panel was declared

CARRIED

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

Trustees Del Grande and Rizzo returned to the horseshoe at 8:39 pm.

MOVED by Trustee Del Grande, seconded by Trustee Tanuan, that Items 15b) and 15i) be adopted as follows:

15b) 2019-20 Budget Setting Plan and Consultation and

15i) 2019-20 Budget Setting Plan and Consultation: Appendix C received and

1. That the budget setting framework and community consultation plan for 2019-20 budget be approved;
2. That staff present the finalized budget estimates for 2019-20, which will be reflective of the community consultation and feedback

received at various Corporate Services Committee meetings, and finally to the Board of Trustees at the Board meeting scheduled for June 13, 2019; and

3. That Staff be directed to, as much as possible, segregate the budget and elements thereof to allow Trustees with conflict of interest to participate in the budget process.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Rizzo, that staff hold in-person budget consultations in the East, West and Central Toronto.

MOVED in AMENDMENT to the AMENDMENT by Trustee D'Amico, seconded by Trustee Del Grande, that at least one public in-person consultation be held.

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

In Favour

Opposed

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

The Amendment to the Amendment was declared

CARRIED

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

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

<u>In Favour</u>	<u>Opposed</u>
Trustees D'Amico	Crawford
Del Grande	
Di Pasquale	
Li Preti	
Lubinski	
Rizzo	
Tanuan	

The Amendment was declared

CARRIED

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

Time for business expired and was extended by 15 minutes by majority consent, as per Article 12.6, as follows to complete the debate on the Item.

Results of the Vote taken, as follows:

<u>In Favour</u>	<u>Opposed</u>
Trustees Crawford	Del Grande
D'Amico	
Di Pasquale	
Li Preti	
Lubinski	
Rizzo	
Tanuan	

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

Time for business expired and the vote to extend for a further 15 minutes to complete the debate on the Item, as per Article 12.6, was unanimously opposed, as follows:

Results of the Vote taken, as follows:

In Favour

Opposed

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

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

In Favour

Opposed

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

The Motion, 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 10:02 pm.

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

- 15c) Liquor Waiver for Brebeuf College Event on May 10, 2019** that Regulation 6 of Appendix A of the Permits Policy B.R. 05 be waived and that permission be granted to serve alcohol at Brebeuf College School on May 10, 2019 for the Alumni Pub Night event.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee Lubinski, that Item 15d) be adopted as follows:

- 15d) Liquor Waiver Request for Francis Libermann Catholic High School Event on June 13, 2019** that Regulation 6 of Appendix A of the Permits Policy B.R. 05 be waived and that permission be granted to serve alcohol at Francis Libermann Catholic High School on June 13, 2019 for the Staff Retirement Party.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Item 15h) be adopted as follows:

- 15h) Liquor Waiver for Senator O'Connor College School on April 11, 2019** that Regulation 6 of Appendix A of the Permits Policy B.R. 05 be waived and that permission be granted to serve alcohol at Senator O'Connor College School on April 11, 2019 for the Staff Social event.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

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

- 15e) Appointment of a Trustee to Serve on the Toronto and Region Outdoor Education Task Force** that Trustee Tanuan be nominated as the representative to serve on the Toronto and Region Outdoor Education Task Force.

Trustee Tanuan accepted.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Li Preti, that Trustee Di Pasquale be nominated as the representative to serve on the Toronto and Region Outdoor Education Task Force.

Trustee Di Pasquale accepted.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Del Grande

Di Pasquale
Kennedy
Li Preti
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

Results of the Vote taken for Trustees Tanuan and Di Pasquale, as follows:

Trustee Tanuan

Trustee Di Pasquale

Trustees Crawford
Del Grande
Kennedy
Lubinski
Tanuan

D'Amico
Di Pasquale
Li Preti
Rizzo

Trustee Tanuan will serve on the Toronto and Region Outdoor Education Task Force.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Item 15f) be adopted as follows:

15f) Municipal Conflict of Interest Act regarding Integrity Commissioner:

1. That the Corporate Services, Strategic Planning and Property Committee endorse the proposal (attached as Appendix A) to the Ontario Catholic

Schools Trustees Association (OCSTA) from the Chair of the Board and that the Chair of the Board be requested to speak to such proposal at the OCSTA Annual General Meeting (AGM) ;

2. That a corrected report with accurate information be brought to the Board and tabled as part of the public record; and
3. That staff investigate options for hiring an Integrity Commissioner to provide advice to the Toronto Catholic District School Board Trustees and report back to the April 11, 2019 Corporate Services, Strategic Planning and Property Committee meeting.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Li Preti, that the sections regarding governance be referred to the Governance and Policy Committee.

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

In Favour

Opposed

Trustees Crawford
D'Amico
Del Grande
Di Pasquale
Kennedy
Li Preti
Lubinski
Rizzo
Tanan

The Amendment was declared

CARRIED

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Rizzo, that staff be directed to contract a part-time Integrity Commissioner as soon as possible, starting by inquiring with the Toronto District School Board (TDSB) Integrity Commissioner.

Trustee Li Preti left the horseshoe at 10:37 pm and returned at 10:39 pm.

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

<u>In Favour</u>	<u>Opposed</u>
Trustees Di Pasquale Rizzo	Crawford D'Amico Del Grande Kennedy Li Preti Lubinski Tanuan

The Amendment was declared

FAILED

Trustee Rizzo requested that the Question be split.

Results of the Vote taken on Part 3 of the Motion, as amended, as follows:

<u>In Favour</u>	<u>Opposed</u>
Trustees Crawford D'Amico Del Grande	

Di Pasquale
 Kennedy
 Li Preti
 Lubinski
 Rizzo
 Tanuan

Part 3 of the Motion, as amended, was declared

CARRIED

Results of the Vote taken on Part 2 of the Motion, as amended, as follows:

In Favour

Opposed

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

Part 2 of the Motion, as amended, was declared

CARRIED

Results of the Vote taken on Part 1 of the Motion, as amended, as follows:

In Favour

Opposed

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

Part 1 of the Motion, as amended, was declared

CARRIED

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

- 15g) March 2019 School Cash Suite Progress Report** received and referred to staff for further analysis to see how priority neighbourhoods could be assisted with bank fees.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Del Grande
Di Pasquale
Kennedy

Li Preti
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

17. Listing of Communications

MOVED by Trustee Rizzo, seconded by Trustee Li Preti, that Item 17a) adopted as follows:

- 17a) Trustee de Domenico's Resignation from the Toronto Student Transportation Group** that Trustee Rizzo be the representative and that Trustee Del Grande be the alternate of the Toronto Student Transportation Group.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Trustee de Domenico's resignation from the Toronto Student Transportation Group be received and accepted.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Del Grande
Di Pasquale
Kennedy
Li Preti
Lubinski
Rizzo
Tantuan

The Motion was declared

CARRIED

Trustee Del Grande left the meeting at 11:03 pm.

20. 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
Di Pasquale
Kennedy
Li Preti
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Di Pasquale, that the meeting resolve into DOUBLE PRIVATE Session.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Crawford
D'Amico
Di Pasquale
Kennedy
Li Preti

Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

PRESENT: (Following DOUBLE PRIVATE Session)

Trustees: N. Di Pasquale, Acting Chair
N. Crawford
F. D'Amico
A. Kennedy
I. Li Preti
T. Lubinski
M. Rizzo
G. Tanuan

Staff: R. McGuckin

S. Harris, Recording Secretary

22. Adjournment

MOVED by Trustee Crawford, seconded by Trustee Kennedy, that the meeting be adjourned.

Results of the Vote taken, as follows:

In favour

Opposed

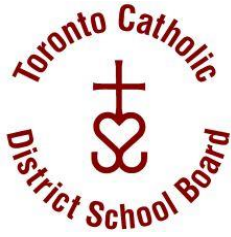
Trustees Crawford
D'Amico
Di Pasquale
Kennedy
Li Preti
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

**PLEASE BE ADVISED THAT ALL STANDING
COMMITTEE MEETINGS ARE BEING RECORDED**

For Board Use Only
Delegation No. _____
<input type="checkbox"/> Public Session <input type="checkbox"/> Private Session <input type="checkbox"/> Three (3) Minutes

Name	Jennifer Di Francesco
Committee	Corporate Affairs Strategic Planning and Property
Date of Presentation	4/11/2019
Topic of Presentation	St. Eugene Traffic Safety
Topic or Issue	Speaking to the increased traffic congestion and parking compliance issues at St. Eugene.
Details	Speaking to the increased traffic congestion and parking compliance issues at St. Eugene. And the implementation of phase 3 from the traffic study that was done by Paradigm project # 180161.
Action Requested	St. Eugene wants a car loop built, possibly a bus bay and a traffic bar for the staff parking lot but not limited to these items.
I am here as a delegate to speak only on my own behalf	{) I am here as a delegation to speak only on my own behalf }
I am an official representative of the Catholic School Parent Committee (CSPC)	Yes St Eugene Chair
I am an official representative of student government	
I am here as a spokesperson for another group or organization	
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T.14.	I Agree

Submittal Date	4/4/2019
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*Teresa Lubinski
Trustee Ward 4*

E-mail: Teresa.Lubinski@tcdsb.org

Voicemail: 416-512-3404

To: Corporate Services, Strategic Planning and Property Committee
Meeting , April 11, 2019

From: Teresa Lubinski, Trustee Ward 4

Subject: Consideration of Motion – Brain Cancer Awareness

MOVED BY: Teresa Lubinski, Toronto Catholic District School Board
SECONDED BY Nancy Crawford, Toronto Catholic District School Board

WHEREAS: the Toronto Catholic District School Board is a caring community concerned about the health of all of its members;

WHEREAS: an increasing number of people are diagnosed with brain cancer each year;

WHEREAS: the numerous symptoms are very debilitating and include dizziness, nausea, weakness, change in personality, hearing impairment, personality changes and frequent headaches;

WHEREAS: the Movement to End Brain Cancer advocates that Canada "Turn May Grey" and wear grey to raise awareness about brain cancer;

WHEREAS: the City of Toronto declared May 27, 2018 Brain Cancer Awareness Grey Day;

WHEREAS: a student at St. Cecilia Catholic Elementary School is promoting brain cancer awareness at the school on May 24, 2019;

WHEREAS: Mayor John Tory plans to attend St. Cecilia Catholic Elementary School [on May 24, 2019](#) to speak to the students about brain cancer;

BE IT RESOLVED THAT: that the Toronto Catholic District School Board declare [May 24, 2019](#) Brain Cancer Awareness Grey Day and henceforth declare a day in May of each year as Brain Cancer Awareness Grey Day.

Teresa Lubinski
Trustee, Ward 4



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

TORONTO STUDENT TRANSPORTATION GROUP: ANNUAL REPORT 2017-18

*Let everyone be subject to the governing authorities, for there is no authority except that which God has established.
The authorities that exist have been established by God. Romans 13:1*

Created, Draft	First Tabling	Review
April 2, 2019	April 11, 2019	Click here to enter a date.
A. Brutto, Supervisor/Demographer, Planning Services B. Leporati, Sr. Coordinator, Planning Services M. Loberto, Superintendent, Planning and Development Services		

INFORMATION REPORT

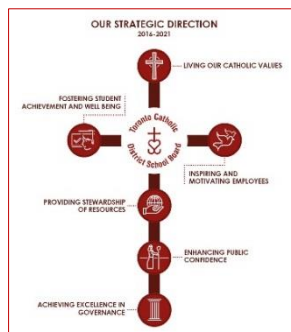
Vision:

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

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

A. EXECUTIVE SUMMARY

This report provides an overview of the major activities and issues faced by the Toronto Student Transportation Group (TSTG) during the 2017-18 school year. The attached TSTG annual report (Appendix 'A') provides a summary of pertinent data, Key Performance indicators (KPI), challenges and successes over that same period.

Transportation Policy S.T. 01, Evaluation and Metrics, stipulates that staff provide an annual report on transportation statistics ranging from operational performance to policy adherence, and to include pertinent Key Performance Indicators (KPI).

The cumulative staff time required to prepare this report was 8 hours

B. PURPOSE

1. To provide the Board of Trustees with a summary of data, Key Performance Indicators (KPI), activities, challenges, and successes of the Toronto Student Transportation Group (TSTG) during the 2016-17 school year.
2. Transportation Policy S.T. 01, Evaluation and Metrics, stipulates:
“The effectiveness of the policy will be determined by measuring the following:
 - 1. Transportation statistics ranging from operational performance to policy adherence will be included in the Toronto Student Transportation Group’s ‘Annual Report’.*
 - 2. Key performance indicators are collected on a monthly basis and provided to the TSTG Operations Committee for review.”*

C. BACKGROUND

1. *The 2017-18 Toronto Student Transportation Group Annual Report summarizes the consortium’s activity over the previous school years, and*

provides information on what is anticipated in the next year. The annual report was approved at the February 2019 Toronto Student Transportation Group (TSTG) Governance Committee meeting.

Ombudsman – 6 Month Follow-up

2. *The Ombudsman report entitled ‘The Route of the Problem’ identified a number issues with respect to student transportation, and provided recommendations for areas to address.* This report, which was released in the summer of 2017, highlighted several issues related to the delivery of student transportation, and provided a total of forty-two recommendations for the TSTG to address.
3. *The final recommendation of the Ombudsmen report was for the consortia to provide a bi-annual update until the recommendations were satisfied.* This update was intended to mitigate future issues surrounding bus driver supply.

Within the first update period the consortia addressed, to the satisfaction of the Ombudsman, eleven of the original forty-two recommendations.

Call Centre

4. *In August 2017, the TSTG launched a new external call centre which provides callers with easier access to transportation-related information.* The external nature of this call centre allowed easier access to information for callers and prioritized only the most complex calls for transportation staff to handle.

New Vision

5. *The Ministry of Education wishes to define a ‘new vision’ for student transportation.* The New Vision document will be based on four pillars; Responsiveness, Equity, Safety & Well Being and Accountability. Consultation sessions to inform this document were held throughout the

province with a number of stakeholders, including but not limited to; consortia representatives and school bus operators.

A Look Ahead

Presto

6. ***The TTC will discontinue the sale and use of tickets and tokens in favour of the Presto payment system, and provide a free card to every student.*** The TSTG provides approximately 7,000 TCDSB students with TTC tickets in lieu of riding the bus. The TTC has indicated that a free Presto card will be provided to every student living in Toronto. These cards will require a free set-up which can be completed by visiting the TTC offices at Davisville station or at a Shoppers Drug Mart of choice.

Where's my Bus?

7. ***The consortia launched the Where's My Bus portal, an online tool which tracks the location of busses in real time.*** This tool was planned to launch in the 2018-2019 school year. Future enhancements to this tool will include an 'estimated time of arrival' function.

Seatbelts on School Busses

8. ***New evidence points to the potential benefits of wearing a seatbelt on the bus, and further studies will be conducted on this issue.*** Additional studies to be conducted by Transport Canada will help stakeholders make an informed decision with respect to this issue. Considerations include existing legislation which requires drivers to ensure all passengers are buckled and the possible reduction in seating capacity which would increase the need for vehicles. An increased need for vehicles would exacerbate an already problematic service delivery issue.

Cost of Fuel

9. ***Fluctuations in the price of fuel generates a varying fuel expense for the consortium.*** Both gas and diesel-type vehicles using various engines of

differing fuel economy and, travelling varying distances, generate fluctuating costs for the consortium. The fuel prices from January of 2016 trended significantly higher after a steady decrease the previous two (2) years.

Student Transportation Services

Financial

10. *The TCDSB received a 2017-2018 Transportation Grant of approximately \$24.6 million.* In comparison, the TDSB received a transportation grant from the Ministry of approximately \$51.6 million. TSTG spends approximately \$99 million on transportation services between both the TCDSB and TDSB.
11. *The gap between transportation expenditure and Ministry grants has continued to widen over the past decade.* The TSTG currently operates at a budget deficit.

Programming

12. *A majority of transportation funding is directed toward student transportation services for students with special needs.* Unique needs, geography and modified program hours are some of the factors impacting transportation for this particular student population.

D. EVIDENCE/RESEARCH/ANALYSIS

Key Performance Indicators (KPI)

1. *The TSTG collects statistics, for the purpose of identify trends with respect to service level, as part of their annual review of routes.* Technology including GIS Mapping and Google Analytics is integral to the collection of this data.
2. *In the 2017-18 school year, the number of open routes (routes without a dedicated permanent driver) averaged 2%.* This metric is satisfactory considering the widespread driver supply issues exhibited across the city

however; the TSTG strives to continually improve this measure by maintaining constant communication with its operators.

3. ***In the 2017-18 school year, the spare pool of drivers (drivers without a dedicated permanent route who are employed to backfill regular routes) averaged 7%.*** Operators are required to meet a minimum of 5% as per contract obligations.
4. ***In the 2017-18 school year, the book off rate (drivers absent on any given day due to sickness or personal appointments) averaged 2.5%.*** This metric is consistent with historical averages.
5. ***Statistics collected by the consortium reveal that accidents involving school busses are on the rise.*** Despite this, the overall percentage of incidents in relation to the number of routes operated remains quite low. A majority of the accidents involving school busses are non-preventable and can be attributed to ‘rear-ends’ and ‘side swipes’ by other road users.
6. ***Bell time changes are one of the main operational parameters which allow the Toronto Student Transportation Group to reduce costs.*** Through the staggering of these times the consortium gains the ability to maximize fleet and human resource efficiencies. The cost-benefit associated with bell time changes, however, was previously assessed by staff and it was determined that potential transportation cost savings can be outweighed by organizational costs to the Board. Bell times for Special Education students and programs can further drive transportation costs when not synchronized with surrounding schools and programs.

Please refer to the 2016-17 Toronto Student Transportation Group’s Annual Report found in Appendix ‘A’ for more detail on Key Performance Indicators and other pertinent information.

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.

2017- 2018

Toronto Student Transportation Group



A Annual Report

Prepared by the Toronto Student
Transportation Group.

Providing Student Transportation Services for
the Toronto District School Board and the
Toronto Catholic District School Board

November 2018

Blank

General Managers Report

It is with pleasure that I provide this annual report on the activities of the Toronto Student Transportation Group over the past school year. This report summarizes the activities and plans that the transportation consortium has undertaken over the past school year. The summary of data, activities, challenges, and successes is reflective of the joint transportation unit that has been supplying transportation services to the Boards for over a decade.

The Toronto Boards started the 2017-2018 school year on better footing than in 2016-2017 but a school bus driver shortage continued to plague not only the Toronto Board but many Boards throughout the Province. So much so that the Ministry of Education took to surveying consortia throughout the year to better gauge the breadth and scope of the problem. The Province went so far as to create an 'attendance' bonus for school bus drivers that was used to entice drivers to not take off days to keep drivers in the system and minimize the possibility of divisions running more buses than they had drivers.

Adding to the mix was the implementation of a new minimum wage in the Province. Although most school bus drivers in Toronto were receiving more than minimum wage prior to this introduction; it did create a smaller 'wage gap' and as such made other part time jobs more appealing than the split shift school bus driving job. Drivers leaving the system was challenging the pace of recruitment and making it extremely difficult for school bus operators to get ahead and ensure a healthy supply of school bus drivers.

With a new school year and the continued issues with securing and retaining school bus drivers the consortia worked with the member School Boards to allocate as many parking spaces in our schools as possible. One of the primary reasons why prospective drivers do not take on work is that they have no place to park their bus. Working together with our schools and business partners we were able to help secure a number of new parking spaces as a means to help keep and maintain many of our school bus drivers who may not have stayed otherwise.

This report highlights some of the issues, challenges, and successes that the Toronto Student Transportation Group has experienced over the past school year.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Hodgkinson", followed by a horizontal line.

Kevin Hodgkinson
General Manager

Mission and Vision Statement

Mission Statement

Service: To facilitate the provision of safe, secure, and consistently on-time delivery of student transportation services for those students entrusted in our care.

Cost Effective: To provide adequate, equitable, and fair services to those members that actively look for the best means to achieve cost effective transportation solutions.

Accountable: To provide effective, efficient, and accountable solutions that meets the needs of our stakeholders.

Communications: To actively pursue initiatives that will maximize the level of service provided to our stakeholders.

Responsibility: To actively pursue economic, environmental, and social initiatives that will allow us to lead the way in meeting public demand.

Human Resources: To actively pursue programming and training that will assist staff in delivering a level of service that exceeds our shareholder's expectations.

Vision Statement

To provide and facilitate intermodal transportation solutions so that all school aged children can equally access education.



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INTRODUCTION

The Toronto Student Transportation Group (TSTG) is a consortium formed to manage and facilitate the student transportation services for the Toronto Catholic District School Board (TCDSB) & Toronto District School Board (TDSB). The TSTG provides transportation services for approximately 50,000 students in more than 800 schools and centres throughout the City of Toronto. Six different school bus operators provide more than 1800 vehicles to provide transportation services for students with a budget of just over \$95,000,000.

The consortium is physically located at 2 Trethewey Dr with a staff of 28 individuals responsible for the operation, planning, technology, and safety of transported students.

History

The TDSB & TCDSB have been sharing transportation services since 1995. Laidlaw Planning Services was originally hired to implement a computerized routing solution that optimized the TCDSB regular home to school fleet and integrate the TCDSB and North York School Boards special education routes. These two routing solutions removed over 100 buses from the road and saved the Boards over \$3.2M in transportation expenditure. Over the next eight years, the former cities making up the current City of Toronto were systematically introduced into the combined routing solution removing an additional 38 buses from the system.

In 1998 the key planning staff from Laidlaw was recruited to form the nucleus of shared transportation services provided by the Boards. The introduction of new staff was complemented by an introduction of an upgraded transportation planning management software from Education Logistics. With staff and technology in place, the Boards had the key component to managing and maintaining transportation services. Transportation staff from both Boards relocated in 2005 to the TDSB's Trethewey facility where the operations, planning, technology, and safety units work together to facilitate and deliver transportation services. In September of 2011, the two School Boards signed a membership agreement officially creating the 'Toronto Student Transportation Group'.



A Look Back

The 2017 -2018 school year provided the Toronto Student Transportation Group with a number of challenges that not only provided obstacles but also opportunities to understand and improve the way we do business.

Ombudsman – 6 Month Follow Up

The Ontario Ombudsman office released their report ‘The Route of the Problem’ in the summer of 2017 that identified a number of issues in how student transportation services were delivered and recommendations to address. The consortia as part of their own systematic review had already addressed some of the 42 recommendations that were listed in the report. The final recommendation was that the consortia provide an update every six months until the Ombudsman office was satisfied that the consortia had sufficient practices and processes in place to mitigate any future issues around school bus driver supply.



Within the six-month time frame the consortia was able to act on and complete eleven of the forty-two recommendations. Another twenty-one are in progress. The remaining ten recommendations deal with contract issues that will be dealt with when a new ‘request for proposal’ is issued for student transportation services.

Some of the completed tasks included more regular meetings with carriers and Governance in a lead up to school start to ensure all stakeholders have the information they need to either address concerns or communicate out if there are issues. Communication in the form of the delay portal and a new call centre were activated to ensure stakeholders were provided better information or access to information about their child’s transportation. A Transportation Advisory group was set up of various stakeholders to ensure that issues being discussed will have the perspectives of those being impacted included. The planning process was also moved ahead by a month with more emphasis placed on schools getting their information back to the consortium in a timely manner so that the routes can be generated and provided to the carriers in a timelier manner.



Call Centre

One of the more important new features to student transportation this year was the establishment of a call centre during school start-up. Previously the consortium ran an in-house call centre with limited staff but was also limited in the number of calls they could take meaning some parents were not able to get through when they needed to speak with



someone. A new external call centre had the flexibility to scale their staffing to match peak periods or down times. This meant that more parents were able to access information in a timelier manner.

The call centre was activated in early August to ensure that parents looking for information about September bus routes and times had a

means to get this information. The last week of August and first two weeks of school saw nearly 2000 calls each week into the call center. Call centre staff had access to transportation information but if they were unable to provide an answer for an inquiry a ticket was created and transportation staff would then review and address for the caller.

New Vision

Whether it was the Ombudsman report, Auditor General report or some other mechanism to drive change the Ministry of Education wanted to identify the 'new vision' for the student transportation sector. The intent was to gather information from stakeholders on how the envisioned student transportation services being delivered in the future. Sessions were held throughout the province with specific workgroups for consortia, school bus operators, school administration, and the general public. All stakeholders were also requested to submit their thoughts via e-mail to ensure those that could attend meetings had a means to provide their feedback.

The New Vision document wanted stakeholders to present their thoughts in four areas as starting points for discussion. This included 'Responsiveness', 'Equity', 'Safety & Well Being', and 'Accountability'. The findings were scheduled to be presented in the Fall with plans to help map out a new direction for student transportation services.





A Look Ahead

While successfully transporting over 50,000 students to and from school safely each and every day for another year we look ahead to the challenges and opportunities that the upcoming school years will hold for us.

Presto

The Toronto Transit Commission has indicated that as part of the modernizing efforts they will be discontinuing the sale of tickets and tokens and replacing it with a card system from Metrolinx called Presto. Presto is currently in use in the GO Transit system, several other GTA transit agencies, and in Ottawa. Although details are still to be confirmed it is expected that all passengers on TTC vehicles will need to 'tap' their presto card to utilize the service. This will



include those students 12 and under even though there is no cost for the service for this group. Cards are required as the gates in the subway system will not open unless the card is presented.

The Consortia currently provides tickets for about 7000 students who meet our transportation guidelines. Additionally, some schools located near subway lines

use the TTC for field trips and School Board staff will often use the TTC to get to meetings throughout the city. At this time, it looks like there is two ways that the consortia will be able to continue to service our student population on public transit. One will be to add funds to the specific cards using the Metrolinx web interface. The second is to push vouchers to eligible students and allow them to add to their card.

Once more details are provided the consortia will invite stakeholders to comment on the process to be used for supply of funds for transit service. This will include school staff both union and non union and staff from business areas throughout the school boards to ensure all stakeholders needs are being met. The TTC has also indicated that to help facilitate the roll out of the presto system that they will provide on a one-time basis a free presto card for every student in each of the Toronto School Boards. Parents will have to take their children to a Shoppers Drug Mart near them or the Davisville station so that the concession can be set on the card so that fraudulent activity is minimized.



Where's My Bus?

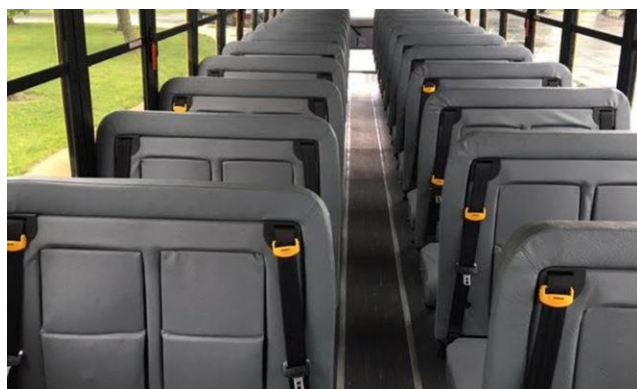
The consiortia looks forward to launching the 'Where's my Bus' utility in the 2018-2019 school year. Often times when buses may be running late, schools and parents are wondering how long they should be waiting or what is happening. As an added advantage over and above the late bus notification that is generated, stakeholders will be able to log into their web profile and see the exact location of the school bus in real time.



With the late bus e-mail notiifcation system used in conjunction with 'where's my bus' families can better plan when to leave to be at the stop in a timely manner so as not to delay the bus any further. Future enhancements will also include an 'estimated time of arrival' along with enhanced graphics and more iconology to better help orient the end user on where the bus is in relation to their stop and school.

Seat Belts on School Buses

One of the most common questions always asked of safety experts on school buses is why are there no seat belts on the buses? The common answer to date is that the school bus is built to a different standard than your average passenger vehicle. High back energy absorbing seats, shatterproof glass and compartmentalized seating are but a few of the safety features that help ensure students remain safe while on the school bus. New studies coming out are also



pointing to the benefits that seat belts may provide on a school bus. Although compartmentalization works well in rear or front end collisions there remain concerns that compartmentalization does not go far enough to protect students in side impacts and bus roll overs.

Before seat belts become a reality on school buses (the mini buses in Toronto are already equipped with lap belts) there are a few considerations that need to be addressed. First and foremost is legislation that currently



requires the driver to ensure all passengers are buckled up. Not something easily viable for a driver who may have upwards to 60 students on their bus. Second is the possible reduction to seating capacity and as such the need for additional vehicles. With a school bus driver shortage simmering throughout the Province, the need to add additional vehicles may exasperate an even further service delivery issue then what is already taking place. Third is a better understanding and confirmation of how students in seat belts will significantly improve the level of safety for our students. More studies from Transport Canada will help provide all users with an informed decision on the use of seat belts in school buses.



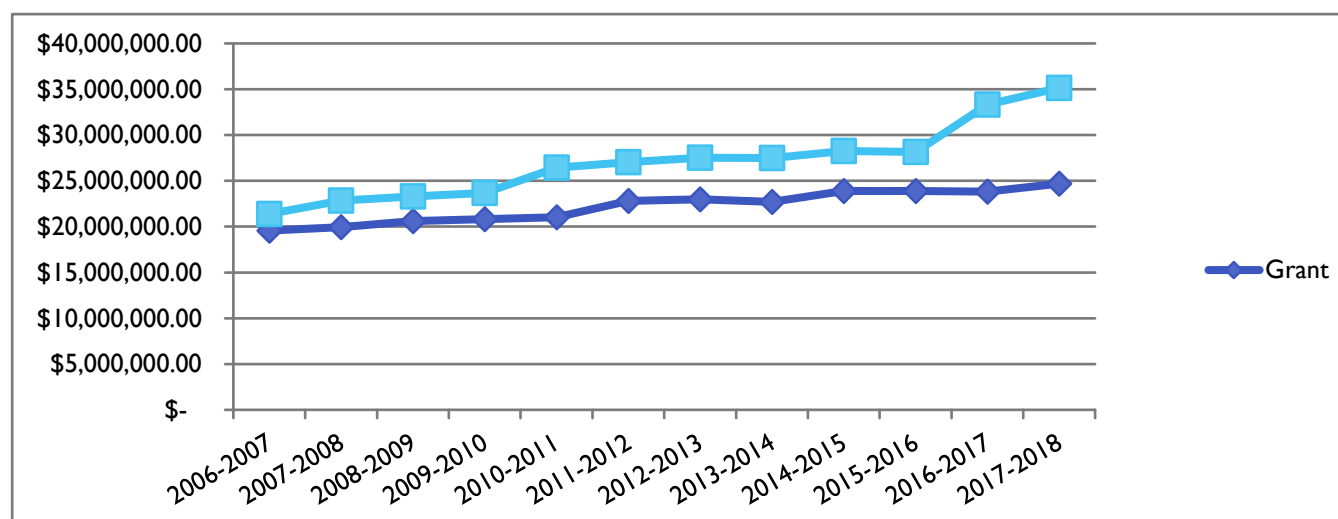
Student Transportation Services

Financial

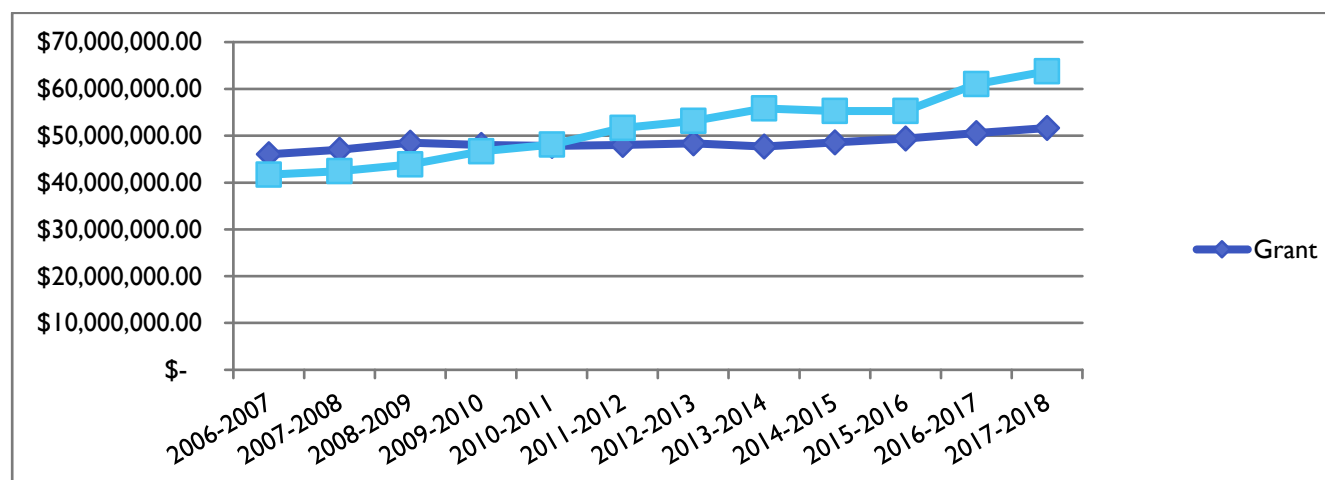
The Toronto Student Transportation Group currently spends about \$99,000,000 on transportation services for the TCDSB and TDSB. The Ministry of Education provided a transportation Grant in 2017-2018 of approximately \$24,600,000 for the TCDSB and \$51,600,000 for the TDSB. A breakdown of the transportation budget along with a historical summary of the Transportation Grant and Expenditure is displayed below:

1. Historical Transportation Grant vs. Expenditure

TCDSB



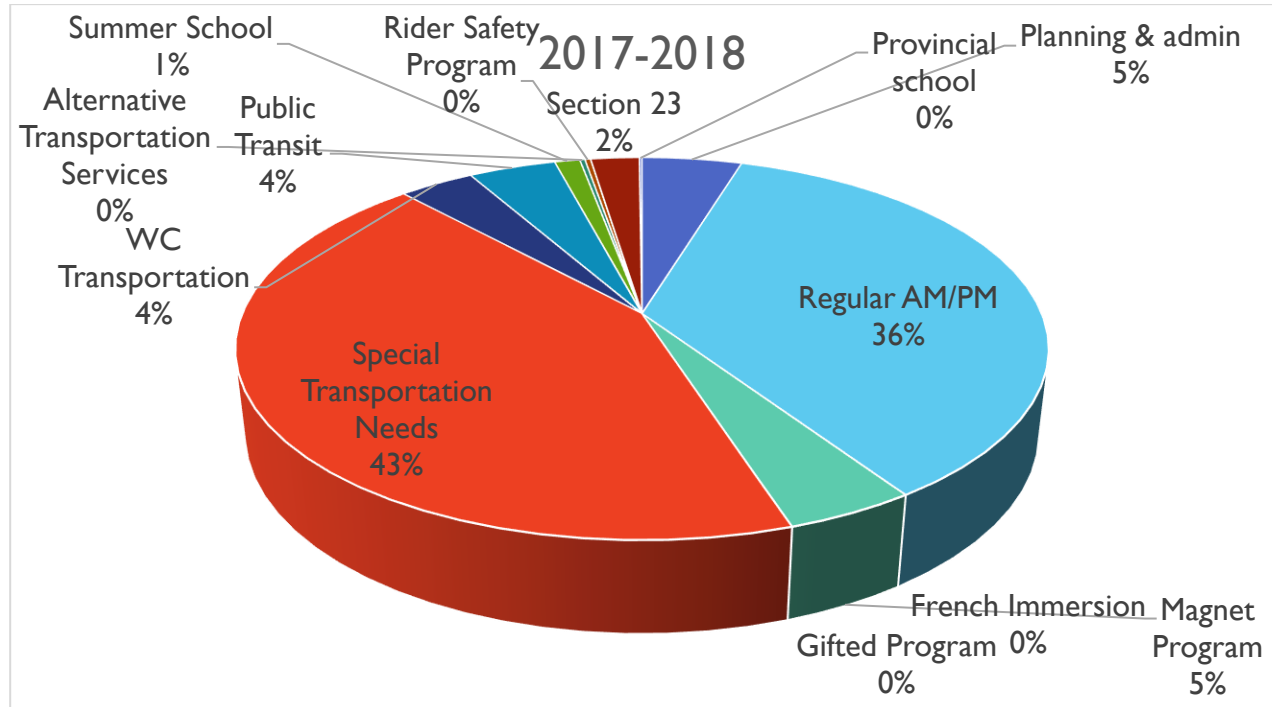
TDSB



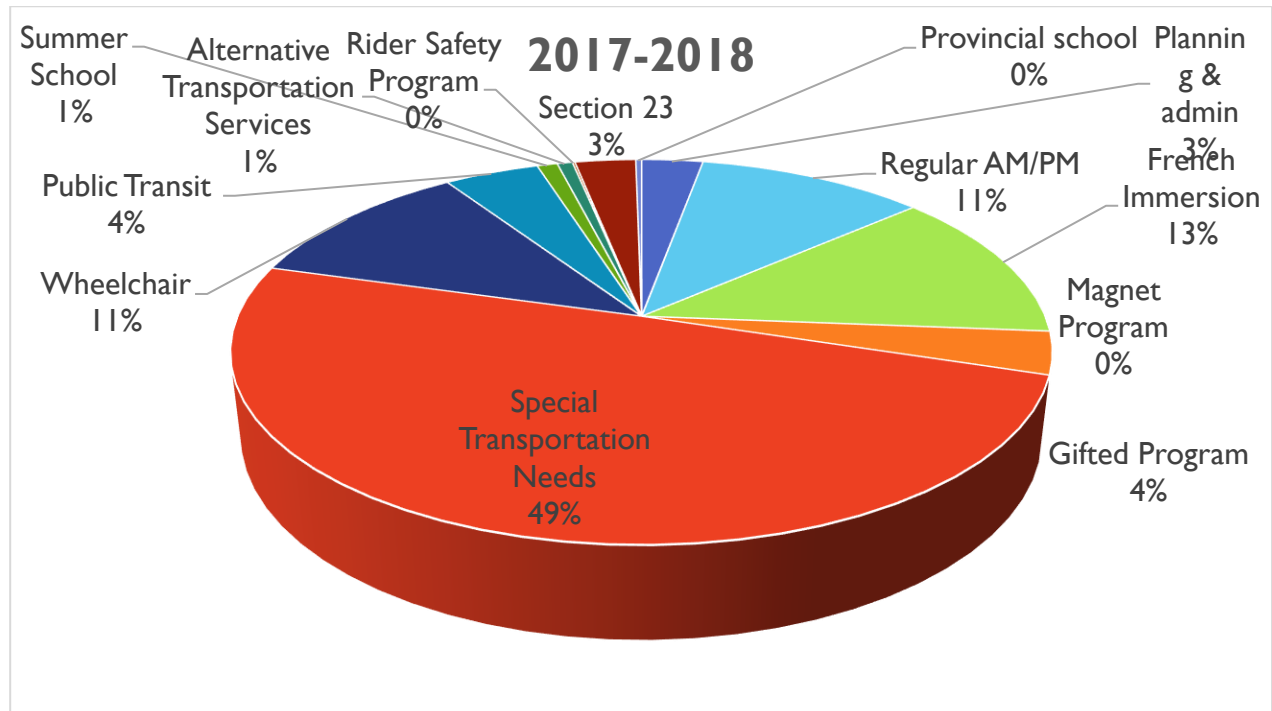


2. Transportation Expenditure by Area

TCDSB



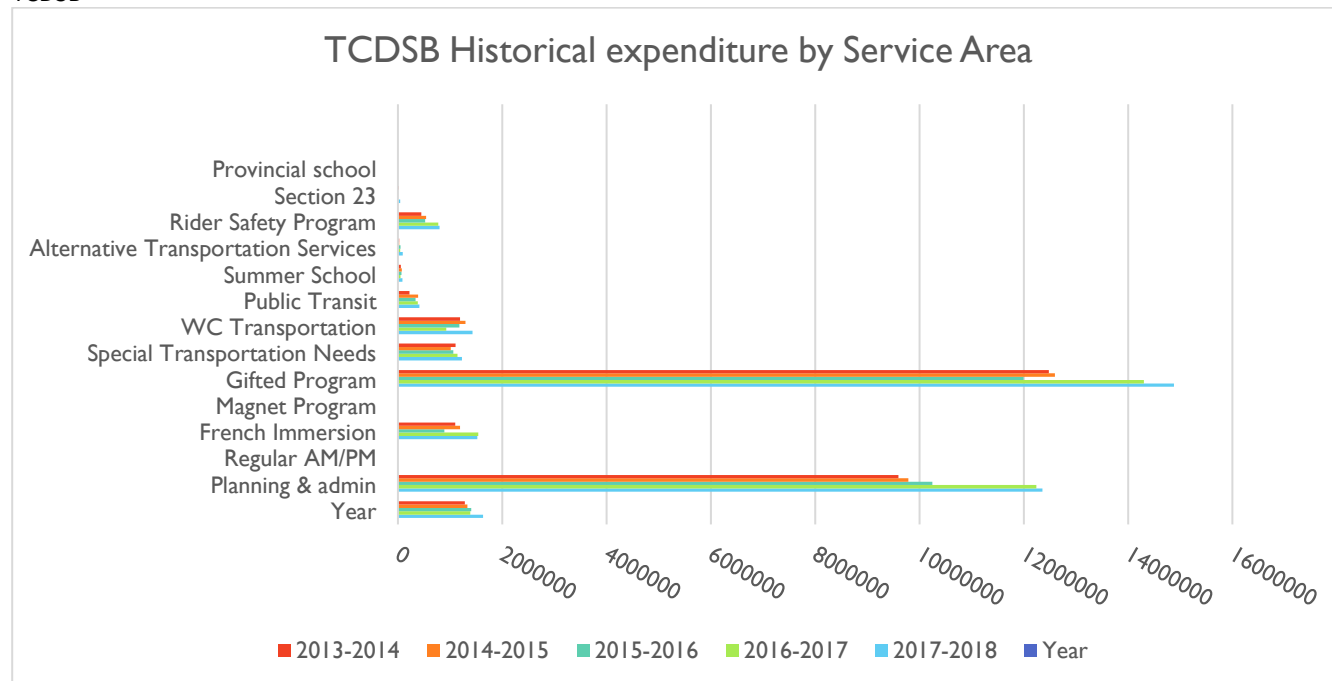
TDSB



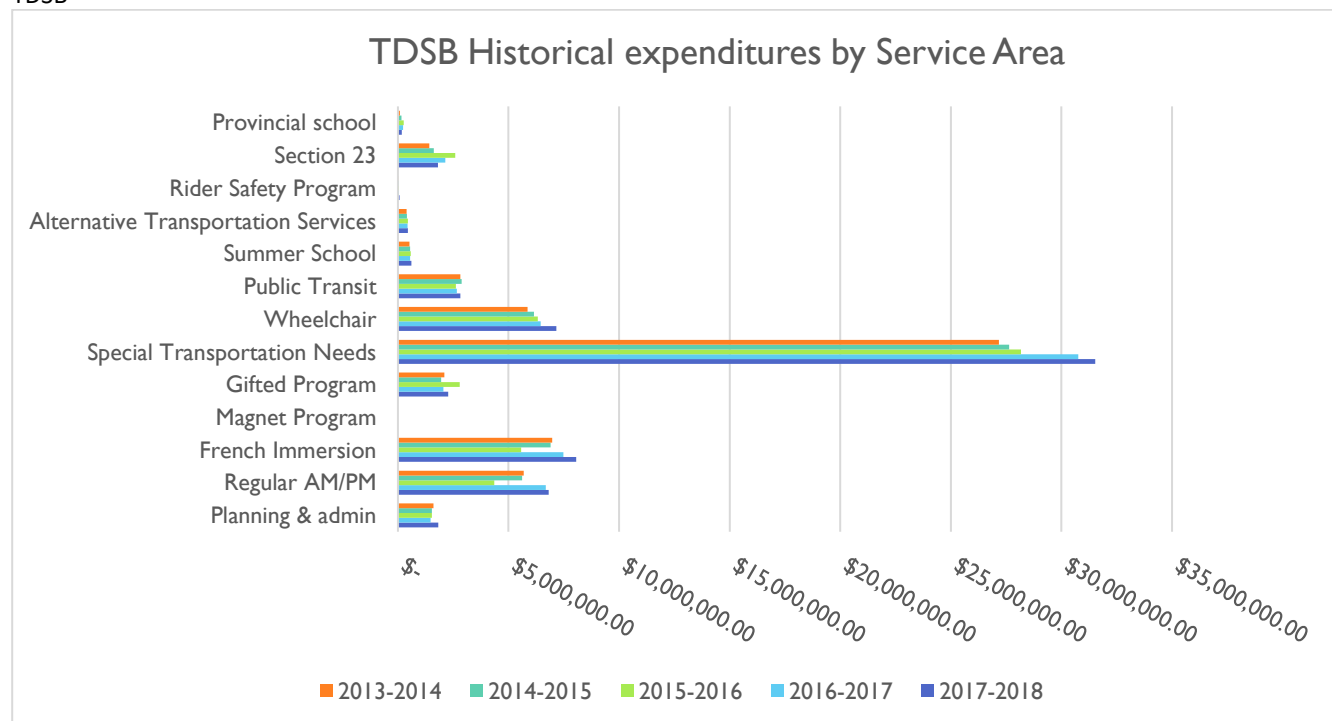


3. Historical Summary of Transportation Expenditure 2013 - 2018

TCDSB



TDSB





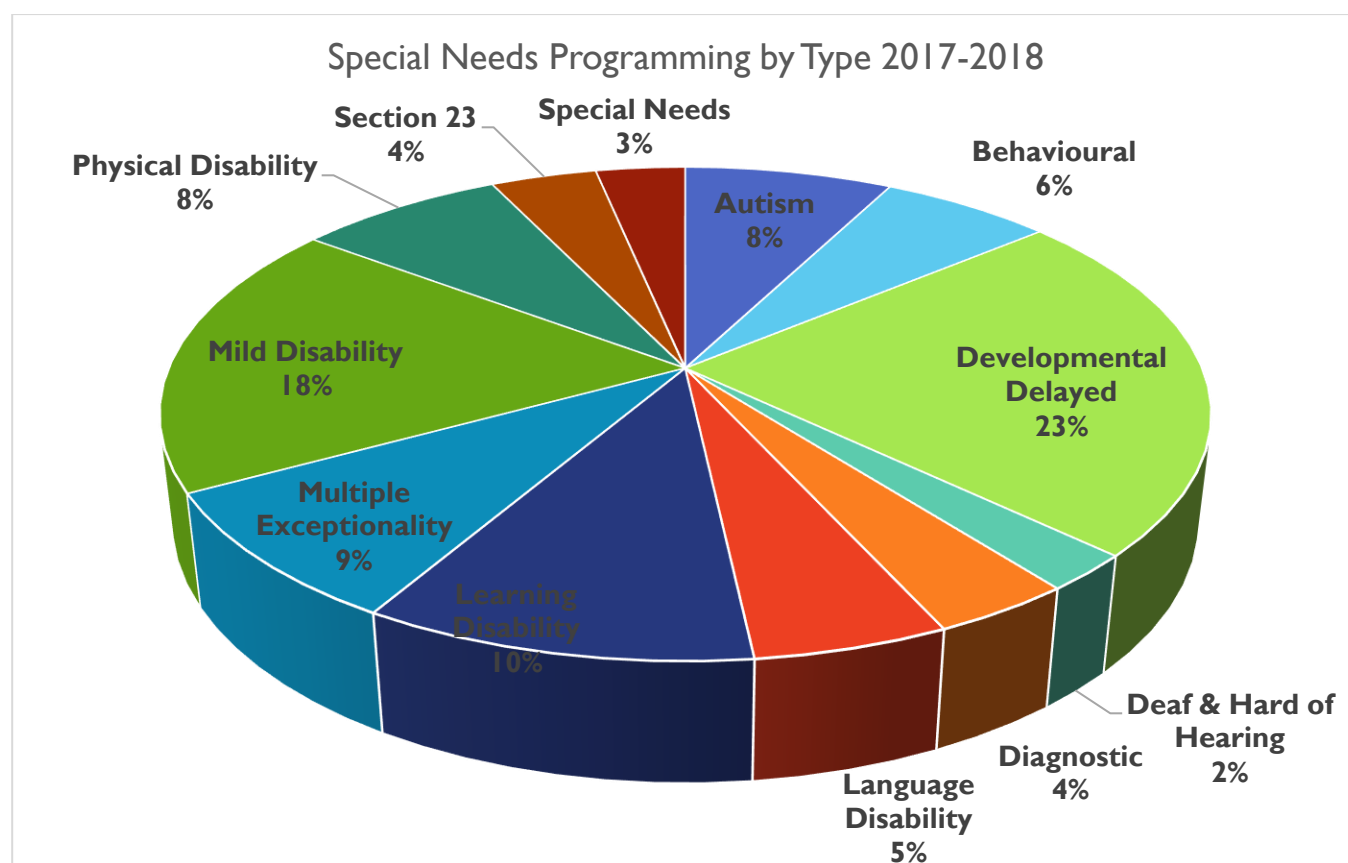
Programming

The TSTG services a large and dynamic student population within the City of Toronto. A majority of funding dollars is directed towards the student transportation services for students with special needs. Unique needs, geography, and modified program hours are just some of the factors impacting the delivery of transportation services for students with special needs. French Immersion, Gifted, and specialized withdrawal programs also contribute to the complexity involved in transporting students.

Special Education

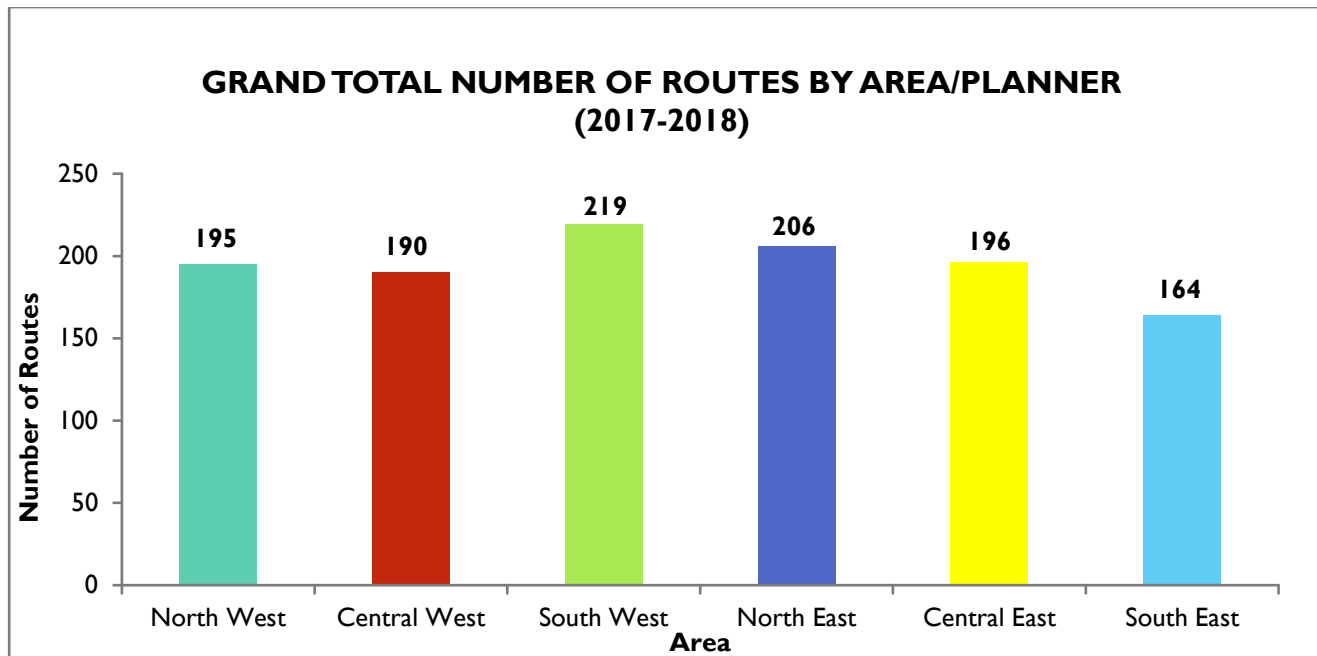
Transportation for students with special needs has continued to grow from year to year. Given the geographic diverseness of this student population there is a significant expenditure required to ensure the safe and timely delivery of these students to their program locations. The following graph shows the percentage of students receiving transportation by program.

4. Transportation of special needs students by programming type

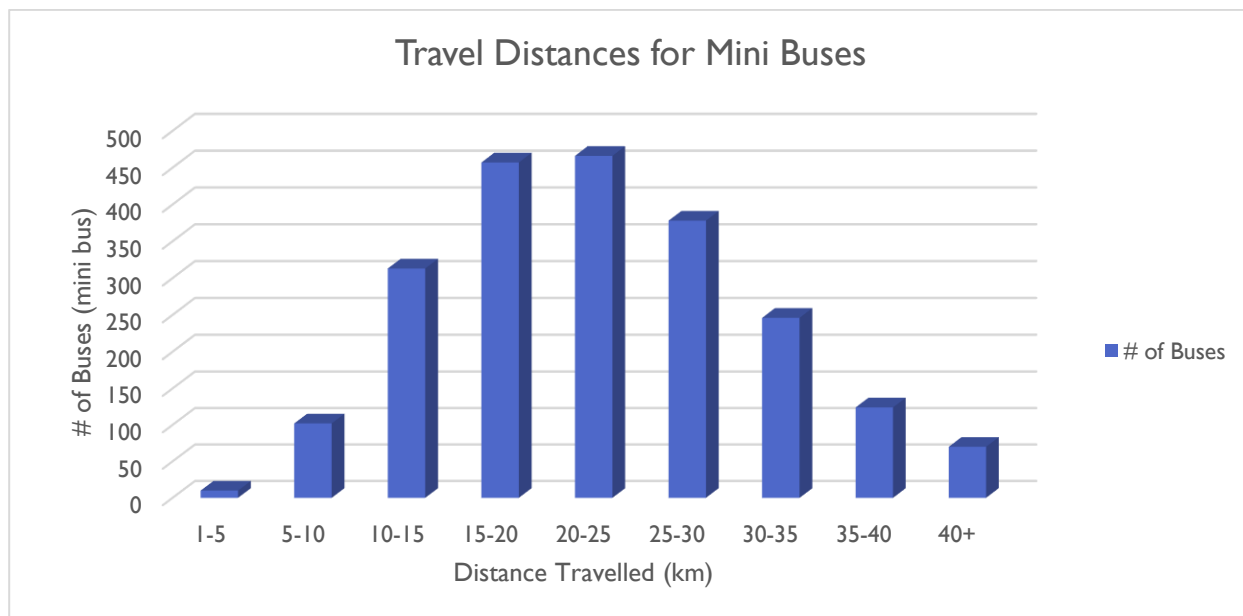




5. Breakdown of Sped routes by Area



6. Travel Distances for Mini Buses





Operations

The transportation operations unit is responsible for the on-road delivery of transportation services. Staff facilitates the communication of planning changes, monitors school bus operations, evaluate operator qualifications and performance, and resolve operational problems. Operational staff uses a number of resources to help monitor the integrity of the transportation system and our performance.

Level of Service

As part of the Consortiums annual review of routes, statistics are collected that identify trends in terms of how well services are provided. The most direct information is from schools and parents through surveys but there are also indicators that can be used to better understand service levels.

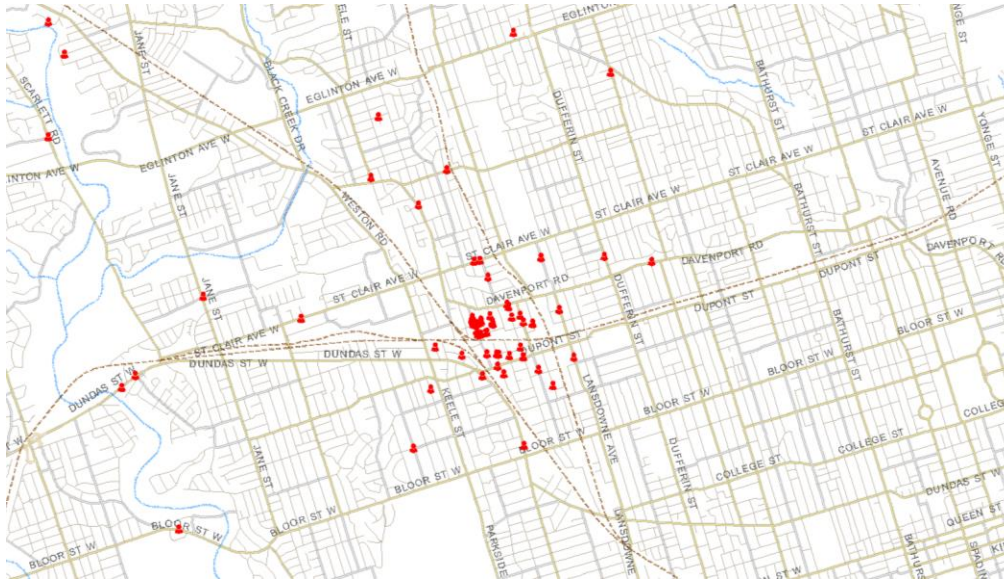
7. GIS Mapping of student distribution

The consortium uses three strategies to generate the most efficient and effective bus routes. The 'coupling' of buses is used when there is a large concentrated number of students in a small geographical area. When used with staggered bell times you allow the bus to pick up and drop off students at a number of schools extending the amount of work the bus can do during that time of day. The students are mixed from different schools on any one run but the various runs that make up the route can have any number of combinations of schools regardless of Board affiliation. The second strategy 'one bus one road' is used when you have a dispersed population scattered over a large geographical area. In this case the bus will pick up students from various schools as the bus proceeds from its outermost stop in towards the school. In this solution students from different schools will be on the same bus at the same time given the distance the students have to travel. The third solution is simply a hybrid solution of the first two. In a few instances you may have student populations that overlap in the same area in a small geographical area so all students would be on the same bus at the same time. Given that they are in that small geographical area it allows us to reuse the bus again and couple it with another run to maximize its use.

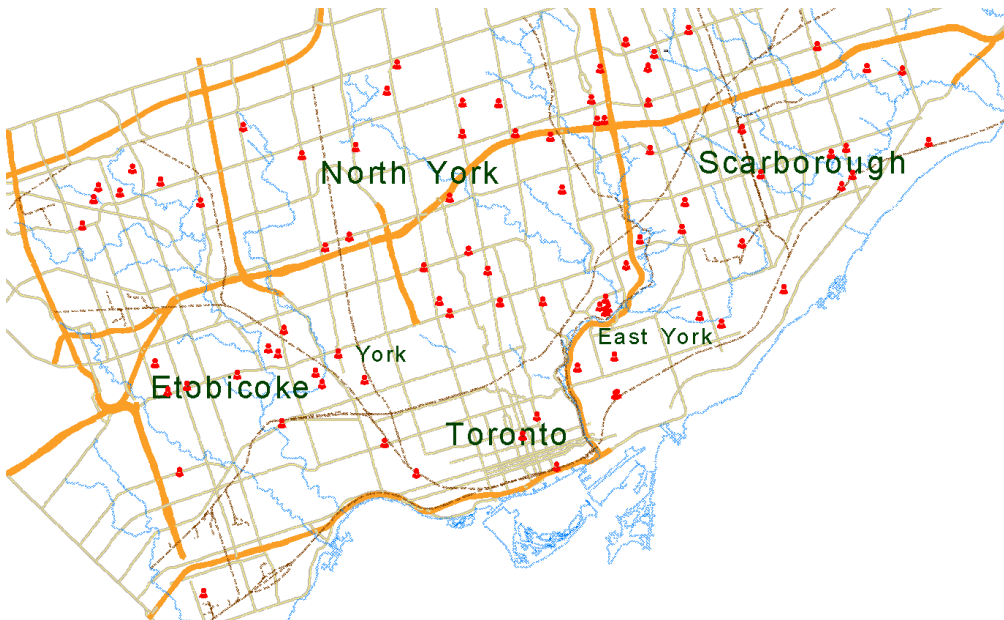
For illustration purposes two plots of student distribution are highlighted below. One school with a tightly knit group of students in small geographical area with a few outliers. The second school a congregated program school where all students are dispersed throughout the city.



Regular School Catchment Student Distribution



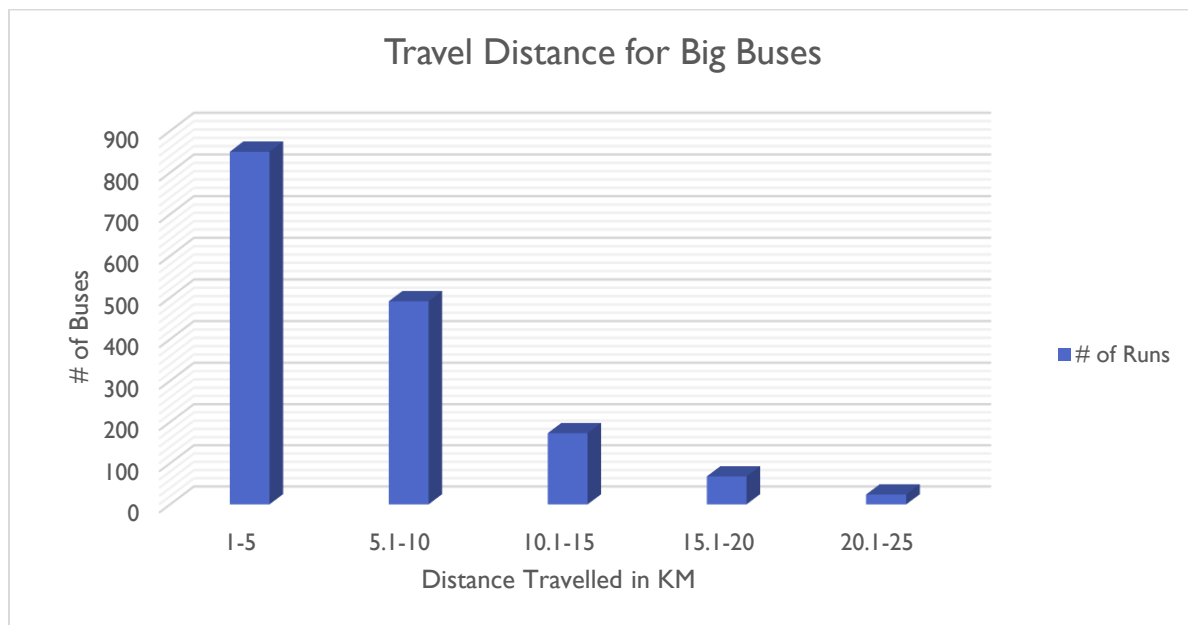
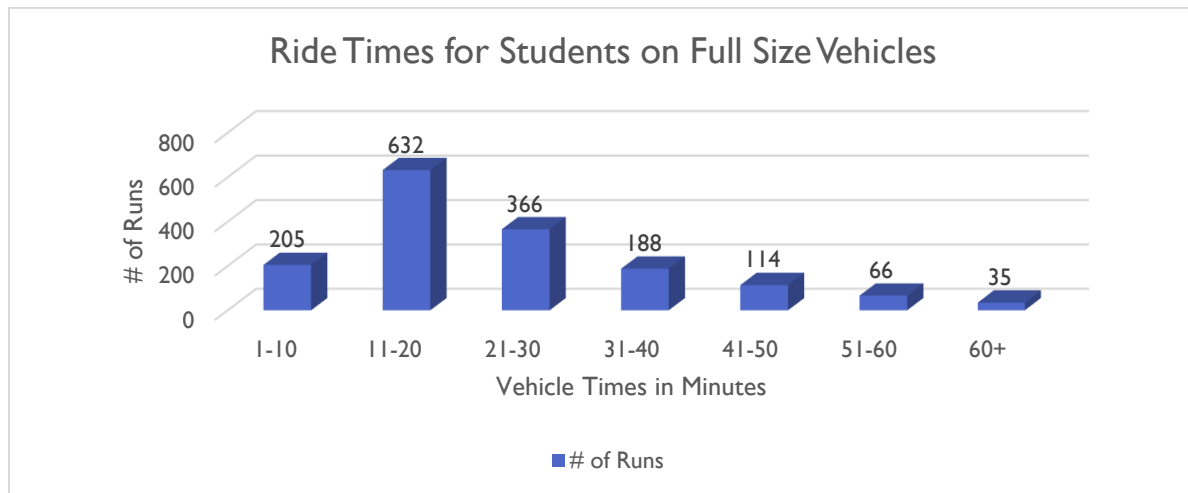
Congregated Program Student Distribution





8. Service Level Indicators

As mentioned above, for large capacity buses the routing methodology that provides the most cost effective solution given the geography and student density is the coupling of runs. This means that bus runs will service one school community and then proceed out again to service another school community. This maximizes the use of the bus while improving the level of service for students.

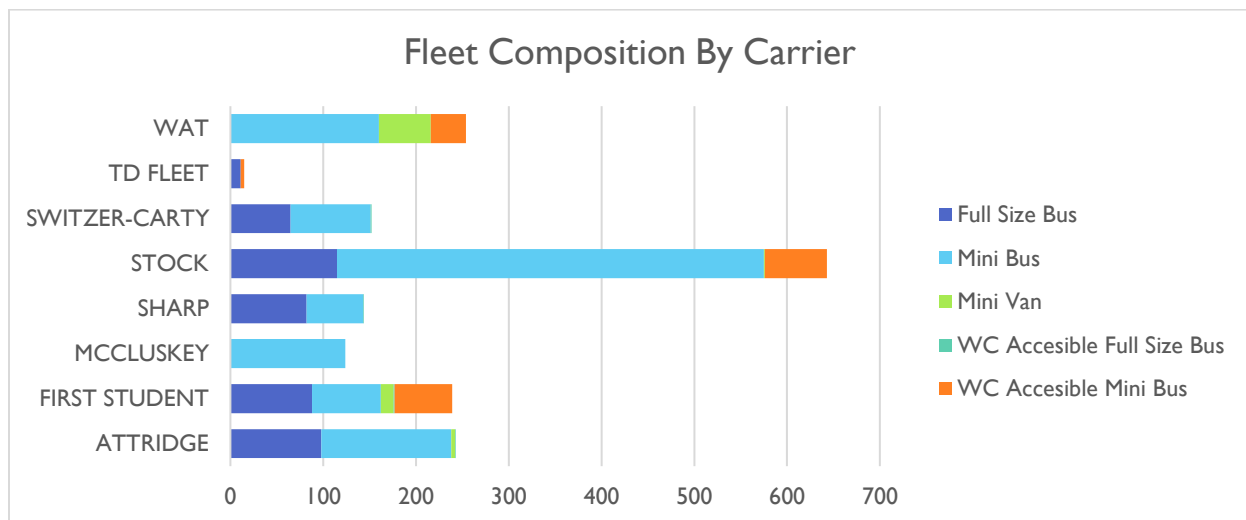
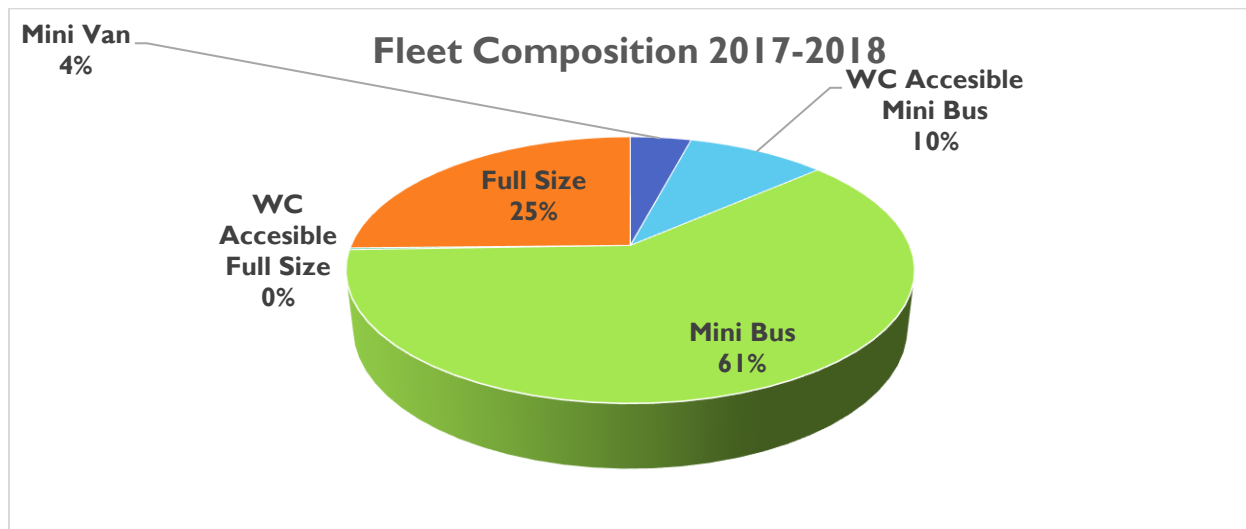




Operators

The Toronto Student Transportation Group secures transportation through a competitive procurement process. The 2016-2017 school year was the first year of a new contract with a term of six years plus two one-year options. The following chart highlights the number of Operators by division that are providing service for the TSTG in 2017-2018.

9. Breakdown of contracted fleet

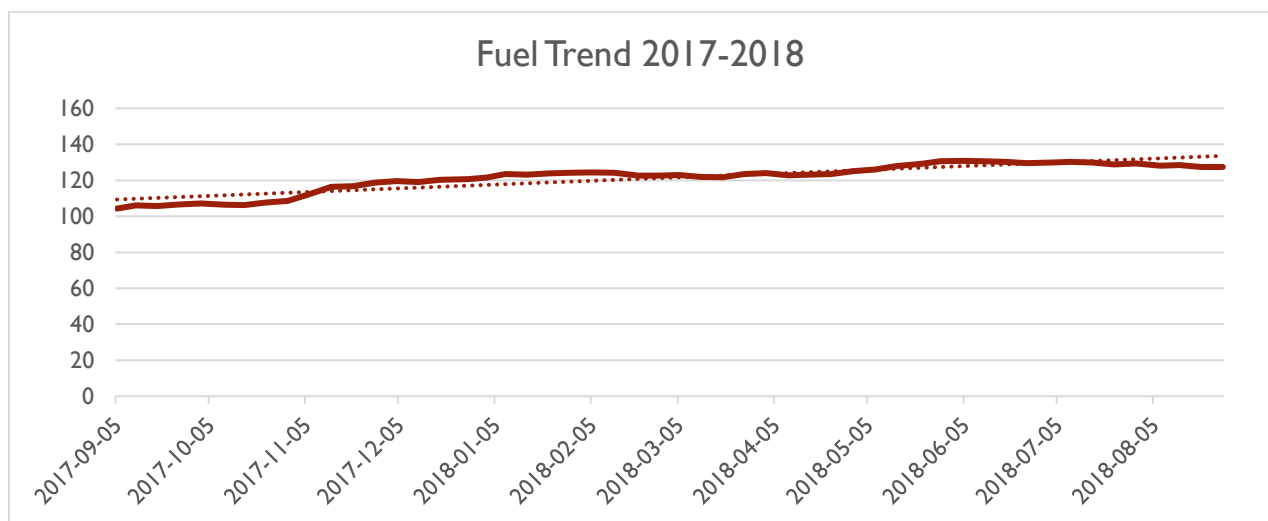
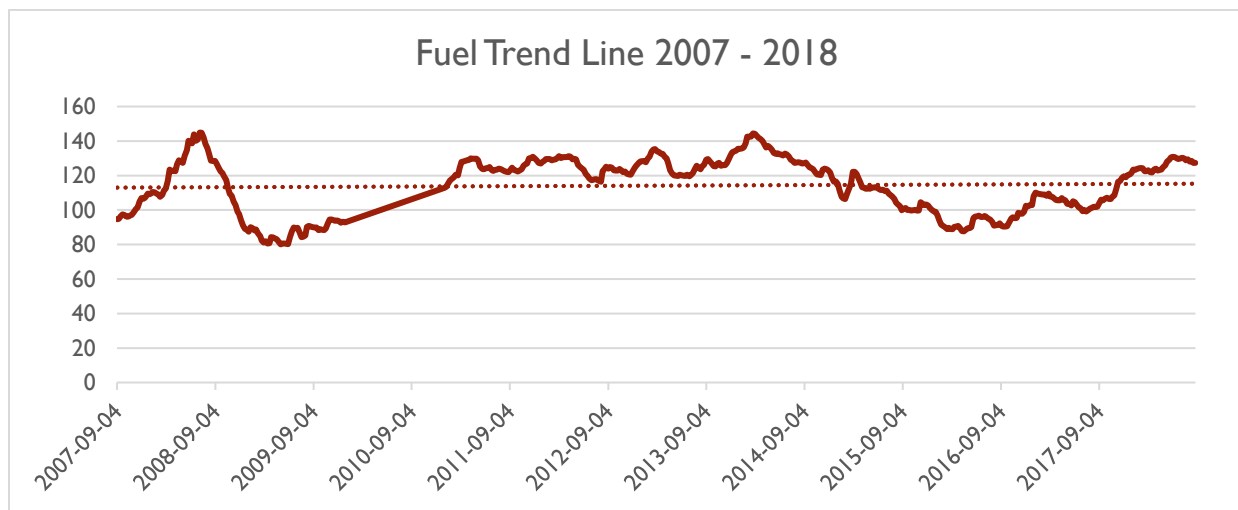




Fuel

One of the most volatile and unpredictable elements to funding transportation services is the costing for fuel. Both gas and diesel type vehicles using various engines with different fuel economy travelling varying distances generate different costs to be funded. Although the trend over the last 5 years has shown a slow and steady increase, the yearly variances have been dramatic. Specifically, the fuel prices from January of 2016 are trending higher after a steady decrease the previous two years. The following chart highlights the fuel costs over the years.

10. Fuel Trend over the last 10 years





Operator KPI

As a means to monitor school bus operator performance a key performance indicator package is submitted by the operators to the Consortium each week. The statistics provide an overview of how well operations are proceeding at each individual division. In cases like below where 'open coverage' is positive, the department is aware of operational deficiencies at the division and can take steps to address the situation.

1. Key Performance Indicators used to track Operator contract compliance and performance

Open Routes and Open Coverage provide us a snapshot view of our Operators ability to provide the service they have been contracted to provide. Although Open Routes refers to how many routes do not have a permanent driver the Operators are able to use spare drivers, as required by the contract, to cover off routes that are open due to driver illness or on a leave. Open Coverage is indicative of how well an Operator can provide services since it shows how many routes are run without a driver since the spare complement and driver book-off exceed the company's ability to cover the route. Anything positive in this area indicates a concern that the TSTG would need to address with the Operator. In these cases, some options include the removal of bus routes from an operator and/or additional financial penalties to ensure that service is provided as contracted or that the Boards receive remuneration for services that are not rendered.

Items highlighted in Orange and Blue indicated values that fell outside a standard deviation either above or below the average. Consortium staff use the information collected from the 'Key performance Indicators' to work with the carriers to address those concerns or where in a positive situation try to transfer the best practices to those carriers that may have struggled in these particular areas.

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Annual Report (2017-2018)**


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Weekly Operator Status	FX	AT	FM	MC	SH	SC	SN	ST	SW	TD	FT	WA	Sys Avg
Total Number of Routes Servicing Toronto (AM/PM)	17	240	67	123	144	253	177	217	152	15	153	246	150.2
Total Number of Routes Servicing Toronto (Noon)	0	29	0	22	17	10	3	8	0	1	8	48	12.0
Grand Total Of Routes (Sum of two above)	17	268	67	144	161	262	180	224	152	16	161	294	162.2
Open Routes - Yellow	0	0	0.6	2.1	2.1	5.0	8.1	9.9	0.7	0	0.6	3.6	2.7
Open Routes - Wheelchair	0	0	0.0	0.0	0.0	3.6	0.0	0.0	0.0	0	6.7	0.2	0.9
Open Routes - Mini Van	0	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0	0.0	0.2	0.0
Open Routes - (please specify each individual route below)	0	0	0.6	2.2	2.0	8.6	8.1	9.9	0.7	0	7.2	3.7	3.6
Open Routes (percentage of AM/PM routes)	0.0%	0.0%	0.9%	1.8%	1.4%	3.4%	4.6%	4.6%	0.5%	0.0%	4.7%	1.5%	2.0%
Number of drivers in training this week	0.95	5	3.0	3.3	7.1	5.8	4.3	5.2	1.7	0	3.8	3.3	3.6
Number of additional licensed drivers this week	0.33	1	0.5	0.2	1.0	1.1	0.8	1.4	0.5	0	1.2	1.2	0.8
Number of drivers who have left company this week	0.10	1	0.1	0.4	0.9	0.8	1.1	1.5	0.4	0	0.5	1.4	0.7
Driver Turnover Accumulated	4	32	5.0	15.0	35.0	28.0	42.0	58.0	16.0	0	18.0	53.0	
Driver Turnover weekly (percentage of am/pm routes)	1%	0.3%	0.2%	0.3%	0.6%	0.3%	0.6%	0.7%	0.3%	0.0%	0.3%	0.6%	0.4%
Driver Turnover Accumulated Annual %	23.5%	13.7%	7%	12.3%	24%	11%	24%	27%	11%	0.0%	12%	22%	
Number of Collisions	0.1	0.67	0.4	0.3	1.5	0.8	0.6	0.9	0.8	0.2	0.66	0.8	0.6
Number of Collisions - Accumulated	3	26	16	11	60	29	22	36	32	0	25	33	24.4
Number of Collisions reported in TRACS													
Collisions (as a percentage of am/pm routes)	0.5%	0.3%	0.6%	0.2%	0.2%	0.3%	0.3%	0.4%	0.5%	1.1%	0.4%	0.3%	0.4%
Number of 'Missing Students' Reported	0.00	0	0	0.0	0.0	0.0	0.0	0.1	0.0	0.0	0.0	0.0	0.0
Number of 'Returned Students' (no supervision at stop)	0.28	1	21.1	0.1	6.8	0.4	0.1	0.0	6.6	0.3	0.7	0.0	3.2
Number of 'Incidents' (other than bill157)	0.00	0	0.0	0.0	2.7	1.9	0.0	0.0	0.0	0.0	0.1	0.2	0.4
Number of 'Bill 157 Incidents'	0.00	0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Number of Late Routes - Weather/traffic related	2.62	59	25.3	4.4	22.8	20.9	28.7	25.4	4.9	0.0	28.1	12.3	19.5
Number of Late Routes - Operational related	0.15	27	4.3	2.1	9.3	19.5	8.8	15.7	1.0	0.0	8.9	2.2	8.2
Number of Late Routes - Planning related	0.05	0	0.2	0.0	0.4	0.0	0.6	0.0	0.2	0.0	1.7	1.1	0.4
Number of Late Routes - School related	0.38	9	7.3	0.8	11.9	2.9	4.4	3.4	0.9	0.0	5.1	1.1	3.9
Late Routes (as a percentage of am/pm routes)	16.6%	35.7%	44.5%	5.3%	4.5%	16.0%	21.5%	19.0%	4.1%	0.0%	25.3%	6.3%	16.6%
Number of Breakdowns	0.51	4	2.5	0.2	4.1	9.5	8.7	8.9	0.3	0.0	4.7	0.7	3.7
Number of Breakdowns - Accumulated	20	157	95	10	159	352	340	348	12	0	177	29	
Number of Breakdowns (percentage of am/pm routes)	3.0%	1.7%	3.7%	0.2%	0.6%	3.8%	4.9%	4.1%	0.2%	0.0%	3.0%	0.3%	2.1%
Number of spare drivers	2.00	10	4	8.0	7.7	9.8	10.6	10.9	6.0	2.9	8.8	14.0	7.9
Number of routes covered by taxi/subcontract	0.00	0	0	0.0	3.6	0.9	4.1	0.0	1.2	0.0	2.8	2.1	1.2
Number of other available drivers (only days when spare < routes)	0.00	5	15.5	0.0	0.0	27.6	0.1	26.2	13.7	0.0	9.8	2.0	8.3
Number of Split Routes Am	0.00	4	0	0.0	7.5	25.1	8.1	23.3	5.2	0.1	0.7	1.1	6.3
Number of Split Routes Pm	0.00	4	0	0.0	7.6	29.4	7.5	25.1	5.3	0.1	0.7	1.4	6.8
Total Number of Split Routes	0.00	9	0	0.0	15.1	54.5	15.6	48.4	10.5	0.3	1.2	2.5	13.0
Number of charters performed with school route buses	0.00	2	48.9	0.0	17.3	0.3	0.4	27.7	98.2	31.0	5.1	1.3	19.4
Number of spare vehicles	2.00	18	15.0	15.0	7.6	25.2	16.0	13.0	16.0	3.9	17.0	14.0	13.6
Number of book offs (last week total) AM	0.00	24	5.7	2.1	34.3	38.7	20.4	12.4	9.8	9.2	9.6	3.2	14.1
Number of book offs (last week total) Noon	0.00	3	0	0.8	0.6	0.0	0.4	0.9	0.0	0.0	0.1	1.4	0.6
Number of book offs (last week total) PM	0.00	27	6.9	2.2	35.1	43.6	20.0	11.8	9.9	9.4	12.1	3.0	15.1
Book Offs as a % of total routes	0.0%	2.8%	2.6%	0.5%	4.9%	4.3%	2.8%	1.4%	1.6%	15.7%	2.0%	0.3%	3.2%
Percentage of Spares (5% contract minimum)	11.8%	4.2%	6.0%	6.5%	5.3%	3.9%	6.0%	5.0%	4.0%	19.5%	5.8%	5.7%	7.0%
Open Coverage	-10	-28	-25.4	-26.6	-11.2	5.9	-13.3	-19.1	-36.1	-2.3	-19.8	-61.2	-20.6



TSTG KPI

In order to address the performance of the Toronto Student Transportation Group a number of key performance indicators have also been identified as a means to track how well the organization is doing. Over time a historical trend can be identified that will show areas of strength and weakness. Of the data below the capacity utilization of 90% is significant considering a majority of the transportation provided in Toronto is for special needs students who typically have longer trips and lower loads.

Number of Changes: Of significant impact to the level of service that the TSTG offers its Board members is the number of changes received in late August and into September. Looking at the data below you can see that over 4500 changes are processed in Transportation during the month of September alone. This equates to 9% of all students being impacted during the start up. Consistency is the backbone to better levels of service and it is difficult to deliver this service when the system is in such a state of flux during this time period. By prohibiting the addition of new students to routes or changes to planned routes for the first two week of school and establishing a weekly change schedule that would increase stability for students and drivers along with providing better service for all involved. Accurate and timely delivery of student data is paramount to building good transportation routes that are more resilient to change and providing minimal impacts to our student population.

Web Site Visits: Communication is one of the key tools to ensure our stakeholders have accurate and timely information. The introduction of the delay portal saw access numbers to the web site reach over 20,000 hits in September alone. Spikes in accessing data in January indicate that families are looking for updates to transportation status, especially during the cold and stormy weather to confirm if buses were cancelled or not. Of primary concern is to ensure that our Operators have the necessary tools and means to minimize school bus delays and as a secondary measure to ensure that we have the communication tools available to notify our communities when those delays are unavoidable.

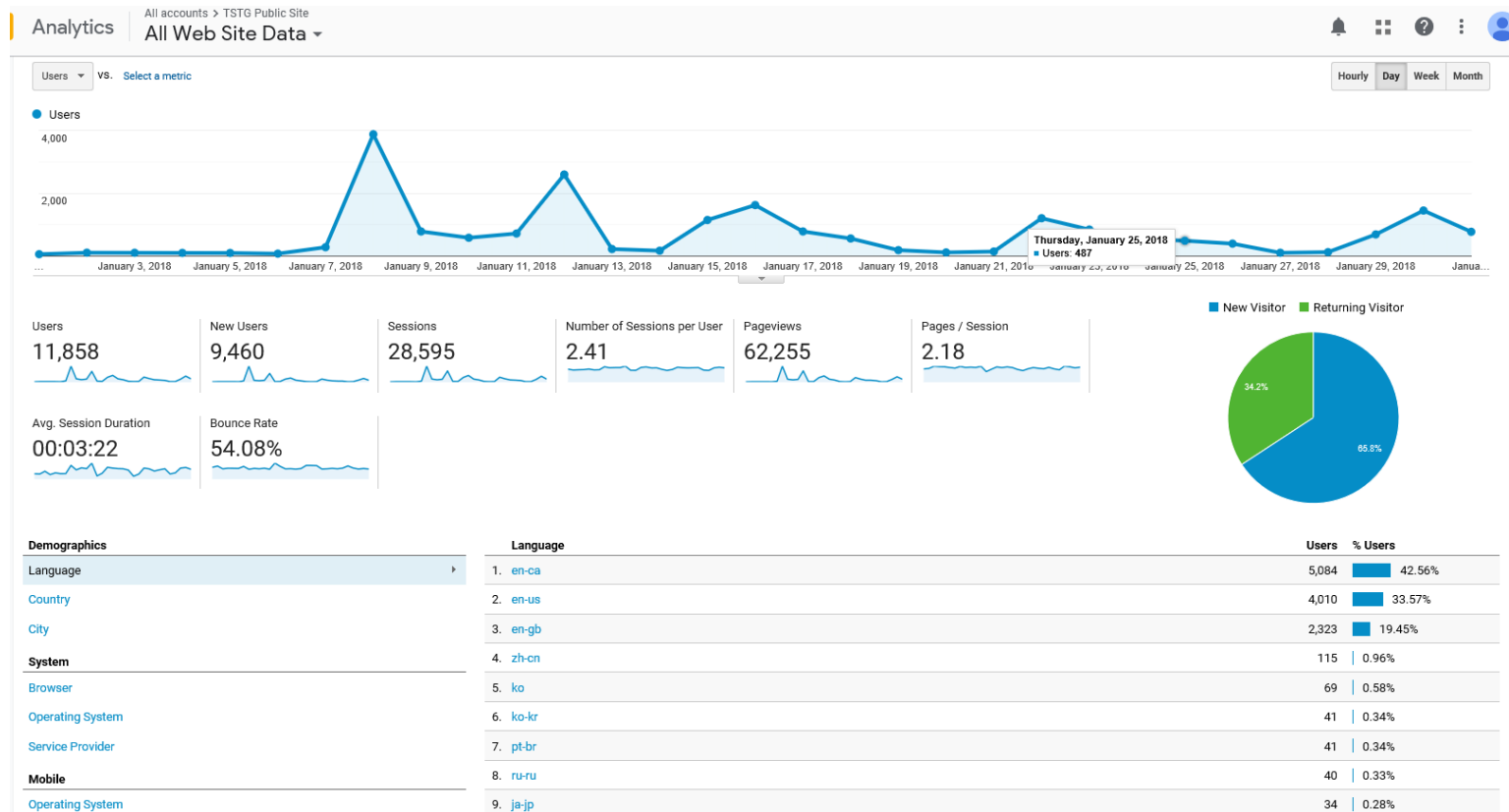
**Toronto Student Transportation Group,
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TSTG Status	August	September	November	January	March	May	June
Grand Total Of Routes (AM/PM TOTAL ONLY)	1778	1779	1812	1813	1813	1814	1814
Monthly Change (# of routes)		0.1%	0.1%	-0.1%	0.0%	0.1%	0.0%
Number of students transported (bus)	46051	48525	49956	49927	49890	49891	49842
Number of students transported (TTC)		3611	6313	5595	6698	7058	6915
Number of students transported (Taxi)	61	79	93	101	107	109	97
Number of students transported (All)	46112	52215	56362	55623	56695	57058	56854
Student per vehicle	25.9	27.3	27.6	27.5	27.5	27.5	27.5
Number of Changes		5267	1955	1836	1593	1507	982
Total Kilometres	63527	67940	70171	70878	72265	72601	71821
Available Capacity	53716	53640	54208	54280	54280	54285	54285
Capacity Utilization	85.7%	90.5%	92.2%	92%	92%	92%	92%
Tot Cost/month (not incl utiliz, taxi, ttc)		\$7,931,558.55	\$8,920,683.87	\$6,800,955.36	\$7,651,074.78	\$9,355,679.74	\$8,505,163.40
Tot Cost/Day		\$ 417,450.45	\$ 424,794.47	\$ 425,059.71	\$ 425,059.71	\$ 425,258.17	\$ 425,258.17
Monthly Variant		0.00%	0.09%	-0.05%	0.00%	0.05%	0.00%
Cost per Student/month		\$ 163.45	\$ 178.57	\$ 136.22	\$ 153.36	\$ 187.52	\$ 170.64
Cost per Bus/month		\$ 4,458.44	\$ 4,923.11	\$ 3,751.22	\$ 4,220.12	\$ 5,157.49	\$ 4,688.62
Cost per Kilometre/month		\$ 116.74	\$ 127.13	\$ 95.95	\$ 105.88	\$ 128.86	\$ 118.42
Average run length (km)	14.9	15.4	15.7	15.9	15.9	16.1	16
Average run time (min)	49.9	51.7	53.2	53.8	54.1	54.6	54.1
Average # stops	8.7	9	9.1	9.1	9.1	9.1	9.1
Web Visits [Google Analytics](Total Visits/Sessions)	12806	36863	10732	28595	8801	7824	7472
Phone Call Answer Rate	97%	93%	78%	70%	80%	75%	74%



- The TSTG uses Google Analytics to monitor and track web site performance. The tool also helps identify how our stakeholders are using our system so that we can be more responsive the changing trends. The below snapshot shows the daily hits to the TSTG website along with other pertinent information including the type of device they are using, the browser, operating system, and service provider to name a few.





Transportation Planning

The transportation-planning unit is responsible for the design and maintenance of the school bus routes. As a means to create an effective and efficient transportation system staff utilize GIS based technology to schedule and move students and buses throughout the City of Toronto. The strategic stratification of bell times in conjunction with the optimization of bus runs lays the foundation to increase the level of service provided to our families while minimizing costs.

Bell Times

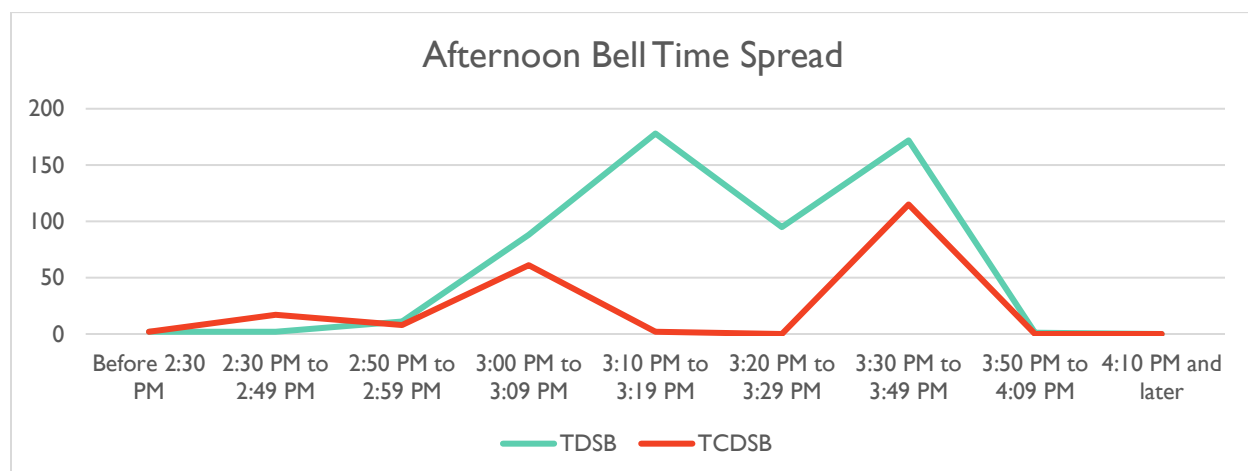
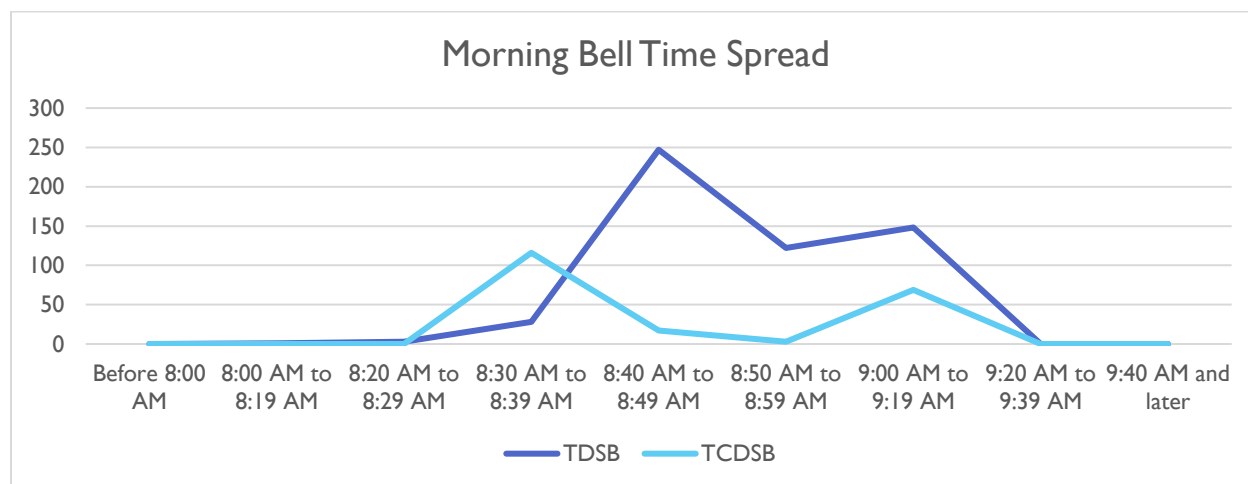
One of the core planning attributes to creating a successful transportation system is the ability to manage and stagger school bell times. The staggering of bell times allows for the coupling of bus runs thereby reducing the number of buses required. The TSTG has input on school bell times, however, the ultimate decision rests with the school/senior management team. A snapshot of bell times highlighted below shows the current am staggering of buses throughout the city. Clearly, strategic staggering of bell times would offer further savings to the Schools Boards as the current times are closely clustered together.

2. Bell time stratification for Toronto schools

Morning Bell Time			Afternoon Bell Time		
AM Range	TDSB	TCDSB	PM Range	TDSB	TCDSB
Before 8:00 AM	0	0	Before 2:30 PM	2	2
8:00 AM to 8:19 AM	1	0	2:30 PM to 2:49 PM	2	17
8:20 AM to 8:29 AM	3	0	2:50 PM to 2:59 PM	11	8
8:30 AM to 8:39 AM	28	116	3:00 PM to 3:09 PM	88	61
8:40 AM to 8:49 AM	247	17	3:10 PM to 3:19 PM	178	2
8:50 AM to 8:59 AM	122	3	3:20 PM to 3:29 PM	95	0
9:00 AM to 9:19 AM	148	69	3:30 PM to 3:49 PM	172	115
9:20 AM to 9:39 AM	0	0	3:50 PM to 4:09 PM	1	0
9:40 AM and later	0	0	4:10 PM and later	0	0
Total # of Schools	549	205	Total # of Schools	549	205



3. Bell Time Distribution

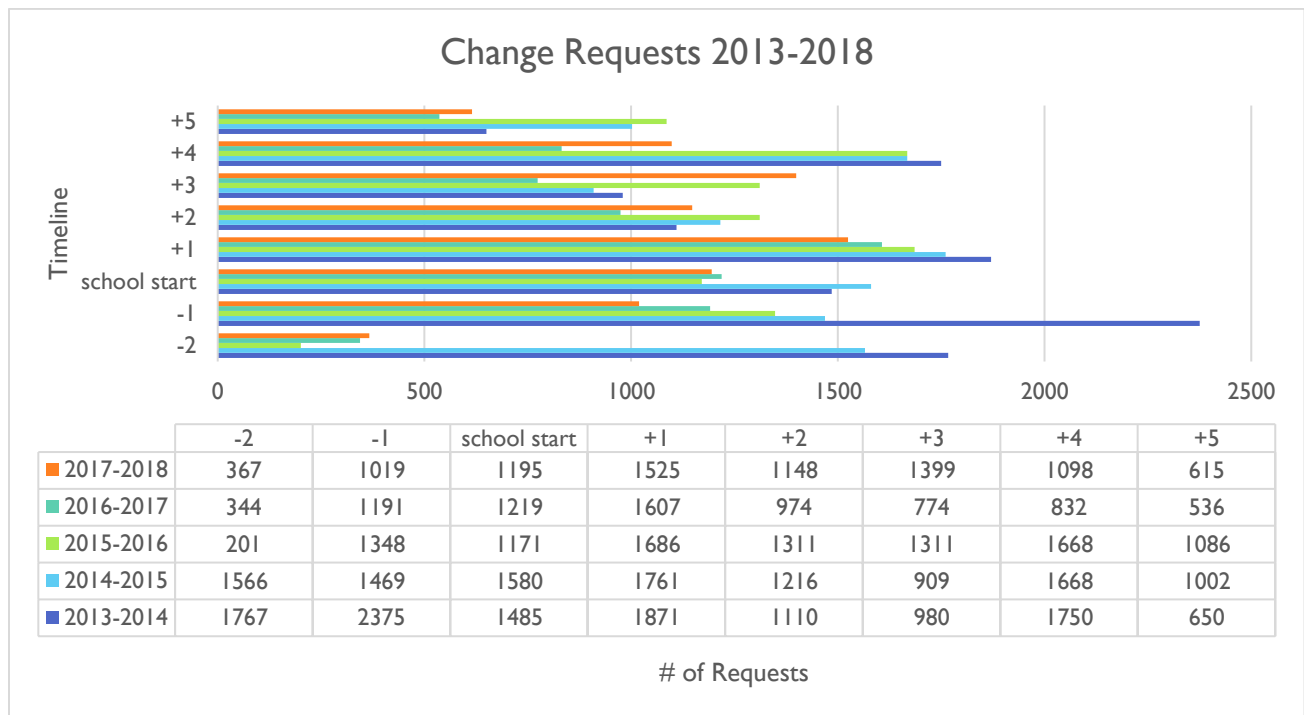


Change Summary

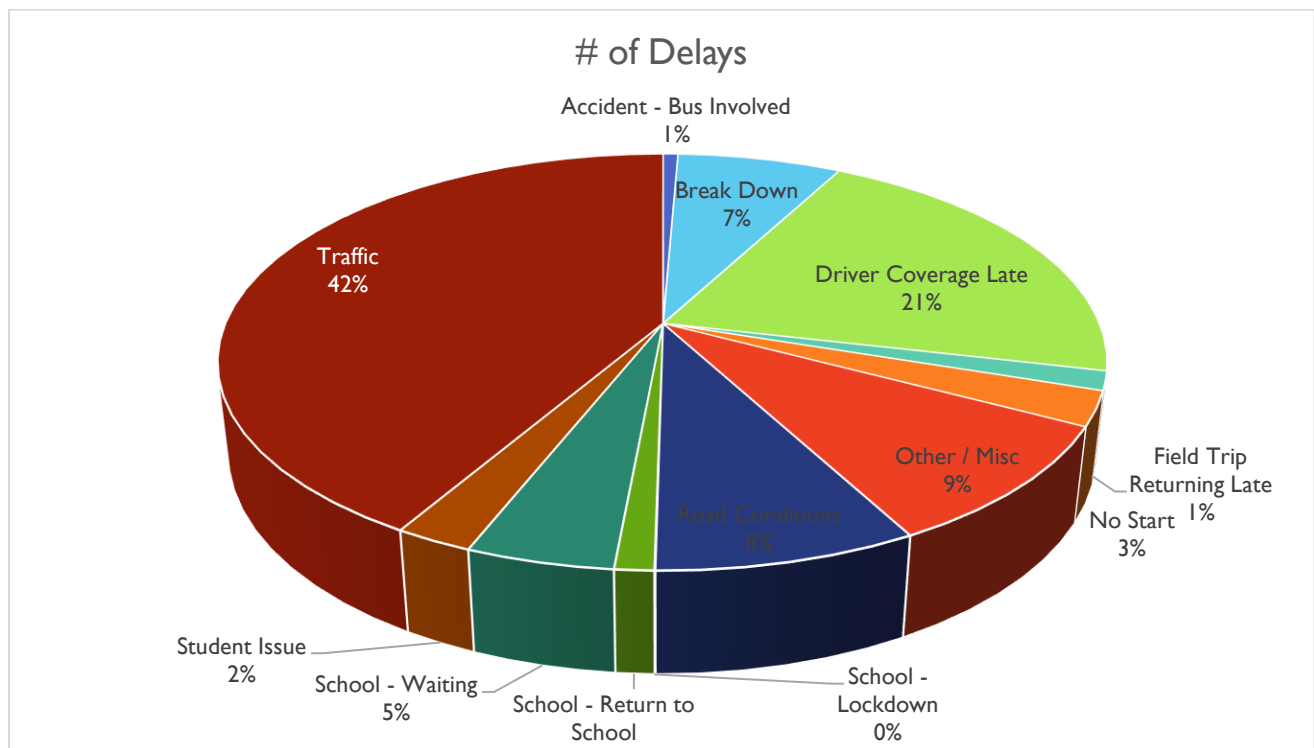
Student transportation services will process over 1000 requests each week during September start-up. Tracking the volume of changes allows staff the opportunity ensures that resources are in place to maintain a consistent level of service. Started in the 2016-2017 school year, the introduction of the delay portal was intended to help families get notification of school bus delays to minimize their time waiting outdoors.



4. Historical Summary of transportation change requests 2013 – 2016



5. Delay Portal





Safety

One of the primary conditions for the transportation of students is that they are provided a safe trip to and from school. A dedicated safety officer oversees the deployment of various school bus safety programs, ensures schools and bus operators are following proper school bus safety practices, and audits runs and routes to ensure drivers have the proper qualifications and are following routes as planned.

School Bus Safety Program



The Toronto Student Transportation Group provides a number of transportation safety programs in order to educate our students, families and the general motoring public. The in-school program has been in place since 1993 and services approximately 20,000 students each year.

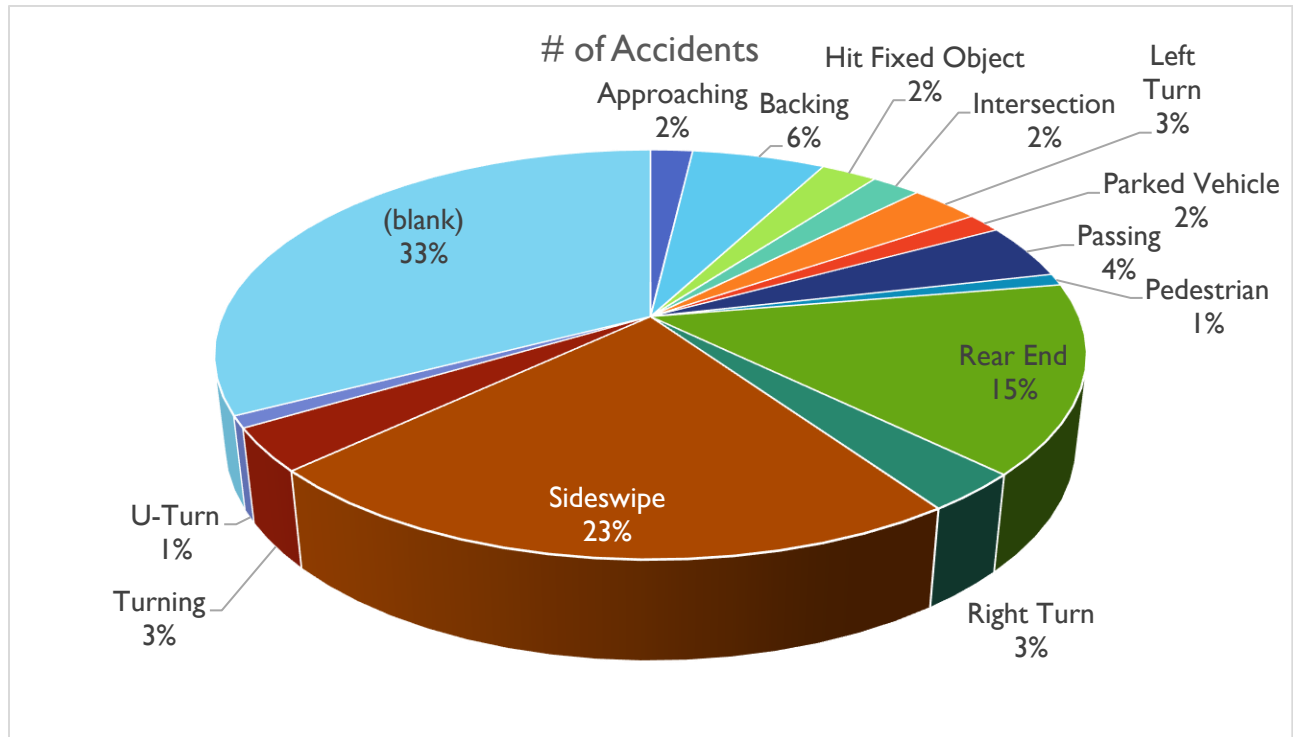
Accident Statistics

School bus accident statistics provide an insight into the type of accidents taking place on the road along with the conditions from which these accidents take place. The reduction of accidents and improving the safety of students in and around the school bus can be achieved through the review of accident statistics.

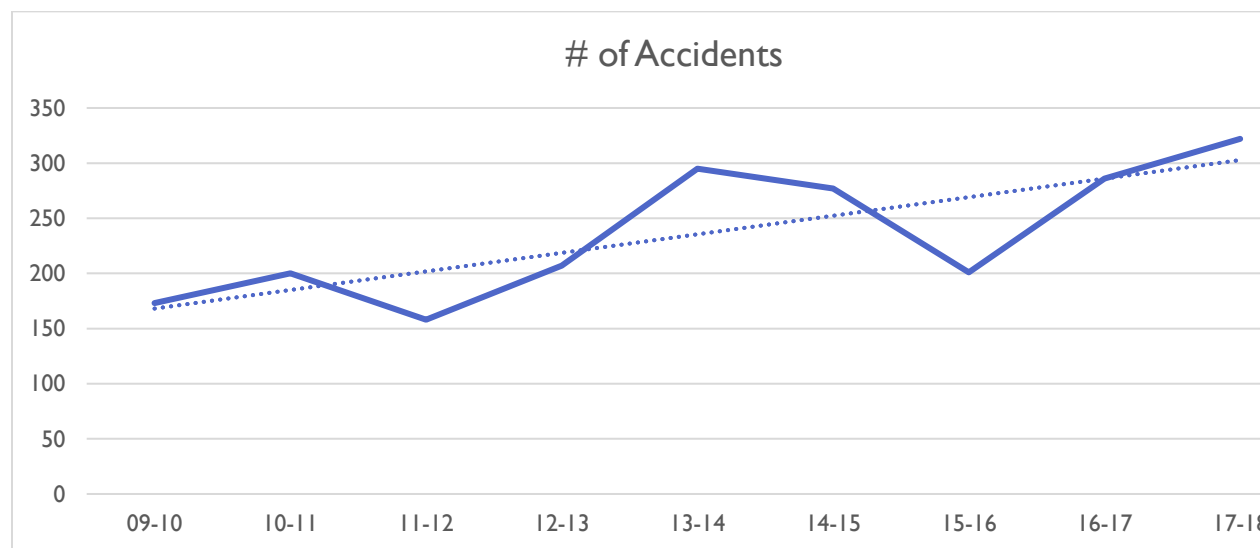
- Based on data highlighted below the trend for school bus accidents is on the rise; however, over the last three years it has seen an up and down variance year over year. The majority of accidents can be attributed to 'rear ends' and 'sideswiping' based on conditions reported in 17-18. Although school bus carriers cannot control non-preventable accidents, training can be tailored to address the factors contributing to preventable accidents. The 'blank' condition has been removed as an option so there is more clarity to the reason behind accidents going forward.



6. Conditions impacting school bus accidents

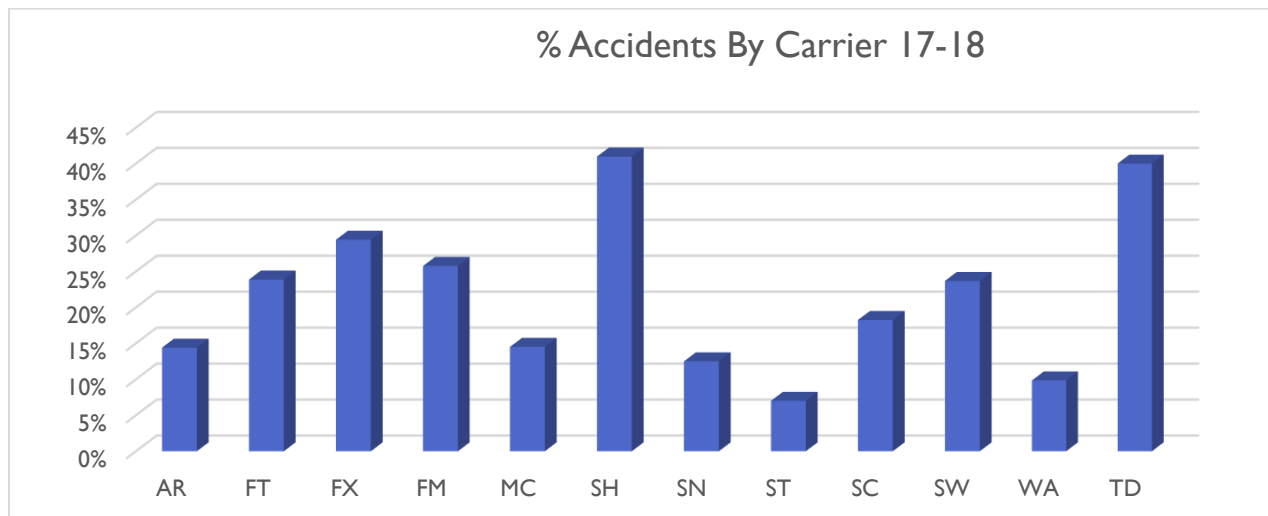
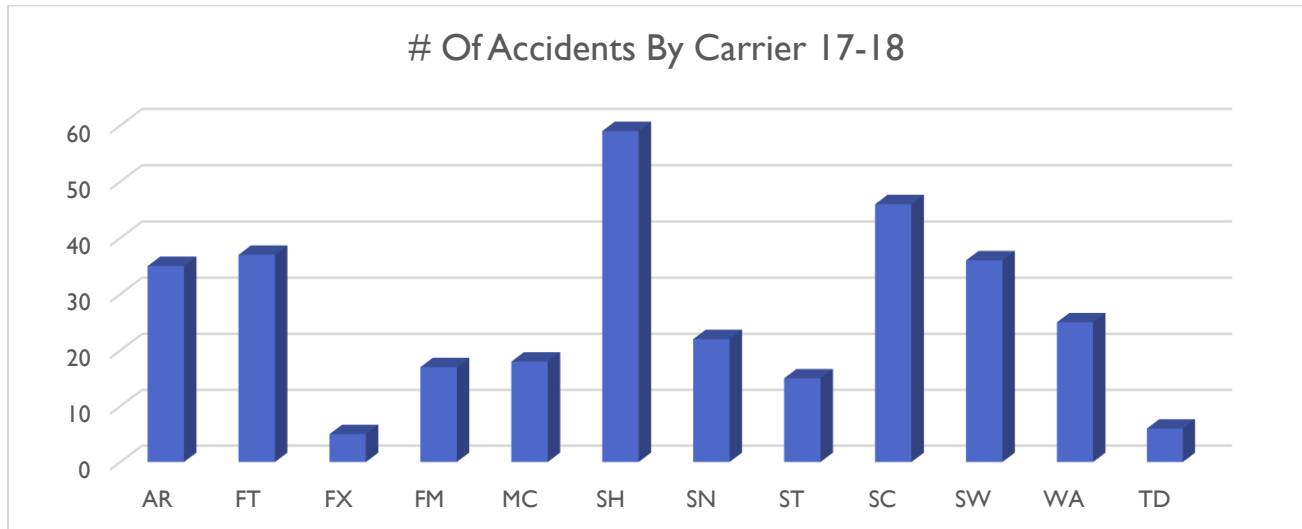


7. Year over year summary of accident statistics





8. Accident Statistics by division

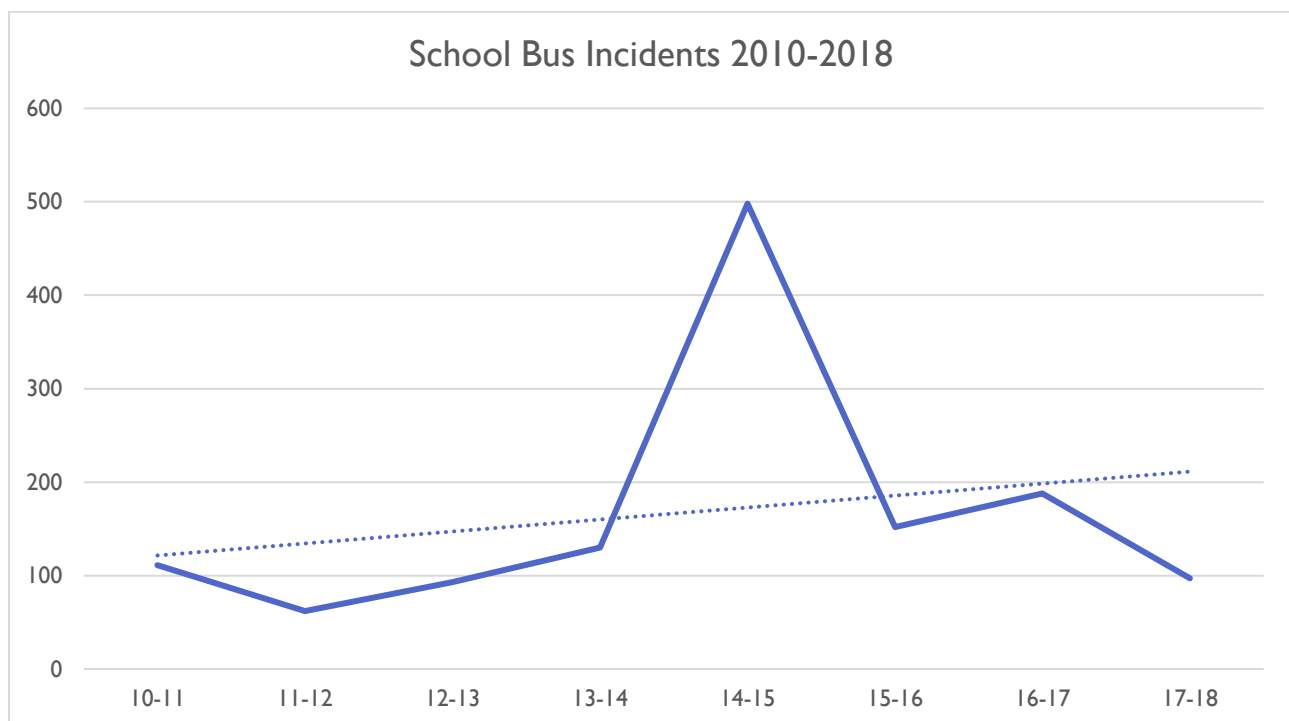




Incidents

In terms of dealing with behavioural or other small incidents on the school bus, a 'pink slip' system is used to communicate these issues to the school Principal so that they can be addressed. If a student continues to misbehave on the bus and they receive multiple pink slips the school Principal may remove the student from transportation for a defined period of time.

When something happens on the bus that is not considered a minor incident then the bus company will document the issue as an incident. This may include a number of issues including violence, vandalism, or some other act that needs immediate attention. Incidents on the school bus are trending higher as per the graph below and one of the reasons why recruitment of school bus drivers is becoming increasingly harder. Data in the 2014-2015 school year as reported by two carriers has created an anomaly within the dataset. It is likely that all incidents regardless of severity were reported in that year by these two carriers.





REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

LIQUOR WAIVER FOR ST. PATRICK CATHOLIC SECONDARY SCHOOL

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

Created, Draft

Click or tap to enter a date.

Choose an item.

First Tabling

April 11, 2019

Review

Click here to enter a review date

RECOMMENDATION REPORT

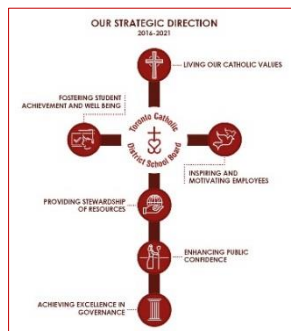
Vision:

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 Angela Kennedy that St. Patrick's staff are planning an event at St. Patrick Catholic Secondary School on Friday, June 14, 2019

B. PURPOSE

A request was received from St. Patrick Catholic Secondary School to serve alcohol at their Staff Retirement Party, from 4 p.m. to 10 p.m. on June 14, 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 St. Patrick Catholic Secondary School on June 14, 2019 for the Staff Social.

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

ANNUAL PORTABLE PLAN AND OTHER ACCOMMODATION NEEDS 2019-20

"Enlarge the site of your tent, and let the curtains of your habitations be stretched out; do not hold back; lengthen your cords and strengthen your stakes." Isaiah 54:2

Created, Draft	First Tabling	Review
March 13, 2019	April 11, 2019	Click here to enter a date.

B. Kusimo, Supervisor Planning and Space Assessment
 B. Leporati, Sr. Coordinator of Planning Services
 M. Iafrate, Sr. Coordinator Energy and Renewal
 M. Loberto, Superintendent, Planning and Development Services
 D. Friesen, Acting Executive Superintendent Facilities Services

RECOMMENDATION REPORT

Vision:

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

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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

This report assesses Portable and Other Accommodation Needs for the 2019-2020 school year. The cost of the portable program inclusive of labour, transportation and materials is \$2,019,152. The portable plan is to be funded from the School Renewal Grant. If approved, 2019-20 portable placement/relocation/removal will commence in spring/summer 2019.

As of March 2019, the TCDSB has 310 portable classrooms in active use. Over the past ten years, the total portable inventory has been reduced from 479 to the current 310 (*Appendix 'A'*). This represents a total reduction of 169 portables (35%) over the ten-year period. All portable needs will be satisfied from within the current inventory. **The operational total will be increased by 1 portable to 311 by the start of the 2019/20 school year.**

Capital projects scheduled for completion in the 2019/20 school year will not result in a reduction of portables, however, future funded projects will allow for removal of approximately 50 portables over the next five years.

The cumulative staff time required to prepare this report was 27 hours

B. BACKGROUND

1. ***Enrolment projections drive the portable plan.*** The Board, at the March 21st, 2019 meeting of the Corporate Services, Strategic Planning and Property Committee, approved the report “2019-20 to 2021-22 Consensus Enrolment Projections.” Enrolment projections form the basis for determination of system accommodation needs.
2. ***The renovation of existing portables is a cost effective practice.*** The cost of renovating a portable classroom and renewing it costs less than \$25,000 using Board staff, which can extend the use of the portable by 10-15 years. This is compared to a cost of \$45,000 using private contractors, and over \$60,000 for the purchase and installation of new portable classrooms. The Board has realized substantial savings from renewing portables which in turn has improved the average age of our portables and has created a sufficient inventory to satisfy the proposed portable plan without the need to purchase additional “new” portables. Appendix A (Year by Year improvement) illustrates this methodology.

3. ***Use of portables is not evenly distributed across the system.*** Portables are placed based on each school's individual characteristics and needs; and therefore an even distribution of portables does not occur across wards. For informational purposes, portable classroom totals by Trustee Ward comparing the 2009-10 school year to the 2019-20 school year, inclusive of changes proposed in this report can be found in *Appendix 'B'*

C. EVIDENCE/RESEARCH/ANALYSIS

1. ***The annual assessment of Accommodation Needs was undertaken by the Planning Department throughout January and February of 2019.*** Each school was reviewed based on projected enrolment and teaching space requirements. Where additional space was required or declared surplus, each Principal was asked to confirm their anticipated needs with Planning staff and provide feedback.
2. ***Staffing models completed and confirmed with Principals and Area Superintendents, were utilized to verify space requirements.*** Additional space requirements resulting from enrolment increases were identified and addressed as part of this process including site visits where necessary.
3. ***Renewal staff undertake portable classroom maintenance, renovation and redevelopment projects to reduce the need to purchase new portables.*** A total of six trades staff are required to execute the program as well as construction materials, tools and vehicles amounting to just over \$500K are drawn on the approved Portable Plan line item in the approved School Renewal Budget.
4. ***An air conditioning implementation plan was approved as part of the "2018-2019 Annual Portable and Other Accommodation Needs" Report.*** An annual amount of \$160K was approved to add air-conditioning units to portables that did not previously have air-conditioning units. There will be a further report regarding the implementation of this plan and associated costs.
5. ***The following provides a summary of portable moves required to accommodate enrolment changes.*** Every effort has been made by Renewal and Planning staff to address immediate and crucial pressures in the 2019-20 Accommodation Needs Plan. The cost for each project is shown in *Appendix 'C'* inclusive of all associated costs for site work, electrical, demolition or relocation are included in the budget totals.

- **All Saints** - Remove one portable
- **Holy Spirit** - Add one portable
- **Our Lady of Grace** - Remove one surplus portable
- **Our Lady of Sorrows** - Remove two surplus portable
- **Regina Mundi** - Remove two surplus portable
- **St. Agnes** - Add one portable
- **St. Andre** - Add four portables
- **St. Gabriel Lalemant** – Demolish two surplus portable
- **St. Jerome** - Add one portable
- **St. Kateri Tekakwitha** - Add one portable
- **St. Martin de Porres** - Add two portables
- **St. Matthew** - Remove one surplus portable

6. *As per Board policy, any surplus portables will be offered on a public website for sale and removal.* All insurance, liability and removal cost (except power, data and P.A. system disconnection) is to be assumed by the successful party.
7. *The portable budget maintenance program and inventory are tracked.* The portable budget maintenance program is tracked through SAP work notification orders and reported to the Ministry of Education. The portable inventory is tracked through the School Facility Inventory System (SFIS) Ministry database.

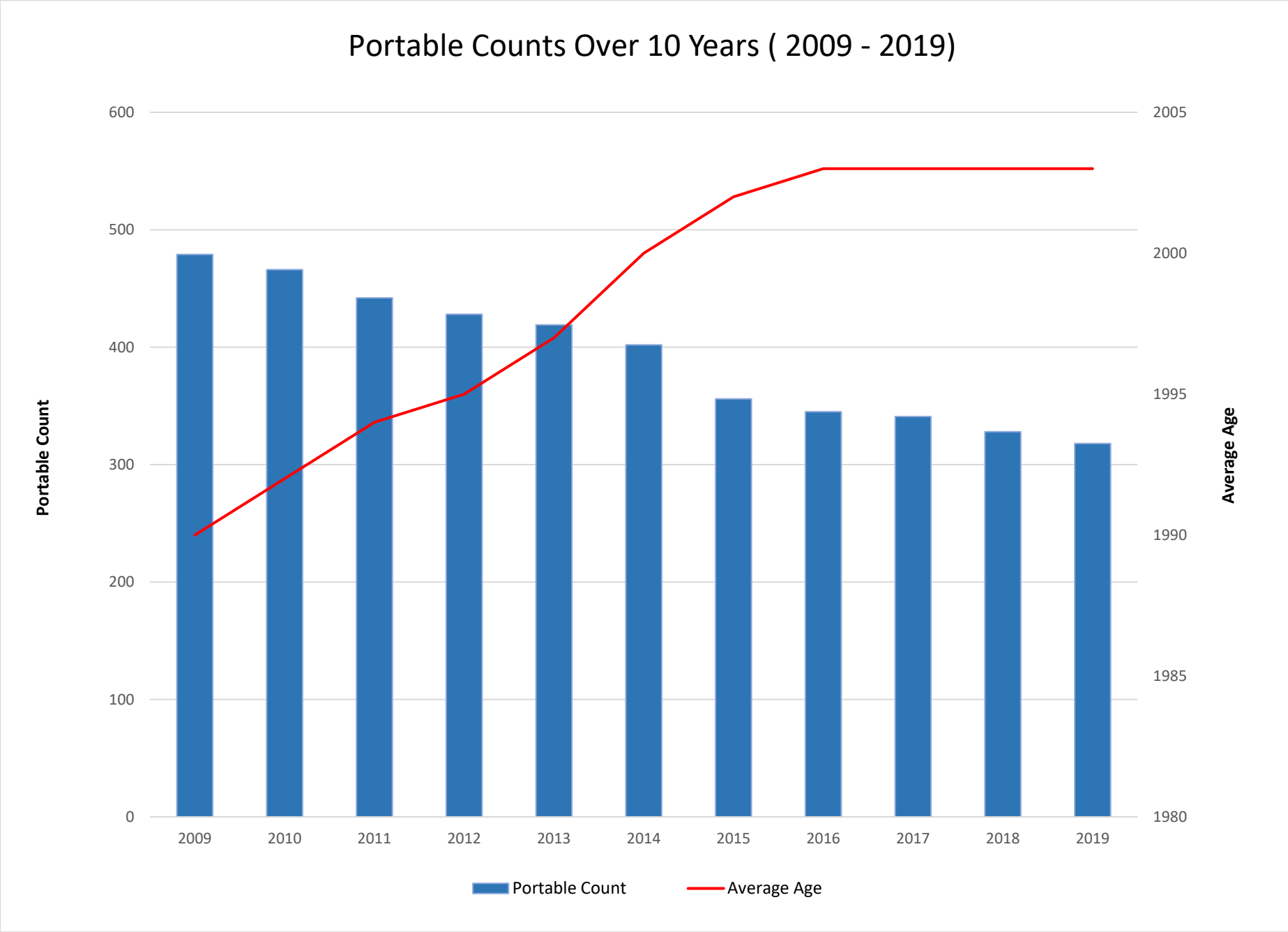
D. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. *Portable relocation, demolition, and site preparation/restoration will commence in spring/summer 2019.* A comprehensive Portable and Other Accommodation Needs Plan budget of \$2,019,152 is required to complete all portable moves and classroom retrofits for the 2019-20 school year. Portable needs arising during the year not identified in this report will be funded through contingency and the cost savings realized from completed projects.
2. *Principals at the affected schools will be contacted directly by the Portable/Renewal/Capital Supervisor project lead to confirm dates and times that work will be performed.* Superintendents will be provided with a detailed summary of the Accommodation Needs addressed in this plan in advance.

3. *Communication material will be issued to schools and neighbours* in accordance with the Operational Procedures within the *Good Neighbour Policy S.A. 25*.

E. STAFF RECOMMENDATIONS

1. That the Director of Education be authorized to implement the portable and other accommodation Needs Strategy as outlined in this report.
2. That the 2019-20 Portable Plan and Other Accommodation Needs budget amount of \$2,019,152 be approved as detailed (*Appendix 'C'*). Funding in the amount of \$1.4M is available in the 2018-19 School Renewal Plan while the remaining cost of \$619,152 is to be included in the 2019-20 School Renewal Plan.



Appendix 'B'

Total By Trustee Area				
Trustee Ward	Portable Count			
	2009-10	2018-19	Summer Action Plan	2019-20
Martino	13	13	0	13
De Domenico	52	26	-1	25
Li Preti	26	5	4	9
Lubinski	36	45	-2	43
Rizzo	90	65	0	65
D'Amico	4	0	0	0
Del Grande	52	21	1	22
Tanuan	43	20	-1	19
Di Pasquale	7	0	0	0
Di Giorgio	31	17	-1	16
Kennedy	22	31	1	32
Crawford	88	67	0	67
Total Operational Portables	464	310	1	311

Appendix 'C'

Portable Plan Cost Summary

School	Estimate
All Saints Catholic School	\$ 50,007.32
Holy Spirit Catholic School	\$ 76,313.52
Our Lady of Grace Catholic School	\$ 33,150.92
Our Lady of Sorrows Catholic School	\$ 44,388.52
Regina Mundi Catholic School	\$ 25,284.60
St. Agnes Catholic School	\$ 93,016.68
St. Andre Catholic School	\$ 195,631.29
St. Gabriel Lalemant Catholic School	\$ 68,549.36
St. Jerome Catholic School	\$ 90,360.52
St. Kateri Tekakwitha Catholic School	\$ 59,865.76
St. Martin de Porres Catholic School	\$ 107,216.92
St. Matthew Catholic School	\$ 28,655.88
2019 Portable Relocation Program	\$ 872,441.29
2019-2020 Portable Classroom Renewal Work	\$ 300,000.00
2019-2020 Portable Classroom Unplanned In-Year Contingency	\$ 300,000.00
Truck expenses	\$ 50,000.00
Contract Labour	\$ 496,710.29
Total Budget requirement	\$ 2,019,151.58



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

THE HOLY TRINITY CATHOLIC SCHOOL CAPITAL PROJECT BUDGET INCREASE (WARD 4)

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

Created, Draft	First Tabling	Review
April 2, 2019	April 11, 2019	

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

RECOMMENDATION REPORT

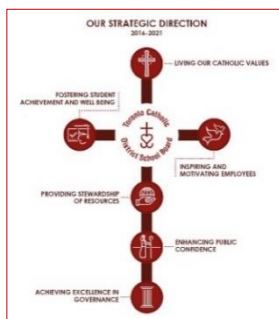
Vision:

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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

This report recommends approval to increase the Capital project budget for The Holy Trinity Catholic School in the amount of \$22,956, for a total revised project budget of \$13,340,872.

The budget increase will be funded by Education Development Charges (EDCs) with no increase to the approved Ministry of Education funding. It is required due to additional engineering services related to the infrastructure work on the public right-of-way, inspection and testing related to subsurface works and to account for the property survey not previously included in the project budget.

The new school has been occupied since February 2018 and completion of all deficiencies and warranty repairs is expected to wrap up within the month.

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

B. PURPOSE

In accordance with Board Policy, budget increases for major Capital projects (e.g. new schools and major additions) must be approved by the Board of Trustees.

C. BACKGROUND

1. ***A project budget of \$13,087,179 was approved for The Holy Trinity Catholic School at the start of construction.*** The Corporate Services, Strategic Planning and Property Committee approved the award of the construction contract and a revised project budget on June 6, 2016, for the consolidation of Christ the King and St. Teresa Catholic Schools in a new building.
2. ***Additional site preparation costs exceeding the contingency allowance have been identified.*** A project budget increase in the amount of \$22,956, fully funded by EDCs is required to complete the project, for the following items:
 - a. Inspection and testing related to subsurface works;
 - b. Property survey carried out before the start of design, not previously included in the project budget;
 - c. Consulting fee for additional civil drawings and calculations for the infrastructure work on Colonel Samuel Smith Park Drive due to previously unknown site conditions.

D. METRICS AND ACCOUNTABILITY

1. *The revised project budget is detailed in Appendix A.* Appendix A provides the detailed breakdown of the project budget. The project is funded from multiple sources including Capital Priorities Grant, Full Day Kindergarten grants and EDCs.
2. *A small contingency allowance remains in the project budget.* Unused Capital Priorities funding in the amount of \$10,340 is available for any unanticipated Change Orders that arise during the building permit close-out process currently underway.
3. *The project is now essentially complete.* Students moved in to The Holy Trinity Catholic School in February 2018, with some finishing work and deficiencies to be completed. Completion of all deficiencies and warranty repairs is expected to wrap up within the month.

E. STAFF RECOMMENDATION

That a revised project budget of \$13,340,872 for the construction of The Holy Trinity Catholic School be approved as detailed in Appendix A.

APPENDIX A

The Holy Trinity Catholic School	Funding Source			2019-03-27
Project Budget (Costs include net HST where applicable)	Capital Priorities + FDK	EDC (100%)	Capital Land Priorities	Total Cost
Construction Costs				
Construction Contract at Tender	\$ 9,150,733	\$ 1,419,852	\$ 317,423	\$ 10,888,008
Change Orders	\$ 78,416	\$ 350,484	\$ 14,479	\$ 443,379
Revised Construction Contract	\$ 9,229,149	\$ 1,770,336	\$ 331,902	\$ 11,331,387
Construct. Costs Outside Contract	\$ -	\$ 217,906	\$ 132,000	\$ 349,906
Total Revised Construction Cost	\$ 9,229,149	\$ 1,988,243	\$ 463,902	\$ 11,681,294
Consulting Fees and Expenses				
Tender	\$ 635,667	\$ 434,646	\$ 25,614	\$ 1,095,927
Change Orders	\$ 15,038	\$ 33,457	\$ -	\$ 48,495
Revised Consulting Fees	\$ 650,705	\$ 468,103	\$ 25,614	\$ 1,144,423
Property Survey		\$ 5,823		\$ 5,823
Total Revised Consulting Fees	\$ 650,705	\$ 473,926	\$ 25,614	\$ 1,150,246
Other Soft Costs				
Municipal Permits and Fees	\$ 144,395	\$ 45,757	\$ -	\$ 190,152
F&E, IT, Internal Costs	\$ 217,739	\$ 62,772	\$ 28,330	\$ 308,841
Total Other Soft Costs	\$ 362,134	\$ 108,529	\$ 28,330	\$ 498,993
Remaining Contingency Allowance	\$ 10,340			\$ 10,340
TOTAL PROJECT COST	\$ 10,252,328	\$ 2,570,698	\$ 517,846	\$ 13,340,872



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

2018-19 SECOND QUARTER FINANCIAL STATUS UPDATE

"Whatsoever thy hand findeth to do, do it with all thy might."
Ecclesiastes 9:10

Created, Draft	First Tabling	Review
March 19, 2019	March 26, 2019	April 11, 2019
L. LePera, Sr. Financial Analyst D. Bilenduke, Senior Coordinator of Finance P. De Cock, Comptroller of Business Services & Finance		
INFORMATION REPORT		

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Director of Education

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of Academic Affairs

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

A. EXECUTIVE SUMMARY

This Financial Update Report as at February 28th, 2019 provides a year-to-date look at significant financial activities at the Board and was first presented to the Audit Committee on March 26, 2019.

This is the second update for fiscal 2018-19 using the Revised Estimates approved by the Board of Trustees in December 2018. The Board is on target to end the year with a balanced budget. A more detailed variance summary is attached as Appendix A.

The cumulative staff time required to prepare this report was 20 hours.

B. PURPOSE

The Financial Update report is required to keep Trustees informed on the Board's financial performance through the year and illustrate any variance in expected outcomes. The report will provide a systematic analytical review of Operating and Capital Budgets, in the following order:

- High Level Review and Risk Assessments of Operating Budget
- Staff Absenteeism and Employee Family Assistance Program
- High Level Review of School Renewal and Capital Projects

C. BACKGROUND

1. *This report is recognized as a best practice in the province.* The Ministry of Education and the District School Board Reporting Workgroup have both identified regular periodic financial reporting as a best practice in managing the Board's financial outcomes.
2. *Year to year comparisons can be slightly skewed.* When comparing the percentage spent to this period last year, it is important to note that YTD February 2019 had 1 additional teaching day compared to YTD February 2018.

D. EVIDENCE/RESEARCH/ANALYSIS

HIGH LEVEL REVIEW AND RISK ASSESSMENTS OF OPERATING BUDGET

1. ***Salary and Benefit expenditures are expected to finish on or below target for this academic year.*** Overall, in the Salary and Benefits area, Figure 1 below illustrates the current risk exposure. This expenditure category is the most closely monitored risk, as it comprises the largest portion of the operating budget. These expenditures are expected to be on track at this time.

Figure 1: Salary and Benefits Variance / Risk Analysis

	<i>Actual to Budget</i>		<i>Actual to Previous Year</i>		<i>Risk Assessment</i>
<i>Instructional Salaries</i>	↓	3.1%	↓	0.9%	●
<i>Instructional Benefits</i>	↓	12.2%	↓	1.2%	●
<i>Non-Instructional Salaries</i>	↑	0.1%	↑	3.1%	●
<i>Non-Instructional Benefits</i>	↓	3.5%	↓	4.7%	●

● = Low: On Track ◆ = Medium: Monitor ◆ = High: Action Required

Salaries are tracking very close to budget for both Instructional and Non-Instructional categories. All employee groups are moved to the benefit trusts as of June 1st 2018. Benefits are tracking to finish on budget.

2. ***At an aggregate level, total other expenditure categories (besides salary and benefits) are expected to finish on or below target.*** Overall, in the Non-Salary area, Figure 2 below illustrates the current risk exposure.

Figure 2: Non-Salary Variance / Risk Analysis

	Actual to Budget		Actual to Previous Year		Risk Assessment
<i>Instructional Expense</i>	↓	17.6%	↓	8.2%	●
<i>Transportation Expense</i>	↓	5.6%	↓	3.8%	●
<i>Operations & Maintenance</i>	↓	8.7%	↑	6.2%	◆
<i>Other Administrative</i>	↑	1.7%	↑	0.7%	●

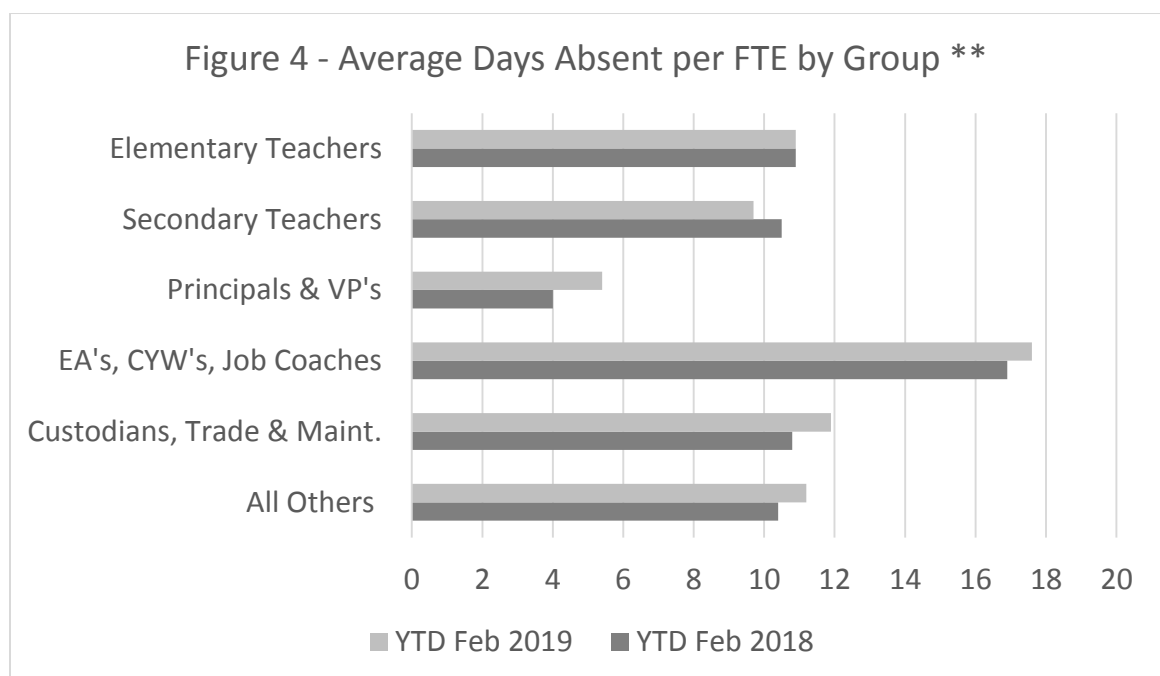
While Instructional expenses are tracking low compared to budget, they are considered a low risk because the timing of expenditure recognition is subject to annual variations and unspent school block funds are carried forward. Other Revenue Related expenses are monitored and expected to come in at Budget.

3. ***Grant Revenue from the Province projected to remain unchanged from the Latest Estimates.*** Grants for Student Needs (GSNs) revenue is expected to remain unchanged and all indications from the current Provincial Government is that they will not be affected in the 2018-19 school year.
4. ***“Education Program – Other” or “EPO” Revenues are projected to decrease by a minimum of \$812K, based on the most recent Ministry announcements.*** Recent updates provided by the Ministry of Education mitigate the anticipated reduction to EPO funded initiatives. The conversion to application-based EPO funding agreements could potentially reduce the funding reduction.
5. ***Additional Funding of \$369K for Special Education*** was recently announced. The Ministry of Education announced additional funding for new students with the Autism Spectrum Disorder entering schools beginning in April 2019 and into the 2019/20 school year.

STAFF ABSENTEEISM AND EMPLOYEE FAMILY ASSISTANCE PROGRAM

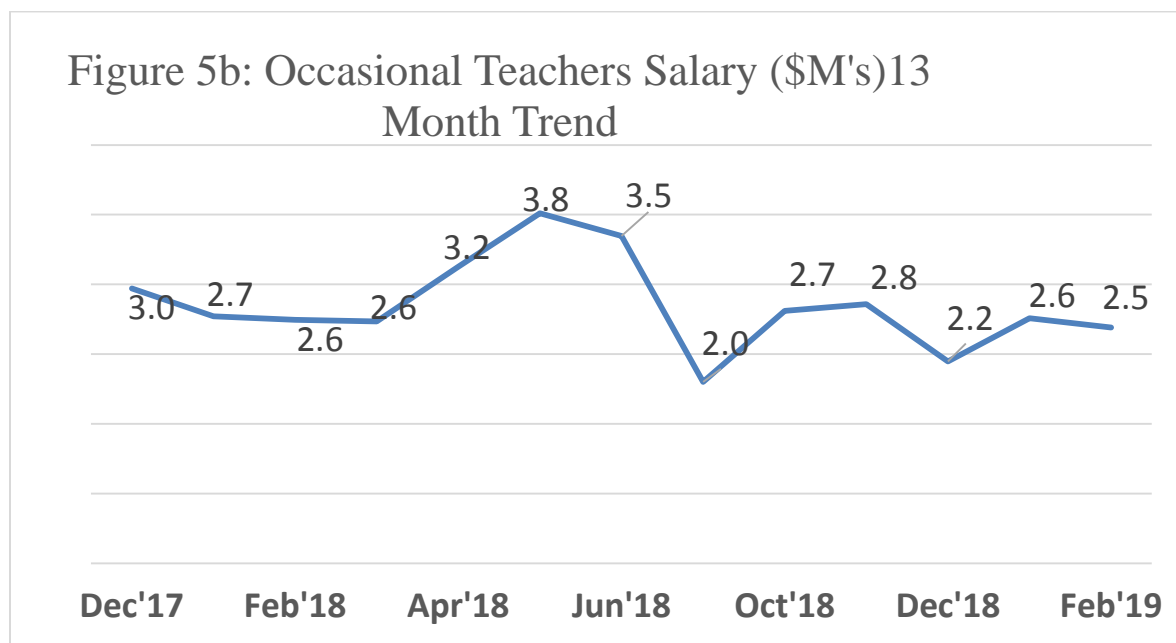
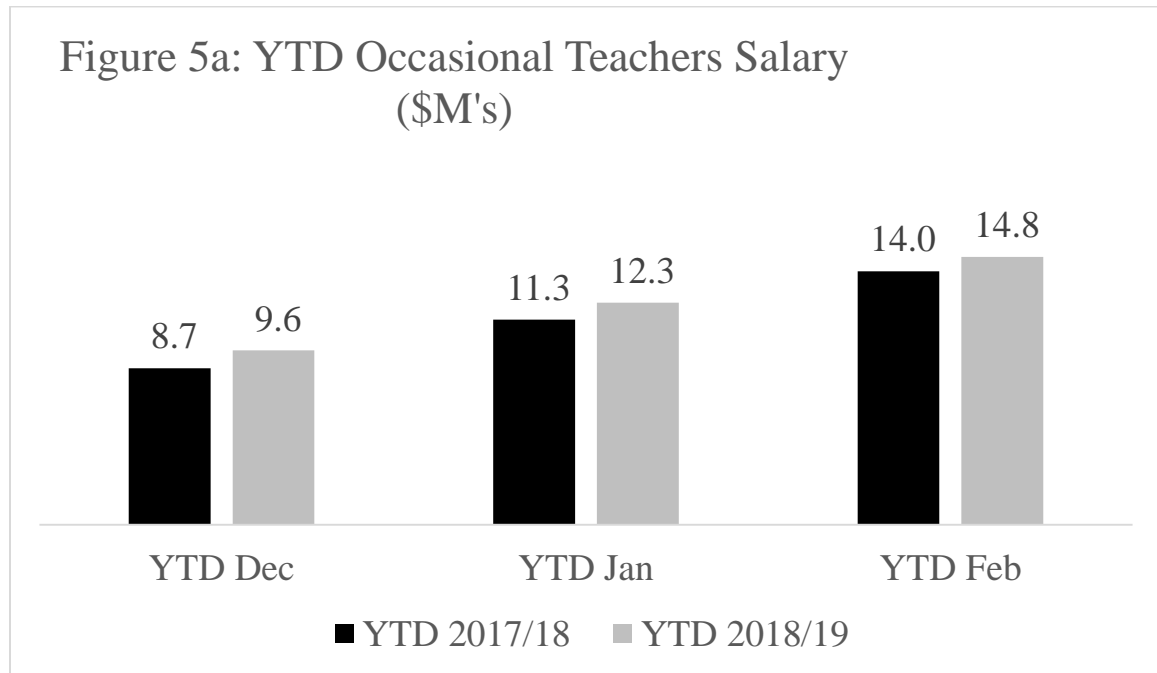
6. ***Staff Absenteeism Rates have increased and Occasional Fill Rates have declined.*** Recent statistics provide evidence that overall staff absenteeism rates experienced an increase of 1,947 days. Secondary teachers experienced a year over year decrease and Elementary teachers remained relatively constant. Despite this, total Occasional Teacher expenditures have risen by 11.1% when compared to the same period last year.

Figure 4 provides a year-over-year comparison of staff absenteeism. Elementary Teachers, Principals/VP's, Education Assistants (EAs), Child and Youth Workers (CYW), Job Coaches, Custodians/Maintenance and Other school board employees are all showing an increase in days absent. These increases were slightly offset by a decrease in days absent for Secondary Teachers. The following chart compares average absence utilization by employee type as of February:



** Absence days are Category A&B and are inclusive of: Personal Illness Days, Non-Personal Illness Days, Bereavement, Compassionate Leave, Health & Safety Inspections, In Lieu of Planning, Jury Duty/Subpoenaed as Witness, Recoverable, Special Circumstances, Special Permission and Suspension.

7. ***Staff absenteeism due to personal illness continues to be an area of concern for the Board.*** Despite the rise in Occasional Teacher costs shown in Figure 5a, they are expected to end in line with budget as staff proactively increased the Occasional Teacher Budget in the Revised Budget Estimates last fall in anticipation of this increase. Figure 5b illustrates the 13-month trend. The 2nd quarter of the school year experienced the same level of salary when compared to prior year. This graph highlights any trends in absenteeism by month, year over year.



8. ***The Board has invested in employee wellness by purchasing an Employee Family Assistance Program (EFAP).*** The Board purchased an EFAP in December 2017. The data collected to February 28, 2019 show that usage rates spiked in the fall months. This is largely driven by promotion of the program as there is a direct connection to supporting employees and their workplace engagement and attendance. Figure 6 provides the services accessed by month and Figure 7 provides information on the types of services accessed.

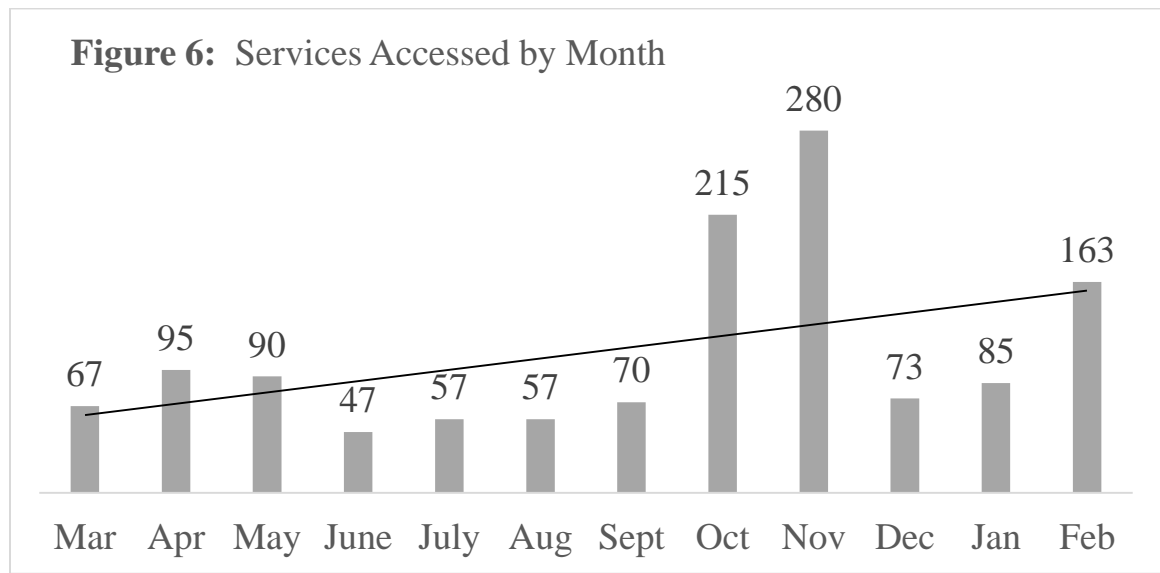
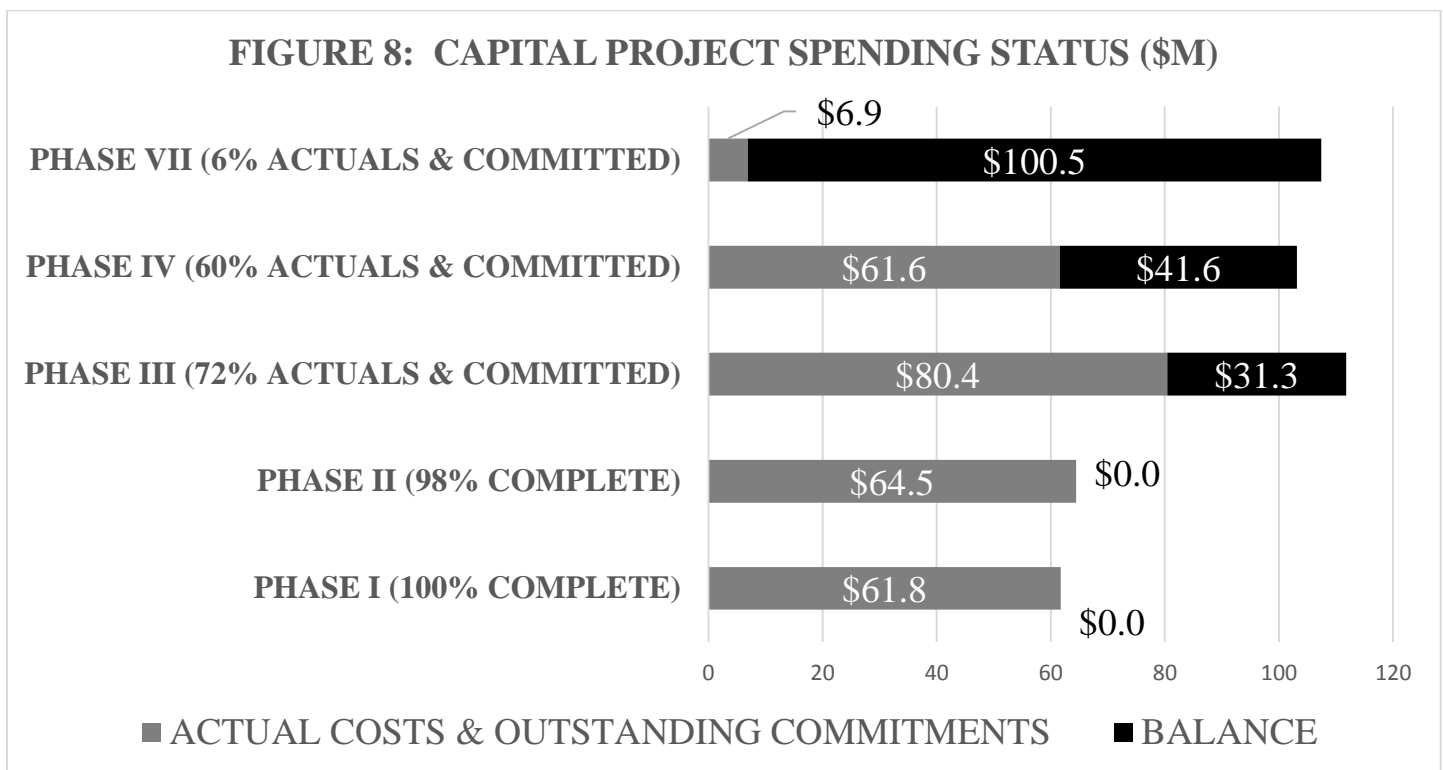


Figure 7: Counselling Service Types

	Q1	Q2	Current YTD		Previous YTD		Industry Average	National Norm
Addiction Related	2	2	4	0.7%	15	4.0%	1.7%	2.5%
Couple / Relationship	59	36	95	16.6%	91	24.0%	23.5%	23.0%
Family	26	31	57	10.0%	39	10.2%	11.9%	10.9%
Personal / Emotional	201	109	310	54.3%	204	53.6%	50.7%	50.5%
Work Related	56	49	105	18.4%	31	8.2%	12.2%	13.2%
Total	344	227	571	100.0%	380	100.0%		

HIGH LEVEL REVIEW OF SCHOOL RENEWAL AND CAPITAL PROJECTS

9. **THE CAPITAL PROGRAM TOTALS \$448 MILLION.** The Board received Capital Project funding for many new schools, additions and childcare spaces. The capital program funding includes Childcare funding and Full Day Kindergarten funding for projects where applicable. Figure 8 illustrates the Ministry approved capital budgets, the amount spent and/or committed, the balance remaining and the percentage completed by each Phase. Appendix B provides more detail regarding the Capital Projects Phases 1 to 7.



Phase I - 16 School Additions

Phase II - 6 New Elementary Schools

Phase III - 5 New Elementary Schools

Phase IV - 8 School Additions & 3 New Elementary Schools

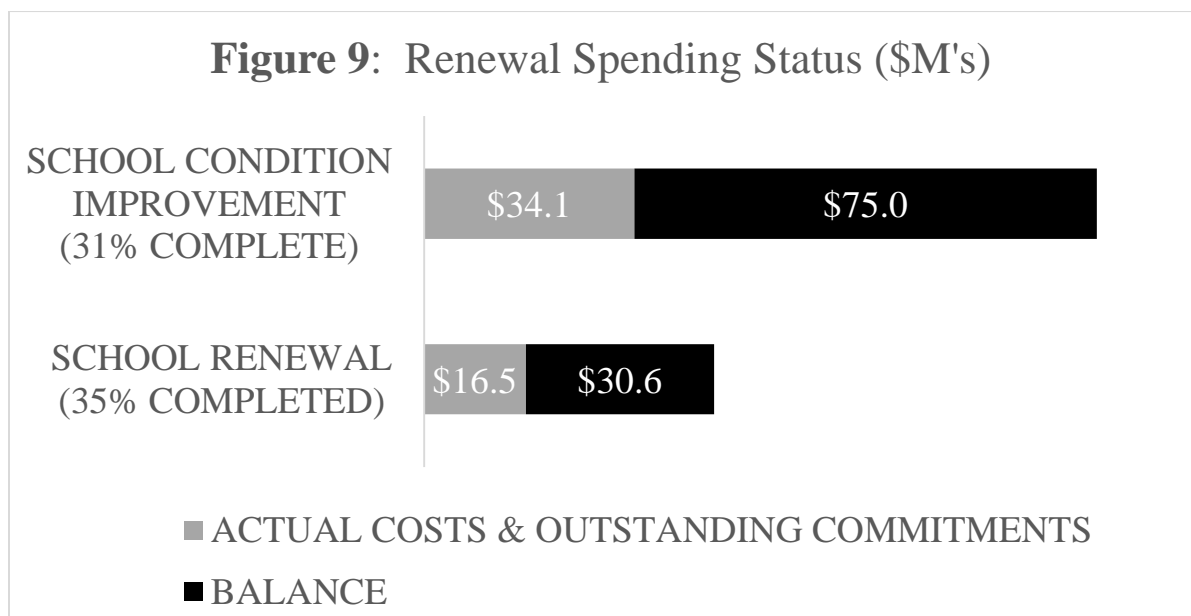
Phase VII - 7 New Elementary Schools

Phase V – Full Day Kindergarten (All Projects Completed)

Phase VI – Projects consolidated into **Phase VII**

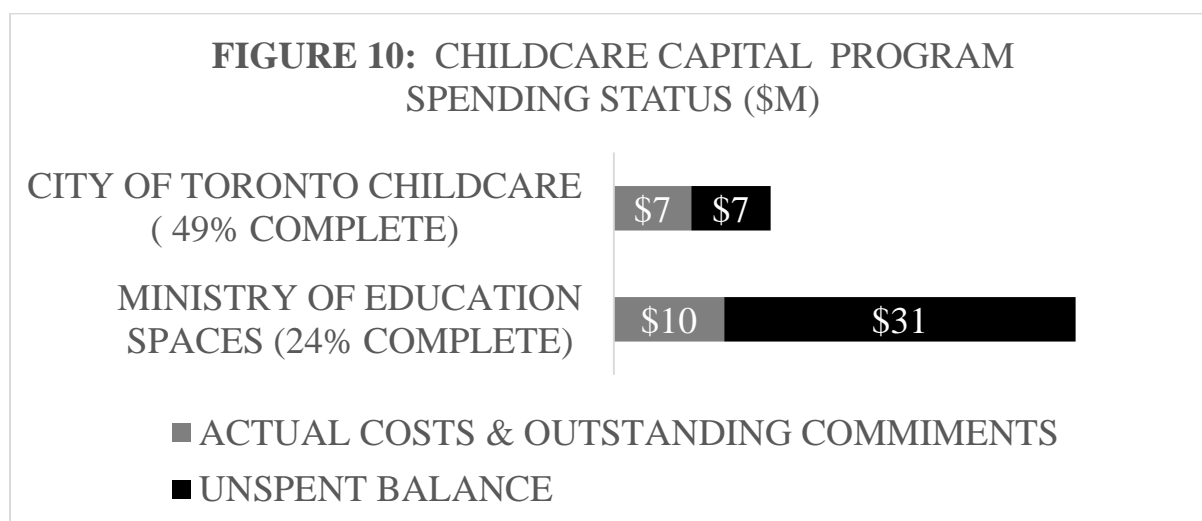
10. ***The Renewal Program consists of major building component replacements and site improvements for a total available at September 1, 2018 of \$158M with funding of approximately \$105M remaining.*** The Renewal Program is funded through several grants such as Regular School Renewal Grant and School Improvement Grant. Staff are currently planning for the upcoming construction season so projects may begin in the summer months. Greenhouse Gas Reduction projects are now complete and funding was overspent by \$42K.

Figure 9 provides a high-level view of the Ministry Approved funding, Actual & Committed Amounts spent and the balance remaining for School Renewal and School Renewal Capital Projects to date and is detailed in Appendix C:



The Board has completed the work committed as part of the Greenhouse Gas Reduction. This funding stream has been discontinued.

The Capital budget also includes two Childcare Program capital projects. The childcare program consists of childcare additions, childcares as part of new school construction and retrofit of existing childcares. Childcare capital funding is received from the Ministry of Education and the City of Toronto for purposes of building childcare space at specific schools. Figure 10 presents the status of progress to date including the percentage complete, actual and committed costs, as well as the balance remaining for both the Ministry and City of Toronto funded childcares.



E. METRICS AND ACCOUNTABILITY

1. ***Revenues and expenditures are tracking to budget.*** The actual revenues and expenditures are tracking to budget at the end of the second quarter.
2. ***ASO benefit surplus could provide an unbudgeted surplus at year-end.*** The one-time extraordinary item (ASO benefit surplus) had a projected balance of \$10.5M for the 2017-18 fiscal year of which \$4.5M was recorded as revenue in the 2017-18 financial statements. The remaining balance of the ASO benefit surplus is projected to be \$5.3M and is expected in the 2018-19 fiscal year.
3. ***In compliance with the Purchasing Policy, the Contract Awards Report will list Tenders and Request for Proposals (RFP) awards.*** This report will be posted on the TCDSB's website, and provide details such as Project/Service/Products, Ward, Supplier and low bid/highest score and total contract amount:

<https://www.tcdsb.org/Board/BoardAdministration/AdministrationOffices/purchasing/TenderingInformation/Pages/Default.aspx>

A Tender award is based on the compliant low bid meeting specifications, and Contractors bidding on construction or maintenance projects must be prequalified.

The report will list the total value of the project over the term of the contract, however, the actual amount may vary depending on the volume of product or services used during the term of the contract. An RFP award is based on the overall highest scoring proposal, and the evaluation is based on the scoring of specific weighted criteria including price.

4. ***Ministry of Education announces a Centralized Procurement initiative.***
The Government of Ontario plans to establish a centralized procurement model for both the Ontario Public Service (OPS) and the Broader Public Sector (BPS) as detailed in Appendix E. Centralization is intended to achieve significant cost savings through product standardization, economies of scale and innovation. The initiative applies to school boards who are part of the BPS.

A set of BPS Interim Measures (Measures) have been introduced. In-Scope for the Measures are new procurements for goods and services (consulting and non consulting) where the value is \$25,000 or higher. Out-of-Scope are procurements related to construction and/or goods acquired solely for resale.

BPS organizations are required to use existing Vendor of Record (VOR) arrangements from Ministry of Government and Consumer Services (MGCS) and the Ontario Education Collaborative Marketplace (OECM) where possible and appropriate. All new contracts including extensions are not to exceed two years. In the absence of an available VOR, boards may proceed to issue a procurement subject to the following:

- Procurement Rationale Report: in the absence of an existing and/or available VOR arrangement, boards must submit this report to the Ministry of Education at least 45 days prior to issuing an In-Scope procurement greater than \$25,000.00.

Additional New Procurement Reporting Requirements for School Boards will be developed as follows:

- Planned Procurement Report: boards must submit a report detailing planned In-Scope procurements for the years 2019, 2020 and 2021.

- Activity Update Report: boards will be required to report at 6-month intervals the details of In-Scope procurements completed in the previous 6-month period; this report must also include updates to the Planned Procurement Report and update any changes to planned procurements or include the addition new planned procurements.

F. CONCLUDING STATEMENT

This report is for the consideration of the Corporate Services, Strategic Planning and Property Committee.

OPERATING EXPENDITURES
@ February 28, 2019

APPENDIX A

'000's	Total Revised Estimate	YTD Revised Estimate	YTD Actual	Variance '000's	Variance %	2018/19 YTD % Spent	2017/18 YTD % Spent
Salaries							
Teachers	540,445	324,267	315,234	9,033	2.8%	58.3%	59.1%
Occasional Teachers	27,109	16,265	14,796	1,469	9.0%	54.6%	43.5%
Educational Assistants & ECE's	61,652	36,991	33,588	3,403	9.2%	54.5%	61.9%
Principal & VP	38,112	22,867	22,260	607	2.7%	58.4%	59.0%
School Office	17,777	10,666	9,498	1,168	11.0%	53.4%	54.4%
Continuing Education	17,843	10,706	6,306	4,399	41.1%	35.3%	35.7%
Other Instructional	61,925	37,155	33,340	3,815	10.3%	53.8%	57.8%
Sub Total Instruction	764,862	458,917	435,022	23,895	5.2%	56.9%	57.8%
Administration	18,173	9,086	9,137	(50)	-0.6%	50.3%	47.6%
Transportation	1,063	532	463	68	12.9%	43.6%	47.8%
Operations & Maintenance	46,129	23,064	23,512	(448)	-1.9%	51.0%	51.6%
Other	8,591	4,296	3,952	343	8.0%	46.0%	31.1%
Sub Total Non Instruction	73,956	36,978	37,064	- 86	-0.2%	50.1%	47.0%
Total Salaries	838,818	495,895	472,086	23,809	4.8%	56.3%	56.8%
Benefits							
Teachers	78,843	47,306	36,145	11,160	23.6%	45.8%	48.0%
Occasional Teachers	5,536	3,322	3,544	(222)	-6.7%	64.0%	28.3%
Educational Assistants & ECE's	19,779	11,867	10,035	1,833	15.4%	50.7%	54.3%
Principal & VP	4,898	2,939	2,358	581	19.8%	48.1%	58.8%
School Office	5,566	3,339	2,781	558	16.7%	50.0%	53.2%
Continuing Education	2,759	1,655	1,372	283	17.1%	49.7%	43.3%
Other Instructional	14,079	8,448	6,594	1,854	22.0%	46.8%	53.3%
Sub Total Instruction	131,460	78,876	62,829	16,047	20.3%	47.8%	49.0%
Administration	4,770	2,385	2,562	(177)	-7.4%	53.7%	49.2%
Transportation	249	124	120	5	3.7%	48.1%	46.1%
Operations & Maintenance	14,703	7,351	6,790	562	7.6%	46.2%	53.7%
Other	1,675	838	487	350	41.8%	29.1%	34.3%
Sub Total Non Instruction	21,397	10,698	9,959	739	6.9%	46.5%	51.2%
Total Benefits	152,857	89,574	72,788	16,786	18.7%	47.6%	49.2%
Operating Expense							
Instructional Expense	48,928	29,357	20,739	8,618	29.4%	42.4%	50.6%
Transportation Expense	35,910	17,955	15,935	2,020	11.3%	44.4%	48.2%
Operations & Maintenance Expense	37,192	18,596	15,368	3,228	17.4%	41.3%	35.1%
Other Non Instructional Expense	5,116	2,558	2,644	(86)	-3.4%	51.7%	51.0%
Total Expense	127,146	68,466	54,686	13,780	20.1%	43.0%	44.6%
Grand Total	1,118,821	653,936	599,561	54,375	8.3%	53.6%	54.4%

Instruction %	6/10	60.0%
Non-Instruction %	6/12	50.0%

CAPITAL PROJECT PHASES 1 TO 7

Financial Update at February-28-2019

	COMPLETED PROJECT STATUS		WORK IN PROGRESS			
	MINISTRY APPROVED BUDGET	Costs to Date	Outstanding Purchase Order/ Committment Balances	Costs & Outstanding Purchase Orders ②+③	In Planning ①–④	% Complete & Committed
	①	②	③	④		
Phase I	61,750,493	61,652,198	98,295	61,750,493	-	100%
Phase II	64,450,776	63,368,036	1,082,740	64,450,776	-	98%
Phase III	111,781,897	50,776,202	29,666,281	80,442,483	31,339,414	72%
Phase IV	103,163,780	56,290,386	5,316,324	61,606,710	41,557,070	60%
Phase VII	107,391,102	1,987,546	4,888,937	6,876,483	100,514,619	6%
	448,538,048	234,074,368	41,052,576	275,126,945	173,411,103	61%

Phase I - 16 School Additions

Phase II - 6 New Elementary Schools

Phase III - 5 New Elementary Schools

Phase IV - 8 School Additions & 3 New Elementary Schools

Phase VII - 7 New Elementary Schools

Phase V – Full Day Kindergarten (completed)

Phase VI – Projects consolidated into Phase VII

SCHOOL RENEWAL / SCHOOL CONDITION IMPROVEMENT / GREENHOUSE GAS REDUCTION GRANT BALANCE

Update: March 8, 2019.

FUNDS REMAINING

Financial Update at February 28, 2019

	SRG Renewal	SRA Renewal	Greenhouse Gas Reduction Fund	SCI 70% Restricted	SCI 30% Unrestricted	TOTAL
				70%	30%	
FUNDING AVAILABLE						
Balance Forward - August 31, 2018 (2018 Accruals incl.)	25,399,374	1,394,592	438,786	38,172,324	29,018,085	94,423,160
Grant - 2018/2019 (Rev. Estimates/SB11 2018)	16,418,436	704,708		24,152,170	10,350,930	51,626,244
Total Grant Available for 2018/2019	41,817,810	2,099,300	438,786	62,324,494	39,369,015	146,049,404
Add: Accruals (Payments incl. below)	3,002,368	148,988	1,111,473	7,439,787	0	11,702,617
Balance Available September 1, 2018 ①	44,820,177	2,248,288	1,550,259	69,764,281	39,369,015	157,752,021
EXPENDITURES & WORK IN PROGRESS (September 1, 2018 - February 28, 2019)						
Actuals - Completed Work	7,125,987	397,422	833,168	9,843,596	0	18,200,173
Open Purchase Orders - Work in Progress	8,731,840	252,176	759,136	24,113,906	163,734	34,020,792
EXPENDITURES AND OPEN PURCHASE ORDERS ②	15,857,827	649,599	1,592,304	33,957,502	163,734	52,220,965
BALANCE AT FEBRUARY 28, 2019 ①-②	28,962,351	1,598,689	-42,044	35,806,780	39,205,281	105,531,056

TORONTO CATHOLIC DISTRICT SCHOOL BOARD
Comparative EPO Revenues (2017-18 EPO Amounts vs 2018-19 EPO Announcement)

EPO Grant	EPO Description	2017-18 EPO Amount	2018-19 EPO Amount	Inc (Dec) Over 2017/2018 Actuals		EPO Announcement Impact
		2017-18	2018-19	Under (over)	%	
Focus on Youth - After School	Provide youth participants with a focus on at-risk youth with leadership experience through supported employment, and develop positive attitudes and behaviours required for leadership roles, within a safe and positive employment environment.	125,426	0	(125,426)	-100.0%	No further funding will be provided.
Enhancements to Support Experiential Learning	Support participation in a regional professional learning session to deepen understanding and help develop educators' capacity to plan and deliver effective community-connected experiences.	395,865	TBD	0	0.0%	EPO will be extended and reduced. 2017-18 funding is 396K
Re-engagement 12 & 12+	Support the re-engagement efforts for senior students who have left the school system without an OSSD; the funds will allow boards to temporarily employ individuals or provide release time for staff to contact and mentor those students who left without a diploma during the past school year or who were enrolled in June, did not receive a diploma and do not have a timetable for the following September.	41,041	0	(41,041)	-100.0%	No further funding will be provided.
Renewed Mathematics Strategy	Support for schools will focus on professional learning opportunities connected to student learning and well-being that leverage the big and/or highly effective ideas from key foundational mathematical documents and resources that will support teachers.	1,974,856	1,974,856	0	0.0%	Dec 14 indicated reduced funding -EPO renamed "Focusing on Fundamental Mathematics", EPO received Dec. 20, 2018 no changed in funding level.
Well-being: Safe, Accepting & Healthy Schools and Mental Health - Theme Bundle	Support for students that encompass; engagement activity; Professional Learning for Programs resources & equipment; Leadership Development; alignment with work that directly supports student well being	257,000	TBD	0	0.0%	EPO funding will be reduced.
Indigenous Focused Collaborative Inquiry	Develop new strategies & resources that will enhance the learning of all students, and in particular, those of indigenous backgrounds.	15,000	0	(15,000)	-100.0%	No further funding will be provided.
Indigenous Student Learning and Leadership	Provide leadership development opportunities to Indigenous students (from Grades 7-12).	30,000	TBD	0	0.0%	Dec 14th memo. Indicated continued funding into 2018-19 would be provided. Dec 21st Memo from Deputy Minister N. Naylor indicates new applications will be accepted
Speak Up Projects	Provide students with an opportunity to lead and/or participate in a project in order to empower students to take action and support student engagement, equity, achievement and well-being through an experience within the school community.	69,695	TBD	0	0.0%	Dec 14th memo. -No further funding would be provided. Dec 21st Memo from Deputy Minister N. Naylor indicates new applications will be accepted
Transportation Supports for Children and Youth in Care	Implementation of education liaisons and transportation supports to assist in improving educational outcomes for children and youth in care, i.e. Mini-bus and Taxi service.	114,676	TBD	0	0.0%	Dec 14th memo indicated no further funding would be provided. Dec 21st Memo from Deputy Minister N. Naylor indicates new applications will be accepted for children who experience a residence placement change
Support Pilots on Ensuring Equitable Access to Post-Secondary Education	To support boards and schools in providing enhancements to current initiatives to help students, who without supports might not otherwise go on to Post Secondary Education(PSE), understand the value of pursuing a PSE and gain awareness of the broad range of pathways, possibilities and supports available to them	37,290	0	(37,290)	-100.0%	No further funding will be provided.

EPO Grant	EPO Description	2017-18 EPO Amount	2018-19 EPO Amount	Inc (Dec) Over 2017/2018 Actuals		EPO Announcement Impact
		2017-18	2018-19	Under (over)	%	
TechnoMath	Support the development and implementation of the TechnoMath program at St. Patrick's CSS which creates cross-curricular connections between mathematics and technological education.	6,185	TBD	0	0.0%	EPO funding will be reduced.
TLLP	Project to cultivate community by a collaborative, arts-based initiative towards Reconciliation (Larrysa Gorecki & Vanessa Pinto)	17,600	17,600	0	0.0%	Funding will be extended to Feb 2020.
Physical Activity for Secondary Schools (PASS)	Support innovative, strategic and sustainable initiatives that engage students and the school community in increasing the number of secondary students participating in physical activities outside of instructional time.	54,575	0	(54,575)	-100.0%	Dec 14th memo indicated No further funding will be provided. Dec 21st Memo from Deputy Minister N. Naylor indicates new applications will be accepted focusing on less active students
Daily Physical Activity for Elementary Schools	Support innovative, strategic and sustainable initiatives that engage elementary students in daily physical activities	22,545	0	(22,545)	-100.0%	No further funding will be provided.
Innovation in Learning Fund	Support the evolution of teacher practice towards, for example, more hands-on, culturally relevant, experiential learning that fosters global competencies and deeper learning.	109,500	0	(109,500)	-100.0%	No further funding will be provided.
Tutors in the Classroom	Support post-secondary students enrolled in colleges and universities to work as tutors in JK to Grade 6 classrooms.	35,000	0	(35,000)	-100.0%	No further funding will be provided ; TCDSB matches the Ministry funding in this project.
Gap Closing in Literacy for Grades 7-12		15,960	TBD	0		Announced Dec 20/18 EPO funding will continue into 2018-19 but be reduced; Not continued into 2019-20
EPO & Other Grant Revenues after Dec 14th and Dec 21st Memo's		3,322,214	1,992,456	(440,377)		

Centralizing Procurement

Broader Public Sector (BPS) Interim Measures

Effective – March 18, 2019

1. PURPOSE

The government is centralizing Ontario Public Service and broader public sector purchasing and supply chains.

The Interim Measures are a set of rules designed to support consistency in procurement-related decisions and collection of data during the transition to a centralized procurement model.

2. APPLICATION AND SCOPE

The BPS Interim Measures (Measures) apply to the following organizationsⁱ:

- Hospitals;
- School boards;
- Universities;
- Colleges of applied arts and technology and post-secondary institutions;
- Children's aid societies; and,
- Shared Services Organizations / Group Purchasing Organizations.

For clarity, the BPS Procurement Directive continues to apply to these organizations.

In-Scope

The Measures apply to:

- New procurements of goods and services (consulting and non-consulting) valued at \$25,000 or higher.

Out-of-Scope

The Measures do not apply:

- Where procurement is related to constructionⁱⁱ work. This includes any consulting services that are included in the procurement of construction work.
- Where procurement is related to goods acquired solely for resale.

3. IMPLEMENTATION AND ONGOING SUPPORT

Mandatory compliance with the BPS Interim Measures is required where there is existing legislative authority for the funding ministry to provide direction to the BPS organization.

Voluntary compliance with the BPS Interim Measures is appropriate where there is no legislative authority available. In these cases, the BPS organizations are encouraged to comply voluntarily.

Funding ministries will inform the BPS organizations of the nature of the compliance (mandatory or voluntary). The ministry that maintains the primary funding relationship with the BPS organization is considered the funding ministry.

Information on the processes and support materials (including FAQs) is available on <https://www.doingbusiness.mgs.gov.on.ca/>. If there are questions on the BPS Interim Measures, contact doingbusiness@ontario.ca.

4. INTERIM MEASURES

The Measures set out requirements that support the development of a centralized procurement system. They are critical to support the identification of opportunities for collaborative purchasing while helping to ensure value for money and accountability.

4.1 Procurements

a) VOR Arrangements

BPS organizations must use existing VOR arrangements whenever possible and appropriate, regardless of the value of the procurement.

A Vendor of Record arrangement could be an Enterprise Vendor of Record arrangement managed by MGCS, or any other arrangement available to the organization.

b) Contract Term

Any new contract, including any extensions, must not exceed two years.

c) Operational Flexibility

In limited and exceptional circumstances, BPS organizations may find that it is not possible or appropriate to:

- Use a VOR arrangement that is available to the organization; and/or
- Restrict contract duration to two years.

In these situations, BPS organizations must complete a Procurement Rationale Report and submit it to the funding ministry at least 45 calendar days before the procurement is released to the vendor community.

Note that submission of the form does not change the authority of the organization to proceed with the procurement. For clarity, once the report is submitted, the organization can proceed with the procurement.

See Section 4.2 below for more information about reporting requirements.

4.2 Regular Reporting

BPS organizations must prepare and submit reports to the funding ministry.

Planned Procurement Report

Provide information on planned procurements for 2019 and through to the end of 2021 to the extent that this information is available.

- Submit the report to the funding ministry.

Activity Update Report

Provide information on procurement activity over the past six months, highlighting any variance from the planned procurement report; include a rationale for any variances.

- Submit every six months following the submission of the planned procurement report.
- Submit the report to the funding ministry.

Procurement Rationale Report

In the limited and exceptional circumstances as set out in the Operational Flexibility section above, BPS organizations must complete a Procurement Rationale Report and submit it to the funding ministry.

The report must be submitted at least 45 days before the procurement is released to the vendor community.

The Procurement Rationale Report can also be submitted as part of the planned procurement report or activity update report, as long as the 45-day requirement is met.

The submission of the Procurement Rationale Report does not change the authority of the organization to proceed with the procurement as planned. For clarity, once the report is submitted, the procurement can proceed.

4.3 Procurement-Related Data

Data and information is needed to help inform the design of a centralized procurement model.

When requested by the funding ministry, BPS organizations must provide procurement data and other information, including, but not limited to any current or past procurement, with spend and contract information.

ⁱ The BPS organizations covered by the BPS Interim Measures are defined in the *Broader Public Sector Accountability Act, 2010* section 1(1)

- a) every hospital
“hospital” means,
 - i. a public hospital (a hospital within the meaning of the *Public Hospitals Act*, (“hôpital public”))
 - ii. a private hospital that received public funds in the previous fiscal year of the Government of Ontario, and
 - iii. the University of Ottawa Heart Institute/Institut de cardiologie de l’Université d’Ottawa (“hôpital”)
- b) every school board (a board as defined in the *Education Act* (“conseil scolaire”))
- c) every university in Ontario and every college of applied arts and technology and post-secondary institution in Ontario whether or not affiliated with a university, the enrolments of which are counted for purposes of calculating annual operating grants and entitlements
- d) every agency designated as a children’s aid society under subsection 34 (1) of Part III of the *Child, Youth and Family Services Act, 2017*
- e) every corporation controlled by one or more designated broader public sector organizations that exists solely or primarily for the purpose of purchasing goods or services for the designated broader public sector organization or organizations.

ⁱⁱ “Construction” means construction, reconstruction, demolition, repair or renovation of a building, structure or other civil engineering or architectural work and includes site preparation, excavation, drilling, seismic investigation, the supply of products and materials, the supply of equipment and machinery if they are included in and incidental to the construction, and the installation and repair of fixtures of a building, structure or other civil engineering or architectural work, but does not include professional consulting services related to the construction contract unless they are included in the procurement. (This wording is the definition in the BPS Procurement Directive)



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

SENATOR O'CONNOR CS ESTATE BUILDINGS WARD 11

Lead me in your truth, and teach me, for you are the God of my salvation; for you I wait all day long....Psalms 25:5

Created, Draft	First Tabling	Review
April 2, 2019	April 11, 2019	Click here to enter a date.

E. Pallotta, Sr. Coordinator, Development
M. Loberto, Superintendent of Planning and Development
D. Friesen, Acting Executive Superintendent of Facilities

INFORMATION REPORT

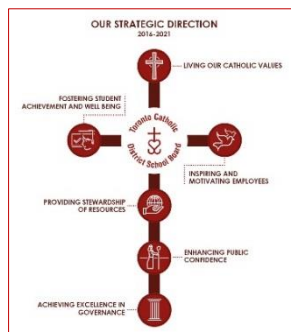
Vision:

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

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

A. EXECUTIVE SUMMARY

At the March 21, 2019 Corporate Services Committee meeting, the Board received a delegation from the O'Connor Irish Heritage House Inc. (OCHH). This report provides a response to the issues raised in the delegation, as well as additional information to the Board regarding the agreement with the OCHH with respect to the Senator O'Connor Estate Buildings located at Senator O'Connor College School.

As part of the agreement with the Toronto Catholic District School Board (TCDSB), OCHH had exclusive access to two rooms in the Estate House. OCHH took occupancy of its exclusive space in October 2015, however as a result of water infiltration issues beyond the Board's control, the Estate House was closed for an extended period of time.

On January 14, 2019, OCHH informed the Board that it was dissolving as a Corporation, and would not be renewing its agreement with the Board, which expired on January 31, 2019.

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

B. BACKGROUND

1. ***The TCDSB investigated several options for the Senator O'Connor Estate Buildings.*** In 2004, the TCDSB investigated alternatives for the Senator O'Connor Estate Buildings, located on the grounds of Senator O'Connor College School, including demolition. In 2005, a group of Irish-affiliated organizations approached the Board and requested time to establish a proposal to renovate the Estate Buildings, garner community support, and initiate fund raising.
2. ***The TCDSB entered into a lease with OCHH for the Estate Buildings.*** This culminated in the Board executing a lease with the O'Connor Irish Heritage House Inc. (OCHH) dated June 16, 2010, for the entire Estate Buildings. The intent of the lease was that it would be completely carefree to the TCDSB as the Landlord. There were two subsequent Lease Amending Agreements.

3. ***The two parties entered into a Letter Operating Agreement Plan in 2015, which included the removal of the \$2.65 million OCHH capital repayment.*** On July 8, 2015, The Board and OCCH entered into a Letter Agreement Operating Plan, which reflected the June 5, 2014 Board resolution that OCHH was no longer obligated for the \$2.65 million capital repayment as per the Lease Agreement. In addition, The Letter Agreement Operating Plan, which expired on January 31, 2019, included the following terms:
 - The exclusive leased premises were reduced to two rooms within the Estate House with access to the kitchen and Coach House;
 - OCHH was responsible for paying its proportional share of utilities for the facility, estimated at 8.92%. This was subsequently reduced to 4.46%, as the Estate House was also being used for Student Accommodation;
 - OCHH had access to the facility on all regular school days (Monday to Friday) from 8:00am until 10:30pm. Access outside of those times required the tenant to pay direct costs incurred, namely custodial overtime; and
 - The two parties would jointly approve third party permits for the facility.
4. ***All three levels of government provided funding for the capital renovation costs.*** The Board received approximately \$3 million in funding for capital renovation costs from the Ontario Trillium Foundation, City of Toronto Section 37 funds, and the Federal Government.
5. ***OCHH took occupancy of the exclusive space on October 1, 2015, and remitted a payment for its proportionate share of utilities.*** OCHH took occupancy of their two exclusive rooms in the Senator O'Connor Estate House on October 1, 2015. Throughout the term of the lease, OCHH remitted one payment for its proportional share of utilities.
6. ***The Estate House was closed due to water infiltration issues beyond the TCDSB's control.*** Since taking occupancy, OCHH had limited access to its exclusive space due to issues beyond the Board's control. As a result of extensive water infiltration issues, the Estate House was closed for repair/construction work, with no access for safety reasons for two periods: September 20, 2016 to February 6, 2017, and August 2017 to June 18, 2018.

The TCDSB did not seek any payments from OCHH for periods when they did not occupy the facility.

C. EVIDENCE/RESEARCH/ANALYSIS

1. ***OCHH informed the Board that it will be dissolving the Corporation.*** On January 14, 2019, the TCDSB received a communication from the OCHH Board advising that, due to financial difficulties, it will be dissolving the Corporation and its charitable status (*Appendix 'A'*), and as such not pursuing renewal of their agreement with the Board upon its expiry on January 31, 2019. The letter referenced issues with respect to lack of communication and information from the TCDSB.

The TCDSB provided a response to this communication on January 29, 2019 (*Appendix 'B'*).

2. ***The March 21, 2019 delegation also referenced issues with the TCDSB contributing to the dissolution of the Corporation.*** At the March 21, 2019 Corporate Services Committee, the Board received a delegation from Tony Wagner, an OCHH Board member (*Appendix 'C'*), which highlighted some issues with the TCDSB as contributing factors to the dissolution of the Corporation.
3. ***The TCDSB response to the claims of lack of communication and information were highlighted in the January 29, 2019 letter to OCHH.*** With respect to claims of lack of communication and information from the Board, the TCDSB letter highlighted the following:
 - Upon OCHH taking occupancy an Operating Committee was established, consisting of representatives of OCHH, School Principal, TCDSB Real Property and Facilities staff. That Committee met on site to discuss maintenance and operation of the Estate House, practical occupancy issues, lease related matters and facility improvements. That Committee met 11 times between the period of November 10, 2015 and October 9, 2018; and
 - In addition to the Operating Committee meetings, throughout the access closure to the Estate House for required repair/construction work, OCHH were provided with communications, via emails, on a regular basis to

inform them of the status of the construction work, when occupancy clearance was approved, and access would again be available. A total of 9 email communications were sent during the closure time periods.

4. ***The lack of access to the building was due to issues beyond the Board's control.*** While the Board acknowledges that there was limited access to the facility, the water infiltration issue was beyond TCDSB's control. As a result, significant mould remediation was required throughout the building.

With respect to the work on the basement, at the time of restoration, there was a shortage of funds to complete the basement. As such, the water proofing of the basement was deleted from the scope of work of the original restoration project.

5. ***The school use of the space has not led to the deterioration of the facility.*** The interior of the Estate/Coach House used by the school has been subject to ongoing maintenance work by the Board, and has been kept in good condition.
6. ***The TCDSB will continue to maintain the facility and address any outstanding issues.*** The Board will continue ongoing maintenance of the buildings to ensure that the space remains in good condition. The deficiencies associated with the last repairs are currently being corrected in order to complete the work. In addition, a new roof leak has been identified, and the consultant is preparing the scope of the work in order to address this issue.
7. ***Staff are willing to work with OCHH to support the organization's objectives.*** The Board recognizes that OCHH was a valued partner in the restoration of the Senator O'Connor Estate Buildings. Staff are willing to work with OCHH by providing permits through the Community Use of Schools department to support the organization's arts/cultural mission.

D. CONCLUDING STATEMENT

This report is for the information of the Board.



O'Connor House

EDUCATION • CULTURE • HERITAGE • COMMUNITY

January 14, 2019

Dear O'Connor House Supporter,

Thank you for your past engagement with the O'Connor House. As you may know, the House has been under a series of repairs over the past two years due to water damage, making the mission of the O'Connor House Board difficult to achieve. Without access, we have been unable to plan arts, culture and heritage events for the community, or enable community organizations to use the property by permit for their own events.

This has also meant that the Board cannot raise funds from community supporters to pay for our portion of operational and liability insurance costs, so we have been personally contributing repeatedly to the House to cover our bills.

Additionally and most critical to our success, we have experienced ongoing struggles to obtain information and access from the Toronto Catholic District School Board. For example, we were not notified of the initial water damage or the repairs directly. Our own access requests between repairs have been delayed, missed, or not communicated to O'Connor Secondary School facilities staff to provide us with agreed to access.

Finally, the lack of communication regarding damage to the house, including damage caused through the use of the House for school classes, damage caused during the various repairs, and recent burglary break-ins, has meant we are also unable to fulfil our duty to oversee the upkeep of the House and the requirements of its Heritage designation.

We have attempted over the past two years in person and in writing, at our initiative, to ask the TCDSB to improve communications about repairs, maintenance, permits, and access for our Board per our lease agreement. We warned that the communications and access issues have caused significant financial strain, and rendered it impossible for us to realistically plan for anything. The situation has not improved.

We have concluded that our role is not deemed needed, and that our organization is financially untenable.

Therefore, it is with regret that the Board of Directors of the O'Connor Irish Heritage House (O'Connor House) writes to you to inform you that the following resolution was unanimously passed at the board meeting of Monday, November 26, 2018:

“Be it resolved that the Board of O’Connor Heritage House will dissolve its charitable status in accordance with CRA rules. The Board will also dissolve the corporation and will apply for a certificate of dissolution from Corporations Canada. BN815633946RR0001.”

The current lease agreement with the TCDSB expires on January 31, 2019 and we will be revoking our status as a non-profit organization with the Canada Revenue Agency by March 31, 2019, and the Board will dissolve.

We wish the TCDSB the best with the continued maintenance, use and upkeep of the O’Connor House.

Again, thank you for your past support.

With gratitude,
The O’Connor House Board

Carole Zamroutian
Fabiana Montoya
Sandeep Khanna
Kathleen O’Keefe
Yana Yaroshenko
Kirsten Kamper
Tony Wagner



Office of the Director of Education

January 29, 2019

The O'Connor Irish Heritage House Board

Sent via Email

Dear O'Connor Irish Heritage House Board:

Re: Senator O'Connor Estate Buildings; Notice of the O'Connor Irish Heritage House (OCHH) Board Resolution to Dissolve the Corporation and its Charitable Status.

Please be advised that the Toronto Catholic District School Board (TCDSB) is in receipt of your letter, dated January 14, 2019, advising of the O'Connor Irish Heritage House Board's resolution to dissolve the Corporation, and its charitable status, in accordance with CRA rules.

OCHH has been a valued partner in the long journey of restoration of the Senator O'Connor Estate House Buildings, and TCDSB regrets to hear of the organization's financial difficulties and it will not be pursuing a renewal of their agreement with the Board when it expires on January 31, 2019.

TCDSB acknowledges that access to the Senator O'Connor Estate House Building was limited over the last couple of years since OCHH took occupancy, of their two exclusive use Rooms 207 and 208, on October 1, 2015.

As you are well aware, due to extensive water infiltration issues beyond TCDSB's control, the Estate House was closed for repair/construction work, with no access for safety reasons, for two periods; September 20, 2016 to February 6, 2017 and August 2017 to June 18, 2018.

With respect to OCHH's claim of lack of communication, TCDSB would respectfully remind OCHH that, upon their taking occupancy, an Operating Committee was established consisting of representatives of OCHH, School Principal, TCDSB Real Property and Facilities staff. The Committee met on site to discuss maintenance and operation of the Estate House, practical occupancy issues, lease related matters and facility improvements. That Committee met (eleven) 11 times between the period of November 10, 2015 and October 9, 2018.

In addition to the Operating Committee meetings, throughout the access closure to the Estate House for required repair/construction work, OCHH was provided with email communications on a regular basis to inform it of the status of the construction work, the date at which occupancy clearance was approved, and that access would again be available. A total of (nine) 9 email communications were sent during the closure time periods.

Should OCHH need to arrange for access to the Senator O'Connor Estate Building to remove any of their furniture or materials please contact Michael Loberto, Superintendent of Planning and Development Services, at (416) 222-8282 ext.2026.

Sincerely,

A handwritten signature in dark ink, appearing to read "R. McGuckin", written in a cursive style.

Rory McGuckin
Director of Education

Copy: Tim Robins, Interim Associate Director, Facilities, TCDSB
Lloyd Noronha, Associate Director and CFO, TCDSB
Angela Kennedy, Trustee Ward 11, TCDSB
Michael Loberto, Superintendent, Planning & Development Services, TCDSB
Erica Pallotta, Senior Coordinator, Development Services, TCDSB
Brian Dourley Legal Counsel, Planning, Facilities and Development Services, TCDSB

O'Connor House Delegation
Toronto Catholic District School Board
Corporate Service Committee
Thursday March 21, 2019 7 pm

1. Opening:

- a. Thank you for accepting this delegation request
- b. My name is Tony Wagner
- c. Presenting as a stakeholder of the O'Connor House Organization for 9 years – 7 years as a Board member and the last 2 years as a board advisor
- d. I am here tonight with the approval of the O'Connor House organization

2. Some historical context:

- a. O'Connor House incorporated as a not-for-profit in 2007, buildings saved from demolition in 2008, heritage designation in 2009, 21 year Lease signed in 2010, we secured 3 levels of government grants for the restoration totally almost \$3 million with \$2.5 million in matching funds from the School Board, restoration took 5 years including recovery from the devastating fire to the Estate building in 2012, restoration finished by mid-2016
- b. Letter Agreement under the Lease executed in 2015 which dealt with the repayment of the matching funds, provided routine access to 2 dedicated rooms on the 2nd floor of the Estate building plus our payment of proportional utility costs
- c. Our organization's Mission: a) preserve, restore and maintain buildings to Heritage standards (b) promote and manage the property as a hub for cultural, educational, heritage and community activities (c) celebrate the story, legacy and values of Senator Frank O'Connor with a new generations of Canadians

3. Highlight for this Delegation update:

- a. As of March 31, 2019, our organization will end as an incorporated not-for-profit in Ontario and in our standing with the CRA – there is no turning back

4. Over the past 3+ years, there were 3 main drivers for why this happened which are interrelated:

- a. Firstly - factors relating to our organization:
 - i. Recruiting stalled for new Board members and volunteers
 - ii. Lack of an operational, tactical or strategic plan
 - iii. Absence of stakeholder engagement, event programming and fundraising

- b. Secondly, the key contributing factor was lack of access to the Estate building – which had 3 key causes:
 - i. Significant evasive churn from the decision to use the Estate building for classrooms
 - ii. Remediation of mold from water leaks into the 2nd floor attic – which I understand the leaks could have been prevented
 - iii. Most recently the basement and foundation water proofing project which the Board was advised from the architect should have been done at the time of the restoration
 - c. Thirdly, there were contributing factors the responsibility of your Board administration:
 - i. Ineffective oversight of our tenant-landlord relationship which resulted in:
 - 1. Significant delays in closure of actions or issues or requests
 - 2. Inconsistent setting of meeting schedules which were to be monthly
 - 3. Deficient communications despite repeated prompts by our organization
 - ii. Deterioration of the Estate Building and Coach House from classroom and staff use which did not have adequate budget or resources to address
 - iii. Lastly, a painful Permit process & tool either for affiliated groups of our organization or when we wanted to run an event
5. In closing, it is our hope:
- a. Buildings will continue to serve the four pillars of our mission but under different leadership
 - b. Legacy of Frank O'Connor will live on with help of the school and administration and community
 - c. Obligations will be met being a Heritage designated property
6. Thank you for your time and attention. I will open up for any questions

Signed: Tony Wagner



Date: March 21, 2019

2019 REVISED CALENDAR OF ANNUAL REPORTS & POLICY METRICS

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (P)	Corporate Services	<u>B.R.01 Rental of Surplus School Space & Properties</u> Policy Metric	A.D. Facilities, Business, Community Development
2	February (Q)	Corporate Services	Financial Status Update Report #1	A.D. Facilities, Business, Community Development
3	March (A)	Corporate Services	Budget Series Report: Financial Planning and Consultation Review	A.D. Facilities, Business, Community Development
4	March (A)	Corporate Services	Consensus Student Enrolment Projection	A.D. Facilities, Business, Community Development
5	March (A/P)	Corporate Services	Transportation Annual Report and <u>S.T.01 Transportation</u> Policy Metric	A.D. Facilities, Business, Community Development
6	April (A)	Corporate Services	Budget Series Report: Grants for Student Needs Update	A.D. Facilities, Business, Community Development
7	May (P)	Corporate Services	<u>A.18 Development Proposals, Amendments and Official Plans and Bylaws</u> Policy Metric	A.D. Facilities, Business, Community Development
8	May (Q)	Corporate Services	Financial Status Update Report #2	A.D. Facilities, Business, Community Development
9	May (A)	Corporate Services	Budget Series Report: Preliminary Budget Estimates for the Following Fiscal Year	A.D. Facilities, Business, Community Development
10	June (A)	Corporate Services	Budget Series Report: Recommended Budget Estimates for the Following Fiscal Year	A.D. Facilities, Business, Community Development
11	June (A)	Corporate Services	Delegated Authority Report	A.D. Facilities, Business, Community Development
12	September (Q)	Corporate Services	Financial Status Update Report #3	A.D. Facilities, Business, Community Development

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13	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
14	September (A)	Corporate Services	Capital Program Update	A.D. Facilities, Business, Community Development
15	September (A)	Corporate Services	Delegated Authority Update Report	A.D. Facilities, Business, Community Development
16	October (A)	Corporate Services	Trustee Honorarium Report	A.D. Facilities, Business, Community Development
17	November (A)	Corporate Services	Legal Fees Report	A.D. Facilities, Business, Community Development
18	November (A/Q)	Corporate Services	Audited Financial Statement and Financial Status Update #4	A.D. Facilities, Business, Community Development
19	December (A)	Corporate Services	Budget Series Report: Revised Budget Estimates for the Current Fiscal Year	A.D. Facilities, Business, Community Development
20	December (A)	Corporate Services	Annual Investment Report	A.D. Facilities, Business, Community Development

**CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY
PENDING LIST TO APRIL 11, 2019**

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Nov-18 Corporate Services	May-19	Corporate Services	That staff return for final approval of the project once the RFP results are finalized (Public Meeting Room Audio Visual Upgrades –Funding)	Associate Director of Facilities, Business and Community Development
2	Mar-19 Corporate Services	Sep-19	Corporate Services	Report regarding further analysis to see how priority neighbourhoods could be assisted with bank fees (March 2019 School Cash Suite Progress Report)	Associate Director of Facilities, Business & Comm. Dev & CFO
3	Mar-19 Student Achievement	TBD	Corporate Services	That the consideration of the increase of wages of Lunchroom Supervisors be deferred until such time that the Board receives GSNs through the Budget process (Review of Compensation for Elementary Lunchtime Supervisors)	Associate Director of Facilities, Business & Comm. Dev & CFO