

TORONTO CATHOLIC DISTRICT SCHOOL BOARD SPECIAL VIRTUAL BOARD MEETING Public Session

AGENDA JULY 23, 2020

Joseph Martino, Chair
Trustee Ward 1

Angela Kennedy, Vice Chair
Trustee Ward 11

Nancy Crawford
Trustee Ward 12

Frank D'Amico
Trustee Ward 6

Markus de Domenico
Trustee Ward 2

Daniel Di Giorgio
Trustee Ward 10

Taylor Dallin
Student Trustee

Norman Di Pasquale
Trustee Ward 9

Michael Del Grande
Trustee Ward 7

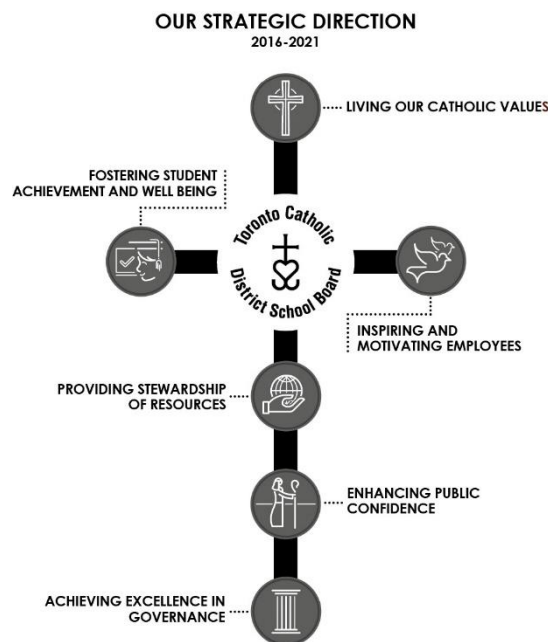
Ida Li Preti
Trustee Ward 3

Teresa Lubinski
Trustee Ward 4

Maria Rizzo
Trustee Ward 5

Garry Tanuan
Trustee Ward 8

Kathy Nguyen
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: Skeeter Hinds-Barnett, 416-222-8282 Ext. 2298
Assistant Recording Secretary: Sarah Pellegrini, 416-222-8282 Ext. 2207

Rory McGuckin
Director of Education

Joseph Martino
Chair of the Board

OUR MISSION

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AGENDA SPECIAL MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD PUBLIC SESSION

Joseph Martino, Chair

Angela Kennedy, Vice-Chair

Thursday, July 23, 2020

7:00 P.M.

Pages

1. Call to Order
2. Memorials and Opening Prayer
3. Singing of O Canada A Capella
4. Roll Call & Apologies
5. Approval of the Agenda
6. Reports from Private Session
7. Notices of Motions
8. Declarations of Interest
9. Approval and Signing of Minutes of the Previous Meeting - NIL
10. Presentations
11. Delegations
 - 11.a From Adam Bienenstock, representative of OutClass, regarding
Outdoor Education - Outdoor Classrooms

1 - 3

12.	Consideration of Motions for which previous notice has been given	
12.a	From Trustee Kennedy regarding Board of Trustees Updates from Operational Committees	4 - 5
12.b	From Trustee Kennedy regarding Restarting the Governance Committee and By-Law Ad Hoc Committee As Soon As Possible	6
12.c	From Trustee Kennedy regarding Amendment of By-Law to Reflect the New Governance Model with Respect to the Authority of the Integrity Commissioner	7
12.d	From Trustee de Domenico regarding End to Virtual Board Meetings	8 - 9
12.e	From Trustee de Domenico regarding Approval of Promotional Expense per Toronto Catholic District School Board (TCDSB) Policy T.17 (Trustee Services and Expenditures Policy)	10 - 11
12.f	From Trustee Rizzo regarding Graduation Ceremonies for the Class of 2020	12 - 13
13.	Unfinished Business from Previous Meetings	
14.	Matters referred/deferred from Committees/Board	
15.	Matters Recommended By Statutory Committees of the Board	
	<u>From the July 16, 2020 Special Board Meeting</u>	
15.a	Approved Minutes of the Audit Committee Held January 29, 2020 Recommendation to Board from the June 22, 2020 Audit Committee Meeting 1. That an Ad Hoc Committee be established in September that provides meetings with Staff and Trustees to discuss issues at hand related to COVID-19 operations.	14 - 19
15.b	Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held May 20, 2020	20 - 28

Recommendations to Board from the June 8, 2020 CPIC Meeting

(I) WHEREAS: On Take a Break Tuesday during Mental Health Awareness Week May 4 to 10, 2020, the website suggested that looking at funny memes can immediately boost your spirits and linked a YouTube video on how to create your own;

WHEREAS: The YouTube video had inappropriate comments and recommended a website where you can create your own memes;

WHEREAS: The website recommended had inappropriate content for our students;

WHEREAS: A parent's worst nightmare for their child is having a picture of their child being made fun of and circulating on the internet which can lead to cyber bully, impact on child's mental health or worse. In some cases, this meme can be circulating without the knowledge of the child or parent until it is too late;

WHEREAS: The website described how to create memes was posted the week before synchronous and asynchronous learning was to be announce by the MOE for the next phase of distance learning giving our educators and their unions more concerns as to why they shouldn't put their face out there in fear of a memes being create of themselves; and

WHEREAS: Parents of the TCDSB trust and have faith that all information posted on the TCDSB website, even external links are properly vetted and contain information that follows our learning beliefs and will not bring any harm or affect the mental wellness of our students.

BE IT RESOLVED THAT: CPIC recommends to the Board of Trustees that a report be requested:

1. As to how this inappropriate content made it to our website especially during the focus of mental health awareness wellness week.
2. That memes be incorporated into cyber bully teaching of the

health curriculum and students are made aware how bad things start with a simple picture and comment

3. That the Mental Wellness Department re-evaluate the suggestion of using electronic devices as a mental break especially in a time in our society where the mental break required is from the electronic device.

<https://www.tcdsb.org/programsservices/specialeducation/mhs/news/mhw/pages/childrens-mental-health-awareness-week.aspx>

<https://www.youtube.com/watch?v=xRK6As4QHQ0>

(II) WHEREAS: Distance Learning for the TCDSB began with Phase 1, Check and Connect from March 23, 2020 to April 3, 2020. Determining the needs of our students through surveys and reaching out to the families of the TCDSB. Technology was a challenge that needed to be tackled;

WHEREAS: Phase 2 began on April 6, 2020 with students receiving the first of the online assignments. The students with available technology began to navigate the technical world, working on their own, receiving instruction through a screen with no personal connection. There was a learning curve for all in the beginning with the hope of gradual improvement as we went along;

WHEREAS: The MOE announced on May 19, 2020 that students in Ontario would not be returning to the classroom for the 2019-2020 school year however the learning will continue with enhanced techniques such as synchronous and asynchronous learning. We are not sure who has or has not enhanced their teaching; and

WHEREAS: In the upcoming school year of the 2020-2021 this fashion of educating our students may be required again and we be prepared to be more engaging with our students so that that education is not short changed as has been during distance learning.

BE IT RESOLVED THAT: CPIC recommends to the Board of Trustees that a report be requested:

1. A report be requested from the Director of Education

documenting all metrics captured during distance learning:

- a. the tools, programs, techniques, synchronous, asynchronous teaching, etc used,
- b. the percentage of educators using these techniques,
- c. how all educators have been kept accountable during distance learning,
- d. how equitable and consistent delivery of learning opportunities was provided by all our schools across the TCDSB.

2. Using this report, as we prepare ourselves to do this again in the fall; better and more efficient and give all our educators all the necessary tools and protections so that our students can get the education they rightly deserve.

16. Reports of Officials for the Information of the Board of Trustees

From the July 16, 2020 Special Board Meeting

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| 16.a | Consideration for the Re-Allocation of Elementary Vice Principals | 41 - 52 |
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17. Reports of Officials Requiring Action of the Board of Trustees

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| 17.a | 2020-21 Budget Estimates Overall and Instructional (To Be Distributed) |
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| 17.b | 2020-21 Budget Estimates Non-Instructional (To Be Distributed) |
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- | | |
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| 17.c | The Toronto Catholic District School Board's Response to the COVID-19 Pandemic - July 23, 2020 Update (To Be Distributed) |
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From the July 16, 2020 Special Board Meeting

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| 17.d | St. John the Evangelist Catholic School Capital Project Budget Increase | 53 - 57 |
|-------------|--|----------------|

- | | | |
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| 17.e | Response to May 2020 CPIC Motions | 58 - 66 |
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18. Reports from External Committees / Organizations

From the July 16, 2020 Special Board Meeting

- 18.a From Toronto Student Transportation Group (TSTG) Committee regarding COVID-19 Impact on Transportation II**

67 - 72

19. Listing of Communications

From the July 16, 2020 Special Board Meeting

- 19.a Abundant Life Centre - Loretto Sisters Project in Kenya (Refer to Video at the Meeting)**

20. Inquiries and Miscellaneous

21. Updating of Pending Items List

22. Closing Prayer

23. Adjournment



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

PLEASE BE ADVISED THAT ALL STANDING
COMMITTEE MEETINGS ARE BEING RECORDED

For Board Use Only

Delegation No. _____

☐ Public Session
☐ Private Session
☐ Three (3) Minutes

Name	Adam Bienenstock
Committee	Regular / Special Board
Date of Presentation	7/23/2020
Topic of Presentation	Outdoor Education - Outdoor Classrooms
Topic or Issue	Using outdoor classrooms to deliver current curriculum outdoors while meeting the physical distancing protocols for COVID-19.
Details	<p>COVID has changed the way we will go back to school.</p> <p>The OutClass™ outdoor classroom system offers a natural, flexible, pedagogically sound approach to quickly scaling up your classroom capacity outside to take the pressure off your teachers and school inside.</p> <p>Reduce exposure to COVID19:</p> <ul style="list-style-type: none"> -Surfaces naturally disinfect overnight* -Seat spacing naturally reinforces distancing protocols -Each student seat provides a backpack hitch to keep materials self-contained <p>Quick set up and take down:</p> <ul style="list-style-type: none"> -Low-impact surface mount system -Each classroom can be set up or removed in an hour -Convert an entire soccer pitch into an outdoor school in a day -Quickly remove and recover your fields for their original use. <p>Effective, flexible teaching space:</p> <ul style="list-style-type: none"> -Allows for infinite configurations of seating and breakout groups -Moving tool allows you to reconfigure and adapt to distancing protocols -Buffers between classes and shelter enhance the learning environment

-Teacher tested and approved

Transforms into a play structure

-Once pandemic protocols end, each classroom is designed to be re-purposed into a fully compliant (ASTM, ANSI, CSA, ADA) and engaging multi-age playground

-Classrooms can also be re-purposed post-COVID into outdoor gathering, social seating, student study groups, and even bleachers for your sports fields.

Designed for fast and efficient shipping and set-up, OutClass™ can transform your open space into an effective outdoor school in a single day. Blackboards for teaching; solid, stable, natural seating and desk space that maintains distancing; curriculum and equipment storage; buffers between classes; shade and inclement weather protection – all are delivered and set up in one day without damaging your field. The smart approach to quickly and safely scaling up your classroom capacity outside to take the pressure off your teachers and school inside.

When the rules relax or your needs change, the OutClass™ flexible seating and workstation configuration can quickly adapt. Each OutClass™ system ships with equipment you will need to set the components into alternate patterns that will accommodate any teaching style.

Nobody knows when the threat of COVID will dissipate, but when it is time to shift the Outdoor Classrooms into its next configuration, we are only a call away and ready to help transform the components into an array of options from amazing playstructures to creative social gathering spaces, benches and bleachers, and of course, spectacular, permanent outdoor classrooms!

And with the OutClass™ system's unique surface mounted process, your field will quickly be back in business!

Our team at Bienenstock has been building outdoor learning and play spaces for two decades and we are excited to introduce the OutClass™ outdoor classroom system.

In the fall our children will be back at school... one way or another...

	<p>We are all grappling with physical distancing and curriculum delivery in school buildings that were designed to gather students close together, not spread them apart. The solution is just outside your door!</p> <p>OutClass™ offers a natural, flexible, pedagogically sound approach to quickly scaling up your classroom capacity outside to take the pressure off your teachers and school inside.</p> <p>We offer an array of standard modular OutClass™ sizes from 15 to 30 students, and beyond. Take a look at our standard options below. If you're interested in a custom build, or would like to add additional components to your project, please don't hesitate to give us a shout, we'd be more than happy to walk you through the process.</p> <p>www.outdoorclassrooms.com</p>
Action Requested	Receive and request report from staff on feasibility of purchasing and installing OutClass throughout the board.
I am here as a delegate to speak only on my own behalf	
I am an official representative of the Catholic School Parent Committee(CSPC)	
I am an official representative of student government	
I am here as a spokesperson for another group or organization	Yes OutClass
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T14	Yes
Submittal Date	7/16/2020



*Markus de Domenico
Trustee Ward 2*

E-mail: Angela.Kennedy@tcdsb.org

To: Special Board Meeting , July 23, 2020

From: Angela Kennedy, Trustee Ward 11

Subject: Consideration of Motion – Board of Trustees Updates from Operational Committees

MOVED BY: Angela Kennedy, Toronto Catholic District School Board

WHEREAS: There are many decisions to be made as we approach September 2020 relating to return to school;

WHEREAS: There may be policy changes necessary to be implemented before school opens;

WHEREAS: There will be Ministry directives, possibly legislation, feedback from parents, students, and teachers to be considered to inform the Board's decisions;

WHEREAS: Under the Education Act the board as a whole is legally accountable for its decisions, no individual trustee has authority to make decisions;

WHEREAS: Our role and responsibility as a corporate board is:

- 1) To make informed decisions so we need information.
- 2) Maintain focus on student achievement and well being.
- 3) Make policy and ensure that it is implemented.
- 4) Advocate on behalf of our ratepayers.
- 5) Hold the Director accountable.

WHEREAS: The way to carry out our responsibilities is with meeting together formally as a corporate board not assigning an individual trustee to a be a member of a committee, having the matter appear on an agenda; and

WHEREAS: There is a short timeline to prepare for school re-opening, operational committees will be meeting throughout the summer.

THEREFORE BE IT RESOLVED THAT: The Corporate Board of Trustees shall be updated every 2 weeks with information from the committees that are responsible for the following (may not be the complete list):

1. Return to School
2. Transportation
3. Health and Safety
4. Communication
5. Staff engagement
6. Parent engagement
7. Special education
8. Mental Health
9. Nurturing our Catholic Community
10. Student Nutrition
11. Facilities
12. Daycares and before and after school programs

FURTHER BE IT RESOLVED THAT: The Board of trustees be given an opportunity to provide feedback before decisions are made that will impact the learning environment caused by Covid-19 Pandemic. Since 169.1 Education Act requires that Boards are accountable for their fiscal and overall performance and for academic achievement and well being of students and staff. Boards are also responsible for effectively communicating to parents and larger community;

FURTHER BE IT RESOLVED THAT: The Director of Education shall bring any and all major decisions re return to school to the Corporate Board of Trustees before the decision is finalized;

FURTHER BE IT RESOLVED THAT: This motion be discussed at the meeting that it is tabled at as a Notice of motion because the delay for discussion and decision will have negative impact on the students and their families.



*Angela Kennedy
Trustee Ward 11*

E-mail: Angela.Kennedy@tcdsb.org

Voicemail: 416-512-3411

To: Special Board Meeting, July 23, 2020

From: Angela Kennedy, Trustee Ward 11

Subject: To restart the Governance Committee and the By-law Ad Hoc Committee as soon as possible

MOVED BY: Angela Kennedy, Toronto Catholic District School Board

WHEREAS: The essence of good governance is that we have the structures in place to ensure good governance;

WHEREAS: There is a new reality of doing business virtually – it can be done;

WHEREAS: There is a definite need for business to be back to normal at the TCDSB;

WHEREAS: The transition to new normal during COVID-19 should contemplate the restart of the Governance Committee and the By-Law Ad Hoc Committee as soon as possible;

BE IT RESOLVED THAT: The Board would schedule a Governance Standing Committee and a By-Law Ad Hoc Committee immediately.

**Angela Kennedy
Trustee, Ward 11**



*Angela Kennedy
Trustee Ward 11*

E-mail: Angela.Kennedy@tcdsb.org

Voicemail: 416-512-3411

To: Special Board Meeting, July 23, 2020

From: Angela Kennedy, Trustee Ward 11

Subject: Amendment of by-law to reflect the new governance model with respect to the authority of the Integrity Commissioner

MOVED BY: **Angela Kennedy**, Toronto Catholic District School Board

WHEREAS: The present by-laws do not speak to the authority of the Integrity Commissioner;

WHEREAS: There is an urgent need to amend the by-laws to reflect the new governance model.

BE IT RESOLVED THAT: Staff bring a report to the next Board meeting with the wording of a by-law that speaks to the authority of the Integrity Commissioner in our governance model.

Angela Kennedy
Trustee, Ward 11



*Markus de Domenico
Trustee Ward 2*

E-mail: Markus.deDomenico@tcdsb.org

Voicemail: 416-512-3402

To: Special Board Meeting , July 23, 2020

From: Markus de Domenico – Trustee Ward 2

Subject: Consideration of Motion – End to Virtual Board Meetings

MOVED BY: Markus de Domenico, Toronto Catholic District School Board

WHEREAS: Due to COVID-19, the Board of Trustees passed a motion in March 2020 to hold meetings virtually;

WHEREAS: The Board has continued to meet virtually since the passing of this motion;

WHEREAS: Many Trustees are advocating students and staff to return to schools in September 2020 and Trustees should set a proper example to the community;

WHEREAS: Board meetings cannot be held safely in the Catholic Teacher's Centre due to overcrowding, but there is adequate space to socially distance in the main Boardroom;

WHEREAS: The use of the main Boardroom allows for greater public involvement with the work of the Board of Trustees;

BE IT RESOLVED THAT: The Toronto Catholic District School Board schedule Board Meetings at the CEC as soon as the renovations are complete, and Toronto Public Health guidelines permit us to do so in a fashion that does not negatively impact the safety of CEC staff.

Markus de Domenico
Trustee, Ward 2



*Markus de Domenico
Trustee Ward 2*

E-mail: Markus.deDomenico@tcdsb.org

Voicemail: 416-512-3402

To: Special Board Meeting , July 23, 2020

From: Markus de Domenico – Trustee Ward 2

Subject: Consideration of Motion – Approval of Promotional Expense per TCDSB Policy T.17 (Trustee Services & Expenditures Policy)

MOVED BY: Markus de Domenico, Toronto Catholic District School Board

WHEREAS: Due to COVID-19, the TCDSB has had to reduce bussing. This change will increase private vehicle traffic in and around schools;

WHEREAS: All schools have already experienced increased dangers from parent drop offs and pick-ups and this will increase when bussing is reduced;

WHEREAS: There have been several serious injuries sustained by students due to vehicle traffic not obeying speed signage and improper parking;

WHEREAS: Safety is our primary goal for our students, families and staff members;

WHEREAS: In the past, when local city councillors offered signage to their communities asking motorists to slow down, the response from community members was overwhelming;

WHEREAS: The current TCDSB Policy T.17 (Trustee Services & Expenditures) in Regulation B.1(g) is permissive of Promotional Materials requires Board of Trustees approval for the procurement of these signs as an allowable expense;

BE IT RESOLVED: That the TCDSB approve the Trustee Promotional Material expense effective immediately to allow Trustees to order lawn signs to be printed and distributed to their schools advocating motorists to slow down, be watchful of children in a school zone and include a contact email to the Trustee to report violations.

Markus de Domenico
Trustee, Ward 2



Maria Rizzo
Trustee Ward 5

E-mail: Maria.Rizzo@tcdsb.org

Voicemail/Fax: (416) 512-3407

To: Special Board Meeting, July 23, 2020

From: Maria Rizzo, Trustee Ward 5

Subject: Consideration of Motion – Graduation Ceremonies for the Class of 2020

MOVED BY: Maria Rizzo, Toronto Catholic District School Board

SECONDED BY: Norm Di Pasquale, Toronto Catholic District School Board

WHEREAS: Due to Covid-19, students were unable to celebrate graduation in the traditional ways;

WHEREAS: Families were saddened that they were unable to recognize and acknowledge their sons and daughters of the class of 2020;

WHEREAS: Many school communities acknowledged graduating students in different and varied ways at the end of the school year;

WHEREAS: Students and parents were disappointed with the inconsistent methods adopted by each school community to celebrate the graduates;

WHEREAS: Parents and students have requested that graduating students be formally acknowledged by holding commencement ceremonies when possible;

WHEREAS: Some schools are planning for graduation ceremonies when health protocols are lifted; and

WHEREAS: Some school communities are not planning any further ceremonies to recognize graduates.

THEREFORE BE IT RESOLVED: That all school communities plan and hold graduation celebrations for the Classes of 2020 whenever it is possible to do so based on public health protocols.

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MINUTES OF THE REGULAR MEETING OF THE AUDIT COMMITTEE OPEN (PUBLIC) SESSION

HELD WEDNESDAY, JANUARY 29, 2020

Trustees: A. Kennedy, Chair
M. Del Grande
D. Di Giorgio

Non-Voting Trustee: J. Martino

External Members: N. Borges
R. Singh

Staff: R. McGuckin
L. Noronha
M. Eldridge
S. Camacho
D. Bilenduke
D. De Souza
C. Giambattista
G. Sequeira

S. Harris, Recording Secretary
S. Hinds-Barnett, Assistant Recording Secretary

External Auditor: P. Hatt, Toronto and Area Regional Internal Audit Team

4. Approval of the Agenda

MOVED by Nancy Borges, seconded by Ryan Singh, that the Agenda be approved.

On the Vote taken, the Motion was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval & Signing of the Minutes of the Previous Meeting

MOVED by Ryan Singh, seconded by Trustee Del Grande, that the Minutes of the Meeting held November 13, 2019 be approved with the following amendment:

Page 6 – Item 3(ii) – remove closed quotation marks from *Permitted*

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Trustee Di Giorgio, that Item 8a) be adopted as follows:

8. Presentation

- 8a) Paula Hatt, representing the Toronto and Area Regional Internal Audit Team (RIAT) received.**

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Trustee Di Giorgio, that Item 13a) be adopted as follows:

13. Staff Reports

13a) Paula Hatt, representing the Toronto and Area RIAT received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Trustee Del Grande, seconded by Ryan Singh, that Item 13b) be adopted as follows:

13b) 2019-20 First Quarter Financial Status Update received.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Nancy Borges, that staff come back with an analysis in PRIVATE Session of the expenditures with respect to absenteeism over the last five years.

MOVED in AMENDMENT to the AMENDMENT by Ryan Singh, seconded by Trustee Di Giorgio, that the analysis include any non-financial qualitative factors.

On the Vote taken, the AMENDMENT to the AMENDMENT was declared

CARRIED

On the Vote taken, the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Di Giorgio, seconded by Trustee Del Grande, that staff explore alternatives to replace the funding lost due to the removal of Priority Schedule Initiative (PSI) funds.

On the Vote taken, the AMENDMENT was declared

CARRIED

On the Vote taken, the Motion, as amended was declared

CARRIED

MOVED by Trustee Del Grande, seconded by Nancy Borges, that Item 13c) be adopted as follows:

13c) Schedule of 2020 Internal School Audits received and that the proposed schedule of internal schools audits be approved.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Nancy Borges, that Item 13d) be adopted as follows:

13d) Enterprise Risk Management Framework Review received.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Ryan Singh, that staff include legal claims as an item under Emerging Risks and list it as private.

On the Vote taken, the AMENDMENT was declared

CARRIED

On the Vote taken, the Motion, as amended, was declared

CARRIED

MOVED by Trustee Del Grande, seconded by Ryan Singh, that Item 13e) be adopted as follows:

13e) Audit Committee 2020 Annual Agenda/Checklist received.

On the Vote taken, the Motion was declared

CARRIED

16. Updating of Pending List

MOVED by Nancy Borges, seconded by Trustee Di Giorgio, that Item 16a) be adopted as follows:

16a) Pending List as at January 29, 2020 received.

On the Vote taken, the Motion was declared

CARRIED

MOVED by Ryan Singh, seconded by Trustee Del Grande, that the meeting resolve into Closed (PRIVATE) Session.

On the Vote taken, the Motion was declared

CARRIED

SECRETARY

CHAIR

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MINUTES OF THE REGULAR VIRTUAL MEETING OF THE SPECIAL EDUCATION ADVISORY COMMITTEE PUBLIC SESSION

HELD WEDNESDAY MAY 20, 2020

PRESENT:

Trustees: N. Crawford, Chair – In Person
D. Di Giorgio
A. Kennedy

**Non-Voting
Trustees:** M. de Domenico
N. Di Pasquale
I. Li Preti

**External
Members:** George Wedge, Vice Chair
Melanie Battaglia
Lori Mastrogiuseppe
Sandra Mastronardi
Tyler Munro
Deborah Nightingale
Mary Pugh

Staff: D. Koenig
L. Maselli-Jackman
V. Cocco
M. Gendron
R. Macchia
J. Mirabella
D. Reid
P. Stachiw

S. Pellegrini, Acting Recording Secretary
S. Hinds-Barnett, Assistant Recording Secretary

2. Roll Call & Apologies

Apologies were extended on behalf of Lori Ciccolini.

Glenn Webster was absent.

3. Approval of the Agenda

MOVED by Trustee Kennedy, seconded by Mary Pugh, that the Agenda, as amended to include the Addendum be approved.

On the Vote being taken, the Motion was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes of the Meeting

MOVED by Tyler Munro, seconded by George Wedge that the Minutes of the Special Meeting held May 4, 2020 be approved with the following amendment:

That the point of order raised by Tyler Munro regarding future Special Education Advisory Committee Meetings being made available to the public is noted.

On the Vote being taken, the Motion was declared

CARRIED

9. Reports of Officials for Information by the Board/Other Committees

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

9a) Special Education Superintendent Update (May) received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Lori Mastrogiuseppe, that Item 9b) be adopted as follows:

9b) Verbal Update – Student Grants (GSN) for Special Education 2020-2021 received.

On the Vote being taken, the Motion was declared

CARRIED

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

9c) Verbal Update – Special Equipment Allocation (SEA) Claims Update received.

Time for business expired.

MOVED by Sandra Mastronardi, seconded by Tyler Munro, that time be extended by an additional 15 minutes, as per Article 12.6, to complete the debate on the Item.

On the Vote being taken, the Motion was declared

CARRIED

On the Vote being taken, the Main Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Trustee Kennedy, that Item 9d) be adopted as follows:

- 9d) Special Education Advisory Committee Sub-Committee for the Special Education Plan** received.

Time for business expired.

MOVED by George Wedge, seconded by Tyler Munro, that time be extended by an additional 15 minutes, as per Article 12.6, to complete the debate on the Item.

On the Vote being taken, the Motion was declared

CARRIED

On the Vote being taken, the Main Motion was declared

CARRIED

The Chair declared a ten-minute recess.

The meeting resumed with Trustee Crawford in the Chair.

Trustees: N. Crawford, Chair – In Person
A. Kennedy
D. Di Giorgio

**Non-Voting
Trustees:** M. de Domenico
N. Di Pasquale
I. Li Preti

**External
Members:** George Wedge, Vice Chair
Lori Mastrogiuseppe
Sandra Mastronardi
Tyler Munro
Deborah Nightingale
Mary Pugh

MOVED by Deborah Nightingale, seconded by George Wedge, that Item 9e) be adopted as follows:

- 9e) Accessibility of Public Meeting Rooms for Deaf and Hard of Hearing Community** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by George Wedge, that Item 9f) be adopted as follows:

- 9f) The Toronto Catholic District School Board's Response to the COVID-19 Pandemic Crisis – May 7 Update** received.

Time for business expired.

MOVED by Sandra Mastronardi, seconded by George Wedge, that time be extended by an additional 15 minutes, as per Article 12.6, to complete the debate on the Item.

On the Vote being taken, the Motion was declared

CARRIED

On the Vote being taken, the Main Motion was declared

CARRIED

MOVED by George Wedge, seconded by Mary Pugh, that Item 9g) be adopted as follows:

- 9g) Toronto Catholic District School Board Communication to Minister of Education – SEAC Motion May 11, 2020 received.**

On the Vote being taken, the Motion was declared

CARRIED

14. List of Communications

MOVED by George Wedge, seconded by Lori Mastrogiuseppe, that Item 14a) be adopted as follows:

- 14a) Letter from Nipissing-Parry Sound Catholic District School Board and Special Education Advisory Committee to Hon. Stephen Lecce**

regarding Minister's Advisory Council on Special Education (MACSE) received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Mary Pugh, that Item 14b) be adopted as follows:

- 14b) Resignation of Sandra Mastronardi, Association Representative for Autism Ontario** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Mary Pugh, seconded by Tyler Munro, that Item 14c) be adopted as follows:

- 14c) Ontario's Framework for Continued Learning** received.

On the Vote being taken, the Motion was declared

CARRIED

17. Annual Calendar/Pending List

MOVED by George Wedge, seconded by Lori Mastrogiuseppe, that Item 17a) be adopted as follows:

17a) SEAC Annual Calendar received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Lori Mastrogiuseppe, that Item 17b) be adopted as follows:

17b) Pending List as at May 20, 2020 received.

On the Vote being taken, the Motion was declared

CARRIED

18. Adjournment

MOVED by George Wedge, seconded by Deborah Nightingale, that the meeting be adjourned.

On the Vote being taken, the Motion was declared

CARRIED

SECRETARY

CHAIR

**APPROVED MINUTES OF THE REGULAR MEETING OF
THE CATHOLIC PARENT INVOLVEMENT COMMITTEE
PUBLIC SESSION**

VIRTUAL MEETING VIA ZOOM

HELD MONDAY MAY 11, 2020

1. Call to Order

The Chair called the Meeting to Order at 7:11PM and opened the video/teleconferencing bridge.

The Chair indicated that the Board is still pending appointing a Recording Secretary to CPIC. Minutes are being captured by the Chair.

2. Opening Prayer

Opening prayer was led by Trustee Tanuan.

3. Roll Call & Apologies

Trustees: T. Lubinski (W4)
G. Tanuan (W8)
N. Di Pasquale (W9)

Elementary Parent Members:

John Del Grande (W12), Chair
Joe Fiorante (W3), Vice-Chair
Jennifer Di Francesco (W1)
Natalia Marriott (W2)
A.J. Hepburn (W4)
Daniel Oliveira (W5/W)
Gus Gikas (W6)
Dan Kajioka (W7)
Jennifer Traer (W9)
Annalisa Crudo-Perri (W10)
Isabel Starck (W11/S)
Anthony Antinucci (W12)

Secondary Parent Members:

Kathleen McGinnis (Central)
Geoffrey Feldman (West)

Staff: J. Wujek (Director Designate)
M. Sequeira (Parent Engagement Coordinator)
E. Szekeres-Milne (Communications)

Apologies were extended on behalf of Wendell Labrador (W8/W) and Katie Piccinnini (OAPCE-Toronto)

4. Approval of the Agenda

MOVED by Natalia Marriott, seconded by Isabel Starck, that the draft Agenda & Addendum as presented be approved.

By Unanimous consent, the Motion was declared

CARRIED

5. Declarations of Interest

None declared by Members present.

6. Approval & Signing of the Minutes of the Regular Meeting Held April 20, 2020 for Public Session

MOVED by Daniel Oliveria, seconded by Gus Gikas, that the minutes of the meeting held April 20, 2020 be approved.

By Unanimous consent, the Motion was declared

CARRIED

7. Presentations & Reports from Committee Officials

7a) Chair Report & Appendices

The Chair read the report and updated the Committee on advocacy work CPIC has been undertaking with OAPCE-Toronto.

MOVED by Gus Gikas, seconded by Joe Fiorante that the report from the Chair be received.

By Unanimous consent, the Motion was declared

CARRIED

7b) Treasurer Report

MOVED by Joe Fiorante, seconded by Daniel Oliveria that the Report from the Treasurer as of April 30, 2020 be received.

By Unanimous consent, the Motion was declared

CARRIED

8. Delegations

No delegations were registered or appeared before the Committee.

9. Unfinished Business & Matters Arising Out of Minutes

9a) TCDSB 2020-2021 Budget Recommendations

The projected Grants for Student Needs (GSN) have not yet been released by the Ministry of Education. The Board will be considering budget reports throughout June. It was suggested that the Chair of CPIC add school block budgets to any delegation being considered.

Joe Fiorante assumed the role of Chair.

10. Notice of Motion

10a) From J. Del Grande (W12): PRO Grant Allocations

MOVED by John Del Grande, seconded by Gus Gikas that CPIC recommend to the Board of Trustees:

Whereas: PRO Grants allocations were made available to TCDSB schools wards in Feb 2020

Whereas: Schools were not able to spend or schedule PRO Grant sessions due to the COVID-19 lockdown.

Whereas: Schools have outstanding PIC grants that were not spent and will likely to continue receive yearly PIC grants.

Whereas: School Communities need practical ideas & supports to best utilize this grant.

Whereas: Learnings from the application process & forms need refinement to ensure that schools have demonstrated the capacity and plans to effectively spend the grant with continued priority towards EPAN schools.

BE IT RESOLVED THAT:

1. The Pro-Grant Ward and school allocations for 2019-2020 school year be rescinded.
2. That the funds be deferred to the 2020-2021 school year (subject to approval by the Ministry of Education)
3. A revised application process for 2020/21 to come back in June be recommended by CPIC.

By Unanimous consent, the Motion was declared

CARRIED

10b) From J. Del Grande (W12): CPIC Recording Secretary Support

MOVED by John Del Grande, seconded by Daniel Oliveria that CPIC recommend to the Board of Trustees:

Whereas: CPIC has undertaken efforts to reform its Committee with updated Bylaws.

Whereas: CPIC aims to be a full statutory Committee of the Board.

Whereas: Public agendas should be produced with sufficient material to aid Members in their meeting and being transparent to the community

Whereas: Agenda preparation is taking an excessive amount of manual preparation time from parent volunteers.

Whereas: Agendas for all other TCDSB committees are supported centrally.

Whereas: The TCDSB has invested in E-Scribe agenda software.

BE IT RESOLVED THAT:

1. Agendas for CPIC be compiled & distributed through E-Scribe with the support of the TCDSB Recording Secretary.
2. The Chair/Vice-Chair of CPIC to approve the final agenda before distribution consistent with in-force CPIC Bylaws.
3. Recording Secretary support be provided for creation of minutes of CPIC starting September 2020.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting continued with John Del Grande in the Chair

10c) From J. Di Francesco (W1): CSPC Email Lists

MOVED by Jennifer Di Francesco, seconded by Geoffrey Feldman that CPIC recommend to the Board of Trustees for implementation by September 2020:

1. Add a checkbox to annually collected parent consent/information forms & the online soars system to Include a checkbox to allow parents to consent to the sharing of their email with school's school council
2. That the TCDSB setup a working group to implement Procedures & tools within the board's email, communications and/or crm systems for the purposes of allowing School Councils to effectively timely communicate with parents of their school community while respecting privacy & unsubscribe requests.

A discussion took place and the following list of suggestions were made:

- a) Correct the terms: SOAR and Catholic School Parent Council
- b) Add CPIC as a recipient
- c) Add TCDSB staff as appropriate to the working group
- d) Add TCDSB Email account
- e) Add CSPC Chairs or CPIC reps
- f) Add short-term and long-term plans

MOVED by Annalisa Crudo-Perri, seconded by Isabel Starck that the matter be tabled and the Chair reword a draft motion after a brief recess.

The Chair declared a 10 minute recess.

The Meeting resumed at 8:56PM with John Del Grande in the Chair.

MOVED in AMENDMENT by Jennifer Di Francesco, seconded by Geoffrey Feldman that the original presented motion be rescinded and replaced with CPIC recommend to the Board of Trustees for implementation by September 2020:

Whereas: The Ontario Education Act, Regulation 612/00 (School Councils) Consultation with Parents s23. states: A school council shall consult with parents of pupils enrolled in the school about matters under consideration by the council.

Whereas: The Ontario Ministry of Education School Councils, A Guide for Members (2001): states that: Characteristics of Effective School Councils: Communicate with the community about their activities.

Whereas: School Council Chairs require means to timely communicate with their school community on important issues of concern to parents or activities of the council.

Whereas: The Alberta School Council Guide: Alberta School Councils'

Association (2007) states: “Communication is the most useful tool to get people interested in the work of school council. Letting parents and community members know about school council meetings and sharing information about school council decisions, directions and activities helps keep them interested. · Collect and maintain a list of parents’ names, addresses, phone numbers and email addresses. · Use email to send meeting notices, event announcements, requests for help and updates on school issues.”

Whereas: The Toronto District School Board of Trustees approved a similar recommendation on Parent Email Sharing with School Councils from PIAC (Parent Involvement Advisory Committee) in May 2019: “ That school registration forms include a checkbox to allow parents to consent to the sharing of their email with school’s school council to facilitate communication increased engagement by the school councils with the school community. PIAC requests that this be completed to be included in the 2019 Fall welcome packages to parents. · Collect and maintain a list of parents’ names, addresses, phone numbers and email addresses. · Use email to send meeting notices, event announcements, requests for help and updates on school issues.”

BE IT RESOLVED THAT:

1. The TCDSB add appropriate checkbox(es) to the annually collected parent consent/information form & the online SOAR system to allow parents to consent to receiving communications via email directly from their CSPC & CPIC (using only the respective [cspcchair/cpicchair]@tcdsb.org accounts)
2. The TCDSB setup a working group made up of Board staff & parent representatives to: implement procedures & tools (both addressing short-term & long-term) using various systems for the purposes of allowing school councils to effectively & timely communicate with parents of their school community while respecting privacy & unsubscribe requests.

By Unanimous consent, the Motion was declared

CARRIED

10d) From I. Starck (W11S): Engagement of non-CSPC school parents

MOVED by Isabel Starck, seconded by Annalisa Crudo-Perri that CPIC refer to the Communications & Parent Resource Standing Committee to develop materials & best practices on ‘ideas to allow non-elected parents of CSPCs the opportunity to engage, assist & help within their school community’.

By Unanimous consent, the Motion was declared

CARRIED

Joe Fiorante assumed the Chair.

10e) From J. Del Grande (W12): CPIC Meeting Broadcasts

MOVED by John Del Grande, seconded by Natalia Marriott that CPIC recommend to the Board of Trustees:

Whereas: The COVID-19 school lockdown has required all school Board committee meetings to occur virtually

Whereas: CPIC has basic access to tools & technology for facilitating virtual meetings between its Members.

Whereas: The Education Act requires Parent Involvement Committee meetings to be open to the public

Whereas: The TCDSB has facilities & technology to broadcast to the public

Whereas: The TCDSB recently broadcast the meeting for SEAC

Whereas: CPIC needs to keep the credentials & access to its meetings private to prevent unauthorized individuals from entering and/or disrupting the meeting.

BE IT RESOLVED THAT:

That the Board facilitate broadcasting of virtual meetings of CPIC in a similar fashion to the Board of Trustee meetings or other mutually agreeable publicly accessible format.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting continued with John Del Grande in the Chair

11. Communications Received

11a) From Trustee Li Preti: Ward 3 Joint TCDSB-TDSB Event Flyer

Joe Fiorante spoke to the Committee on the origin of the Trustee meeting and invited Members to share with their parent contacts who live in the area.

12. Program/Policy Consultation (Committee of the Whole)

12a) Input into search for next TCDSB Director of Education

MOVED by Daniel Oliveria, seconded by Gus Gikas that CPIC recommend to the Board of Trustees that The Board of Trustees engage parents in the recruitment & selection of the next Director of Education for the TCDSB by seeking input into the Director of Education profile.

By Unanimous consent, the Motion was declared

CARRIED

12b) TCDSB Policy S.10

MOVED by Joe Fiorante, seconded by Gus Gikas that the matter be deferred to the next meeting of the Committee.

By Unanimous consent, the Motion was declared

CARRIED

13. Subcommittee & Special Committee Reports

13a) Budget & Priorities Standing Subcommittee

MOVED by Joe Fiorante, seconded by Gus Gikas that the recommendations of the Budget & Priorities Standing Committee on the revised surplus allocation plan be approved.

By Unanimous consent, the Motion was declared

CARRIED

13b) Conference & Events Standing Subcommittee

MOVED by Isabel Starck, seconded by Natalia Marriott that CPIC endorse moving forward with a catalogue of webinar events and that proposed topics be referred to the Events Coordinator.

By Unanimous consent, the Motion was declared

CARRIED

13c) Communications & Parent Resource Standing Subcommittee

13d) Making Your Voices Heard Special Subcommittee

No updates from Committee Chairs at this time - Meetings to be scheduled.

15. Reports from TCDSB Board Officials

15a) Director-Designate for CPIC: Superintendent Wujek - Monthly Update

Superintendent Wujek gave an update on the TCDSB continued response to COVID-19 and the shift to Learn-At-Home model. A revised framework document is now available for parents.

16. Report from Trustee or Trustee Designate

Trustees Tanuan & Di Pasquale updated the Committee on matters before the Board of Trustees.

17. Parent Member & Community Member Reports

No reports from Parent Members at this time.

18. Update from the Board on prior CPIC resolutions recommended

No outstanding CPIC recommendations.

19. Pending List

Pending list was reviewed and no corrections or changes were noted

20. Adjournment

MOVED by Geoffrey Feldman, seconded by A.J. Hepburn that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 10:28PM

A handwritten signature in black ink, appearing to be "C. Feldman", written over a horizontal line.

CPIC SECRETARY

A handwritten signature in black ink, appearing to be "John C. ...", written over a horizontal line.

CPIC CHAIR



REPORT TO

SPECIAL BOARD

CONSIDERATION FOR THE RE-ALLOCATION OF ELEMENTARY VICE PRINCIPALS

All hard work brings a profit, but mere talk leads only to poverty. Proverbs 14:23-24

Created, Draft	First Tabling	Review
March 3, 2020	July 16, 2020	Click here to enter a date.

Adrian Della Mora – Executive Superintendent of Education, Human Resources and Employee Relations

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 responds to a Board motion, which requests that staff review weighted enrolment figures and current thresholds to address any disparities that exist in the allocation of existing Vice Principals (VP) at the elementary level. The report provides changes in the current allocation of elementary VPs and operational considerations, which will further inform this annual process.

The cumulative staff time required to prepare this report was 30 hours

B. PURPOSE

1. At the December 12, 2019, Regular Board Meeting, Trustees approved the following motion:
 - i) That the Staff address the aforementioned disparities at the elementary level immediately adhering to weighted enrolment figures outlined in this report;*
 - ii) That staff report to Board in January on the recommendations of their pending review on threshold levels and any changes in VP allocations at the elementary & secondary levels from those outlined in this report; and*
 - iii) That Staff update Trustees on VP allocations across our Board on an annual basis in March of each year.*
2. This report responds to requests ii) and iii) in the above motion as they relate to the elementary panel. It outlines updated variables and enrolment thresholds, which will inform September 2020 elementary administrator placements. This process is impacted by budgetary restrictions and local variables, and must, therefore, be revisited on an annual basis.
3. The presentation of this report to the Board was delayed because of the need to streamline the frequency of meetings and meeting agendas during the COVID pandemic. Relevant revised information about new or reduced elementary Vice-Principal allocations was shared with the appropriate Trustees in a timely fashion and it informed placement decisions.

C. BACKGROUND

1. The allocation of elementary and secondary vice-principals is impacted by GSN funding, budgetary restrictions, enrolment fluctuations, and informed by local circumstances. The number of vice-principals allocated to schools is determined during the annual Spring budget-setting process.
2. Enrolment fluctuations during September of a new academic year are closely monitored, and this information is used to further inform conversations among the Senior Team regarding possible re-allocations. Respectful of budgetary limitations, intra-area vice-principal re-allocations are reviewed in November and early December to address possible inequities primarily arising out of student enrolment changes. These decisions are made with a heightened sensitivity to the impact on school communities and cognizant of historical and current needs.
3. For staffing purposes, vice-principals complete assignment preference sheets by mid-December of each academic year. These preference sheets are considered over the period March to June of the current academic year when assigning vice-principals to budgeted positions for the following academic year.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Every November, the Research Department provides an assessment of weighted enrolment figures for all elementary schools. This weighted enrolment figure is different than pupil count as it is informed by fluid demographic and local indexes, hence providing more qualitative information about a school. The demographic index is updated via Statistics Canada databases and was currently updated in March 2020. The local index, consisting of areas such as special education, ESL, and attendance-related needs, is updated annually in February.
2. Senior staff has used a revised formulaic approach to establish benchmark weighted enrolment figures for each elementary school on a go-forward basis. This formulaic approach embeds the above-noted indexes and staff's assessment of local community needs.

3. These new weighted enrolment figures will be guided by revised eligibility thresholds, which are informed by GSN funding to meet budgetary requirements. The goal is to budget for an equitable and efficient allocation of vice-principals for the 2020-2021 academic year and beyond. The revised eligibility thresholds for the 2020-2021 academic year are included below:

Elementary .5 VP allocation	450 – 564
Elementary 1.0 VP allocation	565 – 899
Elementary 1.5 VP allocation	900+

4. Based on revised weighted enrolment figures, adjusted threshold parameters, and a Budget recommendation for a one-time 1.0 additional Vice-Principal allocation for the 2020-2021 academic year, **Table A** represents the new elementary VP allocations for each school, summarized by Trustee Ward, for the 2020/2021 academic year compared to the 2019/2020 academic year. Schools allocations that have been changed are highlighted for ease of reference.

Table A

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
J. Martino	1	Holy Child	0.0	0.0
J. Martino	1	Msgr. John Corrigan	0.0	0.0
J. Martino	1	St. Andrew	1.0	1.0
J. Martino	1	St. Angela	1.0	1.0
J. Martino	1	St. Benedict	1.0	1.0
J. Martino	1	St. Dorothy	0.0	0.0
J. Martino	1	St. John Vianney	0.0	0.0
J. Martino	1	St. Stephen	1.0	1.0
M. De Domenico	2	All Saints	1.5	1.0
M. De Domenico	2	Father Serra	0.5	0.5
M. De Domenico	2	Josyf Cardinal Slipyj	1.0	0.5
M. De Domenico	2	Mother Cabrini	0.0	0.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
M. De Domenico	2	Nativity of Our Lord	0.0	0.5
M. De Domenico	2	Our Lady of Peace	1.0	1.0
M. De Domenico	2	St. Clement	0.0	0.0
M. De Domenico	2	St. Demetrius	0.0	0.0
M. De Domenico	2	St. Eugene	0.0	0.5
M. De Domenico	2	St. Gregory	1.0	1.0
M. De Domenico	2	St. Marcellus	0.0	0.5
M. De Domenico	2	St. Maurice	0.0	0.0
M. De Domenico	2	Transfiguration	0.0	0.0
I. Li Preti	3	Blessed Margherita	0.0	0.0
I. Li Preti	3	St. Andre	1.0	1.0
I. Li Preti	3	St. Augustine	1.0	1.0
I. Li Preti	3	St. Charles Garnier	1.0	1.0
I. Li Preti	3	St. Francis de Sales	0.5	0.5
I. Li Preti	3	St. Jane Frances	1.0	1.0
I. Li Preti	3	St. Jude	1.0	1.0
I. Li Preti	3	St. Roch	0.0	0.0
I. Li Preti	3	St. Simon	0.5	1.0
I. Li Preti	3	St. Wilfrid	1.0	1.0
I. Li Preti	3	Venerable John Merlini	0.0	0.0
T. Lubinski	4	Holy Angels	1.0	1.0
T. Lubinski	4	Holy Family	0.0	0.0
T. Lubinski	4	James Culnan	1.0	1.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
T. Lubinski	4	Our Lady of Sorrows	1.0	1.0
T. Lubinski	4	St. Ambrose	0.0	0.0
T. Lubinski	4	St. Cecilia	1.0	1.0
T. Lubinski	4	St. Elizabeth	0.0	0.0
T. Lubinski	4	St. James	0.0	0.0
T. Lubinski	4	St. Josaphat	0.0	0.0
T. Lubinski	4	St. Leo	0.0	0.0
T. Lubinski	4	St. Louis	0.0	0.0
T. Lubinski	4	St. Mark	0.0	0.0
T. Lubinski	4	St. Pius X	0.5	0.5
T. Lubinski	4	St. Vincent de Paul	0.0	0.0
T. Lubinski	4	The Holy Trinity	1.0	1.0
M. Rizzo	5	Blessed Sacrament	0.5	1.0
M. Rizzo	5	Our Lady of the Assumption	0.0	0.0
M. Rizzo	5	Regina Mundi	0.0	0.0
M. Rizzo	5	St. Agnes	0.0	0.0
M. Rizzo	5	St. Antoine Daniel	0.0	0.0
M. Rizzo	5	St. Charles	0.0	0.0
M. Rizzo	5	St. Conrad	1.0	1.0
M. Rizzo	5	St. Cyril	0.0	0.0
M. Rizzo	5	St. Edward	1.0	0.5
M. Rizzo	5	St. Gabriel	0.0	0.0
M. Rizzo	5	St. Jerome	1.0	1.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
M. Rizzo	5	St. Margaret	1.0	1.0
M. Rizzo	5	St. Martha	0.0	0.0
M. Rizzo	5	St. Norbert	0.0	0.0
M. Rizzo	5	St. Paschal Baylon	1.0	1.0
M. Rizzo	5	St. Raphael	1.0	1.0
M. Rizzo	5	St. Robert	1.0	1.0
M. Rizzo	5	Sts. Cosmas and Damian	0.0	0.0
F. D'Amico	6	Bishop Macdonell	0.0	0.0
F. D'Amico	6	St. Anthony	0.0	0.0
F. D'Amico	6	St. Clare	0.0	0.0
F. D'Amico	6	St. Helen	0.5	0.5
F. D'Amico	6	St. John Bosco	0.0	0.0
F. D'Amico	6	St. Luigi	0.0	0.0
F. D'Amico	6	St. Mary of the Angels	0.0	0.0
F. D'Amico	6	St. Nicholas of Bari	1.0	1.0
F. D'Amico	6	St. Paul VI	0.0	0.0
F. D'Amico	6	St. Rita	0.0	0.0
F. D'Amico	6	St. Sebastian	0.0	0.0
F. D'Amico	6	Stella Maris	0.0	0.0
M. Del Grande	7	Epiphany of Our Lord	0.0	0.0
M. Del Grande	7	Holy Spirit	0.5	0.5
M. Del Grande	7	Our Lady of Wisdom	0.0	0.0
M. Del Grande	7	Precious Blood	1.0	1.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
M. Del Grande	7	St. Aidan	0.0	0.0
M. Del Grande	7	St. Albert	0.5	0.5
M. Del Grande	7	St. Henry	0.0	0.0
M. Del Grande	7	St. Kevin	0.0	0.0
M. Del Grande	7	St. Lawrence	0.5	0.5
M. Del Grande	7	St. Nicholas	0.0	0.0
M. Del Grande	7	St. Sylvester	0.0	0.0
M. Del Grande	7	St. Victor	0.0	0.0
G. Tanuan	8	Blessed Pier Giorgio Frassati	0.0	0.0
G. Tanuan	8	Cardinal Leger	0.0	0.0
G. Tanuan	8	Our Lady of Grace	0.0	0.0
G. Tanuan	8	Prince of Peace	0.0	0.0
G. Tanuan	8	Sacred Heart	0.0	0.0
G. Tanuan	8	St. Barnabas	0.0	0.0
G. Tanuan	8	St. Bartholomew	0.0	0.0
G. Tanuan	8	St. Bede	0.0	0.0
G. Tanuan	8	St. Brendan	1.0	0.5
G. Tanuan	8	St. Columba	0.0	0.0
G. Tanuan	8	St. Dominic Savio	0.0	0.0
G. Tanuan	8	St. Elizabeth Seton	0.0	0.0
G. Tanuan	8	St. Florence	0.0	0.0
G. Tanuan	8	St. Gabriel Lalemant	0.0	0.0
G. Tanuan	8	St. Ignatius of Loyola	0.0	0.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
G. Tanuan	8	St. Jean de Brebeuf	0.0	0.0
G. Tanuan	8	St. Malachy	0.0	0.0
G. Tanuan	8	St. Marguerite Bourgeoys	0.0	0.0
G. Tanuan	8	St. Martin de Porres	0.5	0.5
G. Tanuan	8	St. Rene Goupil	0.0	0.0
G. Tanuan	8	The Divine Infant	0.0	0.0
N. Di Pasquale	9	D'Arcy McGee	0.0	0.0
N. Di Pasquale	9	Holy Rosary	0.0	0.0
N. Di Pasquale	9	Our Lady of Lourdes	1.0	1.0
N. Di Pasquale	9	Our Lady of Perpetual Help	0.0	0.0
N. Di Pasquale	9	Pope Francis	0.0	0.0
N. Di Pasquale	9	St. Alphonsus	0.0	0.0
N. Di Pasquale	9	St. Bruno - St. Raymond	0.0	0.0
N. Di Pasquale	9	St. Francis of Assisi	0.0	0.0
N. Di Pasquale	9	St. Mary	0.0	0.0
N. Di Pasquale	9	St. Michael	0.0	0.0
N. Di Pasquale	9	St. Michael's Choir (Jr)	0.0	0.0
N. Di Pasquale	9	St. Paul	0.0	0.0
N. Di Pasquale	9	St. Thomas Aquinas	1.0	1.0
D. Di Giorgio	10	Immaculate Conception	1.0	1.0
D. Di Giorgio	10	Our Lady of Victory	1.0	1.0
D. Di Giorgio	10	Santa Maria	0.0	0.0
D. Di Giorgio	10	St. Bernard	1.0	1.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
D. Di Giorgio	10	St. Fidelis	1.0	1.0
D. Di Giorgio	10	St. Francis Xavier	1.0	1.0
D. Di Giorgio	10	St. John the Evangelist	0.5	1.0
D. Di Giorgio	10	St. Matthew	1.0	1.0
A. Kennedy	11	Annunciation	0.0	0.0
A. Kennedy	11	Blessed Trinity	0.0	0.0
A. Kennedy	11	Canadian Martyrs	0.0	0.0
A. Kennedy	11	Holy Cross	0.0	0.0
A. Kennedy	11	Holy Name	0.0	0.0
A. Kennedy	11	Our Lady of Guadalupe	0.0	0.0
A. Kennedy	11	St. Anselm	0.0	0.0
A. Kennedy	11	St. Bonaventure	1.0	1.0
A. Kennedy	11	St. Brigid	1.0	1.0
A. Kennedy	11	St. Catherine	0.0	0.0
A. Kennedy	11	St. Denis	0.0	0.0
A. Kennedy	11	St. Gerald	0.0	0.0
A. Kennedy	11	St. Isaac Jogues	0.0	0.0
A. Kennedy	11	St. John	0.0	0.0
A. Kennedy	11	St. John XXIII	0.5	0.5
A. Kennedy	11	St. Joseph	0.0	0.0
A. Kennedy	11	St. Kateri Tekakwitha	0.0	0.0
A. Kennedy	11	St. Matthias	0.0	0.0
A. Kennedy	11	St. Monica	0.0	0.0

Trustee	Ward	Elementary School	2019-20 VP Allocation	2020-21 VP Allocation
A. Kennedy	11	St. Timothy	1.0	1.0
N. Crawford	12	Immaculate Heart of Mary	0.0	0.0
N. Crawford	12	Our Lady of Fatima	1.0	1.0
N. Crawford	12	St. Agatha	0.5	0.5
N. Crawford	12	St. Barbara	0.0	0.0
N. Crawford	12	St. Boniface	0.0	0.0
N. Crawford	12	St. Dunstan	0.0	0.0
N. Crawford	12	St. Edmund Campion	0.0	0.0
N. Crawford	12	St. Joachim	0.0	0.0
N. Crawford	12	St. Maria Goretti	1.5	1.5
N. Crawford	12	St. Richard	0.5	0.5
N. Crawford	12	St. Rose of Lima	0.5	0.5
N. Crawford	12	St. Theresa Shrine	0.0	0.0
N. Crawford	12	St. Thomas More	0.0	0.0
N. Crawford	12	St. Ursula	0.0	0.0

5. Threshold parameters will be established on an annual basis with a heightened awareness of GSN funding changes and the need to efficiently allocate these resources subject to all of the factors cited in this report. In light of the connection to variable GSN funding and the fluid nature of factors, threshold parameters are subject to change.
6. Staff will continue to consider the following factors when exploring possible operational re-allocations:
 - Demographic and local indexes and the related impact on weighted enrolment

- Historical considerations – i.e. enrolment fluctuations linked to transiency or boundary changes
- Recent exigent circumstances – i.e. safety concerns and police involvement, and the influx of newcomers
- Student success initiatives requiring targeted support
- Level of principal experience in the role – need for possible vice-principal support during the first-year transition
- Proactive succession planning – allocating .5 vice-principal positions allowing one vice-principal to benefit from serving in two communities
- Sensitivity to workplace accommodations, which can involve both the principal and vice-principal.
- Providing a school community with stability given their exposure to rotating retired principal/vice-principals covering for short-term leaves.

E. METRICS AND ACCOUNTABILITY

1. The Senior Team will continue to review data provided by the Research Department and will use it to inform the potential re-allocation of vice-principals on an annual basis.
2. The historic thresholds will be reviewed and updated to reflect current educational realities.
3. The Executive Superintendent of Human Resources will liaise with all field and central Superintendents to maintain a working knowledge of local factors that may impact vice-principal allocations.
4. The Executive Superintendent of Human Resources will update Trustees if VP re-allocations are required during the academic year and will update Trustees on VP allocations across our Board in March 2021.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.



REPORT TO

SPECIAL BOARD

ST. JOHN THE EVANGELIST CATHOLIC SCHOOL CAPITAL PROJECT BUDGET INCREASE

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

Created, Draft	First Tabling	Review
July 8, 2020	July 16, 2020	

L. Northey, Senior Coordinator, Capital Development
P. De Cock, Comptroller, Business Services and Finance
M. Meehan, Superintendent of Student Achievement and Well-being
D. Friesen, Superintendent, Capital Development and Asset Renewal

RECOMMENDATION REPORT

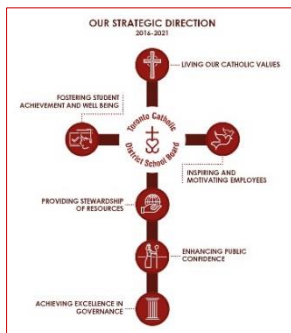
Vision:

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.



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

The new St. John the Evangelist Catholic School was opened in September 2019. Final reconciliation of project costs has now been completed.

This report recommends the approval of a final project cost of \$20,698,700.00 for the construction of the new St. John the Evangelist Catholic School. This includes an increase of \$579,495.00 for additional costs for the construction of a culvert to allow for use of the Metrolinx tunnel deck for playground space, funded mostly by Education Development Charges (EDCs), with a small share paid by Metrolinx. There is an increase of \$161,110.00 for Change Orders not eligible for EDCs.

While there is an increase of \$1,909,674 in the use of EDCs over the original project budget, there is a final surplus of Ministry of Education Capital Priority funding approved for this project in the amount of \$670,225.00. The Ministry will allow surplus approved funding to be redirected to other Capital projects and this report recommends the allocation of this Capital Priority funding surplus to the new St. Raymond / St Bruno Catholic School to address a funding shortfall in this project. Education Development Charges are not available to the St. Raymond / St Bruno project.

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

B. PURPOSE

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

C. BACKGROUND

1. *On April 10, 2017, TCDSB received Approval to Proceed (ATP) to tender from the Ministry of Education (EDU) for the construction of a replacement school for St. John the Evangelist at a cost of \$19,563,160.* The ATP amount included \$11,465,180 Capital Priorities and Full Day Kindergarten (FDK) funding approved by EDU in 2012, as well as additional unique site cost funding, Education Development Charges and City of Toronto Child Care Capital Funding The ATP funding breakdown is shown in Appendix A.

2. ***A project budget of \$18,748,824.00 was approved for the construction of St. John the Evangelist Catholic School at the start of construction.*** On May 18, 2017, the Corporate Services, Strategic Planning and Property Committee approved the revised project budget and the award of the construction contract to Pre-Eng Construction Ltd. in the amount of \$15,194,256.80 (including net HST). Due to favourable market conditions, the required project budget was less than the funding approved by EDU at ATP.
3. ***A project budget increase was approved in May 2018 for additional costs related to site preparation.*** Corporate Services approved an increase of \$855,870.00 on May 10, 2018 mainly for the removal of contaminated soil and debris, funded from Education Development Charges (EDC).
4. ***Additional costs were incurred due to delays in gaining access to construct a culvert on Metrolinx property.*** A project budget increase of \$592,111.00 was approved in June 2019, funded from Education Development Charges (EDC), for a revised project budget of \$20,197,306.00.
5. ***Construction of the new school was completed in August 2019.*** Final deficiencies and landscape work that could not be completed in Spring 2020, due to COVID-19, will be completed this summer.

D. METRICS AND ACCOUNTABILITY

1. ***The final project financial reconciliation is detailed in Appendix A.*** The final project cost of \$20,698,700 is funded from multiple sources including the EDU Capital Priorities Grant, Full Day Kindergarten Grant, Unique Site Cost Funding, Education Development Charges and City of Toronto Child Care Capital Funding. Metrolinx also paid a share of the culvert cost based on a formula included in the Tunnel Deck License Agreement.
2. ***Additional costs beyond the approved project budget have been incurred in the construction of the culvert on Metrolinx property in the amount of \$579,495.*** Of this, \$461,193 is funded from EDCs and \$118,302 from the Metrolinx cost share. There is an increase of \$161,110.00 for Change Orders not eligible for EDCs.
3. ***A surplus of \$670,225 in EDU Capital Priorities funding remains at the completion of the project.*** Total final project costs funded from the EDU

Capital Priorities Grant and FDK Grant are \$10,794,955. The approved funding from these sources was \$11,465,180.

4. ***The Ministry of Education allows for unencumbered Capital Priority funding from a completed project to be allocated to another Capital project that has a funding deficit.*** The new St. Raymond / St. Bruno Catholic School Capital project is awaiting ATP from EDU in order to proceed to tender. This project is not eligible to use EDCs for site preparation costs and EDU funding for unique site costs does not cover all extraordinary costs identified in the pre-tender cost estimate. The Board must find alternate sources of funding for a shortfall of \$1.2M. As well as surplus funding from completed projects, Proceeds of Disposition may be used. Allocation of the surplus from St. John the Evangelist would reduce the amount of POD required to approximately \$530,000.

E. STAFF RECOMMENDATION

1. That a final project cost of \$20,698,700 including net HST be approved for the construction of the new St. John the Evangelist Catholic School, as detailed in Appendix A.
2. That the Capital Priority funding surplus in the amount of \$670,225 be allocated to the construction of the new St. Raymond / St. Bruno Catholic School.

APPENDIX A - ST. JOHN THE EVANGELIST FINAL PROJECT RECONCILIATION

30-Jun-20

St. John the Evangelist Catholic School Final Project Reconciliation (all amounts include net HST)	Funding Sources					Total Cost
	Capital Priorities + FDK	EDC Funding 100%	City of Toronto Children's Services	Metrolinx	Ministry Unique Site & TGS Funding	
A. Total Design Consulting Fees/ Expenses	\$563,401	\$625,757	\$106,420	\$0	\$39,548	\$1,335,125
B. Total Other Soft Costs	\$717,013	\$227,435	\$118,619	\$0	\$130,560	\$1,193,626
Total Original Construction Contract Bid Price	\$9,150,077	\$3,255,318	\$1,787,800	\$447,355	\$553,707	\$15,194,257
Total Change Orders	\$698,147	\$2,467,008	\$54,801	\$0	\$146,915	\$3,366,871
Cash Allowance Surplus	(\$265,215)				(\$36,745)	(\$301,960)
C. Total Construction Cost	\$9,583,009	\$5,722,326	\$1,842,601	\$447,355	\$663,877	\$18,259,168
D. Contingency Allowance (for outstanding change orders)	\$68,468	\$0	\$20,751	\$0	\$0	\$89,219
TOTAL PROJECT COST	\$10,794,955	\$6,575,517	\$2,046,889	\$447,355	\$833,985	\$20,698,700
BOARD APPROVED PROJECT BUDGET	\$10,633,845	\$6,114,324	\$2,368,583	\$329,053	\$751,500	\$20,197,305
PROJECT COST to APPROVED BUDGET Surplus/(Deficit)	(\$161,110)	(\$461,193)	\$321,694	(\$118,302)	(\$82,485)	(\$501,395)
MINISTRY APPROVED FUNDING at ATP	\$11,465,180	\$4,665,843	\$2,368,583	\$229,569	\$833,985	\$19,563,160
PROJECT COST to APPROVED FUNDING Surplus/(Deficit)	\$670,225	(\$1,909,674)	\$321,694	(\$217,786)	(\$0)	(\$1,135,540)



REPORT TO

REGULAR BOARD

RESPONSE TO MAY 2020 CPIC MOTIONS

"Bear one another's burdens, and in this way, you will fulfil the law of Christ."
Galatians 6:3

Created, Draft	First Tabling	Review
June 9, 2020	June 18, 2020	Click here to enter a date.

John Wujek, Superintendent of Education, Area 5 and Parent Engagement
Steve Camacho, Chief Information Officer

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.



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 is offered as a response to the Board direction to staff at Regular Board on May 21, 2020. The four motions provided by the Catholic Parent Involvement Committee (CPIC) are presented, and additional staff information has been provided. Some of the directions can be implemented, while others, would need further consultation and consideration by staff to valued parent stakeholders.

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

B. PURPOSE

1. The Catholic Parent Involvement Committee (CPIC) meets monthly and minutes from these meetings receive approval at the next regularly scheduled meeting along with any sanctioned motions. These minutes and bylaws typically appear on the subsequent Regular Board Order Paper for separate consideration. Each motion appears for consideration separately from the CPIC Minutes.
2. At the May 21, 2020 Regular Board meeting, the CPIC minutes and five motions from their April 20 meeting were on the Regular Board Meeting Agenda.
3. Following consideration from the Board of Trustees, four of the motions were directed back to staff for a response through report. The content of this report addresses this directive.

C. BACKGROUND

1. The Catholic Parent Involvement Committee (CPIC) meets monthly and minutes from these meetings receive approval at the next regularly scheduled CPIC meeting along with any sanctioned motions. These minutes and bylaws typically appear on the subsequent Regular Board Order Paper for separate consideration. Each motion appears for consideration separately from the CPIC Minutes.
2. At the May 21, 2020 Regular Board meeting, the CPIC minutes and five motions from their April 20 meeting were placed on the Regular Board Meeting Agenda.

3. Following consideration from the Board of Trustees, four of the motions were directed back to staff for a response through report. The content of this report addresses this directive.

D. EVIDENCE/RESEARCH/ANALYSIS

1. On May 21st, four motions entitled below were referred back to staff for response and further information:

Motion A: Parent Reaching Out (PRO) Grant Application and Allocation Process

1. The PRO Grant Ward and school allocations for 2019-2020 school year be rescinded;
2. The funds be deferred to the 2020-2021 school year (subject to approval by the Ministry of Education); and
3. A revised application process for 2020/21 to come back in June be recommended by Catholic Parent Involvement Committee (CPIC).

Motion B: Use of Escribe platform and assistance of board staff

1. Agendas for CPIC be compiled and distributed through Escribe with the support of the TCDSB Recording Secretary;
2. The Chair / Vice-Chair of CPIC to approve the final agenda before distribution consistent with in-force CPIC bylaws; and
3. Recording Secretary support be provided for creation of minutes of CPIC starting September 2020.

Motion C: Use of SOAR to Collect Parent Contact Information on Behalf of CPIC

1. Add appropriate checkbox (s) to the annually collected parent consent/information forms and the online Student Online Application for Registration (SOAR) system to allow parents to consent to receiving communications via email directly from their Catholic School Parent Council (CSPC) and CPIC (using only the respective CSPC Chair /CPIC Chair @tcdsb.org accounts); and
2. Setup a working group made up of Board Staff and parent representatives to: implement procedures and tools (both addressing short term and long term) using various systems for the purposes of allowing school councils to effectively and timely communicate with parents of their school community while respecting privacy and unsubscribe requests.

Motion D: Initiate public Broadcasting of CPIC Monthly Meetings similar to Board of Trustee Meetings

1. The Board facilitate broadcasting of virtual meetings of CPIC in a similar fashion to the Board of Trustee meetings or other mutually agreeable publicly accessible format.

E. METRICS AND ACCOUNTABILITY

The following is the response to the corresponding four motions:

Motion A: Parent Reaching Out (PRO) Grant Application and Allocation Process

1. The PRO grant funds were awarded to schools based on the Ministry of Education's outlined criteria, the staff report entitled "Toronto Catholic District School Board Parent Reaching Out (PRO) Grant Disbursement Report, 2019-2020" and the subsequent Board of Trustees recommendation made at the January 9, 2020 Student Well-being and Achievement Committee Meeting.

Further to the procedure in the report, trustees directed CPIC and staff that the fund distribution of \$41,000 of the PRO Grant funds were disbursed equally to all 12 wards. First application rights were given to Equity Poverty Action Network (EPAN) schools where present in the ward. As well, \$5000 for SEAC events, and \$5000 for Equity, Diversity and Indigenous Education and Community Relations Department events, adhering to the timelines outlined in the report.

2. The motion to carry forward PRO grant funds to 2020-2021 would be subject to Ministry of Education approval, and as such, may not be consistent with CPIC's intent of developing a new application process which would not be in line with the original prescribed process appearing in the Transfer Payment Agreement.
3. In addition, local CSPCs had previously submitted two applications to comply with the requirements set out in the Board report. The central rescindment of awarded funds without consultation will not take into account potential current, delayed or future plans that schools have made, in accordance with school closures and public safe distancing policies.

Staff does not recommend that the PRO Grant ward and school allocations for 2019-2020 be rescinded. Furthermore, staff recommend waiting and following the direction from the Ministry of Education and in the event of PRO Grant carryover to 2020-21, that the original schools who were allocated such funding be permitted to execute their original or augmented plan.

Motion B: Use of e-Scribe platform and assistance of Board staff:

1. The e-Scribe software structure does not allow for meeting participants or chairs to create and manage an agenda independently. The software assumes that that a formal administrative structure is in place with only a few people able to create and modify the meeting agendas. Currently, for all our public meetings, this responsibility lies with the recording secretary.
2. Staff are recommending that the Board of Trustees adopt this motion with the understanding that CPIC would use the same protocol for eScribe as is used for regular board and committee meetings. This protocol calls for:
 - the agenda to be constructed by the recording secretary in escribe;
 - the agenda to be reviewed by the CPIC Chair and staff prior to being released;
 - and finally, for the agenda to be released to the public and CPIC members a few days before the meeting.
 - A Recording Secretary provide services at monthly CPIC meetings.
3. Additional modifications to the agenda would completed through the recording secretary and issued as an addendum.

Staff are recommending that the Board of Trustees adopt this motion with the described protocol.

Motion C: Use of SOAR to Collect Parent Contact Information on Behalf of CPIC:

1. The TCDSB is bound by the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) to ensure that all personal information that is collected, is protected and secured.

2. Whenever the TCDSB collects personal information (e.g. a parent email address), it can only be collected for two reasons:
 - a) It is expressly authorized by law; or
 - b) It is necessary to the proper administration of a legally authorized activity.
3. Even if consent is obtained for a collection of information, if there is no direct or indirect legal authority for the collection, it could not be collected under MFIPPA.
4. The primary reason that the Board collects parent email addresses is to populate the *Office Index Card*, which is an OSR document and therefore expressly authorized by the Education Act. This collection occurs primarily through registration in the Student Online Application for Registration (SOAR).
5. If, in SOAR, an option is added for collecting the private parent information to share with CSPCs, this would constitute a different purpose for the collection, so it would need to be addressed as a separate reason for the collection, other than for its intended use of populating the Office Index Card.
6. The Privacy Commissioner has said that collecting personal information cannot "merely be helpful" to the administration of the activity, it must be necessary.
7. Although the formation of CSPCs and the activities they carry out, is legally authorized by the Education Act in Regulation 612, as for example, to "*consult with parents of pupils enrolled in the school about matters under consideration by the council*", obtaining parent emails would be helpful but not necessary to the administration of these activities, as the principal could disseminate the information on behalf of the CSPC.
8. If the TCDSB proceeds with adding a necessary reason for which CSPCs and CPIC members have access to parent personal information, the following, for example, would need to be put in place to justify disclosure:
 - a) addition of a clause about collecting parent email for this specific purpose;
 - b) secure transmission of the data;

- c) rules for CSPCs/CPIC members that would govern the permitted use of the information; and
 - d) rules on how the information would be confidentially maintained.
- 9. In addition, the following are some potential privacy and accountability risks to the Board in providing CSPCs/CPIC members with lists with the parent's personal information, as for example:
 - a) it would be difficult to monitor and control confidentiality;
 - b) it would be difficult to investigate potential misuse of the information;
 - c) it would be difficult to ensure CSPCs are utilizing current lists, leading to potential misuse of contact information of any parents who have withdrawn consent.
 - d) it could dismiss the intended collaboration between the CSPCs and the principal;
 - e) it would dismiss the potential lack of accountability to school administration who, under TCDSB CSPC policy, are expected to approve communication that is sent to all parents; and
 - f) the Board would have few legal actions it could take to recover the data or transfer liability to a CPSC/CPIC member should a member purposefully or accidentally breached personal data in the Board's custody.

For the reasons above, staff recommends that the motion not be adopted. However, staff will work with CPIC to develop and update protocols for principals and CPSC to ensure timely communication from the CSPC is sent to parents via the school principals when needed.

Motion D: Initiate Public Broadcasting of CPIC Monthly Meetings similar to Board of Trustee Meetings

- a) Staff, want to note to the Board of Trustees that similar requests have been made by other committees such as SEAC. Should this trend to more online and/or meeting broadcasts continue past the COVID-19 epidemic, there will be a need to review a more sustainable staffing model for support evening meetings and, in turn, the need for additional staffing. Broadcast and/or online meeting can use between 3 to 5 ICT Services staff per meeting to support effectively. Some meetings require 6 to 8 hours of support including the setup, video management, and tear down of the meeting.

Staff recommends this motion and, upon approval by the Board of Trustees will work CPIC on a more detailed plan to implement it.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. Parent Engagement Staff will continue to work with CPIC to engage and utilize central resource departments to reduce structural barriers as appropriate for improvement in transparency and communication.

Motion A: Parent Reaching Out (PRO) Grant Application and Allocation Process

Carry over the PRO allocations to the appropriate schools for the 2020-21 school year and allow for local self-determined adjustments to the school plan as allowable by any future Ministry of Education PRO Grant guidelines.

Motion B: Use of Escribe platform and assistance of Board staff:

Initiate and implement with the recommended considerations.

Motion C: Use of SOAR to Collect Parent Contact Information on Behalf of CPIC:

Staff require more opportunity to consider appropriate collection and sharing of parent contact information.

Motion D: Initiate Public Broadcasting of CPIC Monthly Meetings similar to Board of Trustee Meetings

Initiate and implement with the recommended considerations.

G. STAFF RECOMMENDATION

Staff recommend the following:

1. That with respect to **Motion A: Parent Reaching Out (PRO) Grant Application and Allocation Process**, it is recommended to wait and follow the direction from the Ministry of Education and, in the event of PRO Grant

carryover to 2020-21, that the original schools who were allocated such funding be permitted to execute their original or augmented plan.

2. That with respect to **Motion B: Use of Escribe platform and assistance of Board staff**, it is recommended that the Board of Trustees adopt this motion with the described protocol.
3. That with respect to **Motion C: Use of SOAR to Collect Parent Contact Information on Behalf of CPIC**, it is recommended that staff work with CPIC to develop and update protocols for principals and CPSC to ensure timely communication from the CSPC is sent to parents via the school principals when needed.
4. That with respect to **Motion D: Initiate Public Broadcasting of CPIC Monthly Meetings similar to Board of Trustee Meetings**, staff recommend approval of this motion, pursuant to a detailed implementation plan.

TO: TSTG GOVERNANCE COMMITTEE
JULY 14th, 2020

FROM: GENERAL MANAGER

SUBJECT: **COVID-19 IMPACT ON TRANSPORTATION II**

Origin:

Covid-19 Response

Executive Summary

The transportation consortium has been working with both School Bus Operators and School Board staff to try to identify what resources will be available to provide transportation services for September. The School Boards need to know that without altering the school day model there will be insufficient capacity to transport all students to and from school. Normal planning for the school year is concluded by the end of July and to date the transportation consortium has yet to receive confirmation on what model the schools plan to deliver educational services or what subset of students are to be prioritized. Without this information, transportation staff are not able to start planning for September, which makes hitting a September 8th start date a challenge.

Comment(s):

1. The September landscape continues to change on a daily basis. Transportation staff are currently focusing on three areas besides preparing our transportation accounts. The school bus operators to determine supply, the School Boards to determine demand, and the logistics to manage a student transportation delivery system for September.
2. We are working with School Bus Operators to better gauge the number of drivers that will be available to service students come September. All operators now have re-started their training programs and are planning on training sufficient drivers to exceed the normal summer turnover of drivers. However, the historical turnover does not take into account Covid-19 related issues such as a drivers concern for their own physical safety come September and a new educational model that may challenge their availability to driver a bus at different times. These issues along with a one student per seat configuration will reduce the number of available seats. Capacity will be further reduced if students from schools situated in close geographical locations are not allowed to ride on the same bus or at least on the same bus but on different runs. The two charts below summarize the available capacity using different delivery models for each School Board.

TDSB

Model	Social Distancing Rule	Fleet Reduced Capacity	Frequency	Variations	Integration Level ****	BB	MB	MV	WC	TOTAL Capacity
7	OPSC	0	Everyday	Multiple		7872	5310	64	304	13550
8	OPSC	0	Alternate	Multiple		15745	10619	128	608	27100
9	OPSC	10	Everyday	Multiple		7085	4779	58	274	12196
10	OPSC	10	Alternate	Multiple		14169	9558	116	548	24391
11	OPSC	22	Everyday	Multiple		6140	4142	50	238	10570
12	OPSC	22	Alternate	Multiple		12281	8284	100	476	21140

TCDSB

Model	Social Distancing Rule	Driver Reduced Capacity	Frequency	Variations	Integration Level ****	BB	MB	MV	WC	TOTAL Capacity
7	OPSC	0	Everyday	Multiple		12580	1968	8	56	14612
8	OPSC	0	Alternate	Multiple		25160	3936	16	112	29224
9	OPSC	10	Everyday	Multiple		11323	1771	7	50	13151
10	OPSC	10	Alternate	Multiple		22646	3542	14	100	26302
11	OPSC	22	Everyday	Multiple		9813	1535	6	44	11398
12	OPSC	22	Alternate	Multiple		19625	3070	12	88	22795

Social Distancing Rule = 1 student per seat, siblings sit together

Driver Reduced Capacity = % reduction in capacity as a result of insufficient drivers

Frequency = whether service is provided every day or on an alternate schedule

Variation = whether the bus is used once or multiple times

Integration Level = Complexity associated with students from different schools riding on the same bus

BB = Big Bus, normal capacity 71 passengers – OPSC capacity = 23

MB = Mini Bus, normal capacity 18 passengers – OPSC capacity = 8

MV = Mini Van, normal capacity 5, passenger – OPSC Capacity = 1

WC = Wheelchair Accessible Vehicle, normal capacity 3 WC students and two Walk on students. OPSC Capacity = 2

- To date, we have not received any indication of any changes to the student population that will need service. We know some students may not return but with the reduced capacity highlighted above, a subset of the current transported population may need to be removed from transportation temporarily until such a time that service can be fully restored. The consortium will need direction on what subset of population is a priority. Depending upon the available capacity, there will be issues providing service for all families. The two charts below summarize the reason for transportation and grade of the students we are currently transporting for each School Board.

Important to note that different Departments within the School Boards are demanding prioritization of transportation for their students. Also the fact that if Special needs students are to be transported every day that we do not have the capacity to do so on an everyday schedule with the mini bus, mini-van , and WC fleet unless decisions are made to support a subset of those students on that schedule. Although we identified two wheelchair students per bus, that will also generate a shortage for spaces for students requiring this type of service. These charts are designed to allow staff to identify what combination of students can be transported given the reduced capacity issues.

TDSB

	Grade															
Travel Code	JK	SK	1	2	3	4	5	6	7	8	9	10	11	12	SPEC	Grand Total
CIY	1	1	1	1	1		2	2	2		1			1		13
DIST	605	1033	945	994	958	1214	1202	43	19	31	36	32	37	5	2	7156
EMP	185	179	215	206	206	252	287	432	111	58	14	1	8			2154
ESP			3	1	1	1	4	33	41	31						115
GIFT					2	418	445	138	54	31						1088
GRAND	9	6	11	5	6	11	7									55
HAZ	10	32	57	63	75	64	76	14	24	25		1				441
REDIRECT	4	24	102	49	48	49	108	1	1							386
School Relocation	14	68	76	76	67	53	57	25		2						438
SIBL	2	5	24	18	9	6	11	7	3	4		2				91
Section 23	22	35	45	23	20	24	27	21	31	27	23	38	19	26	14	395
SPEC	238	547	328	395	362	456	414	501	423	446	356	354	335	382	350	5887
TMD	3	4	3	5	1	4	1	2	1	4	3	1		1		33
Grand Total	1093	1934	1810	1836	1756	2552	2641	1219	710	659	433	429	399	415	366	18252

TCDSB

	Grade															
Program	JK	SK	1	2	3	4	5	6	7	8	9	10	11	12	SPEC	Grand Total
CIY	3	3	3	2	2	5	7	3	4	4	1	1	1	1		40
DIST	1078	1064	1109	1297	1217	1172	1104	1119	1116	1030						11306
EMP	203	208	267	278	273	285	272	297	293	243						2619
ESP	33	35	42	50	40	36	50	41	42	36	2	3	5	4		419
EXC	146	164	179	234	178	204	173	170	112	127			1			1688
GRAND	39	115	89	106	123	131	165	158	157	157						1240
HAZ	188	163	190	195	162	199	170	186	166	147						1766
MAG	11	32	31	27	30	33	37	39	39	41						320
NQ	603	603	652	643	651	681	700	611	622	580						6346
REDIRECT	21	21	12	15	18	13	10	14	6	7						137
School Relocation		32	29	14	16	29	42	41	32	32						267
Section 23	12	24	17	14	12	10	11	5	3	6	5	6	10	24	51	210
SPEC	78	352	146	175	171	235	255	217	160	158	100	73	115	91	158	2484
TMD	1		2	2		2	2	4	1	7	5	1	2	4		33
Grand Total	2416	2816	2768	3052	2893	3035	2998	2905	2753	2575	113	84	134	124	209	28875

CIY = Child in Youth (foster care)

DIST = Distance

EMP = Empty Seat
ESP = Extenuating Priority
EXC = Extenuating Circumstances
GIFT = Gifted
GRAND = Grandfathered
HAZ = Hazard
MAG = Magnet School Students
NQ = Board Approved Students
REDIRECT - School Full - Student redirected
School Relocation
SIBL = Eligible student sibling
Section 23
SPEC = student with special needs
TMD = Temporary Medical

4. Based on the charts above in number 2 and 3 we can make some assumptions regarding transportation based on supply and demand. The only way the School Boards can transport all students with a reduced capacity is if they are all on an alternate day schedule with 100% of drivers returning to work. Based on information from the School Boards and the modelling they are considering it is unlikely that this scenario will be viable for September. In order for the transportation unit to set up transportation it is imperative to know what educational model will be in place. Using those charts above, you can start to identify what combinations of students and scenarios can be implemented given the reduction in capacity.
5. Special needs transportation poses a significant challenge due to the complex nature of transportation requirements. The transportation unit strongly recommends that a consistent pick up and drop off location be used at the start of the school year to minimize disruption to bus routes and maximize available spaces. Schools would also need to dismiss these students at one single time in order to maximize the use of available seats. Consideration will need to be given to eliminating any mid-day type service, especially if the School Boards decide on a shortened day model (which is not recommended due to driver availability). Transportation will also need to know if eight month special education programming (TDSB – KELI and TCDSB – KLP & PAST) is going ahead as the available seats on a bus took into account these vehicles and students. Driver availability may be another issue with these routes as many drivers only wish to drive these eight month, 4 day a week school bus runs. At this time, there is no way to transport all special need students on an everyday schedule in any of the current capacity models.
6. Outside agencies, Section 23, and Provincial Schools will also require some consideration for service. Students in these programs are generally students with higher needs but may not technically be School Board students. These programs and centres are not always bound by School Board decisions and may create logistical issues in delivery of service. These students tend to have higher needs and should be grouped with other special needs students when reviewing capacity and numbers.

7. Some school models are indicating a change to the program day. In order to maintain the effectiveness of staggered bell times, School Boards should consider altering the program day to maintain the existing staggering at the new time of day. (i.e. existing two schools are 8:30 to 3:00 and 9:00 to 3:30 – new times should reflect the same time variance, so 8:30-1:00 and 9:00-1:30) this simply allows the existing runs paired up to continue to be utilized in the new timing scenario. Supervision schedules at schools may need to be reviewed or increased in the event that buses maximize the operational windows in order to generate greater efficiencies in coupling of buses.
8. As previously reported, we do estimate that it would take two months to set up a brand new transportation solution given a new set of standards. Given that no information is available for us to start planning bus routes the likelihood of having a solution in place to start on September 8th would be challenging. Even more challenging then confirming the model is confirming which students will still require service. A model really has to be confirmed by July 17th to allow staff the weekend to set up the accounts and have staff start on the following Monday. It is unlikely that we will have confirmation of student attendance prior to September start, which will result in many educated guesses being made in how to set up service. School Bus Operators have already indicated a concern about when the routes will be available so they can go through their process of route signup and trial run of the routes. Consideration for a partial start or delayed start for bussing should be considered so that all stakeholders are afforded an opportunity to ensure they have the information and resources available for a specific start date. This also will allow a general solution to be ready for school start and then a more localized and specific school bus plan implemented a few weeks into school. In fact, a delayed start to transportation will allow the schools time to communicate with specific families and ensure all students are advised and assigned as needed.
9. With all the issues highlighted above, there has been little in the way of communication out to stakeholders. The consortium website has been updated with basic information and a general message about returning in late August for updates. Our concern is that with the reduced capacity that some families may not have transportation for September and the absence of information will make it much more difficult to find solutions this late in the year. It is recommended that a communication go out to all families during the week of July 27 with a list of Q and As about busing for the fall.
10. Accessing alternate modes of transportation will also provide some challenges for transportation. Transit is available, and although physical distancing cannot be ensured (similar to the school bus configuration as well) on the TTC it is a regular and consistent means to get students to and from school. Similarly, taxi service will likely need to be continued to be utilized to transport students with unique needs or those travelling extreme distances where transportation via a school bus is not cost effective or of benefit to the students and family in terms of time on the vehicle.
11. The transition back to a normal delivery of service will also take some consideration on how that will be handled. If staff can maintain a dual account throughout this start-up period then a transition back can be implemented with about two weeks' notice. If resources are not available to manage the two transportation accounts in parallel then it will take that two month period to get the new transportation account back up and

running. The underlying understanding is that there is no mid step back to the business as usual model as this would complicate planning significantly.

Considerations:

Whereas Student Transportation provides an important component to many student's daily school lives, the following items are proposed for School Board Consideration:

1. That an alternate week schedule be utilized for all students to minimize driver/student confusion, to make daycare arrangements more manageable, and to take advantage of natural decontamination over the weekend.
2. That any student that does not meet the Board transportation policy or approved by Board action be suspended from transportation until such a time that additional school bus capacity is available. (empty seat, extenuating circumstance etc.)
3. That the transportation model number 12 be used for planning purposes and to identify for School Board staff the number of students spaces available so they can in turn identify any subset of students to be prioritized.
4. That any shortened day model maintain the same reduction for all schools so that school staggering remains intact. (comment 7 details)
5. That all special needs programs maintain a common bell time at the school so all students can be transported on fewer buses and maximize seat usage.
6. That eight-month programs (KELI, KLP, PAST) be suspended (or run without transportation services) until such a time that school bus capacity is available to accommodate those students.
7. That student transportation services be delayed for the first week of school (or later if planning is incomplete) to allow schools time to prepare and ensure accurate assignment of students and transportation.
8. That new applications or changes to transportation requirements be withheld until September 21st and weekly thereafter to allow the transportation system to adjust to the new demands in conjunction with consideration #7 above.

K. Hodgkinson
General Manager