

TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING Public Session

AGENDA December 10, 2020

Joseph Martino, Chair
Trustee Ward 1

Nancy Crawford, Vice Chair
Trustee Ward 12

Frank D'Amico
Trustee Ward 6

Markus de Domenico
Trustee Ward 2

Daniel Di Giorgio
Trustee Ward 10

Norman Di Pasquale
Trustee Ward 9

Keith Baybayon
Student Trustee

Michael Del Grande
Trustee Ward 7

Angela Kennedy
Trustee Ward 11

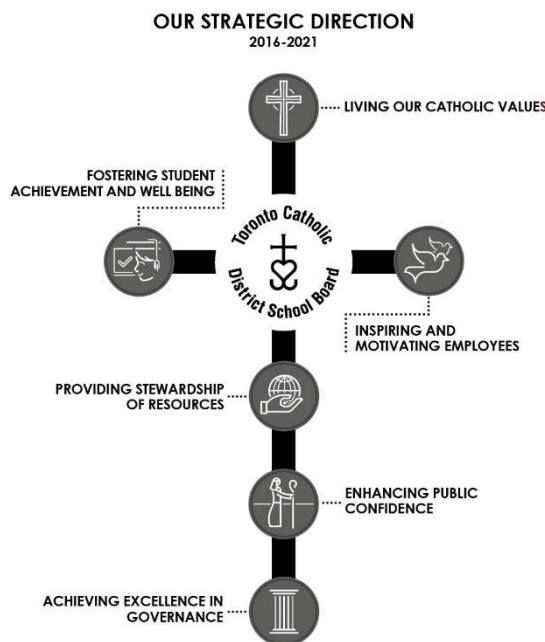
Ida Li Preti
Trustee Ward 3

Teresa Lubinski
Trustee Ward 4

Maria Rizzo
Trustee Ward 5

Garry Tanuan
Trustee Ward 8

Kathy Nguyen
Student Trustee



MISSION

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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

Dr. Brendan Browne
Director of Education

Joseph Martino
Chair of the Board

LAND ACKNOWLEDGEMENT

Out of our deep respect for Indigenous peoples in Canada, we acknowledge that all Toronto Catholic District School Board properties are situated upon traditional territories. The territories include the Wendat, the Anishinabek (a-ni-shna-bek) Nation, the Haudenosaunee (hoh-Dee-noh-Shoh-nee) Confederacy, and the Mississaugas of the Credit First Nations. We also recognize the contributions and enduring presence of all First Nations, Métis, and Inuit people in Ontario and the rest of Canada.

Nous tenons d'abord à souligner que toutes les écoles du conseil TCDSB se situent sur des territoires traditionnels. Ces territoires comprennent ceux des Wendats, de la Nation Anishinabek, de la Confédération de Haudenosaunee, des Mississaugas of the Credit First Nations. Nous voudrions également reconnaître la pérennité de la présence des peuples des Premières Nations, des Métis et des Inuits sur ces terres en Ontario et partout dans le Canada.



**AGENDA
REGULAR MEETING
OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD
PUBLIC SESSION**

Joseph Martino, Chair

Nancy Crawford, Vice Chair

Thursday, December 10, 2020
7:00 P.M.

	Pages
1. Call to Order	
2. Memorials and Opening Prayer	
3. Land Acknowledgement	
4. Singing of O Canada	
5. Roll Call & Apologies	
6. Approval of the Agenda	
7. Reports from Private Session	
8. Notices of Motions	
9. Declarations of Interest	
10. Approval and Signing of Minutes of the Previous Meetings	
10.a. Special Board (Student Achievement) Held November 4, 2020	1 - 4
10.b. Special Board (Corporate Services) Held November 12, 2020	5 - 8

10.c.	Special Board Held November 11, 2020	9 - 44
10.d.	Regular Board Held November 19, 2020	45 - 66
11.	Presentations	
11.a.	From the Chair of the Board - NIL	
11.b.	From the Director of Education	67 - 68
11.c.	From the Student Trustee(s)	69 - 72
11.d.	Ontario Association of Parents in Catholic Education (OAPCE) Annual Report - Annalisa Crudo-Perri, Executive Director	
11.e.	African Canadian Advisory Committee (ACAC) Terms of Reference - Kirk Mark and Ken Jeffers, ACAC Members (Refer to Item 20c)	
12.	Delegations	
12.a.	Josh Fullan regarding COVID-19 Child and Youth Study	73
12.b.	Bree Ranieri, Co-Chair, Catholic School Parent Committee (CSPC), St. Clement, regarding Classroom Learning and COVID Resources	74 - 75
13.	Consideration of Motions for which previous notice has been given	
14.	Consent and Review	
15.	Unfinished Business from Previous Meetings	
16.	Matters recommended by Standing Committees of the Board	
17.	Matters recommended by Statutory Committees of the Board	
17.a.	Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held November 18, 2020	76 - 90
	Recommendations from SEAC to Board:	
	1. That the letter of interest from Lisa McMahon to serve as Special Education Advisory Committee Community member be accepted.	

(Letter of Interest to Serve as Special Education Advisory Committee Member from Lisa McMahon, Community Member)

2. That the IPRC Form include additional services available to students as per their identification. (Identification Placement and Review Committee (IPRC) - Placement (Verbal) - Maria Meehan, Superintendent Special Services)

- 17.b. **Approved Minutes of the Catholic Parent Involvement Committee (CPIC) Held September 14, 2020** 91 - 96

NB: Recommendations were presented to Board at the September 17, 2020 Regular Board Meeting.

18. **Matters referred/deferred from Committees/Board**

From the September 17, 2020 Regular Board, October 15, 2020 Regular Board and November 11, 2020 Special Board Meetings

- 18.a. **From the Governance and Policy Committee: Delegations and Public Participation T.14 (Recommendation)** 97 - 109

From the October 15, 2020 Regular Board and November 11, 2020 Special Board Meetings

- 18.b. **From the Governance and Policy Committee: Meta Policy M.01(Recommendation)** 110 - 119

- 18.c. **H.M.33 Acceptance of Hospitality of Gifts Policy Metric 2019-2020 (Information)** 120 - 128

From the November 12, 2020 Corporate Services Meeting

- 18.d. **Renewal Plan 2020-2021 and Three-Year Forecast (All Wards) (Recommendation) (Held by Trustee Rizzo)** 129 - 173

From the November 19, 2020 Regular Board, November 11, 2020 Special Board, October 15, 2020 and September 17, 2020 Regular Board Meetings

- 18.e. **Approved Minutes of the Governance and Policy Committee Meeting Held March 02, 2020 (Held by Trustee Rizzo)** 174 - 188

- 18.f. **Approved Minutes of the Governance and Policy Committee** 189 - 202

Meeting Held August 25, 2020 (Held by Trustee Rizzo)

Recommendation to Board:

That the Parliamentarian attend all future meetings of the Governance and Policy Committee.

From the November 19, 2020 Regular Board Meeting

- 18.g. Approved Minutes of the Governance and Policy Committee Meeting Held October 6, 2020 (Held by Trustee Rizzo)** 203 - 211

From the November 19, 2020 Regular Board, November 11, 2020 Special Board and October 15, 2020 Regular Board Meetings

- 18.h. Approved Minutes of the Governance and Policy Committee Meeting Held September 8, 2020 (Held by Trustee Rizzo)** 212 - 225

From the November 19, 2020 Regular Board Meeting

- 18.i. From the Governance and Policy Committee: Rescindment of Release of Holdbacks F.M.04 (Recommendation) (Held by Trustee Rizzo)** 226 - 229

- 18.j. From the Governance and Policy Committee: Rescindment of Border Brokers Policy F.P.03 (Recommendation) (Held by Trustee Rizzo)** 230 - 232

- 18.k. From the Governance and Policy Committee: Update to Electronic Communication System - Acceptable Use A.29 (Recommendation) (Held by Trustee Rizzo)** 233 - 287

From the July 16 2020 Special Board, July 23 2020 Special Board, Aug. 20 2020 Regular Board, Sept. 3 2020 Student Achievement, Sept. 10 2020 Corporate Services, Oct. 15 2020 Regular Board, Nov. 11 2020 Special Board and Dec. 3 2020 Student Achievement

- 18.l. Communication From Abundant Life Centre - Loretto Sisters Project in Kenya (Refer to Video at the Meeting)**

From the August 20, 2020 Regular Board, September 17, 2020 Regular Board, October 15, 2020 Regular Board, November 11, 2020 Special Board and December 3, 2020 Student Achievement Meetings

- 18.m. **Inquiry from Trustee Di Pasquale regarding the implementation of Anti-Black and Indigenous Motion passed at the June 2020 Regular Board Meeting (Held by Trustees Di Pasquale and Li Preti)**

From the November 4, 2020 Student Achievement, November 12, 2020 Corporate Services and December 3, 2020 Student Achievement Meetings

- 18.n. **Toronto Catholic District School Board Outdoor Education (Information) (Held by Trustee Rizzo)** 288 - 300

From the November 19, 2020 Regular Board and December 3, 2020 Student Achievement Meetings

- 18.o. **Toronto Catholic District School Board (TCDSB) Partnership with TAIBU Community Health Center (Information) (Held by Trustee Tanuan)** 301 - 305

- 18.p. **Youth Association For Academics, Athletics and Character Education (Y.A.A.A.C.E.) (Information) (Held by Trustee Li Preti)** 306 - 309

From the December 3, 2020 Student Achievement Meeting

- 18.q. **Return to School Update**

MOVED by Trustee Lubinski, seconded by Trustee Crawford:

BE IT RESOLVED THAT: The TCDSB Staff refrain from further re-organization due to the request to move from face to face to virtual learning at St. Anne's Academy or from St. Anne's Academy back to face to face schooling for the remaining of 2020-21 school year except for medical or family exceptional circumstances.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Martino:

BE IT RESOLVED THAT: Stability being our priority, that the TCDSB Staff will refrain from further re-organization due to the request to move from face to face virtual learning at St. Anne's Academy or from St. Anne's Academy back to face to face schooling for the remaining 2020-21 school year except for medical, family exceptional circumstances or compassionate grounds.

19.	Reports of Officials for the Information of the Board of Trustees	
19.a.	2019-2020 Director's Annual Report	310 - 327
19.b.	Return to School Update	328 - 340
19.c.	Annual Investment Report 2019-20	341 - 344
20.	Reports of Officials Requiring Action of the Board of Trustees	
20.a.	2020-21 Revised Budget Estimates Overall and Instructional	345 - 378
20.b.	2020-21 Revised Budget Estimates Non-Instructional	379 - 397
20.c.	New Terms of Reference for the African Canadian Advisory Committee (Refer to Item 11e)	398 - 407
20.d.	Monthly Procurement Approvals	408 - 457
21.	Reports from External Committees / Organizations	
22.	Listing of Communications	
23.	Inquiries and Miscellaneous	
24.	Updating of Pending Lists	
24.a.	Master Pending List and Rolling Calendar	458 - 460
24.b.	Annual Report	461 - 465
25.	Closing Prayer	
26.	Adjournment	

OUR MISSION

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MINUTES OF THE SPECIAL REGULAR MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD

HELD WEDNESDAY, NOVEMBER 4, 2020

STUDENT ACHIEVEMENT

PRESENT:

Trustees:

J. Martino, Acting Chair
T. Lubinski, Vice-Chair
N. Crawford
F. D'Amico – via Zoom
M. de Domenico
N. Di Pasquale
A. Kennedy
I. Li Preti
M. Rizzo – Via Zoom
G. Tanuan – Via Zoom

Staff:

B. Browne
D. Koenig
L. Noronha
A. Della Mora
P. Aguiar
A. Bria
M. Caccamo
S. Camacho
S. Campbell
D. Chen
F. Cifelli
L. DiMarco
K. Dixon

M. Farrell
C. Fernandes
D. Friesen
G. Iuliano Marrello
M. Loberto
O. Malik
P. Matthews
M. Meehan
S. Vlahos
J. Wujek

S. Harris, Recording Secretary
S. Pellegrini, Assistant Recording Secretary

External Guest: A. Robertson, Parliamentarian

Declarations of Interest

In PRIVATE Session, Trustees Del Grande, Kennedy, Li Preti and Rizzo declared an interest as follows:

Trustee Code of Conduct Matter – Trustee Del Grande due to his involvement. He did not vote on the Item.

Local Bargaining Update - Trustees Del Grande, Kennedy and Rizzo as they have family members who are employees of the Board. Trustee Li Preti declared an interest with respect to the section dealing with Association of Professional Student Services Personnel (APSSP) as she has a family member who is a member of that bargaining group.

Trustees Del Grande, Kennedy and Rizzo did not participate nor vote on the Item while Trustee Li Preti did not participate nor vote on the relevant section, but participated in the remainder of the report.

The Items dealt with at the Student Achievement and Well-Being, Catholic Education and Human Resources Committee Meeting in PUBLIC and PRIVATE Sessions were deemed presented.

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that all Items discussed in PUBLIC and PRIVATE Sessions be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee de Domenico, that the meeting resolve back into Student Achievement and Well-Being, Catholic Education and Human Resources Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Di Pasquale
Kennedy
Li Preti

Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR

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MINUTES OF THE SPECIAL VIRTUAL MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD

HELD THURSDAY, NOVEMBER 12, 2020

Corporate Services

PRESENT:

Trustees:

N. Crawford, Acting Chair
G. Tanuan, Acting Vice Chair
F. D'Amico
A. Kennedy
I. Li Preti
J. Martino
M. Rizzo
G. Tanuan

Staff:

B. Browne
D. Koenig
L. Noronha
A. Della Mora
A. Bria
M. Caccamo
F. Cifelli
P. De Cock
L. Di Marco
M. Farrell
C. Fernandes
D. Friesen

M. Loberto
O. Malik
P. Matthews
M. Meehan
S. Vlahos

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

External Guest: A. Robertson, Parliamentarian

5. Roll Call and Apologies

An apology was extended on behalf of Trustee Del Grande. Trustee de Domenico was absent.

7. Declarations of Interest

In PRIVATE Session, Trustees Kennedy, Li Preti and Rizzo declared an interest in Item 12a) Local Bargaining Update #2 - Canadian Union of Public Employees (CUPE), Association of Professional Student Services Personnel (APSSP), Ontario English Catholic Teachers Association (OECTA) and Elementary Teachers' Federation of Ontario (ETFO), as follows:

Trustee Li Preti - section dealing with Association of Professional Student Services Personnel (APSSP) as she has a family member who is a member of that Bargaining group.

Trustee Li Preti indicated that she would not participate nor vote in the section dealing with APSSP but would participate in the remainder of the report.

Trustees Kennedy and Rizzo indicated that they have family members who are employees of the Board and that they would not participate in discussions nor vote on the Item.

There were none in PUBLIC Session.

There were none in DOUBLE PRIVATE Session as the meeting was ruled out of order.

The Items dealt with at the Corporate Services, Strategic Planning and Property Committee Meeting in PRIVATE and PUBLIC Sessions were deemed presented.

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the Items discussed in PRIVATE and PUBLIC Sessions be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Crawford
D'Amico
Kennedy
Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the meeting resolve back into Corporate Services, Strategic Planning and Property Committee meeting.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Crawford
D'Amico
Kennedy
Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR

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

HELD WEDNESDAY, NOVEMBER 11, 2020

PRESENT:

Trustees:

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

Student Trustee:

K. Baybayon

Staff:

B. Browne
D. Koenig
L. Noronha
A. Della Mora
P. Aguiar
A. Bria
M. Caccamo
S. Campbell

D. Chen
F. Cifelli
P. De Cock
L. DiMarco
K. Dixon
M. Farrell
C. Fernandes
G. Iuliano Marrello
L. Latham
O. Malik
P. Matthews
M. Meehan
S. Vlahos
J. Wujek

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

External Guests: J. Abrams, Integrity Commissioner, Principles Integrity
E. Roher, External Legal Counsel, Borden Ladner
Gervais LLP
A. Robertson, Parliamentarian

6. Approval of the Agenda

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that the Agenda, as amended to include the Addendum, and two additional delegations, be approved.

Trustee Martino requested that the Question be divided.

Results of the Vote taken on two additional delegations, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee Di Giorgio, seconded by Trustee Del Grande, that Item 14b) Update on all Sanctions Imposed by the Toronto Catholic District School Board (TCDSB) be included in the Addendum.

The Chair ruled that the Item was in order.

MOVED by Trustee Del Grande, seconded by Trustee Lubinski, that Item 20a) Inquiry from Trustee Del Grande regarding Update on all the Code of Conduct Violations and whether the Decisions regarding Sanctions imposed by the TCDSB have been adhered to be included in the Addendum.

Trustee Rizzo appealed the Chair's ruling to accept Item 14b) Update on all Sanctions Imposed by the TCDSB.

Results of the Vote taken on the Chair's Ruling, as follows:

In Favour

Trustees Crawford
Del Grande
Di Giorgio
Kennedy
Li Preti
Lubinski
Martino
Tanuan

Opposed

D'Amico
de Domenico
Di Pasquale
Rizzo

The Chair's Ruling was upheld.

Student Trustee Baybayon wished to be recorded as voted against the Chair's Ruling.

The Chair declared a five-minute recess due to technical difficulty.

The meeting resumed with Trustee Martino in the Chair.

The attendance list remained unchanged.

Results of the Vote taken on the Addition of Item 14b) Update on all Sanctions Imposed by the TCDSB, as follows:

In Favour

Trustees Crawford
D'Amico
Del Grande
Di Giorgio
Kennedy

Opposed

de Domenico
Di Pasquale
Rizzo

Li Preti
Lubinski
Martino
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted against the Chair's Ruling.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 14a) Reconsideration of a Code of Conduct Decision involving a Trustee from the August 20, 2020 Regular Board Meeting be dealt with after Unfinished Business in DOUBLE PRIVATE Session is completed.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
Del Grande
Lubinski
Tanuan

Opposed

D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

The Motion was declared

FAILED

Student Trustee Baybayon wished to be recorded as voted against.

MOVED by Trustee Rizzo, seconded by Trustee Di Pasquale, that Item 14b) Update on all Sanctions Imposed by the TCDSB be reordered to the end of the Agenda.

Results of the Vote taken, as follows:

In Favour

Trustees D'Amico
de Domenico
Di Pasquale
Li Preti
Martino
Rizzo

Opposed

Crawford
Del Grande
Di Giorgio
Kennedy
Lubinski
Tanuan

The Motion was declared

LOST ON A TIE

MOVED by Trustee Di Giorgio, seconded by Trustee Crawford, that Item 14b) Update on all Sanctions Imposed by the TCDSB be reordered prior to Item 14a) Reconsideration of a Code of Conduct Decision involving a Trustee from the August 20, 2020 Regular Board Meeting.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
D'Amico
Del Grande
Di Giorgio

Opposed

de Domenico
Di Pasquale
Rizzo

Kennedy
Li Preti
Lubinski
Martino
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

The Chair ruled Item 20a) Inquiry from Trustee Del Grande regarding Update on all the Code of Conduct Violations and whether the Decisions regarding Sanctions imposed by the TCDSB have been adhered to out of order.

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

In Favour

Trustees D'Amico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino

Opposed

Crawford
de Domenico
Del Grande
Lubinski
Rizzo
Tanuan

The Motion was declared

LOST ON A TIE

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee de Domenico, seconded by Trustee Di Giorgio, that the Agenda be reopened to approve the Agenda, as amended.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino

Opposed

Del Grande
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

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

In Favour

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino

Opposed

Crawford
Del Grande
Lubinski
Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

7. Reports from Private Session

There were no reports due to a motion to resolve back into DOUBLE PRIVATE Session.

9. Declarations of Interest

There were none.

Trustee Del Grande did not declare a conflict of interest but wished for it to be recorded that the process of reconsideration of a Code of Conduct decision is unlawful, and that he would not participate in discussions nor vote on the Delegations, Items 12a) to 12l) due to the nature of the topic.

12. Delegations

MOVED by Trustee Di Giorgio, seconded by Trustee Li Preti, that Item 12a) be adopted as follows:

12a) From Paolo De Buono regarding Trustees Code of Conduct Complaints received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Trustee Lubinski did not vote due to a technical difficulty.

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee de Domenico, seconded by Trustee Di Giorgio, that Item 12b) be adopted as follows:

- 12b) From Kyle Iannuzzi regarding Ethics Violations by dissenting Trustees on External Report concerning Trustee Conduct** received and referred to Staff.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Item 12c) be adopted as follows:

- 12c) From Nicole Richard regarding Multiple Ethics Violations** received and referred to Staff.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico

Di Giorgio
Di Pasquale
Kennedy
Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

12d) From Danielle Hidi regarding Equity withdrawn by delegate.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 12e) be adopted as follows:

12e) From Josephine Luetke regarding Confidential Report on Trustee Michael Del Grande's November 7, 2019 Proposed Amendment received.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
D'Amico
Di Giorgio
Di Pasquale
Kennedy
Li Preti

Opposed

de Domenico
Rizzo

Lubinski
Martino
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee Kennedy, seconded by Trustee Li Preti, that Item 12f) be adopted as follows:

- 12f) From Kathleen Wynne regarding Ethics Violations by Dissenting Trustees on External Report Concerning Trustee Conduct** received and referred to Staff.

Trustee Tanuan left the horseshoe at 9:47 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

Trustee Li Preti left the horseshoe at 10:02 pm.

MOVED by Trustee Crawford, seconded by Trustee Kennedy, that Item 12g) be adopted as follows:

- 12g) From Teresa Pierre, representative of Parents as First Educators regarding Free Speech of Trustees** received and referred to Staff.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Di Giorgio
Di Pasquale
Kennedy
Lubinski
Martino

de Domenico
Rizzo

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

Trustee Tanuan returned to the horseshoe at 10:03 pm.

Trustee Di Giorgio left the horseshoe at 10:04 pm and returned at 10:07 pm.

Trustee de Domenico left the horseshoe at 10:07 pm.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 12h) be adopted as follows:

- 12h) From Jody Maillet regarding Trustees Code of Conduct Complaints** received and referred to Staff.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
D'Amico
Di Giorgio
Kennedy
Lubinski
Martino
Tanuan

Opposed

Di Pasquale
Rizzo

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Item 12i) be adopted as follows:

- 12i) From Christopher Elliott regarding Defense of Trustee Del Grande** received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Di Giorgio
Di Pasquale
Kennedy
Lubinski
Martino
Tanuan

The Motion was declared

CARRIED

Student Trustee Baybayon wished to be recorded as voted in favour.

Trustee Rizzo did not vote/respond.

Trustees de Domenico and Li Preti returned to the horseshoe at 10:13 pm.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 12j) be adopted as follows:

- 12j) From Jose Luis Bundoc Dizon regarding Report on Michael Del Grande received.**

Trustee D'Amico left the horseshoe at 10:15 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Di Giorgio
Lubinski
Martino
Tanuan

de Domenico
Di Pasquale
Kennedy
Li Preti
Rizzo

The Motion was declared

LOST ON A TIE

Student Trustee Baybayon wished to be recorded as voted in favour.

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that Item 12k) be adopted as follows:

- 12k) From Julie Altomare-DiNunzo, representative of Toronto Elementary Catholic Teachers (TECT) regarding Trustee Code of Conduct** received and referred to Staff.

Trustee D'Amico returned to the horseshoe at 10:25 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy

Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Lubinski, seconded by Trustee Tanuan, that Item 12l) be adopted as follows:

- 12l) From Mandy Kulic regarding Review of Code of Conduct Decision** received and referred to Staff.

Trustee Li Preti left the horseshoe at 10:28 pm.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
D'Amico
Di Giorgio
Lubinski
Martino
Tanuan

Opposed

de Domenico
Di Pasquale
Kennedy
Rizzo

The Motion was declared

CARRIED

Trustee Li Preti returned to the horseshoe at 10:34 pm.

The Chair declared a 10-minute recess.

PRESENT:

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

Student Trustees: K. Baybayon
K. Nguyen

14. Unfinished Business from Previous Meetings

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Item 14a.i) be adopted as follows:

14a.i) Update on all Sanctions Imposed by the TCDSB received explanation from the Director, and that in future whenever a Trustee has breached the Trustees Code of Conduct and there were sanctions, that a report come back to the Board of Trustees.

MOVED in AMENDMENT by Trustee Di Giorgio, seconded by Trustee Crawford that:

WHEREAS: It is unclear as to whether or not any Trustee is in compliance with existing sanctions imposed by the Board.

BE IT RESOLVED: That the Director of Education provide all relevant materials to the Board of Trustees certifying that the aforementioned sanctions have been completed.

The Chair ruled the AMENDMENT out of order.

Trust Di Giorgio appealed the Chair's Ruling.

Results of the Vote taken on the Chair's Ruling, as follows:

In Favour

Trustees D'Amico
de Domenico
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Opposed

Crawford
Del Grande
Di Giorgio
Lubinski
Tanuan

The Chair's Ruling was upheld.

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Time for business expired.

MOVED by Trustee Kennedy, seconded by Trustee Li Preti, that time be extended to complete urgent Agenda items 14a.i) and 14a.ii) and Unfinished Business in DOUBLE PRIVATE Session.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED in AMENDMENT by Trustee Lubinski, seconded by Trustee Del Grande, that all the sanctions, completion of sanctions and investigation reports on breaches of the Code of Conduct from the beginning of this term of the Board of Trustees are made public for full transparency.

The Chair declared a five-minute recess.

The meeting resumed with Trustee Martino in the Chair.

The attendance list remained the same.

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that the Question be called.

Results of the Vote taken on Calling the Question, as follows:

In Favour

Opposed

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

Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

The Chair ruled that the AMENDMENT was in order.

Trustee Rizzo appealed the Chair's Ruling.

Results of the Vote taken on the Chair's Ruling, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Del Grande
Di Giorgio

Di Pasquale
Rizzo

Kennedy
Li Preti
Lubinski
Martino
Tanuan

The Chair's Ruling was upheld.

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

In Favour

Opposed

Trustees D'Amico
Del Grande
Di Giorgio
Li Preti
Lubinski
Tanuan

Crawford
de Domenico
Di Pasquale
Kennedy
Martino
Rizzo

The AMENDMENT was declared

LOST ON A TIE

Student Trustees Baybayon and Nguyen wished to be recorded as voted against.

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

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Del Grande

Di Giorgio
Di Pasquale
Kennedy
Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Main Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

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

Results of the Vote taken, as follows:

In Favour

Trustees D'Amico
Del Grande
Lubinski
Martino
Rizzo
Tanuan

Opposed

Crawford
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti

The Motion was declared

LOST ON A TIE

Student Trustees Baybayon and Nguyen wished to be recorded as voted against.

Trustee Lubinski wished for it to be recorded that she recused herself from participating in discussions and voting on Item 14a.ii) Reconsideration of a Code of Conduct decision involving a Trustee from the August 20, 2020 Regular Board Meeting due to the requirements of the Education Act.

Trustee Lubinski left the meeting via Zoom at 12:28 am.

MOVED by Trustee de Domenico, seconded by Trustee Di Giorgio, that Item 14a.ii) be adopted as follows:

14a.ii) Reconsideration of a Code of Conduct Decision involving a Trustee from the August 20, 2020 Regular Board Meeting:

That we reconsider the Board's decision of August 20, 2020 in the matter of the public vs Trustee Del Grande on the decision made that there was no breach in the Code of Conduct.

Trustee Tanuan wished for it to be recorded that he recused himself from participating in discussions and voting on the Item due to the requirements of the Education Act.

Trustee Tanuan left the meeting at 12:39 am.

Results of the Vote taken on Reconsideration, as follows:

In Favour

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Opposed

Crawford

The Motion regarding Reconsideration was declared

CARRIED

.

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee de Domenico, seconded by Trustee Di Pasquale, that:

WHEREAS: It is alleged that Trustee Del Grande breached the Code of Conduct by his comments and his proposed amendment of a motion at a November 7, 2019 Trustee Board meeting that were offensive and inappropriate.

BE IT RESOLVED: That the Board find Trustee Del Grande in breach of the Trustees Code of Conduct.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee Di Pasquale, seconded by Trustee de Domenico:

1. That, in accordance with Section 10(a) of Policy T.04 (Trustees Code of Conduct), and Section 218.3 of the Education Act, the Board censure Trustee Del Grande for behavior which was disrespectful to the LGBTQ community as a whole, as well as the TCDSB community;
2. That the Board requests that Trustee Del Grande present a public apology;
3. That Trustee Del Grande be barred from sitting on the following Committees of the Board for a six- month period beginning with the next scheduled meeting of each of the following:

Committee of the Whole (Regular Board);
Corporate Services, Strategic Planning and Property Committee;
Student Achievement and Well Being, Catholic Education and Human Resources Committee;
Governance and Policy Committee;
Nurturing Our Catholic Committee;
Special Education Advisory Committee;
Catholic Parent Involvement Committee;
Audit Committee;
Any Advisory Committee;
Appeals Hearing Panels;
Toronto Student Transportation Group;
Expulsion Hearing Panels; and
Any Ad Hoc Committee established by the Board;

4. That the Board refrain from appointing Trustee Del Grande to any representative position or role on behalf of the Board for a period of six months; and further

5. That Trustee Del Grande immediately undertake and complete within a month an Equity Training program, to be recommended by the Board's Human Rights and Equity Advisor.

Trustee D'Amico requested that the Question be split.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Di Pasquale, that *six* months be replaced with *three* months in Resolutions 3 and 4, as follows:

That Trustee Del Grande be barred from sitting on the following Committees of the Board for a *three*-month period ...; and

That the Board refrain from appointing Trustee Del Grande to any representative position or role on behalf of the Board for a period of *three* months.

MOVED in AMENDMENT by Trustee Di Giorgio that Trustee Del Grande be allowed to attend and vote at the November 26, 2020 Caucus meeting. There was no seconder.

Trustee D'Amico left the horseshoe at 1:12 am and returned at 1:14 am

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

In Favour

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Opposed

Crawford

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Results of the Vote taken on Resolution 1, as follows:

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

Resolution 1 was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Results of the Vote taken on Resolution 2, as follows:

In Favour

Opposed

Trustees D'Amico
de Domenico

Crawford

Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Resolution 2 was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Results of the Vote taken on Resolution 3, as follows:

In Favour

Trustees de Domenico
Di Pasquale
Li Preti
Kennedy
Rizzo

Opposed

Crawford
D'Amico
Di Giorgio
Martino

Resolution 3, based on Bylaws 2/3 Majority Vote Requirement,
was declared

FAILED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Results of the Vote taken on Resolution 4, as follows:

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

Resolution 4 was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Results of the Vote taken on Resolution 5, as follows:

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

Resolution 5 was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee Rizzo, seconded by Trustee Di Pasquale, that a retracted version of the Rubin Thomlinson report be made available to the public.

MOVED in AMENDMENT by Trustee Di Giorgio, seconded by Trustee Di Pasquale, that only the portion of the report beginning at Section 8 on Page 11 and the Findings and Analysis section be released to the public including any necessary redaction(s).

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

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

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

In Favour

Opposed

Trustees D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

Crawford

The Motion, as amended, was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee Crawford, seconded by Trustee Di Giorgio, that all Items not dealt with be deferred/referred to the first available meeting as determined by Staff.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico

Di Giorgio
Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

ITEMS NOT DEALT WITH AS CAPTURED IN ABOVE MOTION

- 15a) Approved Minutes of the Governance and Policy Committee Meeting Held September 8, 2020;
- 15b) Approved Minutes of the Audit Committee Meeting Held June 22, 2020;
- 15c) Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held September 16, 2020;
- 15d) Approved Minutes of the Governance and Policy Committee Meeting Held March 02, 2020;
- 15e) Approved Minutes of the Governance and Policy Committee Meeting Held August 25, 2020;
- 15f) From the Governance and Policy Committee: Delegations and Public Participation T.14;
- 15g) Inquiry from Trustee Di Pasquale regarding the implementation of Anti-Black and Indigenous Motion passed at the June 2020 Regular Board Meeting;

- 15h) Communication From Abundant Life Centre - Loretto Sisters Project in Kenya;
- 15i) Safe Schools Report 2019-2020;
- 15j) H.M.33 Acceptance of Hospitality of Gifts Policy Metric 2019-2020;
- 15k) Voices that Challenge 2020 Catholic Student Leadership Impact Team (CSLIT) – Inspiring Active Citizenship in Catholic Education;
- 15l) From the Governance and Policy Committee: Meta Policy M.01;
- 15m) Catholic Student Leadership Impact Team (CSLIT) 2020-2021 Pillars of Focus;
- 19a) From Carla Hindman regarding Reconsideration of Trustee Code of Conduct Decision;
- 19b) From Catherine Copelin regarding Trustee Del Grande's Comments - Violation in Code of Conduct; and
- 19c) From Julie Altomare-DiNunzio, representative of Toronto Elementary Catholic Teachers (TECT) regarding Trustee Code of Conduct

Trustee Crawford left the meeting at 2:15 am.

23. Adjournment

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

Results of the Vote taken, as follows:

In Favour

Trustees D'Amico
de Domenico
Di Giorgio

Opposed

Di Pasquale
Kennedy
Li Preti
Martino
Rizzo

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

SECRETARY

CHAIR

OUR MISSION

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

OUR VISION

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



MINUTES OF THE REGULAR MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD PUBLIC SESSION

HELD THURSDAY, NOVEMBER 19, 2020

Trustees:

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

Student Trustees:

K. Baybayon
K. Nguyen

Staff:

B. Browne
D. Koenig
L. Noronha
A. Della Mora
P. Aguiar
A. Bria
M. Caccamo
S. Camacho
S. Campbell

D. Chen
F. Cifelli
P. De Cock
K. Dixon
M. Farrell
C. Fernandes
D. Friesen
G. Iuliano Marrello
M. Loberto
O. Malik
P. Matthews
M. Meehan
S. Vlahos
J. Wujek

S. Harris, Recording Secretary

S. Hinds-Barnett, Assistant Recording Secretary

External Guest: A. Robertson, Parliamentarian

6. Approval of the Agenda

With the unanimous consent of the assembly, Trustee Martino spoke from the Chair.

MOVED by Trustee Martino, seconded by Trustee Lubinski, that the Addendum include Item 22a) Verbal Communication from the Archdiocese - Trustee Martino.

MOVED by Trustee Del Grande, seconded by Trustee D'Amico, that the Addendum include Item 20h) Presentation by Staff to Trustees regarding Oath of Fidelity and Denominational Rights.

Trustee Tanuan requested that both Items 22a) and 20h) be reordered after Item 12) Delegations.

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that Items 18e) Voices that Challenge 2020 Catholic Student Leadership Impact Team (CSLIT) - Inspiring Active Citizenship in Catholic Education; and 18f) Catholic Student Leadership Impact Team (CSLIT) 2020-2021 Pillars of Focus be reordered after Items 22a) and 20h).

Trustee Di Giorgio withdrew Item 13b) Consideration of Motion from Trustee Di Giorgio regarding Deployment of Contingency Fund for School Upgrades.

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the Agenda, to include the Addendum, as amended, and with the removal of Item 12b) Delegation from Nicole Richard regarding 2020/2021 Catholic Student Leadership Impact Team (CSLIT) Pillars of Focus and Student Surveys, be approved.

Trustee de Domenico left the horseshoe at 7:42 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Trustee Lubinski left the horseshoe at 7:46 pm.

7. Reports from Private Session

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that in PRIVATE Session a verbal strategic Human Resources update from staff, a verbal update on confidentiality from the Director and the Minutes of the Audit Committee (Closed) Session held September 30, 2020 were received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Trustee de Domenico returned to the horseshoe at 7:47 pm.

9. Declarations of Interest

There were none.

10. Approval and Signing of Minutes of the Previous Meetings

MOVED by Trustee Kennedy, seconded by Trustee D'Amico, that Items 10a), 10b) and 10c) be adopted as follows:

10a) Special Board (Student Achievement) Held October 1, 2020 approved;

10b) Special Board (Corporate Services) Held October 8, 2020 approved; and

10c) Regular Board Held October 15, 2020 approved.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Trustee Lubinski returned to the horseshoe at 7:48 pm.

11. Presentations

MOVED by Trustee Kennedy, seconded by Trustee Li Preti, that Item 11a) be adopted as follows:

11a) From the Chair (Verbal) received.

The Chair ruled that no debate will be accepted on the verbal report.

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

In Favour

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

Opposed

Del Grande
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that Item 11b) be adopted as follows:

11b) From the Director of Education received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

MOVED by Trustee Crawford, seconded by Trustee de Domenico, that Item 11c) be adopted as follows:

11c) From the Student Trustee(s) received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

12. Delegations

MOVED by Trustee Tanuan, seconded by Trustee Lubinski, that Item 12a) be adopted as follows:

- 12a) From Sandra Mastronardi regarding Equity and Inclusion of Special Education Needs Students** received and referred to Staff and the Special Education Advisory Committee (SEAC).

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

- 12b) From Nicole Richard regarding 2020/2021 Catholic Student Leadership Impact Team (CSLIT) Pillars of Focus and Student Surveys** delegate withdrew.

MOVED by Trustee Kennedy, seconded by Trustee de Domenico, that Item 12c) be adopted as follows:

- 12c) From Julie Altomare-DiNunzio, representative of Toronto Elementary Catholic Teachers (TECT) regarding Return to Work Plan** received,

MOVED in AMENDMENT by Trustee Crawford, seconded by Trustee Kennedy, that Item 12c) be received and referred to Staff.

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

In Favour

Opposed

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

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

22. Listing of Communications

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that Item 22a) be adopted as follows:

22a) From the Archdiocese – (Verbal) - Trustee Martino received.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

20. Reports of Officials Requiring Action of the Board of Trustees

MOVED by Trustee Del Grande, seconded by Trustee Lubinski, that Item 20h) be adopted as follows:

- 20h) Presentation by Staff to Trustees regarding Oath of Fidelity and Denominational Rights (Verbal)** that staff arrange for Trustees a presentation to help clarify the conduct of this Board of Trustees in relationship to the denominational rights and the Oath of Fidelity.

MOVED in AMENDMENT by Trustee Lubinski that a written apology be sent to Cardinal Collins, Catholic Faithful through the Communication Department, and that a public statement be posted on our website with an apology for not allowing the delegate to quote Catholic Catechism at our November 11, 2020 Special Board meeting.

The Chair ruled the AMENDMENT out of order.

MOVED in AMENDMENT by Trustee Tanuan, seconded by Trustee Crawford, that:

“a workshop/presentation to conduct a Root Cause Analysis (RCA) of the recent Catechism” be added after *“Trustees”*;

“as early as Monday next week” be added after *“Fidelity”*; and

“and that staff arrange sensitivity training for all Trustees specific to LGBTQ+ systemic homophobia within our Board through Catholic lens” be added at the end so that the Amendment would read:

That staff arrange for Trustees *a workshop/presentation to conduct a Root Cause Analysis (RCA) of the recent Catechism issue* to help clarify the conduct of this Board of Trustees *as early as Monday next week* in relationship to the denominational rights and the Oath of Fidelity, *and that staff arrange sensitivity training for all Trustees specific to LGBTQ+ systemic homophobia within our Board through Catholic lens.*

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Rizzo, that the words “*as early as Monday next week*” be deleted.

The Chair declared a five-minute recess.

The meeting resumed with Trustee Martino in the Chair.

The attendance list remained unchanged.

MOVED by Trustee de Domenico, seconded by Trustee D’Amico, that the Question be called.

Trustees Lubinski and Tanuan left the horseshoe at 9:49 pm.

Trustee Rizzo appealed the Chair’s Ruling to accept the motion to Call the Question on the basis that all Trustees wishing to speak had not exercised their right to do so.

The Chair ruled the motion to Call the Question out of order and allowed further debate.

Trustees Lubinski and Tanuan returned to the horseshoe at 9:51 pm.

MOVED by Trustee Li Preti, seconded by Trustee de Domenico, that the Question be called.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D’Amico
de Domenico
Del Grande
Di Giorgio
Di Pasquale
Kennedy

Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

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

In Favour

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

Opposed

Lubinski
Tanuan

The AMENDMENT to the AMENDMENT was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

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

In Favour

Opposed

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

Del Grande
Di Giorgio

The AMENDMENT was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

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

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Del Grande
Di Pasquale
Kennedy

Di Giorgio

Li Preti
Lubinski
Martino
Rizzo
Tanuan

The Motion, as amended, was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

14. Consent and Review

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

- 13c) Consideration of Motion from Trustee Di Giorgio regarding Transparency in Allocation of Clerk Typists at all Toronto Catholic District School Board Elementary Schools - Trustee Li Preti;
- 16a) Approved Minutes of the Governance and Policy Committee Meeting Held October 6, 2020 - Trustee Rizzo;
- 18a) Approved Minutes of the Governance and Policy Committee Meeting Held September 8, 2020 - Trustee Rizzo;
- 18c) Approved Minutes of the Governance and Policy Committee Meeting Held March 02, 2020 - Trustee Rizzo;
- 18d) Approved Minutes of the Governance and Policy Committee Meeting Held August 25, 2020 - Trustee Rizzo;
- 18e) Voices that Challenge 2020 Catholic Student Leadership Impact Team (CSLIT) - Inspiring Active Citizenship in Catholic Education - Student Trustees Baybayon and Nguyen;

- 18f) Catholic Student Leadership Impact Team (CSLIT) 2020-2021 Pillars of Focus (Refer Item 18e) - Student Trustees Baybayon and Nguyen;
- 19a) Toronto Catholic District School Board (TCDSB) Partnership with TAIBU Community Health Center - Trustee Tanuan;
- 19b) Youth Association For Academics, Athletics and Character Education (Y.A.A.A.C.E.) - Trustee Li Preti;
- 19d) Return to School Update - Trustee Rizzo;
- 20d) From the Governance and Policy Committee: Rescindment of Release of Holdbacks F.M.04 - Trustee Rizzo;
- 20e) From the Governance and Policy Committee: Rescindment of Border Brokers Policy F.P.03 - Trustee Rizzo; and
- 20f) From the Governance and Policy Committee: Update to Electronic Communication System - Acceptable Use A.29 - Trustee Rizzo

MOVED by Trustee Crawford, seconded by Trustee Lubinski, that the Items not held be received and Staff Recommendations be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

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

Rizzo
Tanuan

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

ITEMS NOT HELD AS CAPTURED IN ABOVE MOTION

13a) Consideration of Motion from Trustee Li Preti regarding Public Broadcasting of the Governance and Policy Committee Meetings:

WHEREAS: The TCDSB Board of Trustees play a vital role in setting policy and establishing good governance as the governing body of the TCDSB;

WHEREAS: In order to be fully transparent and accountable to our various stakeholders, and providing strategic direction of the Board, it would be prudent for the Board of Trustees to initiate public broadcasting of the Governance and Policy Meetings;

WHEREAS: The implementation of publicly-broadcasted Governance and Policy Meetings would improve the framework in place for: effective and transparent decision-making for our students, staff and stakeholders;

BE IT RESOLVED THAT: Staff investigate the costs and feasibility of initiating public broadcasting of the Governance and Policy meetings and report the findings to the Board of Trustees;

17a) Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held October 14, 2020 that the Board accept the letter of interest application from Geoffrey Feldman, Association Representative

from Ontario Disability Coalition based on the application meeting the criteria for SEAC Membership;

17b) Approved Minutes of the Audit Committee Meeting Held September 30, 2020:

1. That the Audit Committee recommend to Board that Staff include in the notes of the Financial Statements the impact of COVID-19 financial considerations for 2019-2020 and 2020-2021; and
2. That the Audit Committee recommend to Board that Staff provide the Board with the process on recovering any devices that were provided on loan for remote learning to students who are no longer students of the Toronto Catholic District School Board;

18b) Approved Minutes of the Audit Committee Meeting Held June 22, 2020;

19c) Multi-Year Strategic Plan Annual Update for 2019-2020;

20a) REVISED: Recommendation for Resolution to Reaffirm Toronto Catholic District School Board's (TCDSB) Commitment to International Education Program that the Board of Trustees approve the following motion: “The TCDSB reaffirms its commitment to continuing its International Education program in compliance with the guidelines for accepting international students that have been established by the Ontario Ministry of Education and the Canadian Federal Government.”;

20b) 2021 Calendar of Board and Committee Meetings that the Board approve the 2021 Calendar of Board and Committee Meetings as per Appendix A of the report in order to best meet the needs of the Board.

20c) Net Zero Update (All Wards) that the Board execute the Participation Agreement for the City of Toronto Green Will Initiative included as Appendix A of the report; and

20g) 2019-20 Draft Audited Financial Statements that the Board of Trustees approve the attached 2019-20 Draft Audited Financial Statements and the recommended appropriation of the accumulated surplus as amended by the Audit Committee appearing in Section E.5 of the Report.

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that the meeting resolve back into DOUBLE PRIVATE.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

Student Trustees Baybayon and Nguyen wished to be recorded as voted in favour.

Following DOUBLE PRIVATE Session:

PRESENT:

Trustees: J. Martino, Chair
A. Kennedy, Vice-Chair
N. Crawford
F. D’Amico – Via Zoom
M. de Domenico
D. Di Giorgio
N. Di Pasquale - Via Zoom
T. Lubinski
M. Rizzo - Via Zoom
G. Tanuan

7. Reports from Private Session

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the report from DOUBLE PRIVATE Session regarding Human Resource matters be received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D’Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

26. Adjournment

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
de Domenico
Di Giorgio
Di Pasquale
Kennedy
Lubinski
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR



Director's Monthly Report November – December 2020

November 19 – December 10

While the last board meeting was only a few weeks ago, so much has happened across the system and throughout the city. We continue to contend with the realities of this pandemic which has resulted in a re-organization of both in-person and virtual classes as we continue to provide student learning at St. Anne Catholic Academy (virtual) and in-person in each of our schools throughout the system. Working closely with Toronto Public Health, we are monitoring, reporting, and supporting every case in each of our schools, and we are so proud of our staff's leadership and flexibility through these difficult times. It is at times like this when community is so important. We work collaboratively to support one another in such difficult circumstances, trusting in each other and in our God who watches over and protects us. Staff continue to go so far above and beyond in such creative and compassionate ways to support students and families. We truly are walking through this pandemic together, supporting, comforting, partnering, and caring. We are appreciative of parental and community support, staff compassion and professionalism, and community partnerships as we do.

As we walk together through Advent, we are a community in waiting and preparation for the Nativity of Christ, and the knowledge that Christ will come again. This is usually a joyous time of preparation, but we recognize this year is different and will be over the holiest days of the holidays. We pray for each family, student, staff member, community partner, and parish during this time, that they will feel the love of our Lord despite being separated from those we usually celebrate with. We will continue to pray in community as we wait in joyful hope for the coming of our savior Jesus Christ.

Highlights from the past month include:

- Weekly TCDSB **Board-Wide Advent Reflections** as we prepare for the coming of Christ at Christmas
- Celebrating **mass in memorial of TCDSB families** who have lost loved ones
- **Meeting with His Eminence Cardinal Collins** to discuss faith leadership in Toronto and in support of Catholic education

- Participating in the **Connections and Conversations series** focused on **Equity, Diversity, Indigenous Education and Community Relations**, creating a safe space to share, listen, and learn about equity, diversity, and culture
- Recognizing important observances such as the **Annual Day of Remembrance for Holodomor (Nov. 28th)**, the **International Day for the Abolition of Slavery (Dec 2)**, **International Day of Persons with Disabilities (Dec. 3)**, **The National Day of Remembrance and Action on Violence Against Women (Dec. 6)**, the **Solemnity of the Immaculate Conception of the Blessed Virgin Mary (Dec. 8)**, **Hour of Code Week (Dec. 7-13)** and **International Human Rights Day (Dec. 10)**
- Celebrating and recognizing the outstanding contributions of parents and TCDSB staff at the **OPACE 15th Annual Commissioning Awards Ceremony** recognizing TCDSB Parent Volunteers in our school communities
- Confirming system leadership for the Board and each of our important committees at the **annual caucus meeting on November 26**
- Continuing our newly launched “**Lunch with the Director**” **Facebook live stream Q&A** for parents and community members to connect with parents, answer questions and engage on important issues to parents, staff, and students.
- Participating on the **What is at the Heart of Catholic Education** with renowned Catholic theologian Dr. Thomas Groome
- Continuing **weekly meetings with the Deputy Minister of Education, Toronto Public Health, and the Ministry of Health** in support of provincial and local initiatives to keep students, staff, and families safe and healthy during this current COVID pandemic.
- Participating on and contributing to **provincial leadership committees** with Directors of Education and Health officials from across the province in support of TCDSB staff, students, and families, and to influence public policy decisions in support of education and health care.
- **Meeting weekly with Catholic Directors** from across the province in support of best practices, shared issues, solutions, and advocacy
- Continuing to meet with **Trustees, Senior Staff, Union Leadership partners, Principal and Vice Principal Associations, and Parent Groups** individually and at planned meetings to discuss our partnership and collective commitments for the immediate and the year ahead
- Continuing **weekly school visits** to connect with **school leaders, teachers, and students in schools** and communities through weekly school visits
- Continuing to **partner with Toronto Public Health** weekly to discuss school health and pandemic related support and initiatives to promote public health, and respond to COVID-related issues in on-going ways.

November Student Trustee Board Report

Update from the Student Trustees:



- On November 24th, Student Trustees hosted the last CSLIT General Assembly for the 2020 year
- On November 24th, Student Trustees alongside CSLIT Executive Council met with the McCarthys Uniform team
- On November 30th, Student Trustees met with Audrey Ferrer, Celia Ieradi and the President of McCarthys Uniform to engage in a question and answer session
- On December 1st, Student Trustees assisted in the Safe Schools Online Symposium
- On December 2nd, Student Trustees attended the OSTA-AECO Catholic Board Council monthly meeting
- On December 14th, Student Trustees will host their final CSLIT Executive Council monthly meeting for the 2020 year

CSLIT:

Elementary Affairs

The Directors of Elementary Affairs have worked collaboratively to plan, create and host the monthly ECSLIT general assembly. This meeting was held on Thursday, December 3rd and focused on Mental Health and Well-Being in order to support one of the three Elementary Pillars of Focus. The virtual meeting included mental wellness discussions, guest speaker Tanika Riley, two interactive activities in which students participated in using the live chat box feature, and a leadership challenge for students to complete during the month of December. The Directors also created a mental health resource sheet that provided students with easy access to the mental health supports put in place by the TCDSB.

Administrative Affairs

The Director of Administrative Affairs has continued to work closely with the Student Trustees and the CSLIT Executive to ensure that the monthly CSLIT General Assemblies can take place, through virtual platforms and has assisted with the organization of the monthly ECSLIT General Assembly for the younger leaders in the TCDSB. In addition, the Director of Administrative Affairs has been processing payments for Catholic Student Leadership merchandise and will carry

on with this until the end of the school year. The Director of Administrative Affairs will continue to assist the Student Trustees on all CSLIT matters during this time of COVID-19 physical distancing.

Social Affairs

The Director of Social Affairs is collaborating closely with the AFL director to bring forth CSLIT's annual Christmas Social titled the "12 Booths of Christmas" which will be taking place on December 12th. The idea of the event is to host 12 different fun and festive activities which include baking tutorials, trivia, movies and several other amazing activities which will be run by the Social Affairs and AFL subcommittee members. Both subcommittees are working hard to ensure that this event will be memorable, successful, and fun. All profits will be donated to the Angel Foundation for Learning.

Social Justice

The Director of Social Justice has appointed a new head of outreach & head of social media among the subcommittee. Continuing to work hard on the COVID-19 project and is projected to finish by December 11, 2020. The Director of Social Justice has had many meetings with MP's, MPP'S & City Councillors. The success of these meetings is the spread of word on the project, and many have donated. Thus far, the committee has fundraised \$1838 and is looking closer to distributing the money by working with the Members of Parliament. After the health agencies declared 3 layered masks to be recommended, the Director of Social Justice made the executive decision to add it to the order list. Ideas of how to get more individuals to donate to the initiative led to a decision to create a raffle basket. Feedback surveys were also sent out to individuals that bought masks to see where the committee could improve on the masks. The final goal the committee has set out was to reach \$2000, which is fastly approaching

Public Relations

The Public Relations Coordinators have continued to work with both the CSLIT and ECSLIT execs in advertising for their monthly GA Meetings on social media. Some of the events included posters for Zen Doodle, a feedback survey for students about their Quad 1 experience, advertising for Safe Schools Symposium, and opportunities for students to express their voice during the pandemic. The Coordinators will continue to post and announce the latest information as well as

live Tweet during events to make sure that students are always updated on all things CSLIT.

Equity

The Equity subcommittee had held three Black Alliance meetings so far. These meetings included an introductory meeting to discuss the purpose and future plans to come of this alliance, a meeting to set goals and dates for our new initiatives, and a to discuss the new CY Black Alliance brand where they will plan on creating a product line to help support their firsts goal of donating to Nigeria End Sars as well as the new content that will be posted on the Instagram account (@CY_BlackAlliance).

The second project the Equity subcommittee started this month was the new Asian Core Team. Within the meetings, there was an introductory meeting to discuss the purpose and goals set out for the team, discussion on having a student leader taking on the role to lead the team as the Director of Equity is a Black student, therefore, leading on to the next meeting to hold elections as to who will take on the role to represent and help plan and organize meetings for the Asian Core Team.

The Equity subcommittee hosted their 2nd and 3rd Zen Doodle date. For the second date, students got the chance to learn about watercolors and different ways of painting it on a canvas as they discuss current struggles they face as students and fears they have for the upcoming months when it comes to grades, university, and COVID-19. For the third date, there was an opportunity to make friendship bracelets as coping mechanisms for stress were discussed. This was a topic as students approach a time where they are feeling overwhelmed with condensed coursework and societal expectations when it comes to productivity during the past few months.

The Director of Equity has been working on a project with the board as there will be an upcoming event, Dismantling Anti-Black racism. The Director of Equity has helped with the process of creating the poster for promotion as well as the Google form for students to sign up and participate in the focus groups where students will get the opportunity to discuss their experiences as a Black student.

Faith Ambassador

The Faith Ambassador constructed monthly opening and closing prayers for CSLIT GAs and ECLIST GAs. The Faith Ambassador also hosted the 2020-2021 academic school year's first Let's Talk Faith spiritual nourishment webinar, which was based on the topic "Christianity and our Relationships". This spiritual

nourishment webinar included guest speakers, games, and prizes. They are planning to host their next Let's Talk Faith broadcast on December 16th, 2020, themes on Faith and our Science.

Angel Foundation for Learning

The AFL Director, along with his sub-committee and Social Affairs, has been planning and organizing their Christmas event for "The 12 Booths of Christmas". Public advertising and ticket sales began on the 1st of December and will continue until noon of the day of the event. Both Directors and sub-committees will continue to work on the event and prepare until the day of. All proceeds are going to the Angel Foundation for Learning.



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	Josh Fullan	
Committee	Regular / Special Board	
Date of Presentation	12/10/2020	
Topic of Presentation	COVID-19 Child and Youth Study	
Topic or Issue	Impacts of Covid-19 on Children and Youth	
Details	I would like to share some findings from our study into the downstream impacts of COVID-19 conditions on children and youth, specifically related to their self-reported healthy movement levels, school experiences, and well-being.	
Action Requested	NA	
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 Maximum City	
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T14	Yes	
Submittal Date	11/23/2020	



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

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COMMITTEE MEETINGS ARE BEING RECORDED

For Board Use Only

Delegation No. _____

☐ Public Session

☐ Private Session

☐ Three (3) Minutes

Name	Bree Ranieri
Committee	Regular / Special Board
Date of Presentation	12/10/2020
Topic of Presentation	Classroom Learning and COVID Resourcing
Topic or Issue	<p>Concern over the COVID safety of staff to student ratios for classrooms following the reorganization.</p> <p>Concern over the mental health impacts of changes to cohorts and teacher changes multiple times in a school year.</p> <p>The transition plan from classroom to virtual learning if schools are required to shut down.</p>
Details	<p>St. Clement has lost so far a total of 3 classroom teachers to online learning and most recently 1 causing a reorganization. This reorganization has impacted several students and teachers. Small classrooms are now packed in an older building with up to 27 students without any partitions or air filters. Nearly 10% of the student population was impacted having to enter new cohort 2 months into the school year or being assigned a new teacher. The online learning approach in the last shutdown was not consistent and not sustainable.</p>
Action Requested	<p>Ensure that adequate resources are provided to the learning options going forward. Q5 schools cannot just be at pre-Covid classroom ratios and allow for proper social distancing given the space in classrooms and lack of other health and safety measures (filters, glass partitions, etc.). Offering choice of online or classroom learning is costly, but we cannot negatively impact one element to resource the other. Low risk schools can easily become higher risk. Given the existing mental health impacts on our children, changes should also consider student impacts of changing cohorts or adjusting to a new teacher. Implement standards in the event that classroom learning is virtual in the case of a shutdown.</p>

I am here as a delegate to speak only on my own behalf	No
I am an official representative of the Catholic School Parent Committee(CSPC)	Yes St Clement Co-Chair
I am an official representative of student government	No
I am here as a spokesperson for another group or organization	No
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T14	Yes
Submittal Date	11/15/2020

OUR MISSION

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

OUR VISION

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



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

HELD WEDNESDAY NOVEMBER 18, 2020

PRESENT:

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

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

Staff: D. Koenig
M. Meehan
V. Cocco
M. Gendron
O. Malik
L. Maselli
J. Mirabella
F. Piddisi
D. Reid
P. Stachiw

S. Pellegrini, Acting Recording Secretary

4. Roll Call & Apologies

Apologies were extended on behalf of Trustee Di Giorgio and Glenn Webster.

5. Approval of the Agenda

MOVED by Tyler Munro, seconded by Trustee Kennedy, that the Agenda, as amended to include the Addendum and Item 20a) Inquiry from Trustee Kennedy regarding Individual Education Plans (IEPs) and the ability of the Special Education teachers to access the application, be approved.

On the Vote being taken, the Motion was declared

CARRIED

7. Declarations of Interest

There were none.

8. Approval and Signing of the Minutes

MOVED by George Wedge, seconded by Trustee Kennedy, that the Minutes of the Regular Meeting held October 14, 2020 be approved.

On the Vote being taken, the Motion was declared

CARRIED

9. Delegations

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

- 9a) **Julie Altomare-Di Nunzio and Anthony Bellissimo, representatives of Toronto Elementary Catholic Teachers (TECT) regarding the Elementary Special Education Delivery Model** received and referred to Staff.

On the Vote being taken, the Motion was declared

CARRIED

10. Annual Calendar Items

MOVED by George Wedge, seconded by Tyler Munro, that Item 10a) be adopted as follows:

- 10a) **Special Education Advisory Committee (SEAC) Annual Calendar (Draft) as of November 18, 2020** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Tyler Munro, that Item 10b) be adopted as follows:

- 10b) **Special Education Plan Review** received and referred to Staff.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Tyler Munro, that Item 10c) be adopted as follows:

- 10c) Report from the Informal Working Group to Review the Toronto Catholic District School Board Special Education Plan** received and referred to Staff.

On the Vote being taken, the Motion was declared

CARRIED

12. Nominations

MOVED by George Wedge, seconded by Deborah Nightingale, that Item 12a) be adopted as follows:

- 12a) Letter of Interest to Serve as Special Education Advisory Committee Member from Lisa McMahon, Community Member** that SEAC recommend to Board that the letter of interest from Lisa McMahon to serve as Special Education Advisory Committee Community member be accepted.

On the Vote being taken, the Motion was declared

CARRIED

13) Reports of Officials for Information by the Board/Other Committees

MOVED by Trustee Kennedy, seconded by George Wedge, that Item 13a) be adopted as follows:

- 13a) Special Education Superintendent Update – November** received and that the Superintendent Update report be included with the SEAC Minutes that are submitted to Board on an ongoing basis.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Deborah Nightingale, that Item 13b) be adopted as follows:

- 13b) Ontario Regulation 274 Revocation (Verbal) – Maria Meehan, Superintendent Special Services** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by George Wedge, seconded by Tyler Munro, that Item 13c) be adopted as follows:

- 13c) Update on Professional Assessments – Maria Meehan, Superintendent Special Services** received and that the data numbers provided in the Superintendent verbal update regarding the Completed Professional Assessments be included in the Minutes.

Data Numbers as Requested:

Psychology – 113 Comprehensive Assessments have been completed or are in progress with 642 outstanding.

Speech and Language – 163 Comprehensive Speech and Language Assessments for Kindergarten Learning Program (KLP) students have been completed for in-person students with 86 soon to be in progress for the virtual cohort.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by George Wedge, that Item 13d) be adopted as follows:

- 13d) Special Education Plan Checklist Submission to Ministry of Education** received.

On the Vote being taken, the Motion was declared

CARRIED

Melanie Battaglia wished for it to be recorded that she voted in opposition of the Motion.

MOVED by Tyler Munro, seconded by Trustee Kennedy, that Item 13e) be adopted as follows:

- 13e) Education Quality and Accountability Office (EQAO) Update (Verbal)**
– Maria Meehan, Superintendent Special Services received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by George Wedge, that Item 13f) be adopted as follows:

- 13f) Special Incidence Portion (SIP) Update (Verbal) – Maria Meehan, Superintendent Special Services** received.

On the Vote being taken, the Motion was declared

CARRIED

Mary Pugh left the virtual meeting at 9:40 pm.

MOVED by Melanie Battaglia, seconded by Tyler Munro, that Item 13g) be adopted as follows:

- 13g) Identification Placement and Review Committee (IPRC) – Placement (Verbal) – Maria Meehan, Superintendent Special Services** received.

MOVED IN AMENDMENT by George Wedge, seconded by Melanie Battaglia, that SEAC recommend to Board that the IPRC Form include additional services available to students as per their identification.

On the Vote being taken, the Amendment was declared

CARRIED

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

CARRIED

18) List of Communication

MOVED by Trustee Kennedy, seconded by George Wedge, that Item 18a) be adopted as follows:

- 18a) Letter of Resignation from Joy Alma as a Special Education Advisory Committee (SEAC) Community Representative** received and that SEAC recommend to Board the acceptance of the resignation of Joy Alma from SEAC and that a letter be sent to the resignee thanking her for her interest.

On the Vote being taken, the Motion was declared

CARRIED

20) Inquiries and Miscellaneous

MOVED by Trustee Kennedy, seconded by George Wedge, that Item 20a) be adopted as follows:

- 20a) From Trustee Kennedy regarding Individual Education Plans (IEPs) and the ability of the Special Education teachers to access the application** received.

On the Vote being taken, the Motion was declared

CARRIED

21. Pending List

MOVED by Melanie Battaglia, seconded by Trustee Kennedy, that Item 21a) be adopted as follows:

21a) Pending List as at November 18, 2020 received.

On the Vote being taken, the Motion was declared

CARRIED

22. 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



November 2020



Total: 492

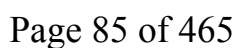
Plans for the conduct of Annual IPRC reviews as well as other Special Education meetings (School Based Support Team (SBST), Case Conference, and School Based Support Learning Team (SBSLT) are underway with Assessment Programming Teachers (APTs)/Program Assessment Teachers (PATs) providing organizational and implementation support for their assigned schools.



APTs/PATs have been busy preparing webinars and PowerPoint presentations for teacher professional learning:

- preparation and implementation of Individual Education Plans (IEPs) for students in regular class and Intensive Support Program (ISP) placements (elementary, secondary)
- "How To...(procedures for engaging Special Services supports)" PowerPoint presentations for Special Education teachers
- Engaging students with differing abilities through virtual interactive learning: A Sample Lesson Design
- Managing transitions
- Alternative assessment
- IEP and alternative assessment Zoom seminars for St. Anne's Academy (virtual school staff)

The Acting Chief of IPRC/Assessment is currently working with the Curriculum Team Co-ordinator and Math Team to explore the new mathematics curriculum, associated online tools, and the implementation of IEP supports.





On October 21, 2020, Chief Social Worker, Vanessa Cocco joined Director Browne to discuss the ongoing relationship between Child Welfare and Education as we strive to address and eradicate systemic racism. It was a fruitful discussion that will undoubtedly lead to continued actions that truly support our students and families in meaningful ways.



On November 12, 2020, the Social Work Department came together with Social workers around the province for the annual Ontario Association of Social Workers School Social Work Symposium featuring guest speaker Kike-Ojo Thompson. It also involved a Q & A panel of distinguished social work colleagues representing diverse communities. The day provided excellent professional development and furthered the department's goal towards reflective practice and ensuring we continue to provide unparalleled service to our system.



The Ministry funded Assistive Technology team has been instrumental in aiding staff and students in the pivot to remote learning. Paired with staff from Student Success and 21C they have provided on-going support to both new and experienced teachers who have taken assignments in the Virtual School. Additionally, they have provided support to individual families whose children have made the adjustment to learning in a new modality. The team has worked with parents and children to ensure access to curriculum has been as seamless as possible. Excellent resources for teachers, parents and students have been generated and posted to the Assistive Technology website which includes links specifically for students in both elementary and secondary who want to learn more about the Google Suite of educational tools including Read and Write and Equatio. The site contains detailed and user-friendly videos and tutorials on a host of subjects. There is a link for staff: TCDSB Assistive Technology Website as well as the link to their YouTube Channel TCDSB AT YouTube Channel which provides webinars and mini-tutorials on a wide range of topics.



Elementary: <http://bit.ly/AT-TCDSBelemstudent>
Secondary: <http://bit.ly/AT-TCDSBsecstudent>



The Speech and Language team has been engaged in a variety of initiatives to address the needs of both in-person and remote learners:

- Providing professional learning opportunities to both in-person and virtual teachers.
- Completing speech assessments and referrals.
- Connecting with Early Language Program (ELP) teams to identify students who may be at risk for speech, language, communication difficulties and then connecting with the parents of these students to describe next steps.
- Connecting with virtual teachers who have concerns about their student's speech, language, communication skills and determining next steps including facilitating referrals as appropriate.
- Completing Kindergarten Language Program (KLP) assessments.
- Providing short-term virtual intervention involving parent coaching and/or student instruction for speech/literacy.
- Providing materials such as visuals to virtual families so that students have these resources at home for parents to use.
- Gathering background information including parent interviews, Ontario Student Record (OSR) reviews, discussion with past and current teachers, etc. in preparation for assessment.
- Connecting with translators for discussion with parents via Zoom.
- Facilitating School Based Support Learning Team (SBSLT) discussions about possible Language Impairment (LI) placements for students.



The two Board Certified Behaviour Analyst (BCBA) positions that were previously contract positions have become permanent positions. One staff in place and interviews completed for the second position.



- The Autism Team continues to support students in-person at school and at St. Anne virtually through a referral process.
- Staff are supporting St. Anne administrators with connecting teachers with appropriate Special Services staff.
- The students in the Program to Assist Social Thinking (PAST) program continue to be supported in-person and virtually through an itinerant model.
- Special Services staff are continuing to address student mental health needs and nurture mental wellness.



- Individual student referrals for counseling from social worker and psychologist (in person or virtually)
- Group counseling or intervention with students (in class or offered virtually if multiple cohorts involved) depending on school needs
- Professional development for staff during Lunch & Learns or school team meetings



Monthly Mental Health newsletter:

<https://www.tcdsb.org/ProgramsServices/SpecialEducation/mhs/newsletters/2020%20Fall%20Newsletter.pdf>

-
- Intervention IDEA Speech Accommodation
Special Therapy Autism
Teaching Education
Learning Disabilities Alternative



Special Education Advisory Committee (SEAC) Membership Application

Individuals must complete the following application form for consideration to be a member of TCDSB Special Education Advisory Committee (SEAC).

Position applying for: ☒ Community Member OR ☐ Local Associations Membership

Surname:	McMahon	First Name:	Lisa
Main Contact Number:	[REDACTED]	Alternate Contact Number:	
E-mail address:	[REDACTED]		
Child(ren)'s School(s):	[REDACTED]		
Organization Name:			
Organization Address:			
Main Contact Person:			
Main Contact Number:			

1. To which other TCDSB parent organizations do you presently belong:

☐ CSAC ☐ CPIC ☐ TAPCE ☒ None

2. List the community organizations/groups in which you are currently a member and provide a brief outline of your role within each of these organizations:

I have an active roll with my daughter in all her therapies, and active research to benefit her

3. Briefly outline the reasons why you are interested in being a member of this committee:

I am fortunate to have a special daughter who is Autistic. I see her successes, achievements and hurdles. I see other autistic children who need a voice and that is me.

4. Please identify and explain any related personal and/or professional experiences which you have that would assist you in the role of a committee member:

I have adult friends who are autistic and they help me understand the autistic mind, but most of all how I can help others.

5. Would your personal and/or professional experiences place you in a Conflict of Interest in regards to being a member of this Committee:

☒ NO ☐ YES Please explain:

6. Have you been selected to be part of another TCDSB Committee within the past 12 months?

☐ NO ☒ YES Please specify the Committee: Chair of CSAC



Special Education Advisory Committee (SEAC) Membership Application

7. Do you support the Catholic Mission/Vision of TCDSB?	yes
8. Provide any additional comments to be considered in regards to your participation on this committee: I feel so strong that all autistic children are heard, and taken care of. I believe that I am a strong candidate for this committee, and I will make sure every decision will benefit them. Completed membership application form and request for nomination letter submitted by (Applicant to enter full name in the gray shaded box) to the attention of the Director of Education and the SEAC Chair via email to: <u>Brendan.Browne@tcdsb.org</u> & <u>Nancy.Crawford@tcdsb.org</u>	
Date:	

Important

- All nominations shall be made in writing by the executive of the local chapter to the Director of Education/Secretary of the board no later than October 31st in the year of the Board's election.
- The appointment of members will be made at the Inaugural Meeting of the Board.

For further details on the Policy for the Special Education Advisory Committee, please refer to Policy No. A23 on the TCDSB website at:

<https://www.tcdsb.org/Board/Policies/Documents/A23.pdf>

**MINUTES OF THE REGULAR MEETING OF THE
CATHOLIC PARENT INVOLVEMENT COMMITTEE**

PUBLIC SESSION

E-MEETING VIA ZOOM

HELD MONDAY SEPTEMBER 14, 2020

1. Call to Order

The Vice-Chair called the Meeting to Order at 7:25PM.

YouTube live feed was activated on the Toronto CPIC channel.

Minutes are being captured by the Chair.

2. Opening Prayer

Opening prayer was led by Trustee Tanuan.

3. Roll Call & Apologies

Trustees: I. Li Preti (W3)
G. Tanuan (W8)

Elementary Parent Members:

John Del Grande (W12), Chair
Joe Fiorante (W3), Vice-Chair
Jennifer Di Francesco (W1)
Natalia Marriott (W2)
Daniel Oliveria (W5/W)
Gus Gikas (W6)
Dan Kajioka (W7)
Ruth Oliverios (W8/E)
Annalisa Crudo-Perri (W10)
Isabel Starck (W11/S)

Secondary Parent Members:

Kathleen McGinnis (Central)

Community Members:

Katie Piccinnini (OAPCE-Toronto)

Staff:

J. Wujek (Director Designate)

M. Sequeira (Parent Engagement Coordinator)

E. Szekeres-Milne (Communications)

B. Browne (Director of Education)

Apologies for absence were received from Trustee Di Pasquale (W9) and Geoffrey Feldman (Secondary-West).

4. Approval of the Agenda

MOVED by Annalisa Crudo-Perri, seconded by Isabel Starck, that the draft Agenda as presented be approved with item 15b) to be heard after items 7)

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 Special Meeting Held August 17, 2020 for Public Session

MOVED by Joe Fiorante, seconded by Gus Gikas, that the minutes of the meeting held August 17, 2020 be approved.

By Unanimous consent, the Motion was declared

CARRIED

7. Presentations & Reports from Committee Officials

7a) i Chair – Monthly Report

The Chair shared activity & advocacy conducted on behalf of CPIC over the summer with special attention to Return-to-School planning and Parent Council Policy.

MOVED by Gus Gikas, seconded by Isabel Starck, that Chair's report for the period of June to September be received.

By Unanimous consent, the Motion was declared

CARRIED

7a) ii CPIC Election Planning for 2020/21

The Chair outlined the proposed CPIC election dates based on the assumption that CSPC Elections are completed before the mid-October. Even number elementary wards, one byelection and all secondary ward clusters are up for election. Existing Members term expires at the end of October 2020. The CPIC election will be conducted virtually and the process will follow the approved Bylaws.

7a) iii Draft CPIC 2019/2020 Annual Report

MOVED by Natalia Marriott, seconded by Isabel Starck, that the draft CPIC annual report with noted corrections be approved in principle.

By Unanimous consent, the Motion was declared

CARRIED

7b) Treasurer – Financial Report

MOVED by Joe Fiorante, seconded by Daniel Oliveria, that the CPIC Financial report as of August 31, 2020 be received.

By Unanimous consent, the Motion was declared

CARRIED

15. Reports from TCDSB Board Officials

15a) Director Brendan Browne - Introduction

The new Director of Education addressed CPIC thanking them for their time and input and expressed a continued commitment to parent engagement and facilitating the work of CPIC.

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

12a) Return-to-School & Virtual School Feedback

Superintendent Wujek gave an update on the Return-to-School start and the anticipated timelines for Virtual School communications. The Board is in the process of implanting communication tools to ensure parents of Virtual School continue to receive information from the home school.

CPIC expressed concern to ensure that all Virtual School students are provided with their Google TCDSB.CA id before school starts.

12b) TCDSB Policy S.10 – Catholic School Parent Councils

MOVED by Annalisa Crudo-Perri, seconded by Kathleen McGinnis that CPIC recommend to the Board of Trustees in conjunction with S.10 approval that:

1. The new mandated TCDSB Standard CSPC Bylaw Template (Appendix A) with local adaptations as defined in Regulation 10 (of S.10) be implemented no later than October 2021.
2. That the [Virtual] Election Process defined by the Board's Parent Engagement Department be used for this upcoming CSPC election cycle.

By Unanimous consent, the Motion was declared

CARRIED

The Chair declared a 10 minute recess.

The meeting continued at 9:15PM with John Del Grande in the Chair.

12c) CSPC AGM & Election Planning

MOVED by Annalisa Crudo-Perri, seconded by Dan Kajioka that CPIC recommend to the Director of Education that CPIC recommend to the Director of Education that the instructions & templates for CSPC elections be modified such that:

Parents be informed of the public meeting dates & times of the AGM with Council Elections and a separate date or time for the CSPC Inaugural Meeting which would include the election of executive members.

By Unanimous consent, the Motion was declared

CARRIED

12d) Review of TCDSB Policy A.33

CPIC will strike a special committee to review documents and provide input to the Board staff. The Chair will solicit volunteers.

13) Subcommittee & Special Committee Reports

No subcommittee or special committees met over the summer.

16. Report from Trustee or Trustee Alternate

Trustee Tanuan addressed the Committee and thanked them for their continued work and expressed that he will continue to advocate for the recommendations of CPIC & OAPCE at Board.

18. Update from the Board on Prior CPIC Resolutions/Recommendations

CPIC recommendations were not addressed at the last Corporate Services Committee and will be addressed at the October meeting.

20. Adjournment

MOVED by Isabel Starck, seconded by Jennifer DiFrancesco that the meeting be adjourned.

By Unanimous consent, the Motion was declared

CARRIED

The Meeting adjourned at 10:15 PM

CPIC SECRETARY

CPIC CHAIR



REPORT TO

GOVERNANCE AND POLICY
COMMITTEE

DELEGATIONS AND PUBLIC PARTICIPATION
POLICY T.14

So the Lord gave Solomon wisdom, as he promised him. There was peace between Hiram and Solomon; and the two of them made a treaty. – 1 King 5:12

Created, Draft	First Tabling	Review
January 2, 2020	March 2, 2020	Click here to enter a date.

C. Caldwell, Legal Counsel
P. Matthews, General Legal Counsel
C. Fernandes, Superintendent of Education, Area 4 and Policy Development

RECOMMENDATION REPORT

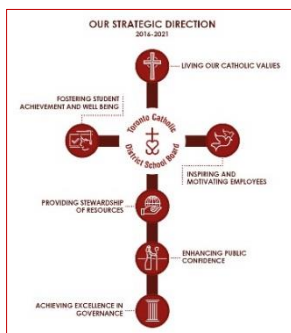
Vision:

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.



Brendan Browne
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

This report provides an update to the Delegation Policy (T.14).

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

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as per request of Regular Board on December 12, 2019.

The revisions to the Delegation policy have been updated to reflect a Trustee motion requesting that “a review of the policies and their implementation should be conducted at the Governance and Policy meeting.”

C. BACKGROUND

1. The policy on Delegations T.14 was first approved on November 10, 2010 and was last amended in August 2016.
2. Changes to this policy reflect the request made by a trustee motion on December 12, 2019 to address delegates who may breach the delegation policy.
3. The policy was reviewed at the January 2020 Governance meeting and has been updated with recommendations of the committee.
4. The policy was reviewed at the March 2nd and September 8th Governance and Policy meetings and has been updated to reflect recommendations.

D. EVIDENCE/RESEARCH/ANALYSIS

This policy has been amended in consultation with staff from the Field Superintendents and Legal Services.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff.

2. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

1. The updated policy as approved will be posted on the TCDSB policy register, and will be communicated to parents and the general communities via the TCDSB website.
2. The Communications Department will provide messaging to principals for the purpose of placing the information about the Delegations Policy in school newsletters.

G. COMMITTEE RECOMMENDATION

That Board accept the recommendation of the Governance and Policy Committee and that the revised policy on Delegations and Public Participation (T.14) provided in **Appendix A** be adopted.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC PARTICIPATION

POLICY NO: T.14

Date Approved: November 10, 2010- Board	Date of Next Review: August 2021 January 2025	Dates of Amendments: November 24, 2011- Board December 13, 2012- Board August 25, 2016- Board
Cross References: TCDSB Code of Conduct Policy, S.S.09 TCDSB Operating By-Law Number 175		
Appendix: Delegation Registration Form		

Purpose:

This Policy affirms and promotes the process by which students, parents and community members can present their views and concerns to the Trustees of the Toronto Catholic District School Board.

Scope and Responsibility:

The policy extends to students, parents and community members making deputations to the Board or its committees, **including public Statutory Committees, Standing Committees, Ad-Hoc Committees and Sub-Committees (“Committee(s)”) in accordance with the TCDSB By-Laws.** The Director of Education, with the assistance of the Recording Secretary, is responsible for this policy.

Alignment with MYSP:

- Living Our Catholic Values
- Strengthening **Enhancing** Public Confidence
- Achieving Excellence in Governance



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

Policy:

The TCDSB is committed to advocacy for students, parents, and communities. In recognition of the need to hear the concerns of the TCDSB community and of individuals to have a voice in the decision-making process, **delegations delegates** may be heard at **any** meetings of the Board of Trustees or **Standing** Committees, as stipulated in, and limited by, the regulations outlined below. **This Policy is subject to and will be interpreted in accordance with TCDSB By-Law Number 175, as amended from time to time.**

Regulations:*Appropriate Forums for **Delegates***

1. Given the current division of work between **the** Board meetings and Committee meetings, **delegations delegates** will be accepted at the discretion of the Director and Chair of the Board at **public** regular Board **meetings** only if:
 - a) ~~A new item/report or new information has been placed on the agenda that has not been dealt with at a Standing committees.~~
a) in exceptional circumstances; or
 - b) **if** the matter is deemed to be time sensitive.

~~Delegations will **may** be heard at **public** Standing Committees of the Board concerning matters within its terms of reference. The topic of the deputation will determine at which Standing Committee the delegation will be heard.~~
The Director of Education, in consultation with the Committee's Chair, retains discretion to reasonably determine whether or not a delegate will be received.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

2. **Delegations Delegates** may be heard at **public** Special Board meetings at the discretion of the Director and Chair of the Board.
3. **Delegations Delegates** will **may** be heard at **public** Standing Committees of the Board concerning matters within **it's the Committee's** terms of reference. The topic of the deputation will determine at which Standing Committee the **delegation delegate** will be heard. **The Board or Committee Chair, in consultation with the Director, retains discretion to reasonably determine whether or not a delegate will be received.**

~~Given the current division of work between the Board meetings and Committee meetings, delegations will be accepted at the discretion of the Director and Chair of the Board at **public** regular Board **meetings and** only if:~~

- ~~a) A new item/report or new information has been placed on the agenda that has not been dealt with at a Standing committees.~~
- ~~c) **in exceptional circumstances; or**~~
- ~~d) **if** the matter is deemed to be time sensitive.~~

~~Delegations heard at regular Board meetings may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff. (By-Laws Section 10.9.11)~~

4. **Delegations Delegates** heard at regular Board meetings may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff. (By-Laws Section 10.9.11)



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

5. Delegates may not be received from employees on matters over which their union or association has jurisdiction (see Regulation 26).

Procedure for Making a Deputation

6. Those wishing to make a deputation can ~~receive~~ **obtain** further information and details on the delegation protocol by contacting the Recording Secretary at 416-222-8282 ext. 2293, or by visiting the TCDSB portal site at www.tcdsb.org.
7. ~~Delegations~~ **Delegates** are to register with the Recording Secretary of the Board no later than 11:00 a.m. on the day of the ~~Standing~~ Committee meeting by **completing and** submitting the Delegation Registration Form to the Recording Secretary and the local Trustee will be notified immediately, **if the matter is Ward specific.**
8. **Delegates are requested to provide a written copy of their intended delegation in full by 11am on the day of the meeting.**
9. **Delegates are expected to present their remarks as submitted through the application process.**
10. Where the Board has initiated community engagement with respect to any matter, ~~delegations~~ **delegates** will be referred to that consultation process and may not be registered to appear before a ~~Standing~~ Committee meeting.
11. A Delegate may only speak once at a particular meeting.
12. There may be up to a maximum of ten (10) deputations per meeting.
13. ~~Delegations~~ **Delegates** will be listed on the agenda of the meeting or in an



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

addendum, and their topic and point of view, **subject to the following**, shall be included in the documentation.

a. **Any visual or written presentation or materials a delegate intends to provide or project on screen during the deputation must be provided 72 hours in advance of the meeting to the Recording Secretary of the Board. The Board reserves the right to accept, reject or modify such materials, with notice of same provided to the delegate at least 24 hours before the meeting. Personal or private information included in the delegate's materials will be removed.**

b. **When there are several delegates registered to speak on the same topic affecting the same school, and there are other delegates registered or wishing to register to speak to different topics on the agenda or of a time-sensitive nature, the Director and the Chair of the Committee may restrict the number of delegates on the same topic affecting the same school to three delegates.**

14. First priority will be given to **delegations delegates** speaking to a specific item on the meeting's agenda and those who have not yet spoken to the issue. Next priority will be given to **delegations delegates** speaking to time-sensitive topics. **A delegate who has already made a deputation on a specific matter or topic may not be permitted to delegate again on the same matter, without the permission of the Committee's Chair in consultation with the Director.**

~~10. Delegates who want to show their deputation on the screen in the Boardroom must provide an electronic copy before the meeting.~~

13. ~~Delegations~~ **Delegates who are from** TCDSB employees shall verbally disclose this information at the time of registration and at the beginning of



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

their deputation.

Time Parameters

14. ~~Delegations~~ **Delegates** who have registered by the ~~specified time~~ **deadline** may speak for a maximum of three (3) minutes.

~~15. Delegations who have not registered by the specified time may speak for a maximum of three (3) minutes if approved by 2/3 votes of the members~~

~~of the Board or Standing Committee. The chair shall put the question at the conclusion of the registered delegate. The question will be put immediately without any debate.~~

Up to two delegates who have not registered by the deadline may speak in special circumstances for a maximum of three minutes if approved by 2/3 of all members of the Board or Committee. The delegate must also complete the Registration Form.

16. **The deputation** ~~Delegations~~ period shall be limited to a maximum of 60 minutes ~~at the discretion of the Chair~~. The maximum time limit may be amended by 2/3 ~~majority present and eligible to vote~~ of all members of the Board or Committee.

17. If the Chair determines that the number of expected **delegates** ~~delegations~~ far exceeds ten, he/she may recommend to the Director to call a Special Board meeting to hear all **delegates** ~~delegations~~.

18. Delegates may also opt to depute ~~delegate~~ to the Board remotely, or via written **deputation** ~~delegation~~, to be read out by staff.

19. ~~Each~~ Trustees may ask questions of the ~~delegation~~ **delegate**. ~~for a maximum~~ **A**



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

total of not more than 3 minutes will be allocated to address both the Trustee's questions and the delegate's answers to same.

20. Questions asked by Trustees are limited to clarifying questions only. No questions of staff shall be permitted.

Format & Content of Deputations

21. ~~Delegations~~ Delegates will are requested to:

- a) present concerns in a positive and constructive manner;
- b) maintain a level of decorum which will allow meetings to proceed effectively; and
- c) refrain from the use of abusive or derogatory language.

22. During a deputation in public session of a regular or special Board meeting, ~~or Standing Committee meeting~~, should the delegate use the name/title/position of any person in a negative, critical or derogatory fashion, directly or indirectly, the Chair of the meeting shall advise the ~~delegation delegate~~ to limit comments to non-personal references. Should personal references continue to be made, the Chair has the authority to stop the ~~delegation delegate~~ from proceeding.

23. The Board may decide to move a public deputation to a private session.

During a deputation in a private session of a regular or special Board meeting, ~~or Standing Committee meeting~~, should a situation arise where a delegate intends to refer to someone in a negative way then the following will apply:

- a) ~~Delegations~~ Delegates intending to use the name/title/position of any person in a negative, ~~or~~ critical ~~or derogatory~~ fashion must indicate this intention at the time of registration, and, prior to presenting, the ~~delegate~~ will be requested to address the ~~Standing Committee~~ ~~or Board~~ in private session.



POLICY SECTION: TRUSTEES

Report Appendix A

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b) The Board shall inform staff if a **delegation delegate** intends to speak of them at a ~~Standing~~ Committee **or Board** meeting, in a negative, **or** critical ~~or derogatory~~ fashion. The staff member has the right to be present during the deputation and be represented by the agent of their choice.

24. The Chair of the meeting may expel or exclude **a delegate** from ~~any the~~ meeting **should they engage in** ~~any person who engages in~~ conduct contrary to the TCDSB Code of Conduct, ~~or~~ Respectful Workplace Guidelines, **or fail to comply with this Policy.**

25. No one may display signs or placards, applaud debating participants or engage in conversations or other behaviour that may disrupt a meeting.

26. If a gross misrepresentation on a factual issue is made by a delegate during their deputation, the Chair of the Committee or Chair of the Board, as applicable, may correct the record from a factual perspective at the meeting where the misrepresentation is made. If the Chair is absent when the gross misrepresentation is made or should the Chair be the subject of the gross misrepresentation, then the Vice-Chair of the Committee or the Vice-Chair of the Board may correct the record, as per above. **The Chair or Vice-Chair may request the delegate to apologize in the moment.**

27. If it is not readily apparent to the Chair or Vice-Chair, as the case may be, whether or not a comment is a gross misrepresentation of the facts, the Chair or Vice-Chair and the Director of Education will determine whether an investigation should be conducted. If an investigation is conducted and the investigation determines that a gross misrepresentation was made, the Chair or Vice-Chair may correct the record from a factual perspective at the next meeting. **A delegate who**



POLICY SECTION: TRUSTEES

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POLICY NO: T.14

makes a public and misleading statement against a Trustee and refuses to apologize shall not be allowed to delegate until such time as a public apology is made.

28. In respect of TCDSB employees delegating **deputing** to ~~a~~ the Standing Committee where the topic:

a) is personal to the speaker, the restrictions are the same as any **delegation delegate**.

b) is or may be dealt with under a Collective Agreement to which the Board is a party, such submission shall be dealt with in accordance with the provisions of such Collective Agreement.

29. The public session of ~~Standing Committee~~, Board and Special Board meetings are recorded and broadcast live. The recording is retained as a public record of the proceedings. **Other Committees may be recorded. Delegations Delegates** that are part of the recorded proceedings are so advised and consent to being recorded.

30. At the conclusion of the deputation the Chair will advise the delegate as to how the matter will be processed.

31. Where an item has been referred to staff, staff will communicate follow-up actions to the **delegations delegate**.

Definitions:

Delegation

A ~~delegation~~ may include: (1) an individual speaking on his or her own behalf;

(2) an official representative of a TCDSB committee; (3) an official representative



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

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of student government; or (4) a spokesperson for another group or organization.

Deputation

A formal talk made to the whole Board or **Standing** Committee or in a private session of the Board or **Standing** Committee relating to a specific issue or concern.

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

1. Trustees and the Director shall review the process of delegation every three (3) years to ensure that it was fair, equitable and supported the goals of the TCDSB the Multi Year Strategic Plan
- ~~2. Staff will develop an assessment tool to determine the efficacy of the policy and administer it after the first year of policy implementation to evaluate the policy.~~



REPORT TO

GOVERNANCE AND POLICY
COMMITTEE

META POLICY M.01

Therefore we do not lose heart. Though outwardly we are wasting away, yet inwardly we are being renewed day by day. 2 Corinthians 4:16

Created, Draft	First Tabling	Review
October 5, 2020	2020-10-06	Click here to enter a date.

Click here to enter name and position of Lead Author.

RECOMMENDATION REPORT

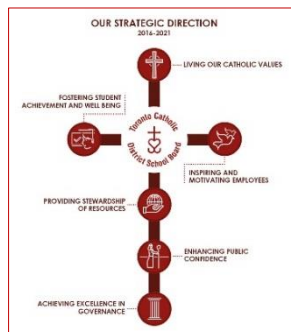
Vision:

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.



Brendan Browne, PhD
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

This report recommends updating the current Meta Policy M.01 to conform to current practice and policies.

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

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy revision

C. BACKGROUND

1. The Policy on Policy was first approved in February 1983 and revised in February 2020 and has not been amended since.

D. EVIDENCE/RESEARCH/ANALYSIS

This policy has been amended in consultation with staff from Legal Services.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff
2. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

The updated policy as approved will be posted on the TCDSB policy register.

G. COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that the revised Meta Policy M.01 provided in Report Appendix A be adopted.



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

Date Approved:

February 17, 1983

Date of Next Review:~~February 2020~~**January 2023****Dates of Amendments:**

February 24, 2016- Board

March 20, 2012-Board

January 26, 2012- Board

Cross References:**Purpose:**

The purpose of this ~~p~~**P**olicy is to guide the development, review, revision and implementation of all policies, guidelines and procedures of the Toronto Catholic District School Board.

Scope and Responsibility:

This ~~p~~**P**olicy applies to all policies, guidelines and procedures of the Toronto Catholic District School Board. The Board of Trustees is responsible for development of policy and the Director of Education is responsible for the implementation of policy.

Alignment with MYSP Multi Year Strategic Plan:

Living Our Catholic Values

~~Strengthening~~ **Enhancing** Public Confidence

Fostering Student Achievement and Well-Being

Achieving Excellence in Governance

Providing Stewardship of Resources

Inspiring and Motivating Employees



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

Policy:

The Toronto Catholic District School Board shall adopt a process of policy development, implementation, reporting and review which will provide for thoroughness and consistency in approach, formulation and format.

Resultant policies **will:**

1. reflect the **aims mission and vision** of the Toronto Catholic District School Board;
2. **reflect and promote Catholic values**
3. **align with the Multi-Year Strategic Plan**
4. **are clear with regard to purpose and specific objectives;**
5. **be are** broad enough to admit discretionary action in meeting day-to-day situations yet be specific enough to provide clear guidance, **and**
6. include provision for **monitoring, the purpose of the policy, scope and responsibility, alignment with the Multi-Year Strategic Plan, policy statement, regulations, definitions, and evaluation and metrics, review, reporting and communication.**
7. **be legally compliant; and**
8. **be compliant with the principles of equity**

Regulations:

1. Identification of policy issues / Potential New Policy

Policy issues may be initiated or identified by the following:

- a) Ontario Ministry of Education,
- b) **Toronto Catholic District School Board** trustees,
- c) Toronto Catholic District School Board students,



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

- d) Toronto Catholic District School Board **supporters ratepayers,**
- e) Toronto Catholic District School Board employees,
- f) municipal authorities,
- g) organizations and associations,
- h) **legislative changes,**
- i) Catholic institutions, or
- j) as a result of regular risk and opportunity environmental scans completed by staff by submitting policy concerns to the office of the Director of Education and Secretary or the Board of Trustees directly.

The Director of Education shall submit a ~~Report~~ for those policy issues brought to the attention of the Director to the appropriate Board committee(s) with the rationale and recommendation(s) concerning the plan to develop a policy in the area of concern.

The Director ~~shall~~ **will** ensure that the initiator of the issue and the Board are informed of the process **as appropriate. used, status of policy request, rationale, timelines, and outline of possible future action within thirty days of receipt, where practicable.**

2. Policy Consultation

Where required, a draft policy may be subject to consultation from relevant stakeholders for the purpose of obtaining their perspective on the policy as written, or to consider suggestions about how the policy might be revised.

3. Policy Development Process

Upon the approval of the Board to develop a new policy, the Director shall formulate a policy recommendation report for Board approval.



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

The following are **suggested** report elements for consideration:

- 1) scope
- 2) rationale for policy development
- 3) research and feasibility studies, including practices and policies in other jurisdictions.
- 4) critical impacts (e.g. other policies impacted, operational, cost, legal,)
- 5) policy precedents
- 6) policy alternatives
- 7) recommended Policy
- 8) recommended engagement and communication
- 9) reference to which Multi Year Strategic Plan or other goals are being supported
- 10) plan for implementation
- 11) Policy owner
- 12) timelines for implementation completion

The recommended draft policy and associated regulations shall:

- 1) reflect **the Board aims mission and vision,**
- 2) **reflect and promote catholic values**
- 3) outline policy objectives,
- 4) **outline any allowable discretionary action,**
- 5) outline policy evaluation procedures and metrics to be reported on to determine level of effectiveness, and
- 6) outline ongoing policy review and Board reporting timelines.

4. Policy Refinement and Approval

The ~~appropriate Board committee(s)~~ **Governance and Policy Committee** may provide input regarding the draft policy.



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

The ~~appropriate Board committee(s)~~ **Governance and Policy Committee** shall submit the policy, with or without modification, with a recommendation for Board approval or rescinding.

If adopted by the Board of Trustees, with or without modification, the policy shall be the official policy of the Toronto Catholic District School Board.

5. Implementation of Approved Policy

Subsequent to Board approval, the Director shall:

- a) code the policy and distribute it for inclusion in all copies of the Policy Register in circulation;
- b) notify all constituent groups of the policy **including publishing policy on the Board website** ~~(as indicated in communication standards)~~;
- c) deal with the specifics of implementation at the suitable organizational level(s), including making sure that there is organizational capacity and capability
- d) confirm who is responsible for implementation, and related timelines.
- e) confirm the proposed metrics to be reported to the Board of Trustees in order to demonstrate that the policy is being implemented, and its level of effectiveness in advancing the Multi Year Strategic Plan and/or other priority goals identified in the policy objective(s), for subsequent approval by the Board.

6. Ongoing Policy Review and Reporting

- a) Minimum review timelines for each policy are to be identified (and included in the policy document itself), and staff are to ensure that policies are brought forward for review by the **Governance and Policy relevant** Committee in a timely fashion. **The Board will aim to review** ~~At least 10 percent of Board policies should be reviewed~~ annually.



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

b) **The review of a policy should generally occur every five years (or less if needed) to reflect legislative and organizational changes**

c) The date of the last Committee review is to be captured in the policy.

d) The date of the last staff Report to Board on policy implementation and effectiveness metrics is to be captured in the policy. A link to the Report will be provided on the TCDSB website. Metrics for measuring the effectiveness of each policy should be reported on at least annually if no other timeline is indicated.

e) Each policy is to be linked to a Multi Year Strategic Plan or other priority goal in order to support the prioritization of policy reviews, as needed.

f) Each reviewed policy shall be submitted to the **Governance and Policy Committee** ~~appropriate Board committee(s)~~, in approved format and suitably rewritten or revised, if required, for its consideration.

POLICY NO: M.01

f) The **Governance and Policy Committee** ~~appropriate Board committee(s)~~ shall submit the policy, with or without modification, with a recommendation for Board approval or rescinding.

g) The approved policy shall be implemented in accordance with regulation 4 of this policy.

Definitions:

Cross References

Includes any direct linkages to statutory and regulatory legislation and by-laws of the Federal, Provincial, and Municipal Governments and their associated bodies;



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

Ministry of Education documents; and **as well as** any related Board policies and procedures.

Definitions

Specific meanings for any terms within the policy that require further explanation or represent professional terms which would not normally be used by stakeholders.

Global Definitions

'May' is used as an enabling term to describe a discretionary action.

'Should' is used to describe a recommendation that is encouraged, but not mandated.

'Must/Will/Shall' is used to describe a requirement, a mandatory action.

Meta Policy

The overarching and foundational framework that shall govern the development of all Board policies, guidelines and procedures.

Policy

A position approved and adopted by the Board that provides the framework for the development of a course of action.

Policy Guideline

A general recommended action, **approved and adopted by the Board, that will be taken in a given situation. or a** framework for the development of operational policy procedures, if required.

Policy Purpose

Explains the reason for the existence of the policy.

Policy Regulations

A specific or prescribed course of action, emanating from Board policy, that must be taken by staff in a given situation and be standard operational practice.



POLICY SECTION: META POLICY

SUB-SECTION:

POLICY NAME: Meta Policy

POLICY NO: M.01

A standard operational practice or set of practices developed by Staff, approved by the Director of Education, to support the implementation of a policy.

Policy Statement

States the 'intent' of the policy.

Evaluation and Metrics

Outlines how Tthe effectiveness of the policy will be **measured. determined by measuring the following:**

The Governance and Policy standing Committee of the Board will manage and monitor policy development and report to the Board as necessary in order to sure this policy is complied with.



REPORT TO

REGULAR BOARD

H.M.33 ACCEPTANCE OF HOSPITALITY AND GIFTS POLICY METRIC 2019-2020

Out of the gifts to you, you shall set apart every offering due to the Lord; the best of all of them is the part to be consecrated. Numbers 18:29

Created, Draft	First Tabling	Review
October 15, 2020	October 15, 2020	Click here to enter a date.
L. Noronha, Associate Director of Facilities, Business and Community Development, and Chief Financial Officer		
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.



Brendan Browne
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

TCDSB policy H.M.33 Acceptance of Hospitality or Gifts, requires the Director to annually report to the Board about hospitality and/or gifts of considerable value which contribute to student achievement, that were received and accepted on behalf of the TCDSB in the 2019-2020 school year.

Information was gathered from executives to ascertain whether any gifts of considerable value, which contributed to student achievement, were received during the 2019-2020 school year. The policy defines “considerable value” to mean *any gift, benefit or hospitality whose value exceeds \$100.00*.

Materials donated to the Board were not considered in this assessment as these items are dealt with in a separate policy, F.F.02 Donations and Sponsorship.

Based on the evidence received, no gifts of considerable value, which contribute to student achievement, were received and accepted on behalf of the TCDSB during the 2019-2020 school year.

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

B. PURPOSE

1. This report fulfils the policy metric for A.33 Acceptance of Hospitality or Gifts, which states:

The effectiveness of the policy will be determined by measuring the following:

All gifts of considerable value which contribute to student achievement received and accepted on behalf of the TCDSB will be reported by the Director to the Board of Trustees in an annual report.

C. BACKGROUND

1. **October 6, 2020** – TCDSB executives and leadership staff were surveyed about receipt of any hospitality or gift in excess of \$100.
2. **October 19, 2017** – at Regular Board, Trustees approved the revised policy A.33 Acceptance of Hospitality or Gifts, which included the requirement to annually report to the Board on the receipt of gifts of considerable value.

D. EVIDENCE/RESEARCH/ANALYSIS

1. All designated executives (Associate Directors, Executive Superintendents, Superintendents, Legal Counsel, Chief Information Officer), as well as Principals and the Partnership Development staff were surveyed about the receipt and acceptance of any gifts of considerable value which would contribute to student achievement.
2. It was determined that *no gifts of considerable value, which contribute to student achievement, were received and accepted on behalf of the TCDSB during the 2019-2020 school year.*

E. METRICS AND ACCOUNTABILITY

1. Receipt of gifts of considerable value in support of student achievement are informed by the Partnership Development office, and monitored through the Corporate Office.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

Date Approved:	Date of Next Review:	Dates of Amendments:
March 28, 2007	October 2022	October 19, 2017
Cross References: Conflict of Interest: Employees (H.M.31) Conflict of Interest: Trustees (T.01) Code of Conduct Policy (S.S.09) Art Collection (A.22) Donation and Sponsorship Policy (F.F.02)		
Appendix		

Purpose:

This policy clarifies that the Toronto Catholic District School Board, its Trustees and employees will not accept gifts, hospitality or other benefits that may have a real, apparent or potential influence on carrying out duties or that place them under obligation to the gifter. Contributions to student achievement may be accepted in accordance with the regulations of this policy. Board employees in school communities may accept a small token of appreciation from families in the community.

Scope and Responsibility:

This policy applies to all elected officials and employees. The Director is responsible for this policy.

Alignment with MYSP:

Living Our Catholic values

Strengthening Public Confidence



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

Achieving Excellence in Governance
Providing Stewardship of Resources
Inspiring and Motivating Employees

Policy:

It is the policy of the Toronto Catholic District School Board that elected officials and employees may only accept and retain gifts of low intrinsic value or business hospitality of less than \$100.00 per person and will not accept gifts, hospitality or other benefits that may have a real, apparent or potential influence on carrying out duties or that place them under obligation to the gifter. If in the circumstances that hospitality or a gift of considerable value is received, notification as set out in the regulations is required.

The Board acknowledges that the offering of gifts or hospitality of limited value from suppliers, partners or other business contacts is a common business practice which may be appropriate under certain circumstances.

Elected officials and employees may accept a gift provided it does not create a sense of obligation, expectation or indebtedness or a real, or the appearance of, a conflict of interest that may be seen to be likely to affect the objectivity of those officials and employees in the performance of their duties.

Philanthropic gifts made by individuals, corporations, foundations or legal entities to assist the Board in the pursuit of its mission may be accepted at the discretion of the Director of Education or Board of Trustees.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

Regulations:

1. The acceptance of gifts, hospitality and other benefits is permissible provided that:
 - a. they are infrequent and of minimal value (low-cost promotional objects, simple meals, souvenirs with no cash value) and are within the normal standards of business practice; and
 - b. they do not obligate or compromise the integrity of the recipient or the Board.
2. Gifts and benefits to an immediate family member or close associate of an elected official or employee, which can be reasonably attributed to the employee's official duties or association with the Board are prohibited.
3. An elected official or employee may accept moderate hospitality during the normal course of business that would not significantly exceed what the Board would likely approve on an individual's expense account form.
4. **Gifts of Considerable Value:** Where it would be inappropriate to refuse a gift of obvious value, the gift may be accepted on behalf of the TCDSB. The Director of Education will ensure that such a gift is retained as property of the TCDSB. All gifts of considerable value received and accepted on behalf of the TCDSB which contribute to student achievement will be reported by the Director to the Board of Trustees in an annual report.
5. **Charity Events:** Where the hospitality/gift offered to an elected official or employee is for attending a charity event with an ongoing relationship to the Board, the employee may accept if it contributes to student achievement.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

6. Non-Charity Events: No elected official or employee shall accept hospitality/gifts to non-charity events such as sporting or cultural events from any individual or organization doing business with the Board.

7. Solicitation of Gifts or Sponsorship

- a. Elected officials or employees shall not solicit hospitality, gifts, benefits or sponsorships for their personal benefit from any individual, company or organization that has an existing or potential business relationship with the Board.
 - b. For special Board functions, the Director of Education may approve the solicitation of gifts, prizes or donations from companies or organizations with whom the Board is not currently involved in a competitive acquisition process and provided that the donation or gift is legal and does not place the Board under any obligation or in a conflict of interest.
8. Exceptions to this policy and resolution of any dispute arising shall be at the discretion of the Director for staff and the Board in the case of trustees in private session.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

Definitions:

Gift or Benefit

Considered to be anything of value received as the result of a business relationship for which the recipient does not pay fair market value. Gifts or benefit refers to items both tangible and intangible such as hard goods, entertainment, trips, financial instruments and services other than hospitality offered directly or indirectly to an elected official or employee of the Board.

Gifts of Considerable Value

Any gift, benefit or hospitality whose value exceeds \$100.00.

Hospitality

The offering of meals, refreshments, entertainment, and transportation.

Donation

A voluntary transfer of property without any benefit received by the donor. Generally, a donation is made if the transfer is voluntary and made without expectation of return, and there is no benefit of any kind that may be provided to the donor or to anyone designated by the donor.

Contributions to Student Achievement

Items directly gifted or funds provided in the form of a gift card or gift certificate to improve and/or enhance the classroom or school environment. Examples include books and classroom supplies.



POLICY SECTION: HUMAN RESOURCES
SUB-SECTION: MISCELLANEOUS
POLICY NAME: ACCEPTANCE OF HOSPITALITY OR GIFTS
POLICY NO: H.M. 33

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

All gifts of considerable value which contribute to student achievement received and accepted on behalf of the TCDSB will be reported by the Director to the Board of Trustees in an annual report.



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

RENEWAL PLAN 2020-2021 AND THREE-YEAR FORECAST (ALL WARDS)

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

Created, Draft	First Tabling	Review
November 3, 2020	November 12, 2020	

M. Iafrate, Senior Coordinator, Asset Management and Renewal

P. de Cock, Comptroller, Finance and Business Services

D. Friesen, Superintendent, Capital Development and Asset Management and Renewal

RECOMMENDATION REPORT

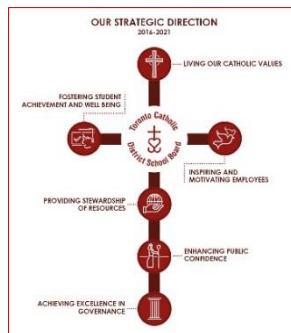
Vision:

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.



Brendan Browne, PhD
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

In 2019-20 the Capital Development and Asset Management Renewal Division delivered approximately \$41.8M in Renewal works throughout the system. Significant projects completed during this time included the completion of phase 1 of the cooling centre installations, which consisted of 36 schools, a large number of building envelope (e.g. windows/ doors/roofs) improvements, major mechanical and electrical in various states of design/renovation. The Asset Renewal Department currently has approximately 250 open projects (at various stages) being managed by 10 project supervisors. The total dollar value of projects in progress as of August 31, 2020 is \$18.87M.

Staff follow an objective process for developing the annual Renewal Plan. This process involves consideration of the following:

- Ministry of Education funding envelopes;
- Ministry funding criteria;
- Evaluation of building conditions throughout the system (informed by the Ministry database and building inspections every 5 years);
- Prioritization of critical repairs required from a structural / health and safety perspective;
- Consultation with the Operations Department within the Environmental Support Services (ESS) Division who provide direct feedback and requests from local schools;
- School community requests
- Checks against work orders from the Maintenance Department within ESS;
- Consideration of system-wide initiatives such as school Nutrition Program related upgrades and the cooling centre strategy.

Based on the above vetting process, this report recommends the approval of the 2020-21 School Renewal Plan for an estimated total budget of \$69.5M as detailed in Appendices A and B. It also recommends that the Board “recognize” the three (3) year Renewal Forecast for a total forecasted budget of \$196.0M, as detailed in Appendix C.

The 2020-21 Renewal Plan is comprehensive and fiscally responsible in nature and allocates funding towards a wide variety of asset replacement and upgrades including, but not limited to: heating, ventilation and cooling system improvements,

roof replacements, phase 3 of the cooling centre installations, doors/windows replacements, portable refurbishments, exterior wall improvements, emergency fire system work, Nutrition Room upgrades, work recommended in the 2019-2023 Energy Conservation and Demand Management (ECDM) Plan, accessibility, system-wide water bottle filling station installation, hydro-vault repairs and an athletic field priority strategy.

The cumulative staff time required to prepare this report was 82 hours.

B. PURPOSE

1. The purpose of this report is to present the 2020-2021 Renewal Plan for approval and the three year Renewal Forecast for recognition, to ensure that the Toronto Catholic District School Board (TCDSB) acts fiscally responsible by maintaining a short to mid term asset management plan.

C. BACKGROUND

1. *In 2019-2020 the Capital Development and Asset Management Renewal Division delivered approximately \$41.8M in Renewal work including the following significant achievements:*
 - 17 boiler/radiator/Building Automation System (BAS) projects, typically involving significant abatement work and therefore phased over two years; of these 17 HVAC projects, 9 started this year but have been significantly delayed due to the COVID restrictions in spring of 2020;
 - Completed Phase 1 of the cooling centre program consisting of 36 schools; Phase 2 design is underway with construction completion anticipated by the Summer of 2021;
 - As part of the Board's Energy Conservation Demand Management Plan (ECDM), staff are currently working on, or have completed, 6 projects totalling \$1.91M;
 - Approximately \$4.6M for 23 site work projects; projects approved in the most recent plan are in design or construction;
 - Continuation of the FDK playground improvement program to address deficiencies in shade, storage and naturalized surfaces at several schools;
 - Starting the final phase of a program to upgrade access controls to the "Kantech" system with photo identification cards;

- Continuation of the Nutrition Program upgrades; in 2019-20 staff have completed or are currently working on 14 Nutrition Program projects;
- Accessibility upgrades to accommodate specific staff and student needs such as Universal washrooms and automatic door operators; currently there are seven projects underway in various phases.

2. ***The school Renewal Plan is generally executed in a rolling fashion, meaning that at any given time, staff are also in the process of executing projects approved in previous renewal plans.*** There are a number of reasons for deferring the execution of a project to a later time, such as:

- Multiple projects in a school and the challenges of completing them at the same time;
- Prioritizing the completion of projects utilizing Ministry special program funds with strict completion timelines (see #3 below);
- Extensive environmental remediation (asbestos and mould) extending work beyond the period of one year;
- Competing needs for school space during the summer break (Transition programs, Focus on Youth, Child Care, etc.) have impacted project execution;
- Need for studies to further evaluate building systems and/or options to address issues;
- Project investigation/design revealing additional scope and budget increase required;
- Contractor availability; high tender prices due to market pressures may result in a decision to re-tender under better market conditions;
- Securing permits from various authorities having jurisdiction;
- Some projects are cancelled completely based on determination through further on-site investigation that the work is not required; budget allocated to those projects is available to be reallocated to other projects in future years.
- In 2019-2020, the COVID-19 pandemic has had a significant effect on the execution of Renewal projects; the pandemic and resulting isolation measures hit precisely at the time when the majority of tendering normally takes place for summer renewal construction; as a result, many projects were delayed in starting and work that would normally be

carried out in the summer is still underway, or, where work cannot continue in an occupied building, has been deferred until next summer.

Projects identified as accessibility, program and health and safety will always be prioritized for immediate completion. Additionally, building systems that have failed or are on the verge of failure will also be completed immediately.

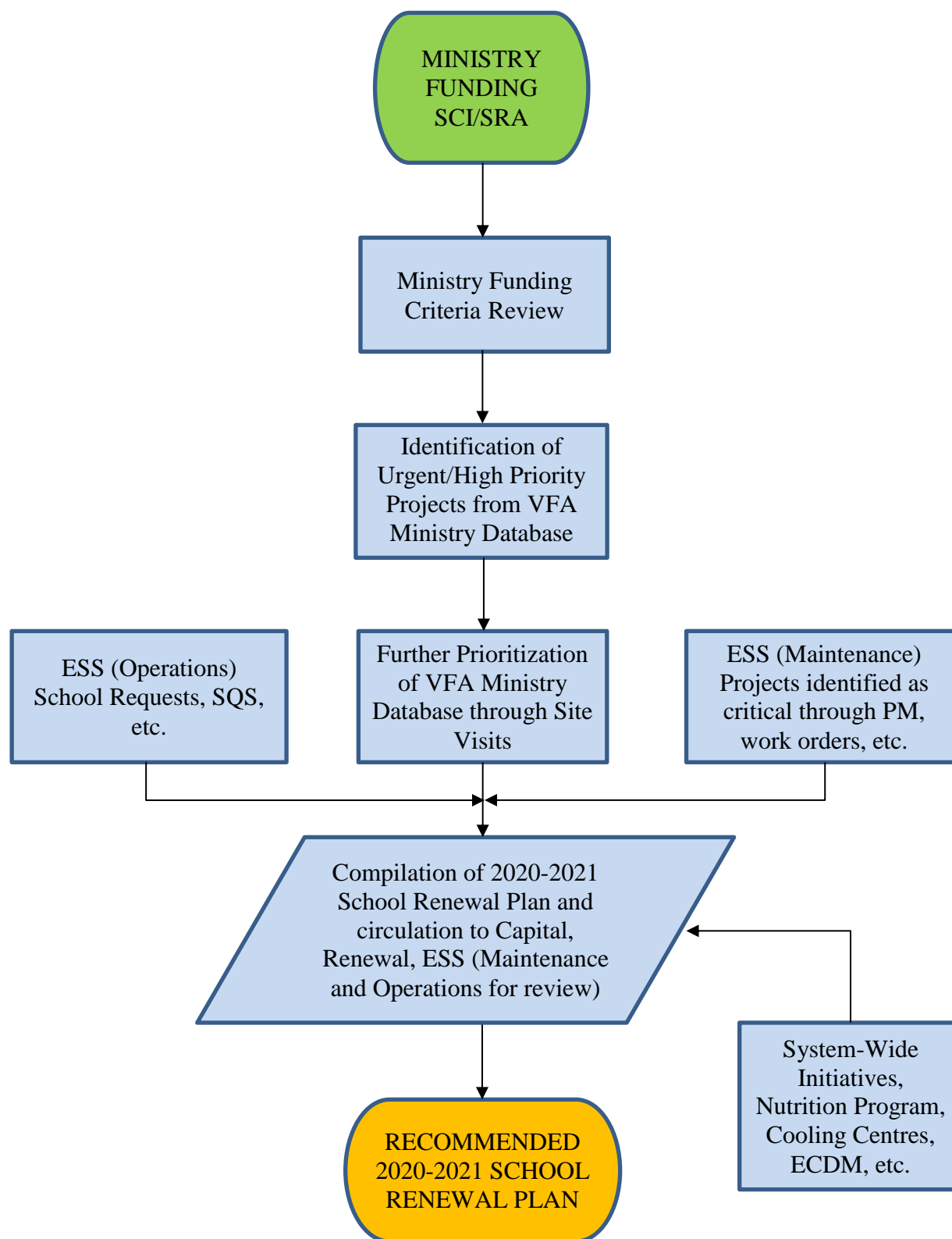
3. ***The TCDSB Renewal Plan is limited by the amount of funding received by the Ministry.*** Funds to address the various school facility needs across Ontario are provided by the Ministry of Education. For the 2020-2120 school year, the TCDSB has received approval of the funding outlined in the table below. Each type of funding has certain restrictions associated with it. Details of these restrictions are outlined in Appendix D.

School Condition Improvement Grant (SCI)	\$47,889,493
School Renewal Allocation (SRA)	\$17,452,960

As noted above, in 2020-2120 staff will also be executing some projects deferred from previous renewal plans. Unused contingency funding approved in previous renewal plans, as well as cancelled projects will be available to supplement the contingency allowance, which is to be used for unplanned urgent projects. The Contingency carry forward balance is currently **\$3,803,052**.

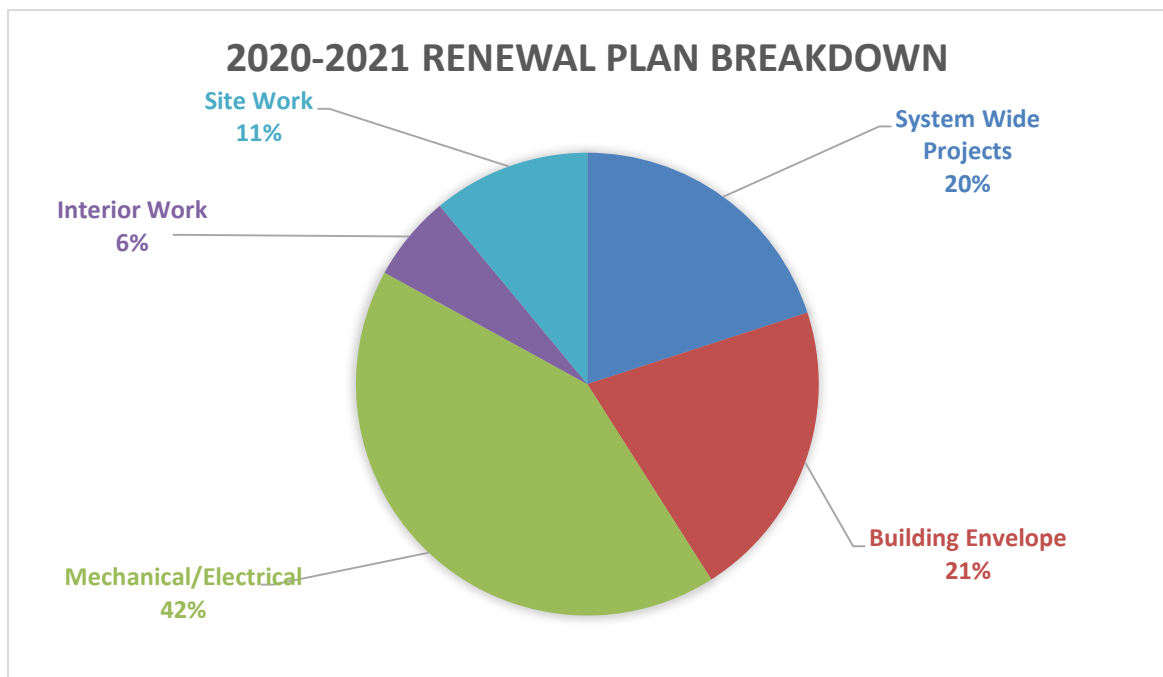
4. ***Selecting projects for inclusion in the 2020-21 Renewal Plan is an exercise of prioritization and good asset management practices.*** The process for selecting the recommended Renewal projects in the 2020-2021 plan is outlined in the flow chart below. The sections of the flow chart are further detailed in Appendix E.

Renewal Project Selection Flow Chart



D. EVIDENCE/RESEARCH/ANALYSIS

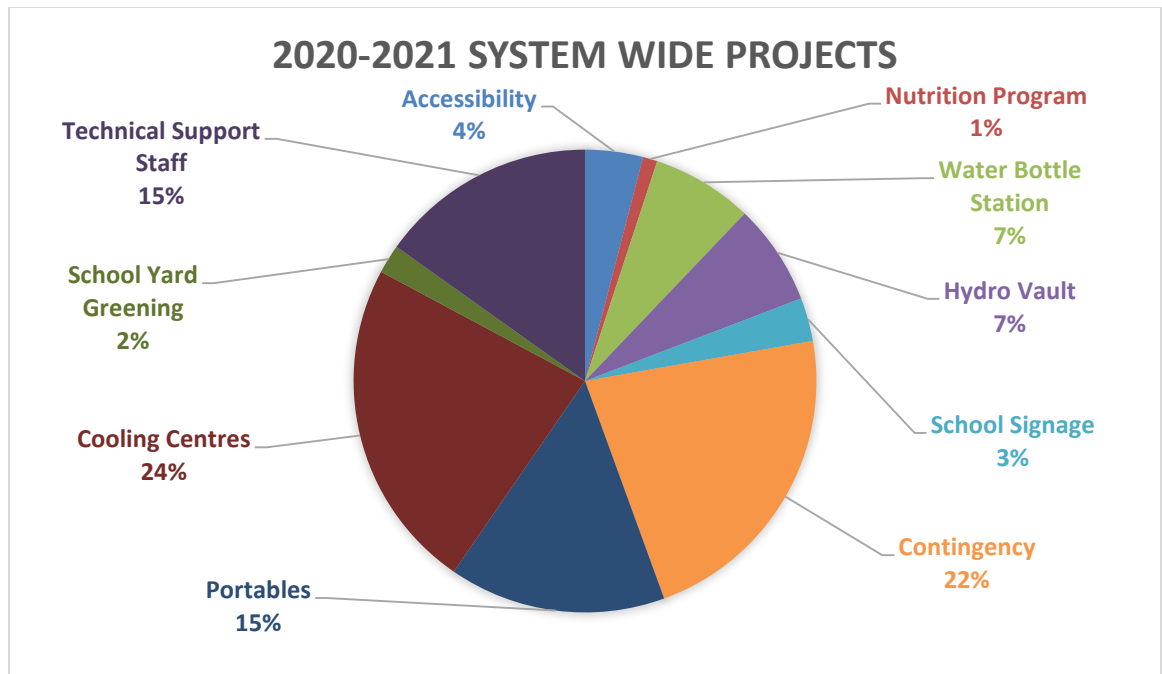
1. ***The 2020-21 Renewal Plan provides a comprehensive mix of asset renewal based on historical trends and building condition.*** The chart below shows the high level mix of investments that will be made in to the system for 2020-2021 to renew schools buildings in the system. It shows that Mechanical/Electrical projects will be the largest investment, followed by projects related to building envelope, including window replacements, reflecting a strong focus of this year's plan on improving ventilation, as a result of COVID-19. System-wide initiatives represent the next largest investment, as roll out of the Cooling Centre Program continues and installation of water bottle filling stations in all schools has become a priority due to COVID-19. A breakdown and further details on each category are provided below. Appendix A provides a detailed overview of proposed spending in each category. A complete list of projects planned in each category can be found in Appendix B.



2. ***System wide initiatives vary greatly, but are meant to bring about improvements through annual targeted investment.*** This category is intended for work that is not associated with a particular school or component,

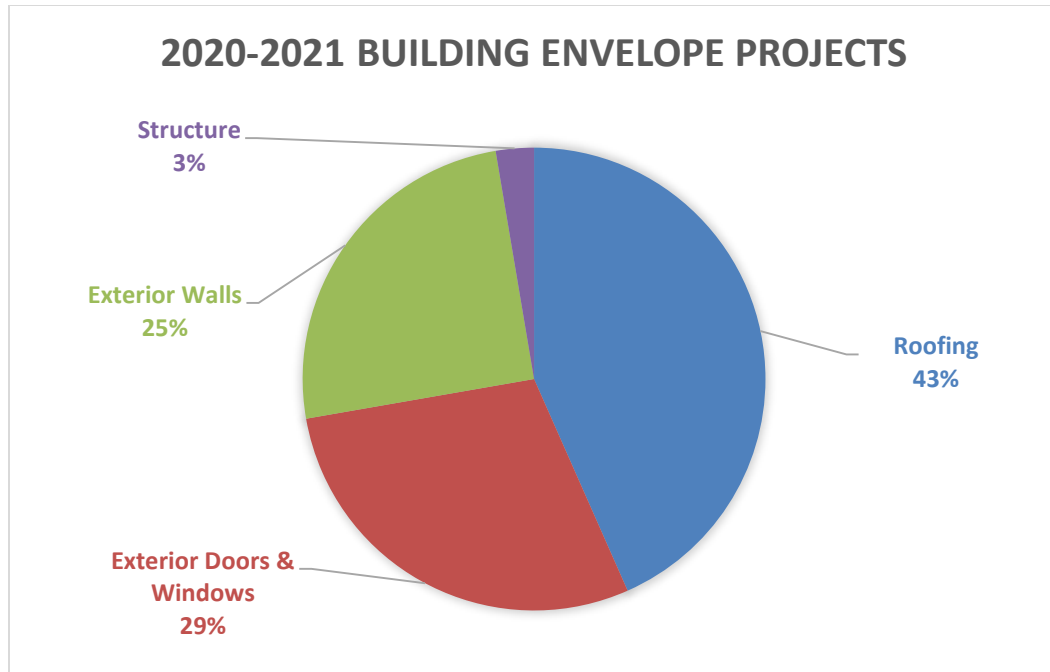
but rather a broader program within the School Renewal Plan to reflect certain Board priorities. Key elements within the System-Wide envelope include:

- Phase 3 of cooling centres at a value of \$3.06M, plus an additional 15 cooling centre projects that will be undertaken by Capital staff as part of the child care retrofit projects for an additional \$1.95M;
- A budget of \$2M earmarked for portable classroom moves and major repairs; details for this work will be provided in the annual Portable Budget report;
- A budget of \$1M to install water bottle filling stations in all schools; upon completion of this program each school in the system will have two water bottle filling stations;
- A budget of \$1M to undertake necessary renewal of hydro vaults;
- A budget of \$500,000 has been set aside to specifically address unplanned rooftop air system replacement;
- A budget of \$100,000 to retain a consultant to develop an Athletic Field Priority Strategy;
- A budget of \$200,000 to continue the creation/renovation of school spaces for the nutrition program; this reserve will be utilized by Environmental Support Services staff to carry out smaller, more manageable work in house; larger nutrition program renovations will be undertaken as itemized projects listed separately in Appendix B;
- A contingency allowance of \$3.0M to address unplanned critical and urgent repairs, unforeseen scope increases and cost increases due to changes in construction market conditions.



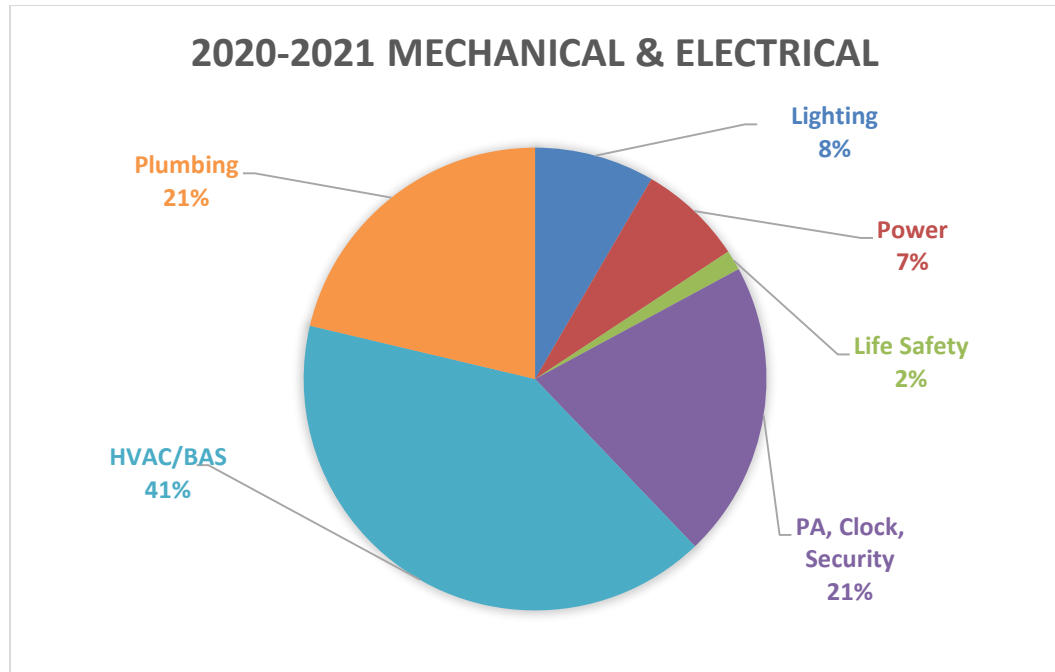
3. *Building Envelope:*

- Projects in this category include windows, exterior doors and hardware, brick and other exterior wall repairs, roofs and structural work. Due to the age of TCDSB schools, a considerable amount of the Renewal budget is allocated to this category;
- Eight window projects have been identified in the 2020-21 Renewal plan, for a total budget of \$2.9M. Staff are working with our consultants and manufacturers to improve window standards, including increasing the number of operable sections in each classroom, maximizing the size of awning operators to gain as much net vented area along the sides of the operable panels as possible, and adding solar reducing tint to the glazing to reduce solar heat gain.
- A pilot project to evaluate the effect of solar reducing window film has produced dramatic results in reducing heat gain in the pilot schools. The 2020-2021 Renewal Plan therefore recommends 8 window film projects at a total budget of \$420,000, targeting schools with no mechanical ventilation. The intent is to continue this program in future Renewal Plans.



4. ***Mechanical and Electrical:***

- This category has the largest proportion of the Renewal program budget as this work encompasses complex systems such as boilers, chillers, radiators, BAS, plumbing, lighting, power, life safety (fire alarm, Public Address, exit lighting), access control and security systems.
- Staff have focussed on projects that will improve indoor air quality such as replacing air handling systems, building automation upgrades and recommissioning.
- To reduce the Board's energy foot print, a number of projects are recommended in the Renewal plan that align with the Energy Conservation Demand Management Plan (ECDM).

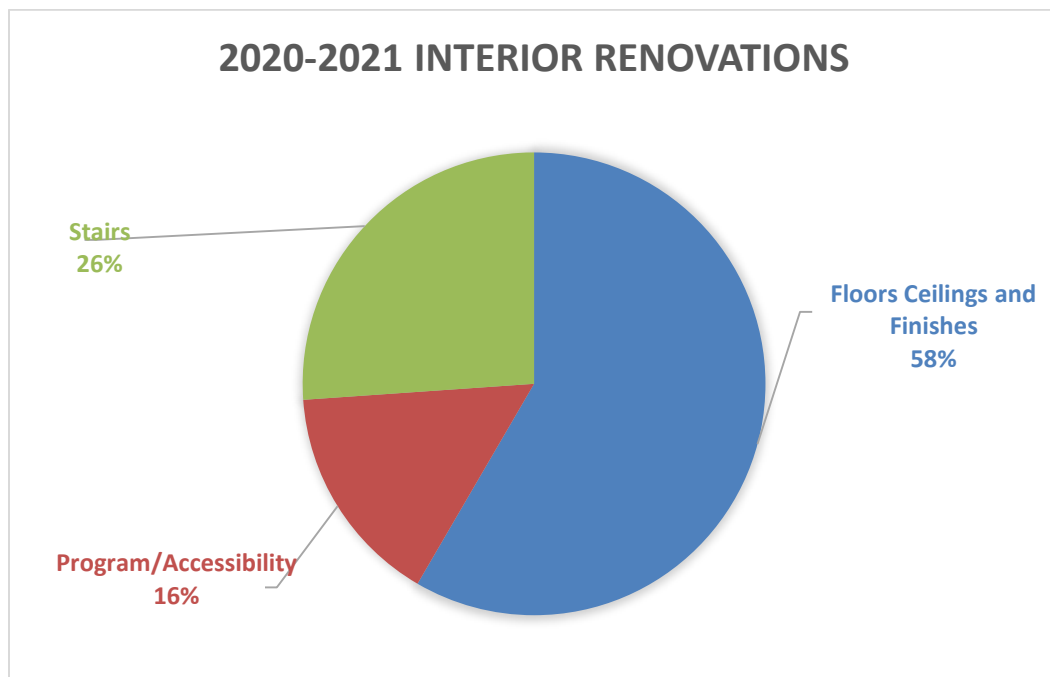


5. *Loretto Abbey:*

- The much needed heating and ventilation system replacement at Loretto Abbey will continue under the previously approved Renewal budget, with a recommendation of a budget increase of \$650,000 in the 2020-2021 Plan to add cooling to the classrooms. This work is not part of the recent funding announcement of Capital funding for an addition and renovations to the school;
- Phase 1 of the heating system replacement will be completed while the Capital project scope definition and design are underway over the next year. Phase 2 of the heating system replacement in the former convent area, may be modified somewhat to adapt to reconfiguration of spaces in the convent, but the general scope of the project is not expected to change;
- Other renewal upgrades that are required/recommended and that can be carried out in conjunction with the Capital project will also be identified over the next year and the required Renewal funding will be recommended in the 2021-2022 Renewal Plan. A preliminary list is included in the 3 year renewal forecast in Appendix C.

6. ***Interior Renovations:***

- This category addresses general interior renovations such as the replacement of floors, ceiling tiles, interior doors, millwork and repair of walls and new stairs; the funding allocation also addresses accessibility and program accommodation renovations.
- Renovations to address the public health requirements of the Nutrition Programs are included in this category.



7. ***Site Work:***

- Site work projects cover the renovation of both softscape and hardscape components of school sites. Replacement of parking lot and playground pavement and site drainage required due to life cycle and wear-and-tear make up the majority of this work.

8. ***The three year Renewal Forecast has been included for “recognition” and not “approval”.*** Staff have further developed a three year forecast as a good practice in asset management planning. It was developed on primarily the

same basis as the 2020-21 plan, but will inevitably be less accurate and require further vetting and prioritization as a rolling forecast each year. Unsurprisingly, the three year forecast shows the same trends in areas of investment as the 2020-21 Renewal Plan (assuming that similar levels of Ministry funding are received). Appendix A provides more detail of the proposed spending in each category of work.

E. METRICS AND ACCOUNTABILITY

1. ***A number of projects included in the 2020-2021 Renewal Plan will be submitted for funding under the recently announced COVID-19 Resilience Infrastructure Stream (CVRIS) funding.*** This funding, announced by the Ministry of Education on October 28th, 2020, will provide up to \$700M in combined federal-provincial funding to school boards for projects that will improve indoor air quality, facilitate physical distancing or otherwise enhance occupant health and well-being during a health crisis. A list of proposed eligible projects will be submitted to the ministry on November 18th, 2020. A decision on funding allocations to school boards is anticipated mid-late January, 2021.
2. ***Should CVRIS funding be awarded for projects included in Renewal Plan, a revised 2020-2021 Renewal Plan will be presented to the Board for approval to reallocate that funding to other projects.*** The highest priority projects in the first year of the 3 year renewal forecast in Appendix C will be moved up to fully utilize the 2020-2021 School Renewal Allocation. Execution of the CVRIS funded projects will take priority, as there is a firm deadline of December 31, 2021 for completion of projects in order to receive the funding. This may result in a need to defer some Renewal Plan projects to the following year due to limited resources. Renewal funding is allowed to be rolled over from year to year.
3. ***The Board regularly updates the Ministry the progress of its Renewal Plan.*** The Ministry's facility database must be updated twice a year to align with the Board's financial accountability submissions as overseen by the Board's Finance department. This is critical to the release of funding for the next cycle of projects. The Ministry also introduced a new reporting requirement this year for projected completion of planned projects.

4. ***Implementation of the SAP Investment Module/Project System (IM/PS) is nearly complete.*** The Board approved an investment of \$1M in the 2020-2021 Renewal Plan towards the implementation of these SAP modules, which are tied directly to the existing SAP financial module. A great deal of Finance, Capital, Renewal and IT staff time has also been invested and these investments are expected to pay off in the coming year with tighter controls and much improved efficiency in monitoring and reporting project financial transactions and status.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. ***Communication to stakeholders within the schools is key to acceptance and success of the plan.*** Upon approval of the 2020-21 Renewal Plan, school principals, child care operators and permit groups will be informed by email of the work planned for their building as detailed in Appendix B and will be provided with a link to the Board's Facilities page on the TCDSB website where the Plan will be posted.
2. ***Communication to stakeholders at the system level ensures system leaders and school communities are aligned.*** Following approval, the Renewal Plan will be sent to Superintendents (sorted by Superintendent Area) and Trustees (sorted by Trustee Ward). A bi-annual update will be provided, as projects may be added to address critical needs that arise during the year and some projects may be deferred for various reasons. A contingency allowance is included to address unanticipated projects.
3. ***Certain projects will require heightened consultation with local schools.*** School community consultation will occur for applicable projects (for example site improvement projects). Project status will be available through the Board's website. A "Good Neighbour" letter, as per Board policy, will be mailed to neighbours adjacent to our schools where major exterior projects are undertaken, including portable classroom installations.

G. STAFF RECOMMENDATION

1. That the 2020-2120 Renewal Plan, in the budget amount of \$69,145,505.00, and as detailed on Appendices A and B, be approved.

2. That the three year Renewal Forecast in the estimated amount of \$196,027,359.00, and detailed in Appendix C, be recognized for planning purposes.
3. That staff bring back a report with a revised 2020-2021 Renewal Plan in the spring of 2021 following announcement of CVRIS funding allocations.

2020-2021 RENEWAL BUDGET BREAKDOWN AND 3 YEAR FORECAST

APPENDIX A

REVENUE	2020-2021 PLAN	2021-2022*	2022-2023*	2023-2024*	Total
		FORECAST			
School Condition Improvement Grant - (SCI)	\$47,889,493	\$47,889,493	\$47,889,493	\$47,889,493	\$191,557,972
School Renewal Allocation - (SRA)	\$17,452,960	\$17,452,960	\$17,452,960	\$17,452,960	\$69,811,840
Carry Forward	\$3,803,052				
REVENUE TOTAL	\$69,145,505	\$65,342,453	\$65,342,453	\$65,342,453	\$261,369,812

EXPENDITURE: SYSTEM-WIDE INITIATIVES	2020-2021	2021-2022*	2022-2023*	2023-2024*	Total
Technical Support Staff	\$2,000,000	\$2,070,000	\$2,142,450	\$2,217,436	\$8,429,886
Rooftop Air Handling Unit Replacement	\$500,000	\$300,000	\$300,000	\$300,000	\$1,400,000
Cooling Centre Installation	\$3,059,000	\$3,192,000	\$0	\$0	\$6,251,000
Portables - Refurbishment & Relocation	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$8,000,000
Contingency (unplanned critical repairs)	\$3,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$18,000,000
School Signage (Elementary & Secondary)	\$350,000	\$350,000	\$350,000	\$350,000	\$1,400,000
Hydro Vault Repairs	\$1,000,000	\$0	\$0	\$0	\$1,000,000
Water bottle filling Station Installation	\$1,000,000	\$0	\$0	\$0	\$1,000,000
Athletic Field Priority Strategy	\$100,000	\$0	\$0	\$0	\$100,000
Nutrition Program Allowance (ESS)	\$200,000	\$200,000	\$0	\$0	\$400,000
Accessibility upgrades	\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
System-Wide Expenditure Initiative	\$13,709,000	\$13,612,000	\$10,292,450	\$10,367,436	\$47,980,886
BALANCE:	\$55,436,505	\$51,730,453	\$55,050,003	\$54,975,017	\$213,388,926

SCHOOL RENEWAL	2019-2020	2020-2021*	2021-2022*	2022-2023*	Total
Building Envelope	21%	28%	28%	28%	
Building Envelope - Roofing	\$6,375,752	\$6,952,573	\$7,398,720	\$7,388,642	\$28,115,688
Building Envelope - Exterior Doors & Windows	\$4,245,605	\$4,562,626	\$4,855,410	\$4,848,797	\$18,512,437
Building Envelope - Exterior Walls	\$3,687,359	\$2,571,004	\$2,735,985	\$2,732,258	\$11,726,606
Building Envelope - Structure	\$381,958	\$398,324	\$423,885	\$423,308	\$1,627,475
	\$14,690,674	\$14,484,527	\$15,414,001	\$15,393,005	\$59,982,206
Mechanical & Electrical	40%	51%	51%	51%	
Electrical-Lighting and Lighting Controls	\$2,077,400	\$1,451,039	\$1,544,153	\$1,542,049	\$6,614,641
Electrical-Power	\$1,812,497	\$1,714,865	\$1,824,908	\$1,822,422	\$7,174,690
Life Safety - Emergency Lighting/Fire Alarm	\$3,485,570	\$3,429,729	\$3,649,815	\$3,644,844	\$14,209,958
LSRC-PA_Clock_Sertry	\$5,130,759	\$2,836,122	\$3,018,116	\$3,014,005	\$13,999,003
Mech-Htg_Cooling_BAS	\$10,108,154	\$14,312,523	\$15,230,960	\$15,210,213	\$54,861,849
Mech-Plumbing	\$5,270,182	\$2,638,253	\$2,807,550	\$2,803,726	\$13,519,711
Mech - elevators	\$0	\$0	\$0	\$0	\$0
	\$27,884,562	\$26,382,531	\$28,075,502	\$28,037,259	\$110,379,853
Interior Renovations	8%	12%	12%	12%	
Renovation-General, Floors, Ceilings, Finishes	\$2,954,766	\$4,593,664	\$4,888,440	\$4,881,782	\$17,318,652
Renovation-Program/Accessibility	\$1,801,686	\$1,257,050	\$1,337,715	\$1,335,893	\$5,732,344
Renovation - Stairs	\$1,008,944	\$356,940	\$379,845	\$379,328	\$2,125,057
	\$5,765,397	\$6,207,654	\$6,606,000	\$6,597,002	\$25,176,053
Site Work	10%	9%	9%	9%	
Site Improvements	\$7,095,873	\$4,655,741	\$4,954,500	\$4,947,752	\$21,653,865
	\$7,095,873	\$4,655,741	\$4,954,500	\$4,947,752	\$21,653,865
TOTALS RENEWAL:	55,436,505	51,730,453	55,050,003	54,975,017	\$211,322,926

**2020-2021 RENEWAL BUDGET BREAKDOWN AND
3 YEAR FORECAST**

APPENDIX A

TOTAL EXPENDITURES 2020-2021 PLAN	\$69,145,505	\$0	\$0	\$0	\$69,145,505
TOTAL 3 YEAR FORECAST	\$0	\$65,342,453	\$65,342,453	\$65,342,453	\$196,027,359

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
Building Envelope - Total			\$	14,690,673.83	
409	Blessed Margureita of Cita	Exterior Doors	Exterior Door Renewal	3	3
289	Blessed Trinity	Exterior Doors	Exterior Door Renewal	11	4
257	Christ the King	Exterior Windows	Exterior Windows Renewal	4	2
522	Dante Alighieri	Exterior Windows	Exterior Windows Renewal	5	3
215	Holy Name	Exterior Windows	Window Film	11	6
225	Holy Rosary	Exterior Windows	Window Film	9	6
500	Msgr Fraser College Annex Campus (St. Peter)	Exterior Doors	Exterior Door Renewal	9	5
500	Msgr Fraser College Annex Campus (St. Peter)	Exterior Windows	Exterior Windows Renewal	9	5
288	Nativity of Our Lord	Exterior Windows	Window Film - Atrium	2	1
334	St Bartholomew	Exterior Windows	Exterior Windows Renewal	8	7
267	St Benedict	Exterior Windows	Window Film	1	1
214	St Clare	Exterior Windows	Exterior Windows Renewal	6	5
270	St Cyril	Exterior Windows	Window Film	5	4
208	St Helen	Exterior Doors	Exterior Door Renewal	6	5
279	St Jude	Exterior Windows	Window Operators Broke.	3	1
264	St Lawrence	Exterior Windows	Window Film	7	7
333	St Leo	Exterior Doors	Exterior Door Renewal- Partial - Original	4	2
331	St Louis	Exterior Doors	Exterior Door Renewal	4	2
331	St Louis	Exterior Windows	Exterior Windows Renewal	4	2
240	St Matthew	Exterior Windows	Window Film	10	2
204	St Paul	Exterior Doors	Exterior Door Renewal	9	6
269	St Rose of Lima	Exterior Windows	Exterior Windows Renewal	12	8
236	St Thomas Aquinas	Exterior Doors	Exterior Door Renewal	9	5
262	St Gregory	Exterior Windows	Window Film	2	1

Building Envelope - Exterior Doors &

Windows - Total

\$

4,245,604.74

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
522	Dante Alighieri	Building Envelope Review and Repair	Exterior Masonry Replacement	5	3
506	Madonna	Building Envelope Review and Repair	Budget Increase	5	3
561	Marshall McLuhan	Building Envelope Review and Repair	Chimney Restoration	5	3
505	Senator O'Connor	Building Envelope Review and Repair	Water Infiltration - Estate House	11	4
356	St Edmund Campion	Building Envelope Review and Repair	East facing wall gym water penetration	12	8
377	St Gabriel Lalemant	Building Envelope Review and Repair	Exterior Walls - Metal Panel	8	7
262	St Gregory	Building Envelope Review and Repair	Wall Replacement. Budget Increase and Scope Alteration due to Bird Nesting	2	1
208	St Helen	Building Envelope Review and Repair	Budget Increase	6	5
300	St Kevin	Building Envelope Review and Repair	Chimney Restoration	7	4
331	St Louis	Building Envelope Review and Repair	Building Condition Review	4	2
344	St Martha	Building Envelope Review and Repair	New Building Wall Enclosure & Entrance	5	3
286	St Martin de Porres	Building Envelope Review and Repair	Chimney Review and repair	12	8
240	St Matthew	Building Envelope Review and Repair	Chimney Review and repair	10	2
204	St Paul	Building Envelope Review and Repair	Chimney Review and repair	9	6
236	St Thomas Aquinas	Building Envelope Review and Repair	Chimney Review and repair	9	5
398	Sts Cosmas & Damian	Building Envelope Review and Repair	Budget Increase	5	3
Building Envelope - Exterior Walls - Total			\$	3,687,359.13	

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
251	Canadian Martyrs	Roof and HVAC fans	Roof and Exhaust Fan Renewal - Upper Roof 2.2	11	6
522	Dante Alighieri	Roof and HVAC fans	Roof Covering and Exhaust Fan Partial - Upper Roof	5	3
225	Holy Rosary	Roof and HVAC fans	Budget Increase	9	6
554	Jean Vanier Catholic CSS (Lease from TDSB - Bill30)	Roof and HVAC fans	Roof Coverings and Exhaust Fan Renewal - BUR/EPDM	7	7
511	Loretto College	Roof and HVAC fans	Roof Covering Renewal - Metal Roof	6	5
561	Marshall McLuhan	Roof and HVAC fans	Roof Coverings Renewal and Exhaust Fan - Partial	5	3
505	Senator O'Connor	Roof and HVAC fans	Roof Coverings Renewal	11	4
333	St Leo	Roof and HVAC fans	Skylight and Shingles	4	2
323	St Leonard	Roof and HVAC fans	Roof Replacement	11	4
331	St Louis	Roof and HVAC fans	Roof Coverings and Exhaust Fan Renewal	4	2
298	St Timothy	Roof and HVAC fans	Roof Coverings Renewal		
Building Envelope - Roofing - Total			\$	6,375,752.44	
247	Our Lady of Victory	Structure	Foundation wall crack water infiltration	10	2
Building Envelope - Structure - Total			\$	381,957.52	
Mechanical & Electrical - Total			\$	27,884,562.02	
522	Dante Alighieri	HVAC Upgrades	HVAC and BAS Modifications and Upgrades	5	3
391	Father Serra	HVAC Upgrades	Cooling Centre	2	1
242	Holy Cross	HVAC Upgrades	BAS Upgrade - Multiple control systems throughout building	11	6
215	Holy Name	HVAC Upgrades	BAS Upgrade - Multiple control systems throughout building	11	6
527	James Cardinal McGuigan	HVAC Upgrades	BAS Upgrade - Pneumatic	3	3
510	Loretto Abbey	HVAC Upgrades	AC System	5	4
506	Madonna	HVAC Upgrades	HVAC Replacement	5	3
529	Michael Power/St Joseph	HVAC Upgrades	BAS Upgrade and HVAC Fans - Year 1	2	1
340	Mother Cabrini CS	HVAC Upgrades	BAS Upgrade - Pneumatic	2	1
340	Mother Cabrini CS	HVAC Upgrades	Terminal Package, AHU, Distribution, Hot Water	2	1
368	Santa Maria	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	10	2
335	St Albert	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	7	7

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
274	St Barbara	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	12	8
351	St Barnabas	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	8	7
334	St Bartholomew	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	8	7
261	St Bernard	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	10	2
380	St Columba	HVAC Upgrades	Boiler, Terminal and BAS Upgrade	8	8
384	St Demetrius	HVAC Upgrades	New AHU and BAS Upgrade	2	2
341	St Dorothy	HVAC Upgrades	HVAC - (4) Fan Coil Units in the Portapaks	1	1
356	St Edmund Campion	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	12	8
319	St Gerald	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	11	4
394	St Jean de Brebeuf	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	8	8
392	St John Vianney	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	1	1
279	St Jude	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	3	1
300	St Kevin	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	7	4
249	St Margaret	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	5	3
374	St Paul VI	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	6	5
254	St Philip Neri	HVAC Upgrades	Terminal Units and BAS Upgrade	3	3
320	St Roch	HVAC Upgrades	Cooling Centre (installed as part of Childcare work)	3	1
	System Wide	HVAC Upgrades	VFD Installations - Year 2 Energy Conservation		

Mech-Htg_Cooling_BAS - Total

\$

10,108,153.73

257	Christ the King	Washroom Upgrades	Toilet partitions, toilets, Bradley's and tiles	4	2
522	Dante Alighieri	Washroom Upgrades	Toilet Partitions and Fixtures	5	3
522	Dante Alighieri	Misc Mechanical	Plumbing Fixtures, Sump and Sanitary Pump Replacement and Fir Protections Systems	5	3
529	Michael Power/St Joseph	Washroom Upgrades	Budget Increase to address shower below	2	1
529	Michael Power/St Joseph	Misc Mechanical	Hot Water Tanks (3) 60 Gallons+D71	2	1
502	Neil McNeil	Washroom Upgrades	Budget Increase to address additional WR	12	8
368	Santa Maria	Washroom Upgrades	Universal Washroom	10	2
368	Santa Maria	Washroom Upgrades	Washroom Upgrades Budget Increase	10	2
326	St Alphonsus	Washroom Upgrades	Budget Increase	9	5
250	St Charles	Washroom Upgrades	Washroom Upgrades Budget Increase	5	3
363	St Charles Garnier	Washroom Upgrades	Toilet Partitions and Fixtures	3	3
341	St Dorothy	Washroom Upgrades	Toilet Partitions and Fixtures	1	1
278	St Elizabeth	Washroom Upgrades	Toilet Partitions and Fixtures	4	2
385	St Florence	Washroom Upgrades	Toilet Partitions and Fixtures	8	7
206	St Francis Xavier	Washroom Upgrades	Washroom Upgrades Budget Increase	9	6
319	St Gerald	Washroom Upgrades	Universal Washroom	11	4
394	St Jean de Brebeuf	Washroom Upgrades	Universal Washroom	8	8

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
279	St Jude	Washroom Upgrades	Toilet Partitions and Fixtures	3	1
546	St Patrick Catholic CSS (Leased from TDSB - Bill30)	Misc Mechanical	Sewage Ejector Pump	11	6
285	St Raphael	Washroom Upgrades	Washroom Upgrades Budget Increase	5	3

Mech-Plumbing - Total

\$

5,270,182.22

522	Dante Alighieri	PA & Security System Upgrades	PA, IT and Communication system upgrade/replacement	5	3
391	Father Serra	PA & Security System Upgrades	CCTV Cameras	2	1
215	Holy Name	PA & Security System Upgrades	PA system upgrade/replacement	11	6
511	Loretto College	PA & Security System Upgrades	CCTV Cameras	6	5
544	Mary Ward	PA & Security System Upgrades	CCTV Cameras	7	7
529	Michael Power/St Joseph	PA & Security System Upgrades	CCTV Cameras - Budget Increase	2	1
252	Our Lady of Fatima	PA & Security System Upgrades	CCTV Cameras - Budget Increase	12	8
347	Pope Francis	PA & Security System Upgrades	CCTV Cameras - Budget Increase	9	6
415	Sacred Heart	PA & Security System Upgrades	PA Upgrades	8	7
505	Senator O'Connor	PA & Security System Upgrades	CCTV Cameras	11	4
243	St Anslem	PA & Security System Upgrades	CCTV Cameras	11	6
363	St Charles Garnier	PA & Security System Upgrades	CCTV Cameras - Budget Increase	3	3
386	St Elizabeth Seton	PA & Security System Upgrades	PA System Upgrade/Replacement	8	7
208	St Helen	PA & Security System Upgrades	PA System Upgrade/Replacement	6	5
279	St Jude	PA & Security System Upgrades	PA system upgrade/replacement	3	1
279	St Jude	PA & Security System Upgrades	CCTV Cameras - Budget Increase	3	1
393	St Kateri Tekakwitha	PA & Security System Upgrades	CCTV Cameras - Budget Increase	11	4
300	St Kevin	PA & Security System Upgrades	PA system upgrade/replacement	7	4
528	St Mary Catholic Academy	PA & Security System Upgrades	PA system upgrade/replacement	6	5
357	St Matthias	PA & Security System Upgrades	PA system upgrade/replacement	11	4
546	St Patrick Catholic CSS (Leased from TDSB - Bill30)	PA & Security System Upgrades	CCTV Cameras - Budget Increase	11	6
204	St Paul	PA & Security System Upgrades	PA system upgrade/replacement	9	6
374	St Paul VI	PA & Security System Upgrades	CCTV Cameras	6	5
320	St Roch	PA & Security System Upgrades	CCTV Cameras	3	1
236	St Thomas Aquinas	PA & Security System Upgrades	CCTV Cameras - Budget Increase	9	5
	System Wide	PA & Security System Upgrades	Access Control		

LSRC-PA_Clock_Scrt - Total

\$

5,130,759.41

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
522	Dante Alighieri	Fire Alarm Upgrades	Fire Alarm System Upgrades	5	3
524	Francis Liebermann	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	7
215	Holy Name	Fire Alarm Upgrades	Fire Alarm System Upgrades	11	6
325	James Culnan	Fire Alarm Upgrades	Fire Alarm System Upgrades	4	5
544	Mary Ward	Fire Alarm Upgrades	Fire Alarm System Upgrades	7	7
368	Santa Maria	Fire Alarm Upgrades	Fire Alarm System Upgrades	10	2
334	St Bartholomew	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	7
425	St Bede	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	7
359	St Brendan	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	8
380	St Columba	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	8
270	St Cyril	Fire Alarm Upgrades	Fire Alarm System Upgrades	5	4
319	St Gerald	Fire Alarm Upgrades	Fire Alarm System Upgrades	11	4
315	St Isaac Jogues	Fire Alarm Upgrades	Fire Alarm System Upgrades	11	4
294	St Jerome	Fire Alarm Upgrades	Fire Alarm System Upgrades	5	3
300	St Kevin	Fire Alarm Upgrades	Fire Alarm System Upgrades	7	4
333	St Leo	Fire Alarm Upgrades	Fire Alarm Upgrades - Partial - Original	4	2
528	St Mary Catholic Academy	Fire Alarm Upgrades	Fire Alarm System Upgrades	6	5
357	St Matthias	Fire Alarm Upgrades	Fire Alarm System Upgrades	11	4
412	St Maximilian Kolbe	Fire Alarm Upgrades	Fire Alarm System Upgrades	7	7
538	St Mother Teresa Catholic Academy	Fire Alarm Upgrades	Fire Alarm System Upgrades	8	8
309	St Norbert CS	Fire Alarm Upgrades	Fire Alarm System Upgrades	5	3
204	St Paul	Fire Alarm Upgrades	Fire Alarm System Upgrades	9	6

Life Safety - Emergency Lighting/Fire - Total

\$

3,485,570.25

522	Dante Alighieri	Electrical Upgrades	Electrical Services Upgrades	5	3
294	St Jerome	Electrical Upgrades	Provide Electrical upgrades to accommodate services as per Hydro	5	3
546	St Patrick Catholic CSS (Leased from TDSB - Bill30)	Electrical Upgrades	Electrical Service and Distribution - Original Switchgear and 2 nd Transformer	11	6
	System Wide	Electrical Upgrades	Voltage Harmonizers - Year 2 Energy Conservation		

Electrical-Power - Total

\$

1,812,496.53

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
257	Christ the King	Lighting Upgrades	Interior Lighting Upgrades	4	2
522	Dante Alighieri	Lighting Upgrades	Lighting and Controls Upgrades	5	3
215	Holy Name	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	11	6
215	Holy Name	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	11	6
544	Mary Ward	Lighting Upgrades	Interior Lighting	7	7
359	St Brendan	Lighting Upgrades	Emergency Lighting	8	8
359	St Brendan	Lighting Upgrades	Exit Lighting	8	8
270	St Cyril	Lighting Upgrades	Lighting Equipment - Interior Lighting	5	4
270	St Cyril	Lighting Upgrades	Lighting Equipment - Exit Sign	5	4
278	St Elizabeth	Lighting Upgrades	Upgrade lights from T8 to LED	4	2
377	St Gabriel Lalemant	Lighting Upgrades	Lighting Equipment - Emergency Lighting	8	7
377	St Gabriel Lalemant	Lighting Upgrades	Exterior Lighting	8	7
208	St Helen	Lighting Upgrades	Lighting Equipment - 1993 Original - Exterior Lighting	6	5
275	St James	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	4	5
220	St John	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	11	6
220	St John	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	11	6
	St Matthew	Lighting Upgrades	Upgrade lights from T8 to LED		
309	St Norbert CS	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups - Original	5	3
204	St Paul	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	9	6
204	St Paul	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	9	6
374	St Paul VI	Lighting Upgrades	Exterior Lighting	6	5

Electrical-Lighting and Lighting Controls - Total

\$

2,077,399.87

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
Interior Renovations - Total			#REF!		
522	Dante Alighieri	Finishes	Floor, Ceiling and Wall Finishes	5	3
524	Francis Liebermann	Finishes - Add on	Ceiling Replacement - Partial	8	7
524	Francis Liebermann	Fittings	Lockers Renewal	8	7
215	Holy Name	Finishes - Add on	Ceiling Replacement - Partial	11	6
527	James Cardinal McGuigan	Fittings	Locker Replacement	3	3
506	Madonna	Finishes	Budget Increase	5	3
544	Mary Ward	Finishes - Add on	Ceiling Replacement - Partial	7	7
368	Santa Maria	Finishes - Add on	Ceiling Replacement - Partial	10	2
302	St Agatha	Finishes	Floor Finishes Renewal	12	8
350	St Aidan	Finishes	Floor Finishes - Vinyl Tile and Vinyl Sheet - Partial	7	7
328	St Augustine of Canterbury CS	Finishes	Various Related Renewal Projects	3	3
425	St Bede	Finishes - Add on	Ceiling Replacement - Partial	8	7
261	St Bernard	Finishes	Floor Finishes Renewal - Partial	10	2
263	St Bonaventure	Finishes	Floor Finishes - Vinyl Tile - Partial	11	4
270	St Cyril	Finishes - Add on	Ceiling Replacement - Partial	5	4
377	St Gabriel Lalemant	Finishes - Add on	Ceiling Replacement - Partial	8	7
319	St Gerald	Finishes - Add on	Ceiling Replacement - Partial	11	4
315	St Isaac Jogues	Finishes - Add on	Ceiling Replacement - Partial	11	4
275	St James	Finishes - Add on	Ceiling Replacement - Partial	4	5
294	St Jerome	Finishes - Add on	Ceiling Replacement - Partial	5	3
220	St John	Finishes	Floor Finishes - Vinyl Tile - Partial	11	6
531	St John Paul II	Fittings	Bleacher Replacement	12	8
279	St Jude	Finishes	Terrazzo floor repairs - Washrooms and Stairs	3	1
528	St Mary Catholic Academy	Finishes - Add on	Ceiling Replacement - Partial	6	5
357	St Matthias	Finishes - Add on	Ceiling Replacement - Partial	11	4
555	St Oscar Romero	Finishes	Replace Vinyl Floor Tiles Cafeteria	10	2
204	St Paul	Finishes - Add on	Ceiling Replacement - Partial	9	6

Renovation-General, Floors, Ceilings, - Total

\$

2,954,765.72

522	Dante Alighieri	Renovation Program	Interior Partitions, Structural Alterations, FDK Millwork and Nutrition Program	5	3
215	Holy Name	Renovation Program	Dividing wall - Classrooms	11	6
326	St Alphonsus	Renovation Program	Dividing wall - Classrooms	9	5
366	St Francis de Sales	Renovation Program	Dividing wall - Classrooms	3	3
276	Transfiguration	Renovation Program	Dividing wall - Classrooms	2	1
522	Dante Alighieri	Elevator	Elevator Upgrades and Modifications	5	3

School Code	School	Type of Work	Project Description	Trustee Ward	Superintendent Area
Renovation-Program/Accessibility			\$		1,801,686.41
522	Dante Alighieri	Interior Stairs	Interior Stair A - Partial	5	3
361	St Angela	Interior Stairs	Budget Increase to cover additional scope	1	1
267	St Benedict	Interior Stairs	Interior Stairs (4) Sets	1	1
278	St Elizabeth	Interior Stairs	Interior Stairs Repair or Replacement. Terrazzo stair treads and stair replacement	4	2
279	St Jude	Interior Stairs	Project for replacement of (1) stair and refinishing of others. Safety issue. Original priority 2.	3	1
228	St Mary of Angels	Interior Stairs	Interior Stairs Replacement	6	5
379	St Maurice	Interior Stairs	Budget Increase	1	1
285	St Raphael	Interior Stairs	Budget Increase	5	3
322	St Thomas More	Interior Stairs	Interior Stairs Repair or Replacement	12	8

Renovation - Stairs - Total

#REF!

Site Work - Total	\$	7,095,872.64
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290	All Saints	Hardscape	Sidewalk, Parking lot and Play surface - Year 1	2	2
545	Bishop Marrocco	Hardscape	Storm/Sanitary Sewer Condition Review	4	5
509	Chaminade College	Hardscape	Field Improvements, Pedestrian Path, Speed Bumps and Staircase	10	2
522	Dante Alighieri	Hardscape	Asphalt play surface and fencing in FDK Yard	5	3
212	Holy Family	Hardscape	Asphalt Parking Lot, Pedestrian Paving Budget Increase	4	5
282	Holy Spirit	Hardscape	Parking Lot, Play Surface and Hardscape	7	7
561	Marshall McLuhan	Hardscape	Entrance Stairs and Retaining Wall	5	3
372	Our Lady of Grace	Hardscape	Asphalt Parking Lot, Pedestrian Paving	8	7
350	St Aidan	Hardscape	Asphalt Parking Lot and Play Surface	7	7
410	St Andre	Hardscape	Site Drainage	3	3
334	St Denis	Hardscape	Entire site Design Only - Year 1	8	7
337	St Eugene	Hardscape	Bus Loop	2	1
531	St John Paul II	Hardscape	Asphalt Parking Lot & Pedestrian Paving	12	8
331	St Louis	Hardscape	FDK Upgrade	4	2
249	St Margaret	Hardscape	Accessibility Ramps, Parking and Site Development	5	3
309	St Norbert CS	Hardscape	Site Work	5	3
555	St Oscar Romero	Hardscape	Asphalt Parking Lot & Pedestrian Paving - Year 1	10	2
285	St Raphael	Hardscape	Parking Lot, Play Surface	5	3
373	St Sylvester	Hardscape	Pedestrian Paving	7	7

Site Improvements - Total

\$

7,095,872.64

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
Building Envelope - Total			\$	45,291,533
509	Chaminade College	Exterior Doors	Exterior Door Renewal	10
212	Holy Family	Exterior Doors	Exterior Door Renewal	4
527	James Cardinal McGuigan	Exterior Doors	Exterior door renewal	3
510	Loretto Abbey	Exterior Windows	Exterior Windows Renewal	5
544	Mary Ward	Exterior Windows	Exterior Windows Renewal	7
533	Msgr Fraser College - Isabella North	Exterior Doors	Exterior door renewal	9
533	Msgr Fraser College - Isabella North	Exterior Windows	Exterior Windows Renewal	9
364	Msgr Fraser College - Midland, Building ID 7318-	Exterior Windows	Exterior Windows Renewal	8
222	Msgr Fraser College (St Martin)	Exterior Doors	Exterior Door Renewal	9
222	Msgr Fraser College (St Martin)	Exterior Windows	Exterior Windows Renewal - West Façade	9
364	Msgr. Fraser -- Scarborough Campus (Formerly Our Lady of Good Counsel CS)	Exterior Windows	Exterior Windows Renewal	8
247	Our Lady of Victory	Exterior Doors	Exterior door renewal	10
416	Prince of Peace	Exterior Doors	Exterior door renewal	8
416	Prince of Peace	Exterior Windows	Exterior Windows Renewal	8
328	St Augustine of Canterbury CS	Exterior Doors	Replace exterior doors	3
351	St Barnabas CS	Exterior Windows	Exterior Window Renewal	8
425	St Bede	Exterior Doors	Exterior door renewal	8
263	St Bonaventure	Exterior Windows	Exterior Window Renewal	11
467	St Dominic Savio	Exterior Doors	Exterior door renewal	8
386	St Elizabeth Seton	Exterior Doors	Exterior door renewal	8
386	St Elizabeth Seton	Exterior Windows	Exterior Window Renewal	8
385	St Florence	Exterior Doors	Exterior door renewal	8
385	St Florence	Exterior Windows	Exterior Window Renewal	8
271	St Francis Xavier	Exterior Doors	Exterior Door Replacement	10
346	St Gerard Majella (LEASED)	Exterior Windows	Exterior Window Renewal	3
208	St Helen	Exterior Doors	Exterior door renewal	6
395	St Henry	Exterior Windows	Exterior Windows Renewal	7
365	St Ignatius of Loyola	Exterior Doors	Exterior door renewal	8
365	St Ignatius of Loyola	Exterior Windows	Exterior Window Renewal	8
315	St Isaac Jogues	Exterior Doors	Exterior Doors Renewal	11
296	St Jane Frances	Exterior Doors	Exterior door renewal	3
531	St John Paul II	Exterior Doors	Exterior Door Replacement	12
254	St. Philip Neri	Exterior Windows	Exterior Window Renewal	3
392	St John Vianney	Exterior Windows	Exterior Windows	1
279	St Jude	Exterior Windows	Window Operators Broke.	3
336	St Malachy	Exterior Doors	Exterior door renewal	8
379	St Maurice	Exterior Doors	Exterior door renewal	1
255	St Nicholas of Bari	Exterior Doors	Exterior Doors Renewal	5
309	St Norbert	Exterior Doors	Exterior Door Renewal	5
309	St Patrick Catholic CSS (Leased from TDSB - Bill30)	Exterior Windows	Exterior Windows Renewal	5
204	St Paul	Exterior Doors	Exterior Door Replacement	9
285	St Raphael	Exterior Doors	Exterior Door Renewal	5
408	St Rene Goupil	Exterior Doors	Exterior door renewal	8
408	St Rene Goupil	Exterior Windows	Exterior Windows Renewal	8
322	St Thomas More	Exterior Doors	Exterior door renewal	12
414	The Divine Infant	Exterior Doors	Exterior door renewal	8
276	Transfiguration	Exterior Doors	Exterior Door Replacement	2
Windows and Doors Replacement - Total			\$	14,266,833

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
524	Francis Libermann	Building Envelope Review and Repair	Exterior Walls - Stucco	8
554	Jean Vanier Catholic CSS (Lease from TDSB - Bill30)	Building Envelope Review and Repair	Water infiltration in the mechanical room. Significant mortar deterioration to the point that bricks can be removed.	7
510	Loretto Abbey	Building Envelope Review and Repair	Foundation Wall Water Infiltration Issues	5
535	Msgr Percy Johnson	Building Envelope Review and Repair	Water Infiltration at Vestibule	1
345	St Agnes	Building Envelope Review and Repair	Exterior brick replacement and foundation repair	5
326	St Alphonsus	Building Envelope Review and Repair	Exterior Walls Brick	9
351	St Barnabas CS	Building Envelope Review and Repair	Exterior Wall - Flexural crack library	8
267	St Benedict	Building Envelope Review and Repair	Chimney Review and repair	1
250	St Charles	Building Envelope Review and Repair	Exterior Brick and repointing. Chimney Repairs	5
307	St Clement	Building Envelope Review and Repair	Chimney Repair spalling brick. Isolated brick repair	2
305	St John Bosco	Building Envelope Review and Repair	Exterior Walls and Soffit	6
529	St Joseph	Building Envelope Review and Repair	Exterior Canopies	2
264	St Lawrence CS	Building Envelope Review and Repair	Exterior brick work completed in 2018 was limited to front elevation. There is still some delaminating bricks above the window level that need to be replaced.	7
Exterior Walls Review and Repair - Total			\$	8,039,247

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
409	Blessed Margherita of Citta Castello	Roof and HVAC Fans	Roof Openings Renewal - Skylights Domed Acrylic Renewal	3
391	Father Serra	Roof and HVAC Fans	Roof Openings Renewal - Skylight - Clerestory of Gym Renewal	2
242	Holy Cross	Roof and HVAC Fans	Roof Openings Renewal - Skylight	11
353	Holy Redeemer (CLOSED)	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	11
510	Loretto Abbey	Roof and HVAC Fans	Eaves trough and downspouts Renewal	5
506	Madonna Catholic SS	Roof and HVAC Fans	Roof Covering Renewal - Mod Bit Section	5
544	Mary Ward	Roof and HVAC Fans	Roof Openings Renewal - Metal Roof and Skylight	7
529	Michael Power/St Joseph CSS	Roof and HVAC Fans	Roof Openings Renewal - Skylight Windows -Library and Domed Renewal	2
222	Msgr Fraser College (St Martin)	Roof and HVAC Fans	Roof Coverings - Section 1.0 - 3.0 and Exhaust Renewal	9
501	Notre Dame	Roof and HVAC Fans	Roof Coverings - Sections 1.0, 4.0, 5.0, 6.0, 7.0, 8.0 and Exhaust Fan Renewal	11
360	Our Lady of Mount Carmel	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	11
247	Our Lady of Victory	Roof and HVAC Fans	Roof Coverings Renewal	10
347	Pope Francis	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	9
415	Sacred Heart	Roof and HVAC Fans	Roof Openings - Skylight	8
376	St Bruno-St Raymond	Roof and HVAC Fans	Roof Coverings Renewal - Metal Roof Assembly System	9
316	St Catherine	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	11
363	St Charles Garnier	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal - Lower Roof 35%	3
214	St Clare	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	6
380	St Columba	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	8
380	St Cyril	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	8
467	St Dominic Savio	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal - Shingled Roof Area	8
341	St Dorothy	Roof and HVAC Fans	Roof Coverings, AHU, Exhaust Fan Renewal	1
385	St Florence	Roof and HVAC Fans	Roof Coverings and Exhaust Fan Renewal	8
346	St Gerard Majella (LEASED)	Roof and HVAC Fans	Roof Coverings, AHU, Exhaust Fan Renewal	3
262	St Gregory	Roof and HVAC Fans	Roof Coverings Renewal	2
365	St Ignatius of Loyola	Roof and HVAC Fans	Roof Covering - Skylights	8
296	St Jane Frances	Roof and HVAC Fans	Roof Coverings Renewal	3
344	St Martha	Roof and HVAC Fans	Roof Openings Renewal - Clerestory Renewal	5
387	St Michael	Roof and HVAC Fans	Roof Coverings Renewal	9
408	St Rene Goupil	Roof and HVAC Fans	Roof Coverings, AHU, Exhaust Fan Renewal	8
373	St Sylvester CS	Roof and HVAC Fans	Roof Coverings Renewal	7
236	St Thomas Aquinas	Roof and HVAC Fans	Roof Coverings, AHU, Exhaust Fan Renewal	9
322	St Thomas More	Roof and HVAC Fans	Roof Covering and Exhaust Fan Renewal	12

School Code	School	Type of Work	Project Description	Trustee Ward
Roof and HVAC Fans Replacement - Total			\$	21,739,936
281	Immaculate Conception	Structure	Foundation and Structural Wall crack	10
502	Neil McNeil	Structure	Assessment of foundation around gym and change rooms	12
394	St Jean de Brebeuf	Structure	Foundation Repair	8
Structure Review and Repair - Total			\$	1,245,517.14
Mechanical & Electrical - Total			\$	82,495,291.36
299	Annunciation	HVAC Upgrades	Boilers and Terminal Package	11
226	Blessed Sacrament	HVAC Upgrades	Boilers, Terminal Package, Distribution, Expansion Tanks and Hot Water	5
318	D'Arcy Mcgee	HVAC Upgrades	Terminal and Package Units,	9
318	D'Arcy Mcgee	HVAC Upgrades	BAS Upgrade - Pneumatic	9
391	Father Serra	HVAC Upgrades	BAS Upgrades - Mixed Controls	2
272	Immaculate Heart of Mary	HVAC Upgrades	Terminal Package Units	12
527	James Cardinal McGuigan	HVAC Upgrades	HVAC Pumps	3
325	James Culnan	HVAC Upgrades	BAS Upgrade - Pneumatic	4
325	James Culnan	HVAC Upgrades	Terminal Package, AHU, Distribution	4
511	Loretto College	HVAC Upgrades	BAS Upgrades	6
529	Michael Power/St Joseph CSS	HVAC Upgrades	HVAC and BAS Upgrades - Year 2	2
364	Msgr Fraser College - Midland, Building ID	HVAC Upgrades	Hot Water Boilers	8
533	Msgr Fraser College - Toronto Campus	HVAC Upgrades	AHU and RTU	9
222	Msgr Fraser College (St Martin)	HVAC Upgrades	Exhaust Systems - Entire Building Renewal	9
343	Msgr Fraser College Annex Campus (St. Peter)	HVAC Upgrades	Boilers, Stacks, Auxiliary, Hot Water	9
502	Neil McNeil	HVAC Upgrades	Terminal Package Replacement	12
501	Notre Dame	HVAC Upgrades	Boilers, Terminal Package, Auxiliary and BAS Controls	11
360	Our Lady of Mount Carmel	HVAC Upgrades	Boilers, Terminal Package, Distribution	11
347	Pope Francis	HVAC Upgrades	BAS Upgrade - Pneumatic	9
347	Pope Francis	HVAC Upgrades	AHU, Distribution	9

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
367	Senhor Santo Cristo	HVAC Upgrades	BAS Upgrade - Pneumatic	9
295	St Andrew	HVAC Upgrades	Terminal Package, BAS Controls, Make Up AHU	1
351	St Barnabas CS	HVAC Upgrades	Terminal Package Units	8
277	St Boniface	HVAC Upgrades	RTU Renewal	12
277	St Boniface	HVAC Upgrades	Terminal Package Units	12
277	St Boniface	HVAC Upgrades	Exhaust Systems - 1963 Original and 1961 Addition Renewal	12
307	St Clement	HVAC Upgrades	Terminal Package Replacement	2
271	St Francis Xavier	HVAC Upgrades	Boilers, Terminal Package, Distribution, Hot Water	10
346	St Gerard Majella (LEASED)	HVAC Upgrades	Boilers, Terminal Package, Stacks, Auxiliary	3
315	St Isaac Jogues	HVAC Upgrades	Boilers, Terminal Package, Distribution	11
254	St. Philip Neri, Building ID 7967-B01	HVAC Upgrades	Boilers, Terminal Packages, Stacks and Auxiliary	3
393	St Kateri Tekakwitha	HVAC Upgrades	Boilers, AHU, Distribution, Hot Water, Auxiliary	11
300	St Kevin	HVAC Upgrades	Terminal Package Replacement	7
336	St Malachy	HVAC Upgrades	Terminal Package Replacement	8
311	St Marcellus	HVAC Upgrades	Boilers, Auxiliary	2
249	St Margaret	HVAC Upgrades	Boilers, Terminal Package, AHU, Distribution, Auxiliary	5
344	St Martha	HVAC Upgrades	Terminal Package Replacement	5
344	St Martha	HVAC Upgrades	Exhaust Systems Renewal	5
286	St Martin De Porres CS	HVAC Upgrades	Exhaust Systems - Entire Building Renewal	12
205	St Mary	HVAC Upgrades	Terminal Package Replacement	9
224	St Monica	HVAC Upgrades	Boilers, Terminal Package, Hot Water, Auxiliary	11
285	St Raphael	HVAC Upgrades	Terminal Package Replacement	5
320	St Roch	HVAC Upgrades	Terminal Package Replacement	3
313	St Wilfrid	HVAC Upgrades	Boilers, Terminal Package, Stacks	3
1	System Wide	HVAC Upgrades	VFD - Year 3 Energy Conservation	All
1	System Wide	HVAC Upgrades	VFD - Year 4 Energy Conservation	All

Mech-Htg_Cooling_BAS

\$

44,753,695.56

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
549	Bishop Allen Academy	Washroom Upgrades	Wall tile, terrazzo, fixtures, partitions	4
519	Blessed Cardinal Newman	Washroom Upgrades	Wall tile, partitions, fixtures	12
289	Blessed Trinity	Washroom Upgrades	Partitions and Fixtures	11
524	Francis Libermann	Washroom Upgrades	Partitions and Fixtures	8
510	Loretto Abbey	Plumbing & Sanitary Upgrades	Piping, Drains and Fixtures	5
510	Loretto Abbey	Washroom Upgrades	Partitions and Fixtures	5
527	James Cardinal McGuigan	Washroom Upgrades	Wall tile, partitions, fixtures	3
561	Marshall McLuhan	Washroom Upgrades	Partitions and Fixtures	5
526	Msgr Fraser College - West (Regina Pacis)	Washroom Upgrades	Partitions and Fixtures	3
222	Msgr Fraser College (St Martin)	Washroom Upgrades	Fixtures	9
343	Msgr Fraser College Annex Campus (St. Peter)	Washroom Upgrades	Partitions and Fixtures	9
372	Our Lady of Grace	Washroom Upgrades	Toilet partitions, toilets, Bradley's and tiles	8
221	Our Lady of Lourdes	Washroom Upgrades	Partitions and Fixtures	9
360	Our Lady of Mount Carmel	Washroom Upgrades	Partitions and Fixtures	11
415	Sacred Heart	Washroom Upgrades	Partitions and Fixtures	8
367	Senhor Santo Cristo	Washroom Upgrades	Floor, Partitions, fixtures	9
345	St Agnes	Washroom Upgrades	Replace washrooms	5
361	St Angela	Washroom Upgrades	Partitions and Fixtures	1
513	St Basil the Great College	Washroom Upgrades	Partitions	3
214	St Clare	Washroom Upgrades	Washroom Upgrades	6
380	St Columba	Washroom Upgrades	Partitions and Fixtures	8
467	St Dominic Savio	Washroom Upgrades	Partitions and Fixtures	8
386	St Elizabeth Seton	Washroom Upgrades	Partitions and Fixtures	8
366	St Francis de Sales	Washroom Upgrades	Partitions and Fixtures	3
346	St Gerard Majella (LEASED)	Washroom Upgrades	Partitions and Fixtures	3

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
262	St Gregory	Washroom Upgrades	Partitions and Fixtures	2
208	St Helen	Washroom Upgrades	Partitions and Fixtures	6
395	St Henry	Washroom Upgrades	Partitions and Fixtures	7
365	St Ignatius of Loyola	Washroom Upgrades	Partitions and Fixtures	8
296	St Jane Frances	Washroom Upgrades	Partitions and Fixtures	3
294	St Jerome	Washroom Upgrades	Partitions and Fixtures	5
292	St Joachim	Washroom Upgrades	Washroom Upgrades	12
254	St. Philip Neri	Washroom Upgrades	Partitions and Fixtures	3
529	St Joseph	Washroom Upgrades	Wall tile, partitions, fixtures	2
311	St Marcellus	Washroom Upgrades	Partitions and Fixtures	2
260	St Maria Goretti	Washroom Upgrades	Wall tile, partitions, fixtures	12
344	St Martha	Washroom Upgrades	Partitions and Fixtures	5
379	St Maurice	Washroom Upgrades	Partitions and Fixtures	1
364	St Maximilian Kolbe	Washroom Upgrades	Partitions and Fixtures	8
538	St Mother Teresa Catholic Academy	Washroom Upgrades	Partitions and Fixtures	8
309	St Norbert	Washroom Upgrades	Partitions and Fixtures	5
374	St Paul 6	Washroom Upgrades	Washroom Upgrades	6
237	St Pius X	Washroom Upgrades	Partitions and Fixtures	4
408	St Rene Goupil	Washroom Upgrades	Partitions and Fixtures	8
297	St Robert	Washroom Upgrades	Partitions and Fixtures	5
	St Rose of Lima	Washroom Upgrades	Washroom budget increase due to quantity of washrooms	
248	St Theresa Shrine	Washroom Upgrades	Washroom Upgrades	12
322	St Thomas More	Washroom Upgrades	Partitions and Fixtures	12
371	Stella Maris	Washroom Upgrades	Partitions and Fixtures	6
398	Sts Cosmas and Damian	Washroom Upgrades	Partitions and Fixtures	5

Washrooms and Plumbing Upgrades - Total

\$

8,249,529.14

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
299	Annunciation	PA & Security System Upgrades	PA system upgrade/replacement	11
289	Blessed Trinity	PA & Security System Upgrades	PA system upgrade/replacement	11
353	Holy Redeemer (CLOSED)	PA & Security System Upgrades	PA system upgrade/replacement	11
510	Loretto Abbey	PA & Security System Upgrades	PA system upgrade/replacement	5
561	Marshall McLuhan	PA & Security System Upgrades	Clocks and PA System Replacement	5
246	Our Lady of Sorrows	PA & Security System Upgrades	PA system upgrade/replacement	4
273	Our Lady of Wisdom	PA & Security System Upgrades	PA system upgrade/replacement	7
243	St Anselm	PA & Security System Upgrades	PA system upgrade/replacement	11
235	St Brigid	PA & Security System Upgrades	PA system upgrade/replacement	11
310	St Denis	PA & Security System Upgrades	PA system upgrade/replacement	11
356	St Edmund Campion	PA & Security System Upgrades	PA system upgrade/replacement	12
278	St Elizabeth	PA & Security System Upgrades	PA system upgrade/replacement	4
206	St Francis of Assisi	PA & Security System Upgrades	PA system upgrade/replacement	9
256	St Gabriel	PA & Security System Upgrades	PA system upgrade/replacement	5
346	St Gerard Majella (LEASED)	PA & Security System Upgrades	PA system upgrade/replacement	3
365	St Ignatius of Loyola	PA & Security System Upgrades	PA system upgrade/replacement	8
275	St James	PA & Security System Upgrades	PA system upgrade/replacement	4
348	St John XXIII	PA & Security System Upgrades	PA system upgrade/replacement	11
529	St Joseph	PA & Security System Upgrades	PA system upgrade/replacement	2
393	St Kateri Tekakwitha	PA & Security System Upgrades	PA system upgrade/replacement	11
300	St Kevin	PA & Security System Upgrades	PA system upgrade/replacement	7
249	St Margaret	PA & Security System Upgrades	PA system upgrade/replacement	5
357	St Matthias	PA & Security System Upgrades	PA system upgrade/replacement	11
224	St Monica	PA & Security System Upgrades	PA system upgrade/replacement	11
283	St Paschal Baylon	PA & Security System Upgrades	PA system upgrade/replacement	5
306	St Ursula	PA & Security System Upgrades	PA system upgrade/replacement	12
1	System Wide	PA & Security System Upgrades	System Wide Access Control Upgrade Phase Final	All
1	System Wide	Security Cameras	CCTV Security Camera Upgrade	All
Security System and Public Address - Total			\$	8,868,243.82

School Code	School	Type of Work	Project Description	Trustee Ward
549	Bishop Allen Academy	Fire Alarm Upgrades	Fire Alarm System Upgrades	4
519	Blessed Cardinal Newman	Fire Alarm Upgrades	Fire Alarm System Upgrades	12
409	Blessed Margherita of Citta Castello	Fire Alarm Upgrades	Fire Alarm System Upgrades	3
289	Blessed Trinity	Fire Alarm Upgrades	Fire Alarm System Upgrades	11
257	Christ the King (CLOSED)	Fire Alarm Upgrades	Fire Alarm System Upgrades	4
510	Loretto Abbey	Fire Alarm Upgrades	Fire Alarm System Upgrades	5
343	Msgr Fraser College Annex Campus (St. Peter)	Fire Alarm Upgrades	Fire Alarm System Upgrades	9
416	Prince of Peace	Fire Alarm Upgrades	Fire Alarm System Upgrades	8
513	St Basil the Great College	Fire Alarm Upgrades	Fire Alarm System Upgrades	3
235	St Brigid	Fire Alarm Upgrades	Fire Alarm System Upgrades	11
250	St Charles	Fire Alarm Upgrades	Fire Alarm System Upgrades	5
310	St Denis	Fire Alarm Upgrades	Fire Alarm System Upgrades	11
385	St Florence	Fire Alarm Upgrades	Fire Alarm System Upgrades	8
529	St Joseph	Fire Alarm Upgrades	Fire Alarm System Upgrades	2
393	St Kateri Tekakwitha	Fire Alarm Upgrades	Fire Alarm System Upgrades	11
333	St Leo	Fire Alarm Upgrades	Fire Alarm System Upgrades	4
331	St Louis	Fire Alarm Upgrades	Fire Alarm System Upgrades	4
528	St Mary Catholic Academy	Fire Alarm Upgrades	Fire Alarm System Upgrades	6
228	St Mary of the Angels	Fire Alarm Upgrades	Fire Alarm System Upgrades	6
414	The Divine Infant	Fire Alarm Upgrades	Fire Alarm System Upgrades	8
276	Transfiguration	Fire Alarm Upgrades	Fire Alarm System Upgrades	2

Emergency Lighting and Fire Alarm - Total

\$

10,724,387.88

510	Loretto Abbey	Electrical Upgrades	Electrical Service and Distribution	5
265	Our Lady of Assumption	Electrical Upgrades	Electrical Service and Distribution	5
261	St Bernard	Electrical Upgrades	Electrical Service and Distribution - Main Switchboard (600, 220, 120 V)	10
356	St Edmund Campion	Electrical Upgrades	Electrical panel upgrade	12
337	St Eugene	Electrical Upgrades	Electrical Service and Distribution - Panel (600, 220, 120 V)	2
337	St Eugene	Electrical Upgrades	Electrical Service and Distribution - Main Disconnect (400A 220, 120 V)	2
320	St Roch	Electrical Upgrades	Electrical Service and Distribution - Panel (220, 120 V) - Original and Addition 1	3
320	St Roch	Electrical Upgrades	Electrical Service and Distribution - Main Disconnect (800A 220/120 V)	3
320	St Roch	Electrical Upgrades	Electrical Service and Distribution - Main Transformer	3
284	St Stephen	Electrical Upgrades	Electrical Service and Distribution - Main Switchboard	1
236	St Thomas Aquinas	Electrical Upgrades	Electrical Service and Distribution - Panel (220, 120 V)	9
236	St Thomas Aquinas	Electrical Upgrades	Electrical Service and Distribution - Main Switchboard (600, 220, 120 V)	9
276	Transfiguration	Electrical Upgrades	Electrical Service and Distribution - Panel (220, 120 V)	2
276	Transfiguration	Electrical Upgrades	Electrical Service and Distribution - Main Switchboard (600, 220, 120 V)	2
1	System Wide	Electrical Upgrades	Voltage Harmonizers - Year 3 Energy Conservation	All
1	System Wide	Electrical Upgrades	Voltage Harmonizers - Year 4 Energy Conservation	All

Electrical Upgrades - Total

\$

5,362,193.94

510	Loretto Abbey	Lighting Upgrades	Interior Lighting Upgrades	5
343	Msgr Fraser College Annex Campus (St. Peter)	Lighting Upgrades	Exterior Lighting - Exterior Lighting	9
343	Msgr Fraser College Annex Campus (St. Peter)	Lighting Upgrades	Lighting Equipment - Interior Lighting	9
288	Nativity of Our Lord	Lighting Upgrades	Lighting Equipment - 1955 Original & 1963 Addition - Interior Lighting	2
501	Notre Dame	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	11
253	Our Lady of Peace	Lighting Upgrades	Interior lighting upgrades	2
246	Our Lady of Sorrows	Lighting Upgrades	Lighting Equipment - 2002 Original - Exterior Lighting	4

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
258	Precious Blood	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	7
416	Prince of Peace	Lighting Upgrades	Lighting Equipment - Exterior Lighting	8
235	St Brigid	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	11
218	St Cecilia	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	4
310	St Denis	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	11
385	St Florence	Lighting Upgrades	Lighting Equipment - Exterior Lighting	8
385	St Florence	Lighting Upgrades	Lighting Equipment - Exit Lighting	8
256	St Gabriel	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	5
256	St Gabriel	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	5
262	St Gregory	Lighting Upgrades	Lighting Equipment - Exterior Lighting	2
208	St Helen	Lighting Upgrades	Lighting Equipment - 1993 Original - Exterior Lighting	6
296	St Jane Frances	Lighting Upgrades	Lighting Equipment - Entire Building - Exterior Lighting	3
254	St. Philip Neri	Lighting Upgrades	Lighting Equipment - Wall Mounted Light Fixtures	3
254	St. Philip Neri	Lighting Upgrades	Lighting Equipment - Main Building	3
279	St Jude	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	3
249	St Margaret	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	5
260	St Maria Goretti	Lighting Upgrades	Lighting Equipment - 1999 Original - Exterior Lighting	12
224	St Monica	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	11
320	St Roch	Lighting Upgrades	Lighting and Branch Wiring - Exterior Lighting - Wall Mounted	3
320	St Roch	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs - Original and Addition 1	3
236	St Thomas Aquinas	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	9
236	St Thomas Aquinas	Lighting Upgrades	Upgrade lights from T8 to LED	9
227	St Vincent de Paul	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	4
371	Stella Maris	Lighting Upgrades	Lighting Equipment - Section A - Interior and Exterior Lighting	6
414	The Divine Infant	Lighting Upgrades	Lighting Equipment - Exterior Lighting	8
276	Transfiguration	Lighting Upgrades	Lighting and Branch Wiring - Emergency Lighting - Battery Back-ups	2
276	Transfiguration	Lighting Upgrades	Lighting and Branch Wiring - Exit Lighting and Signs	2

Lighting Upgrades - Total

\$

4,537,241.02

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
Interior Renovations - Total			\$	19,410,656.79
290	All Saints	Finishes	Concrete floor cracks and pitting	2
299	Annunciation	Finishes - Add on	Ceiling Replacement	11
549	Bishop Allen Academy	Finishes - Add on	Ceiling Replacement	4
519	Blessed Cardinal Newman	Finishes - Add on	Ceiling Replacement	12
289	Blessed Trinity	Finishes	Floor Finishes Renewal	11
289	Blessed Trinity	Finishes - Add on	Ceiling Replacement	11
509	Chaminade College	Finishes	Floor Finishes - Vinyl Tile and Poured Rubber Gym	10
509	Chaminade College	Fittings	Replace Millwork Cafeteria	10
509	Chaminade College	Fittings	Millwork - Science Labs	10
257	Christ the King (CLOSED)	Finishes - Add on	Ceiling Replacement	4
524	Francis Libermann	Finishes	Floor Finishes Renewal	8
212	Holy Family	Finishes	Floor Finishes Renewal	4
353	Holy Redeemer (CLOSED)	Finishes - Add on	Ceiling Replacement	11
417	Holy Trinity	Finishes	Painting	4
281	Immaculate Conception	Finishes	Floor Finishes Renewal	10
272	Immaculate Heart of Mary	Finishes	Paint classrooms	12
272	Immaculate Heart of Mary	Finishes	Floor Finishes Renewal	12
527	James Cardinal McGuigan	Finishes	Floor finishes and stair treads	3
325	James Culnan	Finishes - Add on	Ceiling Replacement	4
413	Josyf Cardinal Slipyj	Fittings	Millwork Replacement	2
510	Loretto Abbey	Finishes	Flooring and Ceiling Renewal	5
561	Marshall McLuhan	Fittings	Bleacher Replacement	5
544	Mary Ward	Finishes	Floor Finishes - Carpet	7
544	Mary Ward	Finishes - Add on	Ceiling Replacement	7
533	Msgr Fraser College - Toronto Campus	Finishes - Add on	Ceiling Replacement	9
526	Msgr Fraser College - West (Regina Pacis)	Finishes	Floor Finishes Renewal	3
343	Msgr Fraser College Annex Campus (St. Peter)	Finishes - Add on	Ceiling Replacement	9
399	Msgr John Corrigan	Finishes	Floor Finishes Renewal	1
288	Nativity of Our Lord	Finishes - Add on	Ceiling Replacement	2
502	Neil McNeil	Finishes	Paint hallways and stairwells	12
501	Notre Dame	Finishes - Add on	Ceiling Replacement	11
265	Our Lady of Assumption	Finishes	Floor Finishes - Vinyl Tile	5
252	Our Lady of Fatima	Finishes	Paint entire school including stairwells	12
253	Our Lady of Peace	Finishes	Painting	2
253	Our Lady of Peace	Finishes	VCT in Gym	2
253	Our Lady of Peace	Finishes - Add on	Ceiling Replacement	2
246	Our Lady of Sorrows	Finishes - Add on	Ceiling Replacement	4
247	Our Lady of Victory	Finishes	Floor Finishes Renewal	10
247	Our Lady of Victory	Finishes	Painting	10
273	Our Lady of Wisdom	Finishes - Add on	Ceiling Replacement	7
258	Precious Blood	Finishes - Add on	Ceiling Replacement	7
416	Prince of Peace	Finishes	Floor Finishes - Vinyl and Carpet	8
416	Prince of Peace	Finishes - Add on	Ceiling Replacement	8
415	Sacred Heart	Finishes	Floor Finishes Renewal	8
368	Santa Maria	Finishes	Painting	10
302	St Agatha	Finishes	Floor Finishes Renewal - Partial	12
350	St Aidan	Finishes	Floor Finishes - Vinyl Tile and Vinyl Sheet - Partial	7
243	St Anselm	Finishes - Add on	Ceiling Replacement	11
513	St Basil the Great College	Finishes - Add on	Ceiling Replacement	3
261	St Bernard	Finishes	Floor Finishes Renewal - Partial	10
261	St Bernard	Finishes - Add on	Ceiling Replacement	10
263	St Bonaventure	Finishes	Floor Finishes - Vinyl Tile - Partial	11
263	St Bonaventure	Finishes - Add on	Ceiling Replacement	11
359	St Brendan	Finishes	Paint entire school	8
235	St Brigid	Finishes - Add on	Ceiling Replacement	11
376	St Bruno-St Raymond	Finishes - Add on	Ceiling Replacement	9
218	St Cecilia	Finishes - Add on	Ceiling Replacement	4
363	St Charles Garnier	Finishes	Floor Finishes Renewal	3
307	St Clement	Finishes	Painting	2
307	St Clement	Finishes	Replace Window Coverings	2

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
380	St Columba	Finishes	Floor Finishes Renewal	8
310	St Denis	Finishes - Add on	Ceiling Replacement	11
467	St Dominic Savio	Finishes	Paint hallways and stairwells	8
467	St Dominic Savio	Finishes	Floor Finishes Renewal	8
341	St Dorothy	Finishes	Floor Finishes - Vinyl Tile	1
341	St Dorothy	Finishes - Add on	Ceiling Replacement	1
241	St Dunstan	Finishes	Cubbies in FDK	12
278	St Elizabeth	Finishes	Painting	4
386	St Elizabeth Seton	Finishes	Floor Finishes Renewal	8
337	St Eugene	Finishes - Add on	Ceiling Replacement	2
385	St Florence	Finishes - Add on	Ceiling Replacement	8
206	St Francis of Assisi	Finishes - Add on	Ceiling Replacement	9
256	St Gabriel	Finishes - Add on	Ceiling Replacement	5
377	St Gabriel Lalemant	Finishes	Floor Finishes Renewal	8
346	St Gerard Majella (LEASED)	Finishes - Add on	Ceiling Replacement	3
262	St Gregory	Finishes - Add on	Ceiling Replacement	2
208	St Helen	Finishes	Floor Finishes Renewal	6
208	St Helen	Finishes - Add on	Ceiling Replacement	6
395	St Henry	Finishes	Floor Finishes - Vinyl and Epoxy	7
365	St Ignatius of Loyola	Finishes	Floor Finishes Renewal	8
365	St Ignatius of Loyola	Finishes - Add on	Ceiling Replacement	8
296	St Jane Frances	Finishes - Add on	Ceiling Replacement	3
220	St John	Finishes	Floor Finishes - Vinyl Tile - Partial	11
220	St John	Finishes - Add on	Ceiling Replacement	11
254	St. Philip Neri	Finishes - Add on	Ceiling Replacement	3
392	St John Vianney	Finishes	Floor Finishes Renewal	1
348	St John XXIII	Finishes	Floor Finishes Renewal	11
348	St John XXIII	Finishes - Add on	Ceiling Replacement	11
529	St Joseph	Finishes	Floor Finishes Renewal	2
529	St Joseph	Finishes - Add on	Ceiling Replacement	2
279	St Jude	Finishes - Add on	Ceiling Replacement	3
393	St Kateri Tekakwitha	Finishes - Add on	Ceiling Replacement	11
300	St Kevin	Finishes - Add on	Ceiling Replacement	7
333	St Leo	Finishes - Add on	Ceiling Replacement	4
331	St Louis	Finishes - Add on	Ceiling Replacement	4
311	St Marcellus	Finishes	Floor Finishes Renewal	2
249	St Margaret	Finishes - Add on	Ceiling Replacement	5
260	St Maria Goretti	Finishes - Add on	Ceiling Replacement	12
344	St Martha	Finishes - Add on	Ceiling Replacement	5
528	St Mary Catholic Academy	Fittings	Locker Replacement	6
228	St Mary of the Angels	Finishes - Add on	Ceiling Replacement	6
240	St Matthew	Finishes	Painting	10
379	St Maurice	Finishes	Floor Finishes Renewal	1
538	St Mother Teresa Catholic Academy	Finishes	Paint kitchen and servery	8
538	St Mother Teresa Catholic Academy	Finishes	Paint entire school including Office area	8
538	St Mother Teresa Catholic Academy	Fittings	Locker Replacement	8
555	St Oscar Romero/Blessed Archbishop Romero	Fittings	Locker Replacement	10
518	St Patrick Catholic CSS (Leased from TDSB - Bill30)	Fittings	Folding Gym Partition	9
408	St Rene Goupil	Finishes	Floor Finishes - Vinyl	8
216	St Rita	Finishes	Floor Finishes Renewal	6
269	St Rose of Lima	Finishes	Paint gym	12
269	St Rose of Lima	Finishes	Floor Finishes - Vinyl Tile	12
284	St Stephen	Finishes	Floor Finishes Renewal	1
284	St Stephen	Finishes - Add on	Ceiling Replacement	1
236	St Thomas Aquinas	Finishes	Terrazzo flooring ground floor primarily	9
236	St Thomas Aquinas	Finishes - Add on	Ceiling Replacement	9
414	The Divine Infant	Finishes	Floor Finishes - Vinyl & Carpet	8

Renovation General for Floors, Ceilings, - Total

\$

14,363,886.02

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
247	Our Lady of Victory	Renovation Program	Renovate storage room to classroom	10
326	St Alphonsus	Renovation Program	Dividing Rooms - Classrooms	9
313	St Wilfrid	Renovation Program	Chair Lift - Accommodation	3

Renovation for Program / Accessibility - Total \$ 3,930,658.00

419	Cardinal Leger	Interior Stairs	Replace floor treads Stair wall "C"	8
272	Immaculate Heart of Mary	Interior Stairs	Interior Stairs Repair or Replace	12
343	Msgr Fraser College Annex Campus (St. Peter)	Interior Stairs	Stair Treads	9
326	St Alphonsus	Interior Stairs	Interior Stairs Repair or Replacement	9
328	St Augustine of Canterbury CS	Interior Stairs	Interior Stairs Repair or Replacement (3) Stairs need attention due to heavy use of de-icing salts	3
380	St Cyril	Interior Stairs	Interior Stairs Repair or Replacement	8
278	St Elizabeth	Interior Stairs	Interior Stairs Repair or Replacement. Terrazzo stair treads and stair replacement	4
528	St Mary Catholic Academy	Interior Stairs	Interior Stairs Repair or Replacement	6
374	St Paul 6	Interior Stairs	Interior Stairs Repair or Replacement	6

Interior Stair Repairs or Replacement - Total \$ 1,116,112.77

2021-2024 THREE YEAR RENEWAL FORECAST

APPENDIX C

School Code	School	Type of Work	Project Description	Trustee Ward
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Site Work - Total			\$	14,557,992.59
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290	All Saints	Hardscape	Concrete sidewalk minor patchwork - Year 2	2
290	All Saints	Hardscape	Catch basement back parking lot. Subgrade issue - Year 2	2
378	Epiphany Of Our Lord	Hardscape	Asphalt parking lot and play field and sidewalk	7
544	Mary Ward	Hardscape	Asphalt parking lot	7
258	Precious Blood	Hardscape	Wood Retaining Walls and Asphalt play surface in areas	7
350	St Aidan	Hardscape	Asphalt parking lot and playground	7
361	St Angela	Hardscape	Asphalt play yard	1
425	St Bede	Hardscape	Asphalt Parking Lot and Pedestrian Paving	8
425	St Bede	Hardscape	Pedestrian Paving	8
267	St Benedict	Hardscape	Foundation Work	1
310	St Denis	Hardscape	Wood Retaining Walls - Year 2	11
310	St Denis	Hardscape	Pedestrian Paving - Year 2	11
310	St Denis	Hardscape	Parking Lot Paving - Year 2	11
310	St Denis	Hardscape	Fencing - Year 2	11
356	St Edmund Campion	Hardscape	Asphalt parking lot and play field and sidewalk	12
394	St Jean de Brebeuf	Hardscape	Asphalt parking lot, play surface and pedestrian paving	8
531	St John Paul II	Hardscape	Asphalt parking lot and pedestrian paving	12
392	St John Vianney	Hardscape	Pedestrian Paving	1
555	St Oscar Romero/Blessed Archbishop Romero	Hardscape	Asphalt parking lot / remove bollards - Year 2	10
555	St Oscar Romero/Blessed Archbishop Romero	Hardscape	Concrete Sidewalk cracked, uneven - Year 2	10
237	St Pius X	Hardscape	Retaining wall on Jane St.	4
373	St Sylvester CS	Hardscape	Main path cracks with vegetation growing through.	7
248	St Theresa Shrine	Hardscape	Asphalt parking lot and playground	12
414	The Divine Infant	Hardscape	Asphalt parking lot and Pedestrian paving	8

Site Improvements - Total			\$	14,557,992.59
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Renewal Funding Criteria

1. **The School Condition Improvement (SCI)** grant is intended to assist boards to replace building components that have exceeded their useful lifecycle as identified in the Ministry's School Facility Condition Assessment Program. SCI funding must follow the 70/30 rule as detailed in the table below and may only be used to renew building components on open and operating schools. School boards will be accountable to report these expenditures in VFA Facility (The Ministry's building condition database), and the SCI expenditures must comply as outlined in the table in item 3 below. Unspent SCI funds may be carried forward.
2. **The School Renewal Allocation (SRA)** program allows boards to address the replacement of aged components and building systems, undertake Capital improvements such as new building automation systems, invest in new initiatives such as air conditioning for cooling centres and accessibility enhancements, to name a few. It also allows boards to address operational/maintenance items such as painting, floor repairs, asphalt patching and minor fence repairs to a maximum of \$2.1M. While the Ministry allows school boards more flexibility under SRA, expenditures should be prioritized to address facility condition, health and safety, program, accessibility and general code requirements. Any unspent SRA funds may also be carried forward.
3. The Eligibility criteria under SCI and SRA is as follows:

Eligible Expenditures	SCI Restricted 70%	SCI Unrestricted 30%	SRA
Capital – Renew/Replace Components			
Substructure (e.g. foundations, basement walls)	Yes	Yes	Yes
Shell/Superstructure (e.g. roofs, exterior walls, windows and doors)	Yes	Yes	Yes
Interiors (e.g. stairs, floor finishes, ceilings, etc.)	No	Yes	Yes

Appendix D

Services (e.g. plumbing, HVAC, fire protection, electrical)	Yes	Yes	Yes
Equipment and Furnishings (fixed items only)	No	Yes	Yes
Special Construction and Demolition	No	Yes	Yes
Building Site work (e.g. parking lots, site paving, lighting)	No	Yes	Yes
Capital - Other			
Portables repair and retrofits	No	No	Yes (TA funds should be used first)
Additional portable purchase (i.e. adding to Board inventory)	No	No	No
Program or accommodation related changes and retrofits	No	No	Yes
New building enhancements: Non renewal projects (e.g. accessibility, air conditioning, building automation systems)	No	No	Yes
Administrative Facilities	No	No	No
Construction (e.g., changes to gross floor area or the replacement of existing building structures)	No	No	No
Salaries and wages for school board staff	No	No	No

Appendix D

Service debt (SRA only for previously encumbered debt. No allowance for new debt)	No	No	No
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Renewal Project Selection Process

1. The recommended Renewal projects listed in Appendix B were compiled by filtering out high and urgent work noted in the ministry's VFA facility database. Projects were then scrutinized, giving priority to work that was recommended to be undertaken within a short timeframe following Ministry inspections and/or critical notification from the field. Further prioritization was accomplished by cross-referencing the proposed Renewal work with the number of associated maintenance work orders, as well as information provided by Operations, Maintenance, School requests, Renewal and Capital staff. The most high and urgent work will be recommended to be addressed in the 2020-2021 period;
2. Further vetting of projects is now carried out by the Building Condition Supervisor recently hired to ensure projects are prioritized based on urgent need.
3. Renovations to address required upgrades and deficiencies needed for the Board's Nutrition Program have been included in the 2020-2021 renewal plan and the three year forecast.
4. Projects to address the Board Action/Direction that a facility retrofit program be implemented as recommended in the 2019-2023 Energy Conservation and Demand Management (ECDM) Plan have been included, for an annual allocation of \$2M, to be funded through the School Renewal program over 5 years (subject to funding availability beyond 2020). Staff have identified a number of projects in the 2020-2021 renewal plan for a total budget of \$2M.
5. Projects requested by school communities through the Operations Department are included in the Renewal Plan;
6. The projects listed in Appendix B were then circulated to Capital, Renewal, Maintenance and Operation for further vetting and adjustments made as required based on this departmental input.
7. The Renewal Plan is primarily based on information provided by the Ministry of Education's School Condition Assessment Program, school community requests, and various stakeholders such as Health & Safety, Operations and Maintenance staff, and building inspections conducted by Facilities staff.
8. Assessments are completed on all school facilities by the Ministry of Education's School Condition Assessment Program on a five-year cycle (40 TCDSB schools assessed per year). Information about the TCDSB's inventory of facility assets

Appendix E

are stored in VFA Facility Asset Management Software. The software leverages that information to create Capital funding forecasts.

9. Facilities staff continue to engage with school staff, CSPC groups and school communities to address facility issues and concerns.

OUR MISSION

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

OUR VISION

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



MINUTES OF THE REGULAR MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

HELD MONDAY, MARCH 2, 2020

PRESENT:

Trustees:

N. Crawford, Chair
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski
J. Martino – Ex-Officio

Non-Voting Trustees: M. de Domenico – via Teleconference
D. Di Giorgio
I. Li Preti – via Teleconference
M. Rizzo – via Teleconference

Staff:

R. McGuckin
L. Di Marco
C. Fernandes
C. Caldwell
M. Sequeira (Item 12a)

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

4. Approval of the Agenda

MOVED by Trustee Di Pasquale, seconded by Trustee Martino, that the Agenda be approved.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Lubinski, that Item 13b) Update to Delegations Policy T.14 be reordered prior to 13a) Update to Trustee Code of Conduct T.04.

Results of the Vote taken on the AMENDMENT as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski
Martino

The AMENDMENT was declared

CARRIED

Trustee Li Preti connected via Teleconference at 7:43 pm.

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

In Favour

Opposed

Trustees Crawford
Del Grande

Kennedy

Di Pasquale
Lubinski
Martino

The Motion, as amended, was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes

MOVED by Trustee Martino, seconded by Trustee Di Pasquale, that the Minutes of the Meeting held February 11, 2020 be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski
Martino

The Motion was declared

CARRIED

9. Consideration of Motions for Which Previous Notice Has Been Given

MOVED by Trustee Martino, seconded by Trustee Lubinski, that Item 9a) be adopted as follows:

- 9a) From Trustee de Domenico regarding Lunchtime Supervisors** that this item be removed from the Agenda and that Staff bring a report to the March 12, 2020 Corporate Services, Strategic Planning and Property Committee Meeting:

WHEREAS: There is an imminent need for lunchtime supervisors at many TCDSB Schools;

WHEREAS: Currently, lunchtime Supervisors require a Pastoral Letter in order to get hired for this position;

WHEREAS: A Pastoral Letter is difficult to obtain and takes time especially for those who are new to the community and have the availability to work immediately at an ad hoc basis;

BE IT RESOLVED THAT: that the Toronto Catholic District School Board allow potential Lunchtime Supervisor candidates who are baptized Catholic, to apply for the position without a Pastoral Letter.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
Del Grande
Di Pasquale
Lubinski
Martino

Opposed

Kennedy

The Motion was declared

CARRIED

12. Matters Referred or Deferred

MOVED by Trustee Di Pasquale, seconded by Trustee Martino, that Item 12a) be adopted as follows:

- 12a) Update to the International Languages Elementary (ILE) Policy S.P.05** that the revised International Languages Elementary (ILE) Policy, S.P.05, provided in Appendix A of the Report, and the accompanying Operating Procedures, provided in Appendix B of the report, be approved for consultation.

Trustee de Domenico disconnected via Teleconference at 7:43 pm.

Trustee Rizzo connected via Teleconference at 7:52 pm.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Kennedy, that Regulation 3, Page 26, include staffing and financial implication considerations for viability of the existing program.

The Chair ruled the AMENDMENT out of order.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Kennedy, that Policy, Page 25, include:

1. *Notwithstanding anything outlined in this policy and related appendices, all ILE classes are subject to Toronto Catholic District School Board (TCDSB) and Ministry approval, as well as consideration of financial implications* be inserted as the fourth sentence.

Trustee Martino requested that the Question be split.

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

In Favour

Trustees Crawford
Del Grande
Kennedy

Opposed

Di Pasquale
Lubinski

Martino

Part 1 of the AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford	Di Pasquale
Del Grande	Lubinski
Kennedy	Martino

Part 2 of the AMENDMENT was declared

LOST ON A TIE

Trustee Kennedy left the table at 8:55 pm and returned at 8:56 pm.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Martino, that Policy, Page 25, include that *the viability of all ILE programs is dependent upon staffing and financial implications*.

The Chair ruled the AMENDMENT out of order.

Time for business expired.

The Chair declared a 15-minute recess, as per Article 12.6, which was approved by majority votes as follows:

Results of the Vote taken, as follows:

<u>In Favour</u>	<u>Opposed</u>
Trustees Crawford Del Grande Di Pasquale Lubinski	Kennedy Martino

The Motion was declared

CARRIED

Trustee Crawford relinquished the Chair to Trustee Del Grande.

Trustee Crawford left the table at 9:00 pm and returned at 9:06 pm.

Trustee Kennedy left the table at 9:06 pm and returned at 9:06 pm.

Trustee Crawford reassumed the Chair.

Trustee Li Preti disconnected at 9:30 pm via Teleconference and reconnected at 9:32 pm.

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

<u>In Favour</u>	<u>Opposed</u>
Trustees Crawford Del Grande	Lubinski

Di Pasquale
Kennedy
Martino

The Motion, as amended, was declared

CARRIED

The Chair declared a recess.

PRESENT: (Following Recess)

Trustees: N. Crawford, Chair
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustees: I. Li Preti – via Teleconference
M. Rizzo – via Teleconference

13. Staff Reports

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

13b) Update to Delegations Policy T.14 received.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Di Pasquale, that this policy be called *Delegations and Public Participation Policy* and that the rules of public attendance and conduct be outlined.

Trustee Li Preti disconnected at 10:49 pm.

MOVED in AMENDMENT to the AMENDMENT by Trustee Del Grande, seconded by Trustee Di Pasquale, that a new regulation be added to the policy, as follows:

No one may display signs or placards, applaud debating participants or engage in conversations or other behavior that may disrupt a meeting.

Results of the Vote taken on the AMENDMENT to the AMENDMENT as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Lubinski

Kennedy

The AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on the AMENDMENT as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Lubinski

Kennedy

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Lubinski, that *A delegate who makes a public and misleading statement against a Trustee and refuses to apologize shall not be allowed to delegate until such time as a public apology is made* be added as a third sentence, Page 72, Regulation 28.

The Chair declared a recess.

PRESENT: (Following Recess)

Trustees: N. Crawford, Chair
M. Del Grande, Vice-Chair
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustee: M. Rizzo – via Teleconference

13. Staff Reports

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

13b) Update to Delegations Policy T.14 received (Continued)

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Lubinski, that *the Chair may request the delegate to apologize in the moment* be added as a third sentence, Page 72, Regulation 25.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

Results of the Vote taken on the AMENDMENT (prior to Recess), as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Del Grande, that the Governance and Policy Committee recommend to Board that the Staff recommendation regarding the Delegation Policy T.14, as amended, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Lubinski, seconded by Trustee Del Grande, that Item 13a) be adopted as follows:

- 13a) Update to Trustee Code of Conduct T.04** that this be deferred to the April 14, 2020 Governance and Policy (GAP) Committee as the sole item on the Order Paper.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Del Grande	Crawford
Lubinski	Kennedy

The Motion was declared

LOST ON A TIE

MOVED by Trustee Kennedy, seconded by Trustee Lubinski, that the Policy be brought to the GAP Committee Meeting immediately following the possible in-service on the Code of Conduct for Trustees.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Lubinski, seconded by Trustee Crawford that the Agenda be reopened.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The Motion was declared

LOST ON A TIE

MOVED by Trustee Lubinski, seconded by Trustee Del Grande, that the Item 12a) Update to International Languages Elementary (ILE) Policy S.P.05 be put on hold until after Collective Bargaining is concluded.
Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Del Grande
Lubinski

Crawford
Kennedy

The Motion was declared

LOST ON A TIE

16. Updating of Pending List

MOVED by Trustee Kennedy, seconded by Trustee Del Grande, that Items 16a) and 16b) be adopted as follows:

16a) Monthly Pending List received; and

16b) Annual Policy Priority Schedule received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The Motion was declared

CARRIED

17. Adjournment

MOVED by Trustee Del Grande, seconded by Trustee Lubinski, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Kennedy
Lubinski

The Motion was declared

CARRIED

SECRETARY

CHAIR

OUR MISSION

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

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



MINUTES OF THE REGULAR VIRTUAL MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

HELD TUESDAY, AUGUST 25, 2020

PRESENT:

Trustees:

N. Crawford, Chair – In Person
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustees:

I. Li Preti
M. Rizzo

Staff:

D. Koenig
C. Fernandes
P. Matthews
J. Wujek
C. Caldwell
M. Sequeira

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

4. Approval of the Agenda

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes

MOVED by Trustee Kennedy, seconded by Trustee Del Grande, that the Minutes of the Meeting held March 2, 2020 be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

13. Staff Reports

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that Item 13a) be adopted as follows:

13a) Update to Catholic Schools Parent Councils Policy S.10 received.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Del Grande, that the Governance and Policy Committee recommend to Board:

1. That the revised Catholic School Parent Councils (S.10) Policy in Appendix A of the report be adopted; and
2. That Appendices B and C of this report to the policy be approved and any further changes to the appendices be created through collaboration with staff, CPIC and OAPCE – Toronto.

MOVED in AMENDMENT to the AMENDMENT by Trustee Di Pasquale, seconded by Trustee Kennedy, that Regulation 7, page 23, be retained (i.e. remove strike out).

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Di Pasquale, seconded by Trustee Del Grande, that */or* be removed from Regulation 14, page 25.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Del Grande, seconded by Trustee Di Pasquale, that the following recommendations from the Catholic Parent Involvement Committee (CPIC) / Ontario Association of Parents in Catholic Education (OAPCE) be incorporated in the policy:

1. Regulation 7, page 23: *That the principal respond in a reasonable time back to CSPC if the matter cannot be addressed immediately* be added;
2. Regulation 10.2, page 24: *That Responsibilities of Chairs of any additional sub-committees, and if the Chairs are considered part of the Executive Members of CSPC* be added;
3. Effects of COVID-19 and other potential unforeseeable events: That the following new Regulation be added for clarity: *CSPC meetings including the Annual General Meeting (AGM) may be held virtually where access to school premises is not available or to increase participation of parents; and*
5. Bylaws, Page 30, Appointed Voting Members 5.2: *That Should be selected from examples: representative from a local business association/community group, City Councillor's office etc.)* be added.

Trustee Del Grande requested that the Question be split.

Results of the Vote taken on Part 1 of the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale

Kennedy
Lubinski

Part 1 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 2 of the AMENDMENT to the
AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

Part 2 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 3 of the AMENDMENT to the
AMENDMENT, as follows:

In Favour

Opposed

Trustees Del Grande	Crawford
Di Pasquale	Kennedy
Lubinski	

Part 3 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 5 of the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

Part 5 of the AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Del Grande, that CPIC's/OAPCE's Recommendation 4 to add *Supporting selection of photographers for student photos and school ceremonies*, Bylaws, Role and Responsibility of the Principal, Article 5.5, page 32, be revised as follows:

School Principals shall consult with the CSPCs in the selection of any photographer for student photographs and school ceremonies.

Results of the Vote taken on the AMENDMENT to the AMENDMENT regarding Recommendation 4, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy

The AMENDMENT to the AMENDMENT regarding Recommendation 4, was declared

CARRIED

Trustee Lubinski abstained due to prior technical difficulties.

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Del Grande, that Part 2 of the Staff Recommendations be revised as follows: That Appendices B and C of this report to the policy *and CPIC recommendations*, as amended, be approved and any further changes to the appendices be created through collaboration with staff, CPIC, OAPCE – Toronto and CSPCs.

Results of the Vote taken on the AMENDMENT to the AMENDMENT regarding Part 2 of the Staff Recommendations, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale

Kennedy
Lubinski

The AMENDMENT to the AMENDMENT regarding Part 2 of the Staff Recommendations was declared

CARRIED

Results of the Vote taken on the AMENDMENT regarding Part 1 of the Staff Recommendations, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT regarding Part 1 of the Staff Recommendations was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended was declared

CARRIED

13. Staff Reports

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

- 13b) Performance Appraisal: Director of Education H.C.06** that the revised Policy on Performance Appraisal: Director of Education H.C.06 and Guiding Principles provided in Report Appendix A be adopted.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

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

- 13c) Update to Trustee Code of Conduct T.04** that this policy be deferred until such time as it is updated with language from the Integrity Commissioner and legal staff.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Di Pasquale, that Item 13d) be adopted as follows:

- 13d) Updates to Policy Priority Schedule** that the International Languages (Elementary) Policy and Permits Policy be deferred to November 2020.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

16. Updating of Pending List

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that Item 16a) be adopted as follows:

16a) Monthly Pending List received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

16b) Annual Policy Priority Schedule refer Item 13d).

MOVED by Trustee Kennedy, seconded by Trustee Lubinski, that the Governance and Policy Committee recommend to Board that the Parliamentarian attend all future meetings of the Governance and Policy Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

17. Adjournment

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

SECRETARY

CHAIR

OUR MISSION

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MINUTES OF THE REGULAR VIRTUAL MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

HELD TUESDAY, OCTOBER 6, 2020

PRESENT:

Trustees:

N. Crawford, Chair
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustee: I. Li Preti

Staff:

B. Browne
C. Fernandes
S. Camacho
C. Caldwell
C. Onyia
B. Shannon

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

5. Approval of the Agenda

MOVED by Trustee Di Pasquale, seconded by Trustee Lubinski, that the Agenda, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes

MOVED by Trustee Del Grande, seconded by Trustee Di Pasquale, that the Minutes of the Meeting held September 8, 2020 be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

14. Staff Reports

MOVED by Trustee Del Grande, seconded by Trustee Di Pasquale, that Item 14a) be adopted as follows:

14a) Update to Electronic Communication System – Acceptable Use A.29 received.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Di Pasquale, that Staff return and include a section in the Policy that reflects the devices that are on loan to all our students, and affix policies and procedures that safeguard those assets of the Board.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that Item 14b) be adopted as follows:

- 14b) Meta Policy M.01** that the revised Meta Policy M.01 provided in Report Appendix A be adopted.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Di Pasquale:

That *aims* be replaced with *Mission and Vision*, Policy #1, page 77.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

Trustee Crawford relinquished the Chair to Trustee Del Grande.

MOVED in AMENDMENT by Trustee Crawford, seconded by Trustee Di Pasquale, that the action required by the Governance and Policy Committee be inserted wherever appropriate throughout the Policy.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Crawford, seconded by Trustee Kennedy, that *Reflect board aims, The recommended draft policy and associated regulations – #1, page 79, should read Reflect the Board's Mission and Vision, and that a new #2 be added to read Reflect and Promote Catholic Values.*

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Kennedy, that Staff add a section which covers consultation of policies being developed.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended, was declared

CARRIED

Trustee Crawford reassumed the Chair.

17. Updating of Pending List

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

17a) Monthly Pending List received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

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

17b) Annual Policy Priority Schedule received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

18. Adjournment

MOVED by Trustee Del Grande, seconded by Trustee Di Pasquale, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

SECRETARY

CHAIR

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MINUTES OF THE REGULAR VIRTUAL MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

HELD TUESDAY, SEPTEMBER 8, 2020

PRESENT:

Trustees:

N. Crawford, Chair – In Person
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustee:

I. Li Preti

Staff:

B. Browne
C. Fernandes
C. Caldwell
C. Onyia

S. Harris, Recording Secretary

S. Hinds-Barnett, Assistant Recording Secretary

1. Call to Order

Casey Caldwell introduced Cecilia Onyia, lawyer, who will providing support with policies in Ms.Caldwell's upcoming temporary absence.

4. Approval of the Agenda

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that the Agenda, as amended to include Item 15a) *Inquiry from Trustee Kennedy regarding the Process for Reconsideration of a Motion i.e. the Uniform Policy Carried at the September 3, 2020 Student Achievement and Well Being, Catholic Education and Human Resources Committee Meeting*, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy

The Motion was declared

CARRIED

Trustee Lubinski did not vote/respond due to technical difficulties.

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes

MOVED by Trustee Lubinski, seconded by Trustee Di Pasquale, that the Minutes of the Meeting held August 25, 2020 be approved with the following amendment:

Page 8 – replace *CSPCs* with *OAPCE*.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

13. Staff Reports

MOVED by Trustee Di Pasquale, seconded by Trustee Del Grande, that Item 13a) be adopted as follows:

- 13a) Delegations and Public Participation Policy T.14** that the Board accept the recommendation of the Governance and Policy Committee and that the revised policy on Delegations (T.14) provided in Appendix A of the report be adopted.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Kennedy, that the Regulations be renumbered to accommodate a new Regulations 17 and 18 as follows:

- 17) If the Chair determines that the number of expected delegations far exceeds 10, he/she may recommend to the Director to call a Special Board meeting to hear all delegations; and
- 18) Delegates may also opt to delegate to the Board remotely, or via written delegation, to be read out by staff.

Results of the Vote taken on the AMENDMENT regarding Regulation 17, as follows:

In Favour

Opposed

Trustees Crawford
Di Pasquale
Kennedy

Del Grande
Lubinski

The AMENDMENT regarding Regulation 17 was declared

CARRIED

Results of the Vote taken on the AMENDMENT Regulation 18, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT regarding Regulation 18 was declared

CARRIED

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Kennedy, that the *Director of Education*, in consultation with the *Committee's Chair*, retain discretion to reasonably determine whether or not a delegate will be received be replaced with *The Board or Committee Chair* in consultation with the *Director ...*, page 20, Regulation 3.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Lubinski, seconded by Trustee Del Grande, that **the following be inserted into the Policy:**

- i) Delegates must provide a written copy of their intended delegation in full by 11am on the day of the meeting; and
- ii) Delegates are expected to present their remarks as approved and submitted through the application process.

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Lubinski, that the following be inserted into the Policy:

- i) Delegates are *requested* to provide a written copy of their intended delegation in full by 11am on the day of the meeting; and
- ii) Delegates are expected to present their remarks as submitted through the application process.

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

In Favour

Opposed

Trustees Di Pasquale
Kennedy
Lubinski

Crawford
Del Grande

The AMENDMENT to the AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Lubinski, seconded by Trustee Del Grande, that *completing and* be inserted before *submitting*, Regulation 7, Line 3, page 21.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

MOVED in AMENDMENT by Trustee Lubinski, seconded by Trustee Del Grande, that the following be added to Regulation 12, page 22:

When there are several delegates registered to speak on the same topic affecting the same school, and there are other delegates registered or wishing to register to speak to different topics on the agenda or of a time-sensitive nature, the Director and the Chair of the Committee may restrict the number of delegates on the same topic affecting the same school to three delegates.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

Staff was directed to be consistent throughout the policy with the usage of *delegate* and *deputation*.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Kennedy, that permission of *the Director* in consultation with the *Committee's Chair* be replaced with permission of the *Committee's Chair* in consultation with *the Director* consistently throughout the policy.

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended ,was declared

CARRIED

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

- 13b) Board Recognized Charitable Foundations A.09** that the revised Board Recognized Charitable Foundations A.09 provided in Report Appendix A be adopted.

Trustee Crawford relinquished the Chair to Trustee Del Grande.

MOVED in AMENDMENT by Trustee Crawford, seconded by Trustee Kennedy:

1. That *through recognition, financial collections and annual events* be added after *Learning*, Policy, page 31;
2. That *within the Archdiocese of Toronto's* be added after *community*, , Share Life, page 32;
3. That *these* be inserted before *charitable*, Evaluation and Metrics # 2, page 32; and

4. That *MYSP* be spelt out to read *Multi-Year Strategic Plan*, Evaluation and Metrics # 4, page 32.

Results of the Vote taken on Parts 2, 3 and 4 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

Parts 2, 3 and 4 of the AMENDMENT were declared

CARRIED

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

In Favour

Opposed

Trustees Crawford	Del Grande
Lubinski	Di Pasquale
	Kennedy

Part 1 of the AMENDMENT was declared

FAILED

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

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended, was declared

CARRIED

Trustee Crawford reassumed the Chair.

15. Inquiries and Miscellaneous

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

- 15a) From Trustee Kennedy regarding the Process for Reconsideration of a Motion i.e. the Uniform Policy Carried at the September 3, 2020 Student Achievement and Well Being, Catholic Education and Human Resources Committee Meeting received and Referred to Staff.**

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale

Kennedy
Lubinski

The Motion was declared

CARRIED

16. Updating of Pending List

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that Item 16a) be adopted as follows:

16a) Monthly Pending List received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

16b) Annual Policy Priority Schedule received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

17. Adjournment

MOVED by Trustee Del Grande, seconded by Trustee Di Pasquale, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

SECRETARY

CHAIR



REPORT TO

GOVERNANCE AND POLICY
COMMITTEE

RESCINDMENT OF RELEASE OF HOLDBACKS
F.M.04

So the Lord gave Solomon wisdom, as he promised him. There was peace between Hiram and Solomon; and the two of them made a treaty. – 1 King 5:12

Created, Draft	First Tabling	Review
October 22, 2020	November 10, 2020	Click here to enter a date.

D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
C. Fernandes, Superintendent of Education, Area 4 and Policy Development

RECOMMENDATION REPORT

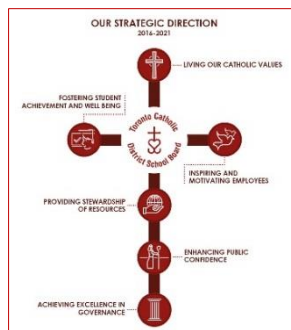
Vision:

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Mission:

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

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



Dr. Brendan Browne
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 reviews and recommends the rescindment of the policy on Release of Holdbacks F.M.04 as the policy is superseded by the Ontario Construction Act.

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

B. PURPOSE

1. This recommends the rescindment of the Release of Holdback Policy (F.M.04) because the release of holdback and certification is governed by Parts IV and V of the Construction Act, R.S.O 1990, c. C. 30.

C. BACKGROUND

1. The Release of Holdback Policy (F.M.04) was first approved in September 1971 to advise architects working for the TCDSB of the regulations regarding payment of holdbacks to subcontractors. This policy was last updated in November 1986.
2. The process for release of holdback is now governed by Construction Act, R.S.O. 1990. The Act and its amendments supersede any policy or process that the TCDSB might have in place regarding release of holdback.
3. The TCDSB now makes use of standardized contract templates issued by the Ontario Association of Architects (OAA Document 600) and the Canadian Construction Documents Committee (CCDC 2) that define the role and obligations, per the Construction Act, of the TCDSB, the consultants and the general contractors with respect to the release of holdback.

D. EVIDENCE/RESEARCH/ANALYSIS

1. This policy is being recommended for rescindment in consultation with the Capital Development, Asset Management & Renewal Department and Legal Services.

E. IMPLEMENTATION

1. The Release of Holdback Policy will be removed from the Policy Register.
2. Release of holdback to contractors will be governed by provincial legislation set out in the Construction Act.

F. COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that the Release of Holdback Policy F.M.04 (Appendix A) be rescinded.

Release Of Holdbacks F.M.04

Policy

All architects who work for the TCDSB are to be advised that the following regulations shall be complied with for payment of holdbacks to subcontractors.

Regulations:

1. The architect is the payment certifier.
2. The certificate of completion of subcontract from the architect shall be in the form prescribed by the Construction Lien Act, 1983, being Form 7, Ontario Regulation 159/83 and shall be issued in accordance with the provisions of Section 33 of the Construction Lien Act, 1983.
3. When a particular subcontract has been certified completed as aforesaid, assuming that no liens were preserved in the interim, the holdback relating to the certified subcontract may be paid out 45 days after the date of certification.
4. The Board requires a statutory declaration from the subcontractor that all its suppliers, etc. have been paid.
5. A construction lien search will be made before payment is made by the Board.
6. A copy of a letter to the general contractor enclosing the cheque representing the subcontractor's holdback is to be sent to the subcontractor to ensure that the subcontractor is fully aware that his/her holdback has been released to the general contractor.

BM p 213, 24 Nov 86; BM p 1216, Sep 71.



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

RESCINDMENT OF BORDER BROKERS POLICY (FP.03)

“Take delight in the Lord, and he will give you the desires of your heart.”

Psalm 37:4

Created, Draft	First Tabling	Review
October 21, 2020	November 10, 2020	Click here to enter a date.
P. De Cock, Comptroller of Business Services & Finance		
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.



Brendan Browne, PhD
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 reviews and recommends the rescindment of TCDSB Board Policy FP.03 (Border Brokers) in order to remove an infrequently utilized service and consolidate into the Board's Purchasing Policy and Procedures.

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

B. PURPOSE

1. This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends the rescindment of the Border Brokers Policy (FP.03) as it is a service infrequently utilized and better served by consolidating into the TCDSB's Purchasing Policy and Procedures.

C. BACKGROUND

1. The TCDSB Policy FP.03 (Border Brokers) was approved on November 24th, 1986 without any subsequent revisions to date (attached as Appendix A).

D. EVIDENCE/RESEARCH/ANALYSIS

1. The TCDSB Purchasing Policy FP.01 provides a comprehensive governance and procedural framework for the administration of procurement operations for the TCDSB.
2. Recent changes to the Purchasing Policy FP.01 requires the Board of Trustees review and approve any procurement award in excess of the \$50,000 threshold by a report complete with detailed descriptions and cost analyses for review and approval.
3. TCDSB's existing Policy and Procedures regulates all procurement activity and requires compliance with all Canadian & International Trade Agreements, along with the corresponding Broader Public Sector Procurement Directives.
4. The infrequent nature of Border Brokers Services are normally addressed by cross-border carrier firms.

E. STAFF RECOMMENDATION

The Border Brokers Policy F.P.03 (Appendix A) is being recommended for rescindment effective immediately.

TCDSB Policy Register

Border Brokers F.P.03

Policy

The TCDSB will obtain border brokers as the circumstances warrant.

Regulations:

1. The Director of Education is authorized to select border brokers for clearance of goods purchased outside of Canada.

BM P 213, 24 Nov 86.



REPORT TO

GOVERNANCE AND POLICY
COMMITTEEUPDATE TO ELECTRONIC COMMUNICATION
SYSTEM – ACCEPTABLE USE A.29

The name of the Lord is a strong tower; the righteous run into it and are safe. - Proverbs 18:10

Created, Draft	First Tabling	Review
September 28, 2020	November 10, 2020	

Steve Camacho – Chief Information Officer

Bryan Shannon – Sr. Manager, Archives, Records Management, Freedom of Information

RECOMMENDATION REPORT

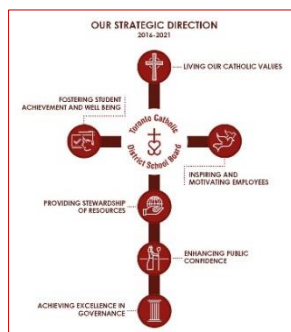
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Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends updating the current policy on Policy A.29 to conform to current practice and policies.

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

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy revision.

C. BACKGROUND

1. This policy was first approved in January 2000 and has not been amended since April 2012. (Appendix A)
2. There has been a significant change in the use of technology in last 20 years since this policy was first introduced. As such, staff have taken the approach of rebuilding the policy from the ground up instead of making minor changes to content.
3. The current version of the policy can be difficult to understand and follow as some sections apply to students and others apply to employees. To make the policy easier to understand and adhere to, we consolidated many of the policy regulations into simpler regulations that apply to everyone. This avoids duplication and significantly shortens the policy length.
4. Changes to this policy reflect current practice and alignment with related policies: Board Code of Conduct S.S.09, Harassment and Discrimination Policy H.M.14, Municipal Freedom of Information and Protection of Privacy Policy A.38 and Records Management and Archives Policy A.20. (see side-by-side comparison of current and proposed policy, Appendix C).
5. Changes to this policy were first presented to the Governance and Policy Committee in September 2020. Approval was deferred, pending the adoption of further revisions recommended by the committee as follows:
 - a. Regulation 3.2 added: **Users are responsible for technology resources loaned to them by TCDSB and must abide by any terms and conditions agreed upon. Failure to comply may result in consequences**

up to and including disciplinary action. TCDSB reserves the right to apply reasonable replacement costs to the user for any lost or damaged technology resources.

This addition reflects the Ministry of Education’s “Fees for Learning Materials and Activities Guideline” which permits schools to recover replacement or repair costs for lost or damaged loaned material used in school.

(Ministry of Education, March 2011, p. 3

<http://www.edu.gov.on.ca/eng/parents/feesGuideline.pdf>)

- b. Regulation 5.6 added: **Users are compelled to immediately report all breaches of this policy of which they are aware to the appropriate TCDSB authority.**

This addition reflects further staff review subsequent to GAP Committee recommendations, and the determination that TCDSB’s current AUP lacks a general “duty to report” clause, which is deemed a critical accountability feature of similar policies across the education sector.

D. EVIDENCE/RESEARCH/ANALYSIS

1. This policy has been amended through significant consultation with representatives from the Toronto Elementary Catholic Teachers (TECT), Toronto Secondary Unit (TSU), the Toronto Catholic Principals and Vice Principals Association, the Secondary Schools Principals Association, the Secondary School Vice Principals Association, and field superintendents, as well staff from Legal Services, Records and Privacy, Curriculum Leadership and Innovation, 21st Century Learning, and Technical Services.
2. Staff conducted a review of examples of up-to-date acceptable use policies from other Ontario school boards, as well as those of Ontario post-secondary institutions.
3. Staff conducted a review of relevant practice resources from the Information and Privacy Commissioner of Ontario, the Ontario Colleges of Teachers and OECTA.
4. A draft of the proposed policy was provided to the CPIC and OAPSE committees for comment.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff.
2. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

The updated policy as approved will be posted on the TCDSB policy register. Schools and departments will be made aware of the changes using internal communication channels.

G. STAFF RECOMMENDATION

Staff recommends that the revised Acceptable Use of Technology Policy A.29 provided in Report Appendix B be adopted.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: ELECTRONIC COMMUNICATION
SYSTEM- ACCEPTABLE USE

POLICY NO: A. 29

Date Approved: April 19, 2012- Board	Date of Next Review:	Dates of Amendments: November 15, 2001 – Board, BM p. January 2000
Cross References: Advertising in Schools policy (A.25)		
Appendix:		

POLICY

This Acceptable Use Policy was last updated as of March 2012 through a consultative process between the Toronto Catholic District School Board and its stakeholders (Associations, Board, Students, Parents and Schools)

POLICY STATEMENT

Within the context of the Multi-Year Strategic Plan and our Christ-focused mission and vision, the Board's electronic communication system is to support learning communities that will transform the world through witness, faith, innovation and action.

It is important to prepare students for success in life and work in the 21st century by providing them with electronic access to a wide range of information, as well as opportunities to develop relevant skills and to actively participate in the global community. The Board recognizes the impact of information technology on society. We have a responsibility to ensure that all learners develop a respect for the power of information technology and that technology is used ethically to promote values consistent with Catholic teachings and the Catholic Graduate Expectations.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

**POLICY NAME: ELECTRONIC COMMUNICATION
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The use of information technology is a support for staff to perform their daily operational activities and work responsibilities in meeting the goals of the Multi-Year Strategic Plan. Information technology provides staff further opportunities for professional development and relationship building in service to the school community and public.

The utilization of technology by all users must uphold an equitable culture of caring, inclusion, dialogue, and learning and should always strive to respect the dignity of the human person.

ADMINISTRATIVE PROCEDURES

These administrative procedures are established to:

- Increase safety for students and staff
- Ensure alignment with TCDSB Mission, Vision and core values
- Enhance teaching and learning
- Enhance relationships and community
- Improve efficiency of technology systems
- Facilitate communications and the sharing of information with the local community, including parents, social service agencies, parishes, government agencies, and businesses
- Enhance employee skills, knowledge and exchange of information with their peers.

DEFINITIONS

Users include but are not limited to employees, students, trustees, association staff, parents, volunteers, contractors, community service workers, and temporary staff.

Electronic communication includes but is not limited to Internet use, e-mail, social media, browsing, publishing or posting on web sites, downloading, accessing or storing files and use of personal electronic devices.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

**POLICY NAME: ELECTRONIC COMMUNICATION
SYSTEM- ACCEPTABLE USE**

POLICY NO: A. 29

The use of an electronic communication system within the Board has an educational and professional purpose. The term educational and professional purpose includes classroom activities and limited high quality, self-discovery activities. It also encompasses professional and career development and administrative services that support education.

ADMINISTRATIVE PROCEDURES – ALL USERS

All users must abide by the administrative procedures outlined in this section.

1. Responsibilities

- (a) The Board provides users with access to the Board's electronic communication system.
- (b) The use of the Board's electronic communication systems is a privilege, not a right, and as such can be restricted or, if appropriate, removed altogether.
- (c) Users are expected to use the Board's electronic communication systems in an ethical, lawful and appropriate manner as governed by applicable legislation, Board policies and procedures.
- (d) The Board recognizes that parents share responsibility for transmitting Catholic values to their children and providing guidance in the appropriate use of the technology.
- (e) Through this policy the Board will notify users about the Board's electronic communication systems and the expectations governing its use.
- (f) The Board will expect educators to model and teach students proper standards of use, guide students on the appropriate use of technological resources and ensure that students understand the consequences of abusing their user privileges.



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(g) The Board will provide opportunities for professional learning to Board employees on the appropriate use of technological resources.

(h) All students will sign a "Student Access Agreement" in which they will commit to abide by this policy prior to receiving an individual user account and gaining access to the network resources and the Internet. If the student is less than 18 years of age, a parent or guardian must also sign the agreement.

(i) The Board will provide students and parents with guidelines for student safety and appropriate, ethical use of technology and the Internet.

(j) All new employees and users affiliated with the Board must sign a "User Access Agreement" to abide by this policy prior to receiving a user account and gaining access to the network resources and the Internet.

(k) For employees and existing users, continued use of the Board's electronic communication system will be interpreted by the Board that the User has agreed to comply with the applicable Board policies and procedures.

(l) The school Code of Conduct must be consistent with and abide by the regulations within this policy.

(m) This policy contains restrictions on accessing, storing and disseminating inappropriate material. There is a wide range of material available on the Internet, some of which may not be consistent with governing laws nor with the values and code of ethics advocated by the Board.

(n) The Board will make every effort and has taken reasonable precautions to avoid the misuse of Internet and electronic communication services. However, the possibility exists that users may receive or access content that is not in line with this policy. The Board's Internet content filtering system is considered a support



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to staff and not a replacement for properly supervising student access to the Internet.

2. Personal Safety

(a) Users should protect their personal information and follow the available guidelines and resources published by the Information and Privacy Commissioner (IPC) of Ontario.

3. Unacceptable Activities

(a) Unauthorized Access - Users will not attempt to gain unauthorized access to the Board's system or to any other computer system through the Board's network or go beyond their authorized access. This includes attempting to log on through another person's user account or accessing another person's files.

(b) Malicious Access - Users will not make deliberate attempts to disrupt the performance of the computer system or destroy data by spreading computer viruses or any other malicious means. These actions may be illegal and will be dealt with as such.

(c) Illegal Activities - Users will not use the Board's system to engage in any illegal act, such as arranging for the sale or purchase of restricted substances such as alcohol and drugs, engaging in criminal activity or threatening the safety of a person.

(d) Cyberbullying / Threats / Harassment - Users will not use the Board's system to engage in inappropriate behaviours including, but not limited to, cyberbullying, personal attacks, threats, harassment, hate motivated and discriminatory behaviours. Users who use the Board's technology or use personal electronic devices to engage in such inappropriate behaviours at school, school related events or in circumstances that negatively impact on the school climate may be subject to



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disciplinary measures including those outlined in the Education Act, the Board or school Code of Conduct and relevant legislation.

(e) Inappropriate Content - Users will not use the Board's system to access or distribute material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). Special exceptions may be made if the purpose of such access is to conduct legitimate research, learning and both the teacher and the parent have provided prior approval for access.

If Users inadvertently access inappropriate content as defined above, they should immediately disclose this incident to their teacher or immediate supervisor. This will protect Users against an allegation that they have intentionally violated this policy.

(f) Impersonation - Users will not impersonate or employ a false identity in any electronic communication.

(g) Inappropriate Language - Users will maintain a professional tone in all communications. Inappropriate language includes but is not limited to:

- (i) Use of obscene, profane, lewd, vulgar, rude, inflammatory, threatening, bullying, harassing, racist or disrespectful language.
- (ii) Posting information that, if acted upon, could cause damage to or disruption of resources and/or services.
- (iii) Personal attacks, including prejudicial, discriminatory, libelous or slanderous attacks.
- (iv) Restrictions against inappropriate language apply to public messages, private messages, and material posted on web sites.
- (v) Users will not knowingly or recklessly post false or defamatory information meant to harm the reputation of a person or an organization.



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(h) Unauthorized Equipment, Software and Media – Users will not connect unauthorized equipment, install unauthorized software or distribute media files (where it violates the use terms of applicable software licensing agreements or copyright laws) on the Board network and computer systems.

(i) Commercial Use - Users may not use the Board's system for commercial purposes, defined as offering or providing goods or services or purchasing goods or services for personal use.

(j) Political Lobbying - Users may not use the Board's system for political lobbying unless pre-approved by the Director of Education. However, Board staff and students may use the system to analyze legislative measures and communicate personally with their elected representatives to express their personal opinions on political issues. Such views should not be disseminated to others.

(k) Use of Board E-mail Addresses and Distribution Lists - Board e-mail addresses and distribution lists are not permitted for use by external individuals, organizations or unions unless for Board pre-approved business or as pre-approved by the Director of Education.

4. Respect for Privacy

The use of information technology resources is monitored to help ensure the network and computing systems are available and that users are kept secure and in conformity with this policy in order to further health, safety and security for all users and resources. Users should have no expectation of privacy when using the Board's network or computer systems.

(a) Users should be aware that the board monitors the operation of the network and computer systems generally to alert ICT staff of any service outages or anomalies. This information is collected in system logs. The information collected in the ICT systems may be utilized or disclosed to trigger or augment the investigation for possible violation of law, Board policy or procedures or



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employment obligations. The Board will provide periodic reminders to staff regarding this on-going system administration process.

(b) Users will not alter the content of a message, without the permission of the original author who sent the message. Proper judgement should be exercised in deciding which messages are appropriate to forward to other recipients.

(c) Users will not distribute or forward chain letters, jokes, and inappropriate materials or engage in spam e-mails.

(d) All Users have obligations and/or protection under the provisions of the Municipal Freedom of Information and Protection of Privacy Act. Users shall respect an individual's personal privacy and will not share personal information without the direct permission of the individual.

5. Plagiarism and Copyright Infringement

a) Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user. Users will not plagiarize works that they find on the Internet.

b) Copyright is the protection of creative works and authors' rights. Users will respect the rights of copyright owners, including software manufacturers and providers of digital media. If the users are unsure whether or not they can use a work, they should request permission from the copyright owner.

c) Content published on web sites must be original or written permission obtained for the use of such copyright material and its ownership fully acknowledged.

d) Visitors and Users to the TCDSB public web site may copy any information for their own personal use but may not otherwise publish or reproduce any such information in any manner, without the prior written consent of the TCDSB.



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6. Web Sites

- (a) The Board will provide resources and templates to host and create school, department and individual (my site) web sites.
- (b) All web site content created by web site publishers must be consistent with the mission, values and educational aims of the Board and must comply with all applicable legislation, Board guidelines, policies and procedures.
- (c) All web site content created by web site publishers must adhere to defined web page standards, formats and templates consistent with the branding of the Board.
- (d) The publishing of web sites must follow the approval workflow defined by the Board guidelines.

7. Bring Your Own Computer / Personal Electronic Devices (PEDs)

- (a) Personal Electronic Devices (PEDs) including but not limited to cell phones, pagers, video/camera phones, still/video cameras, computers and recording devices must be securely stored and in silent mode by the User on any Board school property during regular school hours.
- (b) Users may choose to bring their own personal electronic devices on Board premises which may be connected to the Board's Guest network for Internet access only.
- (c) The ICT departments will not provide any support or troubleshooting of hardware, software or network connectivity issues on personal electronic devices.
- (d) Unless legally licensed, Users will not install software licensed by the Board or the Ministry on personal electronic devices.



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(e) Software licensed for home use by teachers and students by the Board or the Ministry is only permitted within the provisions of the licensing agreement granted.

(f) Users will ensure that personal electronic devices are protected (if applicable) with anti-virus malware protection software.

(g) If a personal electronic device is suspected to be interfering with the Board's network and systems, the User will be required to cease connecting and using the personal electronic device on the Board's premises.

(h) Any personal electronic device with image, video capture and recording capabilities are absolutely prohibited in areas where there is an expectation of privacy (e.g., washrooms, change rooms). The recording and taking of photographic images of a person or persons, on school property, at school events, and during school activities and/or hours, is prohibited without the permission of the person or persons being photographed or the principal or designate. The consent of the parent/guardian is required for a student with special needs.

(i) The electronic transmission or posting of recordings and photographic images of a person or persons on school property, at school events, and during school activities and/or hours, is prohibited without the permission of the person or persons being photographed or the principal or designate. The consent of the parent/guardian is required for a student with special needs.

(j) The use of personal electronic devices and images or recordings of activities that may negatively impact the school climate must not be captured, transmitted or posted under any circumstances.

(k) In the event of an emergency, lockdown, or evacuation the school or building administrator will provide instruction to the community pertaining to the acceptable use of personal electronic devices in the particular emergency conditions.



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(l) All Users should be aware that in some instances transmission, recordings or images may be reviewed and relied on, even if obtained in a manner not wholly consistent with this policy.

8. Limited Personal Use

(a) The limited personal use of computer technology whether Board provided or personally owned devices used on Board premises is permitted and is governed by these regulations.

(b) The limited personal use of computer technology must not interfere with Board business, student learning and with the user's duties and/or obligations.

(c) Subject to the above users may engage in respectful and responsible electronic communication that is in line with these regulations and in the best interests of the TCDSB.

(d) This privilege of limited personal use may be revoked or limited at any time when utilizing Board-provided technology.

9. Respect for Resource Limits

(a) Personal files and content not related to curriculum and Board responsibilities and duties should not be stored on Board computers, servers and information systems.

(b) Users will avoid downloading large amounts of material. Time and storage space are limited resources. If it becomes necessary to download a large file, users will do so at a time when the system is not being heavily used and immediately remove the file when no longer required.

10. System Security



POLICY SECTION: ADMINISTRATION

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(a) Users are responsible for the use of their individual account and should take reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their user account and password to another person.

(b) Users will immediately notify a teacher or the system administrator if they have identified a possible computer security problem. Users are not authorized to deal with computer security problems as this may be construed as an illegal attempt to gain access.

(c) Users will avoid the inadvertent spread of computer viruses by following the Board's virus protection procedures.

11. Disciplinary Consequences

(a) Users' violation of this policy will be fairly handled subject to any obligations contained within applicable Collective Agreements, Board and local school Code of Conduct, legislations (i.e., Teaching Profession Act, Ontario College of Teachers Act, Education Act, etc.) or Board policy and procedures.

(b) Disciplinary action will be tailored to meet specific concerns related to the violation and assist the user to conform to this policy and model appropriate behaviour on an electronic network and computing system. The disciplinary action may include but is not limited to deny, restrict, or suspend user access to the Board system resources. Other disciplinary action may also be appropriate.

(c) Some violations may be an offence under Canada's Criminal Code. Appropriate legal authorities will be contacted if there is any suspicion of illegal activities. The Board will cooperate fully with legal authorities in any investigation relating to illegal activities conducted through the Board's technology systems, which may include providing authorities with information gathered through collection, inspection, monitoring or investigation.



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12. Indemnification of the Board

(a) Users agree, by virtue of access to the Board's computing and electronic communication system, to indemnify, defend and hold harmless the Board for any suits, claims, losses, expenses or damages, including but not limited to litigation costs and legal fees, arising from or related to the user's access to or use of Board electronic communication, network, computing systems, services and facilities.

ADMINISTRATIVE PROCEDURES – STUDENTS

In addition to the administrative procedures for all users, the following section outlines additional administrative procedures applicable to all students enrolled in the TCDSB. All students must abide by the administrative procedures outlined in this section.

13. Personal Safety

(b) Students will promptly disclose to a school administrator or educator any electronic communication that is inappropriate or makes them feel uncomfortable.

14. Bring Your Own Computer / Personal Electronic Devices (PEDs)

(a) Students may use their own personal electronic device in the classroom for educational purposes and only when directed by the classroom teacher. At all other times student use of a personal electronic device in the classroom is not allowed. A student who uses a personal electronic device in the classroom without teacher direction is subject to regular classroom and school disciplinary procedures.

(b) Students may use their own personal electronic device outside of the classroom only in designated study areas where personal electronic devices are allowed according to school policy. A student whose use of a personal electronic device contravenes school policy is subject to regular school disciplinary procedures.



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(c) Personal electronic devices are not allowed in examination rooms, unless instructed by a teacher.

(d) When such devices are being used inappropriately by Students, the Teacher will send the student to the school administrator who may confiscate, and securely store the device until the matter is appropriately addressed.

(e) The school administrator will determine any other situations where the use of a personal electronic device is restricted or prohibited based on such use compromising school security, personal safety, individual privacy, academic integrity and negatively impacting on the school environment.

15. Disciplinary Consequences

(a) In the event that a student has violated this policy, the student (and parent when applicable) will be provided with notice of such violation and will meet with the school administrator.

ADMINISTRATIVE PROCEDURES – EMPLOYEES

In addition to the administrative procedures for all users, the following section outlines administrative procedures applicable to all employees of the TCDSB. All employees must abide by the administrative procedures outlined in this section.

16. Personal Safety

(a) Any employee that is in receipt of an inappropriate, harassing, obscene or offensive electronic communication that makes them feel uncomfortable or is a risk to their personal safety is to bring the matter to the attention of their immediate supervisor and follow the protocol as outlined in the Respectful Workplace Policy.

17. Respect for Privacy



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

**POLICY NAME: ELECTRONIC COMMUNICATION
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(a) Employees will have in their possession electronic copies of student data which is to be safeguarded per the Ontario Student Record Guidelines, Ontario Health Information Protection Act and Municipal Freedom of Information and Protection of Privacy Act. Any employee who suspects data of this nature has been lost or access to such data compromised must notify their immediate supervisor and further report this incident to the Board's Privacy Officer.

18. Bring Your Own Computer / Personal Electronic Devices (PEDs)

(a) Users should not store any Board confidential information (including but not limited to data and personal information of students, employees, etc.) on personal electronic devices.

19. Limited Personal Use

(a) The limited personal use of computer technology should only occur during employees' non-work time (i.e. during breaks, lunches or outside of normal business hours) and not interfere or affect an employee's work performance.

20. System Security

(a) When employees perform work at home, do not allow others, including family and household members, to use your Board provided user account or computer.

21. Intellectual Property

(a) Subject to any written agreement between the teacher and Board, if a teacher voluntarily creates intellectual property that is wholly outside of their teaching duties not utilizing any Board resources whatsoever and is not utilized in any manners in the course of the teacher's employment the intellectual property belongs to the teacher.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

**POLICY NAME: ELECTRONIC COMMUNICATION
SYSTEM- ACCEPTABLE USE**

POLICY NO: A. 29

APPENDIX – GLOSSARY OF TERMS

Internet refers to an electronic communication system connecting thousands of computers all over the world through which millions of individual subscribers can interact and share information.

Viruses and Malware are destructive computer programs that replicate or attach themselves to an existing program without authorization.

Social Media is a form of electronic communication through which users create online communities to share information, ideas, personal messages, and other content.

Website is a collection of related web pages containing digital content (text, images, videos, etc) hosted on a web server accessible from the Internet or a private network.

Internet content filtering is technology commonly used by schools to prevent users from viewing inappropriate web sites or content.

Cyberbullying is the use of information and communication technologies by an individual or group that is intended to harm others.

Spam e-mail or shortened as Spam is the common term for unsolicited e-mail.

Personal Electronic Devices (PEDs) are technology devices including but not limited to cell phones, pagers, video/camera phones, still/video cameras, computers and other recording devices.

Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.



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Copyright is the protection of creative works and authors' rights.

Intellectual Property is property created using original thought such as art, inventions, creative writing, designs, et



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Date Approved:	Date of Next Review:	Dates of Amendments: April 19, 2012, November 15, 2001, January 2000 -Board
Cross References: <ol style="list-style-type: none"> 1. <i>Education Act</i> 2. <i>Municipal Freedom of Information and Protection of Privacy Act</i> 3. <i>Personal Health Information Protection Act</i> 4. <i>Criminal Code of Canada</i> 5. <i>Copyright Act</i> 6. <i>Ontario College of Teachers Act</i> 7. <i>Teaching Profession Act</i> 8. Policy/Program Memorandum 144, 2018, Bullying Prevention and Intervention 9. Policy/Program Memorandum 145, 2018, Progressive Discipline and Promoting Positive Student Behaviour 10. Board Code of Conduct Policy (S.S.09) 11. Harassment and Discrimination Policy (H.M.14) 12. Municipal Freedom of Information and Protection of Privacy Policy (A.38) 13. Records Management & Archives Policy (A.20) 14. Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns (A.33) 		



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: ACCEPTABLE USE OF TECHNOLOGY

POLICY NO: A.29

Purpose:

The purpose of this policy is to establish requirements for the safe and acceptable use of information technology to support educational and business objectives throughout the Toronto Catholic District School Board (“TCDSB” or “the Board”) community. The intent of this policy is to protect students, employees, trustees, parents, suppliers, vendors, agents, visitors and guests of the Board, to ensure adherence to all applicable laws and regulations, to protect the TCDSB and its reputation, and to maintain the integrity and quality of technology services.

Scope and Responsibility:

This policy applies to all individuals including students, employees, trustees, parents, suppliers, vendors, agents, visitors and guests of the Board while using any Board owned or managed information technology or related services of any kind either remotely or while on Board property, and all personally-owned electronic communication technology when used to access Board resources from any location. Examples of such technology include but are not limited to Board email, network, and devices. In addition, this policy applies to all use of external technology services such as applications, social media, online software, or other technology services used on behalf of the Board or in any capacity that



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may be reasonably perceived as acting on behalf of the Board. Examples of such technology include but are not limited to virtual learning environments such as G-Suite for Education, Brightspace, Zoom, and social media platforms.

The Director of Education is responsible for the implementation of this policy in alignment with the Multi-Year Strategic Plan, with the support of the Chief Information Officer and all supervisory personnel. All technology users share responsibility for compliance.

Alignment with MYSP:

Living Our Catholic Values

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Providing Stewardship of Resources

Inspiring and Motivating Employees

Policy:

The provision and use of Board technology is to be a support for learners to develop relevant skills, to actively participate in the global community, and to gain a respect for the power of technology-enabled learning. It is to support

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staff in performing their daily operational activities and work responsibilities to meet the goals of the Multi-Year Strategic Plan. Information technology provides staff further opportunities for professional development and relationship-building in service to the school community and public.

The utilization of technology by all users must uphold an equitable culture of caring, inclusion, dialogue, and learning and should always strive to respect the dignity of the human person.

Regulations:

1. Intended Use:

- 1.1. Board technology is provided for educational, research and administrative purposes. Technology should generally be used for these intended purposes.**
- 1.2. Any activity that could impact the fair, safe, and productive intended use of Board technology negatively is prohibited.**
- 1.3. The use of any Board technology implies a user has read the Acceptable Use Policy and unconditionally agrees to abide by all regulations.**
- 1.4. Where possible, users will be provided a copy of this policy before being granted access to use any Board technology and this policy will be available on the Board's public website. Use of service is implied consent**



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of the Acceptable Use Policy.

1.5.All employees will be given an opportunity to review and sign the Acceptable Use Policy as a condition of employment.

1.6.Personal use of Board technology should be limited and should not interfere with intended use; All personal use must abide by this policy.

1.7.Personal use of Board technology for commercial gain or personal business purposes is strictly prohibited.

1.8.When Board technology is used for personal use, it is provided “as is” and is without any guarantees of warranty, functionality, availability, or continuity.

2. Board data:

2.1.Users must take all reasonable precautions to ensure that the Board data that they access and store is secure and safe. Users must notify the I.T. Service Desk, a school administrator, or department head immediately of any unauthorized access of sensitive data and/or personal information, or if any sensitive data and/or personal information is found to be unsecured.

2.2.Users with access to sensitive data and/or personal information are required to keep such data confidential and secure and may only use said data for official Board business.

2.3.Users with access to sensitive data and/or personal information are required to keep such data on Board owned devices, Board managed



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devices, Board managed systems, and/or Board managed online services.

3. Responsible Resource Usage:

3.1. The Board's technology resources are shared and limited. Users should use technology resources responsibly and efficiently.

3.2. Users are responsible for technology resources loaned to them by TCDSB and must abide by any terms and conditions agreed upon. Failure to comply may result in consequences up to and including disciplinary action. TCDSB reserves the right to apply reasonable replacement costs to the user for any lost or damaged technology resources.

4. Personal Use:

4.1. Users should have no expectation of privacy in anything they create, store, send or receive using Board technology for personal use.

4.2. Users must use discretion when storing or transmitting data for personal use with Board Technology. Such data may be accessed by the Board at any time, as necessary, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

4.3. When using Board technology for personal use, the Board is not responsible for any data or security breach.

5. Legal compliance, ethical use, and adherence to Board policies and



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procedures:

5.1. All users will abide by applicable privacy legislation, as well as Board privacy policies and procedures.

5.2. Users are expected to comply with relevant policies, procedures, codes of conduct, guidelines, legislation, and collective agreements.

5.3. Users will not engage in inappropriate behaviours including, but not limited to cyberbullying, personal attacks, threats, harassment, hate motivated, and discriminatory behaviours.

5.4. No person may take pictures, video, or otherwise electronically record another person on TCDSB property, at TCDSB events or activities, or in any other forum associated with TCDSB and its schools, without express authorization from supervisory personnel, or the express consent of the individual and/or their parent or guardian when the individual is a minor. Permission will only be granted in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. Where permission has been granted by supervisory personnel, affected individuals will be notified of the authorized collection. These provisions apply also to the electronic transmission of pictures, video, or other recorded information.

5.5. No user may use (or allow others to use) any of the Board's technology to:

- a. violate any law or encourage others to violate any law**
- b. impede, interfere, impair, or otherwise cause harm to the activities of others**



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- c. monitor or scan networked resources unless authorized**
- d. intrude into the networks, systems, data files, or computers of others**
- e. use, access, or disclose information about students, parents, co-workers, friends, or relatives unless authorized to do so.**
- f. edit or delete one's own student, employee, supplier, and/or guest records**
- g. install, use, or distribute software for which one does not have a license**
- h. access, modify, distribute, or reproduce copyrighted material without a license**
- i. monitor another person's activities unless authorized**
- j. create, view, collect, or share pornographic, offensive, or indecent images or content**
- k. create or distribute malware or other disruptive/destructive constructs**
- l. violate the intellectual property rights of another individual**
- m. seek to learn or use another person's credentials (username or password)**
- n. impersonate a person (authority delegation facilitated by software is permitted)**
- o. suggest the Board's endorsement of any political candidate or ballot initiative**



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5.6. Users are compelled to immediately report all breaches of this policy of which they are aware to the appropriate TCDSB authority.

5.7. Where necessary, as permitted by law, exceptions to this policy and its regulations may be granted on a case-by-case basis to be authorized by the Chief Information Officer.

6. Disciplinary Action and Enforcement:

6.1. Violations of this policy will be dealt with through appropriate disciplinary action including and up to termination of employment, termination of contract, or expulsion. Disciplinary action will take into account relevant policies, procedures, codes of conduct, guidelines, legislation, and collective agreements.

6.2. Pending an investigation, the Board reserves the right to immediately suspend a user's access to any and all Board technology in order to protect Board property, data, networks, or other users.

6.3. Suppliers and guests who violate the Acceptable Use Policy may have their contracts terminated and/or be refused all future entry to Board properties

7. Users will be made aware of Board procedures and any other resources developed to support this policy.



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Definitions:

Users include but are not limited to employees, students, trustees, Board committee members, parents, volunteers, guests, contractors, community service workers, and temporary staff.

Electronic communication includes but is not limited to Internet use, e-mail, social media, browsing, publishing or posting on web sites, downloading, accessing or storing files and use of personal electronic devices, and any third-party application or service used for educational and/or administrative use.

Technology includes all information and communication tools and applications.

Suppliers includes any individual, company or other entity that provides goods and/or services to the Board.

Intended use or Board Business use: Any activity which is reasonably connected to the duties of Board members (trustees), employee, supplier, vendor, volunteer, or agent of the Board.

Personal Use: Any activity unrelated to the Board's business, instructional,



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academic, administrative, and/or research objectives.

Personal Information: recorded information about an identifiable individual.

This may include the individual's name, address, sex, age, education, medical or employment history and any other information about the individual.

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

- 1. Maintenance of an Acceptable Use Policy Working Group chaired by the Senior Manager of Privacy to regularly review policy effectiveness and to develop procedures and guidelines.**
- 2. Ongoing consultation with union partners, educators, administrators and business leaders.**
- 3. Feedback resulting from communication of procedures.**

Policy A.29– CURRENT

Purpose (Administrative Procedures)

These administrative procedures are established to:

- Increase safety for students and staff
- Ensure alignment with TCDSB Mission, Vision and core values
- Enhance teaching and learning
- Enhance relationships and community
- Improve efficiency of technology systems
- Facilitate communications and the sharing of information with the local community, including parents, social service agencies, parishes, government agencies, and businesses
- Enhance employee skills, knowledge and exchange of information with their peers.

Scope and Responsibility (Definitions)

Users include but are not limited to employees, students, trustees, association staff, parents, volunteers, contractors, community service workers, and temporary staff.

Electronic communication includes but is not limited to Internet use, e-mail, social media, browsing, publishing or posting on web sites, downloading, accessing or storing files and use of personal electronic devices.

The use of an electronic communication system within the Board has an educational and professional purpose. The term educational and professional purpose includes

PROPOSED

Purpose:

The purpose of this policy is to establish requirements for the safe and acceptable use of information technology to support educational and business objectives throughout the Toronto Catholic District School Board (“TCDSB” or “the Board”) community. The intent of this policy is to protect students, employees, trustees, parents, suppliers, vendors, agents, visitors and guests of the Board, to ensure adherence to all applicable laws and regulations, to protect the TCDSB and its reputation, and to maintain the integrity and quality of technology services.

Scope and Responsibility:

This policy applies to all individuals including students, employees, trustees, parents, suppliers, vendors, agents, visitors and guests of the Board while using any Board owned or managed information technology or related services of any kind either remotely or while on Board property, and all personally-owned electronic communication technology when used to access Board resources from any location. Examples of such technology

classroom activities and limited high quality, self-discovery activities. It also encompasses professional and career development and administrative services that support education.

include but are not limited to Board email, network, and devices. In addition, this policy applies to all use of external technology services such as applications, social media, online software, or other technology services used on behalf of the Board or in any capacity that may be reasonably perceived as acting on behalf of the Board. Examples of such technology include but are not limited to virtual learning environments, G-Suite for Education, Twitter, and Instagram.

The Director of Education is responsible for the implementation of this policy in alignment with the Multi-Year Strategic Plan, with the support of the Chief Information Officer and all supervisory personnel. All technology users share responsibility for compliance.

Alignment with MYSP:

Living Our Catholic Values

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Providing Stewardship of Resources

Inspiring and Motivating Employees

Policy/Policy Statement:

This Acceptable Use Policy was last updated as of March 2012 through a consultative process between the Toronto Catholic District School Board and its stakeholders (Associations, Board, Students, Parents and Schools)

Within the context of the Multi-Year Strategic Plan and our Christ-focused mission and vision, the Board's electronic communication system is to support learning communities that will transform the world through witness, faith, innovation and action.

It is important to prepare students for success in life and work in the 21st century by providing them with electronic access to a wide range of information, as well as opportunities to develop relevant skills and to actively participate in the global community. The Board recognizes the impact of information technology on society. We have a responsibility to ensure that all learners develop a respect for the power of information technology and that technology is used ethically to promote values consistent with Catholic teachings and the Catholic Graduate Expectations.

The use of information technology is a support for staff to perform their daily operational activities and work responsibilities in meeting the goals of the Multi-Year Strategic Plan. Information technology provides staff further opportunities for professional development and

Policy:

The provision and use of Board technology is to be a support for learners to develop relevant skills, to actively participate in the global community, and to gain a respect for the power of technology-enabled learning. It is to support staff in performing their daily operational activities and work responsibilities to meet the goals of the Multi-Year Strategic Plan. Information technology provides staff further opportunities for professional development and relationship-building in service to the school community and public.

The utilization of technology by all users must uphold an equitable culture of caring, inclusion, dialogue, and learning and should always strive to respect the dignity of the human person.

relationship building in service to the school community and public.

Regulations:

1. Responsibilities

(a) The Board provides users with access to the Board's electronic communication system.

(b) The use of the Board's electronic communication systems is a privilege, not a right, and as such can be restricted or, if appropriate, removed altogether.

(c) Users are expected to use the Board's electronic communication systems in an ethical, lawful and appropriate manner as governed by applicable legislation, Board policies and procedures.

(d) The Board recognizes that parents share responsibility for transmitting Catholic values to their children and providing guidance in the appropriate use of the technology.

(e) Through this policy the Board will notify users about the Board's electronic communication systems and the expectations governing its use.

(f) The Board will expect educators to model and teach students proper standards of use, guide students on the appropriate use of technological resources and ensure that students understand the consequences of abusing their user privileges.

Regulations:

1. Intended Use:

1.1. Board technology is provided for educational, research and administrative purposes. Technology should generally be used for these intended purposes.

1.2. Any activity that could impact the fair, safe, and productive intended use of Board technology negatively is prohibited.

1.3. The use of any Board technology implies a user has read the Acceptable Use Policy and unconditionally agrees to abide by all regulations.

1.4. Where possible, users will be provided a copy of this policy before being granted access to use any Board technology and this policy will be available on the Board's public website. Use of service is implied consent of the Acceptable Use Policy.

1.5. All employees will be given an opportunity to review and sign the Acceptable Use Policy as a condition of employment.

1.6. Personal use of Board technology should be limited and should not interfere with intended use; All

(g) The Board will provide opportunities for professional learning to Board employees on the appropriate use of technological resources.

(h) All students will sign a "Student Access Agreement" in which they will commit to abide by this policy prior to receiving an individual user account and gaining access to the network resources and the Internet. If the student is less than 18 years of age, a parent or guardian must also sign the agreement.

(i) The Board will provide students and parents with guidelines for student safety and appropriate, ethical use of technology and the Internet.

(j) All new employees and users affiliated with the Board must sign a "User Access Agreement" to abide by this policy prior to receiving a user account and gaining access to the network resources and the Internet.

(k) For employees and existing users, continued use of the Board's electronic communication system will be interpreted by the Board that the User has agreed to comply with the applicable Board policies and procedures.

(l) The school Code of Conduct must be consistent with and abide by the regulations within this policy.

(m) This policy contains restrictions on accessing, storing and disseminating inappropriate material. There is a wide range of material available on the Internet, some of which

personal use must abide by this policy.

1.7. Personal use of Board technology for commercial gain or personal business purposes is strictly prohibited.

1.8. When Board technology is used for personal use, it is provided "as is" and is without any guarantees of warranty, functionality, availability, or continuity.

may not be consistent with governing laws nor with the values and code of ethics advocated by the Board.

(n) The Board will make every effort and has taken reasonable precautions to avoid the misuse of Internet and electronic communication services. However, the possibility exists that users may receive or access content that is not in line with this policy. The Board's Internet content filtering system is considered a support to staff and not a replacement for properly supervising student access to the Internet.

12. Indemnification of the Board

(a) Users agree, by virtue of access to the Board's computing and electronic communication system, to indemnify, defend and hold harmless the Board for any suits, claims, losses, expenses or damages, including but not limited to litigation costs and legal fees, arising from or related to the user's access to or use of Board electronic communication, network, computing systems, services and facilities.

10. System Security

(a) Users are responsible for the use of their individual account and should take reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their user account and password to another person.

2. Board data:

2.1. Users must take all reasonable precautions to ensure that the Board data that they access and store is secure and safe. Users must notify the I.T. Service Desk, a school administrator, or department head immediately

(b) Users will immediately notify a teacher or the system administrator if they have identified a possible computer security problem. Users are not authorized to deal with computer security problems as this may be construed as an illegal attempt to gain access.

(c) Users will avoid the inadvertent spread of computer viruses by following the Board's virus protection procedures.

17. Respect for Privacy

(a) Employees will have in their possession electronic copies of student data which is to be safeguarded per the Ontario Student Record Guidelines, Ontario Health Information Protection Act and Municipal Freedom of Information and Protection of Privacy Act. Any employee who suspects data of this nature has been lost or access to such data compromised must notify their immediate supervisor and further report this incident to the Board's Privacy Officer.

of any unauthorized access of sensitive data and/or personal information, or if any sensitive data and/or personal information is found to be unsecured.

2.2. Users with access to sensitive data and/or personal information are required to keep such data confidential and secure and may only use said data for official Board business.

2.3. Users with access to sensitive data and/or personal information are required to keep such data on Board owned devices, Board managed devices, Board managed systems, and/or Board managed online services.

9. Respect for Resource Limits

(a) Personal files and content not related to curriculum and Board responsibilities and duties should not be stored on Board computers, servers and information systems.

(b) Users will avoid downloading large amounts of material. Time and storage space are limited resources. If it becomes necessary to download a large file, users will do so at a time when the system is not being heavily used and immediately remove the file when no longer required.

8. Limited Personal Use

(a) The limited personal use of computer technology whether Board provided or personally owned devices used on Board premises is permitted and is governed by these regulations.

(b) The limited personal use of computer technology must not interfere with Board business, student learning and with the user's duties and/or obligations.

(c) Subject to the above users may engage in respectful and responsible electronic communication that is in line with these regulations and in the best interests of the TCDSB.

3. Responsible Resource Usage

3.1. The Board's technology resources are shared and limited. Users should use technology resources responsibly and efficiently.

3.2. Users are responsible for technology resources loaned to them by TCDSB and must abide by any terms and conditions agreed upon. Failure to comply may result in consequences up to and including disciplinary action. TCDSB reserves the right to apply reasonable replacement costs to the user for any lost or damaged technology resources.

4. Personal Use

4.1. Users should have no expectation of privacy in anything they create, store, send or receive using Board technology for personal use.

4.2. Users must use discretion when storing or transmitting data for personal use with Board Technology. Such data may be accessed by the Board

(d) This privilege of limited personal use may be revoked or limited at any time when utilizing Board-provided technology.

2. Personal Safety

(a) Users should protect their personal information and follow the available guidelines and resources published by the Information and Privacy Commissioner (IPC) of Ontario.

19. Limited Personal Use

(a) The limited personal use of computer technology should only occur during employees' non-work time (i.e. during breaks, lunches or outside of normal business hours) and not interfere or affect an employee's work performance.

20. System Security

(a) When employees perform work at home, do not allow others, including family and household members, to use your Board provided user account or computer.

3. Unacceptable Activities

(a) Unauthorized Access - Users will not attempt to gain unauthorized access to the Board's system or to any other computer system through the Board's network or go beyond their authorized access. This includes attempting to

at any time, as necessary, in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*.

4.3. When using Board technology for personal use, the Board is not responsible for any data or security breach.

log on through another person's user account or accessing another person's files.

(b) Malicious Access - Users will not make deliberate attempts to disrupt the performance of the computer system or destroy data by spreading computer viruses or any other malicious means. These actions may be illegal and will be dealt with as such.

(c) Illegal Activities - Users will not use the Board's system to engage in any illegal act, such as arranging for the sale or purchase of restricted substances such as alcohol and drugs, engaging in criminal activity or threatening the safety of a person.

(d) Cyberbullying / Threats / Harassment - Users will not use the Board's system to engage in inappropriate behaviours including, but not limited to, cyberbullying, personal attacks, threats, harassment, hate motivated and discriminatory behaviours. Users who use the Board's technology or use personal electronic devices to engage in such inappropriate behaviours at school, school related events or in circumstances that negatively impact on the school climate may be subject to disciplinary measures including those outlined in the Education Act, the Board or school Code of Conduct and relevant legislation.

(e) Inappropriate Content - Users will not use the Board's system to access or distribute material that is profane or obscene (pornography), that advocates illegal acts, or that advocates violence or discrimination towards other people (hate literature). Special exceptions may be made if the purpose of such access is to conduct legitimate research,

5. Legal compliance, ethical use, and adherence to Board policies and procedures:

5.1. All users will abide by applicable privacy legislation, as well as Board privacy policies and procedures.

5.2. Users are expected to comply with relevant policies, procedures, codes of conduct, guidelines, legislation, and collective agreements.

5.3. Users will not engage in inappropriate behaviours including, but not limited to cyberbullying, personal attacks, threats, harassment, hate motivated, and discriminatory behaviours.

5.4. No person may take pictures, video, or otherwise electronically record another person on TCDSB property, at TCDSB events or activities, or in any other forum associated with TCDSB and its schools, without express authorization from supervisory personnel, or the express consent of the individual and/or their parent or guardian when the individual is a minor. Permission will only be granted in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. Where permission has been granted by supervisory personnel, affected individuals will be notified of the

learning and both the teacher and the parent have provided prior approval for access.

If Users inadvertently access inappropriate content as defined above, they should immediately disclose this incident to their teacher or immediate supervisor. This will protect Users against an allegation that they have intentionally violated this policy.

(f) Impersonation - Users will not impersonate or employ a false identity in any electronic communication.

(g) Inappropriate Language - Users will maintain a professional tone in all communications. Inappropriate language includes but is not limited to:

(i) Use of obscene, profane, lewd, vulgar, rude, inflammatory, threatening, bullying, harassing, racist or disrespectful language.

(ii) Posting information that, if acted upon, could cause damage to or disruption of resources and/or services.

(iii) Personal attacks, including prejudicial, discriminatory, libelous or slanderous attacks.

(iv) Restrictions against inappropriate language apply to public messages, private messages, and material posted on web sites.

(v) Users will not knowingly or recklessly post false or defamatory information meant to harm the reputation of a person or an organization.

(h) Unauthorized Equipment, Software and Media – Users will not connect unauthorized equipment, install unauthorized software or distribute media files (where it

authorized collection. These provisions apply also to the electronic transmission of pictures, video, or other recorded information.

5.5. No user may use (or allow anyone else to use) any of the Board's technology to:

- a. violate any law or encourage others to violate any law
- b. impede, interfere, impair, or otherwise cause harm to the activities of others
- c. monitor or scan networked resources unless authorized
- d. intrude into the networks, systems, data files, or computers of others
- e. use, access, or disclose information about students, parents, co-workers, friends, or relatives unless authorized to do so.
- f. edit or delete one's own student, employee, supplier, and/or guest records
- g. install, use, or distribute software for which one does not have a license
- h. access, modify, distribute, or reproduce copyrighted material without a license
- i. Monitor another person's activities unless authorized

violates the use terms of applicable software licensing agreements or copyright laws) on the Board network and computer systems.

(i) Commercial Use - Users may not use the Board's system for commercial purposes, defined as offering or providing goods or services or purchasing goods or services for personal use.

(j) Political Lobbying - Users may not use the Board's system for political lobbying unless pre-approved by the Director of Education. However, Board staff and students may use the system to analyze legislative measures and communicate personally with their elected representatives to express their personal opinions on political issues. Such views should not be disseminated to others.

(k) Use of Board E-mail Addresses and Distribution Lists - Board e-mail addresses and distribution lists are not permitted for use by external individuals, organizations or unions unless for Board pre-approved business or as pre-approved by the Director of Education.

4. Respect for Privacy

The use of information technology resources is monitored to help ensure the network and computing systems are available and that users are kept secure and in conformity with this policy in order to further health, safety and security for all users and resources. Users should have no expectation of privacy when using the Board's network or computer systems.

j. create, view, collect, or share pornographic, offensive, or indecent images

k. create or distribute malware or other disruptive/destructive constructs

l. violate the intellectual property rights of another individual, TCDSB, or other corporate entity.

m. seek to learn or use another person's credentials (username or password)

n. impersonate a person (authority delegation facilitated by software is permitted)

o. suggest the Board's endorsement of any political candidate or ballot initiative

5.6. Users are compelled to immediately report all breaches of this policy of which they are aware to the appropriate TCDSB authority.

5.7. Where necessary, as permitted by law, exceptions to this policy and its regulations may be granted on a case-by-case basis to be authorized by the Chief Information Officer.

(a) Users should be aware that the board monitors the operation of the network and computer systems generally to alert ICT staff of any service outages or anomalies. This information is collected in system logs. The information collected in the ICT systems may be utilized or disclosed to trigger or augment the investigation for possible violation of law, Board policy or procedures or employment obligations. The Board will provide periodic reminders to staff regarding this on-going system administration process.

(b) Users will not alter the content of a message, without the permission of the original author who sent the message. Proper judgement should be exercised in deciding which messages are appropriate to forward to other recipients.

(c) Users will not distribute or forward chain letters, jokes, and inappropriate materials or engage in spam e-mails.

(d) All Users have obligations and/or protection under the provisions of the Municipal Freedom of Information and Protection of Privacy Act. Users shall respect an individual's personal privacy and will not share personal information without the direct permission of the individual.

5. Plagiarism and Copyright Infringement

a) Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user. Users will not plagiarize works that they find on the Internet.

b) Copyright is the protection of creative works and authors' rights. Users will respect the rights of copyright owners, including software manufacturers and providers of digital media. If the users are unsure whether or not they can use a work, they should request permission from the copyright owner.

c) Content published on web sites must be original or written permission obtained for the use of such copyright material and its ownership fully acknowledged.

d) Visitors and Users to the TCDSB public web site may copy any information for their own personal use but may not otherwise publish or reproduce any such information in any manner, without the prior written consent of the TCDSB.

6. Web Sites

(a) The Board will provide resources and templates to host and create school, department and individual (my site) web sites.

(b) All web site content created by web site publishers must be consistent with the mission, values and educational aims of the Board and must comply with all applicable legislation, Board guidelines, policies and procedures.

(c) All web site content created by web site publishers must adhere to defined web page standards, formats and templates consistent with the branding of the Board.

(d) The publishing of web sites must follow the approval workflow defined by the Board guidelines.

7. Bring Your Own Computer / Personal Electronic Devices (PEDs)

(a) Personal Electronic Devices (PEDs) including but not limited to cell phones, pagers, video/camera phones, still/video cameras, computers and recording devices must be securely stored and in silent mode by the User on any Board school property during regular school hours.

(b) Users may choose to bring their own personal electronic devices on Board premises which may be connected to the Board's Guest network for Internet access only.

(c) The ICT departments will not provide any support or troubleshooting of hardware, software or network connectivity issues on personal electronic devices.

(d) Unless legally licensed, Users will not install software licensed by the Board or the Ministry on personal electronic devices.

(e) Software licensed for home use by teachers and students by the Board or the Ministry is only permitted within the provisions of the licensing agreement granted.

(f) Users will ensure that personal electronic devices are protected (if applicable) with anti-virus malware protection software.

(g) If a personal electronic device is suspected to be interfering with the Board's network and systems, the User will be required to cease connecting and using the personal electronic device on the Board's premises.

(h) Any personal electronic device with image, video capture and recording capabilities are absolutely prohibited in areas where there is an expectation of privacy (e.g., washrooms, change rooms). The recording and taking of photographic images of a person or persons, on school property, at school events, and during school activities and/or hours, is prohibited without the permission of the person or persons being photographed or the principal or designate. The consent of the parent/guardian is required for a student with special needs.

(i) The electronic transmission or posting of recordings and photographic images of a person or persons on school property, at school events, and during school activities and/or hours, is prohibited without the permission of the person or persons being photographed or the principal or designate. The consent of the parent/guardian is required for a student with special needs.

(j) The use of personal electronic devices and images or recordings of activities that may negatively impact the school climate must not be captured, transmitted or posted under any circumstances.

(k) In the event of an emergency, lockdown, or evacuation the school or building administrator will provide instruction to the community pertaining to the acceptable

use of personal electronic devices in the particular emergency conditions.

(l) All Users should be aware that in some instances transmission, recordings or images may be reviewed and relied on, even if obtained in a manner not wholly consistent with this policy.

ADMINISTRATIVE PROCEDURES – STUDENTS

In addition to the administrative procedures for all users, the following section outlines additional administrative procedures applicable to all students enrolled in the TCDSB. All students must abide by the administrative procedures outlined in this section.

13. Personal Safety

(b) Students will promptly disclose to a school administrator or educator any electronic communication that is inappropriate or makes them feel uncomfortable.

14. Bring Your Own Computer / Personal Electronic Devices (PEDs)

(a) Students may use their own personal electronic device in the classroom for educational purposes and only when directed by the classroom teacher. At all other times student use of a personal electronic device in the classroom is not allowed. A student who uses a personal electronic device in the classroom without teacher direction is subject to regular classroom and school disciplinary procedures.

(b) Students may use their own personal electronic device outside of the classroom only in designated study areas where personal electronic devices are allowed according to school policy. A student whose use of a personal electronic device contravenes school policy is subject to regular school disciplinary procedures.

(c) Personal electronic devices are not allowed in examination rooms, unless instructed by a teacher.

(d) When such devices are being used inappropriately by Students, the Teacher will send the student to the school administrator who may confiscate, and securely store the device until the matter is appropriately addressed.

(e) The school administrator will determine any other situations where the use of a personal electronic device is restricted or prohibited based on such use compromising school security, personal safety, individual privacy, academic integrity and negatively impacting on the school environment.

ADMINISTRATIVE PROCEDURES – EMPLOYEES

In addition to the administrative procedures for all users, the following section outlines administrative procedures applicable to all employees of the TCDSB. All employees must abide by the administrative procedures outlined in this section.

16. Personal Safety

- (a) Any employee that is in receipt of an inappropriate, harassing, obscene or offensive electronic communication that makes them feel uncomfortable or is a risk to their personal safety is to bring the matter to the attention of their immediate supervisor and follow the protocol as outlined in the Respectful Workplace Policy.

18. Bring Your Own Computer / Personal Electronic Devices (PEDs)

- (a) Users should not store any Board confidential information (including but not limited to data and personal information of students, employees, etc.) on personal electronic devices.

21. Intellectual Property

- (a) Subject to any written agreement between the teacher and Board, if a teacher voluntarily creates intellectual property that is wholly outside of their teaching duties not utilizing any Board resources whatsoever and is not utilized in any manners in the course of the teacher's employment the intellectual property belongs to the teacher.

11. Disciplinary Consequences

(a) Users' violation of this policy will be fairly handled subject to any obligations contained within applicable Collective Agreements, Board and local school Code of Conduct, legislations (i.e., Teaching Profession Act, Ontario College of Teachers Act, Education Act, etc.) or Board policy and procedures.

(b) Disciplinary action will be tailored to meet specific concerns related to the violation and assist the user to conform to this policy and model appropriate behaviour on an electronic network and computing system. The disciplinary action may include but is not limited to deny, restrict, or suspend user access to the Board system resources. Other disciplinary action may also be appropriate.

(c) Some violations may be an offence under Canada's Criminal Code. Appropriate legal authorities will be contacted if there is any suspicion of illegal activities. The Board will cooperate fully with legal authorities in any investigation relating to illegal activities conducted through the Board's technology systems, which may include providing authorities with information gathered through collection, inspection, monitoring or investigation.

15. Disciplinary Consequences

(a) In the event that a student has violated this policy, the student (and parent when applicable) will be provided with notice of such violation and will meet with the school administrator.

6. Disciplinary Action and Enforcement

6.1. Violations of this policy will be dealt with through appropriate disciplinary action including and up to termination of employment, termination of contract, or expulsion. Disciplinary action will take into account relevant policies, procedures, codes of conduct, guidelines, legislation, and collective agreements.

6.2. Pending an investigation, the Board reserves the right to immediately suspend a user's access to any and all Board technology in order to protect Board property, data, networks, or other users.

6.3. Suppliers and guests who violate the Acceptable Use Policy may have their contracts terminated and/or be refused all future entry to Board properties.

Glossary of Terms

Internet refers to an electronic communication system connecting thousands of computers all over the world through which millions of individual subscribers can interact and share information.

Viruses and Malware are destructive computer programs that replicate or attach themselves to an existing program without authorization.

Social Media is a form of electronic communication through which users create online communities to share information, ideas, personal messages, and other content.

Website is a collection of related web pages containing digital content (text, images, videos, etc) hosted on a web server accessible from the Internet or a private network.

Internet content filtering is technology commonly used by schools to prevent users from viewing inappropriate web sites or content.

Cyberbullying is the use of information and communication technologies by an individual or group that is intended to harm others.

7. Users will be made aware of Board procedures and any other resources developed to support this policy.

Definitions

Users include but are not limited to employees, students, trustees, Board committee members, parents, volunteers, guests, contractors, community service workers, and temporary staff.

Spam e-mail or shortened as Spam is the common term for unsolicited e-mail.

Personal Electronic Devices (PEDs) are technology devices including but not limited to cell phones, pagers, video/camera phones, still/video cameras, computers and other recording devices.

Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.

Copyright is the protection of creative works and authors' rights.

Intellectual Property is property created using original thought such as art, inventions, creative writing, designs, etc.

Electronic communication includes but is not limited to Internet use, e-mail, social media, browsing, publishing or posting on web sites, downloading, accessing or storing files and use of personal electronic devices, and any third-party application or service used for educational and/or administrative use.

Technology includes all information and communication tools and applications.

Suppliers includes any individual, company or other entity that provides goods and/or services to the Board.

Intended use or Board Business use: Any activity which is reasonably connected to the duties of board members (trustee), employee, supplier, vendor, volunteer, or agent of the Board.

Personal Use: Any activity unrelated to the Board's business, instructional, academic, administrative, and/or research objectives.

Personal Information: recorded information about an identifiable individual. This may include the individual's

name, address, sex, age, education, medical or employment history and any other information about the individual.

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

1. Maintenance of an Acceptable Use Policy Working Group chaired by the Senior Manager of Privacy to regularly review policy effectiveness and to develop procedures and guidelines.
2. Ongoing consultation with union partners, educators, administrators and business leaders.
3. Feedback resulting from communication of procedures.



REPORT TO

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

**TORONTO CATHOLIC DISTRICT SCHOOL BOARD
OUTDOOR EDUCATION**

On the glorious splendour of thy majesty, and on thy wondrous works, I will meditate. Psalm
145:5

Created, Draft

October 26, 2020

First Tabling

November 4, 2020

Review

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

Lori DiMarco Superintendent, Curriculum Leadership & Innovation; Academic ICT

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.*



Brendan Browne, PhD
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 contains a summary of the outdoor education opportunities that are available to schools in the TCDSB. The outdoor education opportunities fall into two categories: ongoing activities from previous years and new programs, activities and resources that are being offered.

The cumulative staff time required to prepare this report was 10 hours

B. PURPOSE

1. At the September 10, 2020 Corporate Services, Strategic Planning and Property Committee Meeting, following a delegation by a representative of the Association for Canadian Educational Resources (ACER), the delegation was received and referred to staff to come back with a report on how the TCDSB can implement more outdoor education

C. BACKGROUND

1. The TCDSB Health & Physical Education and Outdoor Education (HPE&OE) department has a long tradition of offering schools a variety of opportunities to engage in healthy and active living and outdoor education activities.
2. The HPE&OE department works in collaboration with other central TCDSB departments and in particular the Science, Social Studies and ECO department.
3. The HPE&OE department works in collaboration with various organizations to explore programs, activities and resources that align with, support and supplement the Ontario Curriculum to ensure that our students are able to participate in outdoor education opportunities.
4. Partnerships and grants are pursued in order to offer schools affordable to no cost opportunities. When grant monies are available they are used to offset costs for schools and are offered to needier communities first on a rotating basis.

5. Outdoor education programs, activities and resources are shared in various ways with schools. Opportunities that are available each year and limited in number are shared with schools who are eligible to participate. When such opportunities are limited, criteria is set and a schedule is set up to ensure that as many schools as possible benefit over a number of years. Programs, activities and resources that are available to all schools are posted on the department intranet site and/or communicated via email.
6. The HPE&OE department continually reviews existing programs, activities and resources and seek to explore new ones. Schools have been encouraged to explore including more outdoor education into programming. As a result of suspension or restrictions on some of the programs and activities during the pandemic, the HPE&OE and Science, Social Studies and ECO departments have sought out many new programs, activities and resources to support our schools in their efforts to include more outdoor education.
7. In the appendices with this report are lists of the ongoing outdoor education activities (Appendix A) and the new programs, activities and resources (Appendix B) that are available to TCDSB schools.

D. METRICS

1. Programs related to grants that are funded (partially or in full) are tracked for attendance and participation by the PHE&OE department.
2. Information is collected from participating schools, through teacher and principal feedback, to inform future recommendations of the programs, activities or resources.
3. The HPE&OE department collects data from third party providers of the various programs, activities and resources, when available.

E. COMMUNICATION

1. All of the details of the outdoor education opportunities are being shared with schools via a Google classroom. Schools will be able to share highlights of their experiences and give feedback for other schools to consider.

2. Emails are sent to all teachers and school administrators advertising the various outdoor education opportunities that are available.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.

Outdoor Education Opportunities - ONGOING ACTIVITIES FROM PREVIOUS YEARS

ACER = Association for Canadian Educational Resources

TRCA = Toronto Region Conservation Authority

LSF = Learning for a Sustainable Future

STEAM = Science, Technology, Engineering, Arts, Mathematics

On Site = At the School

Location	Organization	Program Description	New or Ongoing	Covid Alignment	Grades	Implementation
Off Site	TRCA, Teen Ranch, Mansfield, YMCA	Day and Overnight Excursions - Lake St George, Claremont, Teen Ranch, Cedar Glen, and Mansfield Outdoor Education Centres. Overnight Elementary Excursions subsidized through the outdoor education grant.	Ongoing	No*	K-12	<ul style="list-style-type: none"> - Bookings and subsidies through the Outdoor Education Dept. - Lead by Centre staff. - *Bussing to Centre. - *Overnight Accommodations

Location	Organization	Program Description	New or Ongoing	Covid Alignment	Grades	Implementation
Off Site	Various	Day Excursions subsidized by the outdoor education grant. Locations include: Camp Muskoka, Dagmar Ski, Snow Valley, Sandbanks Provincial Park, Blue Mountain, Tommy Thompson Park, Horseshoe Valley, Harwood Hills, Brimacombe Ski, Evergreen Brickworks, Tree Top Trekking, Heart Lake Conservation, Algonquin Park, Bruce's Mill Conservation, Centennial Park, The Toronto Zoo, Centre Island, Lakeridge Ski, Mt St Louis.	Ongoing	No*	K-12	<ul style="list-style-type: none"> - Subsidies offered through the Outdoor Education sept. - Organized and booked by classroom teacher - *Bussing to site
Off Site	Camp Olympia	Overnight Leadership and Physical Activity camps organized and subsidized through the Nurturing Catholic Community/Continuing Education dept., and also subsidized through the Outdoor Education Dept	Ongoing	No*	7-12	<ul style="list-style-type: none"> - Bookings and subsidies organized by NCC/Con Ed dept. - Lead by camp staff - *bussing to site - *Overnight accommodation

Location	Organization	Program Description	New or Ongoing	Covid Alignment	Grades	Implementation
Off Site	TRCA	Day Excursion - The Nature School at the Kortright Centre for Conservation	Ongoing	No*	K-12	Lead by TRCA staff. Covid Protocols in place. Organized by classroom teacher. *Bussing to Centre.
On & Off Site	TRCA	Environmental Leaders of Tomorrow Program - specifically designed for grade six this program traditionally was offered a blended model of overnight at TRCA site and in class learning. The program is currently looking to pivot to on site only outdoor learning	Ongoing	TBA	6	- Offerings and bookings organized through the Outdoor Education dept. - Co-lead by TRCA staff and classroom teacher
Off Site	Downsview Park	Day Excursion - Downsview Park Discovery Centre - half day and full day programs	Ongoing	No* (Yes – if within walking distance)	K-12	- Program Info sent to schools through Outdoor Ed Dept. - Lead by Centre Staff. - Protocols in place. - *Bussing to site

Location	Organization	Program Description	New or Ongoing	Covid Alignment	Grades	Implementation
Off Site/In the Community	City of Toronto	Skating Rinks - partnership with the City of Toronto - *TBA if indoor or outdoor rinks will be available for use	Ongoing	Yes* (if within walking distance)	K-12	- Rink Booking information provided through the Physical Education dept. - Classroom teacher led
Off Site/In the Community	ACER & TRCA	Project Crossroads - Student tree planting in designated community areas	Have done in past with TRCA	No*	K-12	- Organized through the Outdoor Education dept. - Lead by TRCA on specific dates. - *Bus travel to site. - *Other community involvement

Outdoor Education Opportunities – NEW PROGRAMS / ACTIVITIES / RESOURCES OFFERED

ACER = Association for Canadian Educational Resources

TRCA = Toronto Region Conservation Authority

LSF = Learning for a Sustainable Future

STEAM = Science, Technology, Engineering, Arts, Mathematics

On Site = At the School

Location	Organization	Program Description	New or Ongoing	Covid Friendly	Grades	Implementation
On Site/Local	ACER	Measuring Our Resources - Students participate in a field study to collect and manage authentic data which enhances knowledge of climate change. Species I.D. - can be used in conjunction with the above program. Resource cards help students identify local species of trees and shrubs	New	Yes	K-8	<ul style="list-style-type: none"> - Classroom Teacher led with support and resources. - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept - Links and highlighted new offerings sent out to schools
On Site/Local	ACER	Planting For Change - helping classes create a schoolyard planting site that acts as a mini-climate change outdoor classroom/lab	New	Yes	K-12	<ul style="list-style-type: none"> - Application with ACER. - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept

Location	Organization	Program Description	New or Ongoing	Covid Friendly	Grades	Implementation
On Site/Local	ACER	Teacher Resources that can be accessed to enhance outdoor learning at the school	New	Yes	K-12	<ul style="list-style-type: none"> - Classroom Teacher led - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept - Links and highlighted new offerings sent out to schools
On Site/Local	TRCA	Outdoor learning opportunities tied to the curriculum using schoolyard or local park	New	Yes	TBA	<ul style="list-style-type: none"> - The Outdoor Education dept is working directly with TRCA staff to develop program offerings - Bookings and subsidies through the Outdoor Education Dept. - Lead by TRCA staff

Location	Organization	Program Description	New or Ongoing	Covid Friendly	Grades	Implementation
On Site & Virtual	TRCA	Black Creek Pioneer Village offers virtual field trips and learning resources; as well as on site workshops and school programs	New	Yes	K-8	<ul style="list-style-type: none"> - TRCA staff and classroom teacher led - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept
On Site & Virtual	LSF	Learning for a Sustainable Future offers teacher resources that can be used for in-person and virtual learning. Topics revolve around the outdoors and the environment. A webinar and slide deck is available to Administrators to guide and provide strategies for promoting outdoor education learning at their schools. LSF has organized outdoor education resources from multiple sources and offers teacher newsletters as well.	New	Yes	K-12	<ul style="list-style-type: none"> Classroom teacher Led - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept - Links and highlighted new offerings sent out to schools

Location	Organization	Program Description	New or Ongoing	Covid Friendly	Grades	Implementation
On Site & Virtual	Evergreen	Evergreen is offering “At Your School” programs as well as “Virtually Outdoors” programs. Professional development and Outdoor Classroom Newsletter also offered.	New	Yes	K-12	<ul style="list-style-type: none"> - Outdoor Ed dept will explore bookings, pricing and subsidies - Evergreen staff lead - Links and highlighted new offerings sent out to schools
Virtual	Humber Arboretum	Humber Arboretum is offering virtual guides for learning.	New	Yes	K-8	<ul style="list-style-type: none"> - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept - Links and highlighted new offerings sent out to schools
Virtual	TRCA	Their website is now offering virtual e-learning events, as well as teacher e-learning resources	New	Yes	K-12	<ul style="list-style-type: none"> - To be organized and promoted on Portal or Google Classroom site by Outdoor Ed dept - Links and highlighted new offerings sent out to schools

Location	Organization	Program Description	New or Ongoing	Covid Friendly	Grades	Implementation
Off Site	ACER	Citizen Science, Go Global, and the Riparian Rangers outdoor education programs can all be incorporated into STEAM curricular programs	New (and ongoing)	TBA	9-12	<ul style="list-style-type: none"> - To be organized and promoted on Portal or Google Classroom site by the Science & Experiential Learning depts. - Links and highlighted new offerings sent out to schools



REPORT TO

REGULAR BOARD

TCDSB PARTNERSHIP WITH TAIBU COMMUNITY HEALTH CENTRE

*Peace be to the whole community, and love with faith, from God the Father and the Lord Jesus Christ.
Ephesians 6:23*

Created, Draft	First Tabling	Review
October 26, 2020	November 19, 2020	Click here to enter a date.

Derek Chen, Superintendent of Equity, Diversity, Indigenous Education, and Community Relations

Michael Caccamo, Superintendent of Nurturing Our Catholic Community, Safe Schools, Continuing Education, and St. Anne Catholic Academy, School of Virtual Learning

INFORMATION REPORT

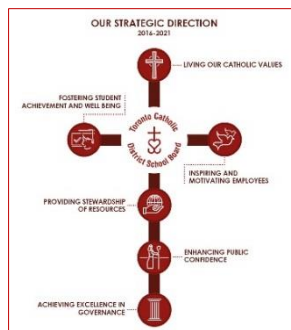
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We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



Brendan Browne, PhD
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

Arising out of a delegation to Regular Board on June 18, 2020, this report provides an overview of TAIBU Community Health Centre's Plug Project, a partnership program to support Black students facing conflict in schools. TAIBU's Plug Project also provides guidance in the development of various workshops to engage students, parents and caregivers, administrators, teachers, and Trustees. TCDSB Senior Staff will take steps to review with its Partnership Development Department and its stakeholder groups the potential of a formal working collaboration with TAIBU and its PLUG Project.

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

B. PURPOSE

1. At the June 18, 2020 Regular Board meeting, the Board of Trustees received and referred to staff for a report exploring TAIBU's request for the TCDSB's participation in TAIBU's Plug Project.
2. This report provides background information on the mandate of the TAIBU PLUG Project.
3. This report outlines steps being taken to review with appropriate TCDSB stakeholders and with the TCDSB Partnership Development Department to inform a decision to enter into a partnership with TAIBU's PLUG Project.

C. BACKGROUND

1. The Manager of Community Services & Systems Change at TAIBU, delegated at the June 18, 2020 Board meeting. The delegation outlined TAIBU's Plug Project, a federally-funded program intended to address systemic Anti-Black racism in the school system by offering workshops to students, parents, teachers, administrators and community, as a preventative measure. The PLUG project also seeks to advocate for students who have been or who are facing suspensions or expulsions from school, by ensuring that their rights under the act are protected.

2. Specifically, the PLUG Project focuses on violence prevention and developing conflict mediation skills for student success, especially for Black and/or marginalized students. Through workshops, students learn how to resolve conflict in a variety of scenarios, develop techniques that de-escalate a situation, work on conflict resolution, and develop strategies for better communication. Parent workshops are available to better support their child.
3. The PLUG project is targeted at “Black youth who are facing barriers in schools through disproportionate expulsions and suspensions”. It provides wrap-around services for Black students and their families, including information and leadership skills building, while also facilitating timely access to legal advice and representation, when necessary. The PLUG is a partnership between TAIBU Community Health Centre (TAIBU) and the Rexdale Community Health Centre, and works closely with the Toronto District School Board and other key stakeholders.
4. According to TAIBU’s PLUG Project, several studies have made it clear that Black students are at a greater risk of facing challenges within the school systems including:
 - Disproportionate Suspensions and Expulsions Rates
 - Higher School Drop-out Rates
 - Lower Academic Achievement
 - Racism and Discrimination
5. While the TCDSB does not yet have statistics on suspension rates for Black students in our Board, evidence from our co-terminus Board indicates that suspension rates at the TDSB are disproportionate to the overall Black student population. The TCDSB acknowledges that it is imperative to consider sociological factors when making progressive discipline decisions, especially those decisions that may result in suspensions.
6. The TCDSB is in its 3rd year of the Equity Action Plan.
7. The following are components and priority actions of the TCDSB Equity Action Plan that could be addressed in collaboration with the TAIBU PLUG Project:
 - School and Classroom Practices: Priority Action #4 - Provide professional learning to combat Islamophobia, anti-Semitism, racism, homophobia and transphobia;

- School and Classroom Practices: Priority Action #6 - Address suspension, expulsion, and exclusion rates;
- School and Classroom Practices: Priority Action #7 – Increase parent engagement in equity and inclusive education;
- Leadership, Governance and Human Resource Practices: Priority Action #7 - Provide professional development focused on equity, inclusion, and human rights.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The PLUG Project Steering Committee is responsible for its overall strategic direction and provides support to the Project’s Evaluation Committee. The Steering Committee is composed of representatives from the various school boards with which TAIBU’s PLUG Project is partnering. The Superintendent of Equity, Diversity, Indigenous Education and Community Relations, the Superintendent of Safe Schools, and the Human Rights and Equity Advisor of the TCDSB have been invited to sit on the Steering Committee for the PLUG Project as “observers” and will do so until such time as it is determined if a formal partnership is to be established.
2. TAIBU’s Plug Project’s Steering Committee will review all suspension and expulsion cases in which the PLUG Project took an active role in supporting administrators and/or families. This will be done in order to assess the impact of the project, though all identifiers will be withheld in order to protect privacy of all involved. Feedback about these cases will be brought to the Equity and Safe Schools departments for further exploration and discussion.
3. The first meeting of this year’s PLUG Project’s Steering Committee was recently held, where the mandate of the committee was reviewed and the Chair and Secretary of the committee were appointed. The Toronto District School Board and the Durham Catholic District School Board have representation on the committee. The TCDSB has been invited to sit on the Steering Committee as “observers” until such time as the decision to enter into a formal partnership is made.

E. METRICS AND ACCOUNTABILITY

1. Staff will review the mandate of the TAIBU PLUG Project with appropriate stakeholder groups – students, parents, principals, superintendents – in assessing the potential of a formal partnership agreement.
2. Staff serving as “observers” on the PLUG Project Steering Committee will continue to assess the viability of a formal partnership as it relates to the TCDSB.
3. Staff will review with the TCDSB Partnership Development Department and Legal/Corporate Services possible terms of reference or a memorandum of understanding for a formal partnership with TAIBU.

F. STAFF RECOMMENDATION

This report is for the consideration of the Board.



REPORT TO

REGULAR BOARD

**YOUTH ASSOCIATION FOR ACADEMICS, ATHLETICS AND
CHARACTER EDUCATION (Y.A.A.A.C.E.)**

I pray that your partnership with us in the faith may be effective in deepening your understanding of every good thing we share for the sake of Christ. Philemon 1:6

Created, Draft	First Tabling	Review
November 2, 2020	November 19, 2020	Click here to enter a date.

S. Coray, Senior Manager, Partnership Development

INFORMATION REPORT

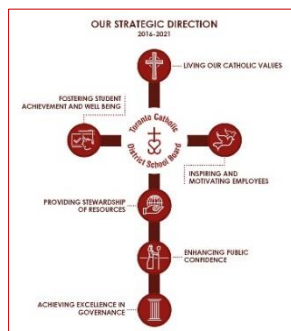
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of Academic Affairs

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

A. EXECUTIVE SUMMARY

At Regular Board on August 20, 2020, Trustees received and referred to and asking staff to provide a report in response to the delegation made by Youth Association for Academics, Athletics and Character Education (Y.A.A.A.C.E.) regarding “the YAAACE Community Hub.”

TCDSB staff met, reviewed and assessed the viability of the proposed “YAAACE Community Hub” at the Msgr. Fraser Norfinch Campus and its alignment with TCDSB MYSP. The consensus is that the aforementioned community hub aligns with TCDSB MYSP and will assist in providing all students with equitable access to learning and technology and strive to close the opportunity gap so that the most vulnerable students (in particular, the Black children and youth in the Humber River-Black Creek Constituency) achieve their full potential.

It was determined that TCDSB staff will work in collaboration with Y.A.A.A.C.E. officials to bring the YAAACE proposal to fruition.

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

B. PURPOSE

1. At the August 20, 2020 Regular Board meeting, the Board of Trustees”

“Received and referred to staff for a report:

For partnership development with YAAACE at the September or October Board meeting; and

For assisting with the programing as outlined in the delegation”

2. This report provides an update regarding the proposal to TCDSB by Youth Association for Academics, Athletics and Character Education (Y.A.A.A.C.E.) to host a community hub at Msgr. Fraser Norfinch Campus located at 45 Norfinch Drive.

C. BACKGROUND

1. **August 20, 2020** – at Regular Board, Trustees approved a motion for Partnership Development Department staff to assist Y.A.A.A.C.E. in the development of a community hub at Msgr. Fraser Norfinch Campus located at 45 Norfinch Drive.
2. **August 24, 2020** - Partnership Development Department staff connected with Y.A.A.A.C.E. officials to request additional information regarding spatial requirements.
3. **August 26, 2020** – TCDSB senior staff (Student Success, Equity, Diversity, Indigenous Education & Community Relations, Facilities, Planning, School Principal and Partnership Development) met to identify existing space suitable for use, timing, cost recovery, etc. TCDSB senior staff agreed in principle to the proposal; however, needed more information to assist in conducting its due diligence.
4. **August 26 – September 5, 2020** – Subsequently, Partnership Development Department staff connected with and asked Y.A.A.A.C.E. officials for clarification regarding their student demographic (i.e. age, gender, geographic, etc.), start date, program delivery timing, number of Y.A.A.A.C.E. staff and visitors accessing the site, co-location with TCDSB students and staff, etc.
5. **September 14 – October 13, 2020** – TCDSB senior staff (Student Success, Equity, Diversity, Indigenous Education & Community Relations, Facilities, Planning, School Principal and Partnership Development) met to review and assess the supplementary information provided by Y.A.A.A.C.E. officials. After review, it was determined that an agreement between TCDSB and Y.A.A.A.C.E. will assist in minimizing the social justice issues confronting students in the Humber River-Black Creek Constituency, in particular the distinctive challenges faced by Black children and youth.
6. **October 21, 2020** – TCDSB senior staff (Student Success, Equity, Diversity, Indigenous Education & Community Relations, Facilities, Planning, School Principal and Partnership Development) met with Y.A.A.A.C.E. officials to clarify Y.A.A.A.C.E. program regarding student demographic, program delivery timing, etc. Although TCDSB staff expressed TCDSB agreement in principle to the Y.A.A.A.C.E. proposal, it was prudent to clarify that further

discussion is required regarding start date (TCDSB staff advised Y.A.A.A.C.E. officials earliest start date would be post COVID-19), possible access during curriculum hours, scheduling and coordination of shared space (i.e. use of the gymnasium) before any decisions will be made. It was agreed that TCDSB staff will work collaboratively with Y.A.A.A.C.E. officials and make best efforts to bring the YAAACE proposal to fruition.

D. EVIDENCE/RESEARCH/ANALYSIS

1. TCDSB staff (Student Success, Equity, Diversity, Indigenous Education & Community Relations, Facilities, Planning, School Principal and Partnership Development) are engaged in the development of a community hub partnership between TCDSB and Y.A.A.A.C.E. to provide meaningful and sustainable employment opportunities, effective and affordable children and youth programming and academic supports in the Humber River-Black Creek Constituency.
2. It was determined that TCDSB staff will work in collaboration with Y.A.A.A.C.E. officials to bring the proposed Y.A.A.A.C.E. community hub to fruition.

E. METRICS AND ACCOUNTABILITY

1. It was determined that TCDSB staff will work in collaboration with Y.A.A.A.C.E. officials to bring the proposed Y.A.A.A.C.E. community hub to fruition.
2. Efforts to enter into an agreement between TCDSB and Y.A.A.A.C.E. will be led by the Partnership Development Department, and monitored by appropriate TCDSB staff (Student Success, Equity, Diversity, Indigenous Education & Community Relations, Facilities, Planning, School Principal and Partnership Development).

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.



2019 - 2020
**DIRECTOR'S ANNUAL
REPORT**

Celebrating
ROOTED IN CHRIST... *we* BELIEVE!



TCDSB Mission Statement

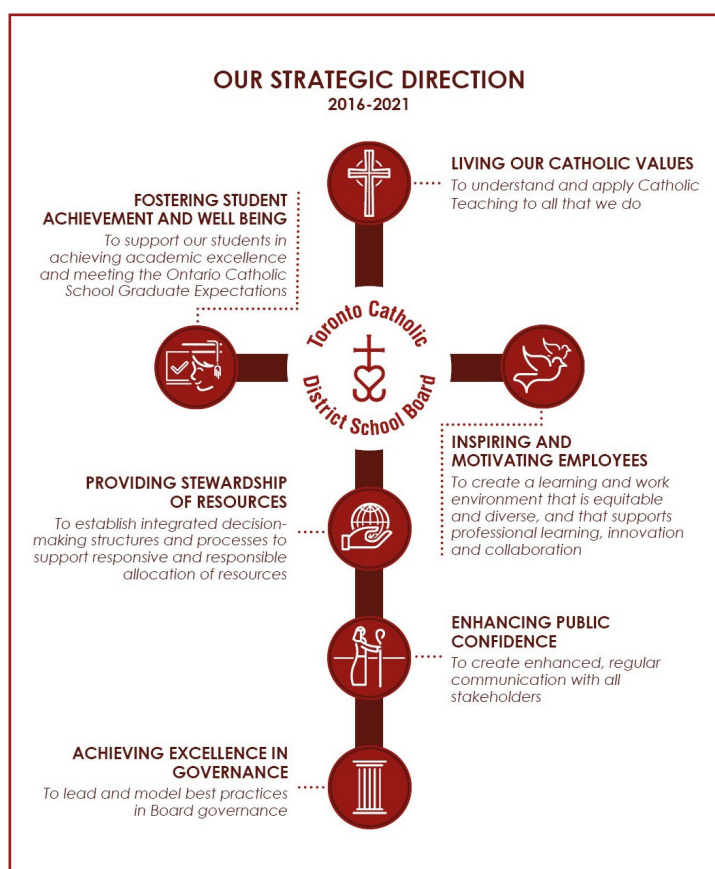
OUR MISSION

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

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

OUR VISION

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



2019 - 2020

Celebrating **ROOTED IN CHRIST... we BELIEVE!**

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Message from the Director

It is with some mixed feelings, but a great deal of pride that I submit my final annual report as Director of Education. My years as Director of the largest publicly funded Catholic school board in the world have been exciting, often challenging, but always interesting and rewarding as I watched the growth and development in our school communities, and witnessed the accomplishments of our staff and students.



A graduate of the TCDSB myself, I began my professional career with the Board in 1984 as a teacher at Regina Pacis. It was an honour to serve students and staff for the past 35 years as teacher, Vice Principal, Principal and Superintendent. Prior to becoming Director, I led up the Safe Schools Department, served as Superintendent of Human Resources and as Associate Director of Academic Affairs. Dedicated to equity, I was proud to see the development of the TCDSB Equity Action Plan. During my term, I also saw the launch of the Employee Family and Assistance Plan, a renewed focus on energy conservation and a continued commitment to the Board's pastoral plan, which serves to nurture our faith and spiritual development.

Our staff have demonstrated their resilience as we worked through the most recent round of labour negotiations. It was heart warming to see the mutual respect and understanding, and willingness to work through any challenges that came our way throughout this often difficult process.

Health and safety was at the forefront of our day to day operations in the latter half of the school year as Coronavirus dominated the news. Our staff worked closely with public health authorities at all levels to ensure that school communities, parents and students had the latest and most accurate information available. With the extended period of school and office closures, our staff and students demonstrated a great deal of resilience in working through many issues and challenges from home. This truly was a test of human fortitude. We applaud everyone on the front lines who did not have the option of working from home. Their commitment to ensuring the community's continued access to critical services was unparalleled. We also owe a great deal of gratitude to our own staff and families, for supporting one another with faith and hope throughout this time of uncertainty.

When I look back on my time with the Toronto Catholic District School Board, I am always amazed at how far we have come, how much we have learned, and how much we can accomplish when our staff, our parents, parishes and partners all work together to support the education of our students. The successes were too many to list in this report, but I am pleased to provide you with just some of the highlights of the 2019-2020 school year.

I extend a heartfelt thank you to everyone who has contributed to the success of our school system. I wish everyone in the TCDSB community the very best in the year ahead and beyond. I have every confidence that the system remains in good hands, and that our schools will continue to serve as wonderful examples of caring, Christian communities where all students are provided with opportunities to succeed to the best of their abilities. *Farewell and thank you TCDSB.*

Sincerely,

A handwritten signature in black ink, reading "R. McGuckin". The signature is fluid and cursive.

Rory McGuckin, Director of Education

We Believe

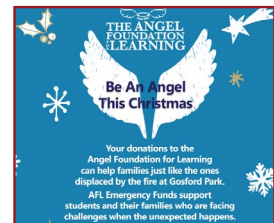
In the second year of the three-year pastoral plan, **Rooted in Christ: we Belong, we Believe, we Become**, the focus was on our shared beliefs. We reaffirmed our beliefs in our shared faith, in equity, diversity and inclusion, in Catholic education and in one another. Students and staff were invited to consider who inspired them on their faith journey, and to submit videos, written work, art or other projects to share their stories.



You can find a collection of these submissions on our website here: <https://www.tcdsb.org/Board/NurturingOurCatholicCommunity/rooted-in-christ/webelieve/Pages/weBelieveSubmissions.aspx>

When tragedy strikes, the Angel Foundation for Learning is there to Support Families

When a tragic fire swept through three floors of a North York apartment building on November 15, 2019, the Angel Foundation for Learning (AFL) went into action to help the more than 700 tenants who were left displaced. Many of these families had children attending St. Augustine CS and James Cardinal McGuigan CHS who had lost almost everything.



Staff from the AFL's Student Nutrition Program were on the ground early morning of the next school day to help assess the immediate nutrition and basic everyday-essentials needs of the families. The AFL team also assisted with managing the flood of donated clothing and household items from across the City of Toronto. Along with direct support to families, the AFL launched a fundraising campaign to help raise funds for food, shelter, clothing and other basic life necessities. Cash donations of over \$14,000 and \$300 in gift cards was received in addition to other community-based relief efforts.

FaithTalk

For the second year in a row, TCDSB partnered with Radio Maria Canada on a segment focusing on how students are living their faith today.

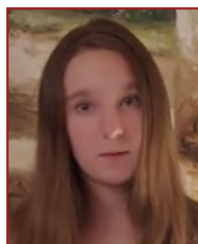
Despite the global pandemic, many students shared their personal stories of faith, with two students – one elementary and one secondary – being chosen to speak live on air about their faith journey.

The senior winner was **Nicholas De Castro** from **Chaminade College School**

The junior winner was **Dasha Monaco** from **St. Cecilia Catholic School** who wrote about Acts of Kindness.



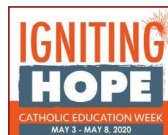
◀ Nicholas De Castro



Dasha Monaco ▶

See all the FaithTalk submissions here:
<https://www.tcdsb.org/Board/NurturingOurCatholicCommunity/rooted-in-christ/webelieve/Pages/FaithTalkRadioMariaSubmissions.aspx>

Four TCDSB Schools Among Winners in OCSTA Video Contest



Congratulations to the TCDSB schools whose video submissions have been selected as winners in the **2019 Annual OCSTA Short Video Contest**, with the theme of **Igniting Hope**, which was used for **Catholic Education Week** in May 2020.

This year's TCDSB Secondary school winners are:

Chaminade College School, 2nd Place

Dante Alighieri Academy, 3rd Place

The TCDSB Elementary school winners are:

St. Paschal Baylon Catholic School, 1st Place

Holy Angels Catholic School, 3rd Place

To view the winning videos, click:
<https://www.ocsta.on.ca/ocsta-igniting-hope-short-video-contest-winners/>

Milestones

Although many celebrations planned for the year had to be postponed due to the pandemic, we did mark some major milestones earlier in the school year including the 50th Anniversary of St. Dorothy Catholic School and the renaming of St. John Henry Newman Catholic Secondary School (formerly Blessed Cardinal Newman) after the canonization of the school's namesake.

St. Dorothy Catholic School 50th Anniversary ▼



▲ Renaming of St. John Henry Newman CSS (formerly Blessed Cardinal Newman)

Outstanding Response to the Global Pandemic

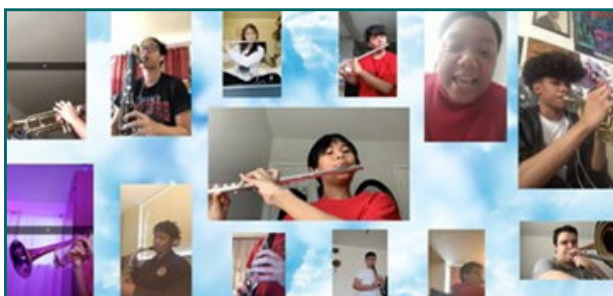
When schools had to close due to the global Coronavirus pandemic, staff and families rose to the occasion and demonstrated incredible ingenuity, resilience and commitment to ensure that students would remain safe, and stay connected and engaged in learning.

Though schools and offices were closed for the last months of the school year, some essential staff were on site regularly to ensure that facilities remained safe and secure, and that central services continued to function. Those who were not physically in their place of work continued with their regular day to day duties remotely from home.

The Board invested millions of dollars to ensure that students had access to the devices and technology they needed to participate in distance learning. Teachers and support staff were provided with in-servicing and resources to help them deliver curriculum to their students.

The IT (information technology) staff, in addition to spearheading the acquisition and delivery of leased devices to students, also responded to countless requests for technical support from students and staff, and ensured that public meetings could continue in a virtual manner. Webinars were held for parents to familiarize themselves with the digital platforms being used by students and staff. Even our local Catholic School Parent Councils were provided with opportunities to meet virtually using some of the same digital platforms.

Staff shared videos of hope and love with students and their families, and some walked or organized car parades through neighbourhoods where their students lived to reinforce school connections. Watch Keep Your Head Up: a video by staff and students at Dante. ►



The Nurturing our Catholic Community team shared daily inspirational posts and hosted weekly virtual prayer services and liturgies to encourage the TCDSB community to come together in prayer and reflection, albeit virtually.

Recognizing the tremendous needs of healthcare professionals on the frontlines, staff dropped masks, gloves and other supplies off to hospitals in the City, and throughout the spring, 3D printers were widely used by TCDSB staff to create plastic bands for personal protective equipment (PPE) for many local hospitals. Recognizing the tremendous needs of healthcare professionals on the frontlines, staff dropped masks, gloves and other supplies off to hospitals in the City, and throughout the spring, 3D printers were widely used by TCDSB staff to create plastic bands for personal protective equipment (PPE) for many local hospitals.

Students also did their part by creating messages of thanks and hope for those on the front lines—police, fire, paramedics, hospital and long-term care facility staff. Throughout the regular school year, the Angel Foundation for Learning supports students and families by providing for nutrition programs. From March through to the end of summer, these funds were used to purchase and distribute more than \$1.5 million in grocery gift cards to help families of more than 55,000 students across the board. This was in addition to the \$100,000 in social work emergency funds which supported families in need.

This truly was a first, not just for our own school board, but also for everyone around the world. Though not without its challenges, the closure necessitated by the pandemic served to bring everyone closer together in many ways as everyone did their part to support student achievement and well-being.

Celebrating Student Achievement and Graduation

Each year we typically celebrate Awards Night together at the Catholic Education Centre, to recognize the accomplishments of our students, alumni, staff and friends of Catholic education. This year we celebrated those achievements virtually through a special video: Watch the [Awards Night 2020 Video](#) here!

Truly a first in the history of the school board, graduating students, whether Senior Kindergarten, grade 8 or grade 12, were unable to gather as they normally would to celebrate these milestones. Schools went out of their way to acknowledge these accomplishments through virtual celebrations, putting up banners at schools and preparing gift bags for their students. A special video message to all graduates from the Chair, Director and some alumni, was also shared on social media. <https://www.youtube.com/watch?v=Fm-XgRvn0eI>

The Archdiocese of Toronto also hosted a special Mass in mid June for all graduating students in the Greater Toronto Area.

20 Years of Literacy Support

In 2019 TCDSB's 5th Block Program celebrated two decades of providing primary students with a boost in their reading skills. Founders of the 5th Block program, along with parents, volunteers, current and former 5th block students and staff, Trustees and senior staff, and members of the community gathered together to celebrate 20 years of the 5th Block Program supporting students in reaching their literacy goals.

A 5th Block video highlighting the success of the program was also shared. Currently, there are 42 programs running in 44 schools. To date, over 27,000 students have benefitted from this program. <https://video.isilive.ca/play/tcdsb/communications/FifthBlock.mp4>



All TCDSB Schools Equipped with Automated External Defibrillators (AED)

Through a partnership with The Mikey Network, the Board successfully achieved its goal of having every school site equipped with an AED by the end of 2019. The defibrillators are safe and can be used by anyone in an emergency situation, with the assistance of step-by-step automated instructions within the device. The Board continues training staff to ensure that they have the confidence to deal with urgent and life threatening situations.

Annual Bicycle Safety Campaign Promotes Student Wellness

Staff and students at St. Bernard Catholic School welcomed friends from Toronto Police Services and Toronto Public Health on September 18 to launch the #WearYourHelmet campaign - an ongoing effort to ensure young people wear helmets on their bicycles to prevent injury.

The campaign aims to empower parents and students with information on the importance of wearing helmets, and is a joint initiative by the City of Toronto, Toronto Public Health, The Hospital for Sick Children (SickKids), the Toronto Catholic District School Board and Toronto Police Service. Click [here](https://www.toronto.ca/helmets) to watch the #WearYourHelmet campaign video on [Toronto.ca/helmets](https://www.toronto.ca/helmets).



Enhancing Student Learning through Outdoor Play

Students at Holy Family Catholic School celebrated the start of the 2019-20 school year with fun activities and outdoor play with “loose parts” (tools, boxes, spare tires, fabric, etc.) during their afternoon recess. The loose parts were donated to the school by Earth Day/Earth Play Canada through their Outdoor Play and Learning (OPAL) Program.

The OPAL Program encourages play outdoors in a freely chosen, intrinsically motivated and self-directed way. Students engage in self-directed play with loose parts, boosting their sense of agency and creating a more inclusive and reciprocal social environment.

The OPAL Program currently operates in five TCDSB schools.





Focusing on Staff Well-Being

The TCDSB Staff Well-Being Committee was reframed in the 2019-2020 school year to include key stakeholders from all 14 Employee groups and Union Associations.

The committee worked together to develop an in-depth SWOT (Strengths/Weaknesses/Opportunities/Threats) analysis of our organization.

This information served as the basis of exploring opportunities with the Canadian Mental Health Association (CMHA.ca) as they offer various business solutions to non-profit organizations such as Not Myself Today (NotMyselfToday.ca). As well, key team members had the opportunity to follow a 2-day certification course on Psychological Health and Safety standards in March 2020 that will help pave the way to developing a business case for TCDSB's Staff Well-Being Strategy.

CEC Social Committee

At the head office of the school board, a concerted effort is being made to ensure that all staff feel connected to one another.

The social committee's work is to plan activities that support the sense of belonging. One of the first activities was the Family Potluck lunch. As with many activities around the board, this event was also used to raise funds to support the Angel Foundation for Learning.



Unsung Heroes

The Toronto Catholic District School Board takes great pride in the commitment of its staff.

As a way of celebrating all employees for the contribution they make to our organization, we launched Unsung Heroes. All staff are encouraged to submit nominations on behalf of their colleagues and talk about the unique gifts they bring to the table, and how they support the students in our schools, and their colleagues in our offices.

These heroes are then profiled on the board's website. More: <https://www.tcdsb.org/news/othernews/2020/pages/sunsungheroes.aspx>



TCDSB Continues to Build and Grow

During 2019-2020, TCDSB continued with investments in schools and playgrounds. In addition to the annual renovations and maintenance that happen across the Board to ensure that school facilities are safe and secure, the Board saw the opening of Bishop Macdonell Catholic School and the replacement facility for St. John the Evangelist Catholic School. A number of new playgrounds were also made possible through investments by the Board as well as the support of parent councils and local businesses.



▲ St. Cyril Catholic School Playground Blessing



▲ Bishop Macdonell Catholic School First Day

Focusing on the Environment

TCDSB schools remain committed to conserving, recycling, reusing and reducing waste. The number of certified EcoSchools continues to grow year to year in recognition of activities such as tree plantings, the installation of water bottle filling stations, waste free lunches and other environmental initiatives.



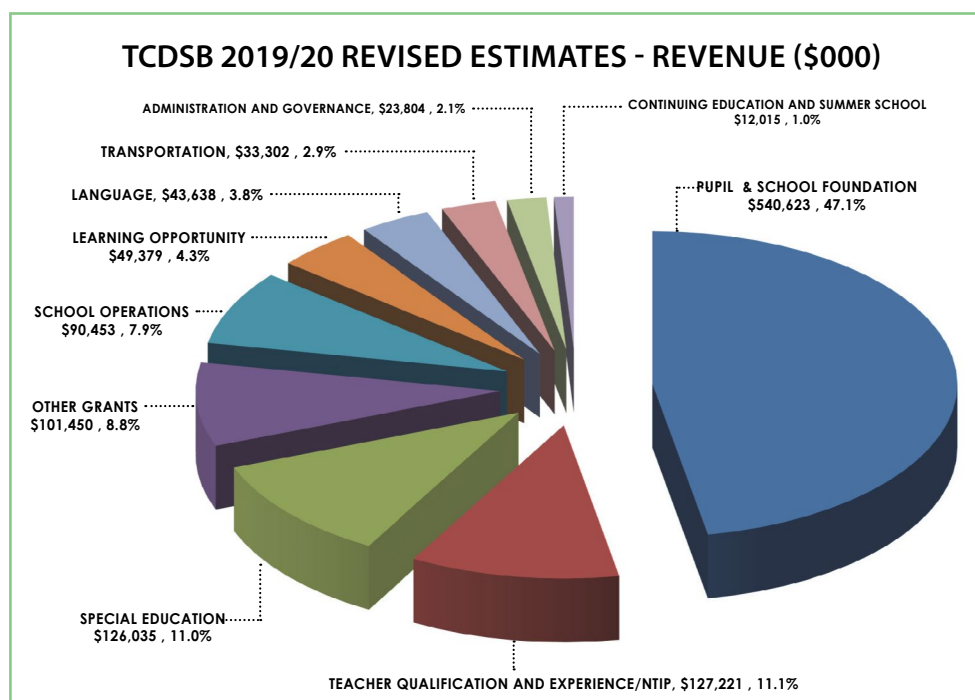
At the central office, the Board was pleased to unveil its first electronic charging station for electric and hybrid vehicles.

The EV charging stations supports the Board's continued efforts to create a culture of conservation and realize our role as stewards of God's creation. ◀



2019-20 Budget Focuses on Support for Students

At the Regular Board meeting held on June 13th 2019, the Toronto Catholic District School Board approved a 2019-20 Operating Expenditure Budget. The Board of Trustees approved a 2019-20 Operating Budget in compliance with the Education Act by utilizing Strategic Financial Reserves and planning towards additional revenues.



This budget also reflected several Ministry of Education Announcements impacting upon many program and service areas, in particular, class size changes for grades 4-8 and 9-12. In addition, the expiration of the Local Priorities funding associated with the 2 year Collective Agreement Extension Agreements and the continuance of the International Languages Program created many challenges for the Board of Trustees in the pursuit of balancing the budget.

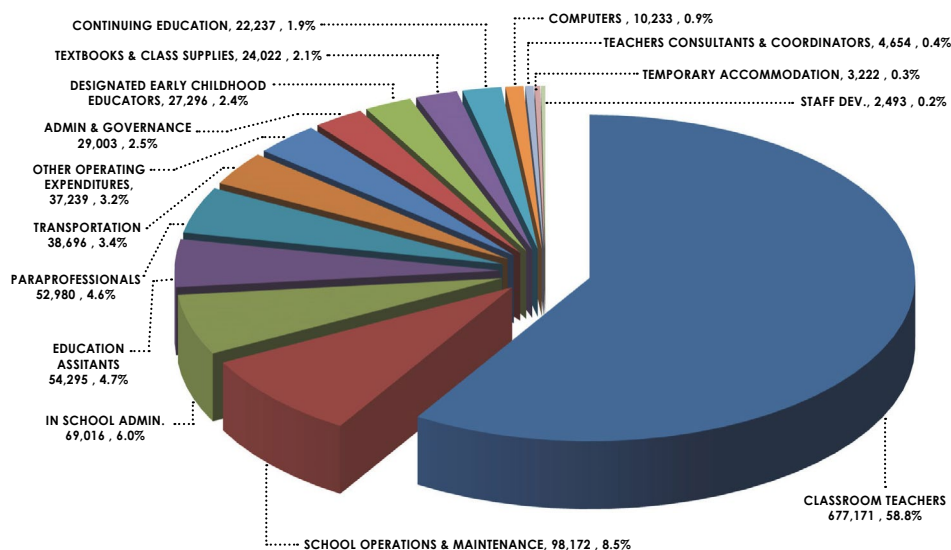
Finally, as with any annual budget plan, the expenditure and revenue estimates are based on anticipated enrolment changes and feedback received during the public budget consultation process.

Grants for Student Needs (GSNs)	2019/20 Revised Estimates	% of Total GSN
Pupil & School Foundation	\$ 540,623	47.1 %
Teacher Qualification and Experience/NTIP	\$ 127,221	11.1 %
Special Education	\$ 126,035	11.0 %
Other Grants	\$ 101,450	8.8 %
School Operations	\$ 90,453	7.9 %
Learning Opportunity	\$ 49,379	4.3 %
Language	\$ 43,638	3.8 %
Transportation	\$ 33,302	2.9 %
Administration and Governance	\$ 23,804	2.1 %
Continuing Education and Summer School	\$ 12,015	1.0 %
Total Operating and Capital Grants	\$ 1,147,921	100 %

Some of the other Service Level changes included:

- Reducing Trustee Budgets for Other Expenses by 20%
- Optimizing bell times for school bussing
- Increasing International Visa Student Fees by \$2,000
- Reducing professional development budget by \$400,000
- Reducing paper usage by 20%

TCDSB 2019/20 REVISED EXPENDITURE BUDGET ESTIMATES (\$000)



The anticipated increase in revenues will maintain investments that protect student programs that placed central resource teaching positions back into classrooms, maintained 24 Fifth Block Literacy staff as well as maintaining the special education budget at 2018-2019 levels, while adding two new guidance counselor positions.

	Millions \$	%
Classroom Teachers	\$ 677,171	58.8 %
School Operations & Maintenance	\$ 98,172	8.5 %
In School Admin.	\$ 69,016	6.0 %
Education Assistants	\$ 54,295	4.7 %
Paraprofessionals	\$ 52,980	4.6 %
Transportation	\$ 38,696	3.4 %
Other Operating Expenditures	\$ 37,239	3.2 %
Admin & Governance	\$ 29,003	2.5 %
Designated Early Childhood Educators	\$ 27,296	2.4 %
Textbooks & class Supplies	\$ 24,022	2.1 %
Continuing Education	\$ 22,237	1.9 %
Computers	\$ 10,233	0.9 %
Teachers consultants & Coordinators	\$ 4,654	0.4 %
Temporary Accommodation	\$ 3,222	0.3 %
Staff Dev.	\$ 2,493	0.2 %
Total	\$ 1,150,730	100 %

Detailed information can be found in the budget book:

<https://www.tcdsb.org/Board/BudgetandFinance/Pages/default.aspx>

Online High School Registration

The launch of the online application site for secondary school enrolment has made it easier for families to register their children for high school. <https://www.tcdsb.org/forparents/admissionsandregistration/pages/secondary-school-online-application-process.aspx>

Enhanced Communications

School Messenger, primarily an absence management system, has become an important tool for also sharing critical information. Throughout the school year, it was a way for families to stay informed about negotiations with various employee federations, and later about school closures and restrictions in response to the global pandemic.

Renewal and redevelopment consultations were held in early 2020 for several school communities regarding upcoming construction and redevelopment projects. Consultations regarding Dante Alighieri, Regina Mundi and Loretto Abbey provided information about the scope of the projects and related impact on the community, and to share feedback on temporary accommodation options for their school communities during construction.

New Social Media Strategy has led to amplified reach. The Director of Education's Twitter followers have grown by 20% during the 2019-2020 school year to 2464 followers. The engagement rate with the Director's Twitter posts also increased exponentially. Some of the most retweeted and most liked tweets not surprisingly were those that shared important information regarding school closures, as well as inspirational and supportive tweets for staff and the community. The Board's Twitter, Instagram and Facebook accounts also gained considerable numbers of new followers, and the diversity of social media posts has increased engagement rates by key stakeholder groups.

Corporate Branding Strategy: TCDSB has begun a phased approach to redesigning school and department logos to ensure that all signage, printed material and electronic information has a look and feel that is consistent with the Board's identity.

Hiring of Equity Advisor

The Equity and Human Rights Advisor (HREA) is a member of the senior team, has executive level responsibilities, and reports directly to the Director of Education. The HREA is responsible for advising the Director of Education on matters related to human rights and equity. Key to the HREA role is the independence and impartiality of the HREA office as it crucially informs two main objectives. First, to build and maintain a culture of respect for human rights; and second, to support the resolution of human rights complaints.

To learn more about TCDSB's focus on equity and inclusion, see: https://www.tcdsb.org/Board/EIE/Documents/TCDSB_Equity_Action_Plan_Web_2019.pdf

New Food and Beverage Policy

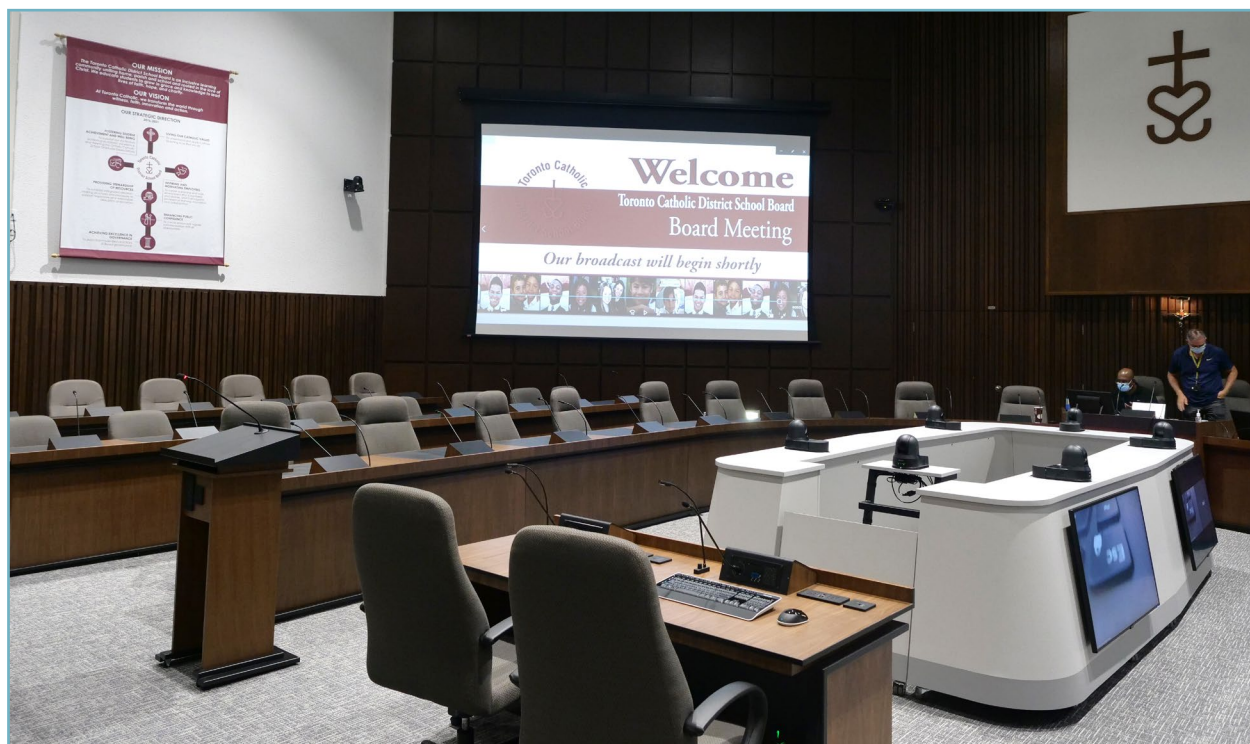
Consistent with TCDSB's commitment to student well-being as well as reducing waste, the Toronto Catholic District School Board approved changes to the policy "Food and Beverage Sold in Schools" (Policy Number: S.M. 08).

Highlights include a continued focus on nutritious food, special attention to optimal serving sizes, reduction in food items with few or no essential ingredients and high amounts of fat, sugar and/or sodium, a commitment to selling fair trade coffee in school and central office cafeterias, the introduction of meatless Fridays to reduce consumption of meat and minimizing the use of single use plastic items such as utensils, straws, plates and cups.

Upgrade to Boardroom Completed

The Board completed upgrades to its 14-year technology in the boardroom and other meeting rooms at the Catholic Education Centre.

The updated rooms have improved sound and visuals for all participants, improved accessibility for those who are visual and hearing impaired, added functionality for video and web conferencing, and improved overall reliability.



Search for a New Director of Education

With the retirement of Rory McGuckin, the Board employed the services of the Four Corners Group to assist with the search for a new Director of Education for Canada's largest publicly funded Catholic school board. Staff and parent councils were also consulted during the process to help determine criteria for the type of leadership that would be needed to guide the Board in the years ahead.

TCDSB is pleased to announce that **Dr. Brendan Browne** is the new Director of Education. A transformative organizational change leader, he brings a wealth of educational leadership in areas related to literacy and numeracy, special education, classroom management, educational technology, and program evaluation. He most recently served as an Executive Superintendent at the Toronto District School Board, where he executed meaningful systemic change focused on inclusion and equity in areas of human resources, financial stewardship, and organizational structures and responses.



Prior to this, Dr. Browne devoted over 20 years of service to the Halton Catholic District School Board where he held a number of senior leadership portfolios.

In collaboration with the Institute for Catholic Education and the Catholic Principals Council of Ontario, Dr. Browne developed four module courses to support ongoing leadership and faith development for Principals as part of a Catholic Leadership Course, and published a book entitled, “Leading for Educational Lives: Inviting and Sustaining Imaginative Acts of Hope in a Connected World”. As a graduate of the Catholic school system, Dr. Browne understands the importance of applying Catholic values in all that we do.

New Student Trustee

TCDSB is pleased to announce the election of **Keith Baybayon**, a student from Marshall McLuhan Catholic Secondary School, as the student trustee for the 2020-2021 school year.

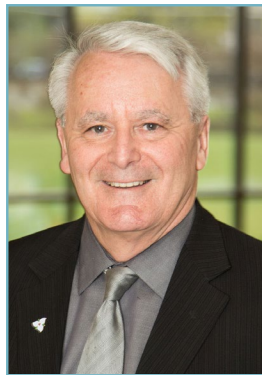
Active in student leadership roles since elementary school, beginning with his involvement with the Catholic Student Leadership Impact Team, he has continued to act as a mentor to others, focused on amplifying student voices and encouraging student engagement.



▲ Keith Baybayon



JOSEPH MARTINO
WARD 1



MARKUS DE DOMENICO
WARD 2



IDA LI PRETI
WARD 3



TERESA LUBINSKI
WARD 4



MARIA RIZZO
WARD 5



FRANK D'AMICO
WARD 6



MICHAEL DEL GRANDE
WARD 7



GARRY TANUAN
WARD 8



NORM DI PASQUALE
WARD 9



DANIEL DI GIORGIO
WARD 10



ANGELA KENNEDY
WARD 11



NANCY CRAWFORD
WARD 12

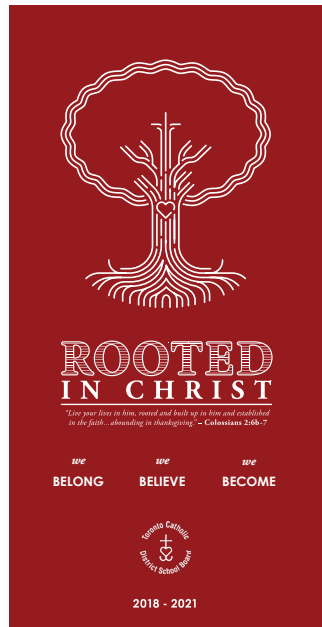


TAYLOR DALLIN
STUDENT TRUSTEE



KATHY NGUYEN
STUDENT TRUSTEE

2019 - 2020 BOARD OF TRUSTEES



2019 - 2020

Celebrating **ROOTED IN CHRIST... we BELIEVE!**

TORONTO CATHOLIC DISTRICT SCHOOL BOARD

Notes on Translation: The electronic translation service on the Toronto Catholic District School Board's website is hosted by Google Translate. The quality of the translation will vary in some of the languages offered by Google.

www.tcdsb.org



REPORT TO

REGULAR BOARD

RETURN TO SCHOOL UPDATE

*"The Lord gives sight to the blind, the Lord lifts up those who are bowed down, the Lord loves the righteous."
Psalm 146:8*

Created, Draft

December 3, 2020

First Tabling

December 10, 2020

Review

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

Barbara Leporati, Senior Coordinator, Planning Services
 Shazia Vlahos, Chief, Communications and Government Relations
 Deborah Friesen, Superintendent, Capital Assets and Renewal
 Michael Loberto, Superintendent, Planning and Development Services
 Adrian Della Mora, Executive Superintendent of Human Resources
 Omar Malik, Acting Chief Information Officer

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.



Brendan Browne, PhD
 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 last update to the Reopening Action Plan was submitted to the November 19, 2020 Board meeting for information and consideration. The Plan is updated as necessary and is available on the TCDSB website. Key updates and strategies are provided for consideration.

Human Resources continue to address and plan for staffing shortages experienced due to COVID related absences, sick leave and disability as well as monitoring staff under quarantine parameters. Senior TCDSB staff members maintain regular contact with our union partners (TECT, TSU, and CUPE) to collaboratively address issues. Recent discussions have focused on the best program delivery models to enhance student engagement and retain enrolment.

The Ministry of Education has recently released funding announcements to provide stabilization to Boards for declining enrolment funding losses as well as additional funding for technology initiatives.

Further updates concerning final submissions for CVRIS funding, installation of bicycle racks, outdoor classrooms and the ongoing indoor air quality study are provided in this report.

TCDSB schools continue to adjust to in person routines and safety measures following guidance from Toronto Public Health.

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

B. PURPOSE

To provide the Board with updates as they pertain to the TCDSB Reopening Action Plan.

C. BACKGROUND

1. *The TCDSB Reopening Action Plan continues to be updated to reflect recent changes.* Items from Board motions and Ministry updates that are confirmed have been included for parents to reference. The plan will continue

to be updated as information changes moving toward a complete school reopening.

D. EVIDENCE/RESEARCH/ANALYSIS

Staffing and Recruitment

2. ***The Human Resources (HR) Department continues to proactively plan for staffing shortages given the incidence of covid cases in our schools. We are capitalizing on recent rules changes that expand the use of retired teachers and administrators. In particular, we are using retired administrators to bolster school-based administrative and supervision needs and we will utilize experienced retired administrators to support our virtual teachers as they manage their new and evolving virtual environments.***
3. ***HR staff continues to enhance each school's allocation of Lunch Time Supervisors as well as each elementary school's ability to utilize their valued Lunch Time Supervisors for an additional 1.5 hours per day to June 2021.***
4. ***The Sick Leave & Disability Department continues to diligently manage its extensive active sick leave cases. HR staff is closely monitoring absence and sick leave metrics for all employee groups and carefully reviewing requests made by our most vulnerable employees during this pandemic.*** Significant caseloads are being reviewed daily and granting employees the ability to work virtually, where feasible, is being considered. Enhancing employee awareness of our employer-sponsored Employee Family Assistance Plan remains a priority.
5. ***Senior TCDSB staff members maintain regular contact with our union partners (TECT, TSU, and CUPE) to collaboratively address issues. Recent discussions have focused on the best program delivery models to enhance student engagement and retain enrolment.*** The fluid and unique parameters impacting our virtual school have required HR staff to dedicate a significant amount of time in considering ways to effectively serve our special needs and English As A Second Language students currently attending St. Anne Catholic Academy.
6. ***HR and Curriculum Department staff have consulted with our union partners and we have finalized an agreement with an external provider (SMASH Education), which will provide St. Anne students (Grades 1 – 8)***

with a virtual experiential Core French program. The program is aligned with MOE curriculum expectations and will act as a suitable supplemental French resource. We anticipate that this program will be launched in the virtual school on Monday, December 7, 2020. Details regarding the launch will be communicated to parents this week and staff continue to work on identifying and allocating direct Core French teacher support for grades 6, 7, and 8 at St. Anne Academy in the new year.

7. *HR staff is monitoring all quarantined staff to ensure that proper parameters are maintained. We continue to communicate with all employees regarding travel plans, quarantine requirements that may apply, and the need to commit to the employer to ensure continuity of program delivery and service.*

Communications

8. *Inclement weather protocols are being discussed with our coterminous Board and once finalized will be communicated with families.*

Grants for Student Needs Stabilization Funding

9. *On November 26, 2020, the Ministry of Education released Memo 2020:B22 regarding 2020-21 Grants for Student Needs Stabilization.*
10. *This Memo provides an update to the 2020-21 Revised Budget Estimates' Grants for Student Needs (GSN) calculations that address the unforeseen enrolment declines due to the Covid-19 Pandemic. In addition, District School Boards possess limited means to respond to changes of this magnitude mid-year. This GSN update and the subsequent funding stabilization amount is a one-time adjustment for the 2020-21 fiscal year.*
11. *Key Messages from the memo are summarized as follows:*
 - *The funding stabilization change establishes a funding floor based on the lower of the 2020-21 Budget Estimates, Ministry of Education Grey Paper GSN Projections or the Local District School Board 2020-21 Revised Budget Estimates.*
 - *The aggregate GSN comparison is exclusive of any impact upon Capital and Debt related GSN components.*
 - *Adjustments will be applied by the Ministry of Education for Special Education GSN allocations.*
 - *A Ministry of Education Memorandum will be issued in the forthcoming days/weeks providing further clarification.*

12. *The estimated impact upon the TCDSB* is demonstrated in the table below. These high-level calculations are subject to change pending Ministry of Education verification.

2020-21 EDU Grey Paper GSN Estimate A	2020-21 TCDSB GSN Estimate B	2020-21 TCDSB GSN Revised Estimate C	TCDSB GSN Funding Floor D (D = Lessor of A or B if C is less than A & B , otherwise D = C)
\$1.117B	\$1.119B	\$1.095B	\$1.117B
Funding Stabilization Amount			\$22.071M

Education and Community Partnership Funding

13. On November 26, the Ministry issued *Memo 2020:B23 COVID-19 Funding: Additional High Priority Areas and Funding for the Education and Community Partnership Program*.
14. *The areas of Durham, Halton, Hamilton and Waterloo were moved to the Red-Control level of the updated framework therefore the ministry allocated a further \$13.6 million from the Future Pandemic Response Fund* to twelve school boards in these identified areas, to support the ongoing health and safety measures for students and staff. TCDSB has already received additional funding upon being moved to the Red-Control level and is not further affected by this portion of the announcement.
15. *The ministry also introduced a one-time investment, utilizing the remaining \$1.4 million from the Future Pandemic Response Fund, for the Education and Community Partnership Program (ECPP)* to fund technology and technology-related costs due to the COVID-19 pandemic in order to support continued student learning. The TCDSB will receive \$55,446 to further support technology initiatives.

CVRIS Funding

16. ***The COVID-19 Resilience Infrastructure Stream funding request was submitted to the Ministry of Education on November 18, 2020.*** The projects submitted for CVRIS funding are listed in Appendix 'A'. As noted in the Return to School Update on November 12, projects were identified and ranked based on the eligibility criteria provided by the Federal and Provincial governments. Over 500 potential projects were identified including ventilation upgrades, window replacements, water bottle filling stations, handwashing station upgrades, outdoor shelters and WIFI cabling infrastructure. The final funding announcement is expected at the end of January 2021 and all funded projects must be completed by December 31, 2021.

Cycling to School

17. ***TCDSB staff has verified that 81 new bicycle racks are needed to achieve the goal of having bicycle parking at all TCDSB schools.*** A unit rate RFQ for the supply and installation of the bike racks has been issued and has now closed. The contract for the work will be awarded shortly. Funding for the bike racks will initially be made available from COVID Relief Funding but will subsequently be reimbursed under an existing agreement with the City of Toronto through the Ontario Municipal Commuter Cycling Fund. This funding was established by the Province to support municipalities in building infrastructure that increases bicycle commuting.

Outdoor Classrooms

18. ***The four-month outdoor classroom pilot will be completed at the end of December.*** The Principals of the 18 schools involved in the pilot are currently being canvassed for feedback on their use of the tents and for a determination of whether the school wants to retain the tent or not. As there is not currently funding available to extend the tent rentals, only those schools that express a keen need for a tent will be considered if alternate funding can be made available. Generally, use of the tents as outdoor classrooms has declined as the temperatures fall. They continue to be used for phys ed. and sheltering in bad weather. Unauthorised use overnight and on weekends remains an issue at specific school locations but instances of vandalism have been minimal. Further feedback on the pilot project will be collected and brought to the Board in January.
19. ***Logs for permanent outdoor classroom seating will still be provided regardless of the removal of the tents.*** Currently, there is interest from over 100 schools for outdoor log seating. Logs donated by the City of Toronto are available but the TCDSB will be responsible for picking up the logs, cutting

them into suitable lengths for seating, and delivering them to schools. An RFQ issued in November to retain a contractor to carry out this work did not elicit any bids. Additional contractors are now being contacted and the RFQ will be reissued.

Indoor Air Quality

20. ***Indoor air quality monitoring was done at three sample schools over the month of November.*** The month-long testing period provided for a range in weather conditions and outdoor temperatures for a more comprehensive data set. The Consultant is currently compiling the data and information on the findings will be brought to the Board in January.

E. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. ***FAQs continue to be gathered from parent feedback.*** The board continues to provide updates, frequently asked questions and answers on the board website, social media channels, and shared with families via School Messenger.
2. A webpage has been created with information about ***the classroom reorganization*** including a section on frequently asked questions.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.

APPENDIX A' - COVID-19 RESILIENCE INFRASTRUCTURE STREAM (CVRIS) PROPOSED PROJECT LIST & ESTIMATED PROJECT BUDGETS																					
		Facility Condition/H&S in Renewal Plan					New Facility Condition/H&S (not in Renewal Plan)					Physical Distancing/H&S Enhancements					Child Care			ICT	
Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 1:																					
FATHER HENRY CARR	Q5				\$10,500							\$65,000	\$35,000								\$110,500
HOLY CHILD	Q5			\$25,000								\$65,000									\$90,000
MONSIGNOR JOHN CORRIGAN	Q5					\$133,000						\$65,000	\$35,000								\$233,000
MSGR. PERCY JOHNSON	Q5			\$25,000									\$35,000								\$60,000
ST. ANDREW	Q5			\$25,000	\$10,500		\$187,320		\$495,000		\$40,000	\$65,000	\$35,000								\$857,820
ST. ANGELA	Q5			\$25,000								\$65,000			\$35,000	\$50,000					\$175,000
ST. BENEDICT	Q5			\$25,000								\$65,000				\$50,000					\$140,000
ST. DOROTHY	Q5	\$187,500		\$25,000							\$80,000	\$65,000	\$35,000						\$60,000		\$452,500
ST. JOHN VIANNEY	Q5			\$25,000								\$65,000	\$35,000								\$100,000
ST. MAURICE	Q5			\$25,000								\$65,000	\$35,000								\$125,000
ST. STEPHEN	Q5											\$65,000									\$65,000
Total Ward 1		\$187,500	\$0	\$175,000	\$21,000	\$133,000	\$187,320	\$0	\$495,000	\$0	\$120,000	\$650,000	\$245,000	\$0	\$35,000	\$100,000	\$0	\$0	\$60,000	\$0	\$2,408,820
Ward 2:																					
ALL SAINTS	Q4												\$35,000	\$75,000							\$110,000
FATHER SERRA	Q5				\$10,500		\$42,650					\$65,000			\$21,000						\$139,150
JOSYF CARDINAL SLIPYJ	Q3				\$21,000		\$44,600														\$65,600
MICHAEL POWER/ST JOSEPH	Q3	\$1,250,000																			\$1,250,000
MOTHER CABRINI	Q3										\$40,000	\$65,000	\$35,000		\$5,000						\$145,000
NATIVITY OF OUR LORD	Q3										\$20,000										\$20,000
OUR LADY OF PEACE	Q3																				\$0
ST.CLEMENT	Q1																				\$0
ST.DEMETRIUS	Q4	\$500,000			\$10,500						\$60,000		\$35,000	\$75,000							\$680,500
ST.EUGENE	Q5											\$65,000									\$65,000
ST.GREGORY	Q1										\$80,000										\$80,000
ST.MARCELLUS	Q5					\$133,000						\$65,000	\$35,000				\$250,000	\$57,500	\$60,000		\$600,500
TRANSFIGURATION	Q5					\$133,000						\$65,000									\$198,000
Total Ward 2		\$1,750,000	\$0	\$0	\$42,000	\$266,000	\$87,250	\$0	\$0	\$0	\$200,000	\$325,000	\$140,000	\$150,000	\$26,000	\$0	\$250,000	\$57,500	\$60,000	\$0	\$3,353,750

Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 3:																					
BLESSED MARGHERITA CITTA FACILITIES WEST	Q5 n/a											\$65,000	\$35,000			\$25,000					\$125,000
JAMES CARDINAL McGUIGAN	Q5										\$80,000		\$35,000							\$21,000	\$21,000
MSGR. FRASER - Norfinch Campus	Q5				\$21,000						\$40,000									\$153,000	\$268,000
ST.ANDRE	Q5											\$65,000								\$82,000	\$143,000
ST.AUGUSTINE of Canterbury	Q5										\$50,000	\$65,000	\$35,000								\$65,000
ST.BASIL-THE-GREAT COLLEGE	Q5											\$65,000	\$35,000								\$150,000
ST.CHARLES GARNIER	Q5				\$10,500						\$40,000	\$65,000	\$35,000								\$100,000
ST.FRANCIS DE SALES	Q5					\$133,000						\$65,000	\$35,000								\$150,500
ST.JANE FRANCES	Q5											\$15,000	\$35,000			\$20,000					\$253,000
ST.JUDE	Q5		\$165,000									\$65,000			\$5,000	\$50,000					\$70,000
ST.PHILIP NERI (holding school)	n/a						\$143,070							\$75,000	\$23,181						\$471,251
ST.ROCH	Q5				\$10,500							\$65,000	\$35,000								\$0
ST.SIMON	Q5											\$65,000									\$110,500
ST.WILFRID	Q5											\$65,000			\$25,000	\$30,000					\$65,000
VEN. JOHN MERLINI	Q5											\$65,000	\$35,000			\$30,000					\$120,000
																					\$130,000
Total Ward 3		\$0	\$165,000	\$0	\$42,000	\$133,000	\$143,070	\$0	\$0	\$0	\$210,000	\$730,000	\$280,000	\$75,000	\$53,181	\$155,000	\$0	\$0	\$0	\$256,000	\$2,242,251
Ward 4:																					
BISHOP MARROCCO/THOMAS MERTON	Q1										\$80,000									\$190,200	\$270,200
FATHER JOHN REDMOND	Q4											\$65,000	\$35,000								\$100,000
HOLY FAMILY	Q2				\$21,000						\$60,000				\$47,765						\$128,765
JAMES CULNAN	Q1				\$10,500						\$80,000				\$15,000	\$25,000					\$130,500
OUR LADY OF SORROWS	Q1								\$110,000												\$110,000
ST.AMBROSE	Q2				\$10,500																\$10,500
ST.CECILIA	Q1										\$40,000										\$40,000
ST.ELIZABETH	Q3										\$20,000										\$40,000
ST.JAMES	Q1				\$10,500										\$2,000						\$22,000
ST.JOSAPHAT	Q4				\$21,000						\$40,000	\$15,000		\$75,000	\$5,000						\$10,500
ST.MARK	Q3																				\$156,000
ST.PIUS X	Q1					\$133,000					\$40,000					\$50,000	\$250,000				\$300,000
ST.VINCENT DE PAUL	Q1										\$60,000					\$50,000					\$173,000
CHRIST THE KING (holding school)			\$250,000								\$60,000										\$110,000
THE HOLY TRINITY	Q4				\$10,500						\$60,000	\$65,000	\$35,000	\$75,000							\$310,000
																					\$245,500
Total Ward 4		\$0	\$250,000	\$0	\$84,000	\$133,000	\$0	\$0	\$110,000	\$0	\$540,000	\$145,000	\$70,000	\$150,000	\$69,765	\$125,000	\$250,000	\$0	\$0	\$190,200	\$2,116,965

Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 5:																					
ST. JOSEPH MORROW PARK (new)	n/a																				\$0
BLESSED SACRAMENT	Q1										\$40,000										\$40,000
BREBEUF COLLEGE	Q2																				\$30,000
CARDINAL CARTER ACADEMY	Q2				\$10,500										\$30,000						\$30,000
CATHOLIC EDUCATION CENTRE	n/a				\$21,000		\$750,000			\$50,000					\$16,589					\$92,000	\$119,089
DANTE ALIGHIERI ACADEMY	Q4		\$585,000		\$21,000															\$143,000	\$821,000
LORETTO ABBEY	Q3										\$50,000										\$799,000
MADONNA H.S.	Q5	\$150,000									\$40,000	\$65,000	\$35,000							\$129,000	\$50,000
MARSHALL McLUHAN	Q1				\$10,500																\$419,000
OUR LADY OF THE ASSUMPTION	Q4				\$10,500																\$10,500
ST.AGNES	Q2					\$133,000			\$55,000			\$65,000	\$35,000					\$30,000			\$195,500
ST.CHARLES	Q4										\$20,000	\$65,000									\$153,000
ST.CONRAD	Q5			\$25,000								\$65,000		\$75,000		\$25,000					\$165,000
ST.CYRIL	Q3				\$10,500				\$55,000		\$40,000	\$65,000			\$12,000	\$15,000					\$90,000
ST.EDWARD	Q3				\$10,500	\$133,000															\$132,500
ST.GABRIEL	Q2					\$133,000															\$143,500
ST.JEROME	Q5			\$25,000				\$345,000	\$110,000			\$65,000	\$35,000		\$49,000		\$250,000	\$80,500	\$60,000		\$383,000
ST.MARGARET	Q3										\$40,000										\$769,500
ST.MARTHA	Q5			\$25,000		\$133,000					\$40,000	\$65,000	\$35,000								\$40,000
ST.NORBERT	Q5										\$20,000										\$298,000
ST.PASCHAL BAYLON	Q4										\$20,000	\$15,000		\$75,000							\$20,000
ST.RAPHAEL	Q5			\$25,000		\$133,000					\$40,000	\$65,000	\$35,000	\$75,000							\$130,000
ST.ROBERT	Q3			\$25,000							\$20,000	\$65,000	\$35,000	\$75,000							\$353,000
STS.COSMAS & DAMIAN	Q4				\$10,500				\$110,000		\$40,000	\$65,000	\$35,000								\$25,000
Total Ward 5		\$150,000	\$585,000	\$125,000	\$105,000	\$665,000	\$750,000	\$345,000	\$330,000	\$50,000	\$440,000	\$535,000	\$210,000	\$225,000	\$107,589	\$40,000	\$250,000	\$80,500	\$90,000	\$364,000	\$5,447,089
Ward 6:																					
LORETTO COLLEGE	Q3				\$10,500						\$30,000									\$99,000	\$139,500
ST.ANTHONY	Q3				\$21,000						\$40,000										\$61,000
ST.CLARE	Q3		\$800,000								\$60,000				\$65,000	\$30,000	\$250,000				\$1,205,000
ST.HELEN	Q4				\$10,500						\$80,000	\$65,000	\$35,000	\$75,000							\$265,500
ST.JOHN BOSCO	Q2				\$10,500	\$133,000															\$143,500
ST.LUIGI	Q3				\$21,000																\$21,000
ST.MARY CATHOLIC ACADEMY	Q4														\$22,985						\$22,985
ST.MARY OF THE ANGELS	Q3																				\$0
ST.NICHOLAS OF BARI	Q2				\$21,000						\$60,000					\$30,000					\$111,000
ST.PAUL VI	Q5										\$60,000		\$15,000	\$75,000	\$5,000						\$155,000
ST.RITA	Q3				\$21,000						\$40,000					\$25,000					\$86,000
ST.SEBASTIAN	Q3				\$21,000																\$21,000
STELLA MARIS	Q3				\$21,000											\$50,000					\$71,000
Total Ward 6		\$0	\$800,000	\$0	\$157,500	\$133,000	\$0	\$0	\$0	\$0	\$370,000	\$65,000	\$50,000	\$150,000	\$92,985	\$135,000	\$250,000	\$0	\$0	\$99,000	\$2,302,485

Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 7:																					
EPIPHANY OF OUR LORD	Q2				\$10,500						\$20,000						\$250,000				\$305,500
HOLY SPIRIT	Q4										\$30,000	\$65,000	\$35,000		\$25,000			\$57,500			\$208,819
MARY WARD	Q4			\$25,000			\$41,270				\$20,000	\$65,000	\$35,000								\$186,270
Mary Ward Linc	n/a				\$21,000																\$21,000
MSGR. FRASER - MIDLAND	Q2				\$21,000				\$330,000		\$40,000										\$391,000
OUR LADY OF WISDOM	Q3				\$10,500	\$133,000					\$10,000										\$153,500
PRECIOUS BLOOD	Q3			\$25,000								\$65,000	\$35,000	\$75,000							\$200,000
ST.AIDAN	Q2				\$10,500						\$40,000						\$250,000	\$57,500			\$358,000
ST.ALBERT	Q3				\$21,000						\$20,000										\$41,000
ST.HENRY	Q4										\$20,000	\$65,000	\$35,000								\$120,000
ST.JOAN OF ARC CATHOLIC ACADEMY	Q5				\$10,500						\$50,000	\$65,000	\$35,000								\$160,500
ST.KEVIN	Q3										\$20,000										\$20,000
ST.LAWRENCE	Q4				\$10,500						\$20,000	\$65,000									\$95,500
ST.MAXIMILIAN KOLBE housing SIS Dept	n/a				\$21,000														\$42,000		\$63,000
ST.NICHOLAS	Q5				\$10,500							\$65,000			\$20,000						\$95,500
ST.SYLVESTER	Q2										\$20,000										\$20,000
ST.VICTOR	Q3				\$10,500																\$10,500
Total Ward 7		\$0	\$0	\$50,000	\$157,500	\$133,000	\$41,270	\$0	\$330,000	\$0	\$310,000	\$455,000	\$175,000	\$75,000	\$66,319	\$0	\$500,000	\$115,000	\$0	\$42,000	\$2,450,089
BLESSED PIER GIORGIO FRASSATI	Q4				\$10,500																\$10,500
CARDINAL LEGER	Q5			\$25,000	\$10,500								\$35,000		\$10,000						\$80,500
FRANCIS LIBERMANN	Q4						\$59,600														\$59,600
OUR LADY OF GRACE	Q4				\$21,000		\$210,000		\$220,000		\$20,000	\$65,000	\$35,000								\$571,000
PRINCE OF PEACE	Q4				\$10,500							\$65,000									\$75,500
SACRED HEART	Q5			\$25,000							\$20,000	\$65,000	\$35,000								\$145,000
ST.BARNABAS	Q5						\$97,350				\$20,000	\$65,000				\$25,000					\$207,350
ST.BARTHOLOMEW	Q2		\$405,500		\$10,500						\$20,000										\$436,000
ST.BEDE	Q4				\$21,000		\$59,600				\$40,000	\$65,000									\$185,600
ST.BRENDAN	Q3					\$133,000	\$67,225				\$40,000				\$3,000						\$243,225
ST.COLUMBA	Q5				\$10,500						\$20,000	\$65,000	\$35,000		\$5,243	\$45,000					\$180,743
ST.DOMINIC SAVIO	Q4				\$21,000							\$65,000	\$35,000								\$121,000
ST.ELIZABETH SETON	Q2				\$10,500						\$20,000										\$30,500
ST.FLORENCE	Q5			\$25,000	\$21,000	\$133,000					\$20,000	\$65,000	\$35,000								\$299,000
ST.GABRIEL LALEMANT	Q5				\$21,000						\$20,000	\$65,000	\$35,000								\$141,000
ST.IGNATIUS OF LOYOLA	Q4				\$21,000						\$20,000	\$65,000	\$35,000								\$141,000
ST.JEAN DE BREBEUF	Q4				\$10,500						\$20,000	\$65,000	\$35,000								\$130,500
ST.MALACHY	Q4				\$21,000							\$65,000	\$35,000								\$121,000
ST.MARGUERITE BOURGEOYS	Q4				\$21,000	\$133,000					\$40,000	\$15,000	\$35,000			\$50,000					\$294,000
ST.MOTHER TERESA CATHOLIC ACADEMY	Q5						\$167,000				\$80,000	\$65,000	\$35,000						\$155,000		\$502,000
ST.RENE GOUPIL	Q4				\$21,000	\$133,000					\$20,000	\$65,000	\$35,000		\$6,000	\$50,000	\$250,000				\$580,000
THE DIVINE INFANT	Q4				\$21,000						\$20,000	\$65,000	\$35,000								\$141,000
Total Ward 8		\$0	\$405,500	\$75,000	\$283,500	\$532,000	\$660,775	\$0	\$220,000	\$0	\$440,000	\$990,000	\$490,000	\$0	\$24,243	\$170,000	\$250,000	\$0	\$0	\$155,000	\$4,696,018

Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 9:																					
BISHOP MACDONNELL	Q3																				\$0
D'ARCY MCGEE	Q3				\$21,000						\$40,000					\$25,000	\$250,000		\$40,000		\$376,000
HOLY ROSARY	Q1														\$10,000						\$10,000
MSGR. FRASER - ANNEX & ORIENTATION	Q2		\$272,500		\$21,000															\$38,000	\$331,500
MSGR. FRASER - ISABELLA	Q4				\$21,000		\$20,000													\$37,000	\$78,000
MSGR. FRASER - ISABELLA NORTH Campus	n/a																				\$0
MSGR. FRASER - ST. MARTIN CAMPUS	Q2																			\$37,000	\$37,000
OUR LADY OF LOURDES	Q2															\$20,000					\$20,000
OUR LADY OF PERPETUAL HELP	Q2																				\$0
POPE FRANCIS	Q1				\$21,000						\$20,000										\$41,000
ST.ALPHONSUS	Q3				\$10,500																\$10,500
ST.FRANCIS OF ASSISI	Q2				\$21,000	\$133,000					\$40,000										\$194,000
ST.JOSEPH'S COLLEGE	Q2				\$10,500															\$145,000	\$155,500
ST.MARY	Q2				\$21,000						\$30,000									\$148,000	\$199,000
ST.MICHAEL	Q3				\$21,000																\$21,000
ST.PAUL	Q4				\$10,500						\$30,000										\$40,500
ST.THOMAS AQUINAS	Q3										\$40,000										\$40,000
Total Ward 9		\$0	\$272,500	\$0	\$178,500	\$133,000	\$20,000	\$0	\$0	\$0	\$200,000	\$0	\$0	\$0	\$10,000	\$45,000	\$250,000	\$0	\$40,000	\$405,000	\$1,554,000
Ward 10:																					
CHAMINADE COLLEGE	Q5			\$25,000	\$10,500																\$70,500
IMMACULATE CONCEPTION	Q5			\$25,000	\$10,500									\$35,000							\$35,500
OUR LADY OF VICTORY	Q5			\$25,000	\$10,500							\$65,000	\$35,000								\$135,500
SANTA MARIA	Q5				\$10,500						\$20,000	\$65,000	\$35,000								\$130,500
ST.BERNARD	Q5			\$25,000																	\$40,000
ST.FRANCIS XAVIER	Q5			\$25,000				\$425,000			\$40,000	\$65,000	\$35,000		\$15,000						\$640,000
ST.JOHN THE EVANGELIST	Q5														\$50,000						\$0
ST.MATTHEW	Q4			\$25,000							\$60,000										\$85,000
ST.OSCAR ROMERO	Q5			\$25,000			\$165,100				\$60,000	\$65,000	\$35,000							\$190,000	\$540,100
Total Ward 10		\$0	\$0	\$175,000	\$42,000	\$0	\$165,100	\$425,000	\$0	\$0	\$180,000	\$260,000	\$175,000	\$0	\$65,000	\$0	\$0	\$0	\$0	\$190,000	\$1,677,100

Project Type:		HVAC Replacement	Window Replacement	Additional Handwashing Facilities (Nutrition Prog)	Water Bottle Filling Stations	Cooling Centre	Ventilation/ AC Upgrades	New Mech Ventilation	Portables Ventilation/ AC Upgrades	Minor interior alterations	Upgrade handwash facilities	Outdoor Shelter/ Shade Structure	Outdoor Classroom	Small Artificial Turf Play Space	Playground Reserve (Additions)	Other Playground Upgrades	Child Care Add Separate Washroom	Child Care Separate Entrance	Child Care Playground Expansion/ Division	WiFi Cabling & Access Points	TOTAL PER SCHOOL
Intake Form Category Code		D30	B20	D20	D20	D30	D30	D30	D30	C10	D20	G20	G20	G20	G20	G20	C10	C10	G20	D50	
Approximate Output		Optimizing Air Quality	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Promote Occupant Health/Safety	Optimizing Air Quality	Optimizing Air Quality	Optimizing Air Quality	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Promote Occupant Health/Safety	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Enhance Physical Distancing	Facilitate Distance Learning	
Priority Rank		10 & 19	9	14	11	13	1	20 & 21	5	18	2	3	6	4	12	17	7	16	15	8	
Ward 11:																					
ANNUNCIATION	Q2				\$10,500	\$133,000									\$30,000	\$25,000					\$198,500
BLESSED TRINITY	Q2				\$10,500						\$30,000							\$57,500	\$30,000		\$128,000
CANADIAN MARTYRS	Q1										\$40,000				\$11,500						\$51,500
FACILITIES EAST	n/a				\$10,500															\$30,000	\$40,500
HOLY CROSS	Q1																				\$0
HOLY NAME	Q1				\$21,000						\$40,000										\$61,000
MSGR. FRASER - OLO MOUNT CARMEL CAMPUS	n/a				\$21,000																\$21,000
NOTRE DAME HIGH SCHOOL	Q1																			\$110,000	\$110,000
SENATOR O'CONNOR	Q2																				\$0
ST.ANSELM	Q1					\$133,000					\$30,000										\$163,000
ST.BONAVENTURE	Q1																				\$0
ST.BRIGID	Q1				\$21,000																\$21,000
ST.CATHERINE	Q2															\$25,000					\$25,000
ST.DENIS	Q1					\$133,000															\$173,000
ST.GERALD	Q3				\$21,000						\$40,000										\$41,000
ST.ISAAC JOGUES	Q2										\$20,000										\$20,000
ST.JOHN (TORONTO)	Q1				\$10,500						\$20,000						\$250,000				\$300,500
ST.JOHN XXIII	Q5			\$25,000	\$21,000						\$40,000	\$65,000	\$35,000	\$75,000							\$261,000
ST.JOSEPH	Q1				\$10,500						\$40,000										\$50,500
ST.KATERI TEKAKWITHA	Q3								\$165,000		\$20,000										\$185,000
ST.MONICA	Q2				\$10,500						\$40,000				\$10,000						\$60,500
ST.PATRICK CSS	Q3				\$10,500						\$60,000									\$255,000	\$325,500
ST.TIMOTHY	Q3																				\$0
Total Ward 11		\$0	\$0	\$25,000	\$178,500	\$399,000	\$0	\$0	\$165,000	\$0	\$460,000	\$65,000	\$35,000	\$75,000	\$51,500	\$50,000	\$250,000	\$57,500	\$30,000	\$395,000	\$2,236,500
Ward 12:																					
IMMACULATE HEART OF MARY	Q2				\$10,500						\$20,000					\$50,000					\$80,500
NEIL McNEIL	Q2				\$10,500															\$153,000	\$163,500
OUR LADY OF FATIMA	Q4											\$15,000									\$15,000
ST.AGATHA	Q2					\$133,000					\$20,000										\$153,000
ST.BARBARA	Q4				\$10,500						\$20,000	\$65,000	\$35,000			\$50,000					\$180,500
ST.BONIFACE	Q4						\$47,300				\$20,000							\$57,500			\$124,800
ST.DUNSTAN	Q4					\$133,000					\$50,000	\$65,000	\$35,000	\$75,000	\$30,000						\$388,000
ST.EDMUND CAMPION	Q4				\$21,000						\$20,000	\$65,000	\$35,000		\$10,000	\$50,000					\$201,000
ST.JOACHIM	Q4				\$10,500						\$20,000	\$65,000	\$35,000		\$25,000						\$155,500
ST.JOHN PAUL II	Q4								\$110,000		\$120,000	\$65,000									\$295,000
ST.MARIA GORETTI	Q4											\$65,000									\$65,000
ST.MARTIN DE PORRES	Q4								\$55,000			\$65,000									\$177,500
ST.RICHARD	Q4											\$65,000						\$57,500			\$65,000
ST.ROSE OF LIMA	Q4		\$278,750								\$30,000	\$15,000						\$57,500			\$381,250
ST.THERESA SHRINE	Q2				\$21,000						\$20,000										\$41,000
ST.THOMAS MORE	Q4				\$10,500						\$20,000	\$65,000	\$35,000								\$130,500
ST.URSULA	Q2				\$10,500				\$55,000		\$20,000										\$85,500
Total Ward 12		\$0	\$278,750	\$0	\$105,000	\$266,000	\$47,300	\$0	\$220,000	\$0	\$380,000	\$615,000	\$175,000	\$75,000	\$65,000	\$150,000	\$0	\$172,500	\$0	\$153,000	\$2,702,550
GRAND TOTAL ALL WARDS		\$2,087,500	\$2,756,750	\$625,000	\$1,396,500	\$2,926,000	\$2,102,085	\$770,000	\$1,870,000	\$50,000	\$3,850,000	\$4,835,000	\$2,045,000	\$975,000	\$666,582	\$970,000	\$2,250,000	\$483,000	\$280,000	\$2,249,200	\$33,187,617



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

ANNUAL INVESTMENT REPORT 2019-20

Be truly glad. There is wonderful joy ahead!

I Peter 1:6

Created, Draft	First Tabling	Review
November 25, 2020	December 10, 2020	

D. Bilenduke; Senior Coordinator, Finance

P. De Cock; Comptroller, Business Services & Finance

INFORMATION REPORT

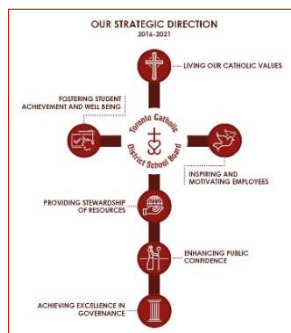
Vision:

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.



Brendan Browne, PhD
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 following report updates Trustees on the Board's investment activities during fiscal year 2019-20 as required by Ontario Regulation 41/10 section 14 (1) and TCDSB Policy F.M. 08 (Effective Financial Management and Control of Operations). The Treasurer of the Board confirms that all TCDSB borrowing and investment activity for fiscal 2019/2020 conforms to both the Regulations and Board Policy.

The cumulative staff time required to prepare this report was 4 hours.

B. PURPOSE

The Ministry of Education mandates that the Treasurer of the Board report on investing and commodity hedging activity (e.g. gas contracts) once annually.

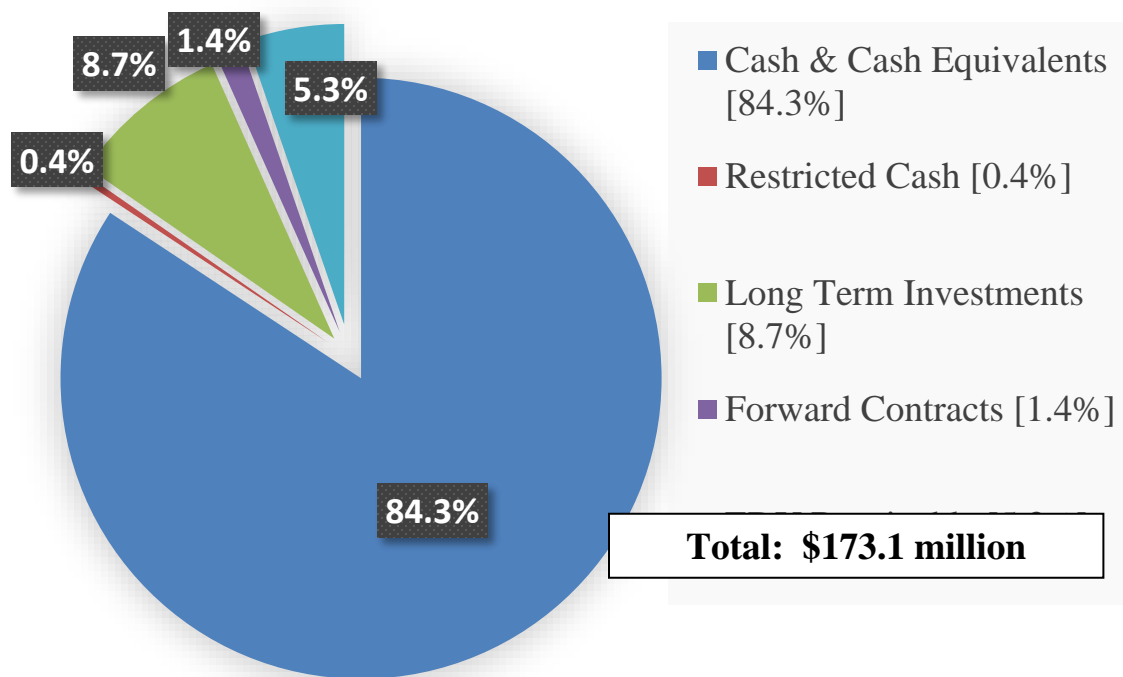
C. BACKGROUND

1. *This report fulfils a legislative requirement.* Ontario Regulation 41/10 Board Borrowing, Investing and Other Financial Matters and TCDSB Policy F.M. 08 (Effective Financial Management and Control of Operations) requires the Treasurer of the Board to present an annual investment report confirming all investment activity is within the criteria specified by the Regulation. It also requires full disclosure of any commodity price hedging agreements in respect of energy prices.

D. EVIDENCE/RESEARCH/ANALYSIS

1. *The Board controls a diversified portfolio relative to the legislative restrictions and its cash needs.* As of August 31, 2020, the audited financial statements of the Board listed \$145.9 million of Cash and Cash Equivalents and \$15.6 million of Investments & Restricted Cash. The Board also has forward gas contracts and a capital receivable from the Ministry of Education (EDU). Figure 1 illustrates the high-level breakdown of the Boards investment portfolio as of August 31, 2020.

Figure 1: Portfolio by Type of Investment



2. ***The Board's largest holding is in interest bearing cash investments.*** Cash and Cash Equivalents are temporary short-term cashable Guaranteed Investment Certificates (GIC) investments that earned between 1 and 2.25% over the year. The Cash and Cash Equivalents balance is \$145.9M compared to \$78M last year. The difference is due primarily to EDC collections and the reduced pace of Capital and Operating spending due to COVID-19 restrictions

2. ***The Board holds several specific investments.*** As of August 31st 2020, Special Investments include \$15.0 million as an operating reserve, \$0.7 million of Restricted Cash held in trust for a joint school construction project, a capital revenue receivable with the Ministry of Education totalling \$9.1 million and forward contracts to purchase natural gas totalling \$2.4 million. Figure 3 below summarizes these holdings.

Figure 3: Summary of Special Investments

Amount (\$M)	Rate	Description	Purpose
\$15	1% guaranteed, 3% actual	Long Term Investment	Operating Reserve
\$0.7	Variable	Restricted cash, in trust.	Railway lands school construction
\$9.1	1.00%	Short term EDU receivable	New school construction
\$2.4	Variable	Forward gas contracts	Mitigate variable natural gas rates

E. METRICS AND ACCOUNTABILITY

1. ***Business Services staff continue to optimize the investment portfolio on behalf of the Board.*** In the 2019-20 fiscal year, TCDSB earned interest revenues totalling \$2.23 million, most of which is earned on capital funds held by the Board, (i.e. Proceeds of Disposition, and Education Development Charges). Interest rates are expected to remain relatively flat during 2020/21.
2. ***All investments are in accordance with legislation and policy.*** As required under O. Reg. 41/10 the Treasurer of the Board confirms that all TCDSB borrowing and investment activity for fiscal 2019/20 is consistent with Ontario Regulation 41/10 and made in accordance with the investment policies and goals of the Board.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board.



REPORT TO

REGULAR BOARD

2020-21 REVISED BUDGET ESTIMATES OVERALL AND INSTRUCTIONAL

*"For I know the plans I have for you," declares the LORD,
"plans to prosper you and not to harm you, plans to give you hope and a future."*
Jeremiah 29:11

Created, Draft	First Tabling	Review
November 25, 2020	December 10, 2020	Click here to enter a date
D. De Souza, Coordinator of Grants & Ministry Reporting G. Sequeira, Coordinator of Budget Services P. De Cock, Comptroller of Business Services & Finance		
RECOMMENDATION REPORT		

Vision:

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Mission:

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



Brendan Browne, PhD
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

As per the requirements set out in the Education Act, TCDSB's revised budget estimates are required to be balanced. The 2020-21 Overall and Instructional budget expenditure revised estimates appearing in this report is prepared based on updated enrolment and staffing projections, and calculated Grants for Student Needs (GSN) and Other Priorities and Partnership Funds (PPF) funding projections.

Two budget related reports have been submitted to facilitate Trustees with the opportunity to participate in non-instructional related discussions.

The total change from Budget Estimates to Revised Budget Estimates is a deficit of (\$38.1M). Total Revenues in the Revised Budget Estimates is \$1,178.6M and the Expenditures is \$1,218.3M which will result in a net deficit of (\$39.7).

A high-level comparative summary of operating revenues and expenditures appears below in Table 1.1 and the key contributors to the change appears in Table 1.2

TABLE 1.1	2020-21 Estimates \$M	2020-21 Revised \$M
Operating Revenues	\$1,172.8	\$1,178.6
Less: Operating Expenditures	<u>\$1,174.4</u>	<u>\$1,218.3</u>
Surplus/(Deficit)	\$(1.6)	\$(39.7)
Operating Contingency Reserve	<u>\$1.6</u>	<u>\$39.7</u>
Balanced Budget	\$0.0	\$0.0

TABLE 1.2	\$M
Key Contributors to Change in In-Year Position	
Opening In-Year Surplus/(Deficit)	(1.6)
Net Change to GSN Revenues including Stabilization Funding	(1.6)
Loss of International VISA Student Revenues	(11.6)
Loss of Permits, Rentals and Other Revenues	(5.3)
Covid-19 Related Expenditures previously approved to be funded by TCDSB Reserves	(19.6)
Subtotal of Key Contributors	(38.1)
Closing In-Year Surplus/(Deficit)	(39.7)

The Revenue and Expenditure Changes for 2020-21 from Estimates to Revised Estimates is summarized in greater detail below:

DESCRIPTION	\$M
REVENUE CHANGES:	
GSN Allocation Reduction due to Enrolment	(24.3)
International VISA Student decline in Enrolment	(11.6)
Permit and Rental Revenue decline	(3.0)
Other Various Revenue loss	(2.3)
Reduction in Priority and Partnership Projects	(1.1)
Total Revised Estimates Revenue Loss for 2020-21	(42.3)
Stabilization Funding for Operations (Estimated)	22.7
COVID- 19 related funding for Federal and Provincial	25.4
Total Revised Estimates Revenue Change for 2020-21	5.8
EXPENDITURE CHANGES:	
Additional staff hired due to COVID- 19 - Instructional	30.4
Devices for Students	2.7
Schools Operations and Maintenance	9.8
Transportation	1.0
Total Revised Estimates Expenditures Change for 2020-21	43.9
Opening In-Year Surplus/(Deficit)	(1.6)
Revenue Changes	5.8
Expenditure Changes	(43.9)
Closing In-Year Surplus/(Deficit)	(39.7)
FUNDING THE IN-YEAR DEFICIT	
Opening Balance in Operating Contingency Reserve	47.5
Previous Board Approved Funding from Operating Contingency Reserve	20.5
Additional funding from Operating Contingency Reserve	19.2
Withdrawals from Operating Contingency Reserve	39.7
Closing Balance in Operating Contingency Reserve	7.8

School boards are expected to balance their budgets in 2020-21. The TCDSB may incur an in-year deficit up to the lower of 2% of TCDSB's operating revenue or the accumulated surplus for the preceding school year. Minister of Education approval is required when an in-year deficit is greater than 2% of its operating allocation.

The submission of a modified in-year deficit approval request is required. School boards that have an adjusted in-year deficit and a plan/resolution with the Revised Estimates submission must update the plan to show the elimination of the adjusted in-year deficit within one or two years.

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

B. PURPOSE

1. This report has been prepared for the Board of Trustees to approve the 2020-21 Revised Budget Estimates for Overall and Instructional Expenditure Categories.

C. BACKGROUND

1. ***Revision of Budget Estimates is usually driven by enrolment changes, but has been heavily impacted by COVID-19 related expenditures for this school year.*** The Budget Estimates were due to the Ministry by July 30, 2020 based on projected enrolment data for October 2020 and projected enrolment data for March 2021.

Revised Budget Estimates are due by December 15th, 2020 based on the actual enrolment data as of October 31, 2020 and projected enrolment data for March 31, 2021.

Subsequent changes in enrolment will be submitted throughout the year and any increases/decreases in enrolment will be used in the final Grant for Student Needs calculations at year-end with a corresponding increase/decrease in revenues.

2. ***The 2020-21 operating budget was approved with a projected \$1.6M in-year deficit.*** In order to accommodate a transition for bussing times at International Language Schools, the Board passed a budget that contained an in-year deficit of \$1.6M. On July 23rd, 2020 the Board approved a report to Special Board that contained an “in-year deficit elimination plan”. This plan responded to a new Ministry of Education requirement to submit an in-year deficit elimination plan and school board resolution wherein the projected in-year deficit is less than one percent of the board’s operating revenues.

3. ***School boards are expected to balance their budgets in 2020-21.*** The TCDSB may incur an in-year deficit up to the lower of 2% of TCDSB's operating revenue or the accumulated surplus for the preceding school year. Minister of Education approval is required when an in-year deficit is greater than 2% of its operating allocation.
4. ***The submission of a modified in-year deficit approval request is required.*** School boards, that have an adjusted in-year deficit and a plan/resolution with the Revised Estimates submission must update the plan to show the elimination of the adjusted in-year deficit within one or two years.
5. ***The Board of Trustees approved an Audit Committee recommendation to modify the distribution of in-year surplus funds to Strategic Reserves. The Audit Committee recommended, "Given that enrolments have been lost, there is a significant possibility that there will be a drop in Grants for Student Needs (GSN), that the Audit Committee recommend to the Board that the surplus for 2019-2020 be held, to be used to cushion and provide time for any permanent spending reductions for 2021-2022 budget. This excludes the proposed allocation to the IT Infrastructure of \$1.4 million."***

D. EVIDENCE/RESEARCH/ANALYSIS

1. ***The key component to the development of the Revised Budget Estimates is updated enrolment forecasts for 2020-21.*** In order to recalculate the Average Daily Enrolment (ADE), updated enrolment projections use the actual October 31, 2020 enrolment counts. The March 31, 2021 enrolment projections use a 100% retention rate for the elementary panel and a 97.76% retention rate for the secondary panel based on historical trends.
2. ***Overall, enrolment has decreased.*** In comparison to the original 2020-21 estimated ADE, the 2020-21 revised estimated elementary ADE has decreased by 1971, while the secondary ADE has decreased by 755 for an overall decrease in enrolment of 2,726 ADE.

A comparative enrolment analysis is included in the following table:

Panel	Type	2020-21 ADE Budget Estimates	2020-21 ADE Revised Estimates	Change + / (-)
Elementary	Regular	62,953	61,025	(1,928)
	VISA Students	104	61	(43)
	Sub Total	63,057	61,086	(1,971)
Secondary	Regular	26,963	26,889	(74)
	VISA Students	1,204	523	(681)
	Sub Total	28,167	27,412	(755)
Total ADE		91,224	88,498	(2,726)

The one-time stabilization funding is projected to generate \$22.7M. On November 26, 2020, the Ministry of Education released Memorandum B:22 regarding 2020-21 Grants for Student Needs Stabilization. This B-Memorandum provides an update to the 2020-21 Revised Budget Estimates' Grants for Student Needs calculations which address the unforeseen enrolment declines due to the COVID-19 Pandemic. In addition to the unforeseen nature of the enrolment impact, District School Boards possess limited means to respond to changes of this magnitude mid-year. This GSN update and the subsequent funding stabilization amount is a one-time adjustment for the 2020-21 fiscal year. The estimated amount expected from this one-time funding is \$22.7M and is included in the revenue numbers below.

The overall Grants for Student Needs are projected to increase. TCDSB is projected to derive 92.8% of its operational revenues from the Provincial Grants for Student Needs (GSNs). The remaining funds are derived from Other Priorities and Partnership Funds (PPF) funds and other government agencies. Total funding is expected to increase by approximately \$5.2M. 2020-21 Revised Budget Estimates for Revenue projections are as follows:

<i>Funding Source</i>	<i>2020-21 Budget Estimates (\$M)</i>	<i>2020-21 Revised Budget Estimates (\$M)</i>	<i>Change (\$M)</i>
GSNs	1,088.9	1,065.2	(23.7)
Other Grants and Revenues	83.9	113.4	29.5
Total	1,172.8	1,178.6	5.8

3. Budgeted Revenues increased by \$5.8M due to the following:

- Grant for Student Needs (GSN) decreased due to the loss of 2,002 ADE grantable enrolment of (\$15.2M) in all GSN categories.
- A large increase in unfunded Teacher staffing of 319 teachers to support smaller class sizes has caused a (\$9.1M) decrease in the teacher compensation grant. A similar decrease in the Designated Early Childhood Educators (DECE) compensation grant of 42 additional DECE's were hired for smaller FDK classrooms. The new teachers and DECE are less experienced and therefore are lower in their respective salary grids generating less funding for these staff
- Priority and Partnership Funding (PPF's) increased in total by \$46.3M overall. Mainly due to \$25.4M of funding received for COVID- 19 related costs from the Federal and Provincial Governments (**See Appendix B**). The EDU also provided funding in the amount of \$22.7M for GSN Stabilization funding due to loss on enrolment. There were other reductions in PPF grants of (\$1.1M)
- Visa Tuition Fees decreased by (\$11.6M) due to the loss of 723 ADE Visa Students because of closed borders.
- Rentals and Community Use of Schools permits decreased by (\$3.0M) also due to COVID-19.
- There were also other areas that lost revenue totalling (\$2.3M).

4. Budgeted Expenditures increased by \$34.6M due to the following: Most of the increases is due to additional staffing required due to COVID-19

	Instructional Related Expenditure Categories	2020/21 Budget Estimates	Net Change Increase/ (Decrease)	2020/21 Budget Revised Estimates
1	Classroom Teachers	652,773	28,568	681,341
2	Occasional Teachers	33,322	-	33,322
3	Education Assistants	56,031	1,536	57,567
4	Designated Early Childhood Educators	28,142	1,207	29,348
5	Professional & Para-professionals	58,217	2,128	60,345
6	Textbooks & Classroom Supplies	23,803	(2,388)	21,415
7	Computers	10,782	2,691	13,473
8	Staff Development	2,474	-	2,474
9	In School Administration	70,856	2,079	72,935
10	Teacher Consultants & Coordinators	6,311	-	6,311
	Cont. Ed. (incl. International			
11	Language./Summer Schools.)	22,597	(529)	22,068
12	Other Operating Expenditures	36,249	(699)	35,550
	Sub-Total Classroom	1,001,557	34,593	1,036,149

Instructional Related Expenditures Variance Analysis – Additional Details can be referenced in Appendix A, of this report.

1. Classroom Teacher costs have increased by \$23.8M due to an increase in additional Elementary Teachers of 216.8 FTE and 3.64 Secondary Teachers. Average Salary and benefits increased by \$4.8M.
2. The Occasional Teachers' costs are estimated to be approximately the same.
3. Education Assistants costs have increased by \$1.5M mainly due to the addition of 25 FTE positions.
4. Designated Early Childhood Educators costs have increased by \$1.2M mainly due to increases in staffing of 42 FTE positions.
5. Professionals and Paraprofessionals have increased by \$2.1M mainly due to a transfer of 16 FTE positions from the Board Administration category. 4 additional FTE Return to work officers and 5 additional FTE Child and Youth Workers.
6. Textbook and Classroom Supplies have decreased (\$0. 3M) due to an enrolment decrease and a decrease of (\$2.1M) in International Students Visa Commissions.
7. Increase in computer costs of \$2.7M due to COVID- 19 related costs for the acquisition of computers, iPads and other IT related technology.
8. No change in Staff Development budget.
9. In School Administration, costs have increased by \$2.1M due to the addition of supply principals to help at schools.
- 10.No change in Teacher Consultants and Coordinators.
- 11.Continuing Education decreased by (\$0.5M) due to a decrease in Adult Credit courses and International Languages Enrolment.
- 12.Other Operating costs have decreased due to a reduction in funding for various projects form the Priorities and Partnerships Fund (PPF) of (\$0.7M).

Reserve Balances:

1. ***During the Audit Committee meeting on November 17, 2020 regarding fiscal 2020-21, a determination has been made to use the Operating Contingency Reserve to offset additional costs related to COVID-19.*** The Board will have at its disposal \$47.5M of operating contingency to be used for COVID-19 related expenditures. This is in addition to the \$11.1M that has been internally appropriated for school block and IT expenses. The Board has already approved \$20.5M from the Operating Contingency Reserve to fund various COVID-19 related expenditures.
2. ***The Audit Committee has recommended the following amendment to the Strategic Reserve allocation. “Given that enrolments have been lost, there is a significant possibility that there will be a drop in Grants for Student Needs (GSN), that the Audit Committee recommend to the Board that the surplus for 2019-2020 be held, to be used to cushion and provide time for any permanent spending reductions for 2021-2022 budget. This excludes the proposed allocation to the IT Infrastructure of \$1.4 million.”*** The \$10.2M unused operating surplus from 2018-19 has been distributed as identified in point number two above.
3. ***The current estimated deficit for 2020-21 is \$39.7M.*** The Operating Contingency is at \$47.5 at the end of August 31, 2020. The TCDSB’s financial position is such that if all estimated costs should materialize, the deficit can be absorbed by the operating contingency reserve and still have a balance of \$7.8M to build upon for future years.

E. STAFF RECOMMENDATION

That the Board of Trustees approve a 2020-21 Revised Overall Budget Estimate including a deficit of (\$39.7M), with such deficit to be funded from the Accumulated Operating Contingency reserve and the submission of a modified In-Year Deficit Recovery Plan for Minister of Education approval (Appendix C).

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

CLASSROOM INSTRUCTION - ELEMENTARY

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Instructional Day School	\$ 529,391,603	\$ 556,758,208	\$ 27,366,605	5.2%
School Office	47,183,660	48,396,175	\$ 1,212,516	2.6%
TOTAL	\$ 576,575,263	\$ 605,154,383	\$ 28,579,121	5.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
CLASSROOM TEACHERS - ELEMENTARY				
Classroom Teachers - Salaries	\$ 367,584,836	\$ 389,629,319	\$ 22,044,484	6.0%
Classroom Teachers - Benefits	56,120,957	59,489,354	\$ 3,368,397	6.0%
Librarian Teachers & Technicians - Salaries	4,589,992	4,589,992	\$ -	0.0%
Librarian Teachers & Technicians - Benefits	1,205,342	1,205,341	\$ (0)	0.0%
Guidance Teachers - Salaries	2,045,890	2,055,834	\$ 9,944	0.5%
Guidance Teachers - Benefits	312,612	314,131	\$ 1,519	0.5%
Mileage Provision	406,000	406,000	\$ -	0.0%
TOTAL CLASSROOM TEACHERS	432,265,628	457,689,973	25,424,344	5.9%
OCCASIONAL TEACHERS				
Elementary - Salaries	18,870,607	18,870,607	\$ -	0.0%
Elementary - Benefits	3,959,638	3,959,638	\$ -	0.0%
TOTAL OCCASIONAL TEACHERS	22,830,245	22,830,245	-	0.0%
EDUCATIONAL ASSISTANTS				
Elementary - Salaries	30,783,860	31,474,045	\$ 690,186	2.2%
Elementary - Benefits	10,247,947	10,477,710	\$ 229,763	2.2%
TOTAL EDUCATIONAL ASSISTANTS	41,031,807	41,951,755	919,948	2.2%
DESIGNATED EARLY CHILDHOOD EDUCATORS				
Elementary - Salaries	22,008,005	22,951,797	\$ 943,792	4.3%
Elementary - Benefits	6,133,631	6,396,666	\$ 263,035	4.3%
TOTAL DESIGNATED EARLY CHILDHOOD EDUCATORS	28,141,636	29,348,462	1,206,826	4.3%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
TEXTBOOKS & CLASSROOM SUPPLIES				
Elementary School Block Allocation	4,960,287	4,775,773	\$ (184,514)	-3.7%
Invest 100k in each of the next 5 years in Elementary Music	152,000	152,000	\$ -	0.0%
Elementary CSLIT Student Leadership Fund	10,000	10,000	\$ -	0.0%
TOTAL TEXTBOOKS & CLASSROOM SUPPLIES	5,122,287	4,937,773	(184,514)	-3.6%
TOTAL	\$ 529,391,603	\$ 556,758,208	27,366,605	5.2%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

School Office

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
ELEMENTARY				
Elementary Principal Salaries	\$ 21,991,844	\$ 23,065,817	\$ 1,073,973	4.9%
Elementary Principal Benefits	2,901,448	3,039,990	\$ 138,543	4.8%
Elementary Vice Principal Salaries	5,499,587	5,499,587	\$ -	0.0%
Elementary Vice Principal Benefits	709,447	709,447	\$ -	0.0%
Elementary Professional Development Provision	431,013	431,013	\$ -	0.0%
SECRETARIES				
School Secretary Salaries	10,431,023	10,431,023	\$ -	0.0%
School Secretary Benefits	3,079,497	3,079,497	\$ -	0.0%
Supply Secretary Costs	1,039,417	1,039,417	\$ -	0.0%
OFFICE EXPENSES				
Principals & Vice Principal Expenses	28,310	28,310	\$ -	0.0%
Principals & Vice Principal Mileage Expenses	57,231	57,231	\$ -	0.0%
School Office Supplies allocation	83,655	83,655	\$ -	0.0%
School Office Furniture, Equipment and Computers	45,000	45,000	\$ -	0.0%
Orientation Centre, Program Ads	20,000	20,000	\$ -	0.0%
Course Reimbursement	10,000	10,000	\$ -	0.0%
School Telephones	856,188	856,188	\$ -	0.0%
TOTAL	\$ 47,183,660	\$ 48,396,175	\$ 1,212,516	2.6%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

CLASSROOM INSTRUCTION - SECONDARY

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Instructional Day School	\$ 251,213,384	\$ 254,859,787	\$ 3,646,402	1.5%
School Office	23,521,134	24,387,217	\$ 866,083	3.7%
TOTAL	\$ 274,734,519	\$ 279,247,004	\$ 4,512,485	1.6%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
CLASSROOM TEACHERS - SECONDARY				
Classroom Teachers - Salaries	181,689,817	184,294,366	\$ 2,604,549	1.4%
Classroom Teachers - Benefits	27,305,421	27,703,396	\$ 397,975	1.5%
Librarian Teachers - Salaries	2,641,410	2,674,611	\$ 33,202	1.3%
Librarian Teachers - Benefits	403,607	408,681	\$ 5,073	1.3%
Guidance Teachers - Salaries	7,080,314	7,169,312	\$ 88,998	1.3%
Guidance Teachers - Benefits	1,081,872	1,095,471	\$ 13,599	1.3%
Mileage Provision	305,250	305,250	\$ -	0.0%
TOTAL CLASSROOM TEACHERS	220,507,691	223,651,088	3,143,397	1.4%
OCCASIONAL TEACHERS				
Secondary - Salaries	8,633,708	8,633,708	\$ -	0.0%
Secondary - Benefits	1,858,114	1,858,114	\$ -	0.0%
TOTAL OCCASIONAL TEACHERS	10,491,822	10,491,822	-	0.0%
EDUCATIONAL ASSISTANTS				
Secondary - Salaries	11,253,331	11,715,282	\$ 461,950	4.1%
Secondary - Benefits	3,746,234	3,900,017	\$ 153,783	4.1%
TOTAL EDUCATIONAL ASSISTANTS	14,999,565	15,615,299	615,734	4.1%
TEXTBOOKS & CLASSROOM SUPPLIES				
Secondary School Block Allocation	3,441,902	3,329,174	\$ (112,728)	-3.3%
Secondary High Cost Course Allocation	337,900	337,900	\$ -	0.0%
International Baccalaureate Programme - Michael Power & St. Joseph's	75,000	75,000	\$ -	0.0%
International Baccalaureate Programme - Pope John Paul II	58,943	58,943	\$ -	0.0%
International Baccalaureate Programme - St Mary CSS	50,000	50,000	\$ -	0.0%
International Baccalaureate Programme - St Basil The Great	50,000	50,000	\$ -	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Alternative Program & Placement for Limited Expulsion (A.P.P.L.E.)	18,000	18,000	\$ -	0.0%
Arrowsmith Programme (4 Sites Licenses and Supplies)	46,920	46,920	\$ -	0.0%
Student Council	16,000	16,000	\$ -	0.0%
Urban & Priority High School Grants - Msgr. Fraser	296,003	296,003	\$ -	0.0%
Urban & Priority High School Grants - J.C. McGuigan CSS	285,857	285,857	\$ -	0.0%
Urban & Priority High School Grants - St. Patrick's CSS	266,696	266,696	\$ -	0.0%
Urban & Priority High School Grants - Father Henry Carr	271,085	271,085	\$ -	0.0%
TOTAL TEXTBOOKS & CLASSROOM SUPPLIES	5,214,306	5,101,578	(112,728)	-2.2%
TOTAL	\$ 251,213,384	\$ 254,859,787	3,646,402	1.5%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

School Office

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
SECONDARY				
Secondary Principal Salaries	4,642,619	5,409,743	\$ 767,124	16.5%
Secondary Principal Benefits	598,898	697,857	\$ 98,959	16.5%
Secondary Vice Principal Salaries	6,663,932	6,663,932	\$ -	0.0%
Secondary Vice Principal Benefits	859,647	859,647	\$ -	0.0%
Secondary Professional Development Provision	107,662	107,662	\$ -	0.0%
SECRETARIES				
School Secretary Salaries	7,354,378	7,354,378	\$ -	0.0%
School Secretary Benefits	2,211,061	2,211,061	\$ -	0.0%
Supply Secretary Costs	592,727	592,727	\$ -	0.0%
OFFICE EXPENSES				
Principals & Vice Principal Expenses	9,160	9,160	\$ -	0.0%
Principals & Vice Principal Mileage Expenses	22,769	22,769	\$ -	0.0%
School Office Supplies allocation	16,345	16,345	\$ -	0.0%
School Office Furniture, Equipment and Computers	45,000	45,000	\$ -	0.0%
Orientation Centre, Program Ads	20,000	20,000	\$ -	0.0%
Course Reimbursement	10,000	10,000	\$ -	0.0%
School Telephones	366,938	366,938	\$ -	0.0%
TOTAL	\$ 23,521,134	\$ 24,387,217	\$ 866,083	3.7%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

CLASSROOM INSTRUCTION - CENTRAL

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Instructional Day School	\$ 6,819,240	\$ 4,728,210	\$ (2,091,030)	-30.7%
Student Support Services	46,183,199	48,311,453	\$ 2,128,254	4.6%
Curriculum & Accountability	7,115,691	7,115,691	\$ -	0.0%
Staff Development	624,286	624,286	\$ -	0.0%
Student Success	2,906,078	2,906,078	\$ -	0.0%
Special Education Departments	4,286,291	4,286,291	\$ -	0.0%
Mental Health and Well-Being Team	151,500	151,500	\$ -	0.0%
Continuing Education	22,596,974	22,067,765	\$ (529,209)	-2.3%
Computer Services & Information Technology	23,314,477	26,005,966	\$ 2,691,489	11.5%
Other Non-Operating Expenditures	36,248,866	35,549,547	\$ (699,319)	-1.9%
TOTAL	\$ 150,246,603	\$ 151,746,788	\$ 1,500,185	1.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
TEXTBOOKS & CLASSROOM SUPPLIES				
Culturally Responsive & Relevant Pedagogy - School Block Budget	200,000	200,000	\$ -	0.0%
French Immersion - Support	121,600	121,600	\$ -	0.0%
Religious Program Resources	-	-	\$ -	0.0%
Outdoor Education	814,567	814,567	\$ -	0.0%
Classroom Needs Provision	100,000	100,000	\$ -	0.0%
Superintendents Special Project Funds	26,950	26,950	\$ -	0.0%
School Nutrition Programs - Angel Foundation for Learning	100,000	100,000	\$ -	0.0%
International Languages & Other Programs Learning Resources	93,000	93,000	\$ -	0.0%
School Projects	100,000	100,000	\$ -	0.0%
Mini Olympics	20,000	20,000	\$ -	0.0%
Pediculosis Program	45,000	45,000	\$ -	0.0%
Religious Retreats & Chaplains	50,000	50,000	\$ -	0.0%
Educational Software - Curriculum	-	44,015	\$ 44,015	0.0%
Commission, Health Insurance and School Budget Transfer for VISA Students	4,135,045	2,000,000	\$ (2,135,045)	-51.6%
Indigenous Education Allocation	1,013,078	1,013,078	\$ -	0.0%
TOTAL TEXTBOOKS & CLASSROOM SUPPLIES	6,819,240	4,728,210	(2,091,030)	-30.7%
TOTAL	\$ 6,819,240	\$ 4,728,210	(2,091,030)	-30.7%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Support Services

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Student Support Salaries	\$ 6,546,368	\$ 7,965,472	\$ 1,419,103	21.7%
Student Support Benefits	1,757,717	2,126,258	\$ 368,541	21.0%
Child Youth Worker Salaries	9,417,095	9,687,485	\$ 270,390	2.9%
Child Youth Worker Benefits	2,526,585	2,596,805	\$ 70,220	2.8%
Psychologist Salary	5,273,105	5,273,105	\$ -	0.0%
Psychologist Benefits	1,403,966	1,403,966	\$ -	0.0%
Social Worker Salaries	5,763,880	5,763,880	\$ -	0.0%
Social Worker Benefits	1,528,531	1,528,531	\$ -	0.0%
Speech & Language Salaries	4,109,193	4,109,193	\$ -	0.0%
Speech & Language Benefits	1,089,940	1,089,940	\$ -	0.0%
Elementary Lunchtime Student Supervisors	1,364,569	1,364,569	\$ -	0.0%
Translators & Interpreter Services	100,000	100,000	\$ -	0.0%
Experiential Learning	426,458	426,458	\$ -	0.0%
EAP Costing	750,000	750,000	\$ -	0.0%
Ontario Focused Intervention Partnership (OFIP) Tutoring	376,376	376,376	\$ -	0.0%
Car Allowance	20,580	20,580	\$ -	0.0%
Mileage & Cellular Phone Provision	664,096	664,096	\$ -	0.0%
Specialist High Skills Major (SHSM)	505,463	505,463	\$ -	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Support Services

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
TDSB Vision Services	424,852	424,852	\$ -	0.0%
Secondary Student Supervisors	1,867,984	1,867,984	\$ -	0.0%
Contracted Child Support Workers	200,000	200,000	\$ -	0.0%
MISA - Managing Information for Student Achievement	66,440	66,440	\$ -	0.0%
TOTAL	\$ 46,183,199	\$ 48,311,453	\$ 2,128,254	4.6%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Curriculum & Accountability

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Coordinators & Resource Teachers Salaries	\$ 5,274,482	\$ 5,274,482	\$ -	0.0%
Coordinators & Resource Teachers Benefits	973,669	973,669	-	0.0%
Mobile Phone Provision	4,365	4,365	-	0.0%
Mileage Expenses	10,000	10,000	-	0.0%
Supplies & Resources				
Religion	39,724	39,724	-	0.0%
Physical Education	86,068	86,068	-	0.0%
Dramatic Arts	14,445	14,445	-	0.0%
Social Studies	11,436	11,436	-	0.0%
Math	19,862	19,862	-	0.0%
Language Arts	45,140	45,140	-	0.0%
Music	56,576	56,576	-	0.0%
French	27,686	27,686	-	0.0%
Visual Arts	22,871	22,871	-	0.0%
Co-operative Education	9,028	9,028	-	0.0%
Ontario Youth Apprenticeship Program	35,163	35,163	-	0.0%
Science & Family Studies	45,742	45,742	-	0.0%
Technological Studies	6,019	6,019	-	0.0%
Business Studies	4,744	4,744	-	0.0%
Curriculum & Accountability	94,083	94,083	-	0.0%
Library	27,084	27,084	-	0.0%
Early Learning Program	7,033	7,033	-	0.0%
Research	102,318	102,318	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Curriculum & Accountability

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Guidance	24,075	24,075	-	0.0%
English as a Second Language	6,019	6,019	-	0.0%
Academic Technology & Computer Studies	25,880	25,880	-	0.0%
Curriculum & Assessment Implementation	142,180	142,180	-	0.0%
TOTAL	\$ 7,115,691	\$ 7,115,691	\$ -	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Staff Development

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Occasional Teacher Salaries & Benefits	\$ 76,250	\$ 76,250	\$ -	0.0%
New Teacher Induction Program (NTIP)	480,709	480,709	-	0.0%
Professional Development Expenditures	67,327	67,327	-	0.0%
TOTAL	\$ 624,286	\$ 624,286	\$ -	0.00%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Success

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Literacy				
Resource Materials	\$ 40,000	\$ 40,000	\$ -	0.0%
Meeting Expenses	59,000	59,000	-	0.0%
Professional Development - Occasional Teachers	225,000	225,000	-	0.0%
Professional Development - Student Success Learning Network	170,000	170,000	-	0.0%
Ontario Secondary School Literacy Test - 200 Days	30,000	30,000	-	0.0%
Conferences (Reading for the Love of it)	35,000	35,000	-	0.0%
Numeracy				
Resource Materials	95,000	95,000	-	0.0%
Meeting Expenses	40,000	40,000	-	0.0%
Professional Development - Occasional Teachers	190,000	190,000	-	0.0%
Professional Development - Student Success Learning Network	190,000	190,000	-	0.0%
Pathways				
Resource Materials	35,000	35,000	-	0.0%
Meeting Expenses	20,000	20,000	-	0.0%
Professional Development - Occasional Teachers	140,000	140,000	-	0.0%
Professional Development - Student Success Learning Network	150,000	150,000	-	0.0%
Special Initiatives	155,619	155,619	-	0.0%
Communications & Marketing	40,000	40,000	-	0.0%
Catholic Community Culture & Caring				
Resource Materials	40,000	40,000	-	0.0%
Meeting Expenses	50,000	50,000	-	0.0%
Professional Development - Occasional Teachers	330,000	330,000	-	0.0%
Special Initiatives	238,060	238,060	-	0.0%
Conferences	100,000	100,000	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Success

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Student Success Teams (SSTs)				
Resource Materials	20,912	20,912	-	0.0%
Meeting Expenses	40,000	40,000	-	0.0%
Professional Development - Occasional Teachers	187,000	187,000	-	0.0%
Supervisory Officer - Approved Days	171,694	171,694	-	0.0%
School Support	15,000	15,000	-	0.0%
Honorariums	10,000	10,000	-	0.0%
Supervisory Officer - Support	10,000	10,000	-	0.0%
Transportation	78,793	78,793	-	0.0%
TOTAL	\$ 2,906,078	\$ 2,906,078	\$ -	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Special Education Departments

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
SPECIAL SERVICES DEPARTMENT				
Special Equipment Amount (SEA)	3,473,015	3,473,015	\$ -	0.0%
Special Services Department	199,368	199,368	-	0.0%
Fees & Services	100,040	100,040	-	0.0%
School Budget Allocations	165,686	165,686	-	0.0%
CURRICULUM SUPPORT UNITS				
North York	6,744	6,744	-	0.0%
Etobicoke	6,744	6,744	-	0.0%
Toronto	6,744	6,744	-	0.0%
Scarborough	6,744	6,744	-	0.0%
Social Worker Services	20,566	20,566	-	0.0%
Deaf & Hard Of Hearing	12,584	12,584	-	0.0%
Care, Treatment & Correctional Facilities	62,214	62,214	-	0.0%
Speech & Language	26,950	26,950	-	0.0%
Gifted Programs	51,744	51,744	-	0.0%
Autism Services	81,258	81,258	-	0.0%
Psychology Services	65,890	65,890	-	0.0%
TOTAL	\$ 4,286,291	\$ 4,286,291	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Mental Health and Well-Being Team

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Office				
Mobile Phones & Parking	\$ 20,500	\$ 20,500	-	0.0%
Supplies, Photocopying, Printing Costs	44,500	44,500	-	0.0%
Resource Support				
Action Team, Symposium, Programs	15,000	15,000	-	0.0%
School Engagement Team Officers (SET) Support	10,000	10,000	-	0.0%
Psychiatric Consultation (APPLE)	16,000	16,000	-	0.0%
Professional Development				
Certification Modules & Workshops	10,000	10,000	-	0.0%
Canadian Safe School Network Conferences	5,000	5,000	-	0.0%
Staff Conferences & Professional Development	10,000	10,000	-	0.0%
Shadow Box Learning Styles	10,500	10,500	-	0.0%
Joint Professional Development (OECTA)	10,000	10,000	-	0.0%
TOTAL	\$ 151,500	\$ 151,500	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Continuing Education

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Adult Credit Diploma (Day/Night)				
Salaries	\$ 2,358,108	\$ 2,158,108	(200,000)	-8.5%
Benefits	159,000	159,000	-	0.0%
Other Expenses	103,000	95,791	(7,209)	-7.0%
Adult Credit Diploma-Msgr Fraser				
Salaries	555,000	555,000	-	0.0%
Benefits	85,000	85,000	-	0.0%
Summer School				
Salaries	6,110,000	6,110,000	-	0.0%
Benefits	360,000	360,000	-	0.0%
Other Expenses	290,000	290,000	-	0.0%
Adult English as a Second Language (ESL) & Citizenship				
Salaries	2,005,000	2,080,000	75,000	3.7%
Benefits	400,000	425,000	25,000	6.3%
Other Expenses	595,000	595,000	-	0.0%
International Languages				
Salaries	4,535,000	4,235,000	(300,000)	-6.6%
Benefits	1,145,000	1,105,000	(40,000)	-3.5%
Other Expenses	45,228	45,228	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Continuing Education

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Language Instruction for Newcomers to Canada (LINC) / Ministry of Training, Colleges & University (MTCU)				
Salaries	2,010,000	2,010,000	-	0.0%
Benefits	500,000	500,000	-	0.0%
Other Expenses	1,341,638	1,259,638	(82,000)	-6.1%
TOTAL	\$ 22,596,974	\$ 22,067,765	(529,209)	-2.3%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Computer Services & Information Technology

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 6,743,302	\$ 6,743,302	-	0.0%
Benefits	1,858,905	1,858,905	-	0.0%
Hardware				
End-User Devices/AV	3,950,265	6,641,754	2,691,489	68.1%
Hosting/IaaS	20,432	20,432	-	0.0%
Infrastructure	808,086	808,086	-	0.0%
Software Fees & Licenses				
Software Maint/Support	2,578,552	2,578,552	-	0.0%
Subscription/SaaS	2,953,384	2,953,384	-	0.0%
IT Services				
Connectivity/Communications	2,319,268	2,319,268	-	0.0%
Other Services	210,197	210,197	-	0.0%
Professional/Advisory/Training	1,302,131	1,302,131	-	0.0%
Staffing	239,054	239,054	-	0.0%
Other				
Car Allowance	24,696	24,696	-	0.0%
Office Supplies and Printing	115,778	115,778	-	0.0%
Other Expenses	8,152	8,152	-	0.0%
Training and Pro Development	117,484	117,484	-	0.0%
Data Analytics Initiative	64,791	64,791	-	0.0%
TOTAL	\$ 23,314,477	\$ 26,005,966	2,691,489	11.5%

	<i>Provincial Funding</i>	<i>Federal Funding ¹</i>	<i>TCDSB Reserve Funding</i>	<i>Total Funding</i>	<i>Pre-Planned Spending</i>	<i>Spending to be Determined / Contingency</i>
Additional Teachers (Applied to smaller cohorts in Kindergarten and "hot spots")	5,654,381	2,557,218	10,000,000	18,211,599	18,211,599	-
Additional Support Costs for Smaller cohorts	-	398,463	3,984,626	4,383,089	4,383,089	(0)
Additional Custodial Staffing / Enhanced Cleaning	2,380,824	339,620	1,015,374	3,735,818	3,362,236	373,582
Remote Learning and Technology Related costs	1,332,191	1,359,298	-	2,691,489	2,636,043	55,446
Masks and Personal Protective Equipment (PPE)	1,860,000	218,660	326,600	2,405,260	2,153,940	251,320
Transportation - Cleaning Protocols/Additional Labour/PPE for drivers	1,271,479	806,291	-	2,077,770	2,077,770	-
Ventilation in Classrooms	2,024,700	-	-	2,024,700	2,024,700	-
Additional Cleaning Supplies	772,510	157,236	799,850	1,729,596	1,556,636	172,960
Emerging Issues General Contingency	-	1,318,279	-	1,318,279	-	1,318,279
Plexiglas desk shields in classes over 15 and Plexiglas barriers for teachers	-	100,000	1,000,000	1,100,000	1,000,000	100,000
Extending the scope for Elementary lunch time Supervisors	-	-	1,080,000	1,080,000	1,080,000	-
Hiring of Additional Child and Youth Workers (CYW) to the supply pool	-	77,048	770,476	847,524	847,524	(0)
Use of Retired Administrators	-	-	816,000	816,000	816,000	-
Additional Support for Special Education	309,524	330,719	-	640,243	640,243	-
Additional Mental Health Supports	440,484	-	-	440,484	440,484	-
Health and Safety Training for Occasional Education Staff (Teachers, EA's, ECE's etc.)	437,064	-	-	437,064	393,358	43,706
Hand Washing Stations and No-touch Sanitizers for school floors without washrooms	-	39,000	390,000	429,000	386,100	42,900
Return to Work Officers	-	325,000	-	325,000	325,000	-
Bike Rack Installation	-	300,000	-	300,000	300,000	-
HVAC Technicians and Maintenance Mechanics	-	250,000	-	250,000	250,000	-
Extending the scope for Secondary School Supervisors	-	-	177,362	177,362	177,362	-
Water Bottles for Students	-	150,000	-	150,000	150,000	-
Hiring of 4 Paralegal Assistants	-	-	105,000	105,000	105,000	-
Outdoor classroom ("tent") - Pilot project	-	115,000	-	115,000	115,000	-
Student Barriers	-	100,000	-	100,000	100,000	-
COVID-19 Initiatives Underway (By Staff initiation, Trustee motion or Provincial mandate)						
Total	16,483,157	8,941,831	20,465,288	45,890,276	43,532,084	2,358,192

¹ "School Reopening Emerging Issues" (total of \$3.8M) funding line item has largely been allocated to previously approved items to enhance these initiatives by 10%

Appendix C



REPORT TO

REGULAR BOARD

2020-21 REVISED BUDGET ESTIMATES NON-INSTRUCTIONAL

"I can do all things through him who strengthens me."

Philippians 4:13

Created, Draft	First Tabling	Review
November 25, 2020	December 10, 2020	Click here to enter a date

D. De Souza, Coordinator of Revenue, Grants and Ministry Reporting

G. Sequeira, Coordinator of Budget Services

P. De Cock, Comptroller of Business Services & Finance

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.



Brendan Browne, PhD
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

As per the requirements set out in the Education Act, TCDSB's revised budget estimates are required to be balanced. The 2020-21 Non-Instructional budget expenditure revised estimates appearing in this report is prepared based on updated enrolment and staffing projections, and calculated Grants for Student Needs (GSN) and Other Priorities and Partnership Funds (PPF) funding projections.

Two budget related reports have been submitted to facilitate Trustees with the opportunity to participate in non-instructional related discussions

The total change from Budget Estimates to Revised Budget Estimates is a deficit of (\$38.1M). Total Revenues in the Revised Budget Estimates is \$1,178.6M and the Expenditures is \$1,218.3M which will result in a net deficit of (\$39.7M).

A high-level comparative summary of operating revenues and expenditures appears below in Table 1.1 and the key contributors to the change appears in Table 1.2

TABLE 1.1	2020-21 Estimates \$M	2020-21 Revised \$M
Operating Revenues	\$1,172.8	\$1,178.6
Less: Operating Expenditures	<u>\$1,174.4</u>	<u>\$1,218.3</u>
Surplus/(Deficit)	\$(1.6)	\$(39.7)
Operating Contingency Reserve	<u>\$1.6</u>	<u>\$39.7</u>
Balanced Budget	\$0.0	\$0.0

TABLE 1.2	
Key Contributors to Change in In-Year Position	\$M
Opening In-Year Surplus/(Deficit)	(1.6)
Net Change to GSN Revenues including Stabilization Funding	(1.6)
Loss of International VISA Student Revenues	(11.6)
Loss of Permits, Rentals and Other Revenues	(5.3)
Covid-19 Related Expenditures previously approved to be funded by TCDSB Reserves	(19.6)
Subtotal of Key Contributors	(38.1)
Closing In-Year Surplus/(Deficit)	(39.7)

Additional costs will result in a \$9.3M increase in the Non-Instructional budget. These additional costs are specifically the result of the COVID-19 Pandemic.

The cumulative staff time required to prepare this report was 10 hours.

B. PURPOSE

1. This report has been prepared for the Board of Trustees to approve the 2020-21 Revised Budget Estimates for Non-Instructional Expenditure Categories.

C. BACKGROUND

1. *Revision of Budget Estimates is usually driven by enrolment changes, but has been heavily impacted by COVID-19 related expenditures for this school year.* The Budget Estimates were due to the Ministry by July 31, 2020 based on projected enrolment data for October 2020 and projected enrolment data for March 2021.

Revised Budget Estimates are due by December 15th, 2020 based on the actual enrolment data as of October 31, 2020 and projected enrolment data for March 31, 2021.

Subsequent changes in enrolment will be submitted throughout the year and any increases/decreases in enrolment will be used in the final Grant

for Student Needs calculations at year-end with a corresponding increase/decrease in revenues.

2. ***The 2020-21 Budget Estimates have already been approved; this report presents minor revisions in comparison to the overall budget.*** The Board of Trustees approved the 2020-21 Budget Estimates at the Regular Board meeting held on July 23, 2020. The 2020-21 Overall Operating Budget Estimates totalled \$1,172.8M and projected an in-year deficit of (\$1.6M).
3. ***The Board of Trustees approved the Audit Committee's recommendation to modify the in-year surplus distribution to Strategic Reserves.*** The Audit Committee recommended, "Given that enrolments have been lost, there is a significant possibility that there will be a drop in Grants for Student Needs (GSN), that the Audit Committee recommend to the Board that the surplus for 2019-2020 be held, to be used to cushion and provide time for any permanent spending reductions for 2021-2022 budget. This excludes the proposed allocation to the IT Infrastructure of \$1.4 million."

D. EVIDENCE/RESEARCH/ANALYSIS

1. The projected expenditure changes in the Non-Instructional expenditure category appear in the table below:

	Non-Instructional Related Expenditure Categories	2020/21 Budget Estimates	Net Change Increase/ (Decrease)	2020/21 Budget Revised Estimates
1	Administration and Governance	27,958	(1,515)	26,443
2	School Operations & Maintenance	101,761	9,462	111,223
3	Transportation	39,662	1,060	40,722
4	Temporary Accommodation	3,436	338	3,774
	Sub-Total Non Classroom	172,817	9,345	182,162

Non-Instructional Related Expenditures Variance Analysis – Additional Details can be referenced in Appendix A of this report.

- 1** Board Administration and Governance category decreased (\$1.5M) due to the transfer of costs to the Para-Professional category.
- 2** School Operations and Maintenance have increased by \$9.5M due to increases in supply caretakers and COVID – 19 pandemic expenses.
- 3** Transportation costs have a net increase of \$1.1M mainly due to the COVID-19 Pandemic Related costs.
- 4** Temporary Accommodation costs have increased by \$0.3M due to increased expenditures related to work on portables.

E. STAFF RECOMMENDATION

That the Board of Trustees approve a Revised 2020-21 Non-Instructional Budget Estimates including a deficit of (\$9.3M), with such deficit to be funded by the Accumulated Operating Contingency Reserve.

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

NON INSTRUCTIONAL

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Director's Office	6,385,549	6,385,549	\$ -	0.0%
Communications	819,156	819,156	\$ -	0.0%
Human Resources	7,548,472	6,033,193	\$ (1,515,279)	-20.1%
Business Administration	5,298,282	5,298,282	\$ -	0.0%
Legal Fees	1,125,000	1,125,000	\$ -	0.0%
Corporate Services	1,360,426	1,360,426	\$ -	0.0%
Employee Relations	1,147,413	1,147,413	\$ -	0.0%
Facilities Services & Planning Services	1,529,212	1,529,212	\$ -	0.0%
Catholic Education Centre	2,621,081	2,621,081	\$ -	0.0%
Transportation	39,661,690	40,721,550	\$ 1,059,860	2.7%
Operations & Maintenance	101,761,098	111,222,957	\$ 9,461,859	9.3%
Other Expenditures	123,771	123,771	\$ -	0.0%
Temporary Accomodation	3,435,732	3,773,704	\$ 337,972	9.8%
TOTAL	\$ 172,816,883	\$ 182,161,294	\$ 9,344,411	5.4%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Director's Office

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Director/Supervisory Officers Salaries	\$ 3,310,122	\$ 3,310,122	-	0.0%
Director/Supervisory Officers Benefits	1,019,187	1,019,187	-	0.0%
Director & Supervisory Officers Professional Development	42,500	42,500	-	0.0%
Director & Supervisory Officers Other Expenses	43,680	43,680	-	0.0%
Office Support Staff Salaries	804,949	804,949	-	0.0%
Office Support Staff Benefits	242,853	242,853	-	0.0%
Trustees & Student Trustees Honorariums	273,008	273,008	-	0.0%
Trustees & Student Trustees Other Expenses	279,490	279,490	-	0.0%
OCSTA Annual Membership Fee	210,978	210,978	-	0.0%
OCSCOA Membership Fees	32,895	32,895	-	0.0%
Director's Office				
Printing	15,000	15,000	-	0.0%
Telephone	2,500	2,500	-	0.0%
Supplies	98,388	98,388	-	0.0%
Contractual Services	10,000	10,000	-	0.0%
TOTAL	\$ 6,385,549	\$ 6,385,549	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Communications

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 575,566	\$ 575,566	-	0.0%
Benefits	173,648	173,648	-	0.0%
Supplies & Services				
Car Allowance	4,116	4,116	-	0.0%
Printing	7,500	7,500	-	0.0%
Telephone	4,000	4,000	-	0.0%
Supplies	54,326	54,326	-	0.0%
TOTAL	\$ 819,156	\$ 819,156	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Human Resources

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 5,078,429	\$ 3,914,352	(1,164,077)	-22.9%
Benefits	1,532,162	1,180,960	(351,202)	-22.9%
Central Temporary Staffing	85,000	85,000	-	0.0%
Summer Help (Temporary Staffing)	85,000	85,000	-	0.0%
Negotiation Costs	125,719	125,719	-	0.0%
New Teacher Induction Program NTIP Provision	50,000	50,000	-	0.0%
Workplace Safety Team Professional Development Fund	50,000	50,000	-	0.0%
Whistle Blower Security	75,000	75,000	-	0.0%
Central Bargaining - OCSTA	43,017	43,017	-	0.0%
Car Allowance	24,696	24,696	-	0.0%
Professional Development	15,000	15,000	-	0.0%
Printing	8,000	8,000	-	0.0%
Telephone	11,406	11,406	-	0.0%
Supplies	97,250	97,250	-	0.0%
Recruitment of Staff	80,000	80,000	-	0.0%
Professional Services	117,811	117,811	-	0.0%
Software Fees & Licensing Fees	69,982	69,982	-	0.0%
TOTAL	\$ 7,548,472	\$ 6,033,193	(1,515,279)	-20.1%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Business Administration

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 3,928,557	\$ 3,928,557	-	0.0%
Benefits	1,185,246	1,185,246	-	0.0%
Supplies & Services				
Materials Management	9,116	9,116	-	0.0%
Payroll Services	28,920	28,920	-	0.0%
Business Services	46,444	46,444	-	0.0%
Printing Services	(100,000)	(100,000)	-	0.0%
Bank Charges & Other Fees	25,000	25,000	-	0.0%
Audit Fees	100,000	100,000	-	0.0%
Employee Expense Reimbursement Software Maintenance	75,000	75,000	-	0.0%
TOTAL	\$ 5,298,282	\$ 5,298,282	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Legal Fees

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Legal Fees & Services - General Corporate & Safe Schools	\$ 150,000	\$ 150,000	-	0.0%
Legal Fees & Services - Employee Relations	625,000	625,000	-	0.0%
Legal Fees & Services - Planning & Facilities	350,000	350,000	-	0.0%
TOTAL	\$ 1,125,000	\$ 1,125,000	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Corporate Services

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 755,137	\$ 755,137	-	0.0%
Benefits	227,825	227,825	-	0.0%
Professional Development	82,700	82,700	-	0.0%
Printing	1,200	1,200	-	0.0%
Telephone	2,000	2,000	-	0.0%
Supplies	26,088	26,088	-	0.0%
Contractual Services	57,861	57,861	-	0.0%
Software Fees & Licensing Fees	3,500	3,500	-	0.0%
Car Allowance	4,116	4,116	-	0.0%
Integrity Commissioner	150,000	150,000	-	0.0%
Parliamentarian	50,000	50,000	-	0.0%
TOTAL	\$ 1,360,426	\$ 1,360,426	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Employee Relations

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 834,188	\$ 834,188	-	0.0%
Benefits	251,675	251,675	-	0.0%
Professional Development	7,500	7,500	-	0.0%
Printing	10,000	10,000	-	0.0%
Telephone	3,000	3,000	-	0.0%
Supplies	13,770	13,770	-	0.0%
Professional Services	19,048	19,048	-	0.0%
Car Allowance	8,232	8,232	-	0.0%
TOTAL	\$ 1,147,413	\$ 1,147,413	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Facilities Services & Planning Services

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 1,134,266	\$ 1,134,266	-	0.0%
Benefits	342,208	342,208	-	0.0%
Supplies & Resources				
Facilities Services Department	12,243	12,243	-	0.0%
Capital Development Department	3,500	3,500	-	0.0%
Planning Department	18,000	18,000	-	0.0%
Development Services	2,995	2,995	-	0.0%
Admissions Department	1,000	1,000	-	0.0%
Facilities Legal Services Department	10,000	10,000	-	0.0%
Capital Planning Capacity Program	5,000	5,000	-	0.0%
TOTAL	\$ 1,529,212	\$ 1,529,212	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Catholic Education Centre

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Custodial Salaries	\$ 418,809	\$ 418,809	-	0.0%
Custodial Benefits	126,355	126,355	-	0.0%
CEC Facility Utilities & Maintenance	600,000	600,000	-	0.0%
CEC Amortization of Previous Building Improvements	1,475,917	1,475,917	-	0.0%
TOTAL	\$ 2,621,081	\$ 2,621,081	-	0.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Transportation

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Administrative Salaries	\$ 1,020,208	\$ 1,060,757	40,549	4.0%
Administrative Benefits	237,913	247,369	9,456	4.0%
Temporary Assistance	50,000	50,000	-	0.0%
Office Supplies & Services	131,900	131,900	-	0.0%
TRANSPORTATION - REGULAR INSTRUCTION				
Excursions for Physically Challenged Students	14,969	14,969	-	0.0%
Ontario Schools Deaf & Blind	94,451	186,993	92,541	98.0%
Regular Home to School	17,357,902	17,357,902	-	0.0%
New Routes & Growth	246,973	-	(246,973)	-100.0%
Student Safety	70,076	70,076	-	0.0%
Safe Schools	14,118	14,118	-	0.0%
Remedial Language	111,622	111,622	-	0.0%
Regular Transit Fares for Scholars & Children	36,114	36,114	-	0.0%
Safe Schools Transit Fares (Scholars)	16,024	16,024	-	0.0%
Summer School	486,444	486,444	-	0.0%
Bilingual Program Transit Fares (Scholars & Children)	32,438	32,438	-	0.0%
Exceptional Circumstances (Tickets)	537,375	517,375	(20,000)	-3.7%
Fuel Escalation Charge Provision	170,000	170,000	-	0.0%
Software Fees & Licenses	180,926	180,926	-	0.0%
Transportation Consortium	150,639	150,639	-	0.0%
COVID 19	-	895,549	895,549	100.0%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Transportation

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
TRANSPORTATION - SPECIAL EDUCATION				
Vision, Hearing & Speech	2,343,357	2,343,357	-	0.0%
Medical & Physically Challenged	9,100,259	9,100,259	-	0.0%
Special Education Transit Fares for Adults	4,869	4,869	-	0.0%
Developmentally Disabled Transit Fares for Scholars	8,346	8,346	-	0.0%
Special Transit Fares for Scholars & Children	256,867	256,867	-	0.0%
Developmentally Disabled	605,847	605,847	-	0.0%
Care & Treatment & Correctional Facilities Programs	1,123,571	1,123,571	-	0.0%
Special Education	4,360,128	4,648,866	288,738	6.6%
Co-operative Education (Special Education & W/C) & Transit Tickets	898,354	898,354	-	0.0%
ONE-TIME TRANSPORTATION SERVICES				
One-time Transportation Services due to New School Construction	\$ -	\$ -	-	0.0%
TOTAL	\$ 39,661,690	\$ 40,721,550	1,059,860	2.7%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Operations & Maintenance

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Salaries	\$ 47,783,741	\$ 49,783,741	2,000,000	4.2%
Benefits	14,672,589	14,672,589	-	0.0%
Utilities	20,285,351	20,285,351	-	0.0%
Insurance	2,650,000	2,650,000	-	0.0%
Professional Development Provision	93,445	93,445	-	0.0%
Printing and Photocopying	4,097	4,097	-	0.0%
Plant Operations Supplies	1,224,713	1,224,713	-	0.0%
Automobile Reimbursement	60,709	60,709	-	0.0%
Travel Expense Allowance	110,166	110,166	-	0.0%
Vehicle Fuel	130,000	130,000	-	0.0%
Repairs-Custodial Equipment	150,000	150,000	-	0.0%
Telephone Expense	106,432	106,432	-	0.0%
Office Supplies and Services	23,097	23,097	-	0.0%
Maintenance Supplies and Services	5,019,174	5,019,174	-	0.0%
Vehicle Maintenance and Supplies	178,000	178,000	-	0.0%
Other Professional Fees (Health & Safety)	181,552	181,552	-	0.0%
Other Contractual Services	8,068,033	7,946,335	(121,697)	-1.5%
COVID-19 Related Expenditures	1,020,000	8,603,556	7,583,556	743.5%
TOTAL	\$ 101,761,098	\$ 111,222,957	9,461,859	9.3%

2020-21 BUDGET EXPENDITURE ESTIMATES BY FUNCTIONAL CLASSIFICATION

Other Expenditures

Expenditures	2020/2021 Estimates	2020/2021 Revised Estimates	Difference	
			\$	%
Parental Involvement Funding	121,771	121,771	-	0.0%
Partnership Development Department - Office Supplies & Services	2,000	2,000	-	0.0%
TOTAL	\$ 123,771	\$ 123,771	-	0.0%



REPORT TO

REGULAR BOARD

NEW TERMS OF REFERENCE FOR THE AFRICAN CANADIAN ADVISORY COMMITTEE

May God Almighty bless you and make you fruitful and increase your numbers until you become a community of peoples. Genesis 28:2-4

Created, Draft

December 3, 2020

First Tabling

December 10, 2020

Review

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

Derek Chen, Superintendent of Equity, Diversity, Indigenous Education and Community Relations

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.



Brendan Browne, PhD
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 presents an updated version of the terms of reference for the African Canadian Advisory Committee (Appendix A). It outlines the process by which they were created and recommends the approval by the Board of Trustees.

The cumulative staff time required to prepare this report was 10 hours

B. PURPOSE

1. To present the revised Terms of Reference for the African Canadian Advisory Committee (Appendix A) and recommend approval by the Board of Trustees.

C. BACKGROUND

1. At the October 8, 2015 Student Achievement meeting, the Board of Trustees passed a motion to establish the African Canadian Advisory Committee along with its Terms of Reference.
2. Using the current Terms of Reference as the basis for revision, the African Canadian Advisory Committee drafted new Terms of Reference to better reflect the priority of dismantling anti-Black racism in the system.
3. The draft Terms of Reference were reviewed by the Legal Department and subsequently presented to the African Canadian Advisory Committee for approval of the draft.
4. A final draft of the Terms of Reference was created on December 3, 2020. (Appendix A)

D. EVIDENCE/RESEARCH/ANALYSIS

1. The revised Terms of Reference for the African Canadian Advisory Committee were developed by using the existing Terms of Reference as a foundation, and includes additional terms that reflect the priority and significance of dismantling anti-Black racism in the system, while fulfilling the unique needs of the African Canadian community.

E. METRICS AND ACCOUNTABILITY

1. The African Canadian Advisory Committee will monitor the effectiveness of the terms of reference as they relate to the fulfilment of the committees' goals and objectives.
2. The Terms of Reference will be reviewed by the committee on a yearly basis.
3. As part of the five-year implementation plan, an annual report to the Board of Trustees will be presented.

F. STAFF RECOMMENDATION

Staff recommends the approval of the revised Terms of Reference for the African Canadian Advisory Committee (Appendix A).

STATEMENT OF PRINCIPLE

The Toronto Catholic District School Board's African Canadian Advisory Committee is committed to advancing the interests of students, parents, staff and stakeholders within the African Diaspora. The group has a strong desire to ensure success in areas of Black student achievement and well-being, Black parental engagement, and Black staff development within the operations of Catholic educational service delivery, based on data that enhances culturally relevant and responsive pedagogical practices. The ACAC believes that the development and implementation of the Ministry of Education's eight (8) Areas of Focus, contained in the Equity and Inclusive Education Strategy, is an appropriate conduit to navigate the challenges of a school board in its attempt to address the needs of the African Diaspora.

Introduction

We are fortified by the knowledge that we are descendants of the original inhabitants of the world, Africans. We claim this glorious ancestry with pride. We are also profoundly aware that the enslavement of our ancestors by Europeans was a brief but hugely significant and impactful aspect of our history. The lasting legacies of the enslavement of our ancestors and their concomitant injuries which include colonization, miseducation, intergenerational trauma and racism, have had a devastating and recurring impact upon us – continental and diasporic Africans.

We therefore acknowledge those of us who came to Canada involuntarily, particularly as a result of the Trans-Atlantic Slave trade. And so, we honor and pay tribute to the ancestors and those of African origin and descent

Toronto Catholic District School Board (TCDSB)
African Canadian Advisory Committee (ACAC)
Terms of Reference

Preamble

The African-Canadian Coalition of Community Organizers (ACCO) is an umbrella organization representing, and open to, a number of groups within the African-Canadian community. Formed in 2012 to address historic anti-Black systemic racism and oppression and the disproportionate killings and incarceration of African Canadian youth, the ACCO engaged School Boards, Ministry of Education and other Ministries and institutions to assist them in dealing with this crisis. The ACCO is convinced that the success of African Canadian youth in the school system and the African Canadian Advisory Committee to the Toronto Catholic District School Board, depends upon special status given to that committee by the TCDSB. In this age of the International Decade of People of the African diaspora, the TCDSB must look carefully and deliberately at the oppressive systems perpetuated within this institution and have clear decisive actions to repair the harm done to members of the African Canadian community within the institution. The TCDSB and the Community as the TCDSB African Canadian Advisory Committee working together to that end, will have an extremely positive impact on the lives of African Canadian youth, and will enhance their ability to become productive citizens contributing to the growth and development of society.

Members of the ACCO first populated the community component of the TCDSB African Canadian Advisory Committee (ACAC) in 2015 and continue the recruitment of community participants on an ongoing basis from not only the ACCO, but from the African Canadian community at large.

The African Canadian Advisory Committee shall have the responsibility for advising the Board of Trustees of the Toronto Catholic District School Board on matters pertaining to the following:

- a) Ensuring a critical analysis and evaluation of the effectiveness of initiatives taken to improve the academic success of students of African Canadian heritage;
- b) Assisting in the implementation and advancement of best practices annually adjusting to community concerns and recommendations, to foster equitable educational outcomes and greater student achievement for students of African Canadian heritage;
- c) Expecting the TCDSB to commit resources and support to improve student success in the African Canadian community;
- d) Providing educational programming and advocacy that positively and proactively links African Canadian families to the education system;
- e) Furthering support and enhancing African Canadian heritage, history and arts within the many different ethno-cultural groups represented within TCDSB;

- f) To work in partnership with African Canadian groups and other ethno-cultural organizations in supporting equity and diversity within Catholic social teachings; and
- g) Reviewing the effectiveness of applied strategies and amend, where necessary, to address current realities for effective system-wide improvement.

5 Year Implementation Plan

In all actions taken in the implementation Plan, Board staff and the community component of the ACAC shall work together to develop and carry out activities. When necessary, Board staff will carry out specific duties as assigned by the Director.

Year 1: 2020-2021

- Distribute the 5-year implementation plan throughout TCDSB
- Schedule in-services on combatting Anti-Black Racism for all staff
- Engage local parent committees to apprise and educate on combatting Anti-Black Racism
- Develop and implement culturally relevant and responsive pedagogical modules to improve African Canadian student achievement and well-being
- Promote the development and implementation of the Ministry of Education's Equity and Inclusive Education Strategy – 8 Areas of Focus – for system-wide reform.
- Inform student, staff and parent stakeholder of progress by way of a semi-annual newsletter, inclusive of contact person(s) to resolve issues
- Development of an African Canadian Staff Association
- Development of an African Canadian Parent Association in Catholic Education

Year 2: 2021-2022

- Conduct an evaluation of Year 1 activities, inclusive of outcomes involving scheduled in-services (participant evaluations) for student, staff and community stakeholders
- Develop a Report to Board (Trustees), inclusive of outcomes of Year 1 activities, through assessment and evaluation, as well as the development and implementation of the 8 Areas of Focus, and adjusted plan for change, and obtain approval
- Share Report to Board on system-wide communication devices.
- Share Report to Board with parent stakeholders by way of a townhall meeting
- Continue to develop and implement culturally relevant and responsive pedagogical modules to improve African Canadian student achievement and well-being.

- Explore, determine, implement and enhance strategies for system-wide improvement and reform.
- Inform student, staff and parent stakeholders of progress by way of a semi-annual newsletter, inclusive of contact person(s) to resolve issues

Year 3: 2022-2023

- Continue and expand the initiatives of Year 2
- Develop a Report to Board (Trustees), inclusive of outcomes of Year 2 activities, through assessment and evaluation and adjusted plan for change, and obtain approval
- Share Report to Board on system-wide devices
- Share Report to Board with parent stakeholders by way of a townhall meeting
- Continue to develop and implement culturally relevant and responsive pedagogical modules to improve African Canadian student achievement and well-being.
- Schedule and implement the following conferences to provide feedback on system-wide progress and development: a) Student Conference b) Staff Conference c) Parent and Stakeholder Conference
- Inform student, staff and parent stakeholders of progress by way of a semi-annual newsletter, inclusive of contact(s) to resolve issues

Year 4: 2023-2024

- Continue and expand the initiatives of Year 3
- Develop a Report to Board (Trustees), inclusive of outcomes of Year 3 activities, through assessment and evaluation, and adjusted plan for change, and obtain approval
- Share Report to Board on system-wide devices
- Share Report to Board with parent stakeholders by way of a townhall meeting
- Continue to develop and implement culturally relevant and responsive pedagogical modules to improve African Canadian student achievement and well-being.
- Inform student, staff and parent stakeholders of progress by way of a semi-annual newsletter, inclusive of contact(s) to resolve issues

Year 5: 2024-2025

- Review the effectiveness and outcomes of Years 1-4 by way of an evaluation
- Revise, modify and conduct a system review

- Develop a Report to Board (Trustees) with outcomes inclusive of system-wide evaluations, and adjusted plan for change, and obtain approval
- Share Report to Board by way of system-wide devices
- Share Report to Board with parent stakeholders by way of a townhall meeting
- Continue to develop and implement culturally relevant and responsive pedagogical modules to improve African Canadian student achievement and well-being.
- Schedule a 2025-2030 5-Year Plan with the above implementation steps
- Inform student, staff and parent stakeholders of progress by way of a semi-annual newsletter, inclusive of contact(s) to give their input on future activities and resolve issues.

Composition of African Canadian Advisory Committee

The African Canadian Advisory Committee (ACAC) shall be comprised of twenty (18) appointed members and all Community positions are voluntary.

Board Representatives (9)

- 1 Trustee
- 1 Superintendent of Equity and Inclusive Education
- 1 Human Rights Advisor
- 1 African Canadian Community Relations Officer
- 3 African Canadian Academic Staff
- 2 African Canadian TCDSB Secondary Students

Community Representatives (9)

- 2 Members from the ACCO
- 2 Members from the African Canadian Community at large
- 1 African Canadian TCDSB graduate
- 1 Current TCDSB Parent of African descent
- 3 Members from the African Canadian Diasporic organizations

N.B. In the event of a tied vote on business arising, the Director of Education (or designate) shall act.

Leadership and Guidance

The African Canadian Advisory Committee shall have a TCDSB Co-Chairperson and a Community Co-Chairperson to ensure due process, leadership and effective functioning of the Committee. Agendas will be prepared by the co-chairs.

Terms of Service

All members of the TCDSB African Canadian Advisory Committee shall have a maximum appointment of two consecutive terms: the first term for two years and the second for three years to provide an overlap of knowledge and experience as sanctioned of this Committee. In the event that a Member is absent without just cause for three consecutive meetings, the Committee shall determine a replacement for said Member.

The Committee shall meet for a minimum of eight (8) times per school year at the discretion of Committee Members in accordance with the designated goals and objectives and at a time convenient to the community component of the committee. Committee Meetings will either be in person or by tele-conferencing. Quorum for Committee Meetings will be 50% plus one of the Committee Members. The assigned staff shall meet with Members of the Committee, as often as necessary, in order to achieve the objectives arising from action plans.

Reporting Responsibilities

The TCDSB African Canadian Advisory Committee shall be accountable to the TCDSB and the African Canadian Community by providing reports and information on the outcomes of their work, inclusive of an Annual Work Plan presented to the Board of Trustees.



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

MONTHLY PROCUREMENT APPROVALS

“What you heard from me, keep as the pattern of sound teaching, with faith and love in Christ Jesus. Guard the good deposit that was entrusted to you—guard it with the help of the Holy Spirit who lives in us.”

2 Timothy 1:13-14

Created, Draft	First Tabling	Review
November 13, 2020	December 10, 2020	Click here to enter a date
D. Reid, (Acting) Coordinator of Material Management V. Artuso, (Acting) Purchasing Manager P. De Cock, Comptroller of Business Services & Finance		
RECOMMENDATION REPORT		

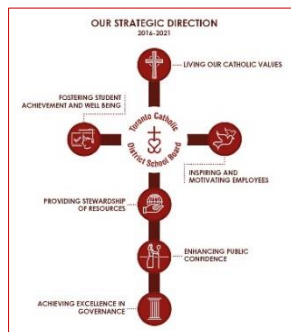
Vision:

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Brendan Browne
Director of Education

D. Koenig
Associate Director
of Academic Affairs

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

A. EXECUTIVE SUMMARY

As required by the TCDSB Purchasing Policy (FP.01), the Board of Trustees approve any procurement activity/awards in excess of \$50,000. This report submits to the Board of Trustees all procurement activity/awards in excess of \$50,000 subsequent to **November 12, 2020** for review and approval, and further reports will be prepared on a monthly basis for the Corporate Services, Strategic Planning and Property Committee.

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

B. PURPOSE

1. This report responds to a TCDSB Purchasing Policy regulation requiring Board of Trustees approval for any procurement activity/award equal to or greater than \$50,000.

C. BACKGROUND

1. The Board Purchasing Policy FP01 provides delegation of authority to the Director of Education to approve the award of all contracts and expenditures not to exceed a threshold of \$50,000 where the Board of Trustees has approved the budget, project or report.
2. In order to facilitate procurement activity and/or awards in excess of the \$50,000 limit, this report recommends approval for the attached list of procurement requisitions and/or awards.

D. EVIDENCE/RESEARCH/ANALYSIS

1. A complete listing and description of procurement requisitions and/or awards appears in **Appendix A**.

E. CONCLUDING STATEMENT

That the Board of Trustees approve all procurement activities/awards listed in Appendix A.

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
1	School Boards' Cooperative Inc. Award	School Boards' Cooperative Inc.	New Procurement Award	Onsite Consulting services for Human Resources	\$280,000.00
2	St. Maurice Catholic School Interior Stair Repairs and Replacement Contractor Award and Budget Increase	Martinway Contracting Ltd.	New Procurement Award ———— Budget Increase	Interior Stair repairs and replacement of staircases A, B, C & D at St Maurice Catholic School.	\$151,584.00 ———— \$55,745.98
3	Annual 2020 Drinking Water Lead Sampling and Analysis	S2S Environmental Inc.	New Procurement Award	Drinking Water Lead Sampling and Analysis	\$55,500.00
4	Purchase of Dell Chromebooks through SEA	Dell Canada	New Procurement Award	Acquisition of 1000 DELL Chromebooks in support of individual assistive technology claims	\$598,980.00
5	Purchase of Apple IPADS through SEA	Apple Canada	New Procurement Award	Purchase of 100 Apple Ipad in support of student claims through Special Equipment Amount funding	\$63,950.00
6	Dell Chromebooks Purchase for Student Device Needs	Dell Canada	Modification to Existing Award	Purchase of 2600 Dell Chromebooks and Google Chrome licenses	\$1,163,500.00

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
7	Apple iPad Purchase for Student Device Needs	Apple Canada	Modificaiton to Exisging Award	Purchase 400 iPads with Cellular, and 400 iPad cases for Student Need Devices	\$245,600.00
8	SAP 2021 Annual Software Maintenance	SAP Canada	Information on existing award	Annual Software Fees SAP's ERP 6.0 software application	\$1,077,211.53
9	International Languages Elementary Workbooks	Gilmore Printing	New Procurement Award	Annual order of International Languages Elementary student workbooks for Italian, Spanish and Portuguese	\$93,295.35
10	Mary Ward HVAC Retro-Commissioning Contractor Award	Active Mechanical	New Procurement Award ———— Budget Increase	Energy conservation measures (retro-commissioning), air and water balancing, and commissioning of the HVAC system at St. Mary Ward CS	\$459,900.00 ———— \$444,575.53
11	St. Thomas More Catholic School PA System Upgrade Budget Increase and Contractor Award	CEC Electric Limited	New Procurement Award ———— Budget Increase	Award of a construction contract for the upgrade of the Public Address, Master Clock and Gym Sound System	\$152,000.00 ———— \$34,025.76

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
12	Request for SEA Bridges Training 20-21	Bridges Canada	New Procurement Award	On-going training for students/staff new to devices purchased through Special Equipment Amount (SEA) for students to access curriculum	\$500,000.00
13	Water Treatment Program Contract Award	Rochester Midland Canada Corporation	New Procurement Award	Monthly preventative maintenance chemical water treatment program for the boilers at all sites	\$220,000.00
14	Cisco SmartNet Maintenance	Long View Systems	New Procurement Award	Cisco SmartNet maintenance is required in order to access software updates, hardware and software technical support for the Cisco networking equipment	\$315,000.00
15	Portable Site Work at Christ the King Catholic School	Bevcon Construction & Paving Ltd.	New Procurement Award	Unit Price asphalt paving for site work necessary for portable classroom placement	\$57,000.00
16	Additional Student Barriers and Clips Covid-19 Emergency Purchase	Schoolhouse Products	Modification to Existing Award	Due to COVID-19 Emergency response, additional units were purchased under the existing unit-price contract	\$92,513.75
17	Many Gifts - Nelson Social Studies Resource (Grades 2 – 5 @ St. Anne Catholic Academy)	Nelson Education Ltd.	New Procurement Award	Many Gifts is a social studies e-text published by Nelson. This resource contains Catholic content and the hardcover text is already in use in TCDSB schools.	\$120,528.00

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
18	Math Up Classroom for grade 4 and 5 @ St. Anne Catholic Academy	Rubicon Publishing Inc	New Procurement Award	MathUP School already exists in 32 TCDSB elementary schools, which is Principal led. MathUP Classroom is a teacher application for use with students.	\$84,579.00
19	Gizmos System Wide License Grades- 7-12	ExploreLearning	New Procurement Award	The vendor is providing an 18month license for Mathematics, Science and Special Education Resource for Gr 7-12	\$112, 000.00
20	Pearson Mathology/Mathologie (Mathematics resource for Kindergarten - Grade 3 @ St. Anne Catholic Academy) and Pearson Literacy Portal – Spark Reading (Literacy Resource for Kindergarten to Grade 5 @ St. Anne Catholic Academy)	Pearson Canada	New Procurement Award	Pearson Mathology/Mathologie is an existing hard copy resource used in TCDSB schools. Pearson Literacy Portal/Spark Reading publishers of TCDSB's existing running record collection (Active Young Readers).	\$135,200.00



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	School Board Cooperative Inc. Consulting Award
Report #	
Division	Human Resources
SO/Executive	A. Della Mora, Executive Superintendent of Education, Human Resources
Initiator/Requestor	M. Harrison, Senior Coordinator, Human Resources
Report Type	Information on existing award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$280,000.00
Term Start Date	September 1, 2020	Term End date	August 31, 2021

3. Description of Goods/Service or Change

November 2017 – March 31, 2021 – contract period

- SBCI provides onsite Consulting services (which includes but is not limited to training, development of DM program, policies, procedures, processes and guidance on complex claim management, etc.) for the SLD department (4 days per week)

December 2, 2019 – January 2, 2021 – contract period

- SBCI provides training and support services related to WSIB claims reporting (16 hours per month)
- SBCI represents TCDSB at WSIB and WSIAT hearings and assists with written appeals

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	n/a
Name of Recommend Vendor/Bidder	School Board Cooperative Inc.
Winning Bid Value (exclude all Taxes)	\$280,000.00
Budget Source	
Budget Source approval (Report & Date)	
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board approve the award of a contract to School Board Cooperative Inc. in the amount of \$280,000.00 plus HST.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	St. Maurice Catholic School Interior Stair Repairs and Replacement Contractor Award and Budget Increase
Report #	Ren 2019 177
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent Capital Development, Asset Management and Renewal
Initiator/Requestor	J. Directo, Supervisor, Renewal
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #	T-059-20	Value (exclude all taxes)	\$151,584.00
Term Start Date	December 4, 2020	Term End date	May 31, 2021

3. Description of Goods/Service or Change

Interior Stair repairs and replacement of staircases A, B, C & D at St Maurice Catholic School.

4. Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	9
Name of Recommended Vendor/Bidder	Martinway Contracting Ltd.
Winning Bid Value (exclude all Taxes)	\$151,584.00
Budget Source	2018-2019 School Renewal Plan
Budget Source approval (Report & Date)	Ren 2018 182 – June 13, 2019
New/Under/Over Budget	Budget Increase required

5. Formal Award Recommendation

1. That a contract be awarded to Martinway Contracting Ltd. in the amount of \$151,584.00, plus net HST of \$3,274.21, for a total of \$154,858.21, for the interior stair repairs and replacement at St. Maurice Catholic School.

Project Funding Update

Note: Complete this page for any purchasing awards need that have impact on a project budgets or delete page if not required for report.

Funding Statement

St. Maurice Catholic School - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$126,248.00
Construction Cost	\$154,858.21	
Consulting Fees	\$5,423.67	
Consulting Fee Increase	\$1,532.40	
Technical Development Allowance	\$4,855.70	
Contingency Allowance	\$15,324.00	
Total Project Cost		\$181,993.98
Balance		(\$55,745.98)

Project Budget Change Needed?	Yes
Budget Change Amount	\$55,745.98

Formal Budget Change Recommendation

1. That a revised project budget of \$181,993.98 be approved, to cover a funding shortfall of \$55,745.98.
2. That a Consulting fee increase in the amount of \$1,532.40, incl. net HST, for Bluegrove Consulting Inc. is included in the revised project budget.
3. That a Technical Development allowance of \$4,855.70 and a Contingency Allowance of \$15,324.00 are included in the project budget.
4. That the funds for this project be made available from the School Renewal Grant from the 2018-2019 School Renewal Plan.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Annual 2020 Drinking Water Lead Sampling and Analysis
Report #	
Division	Human Resources
SO/Executive	A. Della Mora, Executive Superintendent, Human Resources
Initiator/Requestor	M. Radic, Occupational Health and Safety Manager
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #	RFQ-003-21	Value excluding taxes	\$55,500.00
Term Start Date	November 23, 2020	Term End date	January 31, 2021

3. Description of Goods/Service or Change

Regulation O. Reg. 243/07, under the Ontario Safe Drinking Water Act requires schools to test their water for lead annually. Legislation is prescriptive with respect to the methods for sample collection including methods, documentation and chain of custody.

Legislation requires that the annual testing occur each year, before October 30. However, due to Covid-19, the Occupational Health and Safety Department has had to delay the start of this project as priorities have shifted significantly. The Ministry of Environment has been consulted and the Board has been advised to complete the sampling as soon as possible.

A Request for Quick Quote was issued to OECM suppliers for this project for all schools. The services to be rendered by the vendor would include all equipment supplies, shipping, processing and laboratory analysis costs, with a project completion date of December 20, 2020.

Two submissions were received – ECOH Environmental and S2S Environmental Inc.

One (1) Declined – Maple Environmental Inc.

Two other firms asked questions but did not submit bids – Safetech Environmental Limited and T. Harris Environmental Management

Bid submissions were evaluated by a team composed of staff from the Occupational Health and Safety Department and Materials Management Department, based on the following criteria: 1) Price 2) Written Action Plan 3) Proof of Accreditation for the Laboratory 4) WSIB Certification and 4) Insurance Certification.

S2S Environmental was the low compliant bidder.

4. Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	2
Name of Recommend Vendor/Bidder	S2S Environmental Inc.
Winning Bid Value + Net HST	\$55,500 + HST
Budget Source	Cost Centre # 841126
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award the low compliant bidder, S2S Environmental the contract for lead testing services in the amount of \$55,500.00 + HST.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Purchase of Dell Chromebooks through SEA November 2020
Division	Special Services
SO/Executive	M. Meehan, Special Services Superintendent
Initiator/Requestor	D. Reid, Principal Special Services
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #		Value excluding taxes	\$598,980.00
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

Rationale for purchase of 1000 Dell Chromebooks in support of student claims through Special Equipment Amount funding in the amount of \$598,980.00 plus NET HST:

As per SEA Ministry Guidelines (2019-20) - PPA and Claims-Based Funding:

It is expected that equipment will be initiated, replaced or upgraded as needed to accommodate changes in students' needs, due to changing technology, and/or to better meet the students' strengths and needs as documented in the current IEP. (p.5)

Given the pivot to virtual learning and the completion among Boards for device stock, this additional purchase will allow us to fulfill existing SEA claims and meet the needs of claims currently under review for the current school year. Claims are received on a continuous intake basis as student needs arise. Note the new quote includes imaging and delivery to schools directly from the vendor.

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	n/a
Name of Recommend Vendor/Bidder	Dell Canada
Winning Bid Value + Net HST	\$598,980.00
Budget Source	771 SEA
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

It is recommended to Board that the acquire 1000 DELL Chromebooks in support of individual assistive technology claims, purchased through DELL Canada with funding to come through SEA (Special Equipment Amount) be approved at a cost of \$598,980.00 plus net HST.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Purchase of Apple IPADs through SEA November 2020
Division	Special Services
SO/Executive	M. Meehan, Special Services Superintendent
Initiator/Requestor	D. Reid, Principal Special Services
Report Type	New procurment award

2. Tender/RFP Information

RFP/Tender #		Value excluding taxes	\$63,950.00
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

Rationale for purchase of 100 Apple Ipads in support of student claims through Special Equipment Amount funding in the amount of \$63,950.00 plus NET HST

As per SEA Ministry Guidelines (2019-20) - PPA and Claims-Based Funding:

It is expected that equipment will be initiated, replaced or upgraded as needed to accommodate changes in students' needs, due to changing technology, and/or to better meet the students' strengths and needs as documented in the current IEP.

Given the pivot to virtual learning and the completion among Boards for device stock, this additional purchase will allow us to fulfill existing SEA claims and meet the needs of claims currently under review for the current school year. Claims are received on a continuous intake basis as student needs arise. Note the new quote includes imaging and delivery to schools directly from the vendor.

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Apple Canada
Winning Bid Value + Net HST	\$63,950.00 + HST
Budget Source	771 SEA
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

It is recommended to Board that the acquire 100 APPLE Ipads in support of individual assistive technology claims, purchased through Apple Canada with funding to come through SEA (Special Equipment Amount) be approved at a cost of \$63,950.00 plus net HST.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Dell Chromebooks Purchase for Student Device Needs
Report #	
Division	ICT Services Division
SO/Executive	O. Malik, Acting Chief Information Officer
Initiator/Requestor	B. Tari, Senior Manager, Field Technical Support & Software Deployment J. Di Fonzo, Senior Coordinator, IT Infrastructure & Operations
Report Type	Modification to existing award

2. Tender/RFP/RFQ Information

RFP/Tender #	N/A	Value (exclude all Taxes)	\$1,163,500.00
Term Start Date	March 1, 2017	Term End date	November 1, 2023

3. Description of Goods/Service or Change

<p>Purchase of 2600 Dell Chromebooks and Google Chrome licenses. Dell Canada to provide setup, configuration and delivery services for the distribution of Student Device Needs to students. The Board is already under contact with Dell under a province wide OEMC contract. This purchase is an additional spend under the existing contract.</p>
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4. Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	N/A
Name of Recommend Vendor/Bidder	Dell Canada
Winning Bid Value (exclude all Taxes)	\$1,163,500.00
Budget Source	ICT Services Division – operations budget
Budget Source approval (Report & Date)	Email approval from A.D. Business and CFO; Associate Director of Education, Academic Services; and Director of Education to Acting CIO dated October 29, 2020 under the Emergency Provisions of the Purchasing Policy
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

To use existing contract with Dell Canada to purchase an additional 2,600 Dell Chromebooks, Google Chrome licenses along with setup, configuration and logistics services at a cost of \$1,163,500.00 + HST.

\$500,000 will be funded from the ICT Infrastructure Reserve budget.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Apple iPad Purchase for Student Device Needs
Report #	
Division	ICT Services Division
SO/Executive	O. Malik, Acting Chief Information Officer
Initiator/Requestor	B. Tari, Senior Manager, Field Technical Support & Software Deployment J. Di Fonzo, Senior Coordinator, IT Infrastructure & Operations
Report Type	Modification to existing award

2. Tender/RFP/RFQ Information

RFP/Tender #	N/A	Value (exclude all Taxes)	\$245,600.00
Term Start Date	November 9, 2020	Term End date	N/A

3. Description of Goods/Service or Change

To purchase 400 iPads with Cellular, and 400 iPad cases for Student Need Devices. The Board is already under contact with Apple to supply iPads.

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	N/A
Name of Recommend Vendor/Bidder	Apple Canada
Winning Bid Value (exclude all Taxes)	\$245,600.00
Budget Source	ICT Services Division – operations budget
Budget Source approval (Report & Date)	Email approval from A.D. Business and CFO; Associate Director of Education, Academic Services; and Director of Education to Acting CIO dated October 29, 2020 under the Emergency Provisions of the Purchasing Policy
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

<p>To use existing contract with Apple Canada to purchase 400 iPads with cases to address Student Device Needs at a cost of \$245,600.00 + HST.</p>



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	SAP 2021 Annual Software Maintenance Invoice
Division	ICT Services Division
SO/Executive	O. Malik, Acting Chief Information Officer
Initiator/Requestor	M. Santucci, Senior Coordinator, Student Systems & ICT
Report Type	Information on existing award

2. Tender/RFP Information

RFP/Tender #		Value excluding taxes	\$1,077,211.53
Term Start Date	January 1, 2021	Term End date	December 31, 2021

3. Description of Goods/Service or Change

SAP's ERP 6.0 software application is used to manage the Board's finance, purchasing, human resources, payroll, capital projects, and plant maintenance processes at schools and administrative offices. SAP Enterprise Support (maintenance) includes the delivery of software support packages, hotfixes, new software releases, remote assistance, installation verification, support, remote support, and SAP's online software services.

Most importantly, the maintenance agreement provides software changes to comply with statutory regulations in Ontario and Canada, including sales taxes, personal taxes, T4s and records of employment. The Board cannot continue to use SAP software without an on-going maintenance support agreement, e.g., 2019 T-4s cannot be produced without a maintenance contract for 2021. Annual SAP Enterprise Support maintenance fees have not changed for TCDSB for the last 3 years.

4. Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	n/a
Name of Recommend Vendor/Bidder	SAP Canada
Winning Bid Value + Net HST	\$1,077,211.53
Budget Source	ICT Services Division - Operations budgets
Budget Source approval (Report & Date)	2020-21 Budget Estimates – Overall and Instructional 2020-21 Budget Estimates – Non-Instructional July 23, 2020
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That approval be given for the renewing of the Board's annual maintenance agreement with SAP Canada for its SAP software for the period **January 1, 2021, to December 31, 2021**, for **\$1,077,211.53** plus net HST (2.16%) of **\$23,267.77** for a total of **\$1,100,479.30**. Funds for this expenditure have been included in the 2019-2020 operating expenditure budget.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	International Languages Elementary Workbooks
Report #	
Division	Curriculum Leadership & Innovation
SO/Executive	L. Di Marco, DiMarco, Superintendent, Curriculum Leadership & Innovation
Initiator/Requestor	M. Sequeira, Coordinator, International Languages, Parent Engagement and Community Outreach
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$93,295.35
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

Annual order of International Languages Elementary student workbooks for Italian, Spanish and Portuguese

Quotation 20-2535: Italian Split Books - 7 different 500 copies of each Repeat from L2507

2) Quotation 20-2536 A: Portuguese Books Repeat from L2516

3) Quotation 20-2546: Spanish Books

4) Quotation 20-2550 a: Italian Books - 9 different

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	n/a
Name of Recommend Vendor/Bidder	Gilmore Printing
Winning Bid Value (exclude all Taxes)	\$93,295.35
Budget Source	
Budget Source approval (Report & Date)	
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award the Annual order of International Languages Elementary student workbooks for Italian, Spanish and Portuguese to Gilmore Printing in the amount of \$93,295.35 + HST.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Ren 2020 009 Mary Ward HVAC Retro-Commissioning Contractor Award
Report #	Ren 2020 009
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	H. Akhlaq, Project Supervisor, Renewal
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #	T-090-20R	Value (exclude all Taxes)	\$459,900.00
Term Start Date	December 9, 2020	Term End date	March 1, 2021

3. Description of Goods/Service or Change

Energy conservation measures (retro-commissioning) involving installation of Variable Frequency Drives (VFD), refurbishment of Variable Air Volume (VAV) terminals, air and water balancing, and commissioning of the HVAC system at St. Mary Ward CS.

The original scope of work consisted of installation of VFD's only, however a detailed engineering study has revealed further HVAC deficiencies that require attention in order to achieve the targeted energy savings. As a result a project budget increase is required.

4. Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	8
Name of Recommended Vendor/Bidder	Active Mechanical
Winning Bid Value (exclude all Taxes)	\$459,000.00
Budget Source	School Renewal Allocation
Budget Source approval (Report & Date)	Ren 2019 002 (Oct 10, 2019)
New/Under/Over Budget	Budget Increase required

5. Formal Award Recommendation

1. That a contract be awarded to Active Mechanical to employ energy conservation measures (retro-commissioning) involving installation of VFDs, refurbishment of VAVs, air and water balancing, and commissioning of the HVAC system at St. Mary Ward Catholic School in the amount of \$459,900.00, plus net HST of \$9,933.84, for a total cost of \$469,833.84
2. That consultant's fee be revised to \$23,491.69 (incl. net HST) @ 5% of the construction cost and later adjusted based upon the final construction cost of the project.
3. That a Technical Development Allowance of \$5,000.00 and a Contingency Allowance of \$75,000.00 be included in the project budget.
4. That the funding for this project be made available from the School Renewal Allocation for 2019-2020.

Project Funding Update

Note: Complete this page for any purchasing awards need that have impact on a project budgets or delete page if not required for report.

Funding Statement

St. Mary Ward CS - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$128,750.00
Construction Cost	\$469,833.84	
Consulting Fees (@ 5% of construction)	\$23,491.69	
Technical Development Allowance	\$5,000.00	
Contingency Allowance	\$75,000.00	
Total Project Cost		\$573,325.53
Balance		(\$444,575.53)

Project Budget Change Needed?	Yes
Budget Change Amount	\$444,575.53

Formal Budget Change Recommendation

That the project budget of \$128,750.00 approved in the Renewal Plan be increased to \$573,325.53 to cover a budget shortfall of \$444,575.53 to complete the energy conservation project at St. Mary Ward Catholic School.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Ren 2020 020 St. Thomas More Catholic School PA System Upgrade Budget Increase and Contractor Award
Report #	Ren 2020 020
Division	Capital Development, Asset Management and Renewal
SO/Executive	D. Friesen, Superintendent, Capital Development, Asset Management and Renewal
Initiator/Requestor	D. Thompson, Supervisor, Renewal
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #	T-086-20	Value (exclude all Taxes)	\$152,000.00
Term Start Date	December 9, 2020	Term End date	March 31, 2021

3. Description of Goods/Service or Change

Award of a construction contract for the upgrade of the Public Address, Master Clock and Gym Sound System at St Thomas More Catholic School.

A budget increase is required.

Renewal Project ID # 4505.0011

4. Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	7
Name of Recommended Vendor/Bidder	CEC Electric Limited
Winning Bid Value (exclude all Taxes)	\$152,000.00
Budget Source	School Condition Improvement Grant
Budget Source approval (Report & Date)	Ren 2018 175 – September 30, 2019
New/Under/Over Budget	Budget Increase required

5. Formal Award Recommendation

That a contract be awarded to CEC Electric Limited to upgrade the Public Address, Master Clock and Gym Sound System at St. Thomas More Catholic School in the amount of \$152,000.00 plus net HST of \$3,283.20 for a total of \$155,283.20.

Project Funding Update

Note: Complete this page for any purchasing awards need that have impact on a project budgets or delete page if not required for report.

Funding Statement

St. Thomas More - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$150,000.00
Construction Amount	\$155,283.20	
Consulting Fees	\$6,742.56	
Technical Development Allowance	\$7,000.00	
Contingency Allowance	\$15,000.00	
Total Project Cost		\$184,025.76
Balance		(\$34,025.76)

Project Budget Change Needed?	Yes
Budget Change Amount	\$34,025.76

Formal Budget Change Recommendation

1.	That the budget be increased from \$150,000.00 to \$184,025.76 to account for a budget shortfall of \$34,025.76.
2.	That a Technical Development allowance of \$7,000 and a contingency allowance of \$15,000 be included in the project budget.
3.	That the funds for this project are allocated in the School Renewal Program, under the School Condition Improvement Grant.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Request for SEA Bridges Training 2020-21
Report #	
Division	Special Services
SO/Executive	M. Meehan, SO Special Services
Initiator/Requestor	D. Reid, Principal Special Services
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$500,000.00
Term Start Date	December 1, 2020	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

On-going training for students/staff new to devices purchased through Special Equipment Amount (SEA) for students to access curriculum. (Open purchase order)

The Special Equipment Amount provides assistive technology to special needs students to allow them to access the curriculum. The provision of the technology is upon the recommendation of a qualified professional (e.g. Speech Language Pathologist, Psychologist) who deems the device essential for the student to successfully access curriculum. In tandem with the purchase of the device and any required peripherals is an allowance for up to three sessions of student training. This training is coordinated through the Special Services Department and provided by Bridges Canada. It is provided on an ongoing basis through the school year across the system to the students and the staff who support them.

SEA Guidelines to support purchase:

The SEA Equipment Amount (SEA) provides funding to school boards to assist with the costs of equipment (i.e., computers, software, robotics, computing-related devices, etc.) essential to support students with special education needs. This equipment is to provide students with accommodations that are directly required and essential to one or more of the following: attending school, accessing the Ontario Curriculum, accessing a board determined alternative program and/or course.

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Bridges Canada
Winning Bid Value (exclude all Taxes)	\$500,000.00
Budget Source	771
Budget Source approval (Report & Date)	
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

Special Services recommends the awarding of the procurement request to purchase SEA training from Bridges Canada to the value of \$500,000.00 excluding all taxes to ensure continued delivery of training support to special needs students who use an SEA funded device to access curriculum.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	TCDSB Water Treatment Program Contract Award
Report #	Mai 2020 010
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	K. Elgharbawy, Senior Coordinator, Innovation & Service Delivery
Report Type	New procurement award

2. Tender/RFP Information

RFP/Tender #	T – 089 – 20	Value excl. all taxes	\$220,000.00
Term Start Date	September 1, 2020	Term End date	August 31, 2022

3. Description of Goods/Service or Change

Monthly preventative maintenance chemical water treatment program for the boilers at all sites in the Toronto Catholic District School Board.

The service provides comprehensive chemical treatment, analysis, monitoring for the protection and control against scaling, corrosion and bacterial growths for the systems.

The Program employs a blend of advanced scale and corrosion inhibiting chemicals, along with bactericide and biocide, to protect water-based heating or cooling systems from damage and failure.

4. Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	3
Name of Recommended Vendor/Bidder	Rochester Midland Canada Corporation
Winning Bid Value excluding all taxes	\$220,000.00
Budget Source	Maintenance 2020/2021 Budget
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

5. Formal Award Recommendation

1. That a contract be awarded to Rochester Midland Canada Corporation for the monthly water treatment for the boilers at all sites in the Toronto Catholic District School Board for the amount of:

Year 1 - \$100,000.00 plus net HST in the amount of \$2,160.00 for the total amount of \$102,160.00,
Year 2 - \$120,000.00 plus net HST in the amount of \$2,592.00 for the total amount of \$122,592.00.
2. That funds for this contract are made available from the 2020-2021 Maintenance Budget.



Procurement Award Report

1. Report Information

Report Name	Cisco SmartNet Maintenance
Report #	
Division	ICT Services
SO/Executive	O. Malik, Acting Chief Information Officer
Initiator/Requestor	K. Chung, Senior Manager, IT Security/Network Infrastructure & Services J. Di Fonzo, Senior Coordinator, IT Infrastructure and Operations
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #	RFQ-005-21	Value (exclude all Taxes)	\$315,000.00
Term Start Date	December 4, 2020	Term End date	June 14, 2023

3. Description of Goods/Service or Change

Cisco networking equipment provides connectivity to mission-critical IT system applications, systems and services including the Internet for students, teachers and administrative staff. Cisco SmartNet maintenance is required in order to access software updates, hardware and software technical support for the Cisco networking equipment. The current Cisco SmartNet maintenance agreement is expiring December 3, 2020, a new supplier is required. OECM released RFP 2019-340-01 on December 16, 2019. Four (4) suppliers were awarded to supply Cisco products from the OECM RFP. On November 10, 2020, TCDSB released RFQ-005-21 to conduct a second stage process to acquire quotes from the suppliers. Four suppliers responded.

The report recommends RFQ-005-21 be awarded to the low bid meeting requirements, being Long View Systems in the amount of \$101,130.42 annually

plus \$2,184.42 net taxes for the total amount of \$103,314.84 and to also enter into an agreement with Long View Systems via OECM agreement #2010-310-01. The agreement will allow TCDSB up to 2 additional 1-year Cisco SmartNet maintenance renewals. The initial term of the OECM agreement will be from December 2020 to December 2023 with the option to extend one additional period of up to two years. The estimated spend within the term of the agreement (3 years) is \$315,000.

4. Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	4
Name of Recommend Vendor/Bidder	Long View Systems
Winning Bid Value (exclude all Taxes)	\$315,000.00
Budget Source	Facilities and ICT Services Division - Operations budgets
Budget Source approval (Report & Date)	2020-21 Budget Estimates – Overall and Instructional 2020-21 Budget Estimates – Non- Instructional July 23, 2020
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

The report recommends RFQ-005-21 be awarded to the low bid meeting requirements, being Long View Systems in the amount of \$101,130.42 (annually) plus \$2,184.42 net taxes for the total amount of \$103,314.84 and to also enter into an agreement with Long View Systems via OECM agreement #2010-310-01. The total amount for the initial term is \$252,826.05 plus taxes. The agreement will allow TCDSB up to 2 additional 1-year Cisco SmartNet maintenance renewals. The initial term of the OECM agreement will be from December 2020 to December 2023 with the option to extend one additional period of up to two years.

The estimated spend within the term of the agreement (3 years) is \$315,000.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Contract Award Change for Portable Site Work at Christ the King Catholic School
Report #	Ren 2020 024
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	D. Domet, Project Supervisor
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #	N/A	Value (exclude all Taxes)	\$57,000.00
Term Start Date	December 10, 2020	Term End date	August 20, 2021

3. Description of Goods/Service or Change

Original Unit Price asphalt paving for site work necessary for portable classroom placement was under \$50,000.00.

Additional work not covered by Unit Price Contract:

- Remove and dispose of obsolete steel playground structure of 800 square feet.
- Remove and dispose of wooden timbers and buried concrete.
- Remove three basketball hoops embedded in concrete footings.
- Catch basin adjustment – collar and asphalt outside of but draining portable area.

4. Procurement Process

Procurement Type	Unit Price
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	1 (Unit Price award)
Name of Recommend Vendor/Bidder	Bevcon Construction & Paving Ltd.
Winning Bid Value (exclude all Taxes)	\$57,000.00
Budget Source	2020-2021 Portable Classroom Renewal Budget
Budget Source approval (Report & Date)	April 2020
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the contract award for the site work at Christ the King Catholic School site for St. Leo Portable Classrooms to Bevcon Construction & Paving Limited be increased to \$57,000.00, plus net HST of \$1,231.20, for a total cost of \$58,231.20.

Project Funding Update

Funding Statement

Christ the King (for St Leo) - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$445,627.03
Previous Expenditures	\$208,912.48	
Contract award	\$58,231.20	
Consulting Fees	\$0.00	
Technical Development Allowance	\$0.00	
Contingency Allowance	\$0.00	
Total Project Cost		\$267,143.68
Balance		\$178,483.35

Project Budget Change Needed?	No
Budget Change Amount	N/A

Formal Budget Change Recommendation



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Additional Student Barriers and Clips Covid-19 Emergency Purchase
Report #	Ope 2020 011
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent Environmental Support Services
Initiator/Requestor	S. Martens, Service Quality Supervisor
Report Type	Modification to existing award

2. Tender/RFP/RFQ Information

RFP/Tender #	OECM QUICK QUOTE	Value (exclude all Taxes)	\$92,513.75
Term Start Date	Click or tap to enter a date.	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

Due to COVID-19 Emergency response, additional units were purchased under the unit-price contract established in a previous Request for Quotation (RFQ).

Schoolhouse Products provides the student desk barriers at a unit price of \$33.95 plus net HST. This will provide 2,725 barriers for students in the amount of \$92,513.75 plus net HST \$1,998.30, for a total of \$94,512.05.

4. Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	6
Name of Recommend Vendor/Bidder	Schoolhouse Products
Winning Bid Value (exclude all Taxes)	\$92,513.75
Budget Source	COVID-19 Reserve Fund
Budget Source approval (Report & Date)	
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board ratify staff action for the purchase of an additional 2,725 barriers for students to Schoolhouse Products in the amount of \$92,513.75 plus net HST \$1,998.30, for a total of \$94,512.05 funded from the COVID-19 Reserve.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Many Gifts - Nelson Social Studies Resource (Grades 2 – 5 @ St. Anne Catholic Academy)
Report #	
Division	Curriculum Leadership & Innovation, AICT & Virtual School
SO/Executive	L. DiMarco, Superintendent – Curriculum Leadership & Innovation AICT & Virtual School
Initiator/Requestor	J. Melo, School Effectiveness – Curriculum Leadership & Innovation
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$120,528.00
Term Start Date	January 4, 2021	Term End date	June 30, 2022

3. Description of Goods/Service or Change

Many Gifts is a social studies e-text published by Nelson. This resource contains Catholic content and the hardcover text is already in use in TCDSB schools.

The cost is divided as follows:

- 1,800 licenses per grade
- Cost per license is \$16.74
- Total cost per grade is \$30, 132.
- Total cost for all 4 grades \$120, 528.00

1.5-year term vendor incentive:

- 7% discount, valued at \$9,072 (increased from 5%)

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Nelson Education Ltd.
Winning Bid Value (exclude all Taxes)	\$120,528.00
Budget Source	Operational Budget
Budget Source approval (Report & Date)	Director's Council Dec. 1/20
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award a contract for Many Gifts - Nelson Social Studies Resource (Grades 2 – 5 @ St. Anne Catholic Academy) to Nelson Education Ltd. in the amount of \$120,528.00 plus taxes.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Math Up Classroom for grade 4 and 5 @ St. Anne Catholic Academy
Report #	
Division	Curriculum Leadership & Innovation, AICT & Virtual School
SO/Executive	L. DiMarco, Superintendent – Curriculum Leadership & Innovation; AICT & Virtual School
Initiator/Requestor	J. Melo, School Effectiveness – Curriculum Leadership & Innovation
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$84,579.00
Term Start Date	January 4, 2021	Term End date	Click or tap to enter a date.

3. Description of Goods/Service or Change

MathUP School already exists in 32 TCDSB elementary schools, which is Principal led. MathUP Classroom is a teacher application for use with students.

- Cost per license is \$699.
- Total licenses purchased; 60 grade 4 and 61 grade 5
- Resource is based on the work of Marian Small
- Licenses are lifetime and fully transferrable
- Embedded in cost is professional learning for the educator

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Rubicon Publishing Inc
Winning Bid Value (exclude all Taxes)	\$84,579.00
Budget Source	Operating Budget
Budget Source approval (Report & Date)	Director's Council Dec. 1, 2020
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award a contract for Math Up Classroom for grade 4 and 5 at St. Anne Catholic Academy to Rubicon Publishing Inc. in the amount of \$84,579.00 plus taxes.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Gizmos System Wide License Grades- 7-12
Report #	
Division	Curriculum, Leadership and Innovation, AICT & Virtual School
SO/Executive	L. DiMarco, Superintendent - Curriculum, Leadership and Innovation, AICT & Virtual School
Initiator/Requestor	M. Varacalli-Sturino -21 st Century Program Coordinator
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$112,000.00
Term Start Date	January 1, 2021	Term End date	June 30, 2022

3. Description of Goods/Service or Change

-The vendor is providing an 18month license for the cost of a 12month license.
 -Mathematics, Science and Special Education Resource for Gr 7-12
 -Web- based interactive math and science simulations.
 - Experiential hands on learning with Gizmos
 -Builds understanding of foundational math concepts, science, and STEAM
 - Webinars and live PD training specific to the Ontario Curriculum Expectations, strategies and policies, such as: Experiential Learning, Conceptual Understanding, STEAM/STEM activities supporting of all learning styles, skills and interests

4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	ExploreLearning
Winning Bid Value (exclude all Taxes)	\$112,000.00
Budget Source	Operational Budget
Budget Source approval (Report & Date)	Directors Council December 1, 2020
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award a contract for Gizmos System Wide License Grades- 7-12 to ExploreLearning in the amount of \$112,000.00 plus taxes.



Procurement Award Report

(for Purchases/Contracts over \$50,000)

1. Report Information

Report Name	Pearson Mathology/Mathologie (Mathematics resource for Kindergarten - Grade 3 @ St. Anne Catholic Academy) and Pearson Literacy Portal – Spark Reading (Literacy Resource for Kindergarten to Grade 5 @ St. Anne Catholic Academy)
Report #	
Division	Curriculum Leadership & Innovation, AICT & Virtual School
SO/Executive	L. DiMarco, Superintendent – Curriculum Leadership & Innovation AICT & Virtual School
Initiator/Requestor	J. Melo, School Effectiveness – Curriculum Leadership & Innovation
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$135,200.00
Term Start Date	January 4, 2021	Term End date	June 30, 2022

3. Description of Goods/Service or Change

Pearson Mathology/Mathologie is an existing hard copy resource used in TCDSB schools. This is a digital resource. The quote provided covers licensing for K – 3 (including French Immersion classes) for 1.5 years.

Pearson Literacy Portal/Spark Reading publishers of TCDSB's existing running record collection (Active Young Readers). Supporting the literacy program in grades K – 5 with Canadian content and a variety of fiction and non-fiction titles. The quote covers licensing for 1.5 years to all classes at St. Anne.

Original list cost: Mathology \$140, Mathologie \$160 and Literacy Portal \$140 each license was offered at \$100.

Total List Cost (original purchase & license extension) - \$188,050

Total Discounted Cost (TCDSB price) - \$135,200 (Total Savings - \$52,850)
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4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	Pearson Canada
Winning Bid Value (exclude all Taxes)	\$135,200.00
Budget Source	Operational Budget
Budget Source approval (Report & Date)	Director's Council Dec. 1, 2020
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board award a contract for Pearson Mathology/Mathologie (Mathematics resource for Kindergarten - Grade 3 @ St. Anne Catholic Academy) and Pearson Literacy Portal – Spark Reading (Literacy Resource for Kindergarten to Grade 5 @ St. Anne Catholic Academy) to Pearson Canada in the amount of \$135,200.00 plus taxes.

MASTER PENDING LIST AND ROLLING CALENDAR TO DECEMBER 10, 2020

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Jan-2020 Corporate Services	TBC	Corporate Services	That all options be explored for Loretto Abbey and Dante Alighieri and that a report on relocation come back at the February 13, 2020 Corporate Services Committee meeting or February 20, 2020 Board meeting, and a report on Dante Alighieri comes back at the March 12, 2020 or April 16, 2020 Corporate Services Committee meeting; (2020-2021 School Relocations Plan)	Associate Director of Facilities, Business & Comm. Dev & CFO
2	Nov-2020 Corporate Services	TBC	Corporate Services	<p>That Recommendations 1 and 2 be referred to Staff for a report:</p> <ol style="list-style-type: none"> 1. To develop and draft a policy with protocol and procedures outlining the use of exclusions and the appeal process for Exclusion Appeals; 2. That a report be prepared for the counting the number of Individual Education Plans (IEP) due at the beginning of a school year or term/semester and the number and percent of completed IEPs that were sent to parents on or before the 30-school day period has passed. <p>The report to Include IEPs due no earlier than the beginning of the 2020/21 school year;</p> <p>The report to accumulate new reporting</p>	Associate Director of Education, Academic Services

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
3				<p>periods as the 30-school day period expires;</p> <p>The report should not include more than the previous 5 school years of reporting; and</p> <p>The report to separate Elementary and Secondary results with a board wide cumulative result; and</p> <p>The report be included with the annual accountability framework Report; (Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting Held September 16, 2020)</p>	
	June-2020 Special Board	TBC	Regular Board	Report outlining strategies to make hiring more racially representative (both locally and centrally) which acknowledge how important it is for students to be able to see themselves reflected in different fields and positions of leadership (Consideration of Motion from Student Trustee Dallin regarding Anti-Black and Anti-Indigenous Racism in Schools)	Director of Education & Associate Director of Education, Academic Services & Associate Director of Facilities, Business & Comm. Dev & CFO
	Oct-2020 Corporate Services	TBC	Regular Board	The Director of Education bring a report to Board outlining the details of an Attendance Boundary Review for St. Catherine Catholic	Director of Education & Associate

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
5				Elementary School. (Consideration of Motion from Trustee Kennedy regarding Attendance Boundary Review for St Catherine's Catholic Elementary School)	Director of Facilities, Business & Comm. Dev & CFO
	Nov-2020 Regular Board	TBC	Regular Board	Report regarding the costs and feasibility of initiating public broadcasting of the Governance and Policy meetings. (Consideration of Motion from Trustee Li Preti regarding Public Broadcasting of the Governance and Policy Committee Meetings)	Associate Director of Facilities, Business & Comm. Dev & CFO
	Nov-2020 Regular Board	TBC	Regular Board	That staff arrange for Trustees a workshop/presentation to conduct a RCA (Root Cause Analysis) of the recent Catechism issue to help clarify the conduct of this Board of Trustees in relationship to the denominational rights and the Oath of Fidelity and that staff arrange sensitivity training for all Trustees specific to LGBTQ+ systemic homophobia within our Board through Catholic lens. (Presentation by Staff to Trustees regarding Oath of Fidelity and Denominational Rights (Verbal) – Trustee Del Grande)	Director of Education
7	June-2020 Special Board	TBC	Student Achievement	That future device programs such as formal bring-your-own-device (BYOD) and low income family device loan program be explored and presented to the Board of Trustees at the end of the COVID-19 pandemic. (Computers for Students in Need)	Associate Director of Facilities, Business & Comm. Dev & CFO

2020 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

Appendix A

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

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

2020 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

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13	June (A)	Corporate Services	Delegated Authority Report	A.D. Facilities, Business, Community Development
14	September (Q)	Corporate Services	Financial Status Update Report #3	A.D. Facilities, Business, Community Development
15	September (A)	Corporate Services	Capital Program Update	A.D. Facilities, Business, Community Development
16	September (A)	Corporate Services	Delegated Authority Update Report	A.D. Facilities, Business, Community Development
17	October (A)	Corporate Services	Trustee Honorarium Report	A.D. Facilities, Business, Community Development
18	October (A)	Corporate Services	Annual Asset Renewal Plan	A.D. Facilities, Business, Community Development
19	October (A)	Corporate Services	Preliminary Enrolment Report for Elementary and Secondary Schools and S.A.01 <u>Elementary Admission and Placement</u> Policy Metric	A.D. Facilities, Business, Community Development
20	November (A)	Corporate Services	Legal Fees Report	A.D. Facilities, Business, Community Development
21	November (A/Q)	Corporate Services	Audited Financial Statement and Financial Status Update #4	A.D. Facilities, Business, Community Development
22	December (A)	Corporate Services	Budget Series Report: Revised Budget Estimates for the Current Fiscal Year	A.D. Facilities, Business, Community Development
23	December (A)	Corporate Services	Annual Investment Report	A.D. Facilities, Business, Community Development
24	February (A)	Regular Board	School Year Calendar	Associate Director Academic Services
25	March (A)	Regular Board	Staffing Projections Report	Associate Director Academic Services

2020 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

Appendix A

26	August (P)	Regular Board	<u>T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board Metric</u>	Director of Education
27	August (P)	Regular Board	<u>H.M. 19 Conflict Resolution Department</u>	Associate Director Academic Services
28	October (P)	Regular Board	<u>H.M.33 Acceptance of Hospitality or Gifts Policy Metric</u>	Director of Education
29	October (A)	Regular Board	Student Exit and Entry Survey Results	A.D. Facilities, Business, Community Development
30	November (A)	Regular Board	Annual Report on the Multi Year Strategic Plan	Director of Education
31	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
32	December (A)	Regular Board	Director's Annual Report	Director of Education
33	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
34	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
35	January (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
36	January (P)	Student Achievement	<u>A.35 Accessibility Standards Policy Metric</u>	Associate Director Academic Services
37	February (P)	Student Achievement	<u>S. 19 External Research Policy Metric</u>	Associate Director Academic Services
38	April (A)	Student Achievement	Non-Resident VISA Student Fees	Associate Director Academic Services
39	May (A)	Student Achievement	Staffing Status Report for Next School Year	A.D. Facilities, Business, Community Development

2020 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

Appendix A

40	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
41	June (P)	Student Achievement	<u>B.B.04 Smoke & Vapour Free Policy Metric</u>	Associate Director Academic Services
42	September (A/P)	Student Achievement	Annual Safe Schools Report and <u>S.S.12 Fresh Start Policy Metric</u>	Associate Director Academic Services
43	September (P)	Student Achievement	<u>H.M. 40 Fair Practice in Hiring and Promotion Policy Metric</u>	Associate Director Academic Services
44	September (P)	Student Achievement	<u>T.07 Community Engagement Policy Report and A.37 Communications Policy Metric and Community Advisory Committees Report</u>	Director of Education
45	October (A)	Student Achievement	Board Learning Improvement Plan Report	Associate Director Academic Services
46	October (A)	Student Achievement	Student Trustees: Voices that Challenge- CSLIT	Associate Director Academic Services
47	October (A)	Student Achievement	International Languages Program Report	Associate Director Academic Services
48	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO); the Grade 9 Assessment of Mathematics; and the OSSLT Assessment (EQAO)	Associate Director Academic Services
49	October (A)	Student Achievement	<u>S.22 Religious Accommodation Policy Report and S.S.02 Opening or Closing Exercises Policy Report</u>	Associate Director Academic Services
50	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services

2020 CALENDAR OF ANNUAL REPORTS & POLICY METRICS**Appendix A**

51	November (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
52	November (P)	Student Achievement	Elementary Catholic School Leadership Impact Team Report	Associate Director Academic Services
53	November (P)	Student Achievement	<u>S.24 Combined (Split) Grade Classes for Elementary Schools</u> Policy Report	Associate Director Academic Services
54	December (A/P)	Student Achievement	Accountability Framework for Special Education and <u>S.P.01 Special Education Programs and Services</u> Policy Metric	Associate Director Academic Services
55	December (P)	Student Achievement	<u>S.10 Catholic School Parent Council</u> Policy Metric	Associate Director Academic Services