

## 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.



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

## PUBLIC SESSION

Angela Kennedy, Chair

Frank D'Amico, Vice-Chair

Thursday, February 11, 2021  
7:00 P.M.

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<b>10. Delegations</b>	
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## 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	Julie Altomare-DiNunzio		
Committee	Corporate Services Strategic Planning and Property		
Date of Presentation	2/11/2021		
Topic of Presentation	Bell Time Optimization		
Topic or Issue	A decision to change the start and end times of 15 elementary schools.		
Details	COVID-19 has necessitated many unwanted changes to our system and to the daily lives of students, teachers and families. To now require these school communities to make further significant changes that impact their daily lives is neither reasonable nor fair.		
Action Requested	That the Board reconsider this decision and maintain the current status of the start and end times at these 15 schools.		
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)	No		
I am an official representative of student government	No		
I am here as a spokesperson for another group or organization	Yes Toronto Elementary Catholic Teachers		
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T14	Yes		
Submittal Date	1/26/2021		



## TECT Delegation to the Board of Trustees February 11, 2021

Thank you to the Trustees for all your ongoing efforts dealing with this pandemic.

This has been a year of unprecedented change and challenges. Let us continue to pray that we never experience this again.

The COVID-19 pandemic has significantly changed the way of life in our TCDSB communities. What was commonplace and expected over a year ago must now be avoided.

As so many of us struggle to adjust to these new realities, government and medical officials maintain that these measures are required to keep us safe and limit the spread of the virus.

Some of these altered realities are unavoidable, but there is one change being implemented in our Board that is not due to COVID-19.

Specifically, despite the unparalleled disruptions that have confronted our TCDSB communities, the Board is now planning to impose further changes to 15 schools.

During this pandemic, these communities were told in January that starting next year, the start and end times at their schools would be changing. Many of these communities are home to our most vulnerable students and families. Parents, students and staff have framed their lives around the current start and end times. The letter from the Board even acknowledges that these “changes will impact the lives of TCDSB staff and families.”

The rationale being given is bell optimization. Is it truly optimal to ask thousands of families, over 7000 students, and hundreds of staff members to deal with yet another change during these already tumultuous times? The January letter also references the need for efficiency, but, to the greatest extent possible, our focus should be on stability.

This is not the year to ask our school communities to endure another disruption to their lives.

TECT encourages the Trustees to reconsider this decision and send a supportive message to all in these communities that in an unrelentingly difficult year, this is one change that they will not have to endure.

In a time marked by so much distressing news, rest assured, a reconsideration of this decision will be welcome news for these 15 school communities.



## REPORT TO

## CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

### RETURN TO SCHOOL UPDATE - REVISED

*"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	First Tabling	Review
February 4, 2021	February 11, 2021	<a href="#">Click here to enter a date.</a>
Barbara Leporati, Senior Coordinator, Planning Services Corrado Maltese, Coordinator, Occupational Health and Safety John Wujek, Superintendent, Area 5 and Parent Engagement Shawna Campbell, Superintendent, Area 3 and Early Years Shazia Vlahos, Chief of Communications and Government Relations Michael Loberto, Superintendent, Planning and Development Services Deborah Friesen, Superintendent, Capital Development, Asset Management and Renewal Adrian Della Mora, Executive Superintendent of Human Resources Omar Malik, Acting Chief Information Officer		
<b>INFORMATION REPORT</b>		

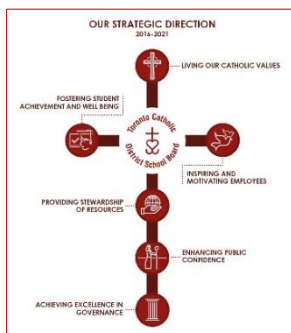
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Brendan Browne, PhD  
Director of Education

D. Koenig  
Associate Director  
of Academic Affairs

S. Camacho  
Acting Associate Director of  
Facilities, Business and  
Community Development

## **A. EXECUTIVE SUMMARY**

The last update to the Reopening Action Plan was submitted to the February 4, 2021 Student Achievement Committee meeting for information and consideration. This report provides additional information concerning items occurring over the last week. The Reopening Action Plan is updated as necessary and is available on the TCDSB website. Key updates and strategies are provided for consideration.

The province recently announced that Toronto area schools will return to in-person learning on February 16, 2021. The additional release of funding, Part II of the federal funding released in the fall, accompanied this announcement.

Toronto Public Health has revised the screening tool questions. These have been updated in the student screening passports and school signage.

School staff and families will be provided with communication and reminders/refreshers for safely attending school facilities.

Installation of bike racks and alternatives for outdoor education continue to be explored and implemented wherever possible.

TCDSB schools will continue to follow safety measures and guidance from Toronto Public Health when schools return to in person learning.

*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, Staff Manual and Transition to Distance Learning Plan continue to reflect the process for operating schools safely.* Items from Board motions and Ministry updates that are confirmed

have been included as required. Schools will continue to follow established protocols for virtual and in person learning.

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

2. ***The Minister of Education recently announced a return to in-person learning for Toronto, Peel and York public health areas on Tuesday, February 16, 2021.*** As of this date, all school boards in Ontario will have returned to in-person learning. The Minister has indicated that they continue to monitor relevant data and will not hesitate to close schools again in the future should the statistics indicate the need to reduce the spread once again.
3. ***Boards are required to align with the direction provided by their local public health unit (PHU)*** and should continue to follow direction provided by their local PHU.
  - ***Before and after school programs will reopen*** in alignment with the return to in-person learning in their PHUs.
  - The provision of ***emergency childcare for school-aged children will end on the last business day before the return*** to in-person learning.
  - ***Principals have been met with to review protocols*** with instructions to review with all in-person staff.

### **Toronto Public Health**

4. ***TPH has indicated that asymptomatic testing capacity is being increased and decisions about asymptomatic testing remain targeted and specific.*** The criteria TPH uses to determine asymptomatic testing sites remains:
  - TPH cannot identify where the students or staff members got COVID19.
  - There is no apparent epidemiological link.
  - Multiple cohorts are self-isolating.We continue to work closely with TPH and partner when decisions about asymptomatic targeted testing site decisions are made.
5. ***TPH has updated the screening tool for entry into school facilities.*** Symptoms will remain unchanged however; ***three additional questions*** will be included in the TCDSB passport tool and school signage.
  - Does anyone in your household have one or more symptoms?

- Has anyone in your household travelled outside of Canada in the last 14 days?
- Has anyone in your household been identified as a close contact or told to self-isolate?

### **Funding**

6. To further promote health and safety for students and staff, ***Ontario recently made an additional \$381 million in funding available for schools.*** Provided under the ***federal Safe Return to Class Fund***, this funding will continue the efforts to improve air quality and ventilation in schools, support online learning, promote student mental health and hire additional staff. In total, the province has provided schools with more than \$1.6 billion to protect against COVID-19. ***The TCDSB received approximately \$8.5M (Appendix 'A')*** through this release to be applied to the specific areas mentioned above.
  
7. ***TCDSB has received a memo from the Ministry of education with high-level information regarding the parameters of the new funding.*** However, the information provided in the memo does not include sufficient detail to make immediate decisions on how the funds can be utilized to support schools. TCDSB has been in contact with several ministry staff to seek clarification on the use of funds and any restrictions.
  
8. ***Based on information provided by the Ministry of Education, the expenditure of funds should adhere to the limits and categories set forth in the memo as follows:***
  - a. ***Optimizing Air Quality and Ventilation (\$2.0M)***
    - to support the acquisition of additional portable high-efficiency particulate air (HEPA) filters and other immediate options to improve air quality and ventilation.
  - b. ***Health and Safety (\$2.9M)***
    - to offset costs associated with acquiring PPE and critical supplies and equipment.
  - c. ***Transportation (\$0.16M)***
    - to address cost pressures related to COVID-19 safe protocols by school bus operators.
  - d. ***Technology (\$3.4M)***
    - additional connectivity and technological devices, such as laptops and tablets, to support school boards.



9. ***In addition, through conversations with Ministry staff, the TCDSB has been informed of other general parameters by which the funds are expected to be used.*** Staff's understanding of those parameters is as follows:
- Funds should be targeted to expenses incurred ***beyond February 1, 2020*** and not costs incurred before that time.
  - Funds should be targeted toward ***COVID related expenses*** as much as possible.
  - Funds should be focused on items where there is ***adequate supply and through existing supplier contracts***.
  - If a supplier contract is not in place, school boards should wait for the Government to establish a new central contract, through OECM, by which a school board could then purchase items through.
10. ***Based on the information above, staff have determined that best uses of funding using existing suppliers.*** A detailed breakdown of the planned expenditures are outlined in *Appendix 'B'* of this report. Some highlights of the planned expenditures include:
- Student Plexiglass barriers for classes ***greater than 15 students***
    - Barriers have been installed in classrooms for all schools in Q5, Q4 and highest density Q3.
    - The amount identified will provide barriers to all remaining schools in Q3, Q2 and Q1.***
    - Barriers will be distributed and installed in classrooms over the next few weeks dependent on availability of product.
  - Approx. 3,000 additional HEPA Air purifiers for classrooms
    - Purifiers have been provided to all schools, system-wide, with no mechanical or only partial mechanical ventilation systems.
    - The amount identified will provide purifiers to all Special Needs classrooms, specialty spaces, main offices and staff rooms system-wide,*** regardless of ventilation systems available in buildings.
    - Purifiers will be distributed and installed in classrooms over the next few weeks dependent on availability of product.
  - Approximately 5000 new Chromebooks for students
    - Additional detail is provided in the Technology section of this report.
  - Additional PPE for Custodial staff
    - This will include coveralls used for disinfection activities.

- e. Replacement filters, wipes, and other cleaning supplies
    - This will cover the ongoing cost associated with the *increased replacement schedule and increased cost of MERV-13 filters* as well as supplies not covered in the MGCS supply of PPE.
11. *In addition to the \$8.5M of additional funding committed by the Ministry to the TCDSB, the memo outlines several other funding elements for which boards may receive funds in the future.* The exact amounts that will be provided to the TCDSB have not been released. The overall (provide-wide) funding amounts are as follows:
- a. *Summer Learning Opportunities (\$62M)*
    - additional funding for summer learning and supports for students who may have experienced disruptions to their learning during the COVID-19 pandemic.
  - b. *Equity Initiatives (6.45M)*
    - provided to support equity initiatives, focused on supports for Black and Indigenous students, students from low socio-economic backgrounds and students with special education needs.
12. *The Ministry also announced funding for several province-wide initiatives to support students during and after the pandemic. These funds will not be directed toward boards specifically.* However, TCDSB may benefit from these enhanced services:
- a. *Student Nutrition Program (\$10M)*
    - The Ministry of Children, Community and Social Services (MCCSS) will receive funding to support the Student Nutrition Program. This funding will support programs to effectively reach remote learners and address delivery challenges that have arisen during the COVID-19 pandemic.
  - b. *Online Learning (\$60M)*
    - A funding allocation will be provided to support key initiatives related to online learning such as digital course packs, online course development, technology infrastructure, and support for TVO/TFO.
  - c. *Addressing Future Pandemic Education Needs (\$33M)*
    - Funds set aside by the Ministry for future COVID related needs.

d. ***Mental Health Supports (\$10M)***

- Funds to support the implementation of the new School Mental Health Ontario Action Kit, which promotes student learning about mental health, and funds to support the operation of Kids Help Phone.

**Staffing and Recruitment**

9. ***The Human Resources (HR) Department continues to support critical school-based programs during the school lockdown period.*** We are capitalizing on recent rule 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 in cases involving family status needs. Occasional teachers are also being used temporarily to support in-person Special Education Program instruction.
10. ***HR staff is developing a strategy on how to leverage the College of Teachers' announcement that they will be issuing Temporary Teaching Certificates*** (effective until December 2021) for students who are nearing the completion of their formal Bachelor of Education program. The TCDSB will endeavor to use these talented teachers to address class coverage needs that are not being addressed through normal channels.
11. ***Senior HR staff is analyzing enrolment projections to proactively plan for potential staffing scenarios related to September school staffing requirements.*** Timely communication with the Ministry of Education will inform our approach.
12. ***The Sick Leave & Disability Department continues to diligently manage its extensive active sick leave cases. HR staff is closely monitoring absences during the school lockdown period and has implemented a process allowing Principals to advise HR staff of instructional/support gaps. The careful and regular review of sick leave metrics for all employee groups remains a priority.*** 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.
13. ***Senior TCDSB staff members have maintained regular contact with our union partners (TECT, TSU, and CUPE) to collaboratively address issues.*** Recent discussions have focused on how we can sustain robust instruction and

enhanced support staff monitoring/supporting students' learning/social/emotional needs during the school lockdown period.

14. ***The SMASH Education virtual experiential Core French program has been successfully launched.*** This program provides St. Anne students (Grades 1 – 8) with a Ministry of Education aligned core French supplemental resource. Senior staff continues to work with our union partners to provide direct remote core French instruction at St. Anne Catholic Academy where possible.
15. ***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.
16. ***Timely recruitment efforts are being sustained as we endeavor to bolster supply pools for key employee groups.*** All efforts reflect a deliberate focus on equity.

#### **Cycling to School**

15. ***Contracts have been awarded for the supply and installation of bike racks and installation will begin shortly.*** Phase 1 will be installation at 37 schools where an existing suitable hard surface is available (no concrete pad required). This is expected to take about one week. New concrete pads will be required where there is not a suitable surface and these will be installed once weather allows. Installation of bike racks at all schools is anticipated to be completed by end of May 2021.

#### **Outdoor Classrooms**

16. ***A contractor has been secured to pick up logs provided by the City of Toronto, cut these into stools and deliver them to schools.*** Based on the approved budget, we will be able to provide log seating at all schools with tents and all Q4 and Q5 schools that requested seating. As a reminder, funding for additional outdoor classrooms has been requested through the COVID-19 Resilience Infrastructure Stream (CVRIS). Announcement of the allocation of this funding is expected shortly.

#### **Indoor Air Quality**

17. ***The report on the results of the Indoor Air Quality study has been received.*** Staff are still waiting the final report and presentation. A presentation of the

results and recommendations will be made by the consultant, Pinchin Ltd., as soon as possible after the report is finalized.

### **Technology**

18. ***The ministry has announced provision of additional funding for devices, however, TCDSB requires clarification on some restrictions. The allocation to support remote learning and technology for the TCDSB is \$3.473M.*** Unlike previous device funding, the ministry is asking school boards to refrain from sourcing items on their own. TCDSB, along with other boards, have OEM-based vendors, standardized configurations and management systems, and matured logistics already in place for processing, delivering and supporting student devices.
19. ***Orders continue to flow; however, supply levels are running low. There are 600 iPads in our supply with the vendor.*** In addition, more than 600 un-assigned Chromebooks were pre-shipped to elementary schools at the beginning of the closure period. Due to the TCDSB's limited supply levels and time required to finalize the ministry funding, the TCDSB may run critically low or run out of supply for student device needs before the end of the school year.
20. ***Measures are being taken to efficiently manage the remaining supplies.*** This includes the collection of excess pre-shipped devices at schools and collecting devices returned by students who no longer need the device or have left the system. In addition, as students return to in-school learning we anticipate that some families may wish to return the student device. Information has been provided to principals on how to handle and accept those devices and return them to central supply for student needs across the system. Any families wishing to keep the student device for remote learning may do so until the end of the school as per a trustee motion on June 18, 2020.

## **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. ***Staff and family communications were issued including information about the return to in-person learning on February 16, 2021.*** One-pager refreshers for staff and families are also being prepared to assist with transition back to in-person learning.
3. ***TPH will be updating their screening tool.*** Updates will include new questions. Upon receipt of the final tool, the TCDSB passport screening and checklist will be updated and shared with school administrators and families.

## **F. CONCLUDING STATEMENT**

This report is for the consideration of the Board.

	<i>Provincial Funding</i>	<i>Federal Funding Phase 1</i>	<i>Federal Funding Phase 2</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	3,473,080	-	6,164,569	2,636,043	3,528,526
Masks and Personal Protective Equipment (PPE)	1,860,000	218,660	2,879,022	326,600	5,284,282	2,153,940	3,130,342
Transportation - Cleaning Protocols/Additional Labour/PPE for drivers	1,271,479	806,291	158,377	-	2,236,147	2,077,770	158,377
Ventilation in Classrooms	2,024,700	-	2,024,700	-	4,049,400	2,024,700	2,024,700
Additional Cleaning Supplies	772,510	157,236		799,850	1,729,596	1,556,636	172,960
Contracted Support Workers	-	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	-
<b>COVID-19 Initiatives Underway (By Staff initiation, Trustee motion or Provincial mandate)</b>							
<b>Total</b>	<b>16,483,157</b>	<b>8,941,831</b>	<b>8,535,179</b>	<b>20,465,288</b>	<b>54,425,455</b>	<b>44,850,363</b>	<b>9,575,092</b>

<sup>1</sup> "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 B - Detailed Planned Expenditure for Second Wave Federal COVID Funding

Funding Provided		Planned Expenditures		
Funding Purpose	\$ Amount Provided	Items	Estimate Cost	Notes/Restrictions
Ventilation	2,024,700	Additional HEPA	2,024,700	Funds should be used for HEPA Air Purifiers or other similar immediate solutions
Health and Safety	2,879,022	Plexiglass for all classroom greater than 15 students	730,000	Funds should be used to offset for acquiring PPE and critical supplies and equipment beyond what has been provided through the MGCS (Government) supply chain
		Replacement Hand Air Dryers	300,000	
		Additional Specialized PPE (Coveralls, etc.)	600,000	
		Health and Safety Signage	60,000	
		Consumable Cleaning Supplies (Wipes, Filters, etc.)	589,022	
		Cleaning Machines and Vacuums	600,000	
		<b>Subtotal</b>	<b>2,879,022</b>	
Transportation	158,377	Transportation COVID-19 Costs (cleaning, etc.)	158,377	Funds should be used for transportation cost associated with COVID-19
Devices	3,473,080	Student Devices (Chromebooks) and accessories	3,023,080	Must be used for student devices and internet
		Internet for Students	450,000	
		<b>Subtotal</b>	<b>3,473,080</b>	
<b>Total Funding</b>	<b>8,535,179</b>	<b>Total Estimated Expenditures</b>	<b>8,535,179</b>	





## 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
January 27, 2021	February 11, 2021	<a href="#">Click here to enter a date</a>
D. Reid, (Acting) Coordinator of Material Management V. Artuso, (Acting) Purchasing Manager P. De Cock, Comptroller of Business Services & Finance		
<b>RECOMMENDATION REPORT</b>		

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**D. Koenig**  
Associate Director  
of Academic Affairs

**S. Camacho**  
Acting Associate Director of  
Facilities, Business and  
Community Development

## **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 **January 21, 2021** 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 20 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. RECOMMENDATION**

That the Board of Trustees approve all procurement activities/awards listed in Appendix A.

## Appendix A

No.	Report Name	Type	Vendor Name(s)	Description	Amount
1	Salt & Sand Unit Rate Contract Award Extension 2020-2021	Modifiction to Existing Award	Mr. Chemical Ltd. / Rona Inc.	Bagged salt and sand is used by custodial staff at all school locations	\$73,500.00
2	Lamp Supply- Recycling Unit-Price 2nd Yr Contract Extension	Modifiction to Existing Award	Powertrade Electric Ltd.	Unit pricing for acquiring lighting supplies and recycling of used lamps	\$70,000.00
3	iPad Lease Payment Two for Student Device Needs	Modifiction to Existing Award	Apple / De Lage Landen Financial Services Canada Inc.	18 month lease for 4,400 iPads in support of student device needs for remote learning.	\$523,600.00
4	Neil McNeil Emergency Boiler Repair	New Procurement Award	The State Group Inc.	Emergency Repair to Retube of #2 and #3 Boilersmith Firebox Boilers	\$55,606.83
5	James Cardinal McGuigan Catholic Secondary School CCTV System Upgrade	New Procurement Award	Viridian Automation Inc.	Upgrade of the CCTV System at James Cardinal McGuigan Catholic Secondary School to the new Board standard Avigilon System	\$159,900.00



# Procurement Award Report

(for Purchases/Contracts over \$50,000)

## 1. Report Information

Report Name	Salt & Sand Unit Rate Contract Award Extension 2020-2021
Report #	Ope 2020 013
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	V. Luciani, Officer of Environmental Services
Report Type	Modification to existing award

## 2. Tender/RFP/RFQ Information

RFP/Tender #	CN20-001T	Value (exclude all Taxes)	\$73,500.00
Term Start Date	December 1, 2020	Term End date	November 30, 2021

## 3. Description of Goods/Service or Change

Bagged salt and sand is used by custodial staff at all school locations during the winter months as part of the Board's snow and ice removal procedures to keep sidewalks, stairs and walkways free of ice and snow.

On December 11, 2019, Corporate Services approved the award of a contract to Rona Inc. and Mr. Chemical for the provision of salt and sand to the Board. The current contract provided a one (1) year term, plus three (3) optional one (1) year extensions at the discretion of the Board.

The Board requested Rona Inc. and Mr. Chemical Ltd. to provide pricing for a 2<sup>nd</sup> year extension. Rona Inc. has indicate that the current rates would remain the same. Mr. Chemical Ltd. notified the Board of a salt price increase of 1.9%, leaving other products at the current rate.

Operations Staff have reviewed the recent experience with the current vendors and have concluded that the acceptance of Rona Inc. and Mr. Chemical Ltd. proposals

for the extension of the 2<sup>nd</sup> year term of the contract represent the best option for the Board.

The expenditure for salt and sand is approximately \$73,500.00 annually. Funds are available in the Maintenance and Operations budget.

#### **4. Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	Yes - Joint TCDSB & other School Board(s)
# of Compliant Bidders/Respondents	3
Name of Recommend Vendor/Bidder	Mr. Chemical Ltd. / Rona Inc.
Winning Bid Value (excl. all Taxes)	\$73,500.00
Budget Source	Facilities Operation Budget
Budget Source approval (Report & Date)	
New/Under/Over Budget	Within approved budget

#### **5. Formal Award Recommendation**

That the Board provide approval of the second year option for Salt and Sand Supply contract for the period ending November 30, 2021 with current vendors Rona Inc. and Mr. Chemical Ltd. in the amount of \$73,500 plus taxes.

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# Procurement Award Report

(for Purchases/Contracts over \$50,000)

## 1. Report Information

Report Name	Lamp Supply-Recycling Unit-Price 2nd Yr Contract Extension
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	V. Luciani, Officer of Environmental Services
Report Type	Modification to existing award

## 2. Tender/RFP Information

RFP/Tender #	P-056-16	Value (excl. all Taxes)	\$70,000
Term Start Date	September 1, 2020	Term End date	August 31, 2021

## 3. Description of Goods/Service or Change

The Board has an established program to provide unit pricing for acquiring lighting supplies and recycling of used lamps with an approved recovery facility as defined in Ontario Reg. 347 under the Environmental Protection Act.

The current contract with Powertrade Electric Ltd. provided a fixed term of three years with an option to renew at the Board's discretion for up to two (2) one-year extensions. The first one-year option was exercised and ended August 31, 2020. Powertrade Electric Ltd. has advised the Board that the 2nd year extension of the contract would remain at current rates.

Based on past service and pricing, Operations staff have found Powertrade Electric's performance to be satisfactory and recommend extending the contract for one additional year. The expenditure for Lighting Supply and Recycling is approximately \$70,000 annually.

#### **4. Procurement Process**

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommended Vendor/Bidder	Powertrade Electric Ltd.
Winning Bid Value (excluding all Taxes)	Unit Price
Budget Source	Facilities Operation Budget
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

#### **5. Formal Award Recommendation**

That the Board approve the second year option for unit-price Lighting Supply and Recycling contract at the current rates with Powertrade Electric Ltd. in the amount of \$70,000 plus taxes.



# Procurement Award Report

(for Purchases/Contracts over \$50,000)

## 1. Report Information

Report Name	iPad Lease Payment Two 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)	\$523,600.00
Term Start Date	November 15, 2020	Term End date	June 15, 2021

## 3. Description of Goods/Service or Change

During the 2019-20 school year, the TCDSB leased 4,400 iPads in support of student device needs for remote learning. The lease term is for 18-months with a payment schedule for each 6-month period, an out clause at each 6-month payment period, and a buy-out option at the end of the 18-month term.

### The 18-Month Term

Batch 1: 3,000 iPads May 15, 2020 to November 15, 2021

Batch 2: 1,000 iPads June 1, 2020 to December 1, 2021

Batch 3: 400 iPads June 15, 2020 to December 15, 2021

The contract was approved in April 2020 as an emergency purchase due to the COVID-19 pandemic and student needs for remote learning. An initial payment of \$1,051,600 excluding taxes was previously made for the first 6-month period.  
Payment Two Schedule



Batch 1: \$357,000.00 November 15, 2020 to May 15, 2021  
 Batch 2: \$119,000.00 December 1, 2020 to June 1, 2021  
 Batch 3: \$47,600.00 December 15, 2020 to June 15, 2021

The TCDSB is under contract with Apple to supply iPads and the leasing is managed by De Lage Landen Financial Services Canada Inc. The lease may be extended for an additional 6-months at the same payment two schedule rates above if the devices continue to be needed for student remote learning which would bring the contract to its maturity.

#### 4. Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	N/A
Name of Recommend Vendor/Bidder	Apple / De Lage Landen Financial Services Canada Inc.
Winning Bid Value (exclude all Taxes)	\$523,600.00
Budget Source	ICT Services Division – Operations Budget
Budget Source approval (Report & Date)	2020-21 Operating Budget approved July 2020
New/Under/Over Budget	Within approved budget

#### 5. Formal Award Recommendation

This report recommends to extend the iPad leases to Apple / De Lage Landen Financial Services Canada Inc. in support of student device needs and remote learning for an additional 6-months at a total cost of \$523,600.00 excluding taxes (as outlined in Payment 2 in item #3).

The TCDSB will be presented with an option at the end of this second payment period to extend for another 6-months at the same rates.



# Procurement Award Report

(for Purchases/Contracts over \$50,000)

## 1. Report Information

Report Name	Neil McNeil Emergency Boiler Repair
Report #	
Division	East Maintenance Service
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	A. Birhane, Manager Maintenance Service East
Report Type	New procurement award

## 2. Tender/RFP/RFQ Information

RFP/Tender #	N/A	Value (exclude all Taxes)	\$55,606.83
Term Start Date	October 5, 2020	Term End date	October 6, 2020

## 3. Description of Goods/Service or Change

Expenditure to expedite repair under the Purchasing Policy Procedure -  
Emergency repair to boiler. Failure to do so would result in school with no heat.

### Scope of Work

Retube of #2 and #3 Boilersmith Firebox Boilers and GTT Onset Inspection.

#### 4. Procurement Process

Procurement Type	RFP
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	1
Name of Recommend Vendor/Bidder	The State Group Inc.
Winning Bid Value (exclude all Taxes)	\$55,606.83
Budget Source	SRA Fund
Budget Source approval (Report & Date)	2020-21 Operating Budget
New/Under/Over Budget	Within approved budget

#### 5. Formal Award Recommendation

That the emergency boiler repair completed under emergency provisions be approved to The State Group Inc. in the amount \$55,606.83 plus taxes.



# Procurement Award Report

*(for Purchases/Contracts over \$50,000)*

## 1. Report Information

Report Name	James Cardinal McGuigan Catholic Secondary School CCTV System Upgrade Contract Award
Report #	Ren 2020 041
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 #	<b>T-003-21</b>	Value (exclude all Taxes)	\$159,900.00
Term Start Date	February 22, 2021	Term End date	April 23, 2021

## 3. Description of Goods/Service or Change

Upgrade of the CCTV System at James Cardinal McGuigan Catholic Secondary School to the new Board standard Avigilon System.

#### 4. Procurement Process

Procurement Type	Tender
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	4
Name of Recommended Vendor/Bidder	Viridian Automation Inc
Winning Bid Value (excl. all Taxes)	\$159,900.00
Budget Source	School Condition Improvement Grant
Budget Source approval (Report & Date)	2018-2019 Renewal Plan (October 31, 2018)
Under/Over Budget	Within approved budget

#### 5. Formal Award Recommendation

<ol style="list-style-type: none"><li>1. That a contract award to Viridian Automation Inc be approved in the amount of \$150,000.00, plus net HST of \$3,453.84, for a total of \$163,353.84 to complete the installation of the Avigilon CCTV system at James Cardinal McGuigan Catholic Secondary School.</li><li>2. That funds be made available from the School Renewal Program, under the School Condition Improvement Grant.</li></ol>
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# Project Funding Update

## Funding Statement

James Cardinal McGuigan - (All amounts include net HST)		
	Cost	Balance
Approved Project Budget		\$494,488.64
Contract Amount	\$163,353.84	\$
Consulting Fees	\$6,743.55	
Technical Development Allowance	\$10,000.00	
Data and Network - I.T Equipment Cos	\$53,745.09	
Contingency Allowance	\$40,000.00	
Total Project Cost		\$273,842.48
<b>Balance</b>		<b>\$220,646.16</b>

Project Budget Change Needed?	No
Budget Change Amount	N/A

## Formal Budget Change Recommendation



REPORT TO

## CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

### Appointment of Interim Trustee to TSTG (Transportation) Committee

“For surely I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope.” - Jeremiah 29:11

Created, Draft	First Tabling	Review
February 9, 2021	February 11, 2021	Click here to enter a date.
Steve Camacho, Acting Associate Director FBCD		

#### RECOMMENDATION REPORT

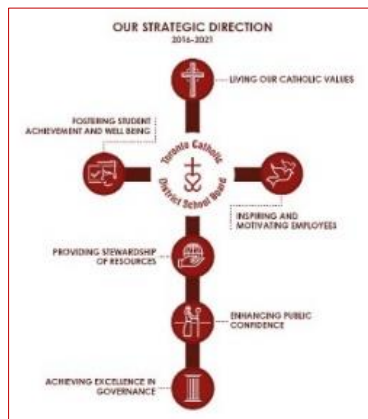
**Vision:**

*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

S. Camacho  
Acting Associate Director  
Facilities, Business and  
Community Development

## **A. EXECUTIVE SUMMARY**

The Toronto Catholic District School Board is represented by two Trustees and one Senior Business Official on the Toronto Student Transportation Group (TSTG) Governance Committee. The purpose of the TSTG Governance Committee is to provide direction, oversight and advice with respect to transportation within the Consortium.

The TCDSB appointed Trustee Del Grande and Trustee Kennedy to the TSTG Governance Committee. However, Trustee Del Grande is currently on leave and not able to attend TSTG meetings. TCDSB needs a full complement of Trustees on the TSTG Governance Committee to ensure the smooth planning and operations of student transportation.

Staff are recommending that the Board of Trustee appoint another Trustee to the TSTG Governance committee. This appointment should be on an interim basis until Trustee Del Grande returns from leave or until Trustee Del Grande's term comes to an end on the TSTG Committee. The normal term for Trustee Del Grande's appointment on the TSTG Governance Committee is set to end in December 2021

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

## **B. PURPOSE**

The purpose of this report is to recommend the appointment of a Trustee to the TSTG Governance Committee on an interim basis.

## **C. BACKGROUND**

- 1. The purpose of the TSTG Governance Committee is to provide direction, oversight and advice with respect to transportation within the Consortium.** The TSTG Governance Committee is composed of six members from both the TCDSB and TDSB. Members include 2 Trustees and 1 Senior Business Official from each school board. Only 1 Trustee is able to vote at each meeting; therefore, each School Board will appoint a single Trustee and an alternate to sit on the committee.



2. **Trustee Del Grande is currently on leave and not able to attend TSTG meetings.** The TCDSB appointed Trustee Del Grande and Trustee Kennedy to the TSTG Governance Committee. However, trustee Del Grande is currently on a leave and not able to attend the meetings. This means only one Trustee can attend the meetings.
3. **TCDSB needs a full complement of Trustees on the TSTG Governance Committees to ensure the smooth planning and operations of student transportation.** If, for some reason, Trustee Kennedy is not able to attend the TSTG Governance Committee meeting, quorum requirements will not be met and the TSTG will not be able to complete any items on the meeting agenda.
4. **The overall committee has the following responsibilities:**
  - a. On an annual basis review the Governance Committees annual agenda of activities, mandate, and terms of reference.
  - b. Review and report to the Boards any proposed policy changes
  - c. Develop in conjunction with the Operations Committee a method for selecting the General Manager of the Consortium
  - d. Perform an annual performance review of the General Manager position
  - e. Review policies and procedures to ensure they are consistent with the goals and priorities of the Consortium.
  - f. Mediate and resolve any unresolved issues brought forward by the Operations Committee.
  - g. Approve and publish an annual report on the performance and accomplishments of the Consortium.
5. **Staff are recommending that the Board of Trustees appoint another Trustee to the TSTG Governance committee.** This appointment should be on an interim basis until Trustee Del Grande returns from leave or until Trustee Del Grande's term comes to an end on the TSTG Committee. The normal term for Trustee Del Grande's appointment on the TSTG Governance Committee is set to end in December 2021.

## **D. STAFF RECOMMENDATION**

1. That the Board of Trustees appoints 1 Trustee to the Toronto Student Transportation Group (TSTG) Governance Committee on an interim basis until Trustee Del Grande returns from leave or until the end of Trustee Del Grande's current term on the Toronto Student Transportation Group Governance Committee, whichever comes first.