

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

Tuesday, June 8, 2021

7:00 P.M.

	Pages
10. Delegations	
10.b. Phil Hornack regarding Social Media Policy	1 - 5
17. Staff Reports	
17.g. Procurement Award Report - Addendum 1 (Refer Item 17f)	6 - 20



DELEGATION REGISTRATION FORM FOR BOARD, STANDING OR OTHER COMMITTEES

First Name:

Phil

Last Name:

Hornak

Please select the applicable Board, Standing, Statutory, Sub or Ad Hoc Committee at which you are requesting to depute.

Corporate Services Strategic Planning and Property Committee

Do you wish to Delegate by electronic means?

Yes

Do you require assistance from the Recording Secretary's Office?

Yes

Do you wish to make your deputation in private session because the matter involves the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, an employee or prospective employee of the Board or a pupil of his or her parent or guardian?

No

Date of Deputation:

06-08-2021

Topic of Deputation:

Social Media Policy

Key Issue(s):

Why are Guidelines required if the Policy is concise and complete?

What capabilities does the Policy have related to enforcement?



DELEGATION REGISTRATION FORM FOR BOARD, STANDING OR OTHER COMMITTEES

Brief Summary of the Topic of Deputation:

My Key Issues and Action Requested summarize my Topic of Deputation.

Why are Guidelines required if the Policy is concise and complete?

What capabilities does the Policy have related to enforcement?

Review of Policy and Guidelines to look at eliminating Guidelines and strengthening the Policy

Action Requested:

Review of Policy and Guidelines to look at eliminating Guidelines and strengthening the Policy

Please select one of the following options:

I am here as a delegation to speak only on my own behalf.

Submission Date:

06-04-2021

Good evening trustees, staff and parents participating virtually in this CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE Meeting. My name is Phil Hornak. I am the Loretto Abbey Vice Chair of the CSPC and the OAPCE Representative and speaking here tonight as a parent of a high school student.

I am present tonight to comment on Item 16.b - Update on Policy A.29 - Acceptable Use of Technology Policy and Social Media Guidelines from the meeting of Thursday, May 27, 2021. Over the last two years I have been involved in annual reviews of the Policy and then the Guidelines through CPIC and OAPCE scheduled sessions. I feel that the process and progression of these two documents over that period was not clear and appropriate based on the importance of the Policy. There has not been any communication to the CSPC's and subsequently directly to the school parents.

Parent involvement and feedback is critical to the success of any school system and its policies and procedures. The parent coverage must be much more expanded and complete. If you present to groups of 20 to 32 people, the finished documents and not solicit structured feedback before issuing what has really been accomplished and molded.

After the Board development of these documents there was a motion advanced on April 28, 2021, to have staff draft a Social Media Policy. Parents are now even more confused, and this request and the surrounding situation needs clarification.

We are seeing Social Media activity that is less than complimentary to fellow Board members. Everyone involved obviously has beliefs and is hopefully well intentioned. A Social Media Policy coupled with The Code of Conduct should be more than adequate to ensure professional and Christian behaviour. I see serious actions that conflict with these Policies. A Trustee's ability to have an opinion is critical to their ability to represent their constituents. I was reminded today by someone at the Board that differences should be dealt with on the ballot and not on social media. I see real pain – psychological and financial - being inflicted on fellow officials.

Social media policies must also address people being deployed or piling on to leading noncompliant communications. Governing should not equal attacking and destroying individuals with differing opinions. Two people can disagree, but both feel they are right. If one of those people, then attacks the other through social media that does not make that someone more right.

I reference from the Trustee Conduct Commentary – *Section 4 - As leaders in the community, Trustees are held to a higher standard of behaviour and conduct, and accordingly their behaviour should be exemplary.*

9 10. Media Communications Commentary:

A Trustee may state that he/she did not support a decision or voted against the decision. A Trustee should refrain from making disparaging comments about other Trustees or about the Board's processes and decisions.

When communicating with the media, a Trustee should always refrain from speculating or reflecting upon the motives of other Trustees in respect of their actions as a Trustee.

While openness in government is critical, governments also must respect confidentiality when a matter must remain, at least for a period, confidential. Breaches of confidentiality by Trustees erodes public confidence.

While Trustees are encouraged to actively participate in vigorous debate, Trustees should understand that they are part of a democratically elected representative body and should not engage in social media as if they are outsiders. In this regard, caution should be exercised when blogging, posting, tweeting, re-posting, and linking to posts using social media, whether the member is using a personal account or a Board account.

12. Respectful Workplace Commentary:

It is the policy of Board of Trustees that all persons be treated fairly in the workplace in an environment free of discrimination or personal and sexual harassment.

The Board's Harassment and Discrimination Policy H.M.14 ensures a safe and respectful workplace environment and provides for the appropriate management of any occurrences of harassment and discrimination as those terms are defined in the policy.

The Board's Harassment and Discrimination Policy H.M.14 applies equally to members of staff and Trustees. It will provide guidance to the Integrity Commissioner when a complaint is received involving a Trustee.

The key to success and enforcement of Policies is that they must be clear and concise so that discipline can be imposed and enforced. A good policy does not require Guidelines for clarification. If you must keep checking, what do you really have? Staff should be encouraged to progress with the motion to develop a Social Media Policy – one that will be adhered to and is clear and concise.

Are we not all engaged in improving the student's education and reinforcing our Catholic Faith beliefs? Some seem to be preoccupied with their social media. What about participating in scheduled Zoom calls with your CSPC's, OAPCE and CPIC monthly sessions? Let us drop the media and focus on the social and work to encourage face to face parent feedback. We do not even know who is actually responding on social media or if there is credibility to them. Some are professional at disrupting and confronting.

Time to put the Catholic back into the TCDSB.



Procurement Award Report – Addendum 1

The following shall be **added** to the **June 8, 2021, Corporate Services Committee**, Agenda item **17.f Monthly Procurement Approvals** (Recommendation), Appendix A:

Appendix A

No.	Report Name	Vendor Name(s)	Type	Description	Amount
22	SEA Training 20-21 Bridges Canada	Bridges Canada	New Procurement Award	On-going training for students/staff new to devices purchased through Special Equipment Amount (SEA)	\$250,000.00
23	Purchase of SEA Device Peripherals	CDW	New Procurement Award	Purchase of Peripherals for SEA Devices	\$125,856.35
24	My BluePrint Board Wide Licenses 2021- 2022	Double Think	New Procurement Award	The yearly costs of the Board wide licenses for My Blueprint digital software	\$143,992.50
25	Spark Reading (Literacy Resource for Grade 1 to Grade 5) Pearson Canada – Formerly Literacy Portal	Pearson Canada	New Procurement Award	SPARK Reading by Pearson Canada is an existing digital resource used at St. Anne Academy in K-Gr. 5	\$148,000.00

26	Dante Alighieri Academy to Don Bosco Temporary Move	Metropolitan Movers	New Procurement Award	Moving services to relocate school contents (furniture & equipment) from Dante Alighieri Academy to the former Don Bosco Catholic Secondary School	\$185,785.00
27	Renewal of Natural Gas Management and Advisory Services Agreement 2021-2022	Twin Eagle Resource Management Canada, LLC.	Modification to Existing Award	OECM Natural Gas Management and Advisory Services Agreement to assist in executing the bulk purchase of natural gas and transportation from the supply source in Alberta to Toronto	\$5,864,502.00



Procurement Award Report

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

1. Report Information

Report Name	SEA Training 20-21 Bridges Canada
Report #	
Division	Special Services
SO/Executive	M. Meehan Superintendent, Special Services
Initiator/Requestor	D. Reid Principal, Special Services
Report Type	Modification to existing award

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	250,000.00
Term Start Date	June 4, 2021	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)	250,000.00
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 \$250,000.00 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	Purchase of SEA Device Peripherals
Report #	
Division	Special Services
SO/Executive	M. Meehan Superintendent, Special Services
Initiator/Requestor	D. Reid Principal, Special Services
Report Type	New procurement award

2. Tender/RFP/RFQ Information

RFP/Tender #	RFQ-022-21	Value (exclude all Taxes)	125,856.35
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

<u>Purchase Product</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total Price</u>
Logitech Stereo H111 Headset	1854	\$ 12.77	\$23,675.58
Noble Profile Wedge Lock - Notebook locking cable	350	\$ 46.88	\$16,408.00
Targus 12.1" Intellect Slim Briefcase Transport your Everyday Essentials	654	\$ 24.63	\$16,108.02
Kensington Triple Trek™ Ultrabook™	769	\$ 52.82	\$40, 618.58
Targus City Gear 15.6" Topload Laptop Case - Black	374	\$65.41	\$24,463.34

4. Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	2
Name of Recommend Vendor/Bidder	CDW
Winning Bid Value (exclude all Taxes)	125,856.35
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 Device Peripherals from CDW to the value of \$125,856.35 excluding all taxes to ensure continued delivery of support to special needs students who use an SEA funded device to access curriculum.

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.



Procurement Award Report

Report Name	My BluePrint Board Wide Licenses 2021-2022
Division	Student Success
SO/Executive	G. Iuliano Marrello, Superintendent – Student Success
Initiator/Requestor	M. Diamanti, Officer – Student Success
Report Type	New procurment award

Tender/RFP Information

RFP/Tender #		Value (HST extra)	\$143,992.50
Term Start Date	September 1, 2021	Term End date	August 31, 2022

Description of Goods/Service or Change

The yearly costs of the Board wide licenses for My Blueprint digital software. A comprehensive education and career/life planning program with the tools students need to make the most informed decisions about their future.

MyBlueprint has been customized for use by students in the TCDSB. Students use this program for course selection and career planning.

Procurement Process

Procurement Type	Single/Sole Source
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	
Name of Recommend Vendor/Bidder	DoubleThink
Winning Bid Value + Net HST	\$143,992.50
Budget Source	740110
Budget Source approval (Report & Date)	
Under/Over Budget	Within approved budget

Formal Award Recommendation

That the Board approve the purchase of Board wide licenses for the 2021-2022 school year from My BluePrint in the amount of \$143,992.50 plus net HST.



Procurement Award Report

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

1. Report Information

Report Name	Spark Reading (Literacy Resource for Grade 1 to Grade 5) Pearson Canada – Formerly Literacy Portal
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)	\$148,000.00
Term Start Date	June 1, 2021	Term End date	August 31, 2022

3. Description of Goods/Service or Change

<ul style="list-style-type: none"> • SPARK Reading by Pearson Canada is an existing digital resource used at St. Anne Academy in K-Gr. 5 • The quote below covers licensing for Gr. 1-5 classrooms in all elementary schools (excluding St. Anne) for a period of 15 months • This license will expire at the same time as the license currently in place for St. Anne (August 2022) • Schools may purchase additional licenses for their Kindergarten classrooms. Pearson will honour the \$100 per teacher cost in these cases • Pearson is currently the publisher of TCDSB's existing running record collection (Active Young Readers) • SPARK reading supports the Ontario Language curriculum with Canadian content and a variety of fiction and non-fiction titles

- The collection includes a strong focus on diverse texts. Pearson Canada has provided us with a statement outlining their commitment to culturally relevant and responsive pedagogy within this resource
- The resource will include French titles beginning in September 2021
- Adaptive features such as print to speech will be available in Sept. 2021
- Lesson guides are provided that align with the Ontario curriculum

Overall:

Total Cost (1480 x \$100 per classroom/teacher license) - \$148,000.00

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)	\$148,000.00
Budget Source	Operational Budget
Budget Source approval (Report & Date)	Approved by Associate Director of Academic Affairs, May 26, 2021
New/Under/Over Budget	Within approved budget

5. Formal Award Recommendation

That the Board approve award of the contract for SPARK Reading to Pearson Canada in the amount of \$148,000 plus net HST.



Procurement Award Report

(for Contracts over \$50,000)

1. Report Information

Report Name	Dante Alighieri Academy to Don Bosco Temporary Move
Report #	Ren 2020 165
Division	Capital Development, Asset Management & Renewal/Environmental Support Services/Planning and Development Services
SO/Executive	D. Friesen Superintendent, Capital Development, Asset Management & Renewal M. Farrell, Superintendent, Environmental Support Services M. Loberto, Superintendent, Planning and Development Services
Initiator/Requestor	L. Silva, Capital Project Supervisor

2. Tender/RFP/RFQ Information

RFP/Tender #	RFQ-011-20	Value (exclude all Taxes)	\$185,785.00
Term Start Date	June 17, 2021	Term End date	July 9, 2021

3. Description of Goods/Service or Change

Moving services to relocate school contents (furniture & equipment) from Dante Alighieri Academy to the former Don Bosco Catholic Secondary School to make ready for the relocation of staff and students during the construction of the replacement school.
--

4. Procurement Process

Procurement Type	RFQ
Consortium/Group Purchase	No
# of Compliant Bidders/Respondents	3
Name of Recommend Vendor/Bidder	Metropolitan Movers
Winning Bid Value (exclude all Taxes)	\$185,785.00
Budget Source	School Renewal Allocation
Budget Source approval (Report & Date)	REN 2020 010 - 2020-21 School Renewal Plan, 14 Jan 2021

5. Formal Award Recommendation

That a contract for moving services be awarded to Metropolitan Movers for the moving of school contents from Dante Alighieri Academy to the former Don Bosco Catholic Secondary School in the amount of \$185,785.00 plus net HST of \$4,012.96, for a total of \$189,797.96.



Procurement Award Report

(for Contracts over \$50,000)

1. Report Information

Report Name	Renewal of Natural Gas Management and Advisory Services Agreement 2021-2022
Report #	Ope 2020 028
Division	Environmental Support Services
SO/Executive	M. Farrell, Superintendent, Environmental Support Services
Initiator/Requestor	K. Elgharbawy, Senior Coordinator Innovation and Service Delivery

2. Tender/RFP/RFQ Information

RFP/Tender #		Value (exclude all Taxes)	\$5,864,502
Term Start Date	September 1, 2021	Term End date	August 31, 2022

3. Description of Goods/Service or Change

The Board currently utilizes the OECM Natural Gas Management and Advisory Services Agreement with Twin Eagle Resource Management Canada, LLC to assist in executing the bulk purchase of natural gas and transportation from the supply source in Alberta to Toronto. This agreement will expire on August 31, 2021.

Direct purchase is more cost effective than purchasing through a public utility such as Enbridge. The current agreement allows the Board better control of its gas purchases and gas transportation rates and provides a degree of budget certainty from fixed pricing combined with some flexibility to benefit from future price changes.

The Board's Energy staff monitor gas pricing daily in consultation with Twin Eagle Resource Management Canada LLC. In order to provide price protection and price stability, Board staff are prepared to notify the Board's consultant to fix gas purchases when pricing is favourable to the Board.

There are no additional costs to the Board for the purchase of gas or gas transportation as the advisor is compensated through a commission from the supplier on a per transaction basis. The Board pays a monthly fee to Enbridge Gas for distribution of natural gas to Board properties.

The estimated Budget for Natural Gas and Transportation purchases for 2021-2022 fiscal year is detailed below:

Gas Commodity Cost & Transportation	\$2,655,386
Enbridge Gas Distribution Charges	\$1,753,712
Net Applicable HST	\$ 95,236
Total Gas Expenditures	\$4,504,334
Federal Carbon Tax Charge	\$1,360,168
Total Natural Gas Budget	\$5,864,502

4. Procurement Process

Procurement Type	Multiple Award/VOR
Consortium/Group Purchase	Yes - OECM
# of Compliant Bidders/Respondents	N/A
Name of Recommend Vendor/Bidder	Twin Eagle Resource Management Canada, LLC.
Winning Bid Value (exclude all Taxes)	\$5,864,502
Budget Source	Maintenance and Operations Budget

5. Formal Award Recommendation

This report recommends the renewal of the OECM Natural Gas Management and Advisory Services Agreement for a one year period expiring on August 31, 2022 with Twin Eagle Resource Management Canada, LLC for the estimated amount of \$5,864,502 including net HST.

This report also recommends locking in 100% of the Board's natural gas requirements for the period September 1, 2021 to August 31, 2022 at an average price not to exceed \$3.25 /GJ. and; locking in 100% of the gas transportation requirement for the period September 1, 2021 to August 31, 2022 at an average price not to exceed \$1.25 /GJ.