

# TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING Public Session

## AGENDA SEPTEMBER 21, 2023

**Nancy Crawford, Chair**  
Trustee Ward 12

**Frank D'Amico, Vice Chair**  
Trustee Ward 6

**Markus de Domenico**  
Trustee Ward 2

**Michael Del Grande**  
Trustee Ward 7

**Daniel Di Giorgio**  
Trustee Ward 10

**Angela Kennedy**  
Trustee Ward 11

**David Beshai**  
Student Trustee



**MULTI-YEAR STRATEGIC PLAN**  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



**Ida Li Preti**  
Trustee Ward 3

**Teresa Lubinski**  
Trustee Ward 4

**Joseph Martino**  
Trustee Ward 1

**Kevin Morrison**  
Trustee Ward 9

**Maria Rizzo**  
Trustee Ward 5

**Garry Tanuan**  
Trustee Ward 8

**JoyGold Goodluck**  
Student Trustee

### MISSION

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

### VISION

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

**Recording Secretary: Sophia Harris, 416-222-8282 Ext. 2293**  
**Assistant Recording Secretary: Skeeter Hinds-Barnett, 416-222-8282 Ext. 2298**  
**Assistant Recording Secretary: Sashia Stephenson, 416-222-8282 Ext. 2207**

**Dr. Brendan Browne**  
Director of Education

**Nancy Crawford**  
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 of the Anishinabek (a-ni-shna-bek), the Haudenosaunee (hoh-Dee-noh-Shoh-nee) Confederacy, and the Wendat peoples. We also acknowledge the land covered by Treaty 13 is held by the Mississaugas of the Credit First Nation and Toronto is subject to The Dish with One Spoon covenant. We also recognize the contributions and enduring presence of all First Nations, Métis, and Inuit people in Ontario and the rest of Canada.

### La Reconnaissance du Territoire

Nous témoignons du plus grand respect pour les Peuples autochtones au Canada et nous avons à cœur de souligner que tous les immeubles du Toronto Catholic District School Board sont situés sur les terres traditionnelles de la Nation Anishinabek, de la Confédération de Haudenosaunee et des Wendats. Il est également important de noter que le territoire visé par le Traité 13 est celui des Mississaugas de la Première Nation Credit et que celui de Toronto est protégé par l'accord d'« un plat à une cuillère ». Nous tenons également à rappeler la présence pérenne et l'importance des contributions des Premières Nations, des Métis et des Inuits en Ontario, et dans tout le Canada.

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# AGENDA

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

Nancy Crawford, Chair

Frank D'Amico, Vice Chair

Thursday, September 21, 2023

7:00 P.M.

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Pages

1. Call to Order
2. Memorials and Opening Prayer
3. Land Acknowledgement
4. Singing of O Canada
5. Roll Call and 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) - Nil
  - 10.b Special Board (Corporate Services) - Nil

10.c	Regular Board Held August 24, 2023	1 - 13
11.	<b>Presentations</b>	
11.a	From the Chair of the Board	14
11.b	From the Director of Education	15 - 17
11.c	From the Student Trustee(s)	18
11.d	Toronto Public Health - Fall Update and School Partnership - Nicole Welch, Director and Chief Nursing Officer and Dr. Allison Chris, Associate Medical Officer of Health (Refer September 21, 2023 Addendum)	
12.	<b>Delegations</b>	
13.	<b>Consideration of Motions For Which Previous Notice Has Been Given</b>	
14.	<b>Consent and Review</b>	
15.	<b>Unfinished Business from Previous Meetings</b>	
16.	<b>Matters recommended by Standing Committees of the Board</b>	
17.	<b>Matters recommended by Statutory Committees of the Board</b>	
18.	<b>Matters referred/deferred from Committees/Board</b>	
19.	<b>Reports of Officials for the Information of the Board of Trustees</b>	
20.	<b>Reports of Officials Requiring Action of the Board of Trustees</b>	
20.a	From the Governance and Policy Committee: Annual Review of Policy H.M.14, Harassment and Discrimination	19 - 28
20.b	From the Governance and Policy Committee: Update on Policy A.22 Art Collection	29 - 35
20.c	From the Governance and Policy Committee: Update to Policy H.M.17, Occupational Health and Safety	36 - 43

20.d	From the Governance and Policy Committee: Update to Policy H.M. 37, Workplace Violence	44 - 51
20.e	2023-2024 Capital Priorities Process and Criteria	52 - 66
20.f	Ontario Catholic School Trustees' Association (OCSTA) Board of Director Expenses	67 - 68
20.g	Recommendation Selection Committee for Executive Superintendent, Technology, Data and Strategic Transformation and Chief Information Officer	69 - 71
21.	Reports from External Committees / Organizations	
22.	Listing of Communications	
22.a	From the Catholic Parent Involvement Committee: Approved Minutes of Meeting Held May 29, 2023 (Refer September 21, 2023 Addendum)	
22.b	From the Governance and Policy Committee: Approved Minutes of Meeting Held June 6, 2023	72 - 85
22.c	From the Special Education Advisory Committee: Approved Minutes of Meeting Held June 7, 2023	86 - 97
23.	Inquiries and Miscellaneous	
24.	Updating of Pending Lists	
24.a	Master Pending List and Rolling Calendar	98 - 108
24.b	Annual Report	109 - 112
25.	Closing Prayer	
26.	Adjournment	

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

**HELD THURSDAY, AUGUST 24, 2023**

**PRESENT:****Trustees:**

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

**Student Trustees:**

D. Beshai - Virtual  
J. Goodluck

**Staff:**

B. Browne  
D. Boyce  
A. Della Mora  
R. Putnam  
S. Campbell  
A. Ceddia

L. Coulter  
C. Fernandes  
O. Malik  
M. Meehan  
P. Aguiar  
A. Bria  
M. Caccamo  
R. D’Addario  
G. Danfulani  
L. Di Marco  
K. Dixon  
B. Doan  
M. Farrell  
R. Fernandes  
M. Loberto  
R. Peterson  
R. Walo  
S. Vlahos  
M. Zlomislic

S. Harris, Recording Secretary  
S. Stephenson, Assistant Recording Secretary

**External Guests:**

D. Jones – Founding Director of Youth Association for  
Academics, Athletics and Character Education (YAAACE)  
(For Item 12d)  
A. Robertson, Parliamentarian

**6. Oath of New Student Trustee – Ashionyedue Goodluck**

Executive General Legal Counsel, Antonella Ceddia, administered the Declaration of Office and the Oath of Allegiance to new Student Trustee Ashionyedue Goodluck, and extended welcome on behalf of the Board of Trustees and Staff.

## 7. **Approval of the Agenda**

MOVED by Trustee Li Preti, seconded by Trustee Lubinski, that the Agenda, as amended to include the Addendum and the reordering of Item 9a) Notice of Motion from Trustee Li Preti regarding The Gardiner Family Summer Resort and the Marian Shrine of Gratitude located at 3100 Weston Road, Toronto, Ontario, to Item 14a) Consideration of Motion, be approved.

Results of the Vote taken, as follows:

### **In Favour**

### **Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Morrison  
Rizzo  
Tantuan

The Motion was declared

CARRIED

Student Trustees Beshai and Goodluck wished to be recorded in favour.

## 8. **Reports from Private Session**

MOVED by Trustee Martino, seconded by Trustee Kennedy, that the following report from Trustee Martino be received:



- a) Approved Minutes of previous meetings, as follows:  
Student Achievement Committee Held May 4, 2023, Corporate Services  
Committee Held June 8, 2023, Regular Board Held June 15, 2023 and  
Special Board Held July 5, 2023; and
- b) Received a verbal update regarding a Human Resources matter from Derek  
Boyce, Associate Director of Corporate Services and Chief Commercial  
Officer.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Del Grande  
Di Giorgio  
Kennedy  
Li Preti  
Lubinski  
Martino  
Morrison  
Rizzo  
Tanuan

The Motion was declared

CARRIED

Student Trustees Beshai and Goodluck wished to be recorded in favour.

**10. Declarations of Interest**

There were none.

**11. Approval and Signing of Minutes of the Previous Meetings**

MOVED by Trustee Kennedy, seconded by Trustee Martino, that Items 11a), 11b), 11c) and 11d) be adopted as follows:

**11a) Student Achievement Committee Held May 4, 2023;** approved.

**11b) Corporate Services Committee Held June 8, 2023;** approved.

**11c) Special Board (Corporate Services) held June 8, 2023** approved; and

**11d) Regular Board held June 15, 2023** approved.

The Motion was declared

CARRIED

Trustee Lubinski left the virtual room at 7:30 pm.

**12. Presentations**

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

**12a) From the Chair of the Board** received.

The Motion was declared

CARRIED

The Chair took the opportunity to express thanks, on behalf of herself and family, for the support and words of encouragement received in light of the recent passing of her husband, Paul Crawford.

MOVED by Trustee Martino, seconded by Trustee Del Grande, that Item 12b) be adopted as follows:

**12b) From the Director of Education** received.

The Motion was declared

CARRIED

Director Dr. Browne welcomed Richard Walo to the Senior Team as the new Superintendent for Area 1 schools.

Trustee Morrison left the meeting at 7:34 pm.

Trustee Lubinski returned to the virtual room at 7:35 pm.

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

**12c) From the Student Trustee(s)** received.

The Motion was declared

CARRIED

Trustee Lubinski rose on a point of privilege to request prayers for Ukraine, particularly for the children.

MOVED by Trustee Li Preti, seconded by Trustee Del Grande, that Item 12d) be adopted as follows:

- 12d) Youth Association for Academics, Athletics, and Character Education (YAAACE) - Year in Review - Devon Jones, Founding Director of YAAACE received.**

The Motion was declared

CARRIED

**14. Consideration of Motion For Which Previous Notice Has Been Given**

MOVED by Trustee Li Preti, seconded by Trustee Lubinski, that the Toronto Catholic District School Board's (TCDSB) By-law 175, Article 10.7, 30-day notice period be waived, and that Item 9a) Notice of Motion from Trustee Li Preti regarding The Gardiner Family Summer Resort and the Marian Shrine of Gratitude located at 3100 Weston Road, Toronto, Ontario, be considered at today's meeting.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

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

The Motion was declared

CARRIED

Student Trustees Beshai and Goodluck wished to be recorded in favour.

**14a) From Trustee Li Preti regarding The Gardiner Family Summer Resort and the Marian Shrine of Gratitude located at 3100 Weston Road, Toronto, Ontario:**

WHEREAS: This motion proposes full protection of the house named “Rivermede” and the Marian Shrine of Gratitude, located at the former swimming pool located at 3100 Weston Road, Toronto, Ontario;

WHEREAS: The First Nations of North America used the trail as part of the trade route that connected Northern and Western Canada with the Gulf of Mexico;

WHEREAS: In 1848, the land was purchased by Matthew Griffith;

WHEREAS: In 1933, the land was purchased by Percy and Gertrude Gardiner;

WHEREAS: In 1950, the property was purchased by Jethro and Audrey Crang. Mr. Crang came from the turn of the 20th century Toronto builders and was related to the Goulding and Boake families, who were pioneer families in Downsview;

WHEREAS: On October 31, 1958, The Order of Ukrainian Catholic Basilian Fathers purchased the property and have been the owners of the property until 2023. The property is beside the former St. Basil The Great High School;

WHEREAS: When the former swimming pool was filled in, one of the priests, Fr. Basil Cymbalisty, created the Marian Shrine of Gratitude together with his community as a thank you for his recovery from an eye accident;

WHEREAS: As Fr. Cymbalisty eloquently wrote, “To all who come here, it imparts a special serenity. The neighbours deem this Shrine to be a sign of

God's blessings for this area. Through the years, it has become a place of hope, gratitude, and serenity for many." This is as true today as it was in 2004;

WHEREAS: The significance of the Shrine is not only for residents of the local community, residents of Toronto, throughout Ontario and across Canada, but also to the countless international visitors who walk through the gates. People of diverse ethnic origins, various nationalities, denominations and cultures come to the Shrine to find peace and to give thanks;

WHEREAS: This Shrine has been maintained by volunteers for about 19 years and used as public property;

WHEREAS: The Marian Shrine of Gratitude is located in Humber River Black Creek and is at risk of being demolished and;

WHEREAS: The Shrine is a place of unparalleled beauty and mysticism.

THEREFORE BE IT RESOLVED THAT: The Director and the Chair of the Board write a letter to all MPPs and City Councillors, the Mayor of Toronto, and the Premier of Ontario asking that the former Gardiner Family Summer Resort (Basilian Fathers House), including the Marian Shrine of Gratitude at 3100 Weston Road, Toronto be designated as a heritage site and protected by the Ontario Heritage Act; and

FURTHER BE IT RESOLVED THAT: Trustees would delegate to the Heritage Preservation Board at the hearing.

Trustee Del Grande left the meeting at 8:33 pm.

Trustee Di Giorgio left the meeting at 8:37 pm.

Time for business expired.

The Chair put the question, "Is it the will of the meeting to extend debate for 15 minutes?"

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Kennedy  
Li Preti  
Lubinski  
Rizzo  
Tanuan

Martino

Time was extended by 15 minutes.

Student Trustees Beshai and Goodluck wished to be recorded in favour.

Trustee D'Amico joined the virtual room at 8:50 pm.

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

**In Favour**

**Opposed**

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

The Main Motion was declared

CARRIED

Student Trustee Goodluck wished to be recorded in favour.

Student Trustee Beshai did not vote/respond.

## **25. Updating of Pending Lists**

MOVED by Trustee Li Preti, seconded by Trustee Martino, that Items 25a) and 25b) be adopted as follows:

**25a) Master Pending List and Rolling Calendar** received; and

**25b) Annual Report** received.

Results of the Vote taken, as follows:

### **In Favour**

### **Opposed**

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

The Motion was declared

CARRIED

Student Trustee Goodluck wished to be recorded in favour.

Student Trustee Beshai did not vote/respond.



## 27. Adjournment

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

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

Trustee de Domenico did not vote/respond.

Student Trustee Goodluck wished to be recorded in favour.

Student Trustee Beshai did not vote/respond.

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SECRETARY

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CHAIR



## Chair's Monthly Report September 2023

- Attending the **Annual Education Mass** at St. Michael's Cathedral Basilica along with the Director, Trustees, and Senior Staff.
- Delivering remarks at the Director's Annual General meeting recognizing all new Administrator and business Leaders beginning this year, along with the **Celebration of the Eucharist** with His Grace **Archbishop Leo** at the Catholic Education Centre.
- Participating along with the Director in the annual planning call with the President and Executive Director of OCSTA.
- Welcoming **Mayor Olivia Chow**, along with the Director and Trustee Del Grande, on the first day of **the new school year**, at St. Aidan's Catholic Elementary School. The themes of the event were welcome back and transportation and road safety.
- Along with Trustee Tanuan attending the **OCSTA Board of Directors Meeting** and Annual Retreat.
- Along with Trustees and other Catholic Boards in Region 6, attending the **OCSTA 2023 Fall Regional Meeting** in Hamilton.
- Delivering greetings to staff and students at the first Catholic Student Leadership (CSLIT) meeting of the 2023-2024 school year.

### Standing items:

- Continuing to participate in bi-weekly conversation meetings with **Stephen Lecce, Minister of Education** at which he introduces new developments and initiatives in education to all Board Chairs and Directors throughout the province. **Recent topics include:** improving educational outcomes, new criteria for capital funding, labour negotiations, math achievement, mental health new resources and curriculum, and ventilation.
- Continuing to participate in Committee meetings and Community meetings as Ex-Officio, most recently:
  - Governance and Policy Standing Committee
  - Special Education Advisory Committee
  - Catholic Parent Involvement Committee



## Director's Monthly Report

September 2023

September is the real “new year” for all of us in education. June is “last year” and now that September is upon us, the “new year” has begun! I was blessed to spend time with so many students and families during the first week of school as we collectively readjusted to routine and set ambitious goals for the year ahead. We captured our annual back-to-school photo on the front porch of our house, and I saw so many smiling faces doing the same that morning. We approach this year feeling refreshed, invigorated, and optimistic about the year ahead.

We are happy to welcome students back to our schools, and we are particularly delighted to welcome students and families who are new to the TCDSB. Each classroom, community, and parish look forward to embracing our new students to ensure positive and smooth transitions in support of academic, social, and spiritual success.

We were pleased to kick off the new school year with a joint press conference supporting road safety at St. Aiden Catholic School in Scarborough. Local and national media captured so many smiling faces and proud parents and caregivers in their blue and white school uniforms! We were proud that the focus of back to school in Toronto was on Toronto Catholic.

The month of September is busy as new routines are established and clubs, teams, and activities get off the ground. From fall sports to student government, our students are encouraged to get involved in the many opportunities provided by our amazing staff who give so much of their time, talents, energy, and passion to the many extra-curricular activities throughout the system.

While the system, schools, and classes begin to settle during the month of September, we are appreciative of the support, partnership, and patience of all as we continue to work to ensure our students have the best opportunities for success academically, socially, and spiritually. It is through the intentional collaboration between home, school, and parish that Catholic education shines.

Looking forward to another wonderful year ahead!

### During the Month of September, we Recognize and Celebrate:

**Hospitality** as the **Virtue of the Month** and important **observances** such as: Ukrainian Canadian Heritage Month, Labour Day, First Day of School for Students, International Day of Charity, Ukrainian Heritage Day, UN Literacy Day, Fetal Alcohol Spectrum Disorder (FASD) Awareness Day, Grandparents' Day, World Suicide Prevention Day, Rosh Hashanah (Judaism - New Year), Yom Kippur (Judaism - Day of Atonement), Franco-Ontarian Day, Rowan's Law Day, Sukkot (Judaism - Festival of Booths), National Day for Truth & Reconciliation/Orange Shirt Day

**Highlights from the lead-up to and start of the new school year include:**

- Attending the **Strengthening School Community Safety and Well-being Symposium and “SafeTO” Conference 2023-2024**
- Attending the **Annual Education Mass** at St. Michael’s Cathedral Basilica along with Trustees and Senior Staff from all five boards in the Archdiocese of Toronto
- **Director’s Annual General Meeting** - This annual event brought together leaders from across the organization as we embarked on a new school year with a focus on the year ahead. This in-person event **recognized all New Administrators and Business Leaders beginning this year, along with the Celebration of the Eucharist with His Grace Archbishop Leo** at the Catholic Education Centre
- **Back to School Week** – celebrating the return to school and student success by visiting schools and engaging with students, school staff, parents, and the school community:
  - First Day of School celebrations and welcoming students, parents, and staff at **St. Aiden Catholic School**
  - School visits to **St. Dorothy Catholic School, St. Lawrence Catholic School, St. Thomas Aquinas Catholic School, St. John Bosco Catholic School, D’Arcy McGee Catholic School, and Cardinal Leger Catholic School**
- **Engaging with media** on behalf of the TCSDb on **(CBC)** in the lead-up to the beginning of the new school year
- Promoting Toronto Catholic through media engagement on the first day of school with **CP24, Breakfast Television, CP24, Global News, CBC, City TV, and the Toronto Star**
- Presenting at the **Toronto Board of Health** meeting about mental health and public health in schools
- Participating and delivering greetings at the **“Heart of Welcome”** Celebration of the Eucharist and as we extend a special welcome to those who are new to the Catholic Education Centre this year
- Along with Trustees and Directors from Ontario Catholic Boards, attending the **OCSTA 2023 Fall Regional Meeting**
- Welcoming in-coming Grade 9 Student leaders at the monthly **CSLIT** meeting

Standing Items:

- Participating on and contributing to **provincial leadership conversations** 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 with Catholic Directors** from across the province in support of best practices, shared issues, solutions, and advocacy throughout Catholic education in Ontario
- Connecting with our TCDSB Community through our monthly “**Lunch with the Director**” series

## September Student Trustee Board Report

### Update from the Student Trustees:



- JoyGold and David met with the CSLIT executive team to plan the first general assembly of the school and help determine our pillars for the year.
- David along with the OSTA-AECO president and public vice-president met with Minister Lecce at Queens Park to talk about OSTA-AECO's vision and plans for the year.
- David and JoyGold alongside the OSTA-AECO leadership team met with RECFO to discuss their future plans and collaborations for the year to come.
- David met with OECTA leadership to discuss their collaboration and partnership for the year with OSTA-AECO.
- David met with OCSTA leadership and president Pat Daly to discuss their relationship with OSTA-AECO and how they can collaborate on upcoming initiatives.
- JoyGold participated alongside the OSTA-AECO President in an EQAO Strategic Plan interview.
- David will also be chairing the first Catholic Education Advocacy Interest Group Cabinet made up of student trustees from across the province later this month.



REPORT TO

REGULAR BOARD

## ANNUAL REVIEW OF POLICY H.M. 14, HARASSMENT AND DISCRIMINATION

*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)*

### Drafted

August 21, 2023

### Meeting Date

September 21, 2023

Corrado Maltese, Coordinator, Occupational Health and Safety

Nairi Kazazian, Sr. Coordinator, Labour Relations

Lynda Coulter, Executive Superintendent, Human Resources, Leadership, Equity

### RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne  
Director of Education

Adrian Della Mora  
Associate Director of Academic  
Affairs & Chief Operating Officer

Derek Boyce  
Associate Director of Corporate  
Services and Chief Commercial Officer

Ryan Putnam  
Chief Financial Officer and Treasurer



## **A. EXECUTIVE SUMMARY**

This report is recommending no changes to Policy H.M. 14, Harassment and Discrimination.

**The cumulative staff time required to prepare this report was 0.5 hours.**

## **B. PURPOSE**

1. This Recommendation Report is on the Order Paper of the Governance and Policy Committee as a requirement to review annually Policy H.M. 14, Harassment and Discrimination

## **C. BACKGROUND**

1. Policy H.M. 14, Harassment and Discrimination was approved in May 2007 and last reviewed in October 2022.
2. The Occupational Health and Safety Act (OHSA) requires that the employer prepare and review a written policy with respect to workplace harassment and to review the policy as often as necessary, but at least annually.
3. Recommendations in this report were reviewed at the September 5, 2023 meeting of the Governance and Policy Committee.

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

1. This policy was reviewed in consultation with staff from the Facilities and Communications Departments, Field Superintendents and Legal Services. Staff also consulted the various labour partners on the Board's three Multisite Joint Health and Safety Committees

## **E. METRICS AND ACCOUNTABILITY**

1. Staff will review this policy annually with the three Multisite Joint Health and Safety Committees.

2. This policy is posted on the Health and Safety Bulletin Board in every school and TCDSB workplace as per the OHSA.

**F. GOVERNANCE AND POLICY COMMITTEE  
RECOMMENDATION**

The Governance and Policy Committee recommends that Policy H.M. 14 in Appendix A be maintained in its current form.



**POLICY SECTION:** Human Resources

**SUB-SECTION:** Miscellaneous

**POLICY NAME:** Harassment and Discrimination

**POLICY NO:** H.M. 14

<b>Date Approved:</b> May 2, 2007	<b>Date of Next Review:</b> Annually	<b>Dates of Amendment:</b> April 23, 2015 August 25, 2016- Board October 27, 2022
<p><b>Cross Reference:</b>  <i>Education Act, Sections 301-303</i>  <i>Ontario College of Teachers Act</i>  <i>Occupational Health and Safety Act</i>  <i>Municipal Freedom of Information and Protection of Privacy Act</i>  <i>Human Rights Code</i>  H.M. 19 Conflict Resolution  H.M. 24 Catholic Equity and Inclusive Education Policy  H.M.30 Complaint Against a Staff Member  <i>H.M. 28 Sexual Harassment (consolidated herein)</i>  S.S. 09 Code of Conduct Policy  Police School Board Protocol  <b>Appendix A:</b> The Respectful Workplace- Guidelines Addressing Workplace Harassment and Discrimination (2016)</p>		

**Purpose:**

This Policy commits the TCDSB to providing an environment that promotes professionalism and ethical behaviour consistent with its Code of Conduct. The policy affirms the Catholic teachings that all human beings share a common dignity and deserve to be treated with the respect and consideration worthy of followers of Christ. It therefore, requires all persons to exercise behaviour that facilitates the creation of an environment that is conducive to the achievement of excellence and the development of one's potential.



**POLICY SECTION:** Human Resources  
**SUB-SECTION:** Miscellaneous  
**POLICY NAME:** Harassment and Discrimination  
**POLICY NO:** H.M. 14

### **Scope and Responsibility:**

This Policy extends to all Board employees, contract employees, parents, students, volunteers and Trustees who are employed by or perform functions for the Toronto Catholic District School Board and recognizes that similarly, each of these groups has the right of freedom from harassment and discrimination in the workplace. The Director of Education, supported by the Human Resources department, is responsible for this policy.

### **Alignment with MYSP:**

#### **Learning – Growing in Knowledge**

Continue to develop a Christ-centered learning organization in pursuit of knowledge, innovation, and responsiveness

#### **Equity – Growing in Knowledge with Justice**

Apply Catholic Social Justice to nurture a community focused on equity, diversity, inclusion, anti-racism, and anti-oppression

#### **Well-Being – Growing in Knowledge with Justice and Hope**

Strengthen an environment rooted in Gospel values that nurtures hope and well-being

### **Policy**

The Toronto Catholic District School Board is committed to ensuring harassment and discrimination as defined by legislation and within this policy will not be tolerated by the Board. In keeping with its values and legal responsibilities as an



**POLICY SECTION: Human Resources**

**SUB-SECTION: Miscellaneous**

**POLICY NAME: Harassment and Discrimination**

**POLICY NO: H.M. 14**

employer, the Board will treat any complaint of harassment, sexual harassment and discrimination as a serious matter. Investigation of any complaint will be completed in a way that is objective, free from conflict of interest or power-based bias.

### **Regulations:**

1. The TCDSB document, The Respectful Workplace: Guidelines Addressing Harassment and Discrimination, 2016, will govern the operational procedures and set out the program with respect to workplace harassment and discrimination in the workplace.
2. A complaint may be initiated by an individual who believes that he/she has been harassed or by those who are covered by this policy who have witnessed directly or have reasonable grounds to suspect that harassment is occurring.
3. Any complaint must be filed within six (6) months following the incident(s) of harassment; however, the time limit may be extended at the discretion of the Board.
4. There shall be both a mediated process and a formal complaint resolution process available



**POLICY SECTION: Human Resources**

**SUB-SECTION: Miscellaneous**

**POLICY NAME: Harassment and Discrimination**

**POLICY NO: H.M. 14**

5. To protect TCDSB stakeholders from harassment and/or discrimination, the TCDSB will ensure that:
  - a. An investigation is conducted into incidents and complaints of harassment/discrimination that is appropriate in the circumstances;
  - b. The TCDSB stakeholder who has allegedly experienced harassment/discrimination and the alleged harasser, if he or she is an employee of the TCDSB, will be informed in writing of the results of the investigation and of any corrective action that has been taken or that will be taken as a result of the investigation; and
  - c. The Respectful Workplace- Guidelines Addressing Workplace Harassment and Discrimination, the TCDSB's written program implementing this policy, will be reviewed as often as necessary, but at least annually, to ensure that it adequately implements the policy.
6. Individuals who engage in harassment/discrimination may be disciplined up to and including dismissal or issued letter of trespass.
7. Any determination arising from an investigation will be subject to an appeal process.
8. Complaints made in a frivolous or vexatious manner or in bad faith will be subject to a disciplinary process



**POLICY SECTION: Human Resources**

**SUB-SECTION: Miscellaneous**

**POLICY NAME: Harassment and Discrimination**

**POLICY NO: H.M. 14**

9. All persons involved in a harassment/discrimination investigation shall maintain confidentiality to the fullest extent practicable and appropriate under the circumstances. Any breach of confidentiality is subject to appropriate disciplinary action.
10. Information obtained about an incident or complaint of harassment, including identifying information about any individuals involved, will not be disclosed unless the disclosure is necessary for the purposes of investigating or taking corrective action with respect to the incident or complaint, or is otherwise required by law.
11. All investigations will be conducted in a manner that ensures objectivity and as such, investigations may include the use of trained board personnel, such as staff from the Conflict Resolution Department, Administrators (in the cases involving parental harassment) and/or external consultants, as appropriate.
12. Records will be retained in keeping with the requirements of relevant legislation.
13. The Director of Education will develop and implement protocols and procedures that discourage harassment and ensure that suitable awareness and training is available to all those covered by the policy.



**POLICY SECTION:** Human Resources  
**SUB-SECTION:** Miscellaneous  
**POLICY NAME:** Harassment and Discrimination  
**POLICY NO:** H.M. 14

### **Definitions:**

#### **Discrimination**

Unfair treatment because of race, sex, colour, ancestry, place of origin, ethnic origin, marital status, sexual orientation, age, disability, citizenship, family status, record of offences, religion (creed), gender identity or gender expression.

#### **Harassment**

- (a) engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome, or
- (b) workplace sexual harassment;

A reasonable action taken by an employer or supervisor relating to the management and direction of workers or the workplace is not workplace harassment.

#### **Workplace Sexual Harassment**

- (a) engaging in a course of vexatious comment or conduct against a worker in a workplace because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- (b) making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome;





**POLICY SECTION: Human Resources**

**SUB-SECTION: Miscellaneous**

**POLICY NAME: Harassment and Discrimination**

**POLICY NO: H.M. 14**

### **Workplace**

The workplace is any place where employees, contract employees, parents, students, volunteers and trustees and other users perform work or work-related duties or functions. Schools and school-related activities, such as extracurricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions are included within this policy.

### **Evaluation and Metrics:**

1. There will be an annual review of with the Joint Occupational Health and Safety Committees comprised of employee and board representatives of this policy and related procedures with a report to the Board every year.
2. There will be an annual report to the Student Achievement committee on the statistics, number of complaints lodged by group and the status of complaints.



REPORT TO

REGULAR BOARD

## UPDATE ON POLICY A.22 ART COLLECTION

*"God is our refuge and strength, a very present help in trouble" Psalm 46:1*

Created, Draft	First Tabling	Review
August 29, 2023	September 21, 2023	
Martin Farrell, Superintendent of Environmental Support Services Bryan Shannon, Senior Manager, ICT Services		
<b>RECOMMENDATION REPORT</b>		

### Vision:

*IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope*

### Mission:

*Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne, PhD  
Director of Education

A. Della Mora  
Associate Director of Academic Affairs and  
Chief Operating Officer

D. Boyce  
Associate Director of  
Corporate Services, Chief  
Commercial Officer

R. Putnam  
Chief Financial Officer and  
Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends updating the Policy A.22 Art Collection to conform to current practice and policies.

*The cumulative staff time required to prepare this report was 20 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. Policy A.22 was first approved in April 1971 and has not been amended since November 1987.
2. Changes to this policy reflect current practice and alignment with related policies A.20 Records Management and Archives, A.11 Copyright, and F.F.02 Donation and Sponsorship.
3. Recommendations in this report were reviewed at the September 5, 2023 meeting of the Governance and Policy Committee.

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

In preparation for the revision of this policy, staff from the Arts Curriculum, Co-operative Education, ICT, and Archives departments collaborated to provide a co-op placement for eleven TCDSB high school students.

These students visited all school sites, took photographs of the art displayed using Board-provided devices, and recorded accompanying pieces of information about the art, all of which they captured in a database.

The inventory of art works are now contained in a database which will be maintained and updated by the Environmental Support Services Department as necessary in consultation with the appropriate departments.

This policy has been amended in consultation with staff from the Capital Development, Environmental Support Services, Asset Management & Renewal, Arts Curriculum, Insurance/Risk Management, Business Services, Partnership Development, Special Services, Equity, Diversity, Indigenous Education & Community Relations, and Communications Departments, and Legal Services. In addition, this policy reflects consultation with members of the Board's Indigenous Education and Advisory Committee.

## **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. GOVERNANCE AND POLICE COMMITTEE RECOMMENDATION**

That the Governance and Policy Committee recommends that the revised Policy A.22 Art Collection provided in Report Appendix A be adopted.



**POLICY SECTION:** ADMINISTRATION

**SUB-SECTION:**

**POLICY NAME:** ART COLLECTION POLICY

**POLICY NO:** A.22

<b>Date Approved:</b> April 1971.	<b>Date of Next Review:</b>	<b>Dates of Amendments:</b> BM p 223, 19 Nov 87
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**Cross References:**

TCDSB Policy A.20 Records Management and Archives

TCDSB Policy A.11 Copyright

TCDSB Policy F.F.02 Donation and Sponsorship

**Appendix**

**Purpose:**

This policy establishes a framework for the acquisition and management of works of art held by the Toronto Catholic District School Board.

**Scope and Responsibility:**

This policy applies to all works of art held by the Board within all of its schools and administrative office sites. The Director of Education is responsible for this policy with the support of staff from Arts Curriculum; Archives and Records Management; Capital Development, Asset Management & Renewal; Environmental Support Services; and Risk Management.

**Alignment with MYSP:**

**Learning – Growing in Knowledge**

Continue to develop a Christ-centred learning organization in pursuit of knowledge, innovation, and responsiveness.



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: ART COLLECTION POLICY

POLICY NO: A.22

### **Equity – Growing in Knowledge with Justice**

**Apply Catholic social justice to nurture a community focused on equity, diversity, inclusion, anti-racism, and anti-oppression.**

### **Well-Being – Growing in Knowledge With Justice and Hope**

**Strengthen an environment rooted in Gospel values that nurtures hope and well-being.**

### **Policy:**

The ~~Toronto Catholic District School Board~~ shall establish **maintain** an art collection and may, from time to time, add to that collection.

### **Regulations:**

1. ~~The amount to be expended each year shall be determined at the time of the annual budget.~~

4.1. **All works of art in within all Board schools and administrative offices and schools, whether donated or purchased with Board funds, shall comprise the Board's art collection, apart from works of art owned by employees and brought into administrative offices or classrooms for display.**

2. **Acquisitions into the collection may be made by donation, bequest, or commissioning by the Board.**

3. **Acquisitions made by donation or bequest shall be in accordance with the Board's Donation and Sponsorship Policy F.F.02.**



POLICY SECTION: ADMINISTRATION

SUB-SECTION:

POLICY NAME: ART COLLECTION POLICY

POLICY NO: A.22

2.4. Selections of art that are proposed to be acquired or disposed of will be subject to the approval of the Director of Education or their delegate.

4. All works in the collection shall be appraised at regular intervals and insured against damages, loss or theft.

5. Works of art held by the Board shall be insured in accordance with the Board's insurance policy that covers Board building contents.

6. Works of art deemed to be of significant monetary value shall be appraised from time to time and their value recorded for insurance purposes. Where applicable and feasible, documentation with respect to the provenance of the work shall be maintained.

7. Where applicable and feasible, the Toronto Catholic District School Board shall endeavour to obtain copyright as required for its purposes.

8. An inventory of works of art held by the Toronto Catholic District School Board shall be maintained and updated as required.

9. Works of art deemed to be of significant artistic, monetary, or historical value shall be prioritized for preservation. Preservation and restoration efforts shall be undertaken as funds allow.

10. The TCDSB recognizes and affirms the rights of Indigenous Peoples to own, control, and share their culture.

TCDSB shall ensure that the works of art it holds authentically and respectfully represent Indigenous Peoples and culture, that art created by and/or representing Indigenous Peoples is properly attributed and contextualized, that



**POLICY SECTION: ADMINISTRATION**

**SUB-SECTION:**

**POLICY NAME: ART COLLECTION POLICY**

**POLICY NO: A.22**

**the moral and intellectual property rights of Indigenous creators are respected, and that permission is granted for the display of art.**

**To achieve these aims, a consultation process shall be maintained between staff responsible for this policy and applicable members of Indigenous communities through the TCDSB's Indigenous Education Advisory Committee to advise on matters of Indigenous authorship and representation in the art it holds.**

**Definitions:**

**Art Appraisal:**

**The process of estimating the likely market value of an artwork.**

**Commission:**

**A work of art produced to order.**

**Provenance:**

**The history of ownership of an artwork.**

**Evaluation and Metrics:**

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

**A group of staff from the Archives, Arts Curriculum, Capital Development, Environmental Support Services, Asset Management & Renewal, Risk Management, Equity, Diversity, Indigenous Education & Community Relations departments will convene annually, or more frequently as necessary, to monitor the inventory of art, to assess appraisal and preservation needs, and to consult with Indigenous Education Advisory Committee on matters of Indigenous authorship and representation.**





REPORT TO

REGULAR BOARD

## UPDATE TO POLICY H.M. 17, OCCUPATIONAL HEALTH AND SAFETY

*For surely I know the plans for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope (Jeremiah 29:11)*

### Drafted

August 21, 2023

### Meeting Date

September 21, 2023

Corrado Maltese, Coordinator, Occupational Health and Safety

Nairi Kazazian, Sr. Coordinator, Labour Relations

Lynda Coulter, Executive Superintendent, Human Resources, Leadership, Equity

### RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN

2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne  
Director of Education

Adrian Della Mora  
Associate Director of Academic  
Affairs & Chief Operating Officer

Derek Boyce  
Associate Director of Corporate  
Services and Chief Commercial Officer

Ryan Putnam  
Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends an update to the current policy on Policy H.M. 17, Occupational Health and Safety, resulting from a provincial change to the name of the Ministry of Labour (MOL) that reflects the Ministry's expanded duties and responsibilities. This government ministry is now known as the Ministry of Labour, Immigration, Training and Skills Development (MLITSD). The policy is also updated to reflect the Workplace Safety and Insurance Board (WSIB) benefit costs and fines to employers associated with workplace injuries and illnesses to Board employees.

**The cumulative staff time required to prepare this report was 1 hour.**

## **B. PURPOSE**

1. This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends minor policy revisions that captures the name change to Ontario's Ministry of Labour and reflects the WSIB benefit costs to injured workers and fines to employers under the financial impact section of the policy.

## **C. BACKGROUND**

1. The Occupational Health and Safety Act (OHSA) legislates worker safety and requires that the employer prepare and review annually a written occupational health and safety policy.
2. This policy was first approved in April 2009 and was last amended in October 2022.
3. Among its many duties, the MLITSD is the regulatory body that helps eliminate workplace fatalities, injuries and illnesses through prevention and enforcement of OHSA. The MLITSD prosecutes employers and individuals for serious health and safety contraventions of OHSA.
4. The province has expanded the duties of the MLITSD to include immigration, training, and skills development.
5. Workplace Safety and Insurance Board (WSIB) benefit costs for injured workers and fines can be substantial for employers with fines for individuals up to \$25,000.00 and corporations up to \$500,000.00.
6. Recommendations in this report were reviewed at the September 5, 2023, meeting of the Governance and Policy Committee.

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

1. This policy has been amended in consultation with staff from the Facilities and Communication Departments, Field Superintendents and Legal Services. Staff also consulted with various labour partners on the Board's three Multisite Site Joint Health and Safety Committees.

## **E. METRICS AND ACCOUNTABILITY**

1. There is a requirement under OHSA to review this policy annually. As such, staff will review this policy in consultation with the three Multisite Joint Health and Safety Committees.
2. There is also a requirement under OHSA to post this policy on the Health and Safety Bulletin Board in every school and TCDSB workplace.

## **F. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION**

The Governance and Policy Committee recommend to Board that the revised Policy H.M. 17, Occupational Health and Safety provided in this report, Appendix A be adopted.

That the Governance and Policy Committee recommend to Board that Staff provide an annual report on Policy H.M. 17, Occupational Health and Safety, regarding the status of Health and Safety within the Toronto Catholic District School Board.



**POLICY SECTION:** HUMAN RESOURCES  
**SUB-SECTION:** MISCELANNEOUS  
**POLICY NAME:** OCCUPATIONAL HEALTH AND SAFETY  
**POLICY NO:** H.M. 17

<b>Date Approved:</b> April 29, 2009	<b>Date of Next Review:</b> annually	<b>Dates of Amendments:</b> May 27, 2014 October 27, 2022
<b>Cross References:</b> Occupational Health and Safety Act H.M. 37, Workplace Violence H.M. 14, Harassment and Discrimination		

### **Purpose**

This Policy reinforces the Board's commitment in maintaining an occupational health and safety program that helps to reduce workplace injuries and illness to staff, students, and visitors. This Policy is created to comply with the Occupational Health and Safety Act (OHSA).

### **Scope and Responsibility**

This Policy applies to all Board employees, contractors, summer students, co-op students, visitors, and volunteers. The Employer, through the Director of Education with the assistance of senior staff and the Occupational Health and Safety Department, is responsible for this Policy.

### **Alignment with MYSP:**

#### **Learning - Growing in Knowledge**

Continue to develop a Christ-centered learning organization in pursuit of knowledge, innovation, and responsiveness.

#### **Equity - Growing in Knowledge with Justice**

Apply Catholic Social Justice to nurture a community focused on equity, diversity,



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELANNEOUS**

**POLICY NAME: OCCUPATIONAL HEALTH AND SAFETY**

**POLICY NO: H.M. 17**

inclusion, anti-racism, and anti-oppression.

### **Well-Being - Growing in Knowledge with Justice and Hope**

Strengthen an environment rooted in Gospel values that nurtures hope and well-being.

### **Policy**

1. The Toronto Catholic District School Board's mission is to provide a safe and welcoming learning environment that is an example of Christian community. As such, the TCDSB considers the health and safety of all employees, students, and visitors to be of paramount importance and shares concerns related to the personal suffering, property damage and financial loss associated with workplace injuries and occupational diseases.
2. The TCDSB is committed to continuous improvement towards zero workplace injuries and occupational illnesses through effective administration, supervision, education, and training. The TCDSB shall continually demonstrate by attitude and example that health and safety is an integral part of every academic, operational and core business function.
3. The Internal Responsibility System (IRS) is the cornerstone of the OHSA. The Board and its employees share responsibility for workplace health and safety. Every Board employee regardless of job title has direct responsibility and accountability for safety as an essential part of his or her job.
4. Employees, contractors, constructors, summer students, co-op students, visitors and volunteers shall comply with the OHSA and all applicable legislation, regulations, TCDSB safety procedures and generally accepted safety standards.
5. The TCDSB's vision is that all employees will become safety leaders by promoting the IRS, by demonstrating through attitude and behavior that safety is part of the job and by working in partnership with their immediate supervisor in



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELANNEOUS**

**POLICY NAME: OCCUPATIONAL HEALTH AND SAFETY**

**POLICY NO: H.M. 17**

recognizing, evaluating, and controlling workplace hazards and risks.

### **Regulations:**

1. The Director of Education shall maintain an occupational health and safety program that complies with all applicable health and safety legal requirements and meets Canadian Standards Association (CSA) Standard, CAN/CSA Z100014: Occupational Health and Safety Management System.
2. The Occupational Health and Safety Department and the Staff Development Department shall provide appropriate resources to facilitate the training of all employees with respect to their rights, duties, and responsibilities towards safety.
3. The Planning and Facilities Department shall ensure that all applicable health and safety legislation as well as TCDSB safety procedures are implemented into the planning, construction, and maintenance of buildings and facilities.
4. Supervisors shall place health and safety as a standing agenda item in all staff meetings.
5. Supervisors shall follow-up on health and safety concerns.
6. Supervisors shall ensure that staff under their jurisdiction complies with the provisions of the OHSA and TCDSB safety procedures.
7. Workers shall follow safe work procedures and report health and safety hazards to their immediate supervisor.
8. Workers shall report immediately to their supervisor all workplace-related injuries and occupational illnesses.
9. The TCDSB shall maintain Joint Health and Safety Committees (JHSC) as per the requirements outlined in the OHSA or by order from the Ministry of Labour, **Immigration, Training and Skills Development (MLITSD).**



POLICY SECTION: HUMAN RESOURCES

SUB-SECTION: MISCELANNEOUS

POLICY NAME: OCCUPATIONAL HEALTH AND SAFETY

POLICY NO: H.M. 17

10. JHSC's shall:

- a. Foster and promote the IRS by functioning effectively.
- b. Meet and inspect the physical condition of the workplace at least once a month as per the duties outlined in the OHSA and the Committee's Terms of Reference (TOR).
- c. Report to and advise the Employer through written for the improvement of the health and safety of workers.
- d. Submit an annual report to the Director of Education outlining objectives, goals, activities, and accomplishments.

11. All applicable meeting minutes, inspection reports and other health and safety reports and information pertaining to a specific school shall be sent to the principal, who then shall share the information with their workers and the Catholic School Parent Council.

12. If the Catholic School Parent Council so desires, a school may be inspected once per year by the Catholic School Parent Council executive or equivalent representative group of members of the local community and the principal at a mutually agreed time.

### **Financial Impact:**

Maximum fine for a contravention of the Occupational Health and Safety Act is \$1,500,000.00 for a corporation, fine up to \$1,500,000.00 for a director or officer of a corporation and /or up to 12 months imprisonment, and a fine up to \$500,000.00 for an individual and / or up to 12 months imprisonment.

There are Workplace Safety and Insurance Board (WSIB) **medical and benefit costs and fines for Employers** associated with workplace injuries and illnesses to



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELANNEOUS**

**POLICY NAME: OCCUPATIONAL HEALTH AND SAFETY**

**POLICY NO: H.M. 17**

staff with fines ranging from up to \$25,000.00 for individuals and up to \$500,000.00 for corporations. There are also potential legal costs associated with student and third party injuries and illness occurring on school board property.

### **Evaluation and Metrics:**

This Policy shall be reviewed annually by staff in consultation with the Board's three Multisite Joint Health and Safety Committees. This will ensure that this Policy remains current, is responsive to the health and safety obligations of the Board and reflects Ontario's health and safety legislation.





REPORT TO

REGULAR BOARD

## UPDATE TO POLICY H.M. 37, WORKPLACE VIOLENCE

*For surely I know the plans for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope (Jeremiah 29:11)*

### Drafted

August 21, 2023

### Meeting Date

September 21, 2023

Corrado Maltese, Coordinator, Occupational Health and Safety

Nairi Kazazian, Sr. Coordinator, Labour Relations

Lynda Coulter, Executive Superintendent, Human Resources, Leadership, Equity

### RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



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Services and Chief Commercial Officer

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Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

This report recommends updating the current Policy H.M. 37, Workplace Violence, resulting from a provincial change to the name of the Ministry of Labour (MOL) that reflects the Ministry's expanded duties and responsibilities. The MOL is now known as the Ministry of Labour, Immigration, Training and Skills Development (MLITSD). The policy is also updated to reflect the Workplace Safety and Insurance Board (WSIB) benefit costs and fines associated with workplace injuries and illnesses to Board employees.

**The cumulative staff time required to prepare this report was 1 hour.**

## **B. PURPOSE**

1. This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends a minor policy revision because of the provincial name change from MOL to MLITSD. This report also acknowledges the WSIB benefit costs to injured workers and fines levied on employers under the financial impact section of the policy.

## **C. BACKGROUND**

1. The Occupational Health and Safety Act (OHSA) legislates worker safety resulting from violent incidents from students, co-workers, parents and the general public. OHSA requires that the employer prepare and review annually a written workplace violence policy as often as necessary, but at least annually.
2. The policy was first approved in September 2010 and was last amended in October 2022.
3. The MLITSD enforces the OHSA. Changes to this policy reflects the expanded provincial role of this Ministry and its name change from MOL to MLITSD. This government ministry is also responsible for immigration, training and skills development.
4. Workplace Safety and Insurance Board (WSIB) benefit costs for injured workers and fines can be substantial for employers with fines for individuals up to \$25,000.00 and corporations up to \$500,000.00.
5. Recommendations in this report were reviewed at the September 5, 2023 meeting of the Governance and Policy Committee.

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

1. This policy has been amended in consultation with staff from the Facilities and Communications Departments, Field Superintendents and Legal Services. Staff also consulted with various labour partners on the Board's three Multisite Joint Health and Safety Committees.

## **E. METRICS AND ACCOUNTABILITY**

1. There is a requirement under OHSA to review this policy as often as necessary, but at least annually. As such, staff will review this policy in consultation with the three Multisite Joint Health and Safety Committees.
2. There is also a requirement under OHSA to post the workplace violence policy on the Health and Safety Bulletin Board in every school and TCDSB workplace.

## **F. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATIONS**

The Governance and Policy Committee recommend to Board that the revised Policy H.M. 37, Workplace Violence provided in Appendix A be adopted.



**POLICY SECTION:** HUMAN RESOURCES  
**SUB-SECTION:** MISCELLANEOUS  
**POLICY NAME:** WORKPLACE VIOLENCE  
**POLICY NO:** H.M. 37

<b>Date Approved:</b> September 29, 2010	<b>Date of Next Review:</b> Annually	<b>Dates of Amendments:</b> May 27, 2014 October 27, 2022
<b>Cross Reference:</b> Occupational Health and Safety Act H.M. 17 Occupational Health and Safety		

### **Purpose**

This Policy reinforces the Board's commitment in addressing all forms of workplace violence that can injure workers. This Policy is created to comply with the Occupational Health and Safety Act (OHSA).

### **Scope and Responsibility**

This Policy applies to all Board employees, contractors, summer students, co-op students, visitors and volunteers. The Employer, through the Director of Education with the assistance of senior staff and the Occupational Health and Safety Department, is responsible for this Policy.

### **Alignment with MYSP:**

#### **Learning - Growing in Knowledge**

Continue to develop a Christ-centered learning organization in pursuit of knowledge, innovation, and responsiveness.



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELLANEOUS**

**POLICY NAME: WORKPLACE VIOLENCE**

**POLICY NO: H.M. 37**

### **Equity - Growing in Knowledge with Justice**

Apply Catholic Social Justice to nurture a community focused on equity, diversity, inclusion, anti-racism, and anti-oppression.

### **Well-Being - Growing in Knowledge with Justice and Hope**

Strengthen an environment rooted in Gospel values that nurture hope and well-being.

### **Policy**

1. The Toronto Catholic District School Board's mission is to provide a safe and welcoming learning environment that is an example of Christian community. As such, the TCDSB is committed as an Employer to the prevention of workplace violence by taking every precaution reasonable in the circumstances to protect all workers.
2. TCDSB shall address workplace violence toward workers from all possible sources (co-workers, supervisors, students, parents, visitors, volunteers, contractors, permit holders, intruders and perpetrators of domestic violence). Violent behaviour towards workers in the workplace is unacceptable.
3. The Internal Responsibility System (IRS) is the cornerstone of the (OHSA). The TCDSB and its employees share responsibility for the prevention of workplace violence. Every board employee regardless of job title has direct responsibility and accountability for violence prevention as an essential part of his or her job. Ultimately, the Board as the employer is responsible for all workers.

### **Regulations:**

1. The Director of Education through the Occupational Health and Safety Department shall develop and maintain a workplace violence program that implements this Policy. The program shall include the following:
  - (a) measures and procedures to assess risk and to protect employees from workplace violence
  - (b) means of summoning immediate assistance



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELLANEOUS**

**POLICY NAME: WORKPLACE VIOLENCE**

**POLICY NO: H.M. 37**

(c) protocol for employees to report workplace violence

2. The Occupational Health and Safety Department and the Staff Development Department shall provide appropriate resources to facilitate training programs on workplace violence for all employees. Workplace violence prevention programs shall be integrated into the overall health and safety training program for all employees, including orientation training for new employees and summer students.
3. All forms of workplace violence shall be addressed by the Employer and the immediate Supervisor and if necessary, in consultation with law enforcement authorities and in consideration of the (OHSA), Education Act and applicable Regulations, Policy and Memoranda
4. TCDSB and its Supervisors shall investigate and deal with all incidents, complaints, or threats of workplace violence in a timely, fair, and equitable manner. TCDSB shall take every precaution reasonable for the protection of workers by developing a safety plan that may include limited disclosure of information pertaining to individuals with a history of violent behavior. The privacy of all concerned shall be respected to the extent possible as per applicable legislation. Individuals dissatisfied with the outcome of an investigation can report to the Ministry of Labour, **Immigration, Training and Skills Development (MLITSD)**.
5. Supervisors shall provide information and instruction on workplace violence to their workers.
6. Workers shall follow the internal responsibility system and report all incidents of workplace violence involving co-workers and visitors using the online Workplace Violence and Harassment Reporting Form including disclosures of domestic violence pertaining to workers to their immediate supervisor. Workers shall also report incidents of workplace violence involving students using the appropriate special services / safe school reports.



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELLANEOUS**

**POLICY NAME: WORKPLACE VIOLENCE**

**POLICY NO: H.M. 37**

### **Definitions from the Occupational Health and Safety Act**

**Workplace:** land, premises, location or thing at, upon, in or near which a worker works

**Worker:**

- a person who performs work or supplies services for monetary compensation.
- a secondary school student who performs work or supplies services for no monetary compensation under a work experience program authorized by the school board that operates the school in which the student is enrolled.
- a person who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university, private career college or other post-secondary institution.
- such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation;

**Supervisor:** a person who has charge of a workplace or authority over a worker.

**Workplace Violence:**

- a) the exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker;
- b) an attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker;
- c) a statement or behaviour that is reasonable for a worker to interpret as a threat to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker.



**POLICY SECTION: HUMAN RESOURCES**

**SUB-SECTION: MISCELLANEOUS**

**POLICY NAME: WORKPLACE VIOLENCE**

**POLICY NO: H.M. 37**

### **Financial Impact:**

Maximum fine for a contravention of the Occupational Health and Safety Act is \$1,500,000.00 for the Employer, up to \$500,000.00 for an individual and / or up to 12 months-imprisonment particularly for negligence leading to a workplace fatality as a result of workplace violence.

There are Workplace Safety and Insurance Board (WSIB) **medical and benefit** costs and **potential fines for Employers** associated with injuries from workplace violence to staff **ranging from up to \$25,000.00 for individuals and up to \$500,000.00 for corporations.**

### **Evaluation and Metrics:**

This Policy will be reviewed annually by staff in consultation with the Board's three **Multisite** Joint Health and Safety Committees. This will ensure that the Policy remains current and reflects Ontario's health and safety legislation.





REPORT TO

REGULAR BOARD

## 2023-2024 CAPITAL PRIORITIES PROCESS AND CRITERIA

*“And people will come from east and west, and from north and south, and recline at table in the kingdom of God.”*  
*Luke 13:29*

### Drafted

September 12, 2023

### Meeting Date

September 21, 2023

J. Howley, Sr. Manager, Planning and Accountability

B. Leporati, Sr. Coordinator, Planning

M. Loberto, Superintendent, Planning and Development Services

### RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



**MULTI-YEAR STRATEGIC PLAN**  
 2022 - 2025

**IN GOD'S IMAGE:** Growing in Knowledge, with Justice and Hope



Brendan Browne  
 Director of Education

Adrian Della Mora  
 Associate Director of Academic  
 Affairs & Chief Operating Officer

Derek Boyce  
 Associate Director of Corporate  
 Services and Chief Commercial Officer

Ryan Putnam  
 Chief Financial Officer and Treasurer

## A. EXECUTIVE SUMMARY

On August 14, 2023, the Ministry of Education released a memorandum announcing the launch of the 2023-24 Capital Priorities Program (CPP). All school boards are required to submit business cases in support of priority ranked capital priority projects by October 20, 2023.

This report provides an overview of the significant changes in the CPP, which introduced new requirements related to assessments of project readiness and school board performance, design standardization, and enhanced accountability in the delivery of capital projects.

In order to identify TCDSB capital priority needs projects, staff recommend an initial review of all schools using the ranking criteria approved by the Board on April 28, 2021 as part of the last comprehensive CPP cycle, with statistics updated to reflect current data:

1	Capacity – Number of Portables in use
2	Capacity – 2026-2027 Utilization Rate (updated to reflect current timelines)
3	Capacity – Lack of space at nearby schools
4	Property/Lot Size
5	Facility Condition Index
6	Previous Completed Pupil Accommodation Review (Unfunded Capital Resolution)
7	Previously Approved and Unfunded Top 10 Capital Priority
8	Equity Lens
9	Lack of Mechanical Ventilation

Following the application of these criteria, the ten highest ranking schools will be further assessed against the new Ministry requirements outlined in the report to identify projects with the strongest potential to receive CPP funding.

A further report recommending the priority capital projects to be submitted to the Ministry of Education for funding consideration will be prepared for consideration at the October 5<sup>th</sup>, 2023, Student Achievement meeting.

**The cumulative staff time required to prepare this report was 25 hours.**

## B. BACKGROUND

1. On August 14<sup>th</sup>, 2023, the Ministry of Education released *Memorandum B08: Launch of 2023-24 Capital Priorities Program (CPP)* (Appendix 'A'). The memorandum outlines the projects eligible for funding consideration, the requirements for submissions, as well as the introduction of significant updates to the CPP for the 2023-24 cycle.
2. *The submission deadline for business cases is set for October 20, 2023, with funding outcomes expected to be communicated in Winter 2024.*
3. *To facilitate a clear understanding of the 2023-24 Capital Priorities Program, the Ministry of Education hosted information sessions* on Thursday, August 24, 2023, and Thursday, September 7, 2023. These sessions provided additional clarification and information to assist school boards in preparing their submissions. Additionally, Ministry staff were engaged to gain a better understanding of the new requirements for TCDSB capital priorities.
4. *2023-24 Capital Priorities project submissions must include detailed project proposals to address current accommodation needs related to:*
  - Accommodation pressures;
  - Facility Condition (projects solely addressing school renewal needs do not qualify);
  - Prior school consolidation decisions; and
  - Providing access to French-language education rights holders in under-served areas.
5. *In addition, the business cases supporting needs must include a completion date with a clear and detailed schedule for milestones and deliverables.* Business cases must also identify a utilization equal to or greater than 100% (including areas schools) in the 5th year after the proposed school opening date, and provide a positive investment return (Net Present Value greater than \$0).
6. *School boards can request Child Care Capital funding to create new licensed child care spaces associated with a larger Capital Priorities project.*
7. *The Ministry of Education strongly encourages school boards to pursue opportunities to work collaboratively on joint-use project submissions.*

These partnerships promote the efficient use of resources and create spaces which benefit students and the broader community.

8. ***As part of the 2023-24 CPP, the Ministry has introduced several significant new submission requirements with the objective of expediting the construction of new schools.*** The key new CPP submissions requirements are outlined below.

- **Project Readiness Assessment:** School boards are required to complete a project readiness assessment, which will include detailed information regarding site identification, design plans, project timelines, and cost estimates. Priority will be given to projects that demonstrate a clear path to timely completion. As part of submissions, school boards must provide comprehensive details about planned or acquired sites, design plans with cost estimates, and a well-defined schedule with achievable project milestones.
- **Design Standardization:** The Ministry of Education is focused on standardizing designs to expedite the construction of schools to support the needs of growing communities. The recent amendment to the *Education Act* provides authority to the Minister to require school boards to use specific functional specifications, designs, or plans for school construction to speed up approvals and help get new schools built faster. School boards must submit at minimum schematic designs based on either the new Ministry design catalogue or a recent school board repeat design which must have been tendered in 2021 or later. For projects where a repeat design may not be feasible (including joint-use facilities), school boards may be provided an exception and submit a new design.
- **Board Performance Assessment:** As part of the CPP evaluation process, school boards will be assessed based on their performance history in delivering capital projects. This assessment includes factors such as adherence to project timelines, time to completion, cost management, existing project inventory, adherence to construction benchmarks, and Capital Accountability Framework compliance.
- **Enhanced Accountability Framework:** All successfully funded projects will require a Project Commitment, which will include a clear schedule, budget and scope of the project as submitted by the school board and agreed upon by the Ministry. School boards will be responsible and accountable to ensure projects are completed within the parameters established in the Project

Commitment. *It is important to note that there is potential for the Ministry to cancel funding for projects which do not adhere to established commitments.*

9. *The additional requirements in this round of capital priorities will create budgetary pressures related to required feasibility studies and design work.* These studies are required to assess the viability and cost-effectiveness of proposed projects. Traditionally, these studies are funded from the Capital Priorities project budget following funding approval. Additional funds will be required going forward to undertake this Ministry mandated preliminary work.

## C. EVIDENCE/RESEARCH/ANALYSIS

1. *To identify TCDSB needs, staff recommend an initial evaluation of all schools using the Capital Priorities ranking criteria approved by the Board on April 28, 2021.* These criteria, with the exception of the removal of the Partnership Opportunities category, were used to assess and rank submissions for the 2021 CPP, which was the last full cycle for the program (*Appendix B*).
2. *The points originally allocated to Partnership Opportunities have been split between the Capacity – 2026-27 Utilization Rate and Facility Condition Index criteria.* By increasing the weighting for the "Capacity – 2026-27 Utilization Rate", and "Facility Condition Index" criteria, more emphasis is placed on accommodation need and schools in most urgent need of repair.
3. The criteria outlined below continue to address the core requirements of determining the need for Capital Priorities funding and will identify the TCDSB's most urgent pupil accommodation and facility needs. Supporting statistics will be updated to reflect current data.

Relation to Core Categories for Funding	Criteria	Description	Points
<del>Partnership Opportunities</del> (Removed and points transferred equally to Capacity – 2026-27 Utilization Rate and Facility Condition Index criteria).			<b>10</b>
Accommodation	Capacity – Amount of Portables in use	Assesses the percentage of the student population currently accommodated in portable classrooms.	15

Accommodation	Capacity – 2026-27 Utilization Rate	Represents the percentage of students enrolled in the school versus the total available permanent capacity.	<del>20</del> <b>Increased to 25</b>
Accommodation	Capacity – Lack of space at nearby schools	Determining ability of the Board to accommodate students in surrounding facilities to reduce enrolment pressures as an alternative to a Capital solution.	10
Facility Condition	Property/Lot Size	Assesses the site restrictions that would reduce/negate the ability to accommodate portables.	10
Facility Condition	Facility Condition Index	Assesses school building conditions and renewal needs, as per Ministry rated inspections.	<del>45</del> <b>Increased to 20</b>
PAR	Previous Completed Pupil Accommodation Review (Unfunded Capital Resolution)	This prioritizes schools/projects which have already received a Board resolution to proceed resulting from a completed Pupil Accommodation Review.	5
Accommodation	Previously Approved and Unfunded Top 10 Capital Priority	Assesses previously approved but unfunded priorities, aligning projects with historical needs.	5
Accommodation	Equity Lens	Assesses whether the school is in a Neighbourhood Improvement Area, as defined by the City of Toronto.	5
Facility Condition	Lack of Mechanical Ventilation	Assesses the level of ventilation in facilities which aligns with health and safety priorities.	5
Total			100

4. ***Following the evaluation of all TCDSB schools using these criteria, the ten highest ranking schools will be further assessed against the new Ministry requirements outlined in this report.*** The two phased approach seeks to ensure that the TCDSB projects submitted to the Ministry represent the strongest cases to receive CPP funding.

5. *The results of the evaluation process and the recommendations for CPP project submissions will be provided in a report to the October 5, 2023 meeting of the Student Achievement Committee.*

## **D. STAFF RECOMMENDATIONS**

That the process to determine the 2023-2024 TCDB Capital Priority projects be approved as outlined below:

1. All TCDSB schools will be assessed and ranked using the following criteria, which were approved by the Board on April 28, 2021.

	Criteria	Weighting
1	Capacity – Number of Portables in use	15
2	Capacity – 2026-2027 Utilization Rate	25
3	Capacity – Lack of space at nearby schools	10
4	Property/Lot Size	10
5	Facility Condition Index	20
6	Previous Completed Pupil Accommodation Review (Unfunded Capital Resolution)	5
7	Previously Approved and Unfunded Top 10 Capital Priority	5
8	Equity Lens	5
9	Lack of Mechanical Ventilation	5
Total		100

2. The ten highest ranked projects arising from this evaluation will be further assessed against the new Ministry criteria to identify the CPP projects to be submitted for funding consideration and presented for the consideration of the Board at the October 5, 2023 Student Achievement Committee meeting.

Capital and Business Support  
Division

Division du soutien aux immobilisations  
et aux affaires

315 Front Street West

315, rue Front ouest

15<sup>th</sup> Floor

15<sup>e</sup> étage

Toronto ON M7A 0B8

Toronto (ON) M7A 0B8

**2023: B08**

**Date:** August 14, 2023

**Memorandum to:** Directors of Education  
Children's Service Leads, Consolidated Municipal Service  
Managers (CMSMs) and District Social Services Administration  
Boards (DSSABs)  
Secretary/Treasurers of School Authorities

**From:** Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

**Subject:** **Launch of 2023-24 Capital Priorities Program**

The Ministry of Education ("the ministry") is pleased to announce the launch of the 2023-24 Capital Priorities Grant Program (CP). Schools and child care centres are crucial in supporting the well-being and positive development of students and children. As part of the provincial government's efforts to build and invest in infrastructure, the Ministry of Education is committed to finding solutions to speed up the construction of new schools through enhanced design standardization, reduced approval requirements and greater transparency and accountability to support high-quality instruction in healthy, safe and modern learning facilities. The Ministry of Education recognizes the importance of working together with its partners, including school boards and the Ministry of Municipal Affairs and Housing to meet the government's commitment to helping build modern schools faster to support the needs of growing communities, to better utilize school capacity, and ensure value for taxpayer dollars. As a result, the 2023-24 Capital Priorities Program has been enhanced to reflect these key government commitments.



### 2023-24 Capital Priorities Program Submissions – At a Glance

- The submission deadline for all capital funding requests is **October 20<sup>th</sup>, 2023**. No submission will be accepted after this date. Funding announcements will be made in Winter 2024.
- Business Case templates, Program Guidelines, Design Catalogue and other supporting material are available for download from the SharePoint site shared in the email to the school board.
- School boards will submit proposals through the Capital and Business Support Division SharePoint site.
- For the 2023-24 Capital Priorities program, school boards are asked to:
  - Submit detailed project proposals to address **current** accommodation needs related to:
    - Accommodation Pressures,
    - School Consolidation,
    - Facility Condition, and
    - Access to French Language schools.
  - Provide high level summary information on **future, longer term growth needs** related to the Housing Supply Action Plan municipal growth plans.
  - Provide a priority ranking for the proposals.
- School boards have an opportunity to request Child Care Capital funding for child care projects associated with a larger Capital Priorities project.
- The detailed project submissions for needs will need to include fully completed business cases that identify a utilization equal to or greater than 100% (including areas schools ) in the 5<sup>th</sup> year after the proposed school opening date , provide a positive investment return (Net Present Value greater than \$0), or identify students that do not have access to a French Language school. Projects are also expected to include a completion date with a clear and detailed schedule for milestones and deliverables.
- School boards are encouraged to identify opportunities to work together on joint-use project submissions.

### NEEDS ASSESSMENT

As with previous years, project submissions must demonstrate a critical and urgent pupil accommodation need in order to be considered for funding approval. These pupil accommodation needs may include Accommodation Pressures, Replacement Schools and French Language Access. In addition to addressing pupil accommodation needs, projects may also include the creation of new licensed child care spaces.

### URBAN AND INNOVATIVE SCHOOLS

The ministry recognizes that intensification in high density urban areas poses unique challenges. Finding suitable land for the construction of a school is challenging and expensive. As residential

development is expected to continue to be high in urban areas, school boards may not be able to construct schools according to the traditional model. The ministry encourages school boards to pursue opportunities to explore new, innovative ways to build schools – such as vertical schools and podium schools. The ministry looks forward to working with you on advancing these and numerous other initiatives that are part of the ministry’s ambitious capital agenda to ensure funding, programs and supports continue to meet the needs of students and school boards across the province.

#### **NEW: PROJECT READINESS ASSESSMENT**

Starting this year, school boards are asked to complete a project readiness assessment and provide a summary of key project milestones. In this new assessment section, the ministry is requesting detailed information regarding site identification, design plans, project timelines and cost estimates. Priority will be given to projects that are best positioned to be completed in a timely manner. Submissions will require details regarding sites planned or acquired, design plans with cost estimates, and a clear schedule with project milestones indicating a path to project completion.

#### **NEW: DESIGN STANDARDIZATION**

The Ministry of Education recognizes the importance of ensuring that school board capital assets are used effectively and efficiently to meet the government’s commitment of helping build modern schools faster to support the needs of growing communities, so that students can attend school as close to home as possible. In June 2023, the *Better Schools and Student Outcomes Act* amended the *Education Act* to provide authority for the Minister to require school boards to use particular functional specifications, designs or plans when constructing, renovating or making additions to school buildings or premises, speeding up approvals and helping get new schools built faster.

Design standardization will help save time, avoid unnecessary costs through scope control, remove duplication of design development; cost avoidance through acceleration, and streamlined approvals.

Since 2010, the ministry has had functional design and space standards reflecting classroom capacity loadings and curriculum requirements. All school boards are required to design within ministry space standards and funding benchmarks. The ministry is now moving forward with further enhancements in design planning that will require school boards to submit designs for new school requests that will result in greater opportunity for construction efficiencies including costs and scheduling.

The ministry recognizes that many school boards use various measures in their design planning process to find efficiencies. This includes using standardized repeat designs that are scalable and modified to accommodate sites for both new elementary and secondary schools. There are also instances where school designs are also being used amongst school boards.

With the support of various school boards, as well as information collected through the Rapid

Build Pilot, the ministry has developed an EDU Design Catalogue of new school builds that have been completed or are currently in progress. The catalogue includes schematic designs of elementary and secondary schools from 8 school boards based on the following criteria:

- All designs are aligned within current ministry space benchmark requirement
- All designs have been approved/tendered since 2021 to reflect current costs
- Project costs are aligned and consistent with current market conditions in the average range of \$360-\$400/sq ft excluding unique site costs.
- Designs represent a variety of pupil place sizes to provide scalability
- School boards have received permission from the Architects for inclusion

The catalogue is intended to evolve as ministry staff continue to work with boards and identify additional designs used by school boards through the Capital Priorities Program.

The catalogue will be used as a primary tool for school boards to identify potential project designs for their project submissions. Recognizing that the catalogue does not encompass all design needs, there remains options for school boards to identify other project designs, as applicable (i.e. school board's own repeat design, additions, renovations, podium/vertical builds, etc.).

#### **NEW: BOARD PERFORMANCE ASSESSMENT**

As part of the Capital Priorities evaluation process, school boards will be assessed on their performance history delivering capital projects, including the following:

- Adherence to project timelines
- Time to completion
- Cost overages
- Existing inventory of active projects
- Adherence to space benchmarks
- Capital Accountability Framework compliance

#### **NEW: ENHANCED ACCOUNTABILITY FRAMEWORK**

As a result of the ministry's Lean review of its Capital Accountability Framework, the ministry has redesigned the accountability framework for the major capital construction projects. The ministry's new streamlined process will reduce administrative burden while allowing for a clear path for project success.

- Successful projects will result in a Project Commitment which will include a clear schedule, budget and scope of the project as submitted by the school board and agreed upon by the ministry. The Project Commitment will establish ministry expectations for successful project delivery.
- School boards will be responsible and accountable for implementing appropriate measures to ensure that projects are completed within the schedule, budget and scope established in the Project Commitment.

- The ministry will meet with school boards to review project progress reports on a regularly scheduled basis to monitor the progress of approved projects.
  - Projects that are progressing within the parameters of the Project Commitment will not be required to obtain any further approval from the ministry and will be able to proceed through key project milestones to project completion including design, tender, and construction stages.
  - During a project's development, however, school boards that encounter issues that puts the project at risk of not adhering to the Project Commitment, may require ministry approval to revise the Project Commitment. This could involve schedule delays, increased costs or changes in project scope. In extreme cases, the project may be subject to cancellation.
  - At the end of the project, per the Project Commitment and confirmation by the board, the project will be designated as closed. A letter will be issued by the ministry with reconciliation of the total project costs. At the Ministry's discretion, unspent funds will be considered as offset for active projects or will be reallocated back to the ministry.
- The new accountability framework will also be applied to the existing pipeline of projects. Over the coming months, Capital Analysts will work with school boards to develop Project Commitments for existing projects.

## **PROJECT SUBMISSIONS**

2023-24 Submission templates, guidelines and design catalogue can be downloaded from the Capital and Business Support Division SharePoint site.

School boards will submit proposals through the SharePoint site to be considered for funding approval. A complete submission will include the following:

- 1) Business Case - Part A (Excel Template) will include:
  - a. Project Information
  - b. Closest Facilities
  - c. Space Template
  - d. Enrolment Projections
  - e. Child Care Joint Submission (If Applicable)
  - f. Child Care Space Template (If Applicable)
  - g. Cost Estimates
  - h. Submission Check
- 2) Business Case - Part B (Written Report) will include:
  - a. A written description of the project, including detailed information on the rationale, proposed scope of work and demonstration of why alternative options are not feasible.

- b. Evidence and details on how site identification and design plans and cost estimates were derived. Identify the Land Priorities funding needed. This does not mean Land Priorities funding will be provided automatically.
- c. Detailed information on costing estimates and assumptions made
- d. Detailed project plan that includes timelines for key project milestones.

### 3) Design

- a. School boards should submit, at minimum, schematic designs based on either:
  - EDU Design Catalogue; or
  - Recent school board repeat design which must have been tendered since 2021.

New elementary school projects should proceed under one of the two options above. For other projects where a repeat design may not be feasible, School Boards may be provided an exception and submit a new design. These projects include:

- additions/ renovations,
- projects with unique site constraints,
- podium or vertical schools,
- secondary schools, and
- schools in joint-use facilities.

**NOTE:** Projects submitted without a design **may be ineligible** for funding.

### 4) Long-Term Growth Needs (LTGN)

- a. Boards are asked to provide details of their longer term growth needs for addressing current and projected pupil accommodation needs linked to the Ontario Housing Action Plan and related municipal growth plans.
- b. Please see program guidelines for further information.

Please refer to the **Checklist** to ensure your board has included all required documentation.

## INFORMATION SESSIONS

The ministry will host information sessions for the Capital Priorities Program in **August** and **September** on the following dates:

- Thursday August 24, 2023 - 1:00 pm to 3:00 pm
- Thursday August 31, 2023 (French) - 1:00 pm to 3:00 pm
- Thursday September 7, 2023 - 1:00 pm to 3:00 pm

These sessions will provide school board staff with support regarding the completion of Capital Priorities business cases.

## MINISTRY CONTACT

If you have any questions regarding the Capital Priorities Program, or require additional information, please contact the Capital Analyst assigned to your school board or:

- Lesley Cunningham, Manager, Capital Program Branch at 647-404-1133 or [Lesley.Cunningham@ontario.ca](mailto:Lesley.Cunningham@ontario.ca), or
- Sophie Liu, Manager, Capital Program Branch at 647-402-9597 or [Sophie.Liu@ontario.ca](mailto:Sophie.Liu@ontario.ca), or
- Paul Bloye, Director, Capital Program Branch at 416-325-8589 or at [Paul.Bloye@ontario.ca](mailto:Paul.Bloye@ontario.ca).

We look forward to working with you on advancing these projects and other initiatives as part of the Ontario government's commitment to meeting the needs of students and school boards across the province.

Sincerely,

Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

- c. Senior Business Officials  
Superintendents and Managers of Facilities Managers of Planning  
Early Years Leads  
CAOs of Consolidated Municipal Service Managers CAOs of District Social Services  
Administration Boards  
Holly Moran, Assistant Deputy Minister, Early Years and Child Care Division, Ministry of Education  
Roxanne Hotte, Assistant Deputy Minister (A), French-Language Teaching, Learning and Achievement Division, Ministry of Education  
Andrew Locker (A), Director, Field Services Branch, Ministry of Education  
President, Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO)  
Executive Director, Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO)  
President, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)  
Executive Director, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)  
President, Ontario Catholic School Trustees' Association (OCSTA)  
Executive Director, Ontario Catholic School Trustees Association (OCSTA)  
President, Ontario Public School Boards' Association (OPSBA)  
Executive Director, Ontario Public School Boards' Association (OPSBA)  
Executive Director, Council of Ontario Directors of Education (CODE)  
Executive Director, Association des directions et directions adjointes des écoles franco-ontariennes (ADFO)  
Executive Director, Catholic Principals' Council of Ontario (CPCO)  
Executive Director, Ontario Principals' Council (OPC)

## APPENDIX 'B' - 2021 Detailed Matrix Top 10 Capital Priorities

2021 Rank	School	Panel	Trustee Ward	Partnership Opportunities (5) Expression of Interest (10) Written Agreement	Capacity - Amount of Portables in use (Portable Capacity as a Percentage of Total Capacity) 1% to 20% (3) 21% to 30% (6) 31% to 40% (9) 41% to 50% (12) > 50% (15)	Capacity - 2024-25 Utilization Rate >120% (10) >150% (15) >175% (20)	Capacity - Lack of space at nearby schools (OS-ES=2km, OS-SS=5km, 2024) (10)	Property/Lot Size (ha) <2 ha (5) <1 ha (10)	Facility Condition Index 25% to 34% (3) 35% to 44% (6) 45% to 54% (9) 55% to 64% (12) > 65% (15)	Previous Completed Pupil Accommodation Review (unfunded Capital resolution) (5)	Previously Approved and Unfunded Top 10 Capital Priority (5)	Lack of Mechanical Ventillation Partial (3) No Ventillation (5)	Equity (Within City of Toronto Neighbourhood Improvement Area) (5)	Final Score*
1	NOTRE DAME	S	11		6	10	10	10	12		5	5		58
2	ST MONICA	E	11	5		10	10	10	12		5	3		55
3	ST CYRIL	E	5		3	10	10	10	12		5	5		55
4	ST RAPHAEL	E	5		6	10		10	9		5	5	5	50
5	OUR LADY OF THE ASSUMPTION	E	5		15	15		5	6		5	3		49
6	CHAMINADE	S	10		3	15	10		9		5		5	47
7	ST JEROME	E	5		6	20		5	3			5	5	44
8	ST MARTIN DE PORRES	E	12		9	10		5	9			5	5	43
9	ST MICHAEL/ST PAUL AT DUKE OF YORK	E	9					10	15	5	5		5	40
10	ST GREGORY	E	2		3	10	10	5	9					37

\*Note: In instances where there is a tie in scoring following application of the matrix to all TCDSB schools, the utilization rate is used as the determining factor to resolve the statistical tie.



REPORT TO

REGULAR BOARD

## OCSTA BOARD OF DIRECTOR EXPENSES

### Drafted

September 14, 2023

### Meeting Date

September 21, 2023

R. Putnam, Chief Financial Officer and Treasurer

### RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic excellence of our Catholic learning community through the love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne  
Director of Education

Adrian Della Mora  
Associate Director of Academic  
Affairs and Chief Operating Officer

Derek Boyce  
Associate Director of Corporate  
Services and Chief Commercial Officer

Ryan Putnam  
Chief Financial Officer and Treasurer



## **A. EXECUTIVE SUMMARY**

Currently there are two TCDSB Trustees serving on the Board of Directors for the Ontario Catholic Schools Trustee Association (OCSTA). This report recommends an amount be allocated within the central Board budget to support the costs associated with serving as a member of the OCSTA Board of Directors.

## **B. PURPOSE**

This report recommends an annual central budget allocation to support the attendance requirements and active participation at OCSTA meetings and events for TCDSB Trustees who serve on the OCSTA Board of Directors.

## **C. BACKGROUND**

With the resumption of in person gatherings including the Annual General Meeting, regional meetings, seminars and conferences (provincial and national) TCDSB Trustees who serve as a member of the OCSTA Board of Directors incur costs beyond the \$2,000 individual Trustee OCSTA/CCSTA allocation.

Policy T.17 – Trustees Services and Expenditures – Section E – Board Representation Activities – provides that Trustees may be reimbursed through the central Board budget to attend events in their official capacity of representing the Board upon appointment by the Board of Trustees.

Year to date expenses for the two TCDSB Trustees on the OCSTA Board of Directors total \$9,688. This amount includes attendance at the January Trustee Seminar, April AGM, Summer CCSTA Conference and Fall Regional Meeting.

## **D. RECOMMENDATION**

That the Toronto Catholic District School Board approve an annual allocation of \$5,000 per Trustee in the central Board budget for each Trustee serving as a member of the OCSTA Board of Directors.



REPORT TO

REGULAR BOARD

## RECOMMENDATION SELECTION COMMITTEE FOR EXECUTIVE SUPERINTENDENT, TECHNOLOGY, DATA AND STRATEGIC TRANSFORMATION & CHIEF INFORMATION OFFICER

*"Whoever is generous to the poor lends to the Lord, and he will repay him for his deed" Proverbs 19:17*

### Drafted

September 12, 2023

Derek Boyce, Associate Director of Corporate  
Services and Chief Commercial Officer

### Meeting Date

September 21, 2023

## RECOMMENDATION REPORT

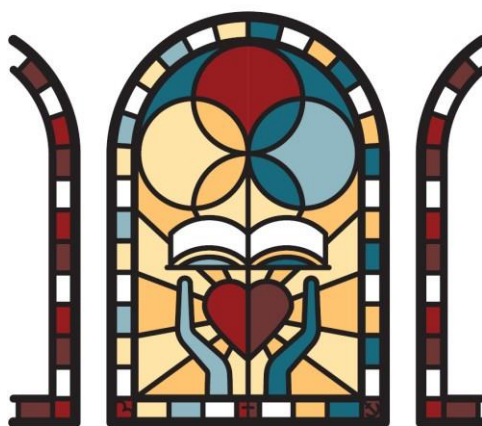
**Vision:** *IN GOD'S IMAGE: Growing in  
Knowledge, with Justice and Hope.*

**Mission:** *Nurturing the faith development and academic  
excellence of our Catholic learning community through the  
love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne  
Director of Education

Adrian Della Mora  
Associate Director of Academic  
Affairs & Chief Operating Officer

Derek Boyce  
Associate Director of Corporate  
Services and Chief Commercial Officer

Ryan Putnam  
Chief Financial Officer and Treasurer

## **A. EXECUTIVE SUMMARY**

A selection committee is being constituted to support the interview process for the hiring of a new Executive Superintendent, Technology, Data, and Strategic Transformation & Chief Information Officer. This report requests that the Board of Trustees appoint two Trustee members to sit on the interview panel.

**The cumulative staff time required to prepare this report was 1 hour**

## **B. PURPOSE**

The purpose of this report is to request that the Board of Trustees appoint two Trustee members to sit on the committee for the position of Executive Superintendent, Technology, Data, and Strategic Transformation & Chief Information Officer (CIO).

## **C. BACKGROUND**

With the departure of our Executive Superintendent, Technology, Data, and Strategic Transformation & CIO in Spring 2023, a search is currently underway with the assistance of an Executive Search firm for this critical and pivotal role within the TCDSB organization.

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

1. The Executive Superintendent serves as TCDSB's Chief Information Officer and is responsible for advancing the role of technology and data while providing executive leadership for system-wide modernization focused on both business and academic processes through a technology and data-driven lens.
2. The TCDSB is seeking to select a new Executive Superintendent, Technology, Data, and Strategic Transformation & CIO to join the senior leadership team at the TCDSB and support local leaders throughout the system.
3. A selection committee is being constituted to hire for the position of Executive Superintendent, Technology, Data, and Strategic Transformation & CIO.
4. This report requests that two Trustee members be appointed to serve on the interview committee for this position. October 2<sup>nd</sup> and October 3<sup>rd</sup> are the dates currently being held for the first round of interviews.

## **E. STAFF RECOMMENDATION**

Trustees identify two Trustees to serve on the Selection Committee for the hiring of a new Executive Superintendent, Technology, Data, and Strategic Transformation & CIO.

**OUR MISSION**

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**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 TUESDAY, JUNE 6, 2023**

**PRESENT:**

**Trustees:**

A. Kennedy, Chair  
G. Tanuan, Vice-Chair – Virtual & In Person  
N. Crawford  
I. Li Preti  
M. Rizzo

**Staff:**

A. Della Mora  
A. Ceddia  
L. Coulter  
M. Caccamo  
B. Doan  
M. Loberto  
S. Vlahos

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

**External Guest:**

A. Robertson, Parliamentarian

**4. Roll Call and Apologies**

An apology was extended on behalf of Trustee de Domenico. Trustee D'Amico was absent.

**5. Approval of the Agenda**

MOVED by Trustee Crawford, seconded by Trustee Li Preti, that the Agenda, as amended to include Item 15a) Inquiry from Trustee Li Preti regarding Permits Policy B.R.05 and High Performance Athletic (HPA) Schools Programs, be approved.

Results of the Vote taken on the Addition of Item 15a), as follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Tanuan

The Motion was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Tanuan

The Motion was declared

CARRIED

**6. Declarations of Interest**

There were none.

**7. Approval and Signing of the Minutes**

MOVED by Trustee Tanuan, seconded by Trustee Li Preti, that the Minutes of the Meeting held May 9, 2023 be approved.

The Motion was declared

CARRIED

Trustee Rizzo joined the horseshoe at 7:27 pm.

**13. Staff Reports**

MOVED by Trustee Tanuan, seconded by Trustee Crawford, that Item 13a) be adopted as follows:

**13a) Community Engagement Policy Feedback** received.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that the Community Engagement Policy Feedback report be referred to Board for information.

The Chair called for a two-minute recess.

The meeting resumed with Trustee Kennedy in the Chair and no change in attendance.

### **13. Staff Reports**

#### **13a) Community Engagement Policy Feedback ...continued...**

MOVED in AMENDMENT by Trustee Tanuan, seconded by Trustee Li Preti, that the Governance and Policy Committee recommend to Board the following:

1. That there be no further change to the Community Engagement Policy T.07, except for the Multi-Year Strategic Plan (MYSP) update; and
2. That the Community Engagement Policy T.07 be reviewed earlier than the regular five-year cycle upon the request of the Board of Trustees.

Trustee Rizzo requested that the AMENDMENT be split.

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

#### **In Favour**

#### **Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

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  
Kennedy  
Li Preti  
Tanuan

Rizzo

Part 2 of the AMENDMENT was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The Motion to Refer was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti

Rizzo  
Tanuan

The Referral Motion, as amended, was declared

CARRIED

Trustee Rizzo left the horseshoe at 8:09 pm.

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that Item 13b) be adopted as follows:

- 13b) **Policy S.A.01 Admissions and Placement of Elementary Pupils Addition of Christian Orthodox Language** received.

Trustee Rizzo returned to the horseshoe at 8:12 pm.

MOVED in AMENDMENT by Trustee Li Preti, seconded by Trustee Tanuan, that **parent(s)** be replaced with **parent(s)/guardian(s)** throughout Policy S.A.01 Admissions and Placement of Elementary Pupils.

Trustee Rizzo left the horseshoe at 8:22 pm.

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Tanuan

The AMENDMENT was declared

CARRIED

Trustee Rizzo returned to the horseshoe at 8:24 pm.

MOVED in AMENDMENT by Trustee Crawford, seconded by Trustee Tanuan, that the Governance and Policy Committee recommend to Board that the changes to the S.A.01 Admissions and Placement of Elementary Pupils Policy contained in the information report be approved.

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Tanuan

Rizzo

The AMENDMENT was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Tanuan

Rizzo

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Crawford that the Agenda be reopened for an additional Item.

With the consent of the Assembly, Trustee Crawford withdrew the Motion.

MOVED by Trustee Crawford, seconded by Trustee Tanuan, that Item 13c) be adopted as follows:

- 13c) **Rescindment Employment of Former Priests and Religious Policy H.T.02** that the Governance and Policy Committee recommend to Board that the Employment of Former Priests and Religious, Policy H.T.02 attached as Appendix A of the report, be rescinded.

Results of the Vote taken, as follows:

**In Favour**

Trustees Crawford

**Opposed**

Kennedy  
Li Preti  
Tanuan

The Motion was declared

FAILED

Trustee Rizzo recused herself from voting.

The Chair declared a 10-minute recess.

The meeting resumed with Trustee Kennedy in the Chair.

**PRESENT: (Following Recess)**

**Trustees:** A. Kennedy, Chair  
G. Tanuan, Vice-Chair  
N. Crawford  
I. Li Preti

**13. Staff Reports**

MOVED by Trustee Li Preti, seconded by Trustee Tanuan, that Item 13d) be adopted as follows:

**13d) Update to Alcohol, Cannabis and Other Drugs Policy S.S.03 received.**

Trustee Rizzo returned to the horseshoe at 9:16 pm.

MOVED by Trustee Li Preti, seconded by Trustee Rizzo, that this Item be referred back to Staff to include immediate communication to parent(s)/guardian(s) throughout the Policy.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Li Preti, that Staff explore language that will address expectations of Staff that can be embedded in policy.

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The Referral Motion, as amended, was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Item 13e) be adopted as follows:

**13e) Amendments to Policy F.M.03 Direction of Separate Education School Support received.**

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Crawford, that the Governance and Policy Committee recommend to Board that the following revisions be made to Policy F.M.03 Direction of Separate Education School Support:

- 1) That upon registration to a Toronto Catholic District School Board school, proof of direction of separate school support will be provided by eligible Catholic ratepayers; and
- 2) That a consistent change be made to Policy S.A.01 Admissions and Placement of Elementary Pupils in Section 2.

Results of the Vote taken on the AMENDMENT, follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

MOV ED in AMENDMENT by Trustee Rizzo, seconded by Trustee Crawford, that the Governance and Policy Committee recommend to Board that revisions to Policy F.M.03 Direction of Separate Education School Support as amended, be adopted.

Results of the Vote taken on the AMENDMENT, follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The AMENDMENT was declared

CARRIED

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

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The Motion, as amended, was declared

CARRIED

**15. Inquiries and Miscellaneous**

MOVED by Trustee Li Preti, seconded by Trustee Rizzo, that Item 15a) be adopted as follows:

- 15a) Inquiry from Trustee Li Preti regarding Permits Policy B.R.05 and High Performance Athletic (HPA) Schools Programs** received and referred to Staff.

Results of the Vote taken, follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan



The Motion was declared

CARRIED

**16. Updating of Pending List**

MOVED by Trustee Tanuan, seconded by Trustee Li Preti, 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, follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The Motion was declared

CARRIED

**17. Adjournment**

MOVED by Trustee Tanuan, seconded by Trustee Li Preti, that the meeting be adjourned.

Results of the Vote taken, follows:

**In Favour**

**Opposed**

Trustees Crawford  
Kennedy  
Li Preti  
Rizzo  
Tanuan

The Motion was declared

CARRIED

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SECRETARY

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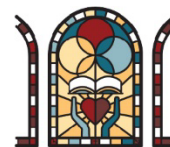
CHAIR

#### **OUR MISSION**

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#### **OUR VISION**

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## **MINUTES OF THE REGULAR MEETING OF THE SPECIAL EDUCATION ADVISORY COMMITTEE PUBLIC SESSION**

**HELD WEDNESDAY, JUNE 07, 2023**

### **PRESENT:**

#### **Trustees:**

F. D'Amico – Virtual and In Person  
A. Kennedy – Virtual  
M. Rizzo

#### **External Members:**

G. Wedge, Chair  
G. Feldman, Vice-Chair – Virtual  
R. De Belchior – Virtual  
L. Mason – Virtual  
L. Mastrogiuseppe - Virtual  
T. Munro  
D. Nightingale  
M. Pugh – Virtual

#### **Staff:**

A. Della Mora  
C. Fernandes  
M. Meehan  
V. Cocco  
M. Gendron  
P. Klim-Conforti  
R. Macchia  
D. Reid  
P. Stachiw  
  
S. Stephenson, Acting Recording Secretary  
S. Hinds-Barnett, Assistant Recording Secretary

#### **External Guest:**

Alasdair Robertson (Parliamentarian)

### 3. **Roll Call and Apologies**

Melanie Battaglia was absent.

### 4. **Approval of the Agenda**

MOVED by Deborah Nightingale, seconded by Tyler Munro, that the Agenda, as amended to include the following Inquiries, be approved.

Trustee Kennedy joined the virtual room at 7:06 pm.

Richelle de Belchior joined the virtual room at 7:07 pm.

#### **Inquiries from Deborah Nightingale regarding:**

18a) The Creation of Identification, Placement and Review (IPRC) and Individual Education Plan (IEP) Meetings and Documents; and

18b) The Graduation Statistics for 2021-2022;

Trustee D'Amico joined the virtual room at 7:15 pm.

#### **Inquiry from Richelle de Belchior regarding:**

18c) If a Child needs the Empower Comprehension (the second part of the Program) why is the Board still removing this second part?;

- I. What will happen to the Children that need the Comprehensive Program as a follow up to the Decoding?;
- II. Will the Empower Program be in-house (where TCDSB will have the Teachers trained instead of having Sick Kids Teachers come into the schools to teach this Program?);
- III. Is the Program going to be at every School in September?; and
- IV. Is the Board planning on cutting the Program due to Budget Issues?

On the Vote being taken, the Motion was declared

CARRIED

**5. Declarations of Interest**

There were none.

**6. Approval and Signing of the Minutes**

MOVED by Trustee Angela Kennedy, seconded by Tyler Munro, that the Minutes of the Meeting held May 10, 2023 be approved.

On the Vote being taken, the Motion was declared

CARRIED

**10. Consent and Review**

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

- 11b) Develop Draft Special Education Advisory Committee (SEAC) Annual Goals for Next School Year – Deborah Nightingale;
- 12a) Special Services Superintendent Update – May 2023 – Tyler Munro;
- 15a) Communication from Claudine Munroe, Director, Special Education and Success for All Branch, regarding Special Education Advisory Committee (SEAC) Questions from Meeting Held Wednesday, March 8, 2023 – Deborah Nightingale;

**Inquiries from Tyler Munro regarding:**

- 15b) What are the expectations of teaching Staff to apply Differentiated Instruction and Universal Design for Learning when planning and conducting lessons? How much training do Staff receive to develop these skills? Have all teaching Staff been trained? If not, is there a plan to accomplish this and how far along is it? How is this monitored – Tyler Munro;
- 15c) The College of Psychologists of Ontario (CPO) Standards require that “Members working as employees must make best efforts to ensure that their work setting adheres to the *Standards of Professional Conduct (2017)* in the planning, delivery, supervision and billing practices of all psychological services provided”. What does the TCDSB’s Psychology department consider an appropriate setting when delivering services and meeting with parents to discuss their child? Would there be exceptions to this? Please elaborate on exceptions if any – Tyler Munro;
- 15d) When Principals are preparing Staff assignments for the next school year, how much emphasis is placed on considering the teacher qualifications (Additional Qualification courses etc...) or other experience when the Principal knows there will be a student with a disability in the class – Tyler Munro;

**Inquiries from Deborah Nightingale regarding:**

- 15e) Gifted Programs for 2023-2024 – Deborah Nightingale;
- 18a) The Creation of Identification, Placement and Review (IPRC) and Individual Education Plan (IEP) Meetings and Documents – Deborah Nightingale;
- 18b) The Graduation Statistics for 2021-2022 – Deborah Nightingale;
- 18c) Inquiry from Richelle de Belchior regarding If a Child needs the Empower Comprehension (the second part of the Program), why is the Board still removing this second part? – Richelle de Belchior;
  - I. What will happen to the Children who need the Comprehensive Program as a follow up to the Decoding?;
  - II. Will the Empower Program be in-house (where TCDSB will have the Teachers trained instead of having Sick Kids Teachers come into the schools to teach this Program?);
  - III. Is the Program going to be at every School in September?; and

IV. Is the Board planning on cutting the Program due to Budget Issues?

MOVED by Tyler Munro, seconded by Deborah Nightingale, that the Item not held be received.

On the Vote being taken, the Motion was declared

CARRIED

**ITEM NOT HELD AS CAPTURED IN ABOVE MOTION**

- 11a) Special Education Advisory Committee (SEAC) Annual Calendar (Draft) as of June 7, 2023.

**11. Annual Calendar Items**

MOVED by Tyler Munro, seconded by Deborah Nightingale, that Item 11b) be adopted as follows:

Trustee D'Amico left the virtual room and joined the horseshoe at 7:42 pm.

- 11b) Develop Draft Special Education Advisory Committee (SEAC) Annual Goals for Next School Year – Committee Members** received and that the following draft Annual Goals be referred to the September 13, 2023 Special Education Advisory Committee Meeting for a fulsome discussion and for the Special Education Advisory Committee Members to receive a copy of the draft Annual Goals list prior to September 13, 2023 meeting:

1. To "Covid-proof" Testing, Individual Education Plans (IEPs) and Identification and Placement Review Committees (IPRCs) processes that are essential to identifying and supporting our Special Education students;

2. To review and discuss information made available to SEAC about Assessments and Testing used to identify and support Special Education students;
3. To make time at each SEAC meeting for discussion about Special Education matters in which all members can participate;
4. To review the 2023-2024 goals of the Empower Program;
5. To review timelines of Psycho-educational Assessments and how they are going to be handled;
6. How SEAC can support Special Education Students transitioning out of our educational system and entering the world;
7. To increase Committee membership;
8. Continued work on the Special Education Plan;
9. Review policies that impact Special Education Students and make recommendations for revisions that might be helpful;
10. Review handbooks for parents and guardians to comment on changes that need to be made to assist Special Education students; and
11. Continue to provide feedback to the Special Education Plan on a monthly basis.

Time for business expired and was extended by 15 minutes, as per Article 12.6 of the By-law, to complete the debate on the Item and as per the will of the Assembly.

Trustee Rizzo joined the horseshoe at 8:04 pm.

Trustee D'Amico left horseshoe at 8:06 pm. and returned at 8:08 pm.

On the Vote being taken, the Motion was declared

CARRIED



## **12. Reports of Officials for Information by the Board/Other Committees**

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

Trustee Kennedy left the virtual room at 8:11 pm.

Trustee D'Amico left the horseshoe at 8:12 pm.

Trustee D'Amico returned to the horseshoe at 8:18 pm.

### **12a) Special Services Superintendent Update – June 2023 received.**

MOVED in AMENDMENT by Mary Pugh, seconded by Deborah Nightingale, that Peter Stachiw, Chief of Autism, and Don Reid, Education and Community Partnership Program (ECPP) Principal, be congratulated on their retirement and acknowledged for their years of dedication, loyalty and commitment to the children of the Toronto Catholic District School Board.

On the Vote being taken, the AMENDMENT was declared

CARRIED

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

CARRIED

## **15. Matters Referred/Deferred to the Committee by the Board and Other Committees**

MOVED by Deborah Nightingale, seconded by Tyler Munro, that Item 15a) be adopted as follows:

- 15a) **Communication from Claudine Munroe, Director, Special Education and Success for All Branch regarding Special Education Advisory Committee (SEAC) Questions from Meeting Held Wednesday, March 8, 2023** received.

On the Vote being taken, the Motion was declared

CARRIED

The Chair declared a 10-minute recess.

The meeting resumed with George Wedge in the Chair.

**PRESENT (following Recess):**

<b>Trustee:</b>	F. D'Amico
<b>External Members:</b>	G. Wedge, Chair
	R. De Belchior
	L. Mason
	L. Mastrogiuseppe
	T. Munro
	D. Nightingale

15. **Matter Referred/Deferred to the Committee by the Board and Other Committees**

MOVED by Tyler Munro, seconded by Deborah Nightingale, that Item 15b) be adopted as follows:

Geoffrey Feldman rejoined the virtual room at 9:11 pm.

- 15b) **Inquiry from Tyler Munro regarding What are the expectations of teaching Staff to apply Differentiated Instruction and Universal Design for Learning**

when planning and conducting lessons? How much training do Staff receive to develop these skills? Have all teaching Staff been trained? If not, is there a plan to accomplish this and how far along is it? How is this monitored? received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Deborah Nightingale, that Item 15c) be adopted as follows:

- 15c) Inquiry from Tyler Munro regarding The College of Psychologists of Ontario (CPO) Standards require “Members working as employees must make best efforts to ensure that their work setting adheres to the *Standards of Professional Conduct (2017)* in the planning, delivery, supervision and billing practices of all psychological services provided”. What does the TCDSB’s Psychology department consider an appropriate setting when delivering services and meeting with parents to discuss their child? Would there be exceptions to this? Please elaborate on exceptions if any received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Tyler Munro, seconded by Deborah Nightingale, that Item 15d) be adopted as follows:

- 15d) Inquiry from Tyler Munro regarding When Principals are preparing Staff assignments for the next school year, how much emphasis is placed on considering the teacher qualifications (Additional Qualification courses etc...) or other experiences when the Principal knows there will be a student with a disability in the class received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Trustee D'Amico, that Item 15e) be adopted as follows:

Trustee Rizzo returned to horseshoe at 9:24 pm.

Trustee Kennedy joined the virtual room at 9:27 pm.

- 15e) Inquiry from Deborah Nightingale regarding Gifted Programs for 2023 – 2024 received.**

On the Vote being taken, the Motion was declared

CARRIED

**18. Inquiries and Miscellaneous**

MOVED by Deborah Nightingale, seconded by Tyler Munro, that Item 18a) be adopted as follows:

- 18a) Inquiry from Deborah Nightingale regarding The creation of Identification, Placement & Review (IPRC) and Individual Education Plan (IEP) meetings and documents received.**

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Deborah Nightingale, seconded by Trustee Rizzo, that Item 18b) be adopted as follows:

Geoffrey Feldman left the meeting at 9:45 pm.

- 18b) Inquiry from Deborah Nightingale regarding The Graduation Statistics for 2021-2022?** received.

On the Vote being taken, the Motion was declared

CARRIED

MOVED by Richelle de Belchior, seconded by Trustee Rizzo, that Item 18c) be adopted as follows:

- 18c) Inquiry from Richelle de Belchior regarding If a Child needs the Empower Comprehension (the second part the Program), why is the Board still removing this second part?** received.

- I. What will happen to the Children that need the Comprehensive Program as a follow up to the Decoding?;**
- II. Will the Empower Program be in-house (where TCDSB will have the Teachers trained instead of having Sick Kids Teachers come into the schools to teach this Program?);**
- III. Is the Program going to be at every School in September?; and**
- IV. Is the Board planning on cutting the Program due to Budget Issues?**

On the Vote being taken, the Motion was declared

CARRIED

**20. Adjournment**

MOVED by Tyler Munro, seconded by Deborah Nightingale, that the meeting be adjourned.

On the Vote being taken, the Motion was declared

CARRIED

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SECRETARY

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CHAIR

## MASTER PENDING LIST AND ROLLING CALENDAR TO SEPTEMBER 21, 2023

#	Date Requested & Committee/ Board	Report Due Date	Destination of Report Committee/ Board	Subject	Delegated To
1.	March-2023 Corporate Services	November 2023	Corporate Services	<p><b>WHEREAS:</b> Fostering gender equality in sport is about creating equal opportunities;</p> <p><b>WHEREAS:</b> TCDSB strives to give student athletes equal opportunity to develop to their fullest potential;</p> <p><b>WHEREAS:</b> The TCDSB seeks to generate a positive environment for the participation of girls, women, and gender diverse people;</p> <p><b>WHEREAS:</b> 62% of Canadian girls do not participate in any kind of sport;</p> <p><b>WHEREAS:</b> The Government of Canada adopted an action plan for Reducing Poverty and Improving Health and Well-Being: Moving towards an inclusive sport system by setting a target to achieve gender parity in sport by 2035;</p> <p><b>WHEREAS:</b> Female students should not have to fight for fair access to sports facilities;</p> <p><b>WHEREAS:</b> That there is a lack of adequate playing facilities available in TCDSB schools making it more difficult for female students to engage in sports;</p> <p><b>WHEREAS:</b> That inequity stems from the built form (or lack thereof) of sports facilities at schools that are predominantly female; and</p>	Associate Director of Corporate Services and Chief Commercial Officer

#	Date Requested & Committee/ Board	Report Due Date	Destination of Report Committee/ Board	Subject	Delegated To
				<p><b>WHEREAS:</b> TCDSB facilities in single gender schools for girls is generally abysmal, inadequate or not as favourable as boys' venues or co gender schools;</p> <p><b>WHEREAS:</b> That the lack of acceptable sports facilities at single gender schools for girls reflects a lack of fairness and respect for female students;</p> <p><b>WHEREAS:</b> That the sports facilities at Loretto Abbey, Loretto College, St Joseph Wellesley, Madonna, Notre Dame and even the new St Joseph's Morrow Park Catholic secondary schools are devoid and lack equitable sports facilities and fields compared to other high schools; and</p> <p><b>WHEREAS:</b> The Toronto Catholic District School Board must address the neglect of the sub-standard condition of school sport facilities for female students, girls, women, and gender diverse people.</p> <p><b>THEREFORE BE IT RESOLVED:</b> That staff report on:</p> <p>a) How policies, investments, programs and processes can be aligned using an intersectional gender lens; and</p> <p>b) That gender equity in sports serve as a guiding principle for developing, updating and/or delivering programs, policies and projects.</p> <p><b>BE IT FURTHER RESOLVED:</b> That staff prepare a report on the condition of sports facilities and fields at</p>	



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				<p>Loretto Abbey, Loretto College, Madonna, Notte Dame, St Joseph Wellesley and St Joseph's Morrow Park; and</p> <p><b>BE IT FURTHER RESOLVED:</b> That staff report on short and long term action plans to address the inequities to access equal opportunities for all student athletes.  <b>(Consideration of Motion from Trustee Rizzo regarding Gender Equity in Sports)</b></p>	
2.	2023-05-04 Student Achievement	March 2025	Corporate Services	<p><b>WHEREAS:</b> Heat impacts learning;</p> <p><b>WHEREAS:</b> Lack of air conditioning combined with windows in schools are only able to open a few inches make it challenging for staff and students to learn on hot days;</p> <p><b>WHEREAS:</b> The Province of Ontario does not fund air conditioning;</p> <p><b>WHEREAS:</b> There is little to no funding for air conditioning in all schools;</p> <p><b>WHEREAS:</b> The TCDSB should explore, investigate and outline ways to keep students as cool as possible;</p> <p><b>WHEREAS:</b> An outdoor cooling misting and fogging system will bring some relief from the heat in schools and childcare centres;</p> <p><b>WHEREAS:</b> An outdoor cooling misting zone can help prevent the effects of high temperatures by offering a cool place to escape the heat;</p>	Associate Director of Corporate Services and Chief Commercial Officer

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				<p><b>WHEREAS:</b> Mistng systems or mist fans can provide targeted areas of cooling for students and young children;</p> <p><b>WHEREAS:</b> Mistng systems emit a fine mist of water from spray nozzles that cools people off;</p> <p><b>WHEREAS:</b> The system may be installed around the perimeter of the outside area to be cooled - within a gazebo, playground structure, shade area, side of building etc.;</p> <p><b>WHEREAS:</b> Mistng systems are energy-efficient and highly effective;</p> <p><b>WHEREAS:</b> Cooling mist systems take up very little outdoor space;</p> <p><b>WHEREAS:</b> Cooling mist systems can last ten years or more;</p> <p><b>WHEREAS:</b> Larger scale cooling mistng stations are available as well as portable, stand-alone (can be hooked up to any water source};</p> <p><b>WHEREAS:</b> The costs are less than cooling centres and standard air conditioning range from \$3,000 and higher;</p> <p><b>WHEREAS:</b> The TCDSB has limited funds and is facing a \$25 million deficit; and</p> <p><b>WHEREAS:</b> It is important to consider and act on creative,</p>	

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				low-cost projects that support students.  <b>FURTHER BE IT RESOLVED:</b> That staff evaluate the pilot project and consider the effectiveness and report its findings following the first year of operation. <b>(Consideration of Motion from Trustee Rizzo regarding Pilot Project: Outdoor Cooling Misting Zones)</b>	
3.	September 2023 Corporate Services	TBC	Corporate Services	That staff prepare a report regarding strategies to be used to move forward capital improvements and projects, including investigating contracting with lobbying organizations - Guidelines for political strategies <b>(Capital Program Status Update)</b>	Associate Director of Corporate Services and Chief Commercial Officer
4.	March-2022 Corporate Services	TBC	Regular Board	Received; and  That the Board of Trustees provide Delegated authority to the Director of Education and either the Chair or Vice Chair of the Board for the spending of tutoring funds with a summative report to be provided at the conclusion of the initiative. <b>(Delegated Authority – Tutoring Funds)</b>	Director of Education & Associate Director of Academic Affairs and Chief Operating Officer & Chief Financial Officer & Treasurer
5.	March 2023 Regular Board	TBC	Regular Board	<b>WHEREAS:</b> April 23, 2023, marks the fifth anniversary of the Yonge Street Tragedy;  <b>WHEREAS:</b> A domestic terrorist vehicle-ramming attack	Director of Education & Associate

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				<p>occurred on April 23, 2018, when a rented van was driven along Yonge Street between Finch Avenue and Sheppard Avenue;</p> <p><b>WHEREAS:</b> Anne Marie D’Amico along with nine other people, were killed in what has been called the “Yonge Street Van Attack”;</p> <p><b>WHEREAS:</b> Eight of the ten victims were women;</p> <p><b>WHEREAS:</b> Anne Marie D’Amico was a graduate of the Toronto Catholic District School Board graduating from St. Clare and Loretto Abbey Catholic Schools;</p> <p><b>WHEREAS:</b> A foundation set up by the D’Amico family dubbed (The Anne Marie D’Amico Foundation) honours the memory of Anne Marie D’Amico, a victim of the Toronto Van Attack/Yonge Street Tragedy, currently raising awareness and funds for the North York Women’s Shelter that supports women and children in need;</p> <p><b>WHEREAS:</b> Anne Marie D’Amico embodies the spirit of kindness and love;</p> <p><b>WHEREAS:</b> In keeping with the goal of Nurturing our Catholic Community, the TCDSB implemented a three-year Pastoral Plan for 2021-2024 with the theme of “Walking with Christ: with Eyes of Faith and Hope, with Hearts of Kindness and Love, with Minds of Justice and Peace”;</p> <p><b>WHEREAS:</b> The TCDSB is in the second year of the</p>	<p>Director of Academic Affairs and Chief Operating Officer</p>

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				<p>Pastoral Plan – “Walking with Christ: with Hearts of Kindness and Love”;</p> <p><b>WHEREAS:</b> Nurturing safe, caring, welcoming, inclusive and positive school climates, appropriate pro-social behaviours and healthy relationships continues to be a priority for TCDSB schools, including building awareness, prevention and intervention strategies against acts of violence, including violence against women;</p> <p><b>WHEREAS:</b> Residents, organizations, religious leaders, the D’Amico family, Trustee Maria Rizzo and others representing Willowdale, work together with the City of Toronto to commemorate the Yonge Street Tragedy annually in positive ways to bring communities together;</p> <p><b>WHEREAS:</b> Daily news is often filled with information regarding crime, violence, war and disaster; and</p> <p><b>WHEREAS:</b> By recognizing acts of kindness, all members of the TCDSB community will be made aware of the importance of being kind to others throughout the year.</p> <p><b>THEREFORE BE IT FURTHER RESOLVED THAT:</b> Staff prepare a report that includes details of the creation of award, recognition criteria, communication strategies regarding special school events (sample plans, initiatives)(<b>Consideration of Motion from Trustee D’Amico regarding Proclamation and Celebration of the Anne Marie D’Amico Day of Kindness and Love</b>)</p>	

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6.	May 2023 Regular Board	TBC	Regular Board	<p><b>WHEREAS:</b> The TCDSB has excellent student programming at our Performing Arts, International Baccalaureate and STEAM Schools. These schools provide enriched educational opportunities, attract and retain students and allow students to achieve their personal goals;</p> <p><b>WHEREAS:</b> The TCDSB needs to attract and/ or retain more students to address declining enrollment and the financial consequences that flow from it;</p> <p><b>WHEREAS:</b> the TCDSB does not have a High-Performance athletic elementary or secondary school which would bring a competitive advantage to our Board;</p> <p><b>WHEREAS:</b> Many school boards in the Greater Toronto Area have embraced High-Performance Athletic Schools to give student athletes an opportunity to merge athletics and education;</p> <p><b>WHEREAS:</b> The High-Performance Athlete Program Model is tailored for students who are competing at the provincial, national and/or international levels. This model of programming is tailored to meet the learning needs of students who are committed to focusing on their academics, while accommodating their competitive training needs;</p> <p><b>WHEREAS:</b> High-performance schools often partner with various organizations for use of space in their facilities; examples include York University and the City of Toronto;</p> <p><b>WHEREAS:</b> High-performance athletic schools attract</p>	Associate Director of Corporate Services and Chief Commercial Officer

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				<p>accomplished athletes and will create opportunities for enrollment from within TCDSB, may attract students within our international student program and from our coterminous board;</p> <p><b>WHEREAS:</b> The high-performance program supports student athletes with an accommodated school day schedule that recognizes training and tournament time is required to achieve elite athletic performance and to help facilitate their training needs to promote a balance with their athletic and academic commitments;</p> <p><b>WHEREAS:</b> High-performance athletic schools emphasize discipline, teamwork, and perseverance, which helps athletes develop important life skills;</p> <p><b>WHEREAS:</b> Some High-Performance Program Schools in other boards have experienced steady growth in enrollment, while the TCDSB has lost students to the programs due to not having the option for parents;</p> <p><b>WHEREAS:</b> Other school boards High Performance Athletic Programs offer a variety of sports including but not limited to gymnastics, swimming, golf, dance, wrestling, hockey, soccer, baseball, tennis, lacrosse, volleyball; and</p> <p><b>WHEREAS:</b> Students are given an individually customized timetable that allows them to attend classes and attend their training programs and tournaments where scheduled. Teachers provide homework for those missed classroom time.</p>	

#	Date Requested & Committee/ Board	Report Due Date	Destination of Report Committee/ Board	Subject	Delegated To
				<b>THEREFORE BE IT FURTHER RESOLVED THAT:</b> As part of the LTAPP process, staff and the consultant report back on the feasibility of a High Performance Athletic School and program within TCDSB, with specific recommendations on location and other considerations <b>(Consideration of Motion from Trustee Li Preti regarding High Performance Athletic Schools (HPA))</b>	
7.	June 2023 Regular Board	October 2023	Regular Board	That Staff bring back options to the Board on how to increase the budget for EPAN allocations <b>(2023-2024 Equitable Provision of Actionable Needs (EPAN) Allocation)</b>	Director of Education & Associate Director of Academic Affairs and Chief Operating Officer
8.	December -2022 Regular Board	2027	Student Achievement	That an international Languages report be presented in public session at the Student Achievement and Well-Being Committee or appropriate Committee or Board every 5 years <b>(From the Governance and Policy Committee: International Languages (Elementary) Report S.P.05)</b>	Associate Director of Academic Affairs and Chief Operating Officer
9.	March 30, 2023 Student Achievement	TBC	Student Achievement	<b>WHEREAS:</b> Orthodox students prior to the mid 1980's were admitted in Toronto Catholic District School Board (TCDSB)/Metropolitan Separate School Board (MSSB) elementary schools;  <b>WHEREAS:</b> Orthodox alumni of TCDSB elementary schools have school age children whom they wish the opportunity to experience the Catholic school environment they once had the privilege of being educated in;	Director of Education



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				<p><b>WHEREAS:</b> The Catholic Church and faith has always encouraged evangelization;</p> <p><b>WHEREAS:</b> The Ontario Catholic Bishops wrote to the then TCDSB Chair of the Board in March 2001 regarding their advice on admissions of Orthodox students;</p> <p><b>WHEREAS:</b> Neighbouring GTA Catholic school boards permit Orthodox student admissions to elementary schools with certain provisions and;</p> <p><b>WHEREAS:</b> Pope Paul VI was the first Pope since the ninth century to visit the East, labeling the Eastern Churches as sister Churches. They produced the Catholic-Orthodox Joint declaration of 1965 during the Second Vatican Council. Orthodox students are permitted and welcomed to attend Catholic schools in accordance with the papal encyclical Ut Unum Sint (1995) proclaimed by Pope John Paul II.</p> <p><b>THEREFORE BE IT RESOLVED:</b> That the Director provide a report one year after the policy is implemented (<b>Consideration of Motion from Trustee Del Grande regarding Admission and Placement of Elementary Pupils Policy (S.A.01) be amended such that Christian Orthodox Children be Permitted to Attend Toronto Catholic District School Board (TCDSB) Elementary Schools</b>)</p>	

## 2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

A = Annual Report

P = Policy Metric Report

Q = Quarterly Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Corporate Services	Annual Chief Financial Officer Overview	Chief Financial Officer and Treasurer
2	February (A)	Corporate Services	Multi-Year Financial Forecast	Chief Financial Officer and Treasurer
3	March (A)	Corporate Services	Budget Framework and Consultation Plan	Chief Financial Officer and Treasurer
4	March (A)	Corporate Services	Consensus Student Enrolment Projections	Associate Director Corporate Services
5	March (A/P)	Corporate Services	Transportation Annual Report and S.T.01 Transportation Policy Metric	Associate Director Corporate Services
6	April (A)	Corporate Services	Ministry Funding Overview	Chief Financial Officer and Treasurer
7	April (Q)	Corporate Services	Mid-Year Budget Status Report	Chief Financial Officer and Treasurer
8	May (A)	Corporate Services	Preliminary Budget Estimates	Chief Financial Officer and Treasurer
9	June (P)	Corporate Services	B.R.01 Rental of Surplus School Space and Properties Policy Metric	Associate Director Corporate Services
10	June (A)	Corporate Services	Recommended Budget Estimates	Chief Financial Officer and Treasurer
11	June (A)	Corporate Services	Delegated Authority Report	Chief Financial Officer and Treasurer
12	September (A)	Corporate Services	Delegated Authority Update Report	Chief Financial Officer and Treasurer
13	September (A)	Corporate Services	Annual Procurement Plan	Chief Financial Officer and Treasurer
14	September (A)	Corporate Services	Capital Program Update	Associate Director Corporate Services

## 2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

<b>15</b>	October (Q)	Corporate Services	Budget Update: Enrolment and Staffing	Chief Financial Officer and Treasurer
<b>16</b>	October (A)	Corporate Services	Trustee Honorarium Report	Chief Financial Officer and Treasurer
<b>17</b>	October (A)	Corporate Services	Capital Renewal Program Report	Associate Director Corporate Services
<b>18</b>	November (A)	Corporate Services	Audited Financial Statements	Chief Financial Officer and Treasurer
<b>19</b>	November (P)	Corporate Services	Enrolment Report and S.A.01 Admission and Placement Policy Metric	Associate Director Corporate Services
<b>20</b>	December (A)	Corporate Services	Revised Budget Estimates	Chief Financial Officer and Treasurer
<b>21</b>	December (A)	Corporate Services	Annual Legal Fees Report	Chief Financial Officer and Treasurer
<b>22</b>	December (A)	Corporate Services	Annual Investment Report	Chief Financial Officer and Treasurer
<b>23</b>	December (A)	Corporate Services	Annual Audit Committee Report	Chief Financial Officer and Treasurer
<b>24</b>	February (A)	Regular Board	School Year Calendar	Associate Director Academic Services
<b>25</b>	March (A)	Regular Board	Preliminary Staffing Projections Report	AD Academic Services and CFO/Treasurer
<b>26</b>	September (P)	Regular Board	A.06 Advocacy Policy Metric	Chief Financial Officer and Treasurer
<b>27</b>	October (P)	Regular Board	H.M.33 Acceptance of Hospitality or Gifts Policy Metric	Chief Financial Officer and Treasurer
<b>28</b>	November (A)	Regular Board	Ongoing Exit and Entry Student Survey	Associate Director Corporate Services
<b>29</b>	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
<b>30</b>	November (A)	Regular Board	Multi-Year Strategic Plan Annual Report	Director of Education

## 2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

<b>31</b>	December (A)	Regular Board	Director's Annual Report	Director of Education
<b>32</b>	January (A)	Student Achievement	Equity Action Plan Annual Report	Director of Education
<b>33</b>	January (A)	Student Achievement	Annual Mental Health and Wellbeing Report	Associate Director Academic Services
<b>34</b>	January (P)	Student Achievement	A.36 Accessibility Standards Policy Metric	Associate Director Academic Services
<b>35</b>	February (P)	Student Achievement	S. 19 External Research Policy Metric	Associate Director Academic Services
<b>36</b>	March (A)	Student Achievement	The Angel Foundation for Learning Annual Report and Presentation	Associate Director Academic Services
<b>37</b>	April (A)	Student Achievement	Annual EPAN Schools Allocations	AD Academic Services and CFO/Treasurer
<b>38</b>	April (A)	Student Achievement	Non-Resident VISA Student Fees	AD Academic Services and CFO/Treasurer
<b>39</b>	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
<b>40</b>	June (P)	Student Achievement	B.B.04 Smoke & Vapour Free Policy Metric	Associate Director Academic Services
<b>41</b>	September (P)	Student Achievement	H.M.40 Fair Practice in Hiring and Promotion Policy Metric	Associate Director Academic Services
<b>42</b>	September (A)	Student Achievement	Community Advisory Committees Report	Associate Director Academic Services
<b>43</b>	September (P)	Student Achievement	H.M.14 Harassment and Discrimination Policy Metric	Associate Director Academic Services
<b>44</b>	September (P)	Student Achievement	H.M.19 Conflict Resolution Policy Metric	Associate Director Academic Services
<b>45</b>	September (P)	Student Achievement	T.07 Community Engagement Policy Metric	Director of Education
<b>46</b>	September (P)	Student Achievement	A.37 Communications Policy Metric	Director of Education

## 2023 CALENDAR OF ANNUAL REPORTS & POLICY METRICS

<b>47</b>	October (P) (5 Year Cycle)	Student Achievement	International Languages Program Report (Next Reporting Date of October 2027)	AD Academic Services and CFO/Treasurer
<b>48</b>	October (A)	Student Achievement	Board Improvement and Equity Plan (BIEP)	Associate Director Academic Services
<b>49</b>	October (A/P)	Student Achievement	S.22 Religious Accommodation Policy Metric	Associate Director Academic Services
<b>50</b>	October (A)	Student Achievement	Student Trustees: Voices that Challenge - CSLIT	Associate Director Academic Services
<b>51</b>	November (A/P)	Student Achievement	Annual Safe Schools Report and S.S.12 Fresh Start Policy Metric	Associate Director Academic Services
<b>52</b>	November (A)	Student Achievement	Annual EQAO and OSSLT Assessments Report	Associate Director Academic Services
<b>53</b>	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
<b>54</b>	November (A)	Student Achievement	CPIC Annual Report	Associate Director Academic Services
<b>55</b>	November (P)	Student Achievement	Elementary Catholic School Leadership Impact Team Policy Metric ECSLIT	Associate Director Academic Services
<b>56</b>	November (P)	Student Achievement	S.24 Combined (Split) Grade Classes for Elementary Schools Policy Metric	Associate Director Academic Services
<b>57</b>	December (A/P)	Student Achievement	Accountability Framework for Special Education and S.P.01 Special Education Programs and Services Policy Metric	Associate Director Academic Services
<b>58</b>	December (P)	Student Achievement	S.10 Catholic School Parent Council Policy Metric	Associate Director Academic Services
<b>59</b>	December (A)	Student Achievement	Staff CPIC Annual Report	Associate Director Academic Services