

TORONTO CATHOLIC DISTRICT SCHOOL BOARD REGULAR MEETING Public Session

AGENDA MAY 18, 2017

Angela Kennedy, Chair
Trustee Ward 11

Frank D'Amico, Vice Chair
Trustee Ward 6

Ann Andrachuk
Trustee Ward 2

Patrizia Bottoni
Trustee Ward 4

Nancy Crawford
Trustee Ward 12

Jo-Ann Davis
Trustee Ward 9

Rhea Carlisle
Student Trustee

Michael Del Grande
Trustee Ward 7

Joseph Martino
Trustee Ward 1

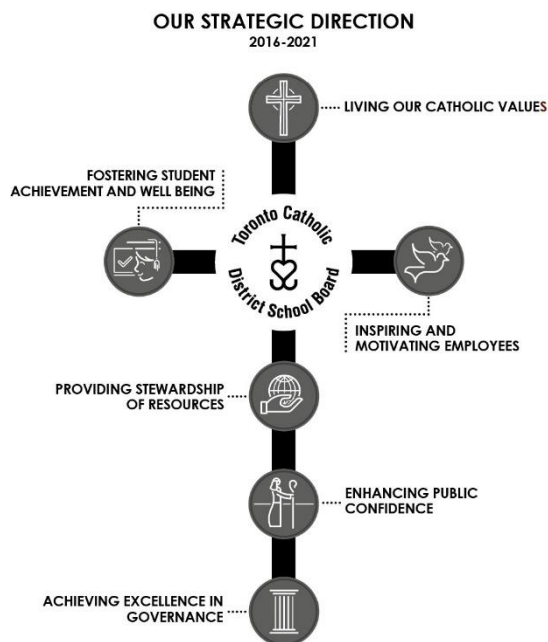
Sal Piccininni
Trustee Ward 3

Barbara Poplawski
Trustee Ward 10

Maria Rizzo
Trustee Ward 5

Garry Tanuan
Trustee Ward 8

Karina Dubrovskaya
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
Asst. Recording Secretary: Karen Eastburn, 416-222-8282 Ext. 2298

Angela Gauthier
Director of Education

Angela Kennedy
Chair of the Board

OUR MISSION

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

OUR VISION

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through witness, faith, innovation and action.*



REGULAR MEETING OF THE TORONTO CATHOLIC DISTRICT SCHOOL BOARD PUBLIC SESSION

Angela Kennedy, Chair

Frank D'Amico, Vice-Chair

Thursday, May 18, 2017

7:00 P.M.

Pages

1. Call to Order
2. Memorials and Opening Prayer
3. Singing of O Canada A Capella
4. Roll Call & Apologies
5. Approval of the Agenda
6. Reports from Private Session
7. Notices of Motions
8. Declarations of Interest
9. Approval and Signing of Minutes of the Previous Meetings
 - 9.a Special Board (Student Achievement) - April 6, 2017
 - 9.b Regular Board - April 19, 2017
 - 9.c Special Board - April 26, 2017
10. Presentations

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10.a	Monthly Report from the Chair of the Board	48 - 49
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15.a	Status Update regarding Amendments to TCDSB Hot Weather Standard Operating Procedure (All Wards)	68 - 100
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15.c	Report of the Governance and Policy Committee on Update to Real Property Policies (R.01, R.04, R.05, R.07, R.08, R.09, R.10)	109 - 136
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18.	Listing of Communications	
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21.	Closing Prayer	
22.	Adjournment	

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

HELD THURSDAY, APRIL 6, 2017

STUDENT ACHIEVEMENT

PRESENT:

Trustees: P. Bottoni, Chair
B. Poplawski, Vice Chair
A. Andrachuk
J.A. Davis
M. Del Grande
A. Kennedy
M. Rizzo - by teleconference
G. Tanuan

A. Gauthier
R. McGuckin
A. Sangiorgio
C. Jackson
P. Matthews
S. Campbell
N. D'Avella
A. Della Mora
C. Fernandes
K. Malcolm
D. Yack
M. Silva

A. Robertson, Parliamentarian

S. Harris, Recording Secretary
C. Johnston, Acting Assistant Recording Secretary

Apologies were tendered on behalf of Trustees Crawford and Trustee D'Amico, as well as Student Trustees Carlisle and Dubrovskaya.

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

MOVED by Trustee Davis, seconded by Trustee Andrachuk, that the items dealt with in PRIVATE and PUBLIC sessions be approved.

Results of the Vote taken as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

**(Private Session Minutes Distributed
Under Separate Cover)**

MATTERS AS CAPTURED IN THE ABOVE MOTION FOR PUBLIC SESSION

- 8) **Minutes of the Regular Meeting held March 2, 2017** – approved, as amended.
- 9a) **Delegation from Anna Zur regarding St. Gregory Catholic School Boundary Review** –received and referred to staff.
- 9b) **Delegation from Andrew Zur regarding St. Gregory Catholic School Boundary Review** – received and referred to staff.
- 9c) **Delegation from Jennifer Pyz, Elected Council Member of St. Gregory Catholic School, regarding Boundary Review for St. Gregory Catholic School** – received and referred to staff.
- 9d) **Delegation from Katrina Gabriel regarding St. Gregory Catholic School Boundary** - received and referred to staff.
- 9e) **Delegation from Bernice Cahute regarding St. Gregory Catholic School Boundary Review** – received and referred to staff.
- 9f) **Delegation from Valentin Stoicescu regarding Boundary Reviews for St. Gregory, Nativity of Our Lord, Mother Cabrini, St. Marcellus and Our Lady of Sorrows Catholic Schools** - received and referred to staff.
- 9g) **Delegation from Joanna Whittaker regarding St. Gregory Catholic School Boundary Review** - received and referred to staff.
- 9h) **Delegation from Katherine Di Tomaso regarding St. Gregory Catholic School Boundary Review** - received and referred to staff.
- 9i) **Delegation from Michael Woolcock regarding St. Gregory Catholic School Boundary Review** - - received and referred to staff.
- 14a) **Proposed Changes to Draft Admissions and Placement of Secondary Pupils Policy and Fixed Attendance Boundaries for Secondary Schools** received and that the Board of Trustees approve

the Secondary School Admissions Policy in principle, and include the following proposed policy changes in the current draft Admissions and Placement of Secondary Pupils (APSP) policy as found in Appendix A, for public consultation at the level of consult:

Regulation 2a)

1. Secondary Schools will have a family of schools that receive automatic admission according to the following criteria:
 - a. That each grade 8 student be directed to one (1) secondary school based on the boundary of the elementary school to the secondary school.
 - b. That grade 8 students have the option of selecting two (2) other secondary schools. Admission may be granted pending space availability, program availability, and proximity of the secondary school of choice to the home address of the student. Refer to point 3.
 - d. Students admitted to a Secondary school other than the secondary school where automatic admission is received and where an application process or audition is required for admission, sibling(s) WILL NOT receive automatic admission under the sibling rule. Siblings will be required to apply through the specified process for admission.
 - f. Students who register for Regional programs and reside outside the identified secondary school boundary, who withdraw from a Regional program, will be redirected to their identified secondary school. Students may stay in the Regional program school if, in consultation with the Principal, it is determined that space is available in that school.
 - g. Capacity for all secondary schools will be determined based on numbers approved by the Director of Education in consultation with school and planning Staff.

2. That fixed attendance boundaries for each secondary school be approved. These Secondary boundaries will be based on the boundaries that exist for elementary schools creating the family of schools.
3. That program boundaries for secondary schools offering Regional programs be approved, including, but not limited to:
 - a. French Immersion
 - b. Extended French
 - c. Congregated Advanced Placement
 - d. Regional Arts Program
 - e. Science, Technology, Engineering, Arts and Mathematics (STEAM), Science, Technology, Engineering and Mathematics (STEM), Mathematics, Science and Technology (MST), and Mathematics, Science and Engineering (MSE)
 - f. International Baccalaureate Program (IB)
4. Siblings currently enrolled in elementary schools with an older sibling at a secondary school will be grandfathered from this policy until the last sibling graduates.

All **NEW** registrations will be governed by and on approval of this Policy.

5. That attendance boundaries be introduced but the introduction be accompanied by program enhancements within those boundaries so that the balance takes into account facilities and program balancing.
6. That siblings currently enrolled in elementary school with an older sibling at a Secondary school returning in September will be grandfathered from this policy until the last sibling graduates.

7. That as part of the consultations around single gender schools, the option of remaining status quo be part of the consultations.
-
- 14b) **New Policies and Guidelines January 2017 - Before and After School Programs** – received and that we consider the possibility of community-based, non-profit school childcare organizations similar to the model used by the Toronto District School Board.
 - 15a) **Accountability Framework for Special Education** - received.
 - 15b) **Final Report: Review of Educational Assistants and Child Youth Workers Efficiencies Boardwide** - received.
 - 15c) **Summer School Locations and Programs 2017** – received and that the Remedial Literacy Enrichment programs be looked at for Grades 6, 7 and 8 at St. Helen and St. Anthony Catholic Schools.
 - 15d) **Verbal Report from Staff regarding Catholic Education Symposium, November 14 - 15, 2017** - received.
 - 15e) **Liquor Permit Request for St Jane Frances Catholic School for April 8, 2017** that the liquor policy be waived and that permission be granted to serve alcohol at IGBO Traditional and Cultural Revival Foundation “Celebration of Life” event on Saturday, April 8, 2017.
 - 16a) **2017 OCSTA AGM Resolutions and 2016 Resolutions Status Chart** – received.
 - 16b) **Lora Hilb regarding Attendance Boundaries for St. Gregory, Nativity of Our Lord, Mother Cabrini and Our Lady of Sorrows Catholic Schools** – received.
 - 16c) **Melissa Giglio regarding St. Gregory Catholic School Boundary Review** – received.
 - 16d) **Tom Grunstein regarding St. Gregory Catholic School Boundary Review** – received.

- 16e) **Sandi Grunstein regarding St. Gregory Catholic School Boundary Review – received.**
- 16f) **Robert De Abreu regarding St. Gregory and Nativity of Our Lord Catholic Schools Boundary Review – received.**
- 16g) **Lisa Schmidt regarding St. Gregory Catholic School Boundary Review - – received.**
- 16h) **Leo Converso regarding St. Gregory Catholic School Boundary Review – received.**
- 16i) **Joanna and Derek Whittaker regarding St. Gregory Catholic School Boundary Review - – received.**

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that the meeting adjourn.

CARRIED

SECRETARY

CHAIR

**MINUTES OF THE REGULAR MEETING
OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD
HELD APRIL 19, 2017
PUBLIC SESSION**

PRESENT:

Trustees

A. Kennedy, Chair
F. D’Amico, Vice Chair
A. Andrachuk
P. Bottoni
N. Crawford
J. Davis – by teleconference
M. Del Grande
S. Piccininni
B. Poplawski
M. Rizzo
G. Tanuan – by teleconference

R. Carlisle- Student Trustee

A. Gauthier
A. Sangiorgio
R. McGuckin
C. Jackson
P. Matthews
P. Aguiar
S. Campbell
M. Caccamo
P. De Cock
N. D’Avella
A. Della Mora
L. Di Marco

C. Fernandes
D. Koenig
K. Malcolm
M. Puccetti
J. Shain
M. Silva
D. Yack
J. Wujek
J. Yan

A. Robertson, Parliamentarian

S. Harris, Recording Secretary

K. Eastburn Acting Assistant Recording Secretary

Apologies were tendered on behalf of Trustee Martino and Student Trustee Dubrovskaya.

MOVED by Trustee Andrachuk, seconded by Trustee Rizzo that the Agenda, as amended to include the Addendum and the reordering of Item 17c) Attendance Boundary Review – St. Gregory Nativity of Our Lord, Mother Cabrini, St. Marcellus, Our Lady of Sorrows – Final Report (Trustee Wards 1 and 2) after Item 11) Delegations, be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D’Amico
Davis
Del Grande
Kennedy
Piccininni

Poplawski
Rizzo

The Motion to approve the Agenda, as amended, was declared

CARRIED

Moved by Trustee Rizzo, seconded by Trustee Crawford, that Item 6) be adopted as follows:

- 6) **Reports from Private Session** that the item dealt with in PRIVATE SESSION regarding the Delegation be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Piccininni
Poplawski
Rizzo

The Motion was declared

CARRIED

8) Declarations of Interest

Trustee Kennedy declared an interest in Items 16c) Financial Status Update – January 2017, 16d) Financial Status Update – February 2017, 16e), Verbal Update regarding Grants for Student Needs (GSN) Announcements, 16f) 2017-2018 Budget Projections for Consultation Purposes, and 16g) Year-End Report on the Effects of Trustee-Approved Reductions, as her family members are employees of the Board. Trustee Kennedy did not participate in the discussion of the items nor voted on the items.

MOVED by Trustee Andrachuk, seconded by Trustee Piccininni, that Item 9) be adopted as follows:

9) Approval and Signing of Minutes of the Previous Meetings that the Minutes of the following Meetings be approved:

- 9a) Special Board (Student Achievement) – March 2, 2017
- 9b) Special Board (Corporate Services) – March 9, 2017
- 9c) Regular Board – March 30, 2017

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Piccininni
 Poplawski
 Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Poplawski, that Item 10a) be adopted as follows:

10a) Monthly Report from the Chair of the Board – received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
 Bottoni

Crawford
D'Amico
Davis
Del Grande
Kennedy
Piccininni
Poplawski
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Poplawski, that Item 10b) be adopted as follows:

10b) Monthly Report from the Director of Education – received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Piccininni
Poplawski
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Piccininni that Item 10c) be adopted as follows:

10c) Monthly Report from the Student Trustee (s) – received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Piccininni
Poplawski
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Piccininni, that Item 11a) be adopted as follows:

11a) Sam Perciasepe regarding Boundary Review for St. Gregory Catholic School – received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Davis
Del Grande
Kennedy
Piccininni
Poplawski
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Piccininni, that Item 17c) be adopted as follows:

17c) Attendance Boundary Review – St. Gregory, Nativity of Our Lord, Mother Cabrini, St. Marcellus, Our Lady of Sorrows - Final Report (Trustee Wards 1 and 2)

1. That the attendance boundaries for St. Gregory, Nativity of Our Lord, Mother Cabrini, St. Marcellus and Our Lady of Sorrows be approved according to Scenario 2 (modified).
2. That, in accordance with the Long Term Accommodation Plan (LTAP), staff investigate and assess possible locations in the South/Central Etobicoke area for a new elementary school to alleviate enrolment pressures.
3. That, subject to the purchase of the Buttonwood site, or an alternative site in Central Etobicoke, that a boundary review be initiated, as soon as possible following the acquisition, involving St. Gregory, St. Marcellus, Our Lady of Sorrows, All Saints, Father Serra and St. Eugene.
4. That FDK enrolment at St. Gregory's continue with the present 4.5 classes and that admission will follow policy S.A. 01 Admission and Placement of Elementary Pupils.
5. That, the admission levels to the school will be reviewed annually with input from the local Trustee.
6. That, the number of portables be limited to a maximum of four in total to accommodate enrolment pressures in the next few years. Portables to be removed once an alternate school site is located to balance the enrolment at the oversubscribed schools.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Piccininni

Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Rizzo, that Item 12a) be adopted as follows:

- 12a) **Motion from Trustee Davis to Reconsider Failed Motion regarding School Cash Online at the March 9, 2017 Corporate Services Committee meeting** - received

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Crawford, that Item 12b) be adopted as follows:

- 12b) **Previous Report regarding School Cash Online – Survey Results** received and that the TCDSB embark on the implementation of the School Cash Online suite using scenario No. 3 enhanced with credit card option, provided in Section F, and that the addition of alternative payment options be considered at a later date upon further review of annual operational costs.

MOVED in AMENDMENT by Trustee Del Grande, seconded by Trustee Andrachuk, that 15% of the remaining funds to a central reserve to pay for updated systems that the Board needs.

MOVED in AMENDMENT to the AMENDMENT by Trustee Rizzo, seconded by Trustee Bottoni, that the word “capital” be added in front of the word “needs”.

At the consent of the Board, Trustee Rizzo withdrew her Motion.

MOVED in AMENDMENT to the AMENDMENT by Trustee Rizzo, seconded by Trustee Bottoni, that the words “updated systems that the Board needs” be replaced with “updates to Board infrastructure as required.”

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

In favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Poplawski
 Rizzo
 Tanuan

The Amendment to the Amendment was declared

CARRIED

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

In favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Poplawski
 Rizzo
 Tanuan

The Amendment as declared

CARRIED

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

In favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Del Grande seconded by Trustee Rizzo, that Item 14a) be adopted as follows:

14a) From Audit Committee Meeting of March 29, 2017 received and that the Board establish a Whistleblower Policy based on existing examples, that the Board utilize a third party and that whenever that third party receives a whistleblowing complaint that it is shared with the Audit Committee and staff for staff to respond to that inquiry to the Audit Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that Item 14b) be adopted as follows:

14b) Draft Minutes of SEAC Meeting held on April 12, 2017 received and the following two recommendations:

That SEAC recommend to the Board of Trustees to investigate the costs to possibly promote to SEAC Special Education information through innovative technological methods.

That SEAC recommend to the Board of Trustees to apply for a regional Pro-Grant to facilitate parent engagement around Special Education, and

That staff be requested to assist SEAC in the Pro-Grant process so that they can pursue the Pro-Grant.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Davis, that Item 16a) be adopted as follows:

16a) Net Zero Energy Status Update – received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Tanuan, that Item 16b) be adopted as follows:

16b) City of Toronto Ward Boundary Changes and Impacts to Trustee Wards – received.

MOVED in AMENDMENT by Trustee Andrachuk, seconded by Trustee Rizzo, that staff do more research and request information from the other three Boards in the City of Toronto and include any information they can gain through MPAC, and come back with a report.

MOVED in AMENDMENT to the AMENDMENT by Trustee Tanuan, seconded by Trustee Davis, that the Board of Trustees consider an appeal with respect to the

City of Toronto Ward Boundary changes and that there be a workshop with staff to provide further details.

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

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Poplawski
 Rizzo
 Tanuan

The Amendment to the Amendment was declared

CARRIED

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

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande

Kennedy
Poplawski
Rizzo
Tanuan

The Amendment was declared

CARRIED

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

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion, as amended, was declared

CARRIED

The Chair declared a ten-minute recess.

The meeting continued with Trustee Kennedy in the Chair.

The Chair reviewed the Order Paper and the following items were questioned:

- 16c) Financial Status Update – January 2017 – Trustee Rizzo**
- 16d) Financial Status Update – February 2017 – Trustee Andrachuk**
- 16e) Verbal Update regarding Grants for Student Needs (GSN) Announcements - Trustee Andrachuk**
- 16f) 2017-2018 Budget Projections for Consultation Purposes – Trustee Crawford**
- 16g) Year-End Report on the Effects of Trustee-Approved Reductions, 2015-2016 – Trustee Crawford**
- 17a) Annual Portable Plan and other Accommodation Needs 2017-2018 – Trustee Rizzo**
- 17b) St. Bruno and St. Raymond Catholic Schools Capital Project Budget/Consultant Approval – Trustee Davis**
- 17d) Status Update regarding Amendments to TCDSB Hot Weather Standard Operating Procedure (All Wards) – Trustee Rizzo**
- 17f) Report of the Governance and Policy Committee on Update to Access to Pupil Information Policy (S.16) – Trustee Rizzo**
- 17i)&Liquor Permit Request for St. Mary of the Angels – August 12 and 13,**
- 17j) 2017 & Liquor Permit Request for Don Bosco Catholic School for event on June 24, 2017 – Trustee Andrachuk**
- 17k) Report of the Governance and Policy Committee on Update to Real Property Policies (R.01, R.04, R.05, R.07, R.08, R09, R.10)**

**19a) Inquiry from Trustee Davis regarding Entrance/Exit Survey
Implementation – Trustee Davis**

MOVED by Trustee Andrachuk, seconded by Trustee Bottoni, that all items not questioned, as well as related recommendations, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Del Grande
Kennedy
Rizzo

The Motion was declared

CARRIED

MATTERS CAPTURED IN THE MOTION

17e) Block 31 Proposed Name of New School – Bishop Macdonell Catholic Elementary School that the Board of Trustees approve the name of the new school as Bishop Macdonell Catholic Elementary School

17g) Report of the Governance and Policy Committee on Update to Records Management (A.20) and Archives (A.21) Policies that the Board accept the recommendation of the Governance and Policy Committee and approve

the Records Management and Archives Policy (A.20) as proposed in Appendix A - received.

17h) Report of the Governance and Policy Committee on Current Policies Update -received

18a) Memo from Nick Milanetti Executive Director, OCSTA Regional Meetings during AGM/Conference - received

Trustee Kennedy left the meeting due to a Declaration of Interest in Items 16c), 16d), 16e), 16f), and 16g), as earlier indicated.

The meeting continued with Trustee D’Amico in the Chair.

MOVED by Trustee Rizzo, seconded by Trustee Del Grande, that Item 16c) be adopted as follows:

16c) Financial Status Update – January 2017 – received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Davis
Del Grande
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Del Grande, that Item 16d) be adopted as follows:

16d) Financial Status Update – February 2017 – received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Davis
Del Grande
Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Crawford, that Item 16e) be adopted as follows:

**16e) Verbal Update regarding Grants for Student Needs (GSN)
Announcements – received.**

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that Item 16f) be adopted as follows:

16f) 2017-2018 Budget Projections for Consultation Purposes received and

1. That the Board use the System Priorities funding of approximately \$7.5M to offset the staffing reductions of \$8.3M and the balance reductions of \$0.8M to be funded from additional revenue generating opportunities identified below.
2. That the Board of Trustees approve for inclusion in the budget engagement and consultation process, the following list of potential revenue generating opportunities as a strategy towards building a 2% reserve to remain in good standing with the EDU.

Revenue Generating Opportunities

1 Parking Revenues (\$5/day)	\$5,000,000
2 Permit Revenues	\$500,000
3 After-Hours Parking Revenue	\$400,000

TOTAL	\$5,900,000
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3. That staff present the 2017-2018 Budget which will be reflective of the community budget consultations to the Board of Trustees at the Board meeting scheduled for May 18, 2017.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Andrachuk, that Item 16g) be adopted as follows:

16g) Year-End Report on the Effects of Trustee-Approved Reductions 2015-2016 – received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Davis
Del Grande
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustee Kennedy returned to the meeting and reassumed the Chair.

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that the agenda be reopened to reorder Items 17b) St. Bruno and St. Raymond Catholic Schools Capital Project Budget/Consultant Approval, 17i) Liquor Permit Request for St. Mary of the Angels – August 12 and 13, 2017, and 17j) Liquor Permit Request for

Don Bosco Catholic School for event on June 24, 2017 as a matter of priority before all outstanding items.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Davis, that Items 17b) St. Bruno and St. Raymond Catholic Schools Capital Project Budget/Consultant Approval, 17i) Liquor Permit Request for St. Mary of the Angels – August 12 and 13, 2017, and 17j) Liquor Permit Request for Don Bosco Catholic School for event on June 24, 2017 be reordered as a matter of priority before all outstanding items, and then to resolve back into PRIVATE session.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Davis, seconded by Trustee Andrachuk, that Item 17b) be adopted as follows:

**17b) St. Bruno and St. Raymond Catholic Schools Capital Project
Budget/Consultant Approval received and**

1. That the appointment of Kohn Shnier Architects to provide consulting services for the new elementary school at the site of St. Raymond Catholic School be approved in the amount of \$732,105.00, plus net HST of \$15,813.47 for a total cost of \$747,918.47 funded as follows:

	Current EDU Approved Funding	Potential Funding Breakdown Subject to EDU Approval
SCC and FDK Grants	\$659,789.65	\$565,618.97
Child Care Capital Grant	\$76,582.69	\$58,256.31
School Renewal Grant	\$11,546.12	\$11,546.12
Capital Land/Demo Funding		\$112,497.06
Total Consulting Contract	\$747,918.46	\$747,918.46

2. That a preliminary project budget of \$10,844,447.00, including net HST, be approved for new elementary school at the site of St. Raymond Catholic School, as outlined in Table 1 in this report, including demolition of the existing St. Raymond school and excluding renovations to St. Bruno Catholic School to accommodate the temporary relocation of St. Raymond students, approved in the 2016-2018 Renewal Plan.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Bottoni, that Item 17i) be adopted as follows:

- 17i) Liquor Permit Request for St. Mary of the Angels for event on August 12 and 13, 2017** received and that Trustee D’Amico’s request that Regulation 6 of Appendix A of the Permits Policy B.R. 05 be waived and that permission be granted to serve alcohol at St. Mary of the Angels Festival event on Saturday, August 12, 2017 from 5:00 pm until 11:00 pm, and Sunday, August 13, 2017 from 1:30 pm until 11:00 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D’Amico
Davis
Del Grande
Kennedy
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Bottoni, that Item 17j) be adopted as follows:

- 17j) Liquor Permit Request for Don Bosco Catholic School, for event on June 24, 2017** received and that Trustee Martino's request that Regulation 6 of Appendix A of the Permits Policy B.R. 05 be waived and that permission be granted to serve alcohol at their event for the Don Bosco Secondary School Farewell Reunion on Saturday, June 24, 2017.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Andrachuk, that Item 17a) be adopted as follows:

17a) Annual Portable Plan and other Accommodation Needs 2017-2018

received and that the St. Edwards portable be referred to staff to explore other alternatives, and

1. That the Director of Education be authorized to implement the Portable and Other Accommodation Needs Strategy as outlined in this report.
2. That the Portable Plan and Other Accommodation Needs budget to be funded from 2016 – 2018 School Renewal Program be as approved as detailed below.

Total Portable Plan 2017-18	\$ 2,240,195.53
French Immersion FDK Needs (3 schools)	\$ 564,000.00
Other FDK Accommodation Needs (3 schools)	\$ 95,000.00
Total Portable and Accommodation Needs Plan 2017-18	\$ 2,899,195.53
Approved Portable Budget School Renewal 2016-18	(\$1,338,691.00)
Additional Funding Requirement for approval	\$ 1,560,504.53

MOVED in AMENDMENT by Trustee Andrachuk, seconded by Trustee Rizzo, that the Nativity of Our Lord Catholic School's portable removal be referred to staff to discuss future requirements of the school, and that portables installed at St. Gregory Catholic School be air-conditioned.

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

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Amendment was declared

CARRIED

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Andrachuk, that St. Bonaventure Catholic School be air-conditioned.

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

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Amendment was declared

CARRIED

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

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Rizzo, that the remaining items namely Items 17d), Status Update regarding Amendments to TCDSB Hot Weather Standard Operating Procedure (All Wards); 17f), Report of the Governance and Policy Committee on Update to Access to Pupil Information Policy (S.16); 17k) Report of the Governance and Policy Committee on Update to Real Property Policies (R.01, R.04, R.05, R.07, R.08, R09, R.10), and 19a) Inquiry from Trustee Davis regarding Entrance/Exit Survey Implementation be referred to the May 11, 2017 Corporate Services Committee meeting.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Rizzo, that the meeting resolve into PRIVATE session.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Rizzo
 Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Bottoni, seconded by Trustee Andrachuk, that all matters dealt with in PRIVATE session regarding three properties and in TRIPLE PRIVATE session regarding an Update from the Executive Search Committee be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni

Crawford
D'Amico
Davis
Del Grande
Kennedy
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Bottoni, seconded by Trustee Andrachuk, that the meeting adjourn.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
D'Amico
Davis
Del Grande
Kennedy
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR

MINUTES OF THE SPECIAL BOARD MEETING
OF THE
TORONTO CATHOLIC DISTRICT SCHOOL BOARD
HELD APRIL 26, 2017
PUBLIC SESSION

PRESENT:

Trustees A. Kennedy, Chair
 F. D’Amico, Vice-Chair
 A. Andrachuk
 P. Bottoni
 N. Crawford
 J. Davis
 M. Del Grande
 J. Martino
 S. Piccininni
 B. Poplawski – by teleconference
 M. Rizzo
 G. Tanuan

 A. Gauthier

 S. Harris, Recording Secretary

Apologies were received on behalf of Student Trustees Dubrovskaya and Carlisle who were unable to attend the meeting.

Trustees were asked to keep both Cristina Fernandes and Kevin Malcolm in their prayers due to the recent passing of their fathers.

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Martino
 Piccininni
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Andrachuk, that the meeting resolve into PRIVATE SESSION to continue the work of the Executive Search Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
 Bottoni
 Crawford
 D'Amico
 Davis
 Del Grande
 Kennedy
 Martino
 Piccininni
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

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SECRETARY

CHAIR



Chair's Monthly Report

April 24 – May 19

Following are highlights for the period of April 24th to May 19th, 2017.

Wednesday, April 26th

- Attended the NCC Steering Committee Meeting held at the CEC

Thursday, April 27th and Saturday, April 29th

- Attended the 2017 OCSTA AGM

Monday, May 1st

- Along with the Director had the pleasure to attend and deliver greetings at this year's Awards Night Ceremony held at the CEC

Tuesday, May 2nd

- Attended and delivered greetings at the Province Wide Student Mass at the CEC
- Attended a special consultation CPIC meeting on "Renewing the Promise" at the CEC

Wednesday, May 3rd

- Attended the OAPCE Parent Event at the CEC

Friday, May 5th

- With the Director attended and delivered greetings at this year's Parish Family Day celebration at the CEC

Monday, May 8th

- Participated in a special Secondary School Admissions Consultation Night held at the CEC

Tuesday, May 9th

- Along with the Director, attended and delivered greetings at the annual TCDSB Retirement Celebration of the Eucharist for 2015-2016 Retirees, at St. Paul's Basilica

Wednesday, May 10th

- Along with the Director delivered greetings at the Canada 150 Asian Heritage Celebration at Brebeuf College CSS

Saturday, May 13th

- Along with the Director attended St. Denis' Catholic School 50th Anniversary open house and celebration



Director's Monthly Report April 24 – May 19

Following are highlights for the period of April 24 to May 19, 2017

Monday, April 24th

- Delivered remarks at the Canada 150 Project | Unity in Diversity: Fusion of Communities in Canada at York University
- Had the pleasure of attending a production of Beauty and the Beast at St. Andrew Elementary School
- Met with the Director and senior staff of a South Korean School Board at the CEC

Tuesday, April 25th

- Attended the Safe School Ambassador Symposium
- Held Principal / Vice Principal Liaison Meeting at the CEC
- Attended the ICE Consultation with CSLIT at the CEC

Wednesday, April 26th

- Attended a meeting at St. Rene Goupil with TECT and teachers to discuss the Multi Language School
- Attended the NCC Steering Committee Meeting at the CEC

Thursday, April 27th and Friday, April 28th

- Had the pleasure of attending the 2017 OCSTA AGM

Monday, May 1st

- Attended the official blessing ceremony of the Madonna portrait at Madonna CSS
- Attended a citizenship ceremony at St. Simon Elementary School
- Along with the Chair had the pleasure to attend and deliver greetings at this year's Awards Night Ceremony held at the CEC

Tuesday, May 2nd

- Attended a special consultation CPIC meeting on “Renewing the Promise” at the CEC

Wednesday, May 3rd

- Attended the Woodbine Music Festival
- School visit to view relics of the children whom appeared to Our Lady in Fatima
- Delivered congratulatory remarks at the Council for Exceptional Children Annual Awards Dinner honouring Cristina Fernandes, recipient of the Educational Leader of the Year Award

Friday, May 5th

- With the Chair of the Board attended and delivered greetings at this year’s Parish Family Day celebration held at the CEC

Monday, May 8th

- Attended St. Leo’s school mass at St. Leo’s Parish
- Participated in a special Secondary School Admissions Consultation Night at the CEC

Tuesday, May 9th

- Attended the K-12 Principals Meetings (Areas 1 – 8) to discuss Renewing the Promise Symposium (ICE)
- Along with the Chair, attended and delivered greetings at the annual TCDSB Retirement Celebration of the Eucharist for 2015-2016 Retirees, at St. Paul’s Basilica

Wednesday, May 10th

- With the Chair attended and delivered greetings at the Canada 150 Asian Heritage Celebration at Brebeuf College CSS
- Attended annual meeting with the TDSB and the Toronto Police partners

Thursday, May 11th

- Visited Mary Ward’s Young Artist’s Creations Art Show/Exhibit

Friday, May 12th

- Enjoyed a school visit at The Divine Infant
- Along with the Field Superintendent of Area 8, participated in the Soccer Ball giveaway at St. Victor Elementary School

Saturday, May 13th

- Attended the Proudly Pinoy Community Gathering at the Dante Aligheri CSS / St. Margaret Catholic School Beatrice Campus
- Along with the Chair attended St. Denis' Catholic School 50th Anniversary open house and celebration

Tuesday, May 16th

- Attended the Leadership Strategy Event for TCDSB staff

May Student Trustee Board Report:

Ontario Student Trustees' Association (OSTA-AECO)



From May 25th to 28th, Student Trustees Karina Dubrovskaya and Rhea Carlisle and Student Trustee Elect Joel Ndongmi will be attending the Annual General Meeting of the Ontario Student Trustees' Association (OSTA-AECO). The conference will be filled with tools for success for the Student Trustees to take back to the TCDSB student leaders as they enter their new terms. A report on this conference will be provided at the next meeting.

CSLIT General Assembly

On May 30th, CSLIT will be holding their May General Assembly. Amendments to the CSLIT Constitution will be proposed as this is the second last General Assembly of the year. Students will have an opportunity to network with each other and participate in discussion about various educational topics and provide feedback about the CSLIT year.

Subcommittee Reviews:

As May is a transition month, the CSLIT Executive Applications for the 2017-2018 year have been released. We are expecting applications for Director Positions by May 31st. The current CSLIT Executive will be completing transition files to ease the incoming Executive members into their new roles and provide them with the details they need to complete their roles effectively in the upcoming year.

Angel Foundation for Learning:

This month, the AFL team has been promoting and setting up the sweater fundraiser. The poll has officially closed as of April, and the team will be working hard to finalize sweater orders. The sweaters should be distributed between May and June and all funds will go towards AFL.

Equity:

As the school year finishes off, the Equity Subcommittee has been planning the Inclusion and Belonging Retreat. This retreat is set to take place May 26th and will be promoted through the means of Camp Olympia student leadership, the CSLIT Public Relations team and through social media.

Social Justice:

This month, social justice is focusing on organizing “Dodging for Justice”, a charity initiative where all donations and proceeds raised will go to the non-profit organization Development and Peace. This event is set for early June.

Elementary Affairs:

The Elementary School Catholic Leadership team held their final monthly face to face meeting at the CEC, with almost 140 students attending on Thursday, April 6th. This monthly meeting had guest speakers, interactive presentations about leadership and also a special Easter egg hunt! The theme of the meeting reflected the virtue of the month, Justice. The first guest speaker was Pastor Q, who spoke about the importance of understanding the environment around oneself (especially for the students going into high school next year) and the value of investing time in yourself to better your overall well-being.

E-CSLIT hosted their online meeting on Thursday, April 20th. The online meeting began with a prayer of the month and a pop quiz about Earth, to commemorate Earth Day. This meeting was visited by a public figure from CP24, Khayla Marie Williams.

Finally, the meeting concluded with a reminder of the final E-CSLIT gathering for fishing on June 6th.

Social Affairs:

The Social Affairs Committee is presently planning for the annual CSLIT gala. The gala is a semi-formal gathering for student leaders throughout the board. The gala serves as a networking effort for leaders. The gala formally named “Once Upon A Gala” will be held at Toronto Botanical Gardens on Friday, June 16th. To ensure that students have an opportunity to attend this event, the committee has decided to offer an early bird price that is more affordable for students. The money accumulated from this event will go to the Angel Foundation for Learning and an additional charitable organization.

Faith:

The Faith subcommittee has been working with the school boards religion department, particularly Ms. Michelle Peres, to plan various events and activities within the TCDSB. The committee has worked to help plan and run the Province Wide annual mass to celebrate this year's theme of "Walking Forward Together" and the Year of the Parish. The day included a mass that students were able to join and participate in, as well as a peace walk led by Father Michael throughout the core of downtown Toronto. In addition to this event, the committee has kept in contact with Religion Head, Robert Gallo, to try to initiate a project throughout all schools; monthly videos to reflect the virtues of the month that will be 'advertised' throughout the board. This initiative is in its early stages but, with the help of the subcommittee and all of the CSLIT executive, can take effect and start to become advertised for all interested students to participate in.



TORONTO CATHOLIC DISTRICT SCHOOL BOARD

DELEGATION REGISTRATION FORM FOR STANDING OR OTHER COMMITTEES

PLEASE BE ADVISED THAT ALL STANDING
COMMITTEE MEETINGS ARE BEING
RECORDED

For Board Use
Only

Delegation No. _____

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

Name	Dave Bennett	
Committee	Corporate Services Committee Meeting	
Date of Presentation	5/11/2017	
Topic of Presentation	St. John the Evangelist new school	
Topic or Issue	Approval of project How will the completion date of Sept 2018 be achieved?	
Details	Our community has been waiting a long time for a new school while we are located outside of our community.	
Action Requested	Show a slide show on how this delayed project has affected Weston	
I am here as a delegation to speak only on my own behalf		
I am an official representative of the Catholic School Parent Committee (CSPC)	Yes St John The Evangelist Chair	
I am an official representative of student government		
I am here as a spokesperson for another group or organization		
Submittal Date	5/8/2017	



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of a Meeting of the Toronto CPIC

Monday March 06, 2017

~ Catholic Education Centre ~

7:00 P.M.

Meeting Time & Location:	7:00 PM to 10:00 PM	CEC – Catholic Teachers Centre
Chair:	Geoffrey Feldman	
Secretary (note-taker):	NTC Reporting & Transcription Inc.	

Parent & Community Members Present (voting Members):	<p>W1 – O P E N</p> <p>W2 – Geoffrey Feldman – Chair</p> <p>W3 –</p> <p>W4 – Annalisa Crudo-Perri</p> <p>W5 –</p> <p>W6 –</p> <p>W7 – David Rodriguez</p> <p>W8 – Ruth Oliveros ☎</p> <p>W9 – Manny Ching</p> <p>W10 – Kana Muthiah</p> <p>W11 – Ben Xavier ☎</p> <p>W12 – Paulina Corpuz</p> <hr/> <p>PMAL 1 – Rosanna Del Grosso</p> <p>PMAL 3 –</p> <hr/> <p>Com Rep 1 – (OAPCE-T)</p> <p>Com Rep 3 – Dennis Hastings - Communications</p>	<p>W1 – O P E N</p> <p>W2 – Sandra Mastronardi</p> <p>W3 – Nilo Ang</p> <p>W4 – Joe Fiorante – Treasurer</p> <p>W5 –</p> <p>W6 –</p> <p>W7 – O P E N</p> <p>W8 –</p> <p>W9 –</p> <p>W10 – O P E N</p> <p>W11 – Lalit Lobo ☎</p> <p>W12 – John Del Grande</p> <hr/> <p>PMAL 2 – Desmond Alvares</p> <p>PMAL 4 – O P E N</p> <hr/> <p>Com Rep 2 – O P E N</p> <p>☎ Telephone Symbol</p>
Other Members In Attendance (ex officio and non-voting):	<p>TCDSB Director of Education or Designate – Angela Gauthier and Superintendent John Wujek</p> <p>TCDSB Trustee Representative or Designate – Garry Tanuan</p> <p>TCDSB Parent Engagement & Toronto CPIC Liaison – Carla Marchetti</p>	
Apologies for Absence:	Cheryl Bristol-Matte (W5), Ana Bela Da Silva (PMAL3),	
Absent:	Luciano Asenjo (W3), Jana Seymour (W5), Melissa Hardwyk (W6), Nelson Goncalves (W6), Monina Lim Serrano (W8), Shayann Boodoo (CR1),	

Guests and Public in Attendance:	<p>Emmy Szekeres-Milne (TCDSB Communications); Alistair Robertson (TCDSB Staff Parliamentarian); Allison Canning, Paul DeCock (TCDSB Business Services), Brett Howlett (TCDSB Principal, St. Bruno CS)</p> <p><i>No other guests present</i></p>
Next Meeting:	Monday April 10, 2017 Location: CEC @ 7:00 PM

AGENDA ITEMS	DISCUSSION & DECISIONS
1 Welcome, Call to Order, Roll Call, Declaration of Quorum and Prayer	<p>The Chair welcomed everyone, called the meeting to order and led the roll call at 07:08 PM.</p> <p>After a determination of Members present, the Chair declared that as quorum was confirmed, the meeting was duly convened and legally constituted.</p> <p>G. Feldman led the opening prayer.</p>
2 Adoption of Proposed Agenda	<p>After those present had an opportunity to read and review the proposed Agenda, and a call for additions and changes was made, the following motions were proposed:</p> <p>Superintendent Wujek requested that Agenda items 11.7 and 11.8 be considered before the Chair's report.</p> <p>Motion 17/03-01: MOVED THAT Toronto Catholic PIC accept the request and move Agenda Items 11.7 and 11.8 forward to before the Chair's Report.</p> <p>Mover: D. Rodríguez W7 Seconded: N. Ang W3</p>

APPROVED MONDAY MAY 02, 2017 MOTION 17/05-02

TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE
Minutes of a Meeting of the Toronto CPIC



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of a Meeting of the Toronto CPIC

Monday March 06, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>become typical when we provide suggestions to the TCDSB Board. CPIC will receive the Staff response tonight.</p> <p>The Chair attended the following events on behalf of CPIC:</p> <ul style="list-style-type: none"> • W8 Event "School Structure and Model For Student Success" - January 18 • Parish Family Day Proclamation - January 26 • Lift Jesus Higher Rally – February 4 <p>All these events are considered successful by promoting Parent Involvement for the benefit of Student Success and Well-Being.</p> <p>Chair presided over the Meeting.</p>
<p>5 Report from the Trustee Representative or Designate</p>	<p>Trustee Tanuan reported.</p> <p>We will attend the Board of Trustee meeting tomorrow. The TCDSB have introduced a new logo/icon design which will replace the previous logos and will update all flyers, posters, etc. This new logo design graphically reflects the multi-year strategic plan.</p> <p>My thanks are extended to the Director, Superintendent, and CPIC members who attended the Lift Jesus Higher Rally on February 4th. This was a very successful power packed event and I do encourage all CPIC members to attend future rallies.</p> <p>The Board has approved French Immersion at various schools throughout the system and it was well received by the Parents.</p> <p>We are awaiting a response from the not-for-profit youth sports organization that have complained about the permit rate increase and the rates to be reconsidered. We are attempting to make it accessible to all students.</p>
<p>6 Report from the Director of Education or Designate</p>	<p>Director Gauthier reported.</p> <p>The system celebrated Family Day in February by celebrating families in the context of Catholic education.</p> <p>This month saw the successful conclusion of collective bargaining with the Provincial employee groups with the provincial government and most have been ratified. Going forward we will have a period of relative stability until 2019 in regards to labour relations.</p> <p>An update on Mental health and wellness awareness: The Stop the Stigma campaign led largely by student leadership has been piloted across the province to help staff and students speak honestly and openly about mental health issues in a positive way.</p> <p>French Immersion: We have now expanded the French Immersion program to five new centres. This was required in order to meet admission cycle requirements as well as staffing. Saw some hiccups along the way in regards to consultation with parents. Learning from some of those errors and hopefully will have strategies to mitigate those concerns in the future.</p> <p>With respect to progress on the LTAPP the Staff have looked at some school consolidation and are building recommendations to present to the Board of Trustees.</p> <p>The Executive Search Committee for the future Director is well underway. They have put together the Directors profile and the posting has gone out.</p> <p>Superintendent Wujek Reported:</p> <p>Community Relations Department held a parent information meeting regarding transition between elementary and secondary school. Approximately 180 parents turned up; we had lots of positive feedback and questions. Interpreters were on hand to assist parents. The even focused on what parents and students will face as they enter their choices in selection of a</p>

TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE
Minutes of a Meeting of the Toronto CPIC

Monday March 06, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>secondary school. Parents were able to spend time with Program Pathways team who reminded parents of the My Blueprint functionality. Discussed how to enrich the course selection process and how students can explore careers that may be of interests to them, the practical use of the curriculum in the world around them and how to obtain help with a student's next step choices. Parents wanted more guidance and information on how to help students to make choices especially in the area of Math. We had Math educators as well as special education staff available to help parents and to answer their questions.</p> <p>A member suggested that this should be undertaken throughout the system on a more regular basis as this will bring change by empowering students and parents to make better choices. We will review the parent feedback and see if we can duplicate the success of this event. High schools do have open houses that are to help inform parents about what is distinct about a particular high school. This event was about what to expect as you prepare to go to a secondary school. A member commented that the public board provided parents with a grid that showed the mandatory courses and the elective courses, this was very useful to both the parent and the student.</p> <p>A Parent survey was sent out to all CPSCs and administrators which will close on March 10th. Quite a few schools have requested an extension on this date to allow the topic to be discussed at their CSPC meetings.</p> <p>On March 8th the Parent and Student Bill of Rights will be sent out for parent consultation. This body took part in the original consultation on how this Bill of Rights will take shape. Parents in elementary will be informed via letter. Google translator tool will be functioning during course of electronic survey. We also are planning two face-to-face sessions of plan - east and west -- Bishop Marrocco/Thomas Merton - March 27th; St. Patrick - March 28th. Results will be reported back to Board of Trustees.</p> <p>The Safe Schools department has launched an anonymous alerts functionality going to secondary principals where students can anonymously report being bullied or on any other things going on. It is an App that a student can voluntarily download and use. A member suggested that this information should also be communicated to parents.</p> <p>Catholic Education Week is traditionally held during the first week of May, is quickly approaching. OAPCE has a special event planned for May 3. Parish Family Day will be held on May 5 and we are currently taking submissions of video stories and anecdotes from students.</p> <p>Reminder that the EQAO testing will be taking place the end of this month on March 30 at secondary schools.</p>
7 Financial Report from the Treasurer	<p>CPIC Treasurer reported.</p> <p>An overview of spending (attached as Appendix "A") as reported by the TCDSB for February 28, 2017 was provided and discussed by the members.</p> <p>Motion # 17/03-07: MOVED THAT the Financial Report as presented be accepted. Mover: D. Rodriguez W7 Seconded: M. Ching W9 Carried</p>
8 Unfinished (Old) Business and Matters Arising Minutes of Prior Meetings	<p><u>Unfinished Business/Items Deferred from Prior Meeting</u></p> <p>8.1 Parent Flyer – TCDSB Delegation Policy</p> <p>Staff was directed by the Trustees that the information on the website was a little complicated, and not as parent-friendly as they would want for parents that would like to delegate at Board meetings. Communications took the information from the website that they thought was most pertinent and developed the flyer as presented tonight to CPIC. An important point to be made</p>



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

Minutes of a Meeting of the Toronto CPIC

Monday March 06, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>widely disseminated to parents.</p> <p>Motion 16/12-12 with respect to the testing the grade 3 and grade 6 students that missed EQAO tests last year. This cannot be done.</p> <p>With respect to the report regarding the October 26, 2016 CPIC elections which was presented to the Student Achievement Committee Meeting on January 12, 2017, Staff have proposed that an election subcommittee be struck with the purpose of improving communication about the CPIC Ward Elections.</p>
9 Subcommittee Reports & Recommendations	<p><u>STANDING (PERMANENT) SUBCOMMITTEES</u></p> <p><u>9.1 Budget & Priority Setting Subcommittee</u> None</p> <p><u>9.2 Governance & Procedure Subcommittee</u> J. Del Grande reported that he is still soliciting members for this subcommittee and he will again send out a call for members who are interested in joining this subcommittee.</p> <p><u>9.3 Nominating & Election Subcommittee</u> No report was presented.</p> <p><u>9.4 Conference Planning Subcommittee</u> PRO-Grant Report.</p> <p>W7 – D. Rodriguez Reported: This event will take place on April 6, 2017. An email has been sent to C. Marchetti (Staff Liaison Officer) to expedite process for the payment of the Documentary invoice in the amount of \$650.00 US so that the CD can be received to finalize the event handouts. The Principal has secured a Permit to hold the venue in the Mary Ward CSS auditorium which apparently is able to seat 525 people. We are currently planning the event for the W7 high Schools and Elementary schools but we will send out an invite to W12 and W8 high schools. We are currently seeking a suitable moderator. Our preference is a Principal or Vice Principal from St. Robert CSS in the York Region Catholic Board that currently has a no cell phone Policy. We would like to move for an additional \$800.00 to pay for a moderator.</p> <p>Treasurer responded that we do have a limit on speaker fees and that the member should communicate the estimated amount to the CPIC Executive to avoid overspending but we already have a motion in place for these events.</p> <p>W11 – L. Lobo Reported: The “Faith in Our Child” event is planned for April. We have sent out promotional Flyers; Father Ken Lau is one of the speakers. Mr. and Mrs. B Xavier will be talking about the Jesus Club. We will also have speakers that will discuss practical ways that parents can deal with bullying.</p> <p>W12 – J. Del Grande Reported: We are currently investigating topic around Catholic 101, we are working with a parish priest to do something locally. This could expand into a Panel around Catholic teachings and questions.</p> <p style="text-align: center;">See Appendix “B” for table of events</p> <hr/> <p><u>SPECIAL (TEMPORARY / AD HOC) SUBCOMMITTEES</u></p> <p><u>9.5 Communications & Dissemination</u> The Lift Jesus Higher was a well-attended event and Toronto Catholic PIC’s presence was welcomed by the TCDSB parents that visited our table.</p> <p><u>9.6 CPIC-OAPCE(T) Visioning Statement</u></p>

TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE
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AGENDA ITEMS	DISCUSSION & DECISIONS
	<p>Carried</p> <p><u>11.2 PRO-Grant 2017-18 \$30,000 CPIC:</u> Due to time constraints, this item was deferred until the April 10th meeting</p> <p><u>11.3 PRO-Grant 2017-18 \$1,000 CSPC:</u> The members are challenged to spread the PRO-Grant opportunity to CSPC members throughout their Ward. Far too many TCDSB Parent Councils are missing out of this \$1,000 Pro-Grant opportunity,</p> <p><u>11.4 NTC Note-Taker - Annual Rate Increase:</u> The production of Minutes as the official record of proceedings of Toronto Catholic PIC meetings is a requirement of The Constitution of Toronto Catholic PIC Article XII and section 44 (1) of Part III of Regulation 612/00. The taking of notes at Toronto Catholic PIC meetings prior to September 2012 required one or more parents to focus not on the business of the meeting but on taking notes. Attempts were also made to utilize a member from the TCDSB Director's secretarial team.</p> <p>However both of these methods failed as the production of Minutes of the Toronto Catholic PIC meetings prior to September 2012 was neither timely nor accurate. On the 10th day of September 2012 Toronto Catholic PIC engaged the services of NTC Reporting & Transcription Inc. Since then the production of Minutes of Toronto Catholic PIC meetings has been both timely and accurate. However, Since September 2012 NTC Reporting & Transcription Inc. has not raised its rates and NTC Reporting & Transcription Inc. has requested an increase in its rates.</p> <p>J. Del Grande (W12) raised a question as to whether the TCDSB could supply secretarial services to this committee.</p> <p>The Chair called the member's question as out of order. The debate should not focus on alternative secretarial services. It needs to focus on the motion as presented – do Toronto CPIC members agree to pay the requested increase or not.</p> <p>J. Del Grande (W12): challenged the chair's ruling.</p> <p>As the ruling of the Chair had been appealed a Vote was needed to measure the will of the members. The members voted and decided that the Chair's RULING SHOULD STAND.</p> <p>The Discussion on the subject could not continue due to discord among the members after the ruling and the Chair called for a 10-minute recess 9:52 PM until 10:02 PM. At the beginning of this recess J. Del Grande (W12), S. Mastronardi (W2) and P. Corpuz (W12) left the meeting.</p> <p>After the recess, the remaining members had no further discussion on the proposed Motion.</p> <p>Motion # 17/03-13: MOVED THAT Toronto Catholic PIC approves that the base fee for note taking services for the first three hours be increased by \$75 to \$275 effective April 1, 2017, increased by a further \$25 to \$300 effective October 1, 2017 and that the overtime fee for note taking services after the first three hours be increased by \$5 to \$45 effective October 1, 2017.</p> <p>Mover: D. Rodriguez W7 Seconded: D. Hastings CR3</p> <p>Carried</p> <p><u>11.5 Let's Get Together 2017 Expo Rally - 50 Tickets:</u> The Chair has received 35 free tickets to be distributed to 7 schools for the Let's Get Together 2017 Expo Rally. The event will be held at the Etobicoke Olympium on Saturday May 6th, 2017.</p> <p>The focus of the Rally is on connecting parents to resources. Unlike the way school conferences are, where there are workshops, they will have over 50 exhibitors offering resources to school councils and parents. This event will celebrate parent engagement and encourage parents to get</p>



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

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Monday March 06, 2017

~ Catholic Education Centre ~

7:00 P.M.

AGENDA ITEMS	DISCUSSION & DECISIONS
12 Announcements & Date, Time & Location of Next Meeting	<p>The formal meetings to be held in the CPIC FY 2016/17 are on:</p> <p><i>Orientation Meeting Monday October 17, 2016 at 6:30pm</i> <i>Inaugural Meeting Monday October 17, 2016</i> Meeting #1 - Monday, November 21, 2016 <i>Meeting #2 Monday, December 19, 2016</i> <i>Meeting #3 Monday, January 16, 2017</i> <i>Meeting #4 Monday, Mar 6, 2017</i> Meeting #5 Monday, April 10, 2017 <i>Meeting #6 Monday, May 15, 2017</i> <i>Meeting #7 Monday, June 19, 2017</i> <i>Meeting #8 Monday, September 18, 2017</i></p> <p>The formal meetings to be held in the CPIC FY 2017/18 will be on:</p> <p><u>Elections 2017:</u> Elections for Odd Wards Monday Oct 2, 2017 By-Elections for Even Wards Wednesday Oct 4, 2017 2017/18 Orientation Meeting Monday Oct 16, 2017 2017/18 Inaugural Meeting Monday Oct 16, 2017 2017/18 Meeting 1 Monday Nov 20, 2017 2017/18 Meeting 2 Monday Dec 18, 2017</p> <p>There will be subcommittee and executive meetings as needed.</p> <p>All at the: Catholic Education Centre, 80 Sheppard Avenue East. Room to be announced.</p>
13 Adjournment	<p>Motion # 17/03-17 MOVED THAT the meeting stand adjourned.</p> <p>Mover: D. Rodríguez W7 Seconded: D. Alvares PMAL2</p> <p>Carried</p> <p>The Chair declared the meeting adjourned and Members rose at 10:23 PM</p>

Respectfully submitted to the Members of Toronto CPIC,


Geoffrey Feldman, Chair

By resolution of the assembly (#17/05-02) on
Monday May 02, 2017



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

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Monday March 06, 2017

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7:00 P.M.

APPENDIX "A" – Financial Report

CPIC Grant & Expenditure Summary	CPIC 2016-17	PRO GRANT 2016-17
As at February 28, 2017	FR 1344	
APPROVED FUNDING	20,106.00	10,000.00
CARRYOVER FROM PREVIOUS YEAR	43,833.90	-
TOTAL FUNDING	63,939.90	10,000.00
EXPENSES:		
Childcare & Supplies	891.05	
Election-Parent Recruitment Expenses	-	
Media Advertising	-	
Transcriptions	-	
Mileage	-	
Parent Resources	-	
Printing & Supplies	878.24	
Promotional Materials	2,233.47	
Refreshments - Events	2,145.36	
Refreshments - Meeting	745.57	
Speaker Expenses	-	
Telecommunication	1,893.41	
Translation Services	-	
TTC Tokens - Buses	-	
TOTAL EXPENDITURES	8,787.10	-
CARRYOVER TO NEW YEAR	55,152.80	10,000.00



TORONTO CATHOLIC PARENT INVOLVEMENT COMMITTEE

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7:00 P.M.

Appendix "B" CPIC Pro Grant Events

Ward	Title	Speaker	Reps	Date	School	Spent or Budget	Report
W1							
W2							
W3							
W4	A Night of Motivation	Wes Williams	A. Crudo-Perri & J. Fiorante	23-Nov-16	St Jane Francis CS	\$ 800.00	W4 - 30 people attended that represented five different schools in Ward 4. The expenditure for this event was just under \$800.00 - Refreshments, Printing, and Speaker. We used the TCDSB Communication Department to publicize the event. We also had a local newspaper
W5							
W6	Diabetes Information	Diabetes Education Centre		24-Nov-16	Stella Maris CS	\$ 400.00	Event was held and involved the Unison Health Community Services, with the help of a celebrity cook.
W7	Screenagers Movie		D. Rodriguez	05-Apr-17	Mary Ward CS	\$1,000.00	Demonstrated a clip on the movie \$650
W8	Benefits of small Vs large schools for Student Success	Annie Kidder	R. Oliveros	18-Jan-17	The Divine Infant CS		30 people attended
W9							
W10							
W11	Faith in Our Child		B. Xavier & L. Lobos	01-Apr-17		\$1,500.00	Event being actively planned
W12							



REPORT TO

REGULAR BOARD

STATUS UPDATE REGARDING AMENDMENTS TO TCDSB HOT WEATHER STANDARD OPERATING PROCEDURE (ALL WARDS)

*"I can do all this through Him who gives me strength."
Philippians 4:13 (NIV)*

Created, Draft	First Tabling	Review
February 27, 2017	April 19, 2017	
C. Maltese, Coordinator of Occupational Health & Safety D. Koenig, Superintendent, Human Resources A. Della Mora, D. Yack, J. Shanahan, J. Wujek, K. Malcolm, M. Caccamo, P. Aguiar, S. Campbell Superintendents of Learning, Student Achievement and Well-Being M. Puccetti, Superintendent, Facilities Services		

RECOMMENDATION REPORT

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

Toronto Public Health declared two heat events during the first week of the 2016/2017 school year: a heat alert on September 7, 2016 and an extreme heat alert on September 8, 2016.

During a 15 year reporting period of 2001 to 2016, Toronto Public Health declared a total of 110 heat alerts, of which 45 (41%) were issued during the school year (primarily in September, May and June). During the same reporting period, Toronto Public Health declared 90 extreme heat alerts, of which 29 (32%) were issued during the school year.

TCDSB schools would have been closed a total of **3 times in 2003, 8 times in 2005 and 5 times in 2010** during the school year if extreme heat alerts had triggered a school closure as the standard Board response.

School closure during extreme heat alerts is not feasible since it will have a direct impact on school operations, working families, students living in apartments or housing with no air conditioning (A/C), tenants such as child care agencies, and permit holders. From a health and safety standpoint, school closure is not necessary since the TCDSB Hot Weather Standard Operating Procedure incorporates a series of TCDSB best practices and responses to heat warnings that lower the risk of heat-related illness to young children, students and staff with pre-existing medical conditions and vulnerable employee groups such as custodians conducting summer school clean-up.

The Director of Education has the authority to close school(s) for emergency reasons under TCDSB Policy A. 16, Emergency School Closure. In schools with non-operable windows, which rely on mechanical ventilation, emergency closure will be considered in the event there is a power failure or the mechanical systems breaks down. School closure for safety reasons is foreseeable during an emergency declared by the City of Toronto arising from severe and prolonged heat waves or when the humidex is above 45°C. A humidex of 48°C was recorded in Toronto on July 21, 2011.

The reports provides feedback and comments from various stakeholders regarding amendments to the Hot Weather Protocol.

The cumulative staff time dedicated to developing this report was 28 hours.

B. PURPOSE

October 20, 2016 - at the Regular Board meeting, Trustees approved a motion directing staff to review the feasibility of emergency school closure during extreme heat events. Staff were directed to consult with Toronto Public Health, TECT, TSU, CUPE, OAPCE and other key stakeholders.

At the March 9, 2017 Corporate Services, Strategic Planning and Property Committee, Board directed staff to attach the Information report “Status Update regarding Indoor Air Temperature in Non-Air Conditioned Schools” (all Wards), as part of the April 2017 report regarding amendments to the TCDSB Hot Weather Protocol.

C. BACKGROUND

1. There is no maximum indoor regulated temperature in Ontario; however, the Education Act and Occupational Health and Safety Act place general duty obligations on School Boards for the care and safety of students and employees respectively.
2. Heat-related illnesses such as heat exhaustion and heat stroke are generally triggered by temperature, humidity and the level of physical exertion associated with hard physical work or high physical sports activity. The body may lose too much fluid through sweat and inadequate water intake. In the case of heat stroke, the body stops sweating all together causing the core body temperature to rise to dangerous levels.
3. **June 2006** - Director’s Council approved protocol for Tenant Requests for Use of Portable Air Conditioning Units, approving the use of “waterless” portable A/C units (12,000 to 7,000 BTU), for the months of July and August. The costs for supply and installation of the unit, as well as any electrical upgrades are to be borne by the childcare for exclusive use leased spaces. The childcare are charged a minimal fee for additional electrical consumption for the A/C units for July and August.
4. **October 18, 2006** - Board approved a TCDSB Heat Protocol in response to a sharp rise in heat alerts issued by the Medical Officer of Health in 2005 and 2006. The TCDSB Heat Protocol provides a series of school-based responses to mitigate the effects of hot weather on staff and students.

5. **April 16, 2016** - the City of Toronto Hot Weather Response Plan was updated to reflect a new standardized provincial heat alert system. The City of Toronto Plan focuses its attention to the vulnerable population: people experiencing homelessness, elderly people living alone, people with pre-existing illness, people living in apartments with no A/C and young children. Heat warnings are issued by the Medical Officer of Health based on the following provincial criteria:

Forecast Temperature High (°C)	Forecast Temperature Low (°C)	Forecast Humidex	Duration (days)	Medical Officer of Health will issue:
≥ 31	≥ 20	≥ 40	2	Heat Warning
≥ 31	≥ 20	≥ 40	3+	Extended Heat Warning

6. **November 2016** - the TCDSB Occupational Health and Safety Department updated the 2006 TCDSB Heat Protocol to a TCDSB Hot Weather Standard Operating Procedure (SOP) that references the new provincial harmonized heat warning system and incorporates TCDSB best practices and responses to heat events as summarized below (items in bold are new strategies arising from stakeholder consultation):

**CITY OF TORONTO MEDICAL OFFICER OF HEALTH
HEAT WARNING DECLARATION**

✓	TCDSB Communications Department will forward all communications from Toronto Public Health re: Heat Events via e-mail to workers and other TCDSB stakeholders with active TCDSB email addresses.
✓	Principals will make frequent announcements reminding staff and students to drink plenty of water.
✓	Personal water bottles will be allowed at student desks and outside if necessary.
✓	Staff will be asked to close south-facing window coverings during the day.
✓	The use of fans will be encouraged throughout the school
✓	Natural ventilation through operable windows can be helpful for cooling. Natural ventilation can be improved by using fans near the open windows.
✓	If feasible, computers and lights will be turned off.
✓	If computers must be turned on, computer use will be limited to the earliest hours of the school day.
✓	If possible, students and staff will be moved from the top floor to the main floor
✓	If possible, students and staff will be moved to cooler sections of the building; rooms on lower floors, gymnasium, multiple program room, library and atriums
✓	Schools will limit outdoor physical education activities to the early morning. Staff and students will take frequent rest and water breaks.
✓	Since the gym tends to be cooler, some outdoor physical education activities will be scheduled in the gym.
✓	Where there are cooling centres in the school such as an air-conditioned library or classroom(s), students and staff will access these cooling centres on a rotation basis throughout the day.
✓	If feasible, identify outdoor cooling places that have shading (large trees or a roofed shade structure). Staff and students will access these cooling places on a rotation basis throughout the day. Please refer to the City of Toronto Shade Policy Guidelines for further information.

CITY OF TORONTO MEDICAL OFFICER OF HEALTH EXTENDED HEAT WARNING DECLARATION	
✓	Same steps as outlined under Heat Warning Declaration, plus
✓	All outdoor physical activity will be cancelled. Track and Field days will be rescheduled to rain days.
✓	If the school has mechanical ventilation with no operable windows and the mechanical ventilation malfunctions, school closure under TCDSB Policy A.16 Emergency School Closure, will be considered.

CITY OF TORONTO DECLARES AN EMERGENCY SEVERE AND PROLONGED HEAT WAVE THAT LEADS TO POWER OR WATER SHORTAGES INCREASED MORTALITY RATES, STRAINS ON HEALTHCARE SERVICES	
✓	TCDSB will activate the School Emergency Response Plan and Emergency Operation Centre (EOC)
✓	Schools will be closed under TCDSB Policy A.16 Emergency School Closure in consultation with TDSB, the Ministry of Education and Toronto Public Health.

EVIDENCE/RESEARCH/ANALYSIS

1. Toronto Public Health has posted heat alert statistics on their Web site from 2001 to 2016. The table below summarizes the number of heat alerts and extreme alerts issued from May 15 to September 30 each year as well as a comparison of those alerts issued during the school calendar year, primarily in September, May and June.

Year	Heat Alerts		Extreme Heat Alerts	
	Total	Sept – June	Total	Sept – June
2016	14	4	8	1
2015	8	2	4	2
2014	1	1	0	0
2013	7	6	6	2
2012	12	5	9	2
2011	7	3	5	0
2010	5	3	11	5
2009	1	0	2	2
2008	3	1	6	1
2007	10	6	5	2
2006	9	5	8	1
2005	8	5	18	8
2004	2	0	0	0
2003	3	1	3	3
2002	14	0	2	0
2001	6	3	3	0
TOTAL	110	45	90	29

2. From 2001 to 2016, Toronto Public Health declared a total of 110 heat alerts, of which 45 (approx. 41%) were issued during the school year (primarily in September, May and June). During the same reporting period, Toronto Public Health declared 90 extreme heat alerts, of which 29 (approx. 32%) were issued during the school year. If the school board had adopted a policy of school closure during extreme heat alerts, 29 school days would have been lost from 2001 to 2016 inclusive.

3. The table below shows the percentage of buildings that do not have air-conditioning. Approximately 54% of portables are air conditioned. All portables have mechanical ventilation units which circulate fresh air throughout the structure. The cost to add an air-conditioning unit to the existing mechanical unit is approximately \$6500/portable, for an estimated total of \$988,000.

TCDSB Sites	Elementary	Secondary	Portables
Total # of schools/portables	168	34	333
With A/C #	13	23	181
% of buildings or portables with AC	8%	68%	54%

4. **Consultation:** Staff consulted with several key stakeholders inviting written submissions, comments, suggestions, and revisions to the TCDSB Hot Weather SOP. The following are the results of the consultation.

Ontario School Boards

The Facilities Department requested copies of hot weather procedures from other school boards through the Ontario Association of School Business Officials (OASBO) Operations, Maintenance and Construction Committee. None of the school boards that responded invoked school closure during heat events. The focus of many school boards was on custodial working conditions during the summer and student safety during recess and physical education activities.

Toronto Public Health (TPH)

TPH responded that the TCDSB Hot Weather SOP is comprehensive. TPH provided helpful comments for staff's consideration related to windows/fans, physical education and outdoor cool spaces. The following comments from TPH have been adopted into the TCDSB Hot Weather SOP:

- for schools without air conditioning and if windows open, natural ventilation can be helpful for cooling. Natural ventilation can be improved by using fans placed near the windows.
- students and staff should be reminded to take frequent rest and water breaks during physical education activities.
- if feasible, identify outdoor cooling places that have shading (large trees or a roof structure). Staff and students will access these cooling places on a rotation basis throughout the day.

City of Toronto Children Services

- do not support closing schools as school closure would impact families
- operators would lose revenue and still be required to cover fixed costs such as staffing
- children services follow the direction of the Ministry of Health and Toronto Public Health during heat events.
- Note: TCDSB has had a protocol in place since 2007, regarding tenant use of portable air conditioning units, defined under the lease agreement for exclusive use space.

YMCA – does have a policy on Extreme Heat Alerts as follows

- during extreme heat alerts, current practice is that children don't go outside
- staff reduce strenuous activities for the children, provide quiet activities and plenty of water
- all lights are turned off in the space
- portable A/C units and fans are utilized where feasible

Learning Enrichment Foundation – no formal policy in place

- during extreme heat alerts, current practice is not take the children outside and provide quite activities

- extra fans are purchased and are used in conjunction with portable A/C units
- if possible, water play opportunities are provided outside if the program has access to a hose
- lights are lowered if possible
- drinking water is available at all times

PLASP Child Care Centres – formalized policy in place as follows

- sites that operate in the summer (not all are PLASP sites operate in July/August) are chosen based on their availability of air conditioning and close to water parks or cooling stations
- program go outside first thing in the morning and later in the afternoon
- quiet activities are planned outdoors in a shady area for a period of time
- water is always provided
- fans are used in spaces as needed

Family Day Child Care Services – no written policy for extreme heat

- physical activities are reduced during heat alerts
- plenty of water is available
- agency does not have portable air conditioners, but provides as many fans as possible
- if there is a room that is air conditioned, staff try to rotate groups though the room throughout the day
- try to find the coolest place possible to have cool down sessions, such as shaded outdoor areas. Quiet activities are planned in these shaded areas.
- the agency tries to work with the conditions as best as possible and monitor the children. Lots of water and quiet, calm activities are planned for the children

Ontario Association of Parents in Catholic Education (OAPCE)

Comments received by email, April 3, 2017:

- Ceiling Fans: Many parents asked why we do not see more of these in schools, as this might help alleviate the warm air in a room. It could be that rather than have ceiling fans in every classroom, place them in libraries or bigger rooms.
- Cooling Centres in schools: Parents noted that in many schools, the office, staff room, library and maybe the gymnasium have window-mounted air-conditioners in them. Can AC units be given to a number of classrooms on different floor levels i.e. if there is an old building that has three floors, maybe place several window units on the third and second floor, then allow classes to "take turns" using these classrooms. This may also become a good idea especially for high schools during exams.
- Fund-raising: Allow parents to fundraise to purchase and or donate portable air conditioners. This question comes up regularly from parents as to why they cannot purchase portable air conditioners using the funds that they raise, or through the donation of units. Parents noted that the Board would carry the burden of the electricity used to run the unit but perhaps the use can be controlled – used only on extreme heat days or under the discretion of the principal. Parents noted that this would create the 'have' and 'have not' inequity between schools.
- Dress code and Uniforms: When these heat alerts are given, when it is possible, schools should allow students an exemption from wearing their uniforms to be allowed to wear "lighter" clothing in school for the day. Just like when most of us may wear more casual clothes on hot days, offer this to our students as well. Most specifically, high school uniforms are usually made with a heavier material for the bottom and/or top. As a heat alert may be in place for several days, students would be allowed to wear cooler alternative clothing (appropriate for school).
- Portable Fans: Provide schools with more portable fans, once again allow parents to help contribute to the purchasing of them as well. Some parents also suggested that the school could purchase several pop-up tents to use at the school during the day to offer shade and have more outdoor classroom opportunities if possible.

Toronto Catholic Parent Involvement Committee (CPIC)

Email comments regarding revised Hot Weather Protocol received February 23, 2017 – primarily regarding clarifications to the text of the protocol.

Support Staff (CUPE) Joint Health and Safety Committee

There was no feedback provided by March 31, 2017. Further discussion will occur at subsequent Joint Health and Safety meetings.

Elementary Teachers' (TECT) Joint Health and Safety Committee

The following 12 recommendations were made:

- a) that the Board direct principals and teachers not to occupy portables without central air conditioning during a heat warning
- b) that schools without central air conditioning identify an accessible cooling centre within 500 meters that can accommodate 20% of the school population
- c) that the Board provide window coverings for south and west windows in worksites that do not have central air conditioning
- d) that the Director close schools during a heat warning that do not have an identified cooling centre within 500 meters and that can accommodate 20% of the worksite population
- e) that the Board produce a Standard Operating Procedure that includes the insert the Environment Canada chart on Humidex from Temperature and Relative Humidity Readings
- f) that the Board include a chart that outlines level of physical activity at different humidex levels as found in the Heat Stress Awareness Guide
- g) that the SOP include information that the use of fans, in conditions where the humidex reading is 35 or greater since it exacerbates the dangers of heat stress

- h) that the Director close or relocate schools where mechanical ventilation or central air conditioning is not working properly during heat warnings
- i) that the SOP include direction that in worksites with an identified cooling centre a schedule will be created to allow workers and students regular relief from the heat
- j) that the SOP include defined circumstances for school/worksites closures
- k) that the Board produce a Heat Stress poster for classrooms
- l) that the Board adopt the voluntary National Joint Council Occupational Health and Safety Directive that recommends that in offices, air temperatures should be maintained within the ideal temperature range of 20 °C to 26 °C range. Temperatures between 17 °C and 20 °C and above 26 °C can be uncomfortable, and occupancy in each of these extremes should not exceed 3 hours daily or 60 hours annually. Temperatures above 26 °C are deemed uncomfortable when the humidex reading at a given temperature equals 40 °C or less, with a reading of more than 40 °C considered dangerous.

Secondary Teachers' (TSU) Joint Health and Safety Committee

There was no feedback provided by March 31, 2017. Further discussion will occur at subsequent Joint Health and Safety meetings.

Elementary and Secondary School Principals Association Presidents

- a) Provide a floor plan drawing for each classroom/groups of similar configured classrooms showing best location for fans to optimum air circulation;
- b) Provide schools with a list of recommended fan types and unit rate suppliers/vendors for schools to purchase the fans;
- c) During hot weather/heat alerts that students located on the third floor can be relocated to the ground floor – gymnasiums, multi-program rooms and or to outdoor classrooms;

- d) Board should consider creating a cooling centre in each school such as in the library;
- e) Board should consider installation of ceiling fans in classrooms where there is the ceiling height.

D. METRICS AND ACCOUNTABILITY

1. The TCDSB Hot Weather Standard Operating Procedure will be reviewed annually by the TCDSB OHS Department. Any revisions will be made in consultation with the TCDSB Joint Health and Safety Committees and other stakeholders.
2. Not all TCDSB students, childcare attendees or staff live in air-conditioned buildings. Many Toronto Community Housing Corporation (TCHC) facilities for example, are not air-conditioned. Closing schools during extreme heat alert days may place these individuals in more difficult or precarious situations as well as may place a burden on parents and care-givers to find alternative accommodation for their children if the school and childcare are closed for several days due to a heat event.
3. System-wide school closure would need to be coordinated with our co-terminus board as this will impact school bus transportation. The TCDSB would be accountable for a percentage of the transportation costs during a school closure.
4. Schools are permitted to install a portable air conditioning unit in a room to provide a cooling centre for students that have medical issues related to extreme heat. The request is sent through the Area Superintendent, through to the Health and Safety department. The Maintenance department will assist with the installation of the unit.
5. Childcare tenants can request installation of portable A/C units for exclusive use leased space, for the months of July and August with the costs to be covered by the childcare.
6. The Board has a Standard Operating Procedure for set temperatures in schools, which was included in the Energy Management Plan approved in 2013. During the cooling season, Custodial staff are advised to maintain Air Conditioning systems at a minimum temperature of 25° C (77° F) for Occupied Spaces and for Minimum Occupancy/Unoccupied spaces, the minimum temperature setting is 30° C. These standard occupied temperature settings for both Cooling and Heating season are intended to provide a balance

for occupant comfort and energy conservation. Staff collect annual energy consumption information per building and post this on the Board's Energy Web site as was detailed in the TCDSB Energy Management Plan 2013 -2018 (Corporate Services, Strategic Planning and Property, June 2014).

7. Staff will collect indoor air temperature at twelve non-air-conditioned schools, one per Ward, for the months of May, June and September, commencing May 2017, as detailed in the report attached as Appendix B.
8. In 2016, the Board approved a \$300,000/year energy reduction target as part of the multi-year recovery plan. Board also approved becoming a "Net Zero" energy board. As a consequence, future initiatives to introduce air-conditioning in schools should be considered in light of achieving energy efficiency in schools. The "Net Zero" Energy study which is subject of a separate report, may recommend other alternative options – including alternative natural ventilation design features that are more energy-efficient than air conditioning.
9. The cost of creating an air-conditioned cooling centre in a typical elementary school library is approximately \$35,000/school (supply and installation). The total cost to add a cooling centre in the existing 155 non-A/C elementary schools would be between \$5.4M. The Board would need approval from the Ministry of Education to fund this initiative from School Renewal funding. This would have an impact of the Board's current School Operations budget and the utility budget.
10. The cost to add ceiling fans to a non-A/C school is dependent of a variety of factors; the number and size of rooms, sufficient floor to ceiling height, type and size of fan. A rule of thumb for estimated cost is \$2000/room to install one or two fans (including addressing asbestos and providing electrical power and controls).


E. STAFF RECOMMENDATION

1. That the Board approve the TCDSB Hot Weather Standard Operating Procedure as detailed in Appendix A.
2. That the report regarding the collection of indoor air temperature at twelve sample schools, one per Ward, as detailed in Appendix B, is provided for the consideration of the Board.



Occupational Health and Safety Standard Operating Procedures

HOT WEATHER

 TORONTO CATHOLIC DISTRICT SCHOOL BOARD	Responsible Department: TCDSB Occupational Health and Safety	Document Type: Program	Document state: Revision
	Prepared By TCDSB Occupational Health and Safety	Function Accident Prevention	Date (DD/MM/YYYY) 01/11/2016
	Document ID: OHS-SOP-014		
	Original Date: October 2006	Revision date: February, 2017	Revision number: 01



REVISION LOG

REVISION	DATE	DESCRIPTION OF CHANGES
01	November 1, 2016	Updated to reflect the new provincial harmonized heat alert system and to incorporate existing TCDSB classroom and facility procedures and best practices, thereby reducing the impact of hot weather on students and staff
02		
03		
04		
05		



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1.0 PURPOSE

All School Boards have a general duty to protect students and workers from hazards in schools and other Board workplaces, including weather-related hazards that may impact school operations such as heat stress, particularly during the hot summer months.

The TCDSB Hot Weather Procedure increases the awareness level of all TCDSB workers to heat-related illness during heat warnings issued by Toronto Public Health and outlines a series of practical measures that schools and Board departments can take to help prevent discomfort and heat-related illness for students and staff.

The TCDSB Hot Weather Procedure also helps the Facilities Department support their workers involved in custodial operations, maintenance, and repairs during the summer months.

2.0 BACKGROUND AND SCOPE

2.1 Background

The majority of TCDSB facilities, especially schools, are open year-round. Many buildings accommodate programs in the summer months such as daycares, focus on youth camps, and summer school classes.

The summer is also an extremely busy period for TCDSB Facilities custodial and maintenance staff involved in cleaning, repairs, renewal and capital work, much of which can only be done in the short window when students and other regular building occupants are not present.

In the October 18, 2006 meeting of the Committee of the Whole Board, the Board approved a document titled "TCDSB Heat Protocol in Schools". This document outlined a series of responses and strategies to heat alerts and extreme heat alerts declared by the City of Toronto Medical Officer of Health (Appendix A).

In May 2016, the City of Toronto Hot Weather Response Plan (HWRP) was updated to reflect a provincial harmonized heat alert system (Appendix B). The City of Toronto HWRP was created to protect vulnerable people from the health impacts of extreme heat, such as young children, seniors, the homeless and people with pre-existing illnesses or chronic diseases (Appendix C).

Toronto Public Health (TPH) receives weather forecasts from Environment and Climate Change Canada (ECCC) in advance of issuing a Heat Warning. Extended Heat Warnings are issued if conditions are forecasted to continue for **3 or more days**.

Under Ontario's Occupational Health and Safety Act (OHSA), there is no maximum regulated temperature in the workplace; however, Employers are legally required to take all precautions reasonable to protect

workers. Under the Education Act, School Boards are legally required to give assiduous attention to the health and comfort of its students.

Occupations that are commonly at risk of heat stress include firefighters, miners, welders, steel workers, kitchen staff and outdoor workers that work in construction, roofing, landscaping and farming. **Heat stress measures are not meant to stop work altogether, but to allow workers to continue to work safely.**

While high physical exertion is a primary risk factor for heat stress, other factors such as humidity, temperature, clothing (including personal protective equipment), and the body's ability to cool itself also contribute to whether or not a person will suffer heat stress, and to what degree.

The Ministry of Labor enforces the OHSA and has created heat stress guidelines (Appendix E). The Occupational Health and Safety Council of Ontario (OHSCO) also has a reference document on heat stress awareness (Appendix F)

2.2 Scope

The TCDSB Hot Weather Procedure applies to all TCDSB students, workers, visitors and building occupants.

The following TCDSB employee groups have been identified as having an elevated risk of suffering heat stress due to the nature of their job duties (Appendix G):

- Custodial staff conducting summer clean-up
- Maintenance staff working outdoors or on school roofs during the summer
- Supervisory Staff / Project Coordinators (when working in the field during the summer)
- Print Shop Staff during the summer
- Teaching staff, particularly during physical education activities, outdoor field trips, and yard duty during heat warnings

The TCDSB Hot Weather Procedure identifies a series of hazard controls that lowers the likelihood of heat-related illness for vulnerable students, particularly young children and employee groups at risk.

3.0 APPLICABLE LEGISLATION, STANDARDS, DOCUMENTS

The following legislation, standards, documents and information apply to the Hot Weather Procedure and were referenced during its creation:

- Occupational Health and Safety Act, R.S.O. 1990
- *Heat Protocol in Schools*, TCDSB, 2006
- *Heat Stress Awareness Guide*, Occupational Health and Safety Council of Ontario, 2009



- *Heat Warnings and Extended Heat Warnings*, City of Toronto
<http://www1.toronto.ca/wps/portal/contentonly?vgnextoid=faf1ebfc2bb31410VgnVCM10000071d60f89RCRD>
- *Hot Weather Response Plan*, City of Toronto, 2016

4.0 DEFINITIONS

Definitions from the Occupational Health and Safety Act

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

Worker: means any other the following but does not include an inmate of a correctional institution or like institution or facility who participates inside the institution or facility in a work project or rehabilitation program:

- 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 or other post-secondary institution.
- A person who receives training from an employer, but who, under the Employment Standards Act, 2000, is not an employee for the purposes of that Act because the conditions set out in subsection 1 (2) of that Act have been met.
- Such other persons as may be prescribed who perform work or supply services to an employer for no monetary compensation;

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

5.0 ROLES AND RESPONSIBILITIES

Safety is a shared responsibility. The successful implementation of the TCDSB's Hot Weather Procedure requires participation and commitment from all staff. The roles and responsibilities of each party are outlined below:

5.1 Communications Department

- Forward all communications from the City of Toronto regarding Heat Warnings and Extended Heat Warnings to all Board employees and other stakeholders (with a TCDSB email address) via email

5.2 School Administrators (Principals / Vice-Principals)

- Take all reasonable precautions when notices of Heat Warnings and / or Extended Heat Warnings are received
- Make frequent announcements to staff and students to drink plenty of water
- Adjust school operations and activities as needed
- Provide Heat Stress Awareness information and instruction to all teaching and non-teaching school staff at least annually (preferably in May)

5.3 Facilities Custodial Operations and Maintenance Department Supervisors

- Provide on-going resources, information and reminders, especially during warm weather months (i.e. May - September) of best practices to prevent heat stress;
- Provide guidance and support to custodial and maintenance workers to reschedule and / or re-organize work where required (e.g. when a Heat Warning or Extended Heat Warning has been issued);
- Proactively check the City of Toronto website for Heat Warnings to ensure Warnings are communicated to workers in a timely manner (as alerts from the Communications Department may not be sent until after Custodial and Maintenance staff have begun their workday).

5.4 Workers

- Participate in and / or receive any training, instruction or information provided by the Employer and Supervisors regarding heat stress awareness;
- Be familiar with signs of heat stress and heat stroke (in oneself and others);
- Stop work immediately and report to their Supervisor for assistance if they experience any symptoms of heat stress.
- Follow any school or work operation adjustments during hot weather as directed by their Supervisor

5.5 Occupational Health and Safety Department

- Update the Hot Weather Procedure as new information becomes available;
- Provide consultation and guidance to Supervisors conducting accident investigations for heat stress related injuries and illness.

6.0 PROCEDURE

6.1 Heat Protocol for School Administrators

School Administrators will implement the following control measures and strategies when a Heat Warning or Extended Heat Warning (respectively) has been issued by Toronto Public Health:

CITY OF TORONTO MEDICAL OFFICER OF HEALTH HEAT WARNING DECLARATION	
✓	TCDSB Communications Department will forward all communications from Toronto Public Health, via e-mail to workers and other TCDSB stakeholders with active TCDSB email addresses, that a Heat Warning has been declared.
✓	Principals will make frequent announcements reminding staff and students to drink plenty of water.
✓	Personal water bottles will be allowed at student desks and outside if necessary.
✓	Staff will be asked to close south-facing window coverings during the day.
✓	Natural ventilation through operable windows can be helpful for cooling. Natural ventilation can be improved by using fans near the open windows.
✓	If feasible, computers and lights will be turned off.
✓	If computers must be turned on, computer use will be limited to the earliest hours of the school day.
✓	Schools will limit outdoor physical education activities to the early morning. Staff and students will take frequent rest and water breaks.
✓	Since the gym tends to be cooler, some outdoor physical education activities will be scheduled in the gym.
✓	Where there are cooling centers in the school such as an air-conditioned library or classroom(s), students and staff will access these cooling centers on a rotation basis throughout the day.
✓	If feasible, identify outdoor cooling places that have shading (large trees or a roofed shade structure). Staff and students will access these cooling places on a rotation basis throughout the day. Please refer to the City of Toronto Shade Policy Guidelines for further information (Appendix D).

**CITY OF TORONTO MEDICAL OFFICER OF HEALTH
EXTENDED HEAT WARNING DECLARATION**

✓	Same steps as outlined under Heat Warning Declaration, plus
✓	All outdoor physical activity will be cancelled. Track and Field days will be rescheduled to rain days.
✓	Schools will consider temporary modifications to their local student dress code in keeping with the guiding principles of TCDSB Policy S.S. 07, Dress Code for Pupils Policy
✓	If the school has mechanical ventilation with no operable windows and the mechanical ventilation malfunctions, school closure under <i>TCDSB Policy A.16 Emergency School Closure</i> , will be considered.

**CITY OF TORONTO DECLARES AN EMERGENCY
SEVERE AND PROLONGED HEAT WAVE
THAT LEADS TO POWER OR WATER SHORTAGES
INCREASED MORTALITY RATES, STRAINS ON HEALTHCARE SERVICES**

✓	TCDSB will activate the School Emergency Response Plan and Emergency Operation Center (EOC)
✓	School closures under <i>TCDSB Policy A.16 Emergency School Closure</i> , will be considered in consultation with TDSB, the Ministry of Education and Toronto Public Health.

7.0 COMMUNICATION AND AWARENESS

The Hot Weather Standard Operating Procedure will be communicated to the following staff:

- All Principals, Vice-Principals and Facilities Management (including Capitol and Renewal departments)
- All Principals and Facilities Supervisors shall use the information provided in Section 6.0 and the Appendices of this SOP as training / instruction / information for their workers. At a minimum, workers shall be made aware of the following:
 - The definition of heat stress and other heat-related maladies (i.e. heat rash, heat stroke)
 - Signs and symptoms of heat stress
 - Heat stress treatment and prevention tips
 - The Provincial Harmonized Heat Warning and Information System

- Principals shall provide heat stress awareness information to all school staff at least annually. Facilities management shall provide heat stress awareness information to unionized facilities staff periodically, such as during Head Caretaker meetings, Maintenance Meetings, March Break training, and via on-going meetings between workers and their Service Quality Supervisors, and non-unionized facilities staff (who visit school sites) at least annually.

8.0 EVALUATION

The Hot Weather SOP will be reviewed at least annually by the Occupational Health and Safety Department. Any revisions will be done in consultation with the respective TCDSB Joint Health and Safety Committees.

9.0 APPENDICES

Appendix A: TCDSB Heat Protocol in Schools, 2006

Appendix B: Provincial Harmonized Heat Warning Information System

Appendix C: City of Toronto's Hot Weather Response Plan, 2016

Appendix D: City of Toronto Shade Policy Guidelines

Appendix E: Heat Stress Awareness, Ontario Ministry of Labour

Appendix F: Heat Stress Awareness, Occupational Health and Safety Council of Ontario

Appendix G: Heat Stress Awareness for TCDSB workers



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

STATUS UPDATE REGARDING THE COLLECTION OF INTERIOR AIR TEMPERATURES IN NON-AIR CONDITIONED SCHOOLS (ALL WARDS)

*"I can do all this through Him who gives me strength."
Philippians 4:13 (NIV)*

Created, Draft	First Tabling	Review
February 6, 2017	February 15, 2017	
K. Elgharbawy, Senior Coordinator, Maintenance and Energy Management M. Iafrate, Senior Coordinator, Renewal A. Della Mora, D. Yack, J. Shanahan, J. Wujek, K. Malcolm, M. Caccamo, P. Aguiar, S. Campbell Superintendents of Learning, Student Achievement and Well-Being M. Puccetti, Superintendent of Facilities Services		
INFORMATION REPORT		

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

This report provides a status update regarding the collection of daily interior air temperatures at schools that do not have air-conditioning nor displacement ventilation systems.

Temperature collection will begin in May and continue to the end of September at twelve (12) schools, one per Ward. Temperature reading will be collected either through the Building Automation systems, if the school is equipped with some mechanical ventilation or with temperature-recording data loggers. The data will be collated and analysed to assist with the planning and prioritization for future passive cooling measures.

The cumulative staff time dedicated to developing this report was 25 hours.

B. PURPOSE

1. This report is provided as a follow up to the June 6, 2016 report presented at Corporate Services, Strategic Planning and Property Committee, regarding Passive Cooling for Schools without Air-conditioning. The Board direction to staff is below:
 1. *That we consider the strategies outlined in the report and include the following items:*
 - a) *Increase insulation on all west and south facing walls in our buildings;*
 - b) *Operable windows should have upper operable windows beyond the 100 mm (10 cm) openings;*
 - c) *Install white roofs with solar panels initially to reduce Hydro usage or to run air conditioning;*
 - d) *Investigate green roofs to include native plants or succulents that do not require frequent watering (desert types);*
 2. *That staff begin collection of day-to-day temperature data in order to prioritize the implementation of passive cooling measures in our*

schools. Priority for data collection and monitoring to be for those schools without air conditioning, air displacement ventilation.

C. BACKGROUND

1. School buildings present unique challenges for meeting heating, ventilation and air conditioning (HVAC) requirements. Room occupancy and use, building age, size, as well as the presence or absence of a mechanical ventilation system are all factors that influence indoor air temperature. The local climate and outdoor air temperatures also impact indoor air temperatures.
2. There are approximately 139 TCDSB schools that have mechanical ventilation systems (this does not include schools that are only equipped with washroom exhaust fan). Of these, approximately 83 schools have tempered or air conditioned air as part of the ventilation system. In some cases, air-conditioning may only be provided to a portion of rooms or spaces within the building. The majority of schools with mechanical ventilation systems are operated by a building automation system (BAS), which provides remote-access and diagnosis of the mechanical system as well as temperature adjustments. The BAS can also provide temperature readings but in some cases, the BAS monitors a zone in the building rather than individual classrooms.
3. For older schools that do not have mechanical ventilation systems and/or BAS, the indoor air temperature is primarily monitored through the boiler controls and radiator controls throughout the heating season for the months of October to May. These temperature controls would not be in use during the warmer months when the heating season is completed. The only way therefore to capture room temperatures in these classrooms would be to install individual thermometers in each room, approximately 6,106 rooms in total, system-wide.
4. In order to facilitate the collection of the space temperature data, the Energy Department will install data loggers in the classrooms that are likely to be warmer than the rest of the school. Room temperature in selected classrooms will captured at the following twelve (12) schools, which represent different

building ages, construction types, and may have partial mechanical ventilation:

Trustee Ward	School	Size	Build Year	Does the school have mechanical ventilation - Full or Partial?
1	St Benedict	56,069	1966	Partial
2	St Gregory	72,237	1999	Yes
3	St Matthew	41,336	1950	Partial
4	St Charles Garnier	37,501	1975	Partial
5	St Charles	37,147	1959	Partial
6	St Clare	65,326	1694	Partial
7	St Kevin	20,335	1965	Partial
8	The Divine Infant	37,512	1986	Partial
9	Holy Rosary	35,725	1921	No
10	St Cecilia	69,965	1914	Partial
11	Notre Dame	68,512	1949	Partial
12	St Barbara	34,627	1965	Partial

D. EVIDENCE/RESEARCH/ANALYSIS

1. Environment Canada and Climate Change (ECCC) data from the past six years indicates that there have been between six (6) to ten (10) hot degree days (over 30°C.) during the school year in Toronto per year, as previously noted in the two following reports presented to Board; *Report On Cost-Benefit Analysis Of Displacement Ventilation And Full Air Conditioning, October 2015* and

Report on Passive Cooling For Schools Without Air Conditioning (All Wards), June 6, 2016.

2. The ECCC also provides data for the average daily temperature for the months of May, June and September for the past six years noted below:

<i>Average Temperature (°C)</i>			
Year	May	June	September
2012	18.2	21.6	18.2
2013	13.3	17.5	16.5
2014	12.2	18.3	17.4
2015	13.9	17.0	19.9
2016	12.8	18.4	20.1

3. There is no legislation requiring air-conditioning in new or existing buildings in Ontario. In 2006, the Board-approved “Heat Protocol in Schools”. This document outlines responses and strategies to heat alerts and extreme heat alerts declared by the City of Toronto Medical Officer of Health. In 2016, the City of Toronto Hot Weather Response Plan (HWRP) was updated. Toronto Public Health (TPH) receives warnings of heat alerts from ECCC and will make those known to the public. The Occupational Health and Safety (OHS) Act of Ontario, does not regulate maximum temperature in workplaces. The OHS Council has provided a Heat Stress Awareness guidelines for workers, which the Board has distributed to the various joint-health and safety committees.
4. A separate report regarding updates to the Board’s Hot Weather Protocol will be provided in March 2017 upon completion of consultation with TCDSB stakeholders.

E. ACTION PLAN

1. The collection of daily indoor air temperature will be undertaken using temperature-recording data logging devices. Data loggers will be placed in one or two classrooms per floor in each of the selected schools for the months of May, June and September. The use of the data loggers may also be extended into the winter months. Indoor air temperatures during the heating months can

be monitored through the boiler and the controls for the room radiators or terminal units.

2. The preferred model of data logger has the capability of transmitting indoor temperature data wirelessly and can read indoor temperatures between -30°C and 70°C to an accuracy of 1%. Each device has memory storage capability to record 30,000 measurements and has a typical battery life of one year. Data loggers would need be collected from each room, in order to download the information into a computer.
3. Staff will also note the room conditions and features for the rooms where temperature readings are taken, as well as noting other factors that may influence indoor air temperature. The analysis will also include outdoor weather and temperature data as provided by the ECCC.

F. METRICS AND ACCOUNTABILITY

1. Temperature readings collected through BAS and data loggers are a more consistent and reliable way to capture accurate readings throughout the day (and at night) than by collecting the data manually. The information can be electronically loaded into the appropriate spreadsheet or tables for analysis.
2. The Board currently communicates heat stress awareness information as well as City of Toronto Heat Alerts to schools, in keeping with Hot Weather Protocol. The report on Passive Cooling Measures (2016) includes some actions that can be undertaken by schools such as adding fans to circulate air in classrooms as well as turning off lights, and closing blinds/curtains to reduce solar heat gain. Taking students outside to a shady part of the yard is another option.
3. The results of the room temperature analysis will be of value to plan and implement passive cooling measures at schools. In addition, this information may help support requests to the Ministry of Education to provide funding to introduce air-conditioning or other cooling measures in existing schools, as currently School Renewal funding is not permitted to be used to introduce “new” systems into schools unless in response to a legislative requirement.

4. The schools with BAS and mechanical ventilation systems (but not air-conditioning) can take advantage of “night cooling”, to bring cooler, external air into the building prior to the start of the school day. This practise is also beneficial in schools with air conditioning as it reduces the daytime cooling load on the building, and saves on energy.
5. The Board recently approved becoming a Net Zero school board – in order to achieve this with both existing and new buildings, there would need to be a balance between the amount of energy used or required to operate the school and the amount of energy (primarily electricity) that the building produces through renewable measures such as solar photovoltaic panels. As an example, the roof-top solar panels at Blessed Cardinal, which has partial air-conditioning in the building, produces approximately 20% of the electricity used by the building.
6. The estimated staff time to place the data loggers at the twelve schools, monitor the readings, and collate the information is approximately 280 hours. The data loggers should remain in place for the months of July and August in order to continue data-collection through September.

G. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. The information collected from the indoor room temperature analysis will be provided to the Board in a subsequent report, in October 2017.
2. A report regarding the goals and measures required to become a Net Zero school board will also be presented in the fall of 2017.
3. The updated Hot Weather Protocol is currently being circulated for consultation amongst various TCDSB stakeholder groups with a subsequent report to Board planned for March 2017.
4. School staff and parents at the selected schools will be informed by letter that temperatures readings will be collected their school for the months of May, June and September and that this information will be part of a Board report to be presented in October.

H. CONCLUDING STATEMENT

This report is for consideration of the Board.

APPENDIX B

REGULAR BOARD

*Let the wise hear and increase in learning, and the one who understands obtain guidance,
Proverbs 1:5*

Nancy Crawford, Chair, Governance and Policy Committee
Caitlin Kavanagh, Coordinator, Employee Relations & Policy Development

The logo is a circular emblem divided into six segments, each containing a white icon on a maroon background. The segments are labeled with white text around the perimeter: 'LIVING OUR VALUES' at the top, 'STRENGTHENING OUR GOVERNANCE' at the top-right, 'INSPIRED AND MOTIVATED EMPLOYEES' at the bottom-right, 'EXCELLENCE IN GOVERNANCE' at the bottom, 'STEWARDSHIP OF RESOURCES' at the bottom-left, and 'STUDY, LEARNING AND WELL-BEING' at the top-left. The icons represent: a cross (top), two figures shaking hands (top-right), a dove (bottom-right), a classical column (bottom), a hand holding a globe (bottom-left), and a person with a checkmark (top-left).

A. EXECUTIVE SUMMARY

This report recommends updating the Access to Pupil Information policy (S.16) to include updates which align with current practice and includes amendments moved by Trustees during the March 21, 2017 and April 11, 2017 Governance and Policy Committee meetings.

B. PURPOSE

This Recommendation Report is on the Order Paper of the Regular Board as it recommends a policy revision.

C. APPENDIX

APPENDIX A: Access to Pupil Information Policy (S.16) with proposed amendments

D. COMMITTEE RECOMMENDATION

That the Board accept the recommendation of the Governance and Policy Committee and approve the Access to Pupil Information policy (S.16) as amended and proposed in Appendix A.



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

Date Approved: May 9, 2007	Date of Next Review: April 2022	Dates of Amendments: April 19, 2017
<p>Cross References: Education Act, R.S.O. 1990, s.266, Pupil Records Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, C.M56 Child and Family Services Act, R.S.O. 1990, C.11 Ontario Student Record (OSR) Guideline, 2000 Access To Pupils S.15 Apprehension Or Arrest Of Pupils S.18 Police Investigation V.P.05 Suspected Child Abuse Reporting S.17 Access to Students in Schools Premises S.S.04 Progressive Discipline S.S.10 Fresh Start S.S.12 Suspension and Expulsion S.S.01 Police/School Board Protocol Children's Law Reform Act</p>		
Appendix		

Purpose:

All pupil information including the Ontario Student Record is to be maintained for all students in accordance with The Education Act, the Municipal Freedom of Information and Protection of Privacy Act and all applicable regulations and guidelines of the Government of Ontario. This policy supports the pursuit of strengthening public confidence and the assurance of accountability as articulated in the Board's Multi-Year Strategic Plan.



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

Scope and Responsibility:

This policy applies to all individuals who maintain pupil information within the TCDSB. The Director of Education is responsible for the implementation of this policy in alignment with the Multi-Year Strategic Plan.

Alignment with MYSP:

Living Our Catholic values

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Policy:

The Toronto Catholic District School Board requires that all staff will strictly observe confidentiality with respect to **diligently-maintained**, pupil-identifying records, including health and other records, maintained by the Board.

Access to pupil records shall be in compliance to **with** existing ~~federal~~ Provincial Acts and the most current Ontario Student Record **(OSR)** Guideline.

Regulations:

1. Maintenance Of Confidentiality

Principals shall regularly review with teaching and other staff the obligation of maintaining confidentiality respecting pupil records **information, including the OSR**, imposed by the Education Act, the Municipal Freedom of Information and Protection of Privacy Act and the Ontario Student Record Guideline. No employee of the Board shall provide information about any student or **their the student's** family to any outside agency, including immigration officials, unless legally obliged to do so.



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

2. Providing Pupil Information To Another School, Private School Or Other Educational Institutions

Principals shall adhere to the requirements of the Regulation respecting Pupil Records (Ontario Student Record Guideline) governing the transfer of Pupil Records when a pupil transfers from one school to another.

3. Providing Pupil Information To A Pupil, ~~Or His/Her~~ Parent, Or Guardian

Pupils and their parents or guardians may access pupil information through the school principal. A pupil and his or her parent or guardian, where the pupil is a minor, are entitled to ~~examine~~ **view and/or receive a copy of all information, including the OSR** ~~the records~~ **relating to such** pupil. **A pupil between the ages of 16 to 18, who has withdrawn from parental control, may have exclusive access to their pupil records as governed by section 65 of the Children's Law Reform Act.**

Upon reaching 18 years of age, a pupil shall have exclusive access to his or her student records and may elect to grant access to such records to others. The parent or guardian of a pupil who is not mentally capable will retain the right to access the records relating to that student after he or she has reached 18 years of age.

A legally-identified custodial or non-custodial parent is entitled to be given information as to the education of that parent's child unless and until there is either an Order of the Court or a term in a separation agreement denying the person access to the child.



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

Unless the pupil, parent or guardian, and the existence of the necessary relationship of the latter two to the pupil are all actually known to the principal, proper identification should, with sensitivity and discretion, be insisted upon.

4. Providing Pupil Information To Others

Every person shall preserve ~~secrecy~~ **confidentiality** in respect of the content of **all pupil information, including the OSR** ~~a record~~ that comes to the person's knowledge in the course of ~~his or her~~ **the person's** duties or employment, and no such person shall communicate any such knowledge to any other person except,

- (a) as may be required in the performance of his or her duties **as set out in the Education Act or other relevant legislation**; or
- (b) with the written consent of the parent or guardian of the pupil where the pupil is a minor; or
- (c) with the written consent of the pupil where the pupil is an adult; or
- (d) through a search warrant requiring the surrender of an Ontario Student Record to the police; or
- (e) through a subpoena or appropriate court order; or
- (f) where a teacher or the principal may have information where it is suspected that the child is in need of protection as defined in the Child and Family Services Act; or
- (g) upon request of the medical officer of health as provided in the Education Act; or
- (h) where the Municipal Freedom of Information and Protection of Privacy Act permits a school board to disclose confidential information to the police to aid an investigation undertaken with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result.



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

5. Maintenance of Pupil Records

The Ontario Student Record must be maintained, used, disclosed, and disposed of in accordance with all applicable legislation. School administrators will be advised of relevant changes through appropriate communication. Diligent maintenance of students' Ontario Student Records would entail the mandatory inclusion of any court documents and separation agreements which may impact rights to such records.

Definitions:

Ontario Student Record (OSR)

The Ontario Student Record (OSR) is the record of a student's educational progress through schools in Ontario. The Education Act requires that the principal of a school collect information “for inclusion in a record in respect of each pupil enrolled in the school and to establish, maintain, retain, transfer and dispose of the record”. The act also regulates access to an OSR and states that the OSR is “privileged for the information and use of supervisory officers and the principal and teachers of the school for the improvement of instruction” of the student. Each student and the parent(s) [and guardian(s)] of a student who is not an adult (that is, a student who is under the age of eighteen) must be made aware of the purpose and content of, and have access to, all of the information contained in the OSR. (Ontario Student Record (OSR) Guideline, 2000)



POLICY SECTION: SCHOOLS

SUB-SECTION:

POLICY NAME: ACCESS TO PUPIL INFORMATION

POLICY NO: S.16

Evaluation and Metrics:

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

Qualitative feedback provided by Principals regarding access to information requests at monthly K-12 meetings conducted by Field Superintendents.

APPENDIX A



REPORT TO

REGULAR BOARD

REPORT OF THE GOVERNANCE AND POLICY COMMITTEE ON UPDATE TO REAL PROPERTY POLICIES (R.01, R.04, R.05, R.07, R.08, R.09, R.10)

*Let the wise hear and increase in learning, and the one who understands obtain guidance
Proverbs 1:5*

Created, Draft	First Tabling	Review
January 18, 2017	January 26, 2017	

Nancy Crawford, Chair, Governance and Policy Committee
Caitlin Kavanagh, Coordinator, Employee Relations & Policy Development

RECOMMENDATION REPORT

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



Members of the Committee:

Nancy Crawford, Chair
Ann Andrachuk, Vice Chair
Jo-Ann Davis, Trustee Ward 9
Maria Rizzo, Trustee Ward 5
Angela Kennedy, Ex-Officio
Frank D'Amico, Ex-Officio

A. EXECUTIVE SUMMARY

During the January 18, 2017 Governance and Policy Committee meeting, Trustees moved receipt and referral of staff's recommendation regarding Real Property policies to Board. The report recommended:

1. that the following policies be rescinded: Sharing (R.01), Site Acquisition (R.04) and School Sites Expansion (R.05) (Appendix A);
2. that the following policies be amended and consolidated into a new policy, Real Property (R.01): Expropriation of Real Property (R.07), Disposal of Surplus Real Property (R.08), School Sites – Operating Budget Surplus (R.10) (Appendix B); and
3. that Alternative Arrangements for School Facilities policy (R.09) be amended and updated in meta policy format to reflect updated legislation and operational procedures (Appendix C).

B. PURPOSE

This report is on the Order Paper of the Regular Board as staff recommend policies to be rescinded, amended and consolidated.

C. APPENDIX

APPENDIX A: Real Property policies currently on policy register

APPENDIX B: Real Property policy (R.01) as proposed

APPENDIX C: Alternative Arrangements for School Facilities policy (R.09) with proposed amendments

D. STAFF RECOMMENDATION

That the Board accept staff's recommendations and:

1. rescind: Sharing (R.01), Site Acquisition (R.04) and School Sites Expansion (R.05) (Appendix A);

2. approve the Real Property policy (R.01) as proposed in Appendix B, consolidating Expropriation of Real Property (R.07), Disposal of Surplus Real Property (R.08), School Sites – Operating Budget Surplus (R.10); and
3. approve the Alternative Arrangements for School Facilities policy (R.09) as amended and proposed in Appendix C.

TCDSB Policy Register – Current Policy

Sharing R.01

Policy

The TCDSB may lease a distinct viable unit of a school - a floor or a wing - on a shared basis where student accommodation needs are beyond those which can be provided by the Board and where an entire school building is not available for purchase or lease.

Regulations:

1. The lease for the sharing arrangement shall be for a minimum of five years, renewable for an additional five years.
2. The shared school shall have a separate entrance with the Catholic school name on the exterior of the school easily visible from the street.
3. The rental fee as determined by the lease/rental formula of the MET shall apply to the shared facility.
4. The sharing of the facility shall allow for the preservation of the milieu and integrity of the Catholic school.
5. A long term plan shall be worked out which will lead to a permanent solution to remove the landlord-tenant arrangement.

BM p 126, 19 Jun 86; BM, May 72.

Site Acquisition R.04

Policy

The Toronto Catholic District School Board shall develop annually a site acquisition program.

Regulations:

1. The site acquisition program will be developed annually through the Capital Expenditure Forecast process which is submitted to the Ontario Ministry of Education in the fall of each year.
2. Size of Sites:
 - a) Elementary school sites will be:
 - 1) a minimum of five acres in size, or
 - 2) a minimum of three acres where it is adjacent to a public park and there is municipal agreement to use the park as a playing campus.

3) a minimum of four acres if adjacent to a proposed church where part of the site will be severed and sold.

b) Secondary school sites will be:

1) a minimum of ten acres in size, or

2) a minimum of six acres where it is adjacent to a public park and there is municipal agreement to use the park as a playing campus.

c) where a school site in a suitable location becomes available which is less than the sizes referred to in a) and b), prior Board of Trustees approval is required before acquisition may be initiated.

3. The Toronto Catholic District School Board will cooperate with the Roman Catholic Episcopal Corporation in locating potential combined school/church sites.

4. The location and suitability of a site will be approved by the Board of Trustees.

5. The Toronto Catholic District School Board will proceed in accordance with the Education Act and the appropriate regulations of the Ontario Ministry of Education.

6. The cost of a school site will be approved by the Toronto Catholic District School Board before a purchase is finalized.

7. The Toronto Catholic District School Board may also acquire school sites through the process of expropriation if required.

BM p 34, 22 Jan 87; BM p 964, Jun 71.

School Sites Expansion R.05

SITE ACQUISITION AND EXPANSION - PLAY AREAS 1403

Policy

It is the policy of the Toronto Catholic District School Board that all schools have adequate play area to service the needs of the school community.

SITES - SIZE 1701

Policy

School sites owned by the Board, whether occupied by a school or not, shall not be reduced to less than five acres.

URBAN SITES - MINIMUM PLAY AREAS AND EXPANSION 1702

Policy

All schools located in the urban areas of the City of Toronto shall be expanded, where feasible, to a minimum standard of 65 square feet of playable area per pupil, provided the total footage does not exceed 1-1/2 acres.

SUBURBAN SITES - AREAS AND EXPANSION 1703

Policy

(1) The Deputy Director, Business Services, in accordance with the site purchasing policy of the Toronto Catholic District School Board shall acquire on the open market, properties offered to the Toronto Catholic District School Board provided:

- (a) the property will increase the playable area to the minimum of 175 square feet per pupil and/or,
- (b) the property will enhance the shape and/or condition of the Board's site and/or,
- (c) if an addition to the existing school is contemplated within two years and the said addition will reduce the playable area below the minimum of 175 square feet per pupil,
- (d) each site will not exceed four acres of playable area.

2. Where a school site is less than 175 square feet per pupil playable area, before an addition is placed on the site, additional property shall be obtained where possible, so that the site shall contain no less than the existing playable area.

BM p 1145, Sept 68., BM p 1028, Aug 68., BM p 165, Feb 68.

Expropriation of Real Property R.07

Site Acquisition- By Expropriation 1501

Policy

(1) The Administrative and Corporate Services Committee shall submit to the Board for approval:

- (a) the Committee's choice of site location, size and boundaries, number of rooms and other facilities to be provided;
- (b) an estimate of the cost to be incurred;
- (c) the name of the surveyor proposed, in accordance with the memorandum of policy related to appointment;
- (d) the name of the Appraiser, Agent and/or Consultants to be retained, and alternates, in accordance with the memorandum of policy related to appointment;
- (e) after consultation with the Administrative and Corporate Services Committee in respect of demolition and site clearance, plan preparation and construction time, the date upon which possession of all properties on the site will be required.

(2) Upon the receipt of all appraisal reports in respect of the properties on the site, the Deputy Director, shall report to the Administrative and Corporate Services Committee the anticipated

total budget requirements for the site, by adding to the aggregate of the appraisal figures an amount of not less than 10%. The figure approved by the Board for the site shall be known as the total budget.

(3) The Deputy Director, upon receipt of the appraisal reports, shall send one copy to the Solicitor, instructing the Solicitor to give the required notice under the Expropriation Procedures Act offering to pay compensation to the owners in an amount equal to the appraisal price for the individual property.

(4) The Deputy Director shall be authorized to settle the amount of compensation to be paid to the individual owners of expropriated properties

(a) without any prior approval or consent, if the settled amount does not exceed 110% of the appraised value of the property;

(b) with the approval of the Administrative and Corporate Services Committee if the settled amount, although exceeding 110% of the appraised value of the property, will not cause the total budget to be exceeded;

(c) with the approval of the Ad Hoc Committee if the settled amount, although exceeding 110% of the appraised value of the property will not cause the total budget to be exceeded by more than 5% provided the claim for compensation for the property has, at that time, been referred to the Board of Negotiation;

The Ad Hoc Committee shall be composed of the Chair of the Board, the Chair of the Administrative and Corporate Services Committee, and one member of the Administrative and Corporate Services Committee.

(d) with the approval of the Ad Hoc Committee if the settled amount, although exceeding 110% of the appraised value of the property will not cause the total budget to be exceeded by more than 8% (in addition to the 5% increase set out in paragraph 4(c) of this memorandum), provided the claim for compensation for the property has, at that time, been submitted to arbitration; and to pay the owner's legal and appraisal fees where requested.

(5) The Board, irrespective of settlement of compensation, shall offer to the owners, prior to taking possession, an amount equal to 75% of his/her equity based on the value established by the Board's appraisal, and further offer to discharge encumbrances.

(6) Upon settlement of compensation by the Ad Hoc Committee at Board of Negotiation or Arbitration, the Board shall receive a full report of the settlement, setting out the appraisal report, the number of offers and counter offers submitted by the Agent, a report from the Coordinator of Facilities Management and/or the Deputy Director, and the Solicitor for the Board.

(7) Where compensation has not been settled but vacant possession has been delivered to the Board, the Deputy Director may order an inspection by any accredited appraiser for the purpose of obtaining evidence for arbitration.

(8) No specific procedure can be laid down in respect of possession where no agreement is made with the owner in this regard. The Board is required to give ten days' notice of possession, but in practice in the past has usually given more. The Board is entitled to take possession after the time set out in the notice.

The act provides that where resistance or opposition is encountered by the Board in taking possession, the Board may apply to a Judge for a warrant to put down the resistance, i.e., put the owner on the street. Since there could be a great deal of unfavourable publicity involved, each situation should be dealt with on its own merits.

BM p 908, July 68.

Expropriation- Payment of Legal and/or Appraisal Fees 1502

Policy

With Respect to properties in which the Board indicates an interest and wishes to acquire through expropriation:

- (1) the Board may pay the legal fees of the vendor for the transfer of said property, reserving the Board's right to have any solicitor's bill taxed;
- (2) the Board shall produce an initial objective appraisal of the property which should be made available to the vendor, and the vendor shall be apprised of his/her right to an independent appraisal;
- (3) the Board may pay for an appraisal where requested by the vendor, and staff shall be empowered to settle any expropriation action within the limits of the Board's initial objective appraisal plus 10% for forceful taking, and all other offers outside these figures shall be presented to the Committee for a recommendation to the Board.

BM p 1564, Nov 67.

Expropriation- Use of Real Estate Agents 1503

Policy

Qualified real estate persons shall be retained to negotiate the compensation to be paid to expropriated owners of properties for the Board; except those properties which will be negotiated by the Board or its own staff. Where the negotiations of expropriated properties are to be carried out by staff personnel, the properties shall be appraised by qualified appraisers on the basis of "Market Value".

- (1) The brokers and/or agents of the Board shall be designated appropriate brokers of property to be suitably appraised at no cost to the Board, and thereby enter into negotiations with the principals in view of successfully concluding sales that are satisfactory to the Board.
- (2) The appraisal fee on individual property negotiations (including a written appraisal) shall be \$500, based on an acceptable purchase price.

(3) If, for any reason, a negotiation to the ending property by the agent or broker is unsuccessful, only the payment of a fee of \$150 per property will be paid for a qualified written appraisal.

(4) The broker and/or agent shall be subject to appearance at any official Board of Arbitration to substantiate his/her appraisal at no cost to the Board.

(5) The appointment of retaining broker-agents in these negotiations shall be the consideration of the Administrative and Corporate Services Committee to be approved by the Board. The broker-agents shall be appointed, with Board approval, by letter with suitable solicitor's terms of reference.

All appraisals shall be submitted within 14 days to the responsible staff official for deliberation. The appraisals, with suitable staff comment, shall be presented to the committee for procedural approval. Secondary negotiations, subject to staff and committee appraisals, shall be fully completed by October 31st, 1967. An extension period of not more than two weeks shall be allowable for properties requiring special attention.

BM p 980-1, Aug 67.

Expropriation- Appraisals 1504

Policy

Appraisals shall not be presented to expropriated owners at the time of the initial presentation of an offer by the Board's agent.

BM p 206 Feb 69.

Expropriation- Payment 1505

Policy

The Board shall offer 75% of the equity of expropriated owners as payment prior to taking possession of the property, as recommended by the Deputy Director, Business Services.

BM p 814, Jun 68.

Disposal of Surplus Real Property R.08

Policy

1. The Toronto Catholic District School Board shall dispose of surplus real properties after having been previously declared surplus by public offering and in such a manner as to obtain the maximum benefit to the Board in terms of financial benefit, or other equally significant consideration.

2. The disposal of all surplus real properties shall be in accordance with all relevant Statutes, Regulations and Ontario Ministry of Education Memoranda.

3. The Toronto Catholic District School Board shall utilize the most appropriate method, usually by sale, to dispose of surplus real properties in order to give due consideration to the unique nature of the specific real property.

4. The Toronto Catholic District School Board shall approve the method of sale to be used for the disposal of each specific real property prior to marketing, usually one of the following:

- a) Buyer Proposal Call;
- b) Negotiated Sale Call;
- c) Listed Sale Call

5. Where:

- a) a trustee of the Toronto Catholic District School Board has, and
- b) an employee of the Toronto Catholic District School Board, if a trustee, would have an obligation pursuant to the Municipal Conflict of Interest Act to disclose an interest in any offer, proposal, contract or other type of disposition of surplus real property of the Toronto Catholic District School Board, every such trustee, in addition to the statutory obligations, and employee, shall give written notice upon becoming aware of such interest, to the Secretary of the Toronto Catholic District School Board.

6. Where the Board established and approves a confidential reserve bid, as required by the Listed Sale Call Method of Disposal, the Deputy Director of Education shall have the authority to accept an offer to purchase provided that the offer to purchase is no less than the confidential reserve bid.

7. In the event of any conflict between the provision of this policy and the provisions of any other Board Policy, this Policy shall supersede.

Regulations:

1. Definition of Terms

a) **A Sale** shall mean any of the following:

- i) Transfer of freehold title upon payment of the total purchase price on closing;
- ii) Transfer of title with part payment in cash and the balance by mortgage;
- iii) By agreement, with part payment in cash and the balance due at a later date prior to transfer of freehold title;
- iv) Conveyance of real property by long term lease with, or without, an option to obtain freehold title upon payment of a price previously established, or to be negotiated;
- v) Exchange of real property.

b) **Real Property** shall mean block land, building lots, relocatable schools, administration buildings and all other forms of real estate, and shall include all rights which flow from its ownership.

c) **Public Offering** shall mean a public offering of real properties which shall be advertised in:

i) A local public newspaper (i.e., one or more of the Toronto Star, the Sun, or the Globe and Mail); and ii) A daily newspaper of the Canadian Construction Industry (i.e., the Daily Commercial News); iii) Other appropriate advertising media.

d) **Buyer Proposal Call** shall mean a publicly advertised indication of the Board's intent to sell, soliciting submissions for the purchase of specific real properties at prices and terms to be negotiated.

e) **Negotiated Sale Call** shall mean a publicly advertised offer requesting submissions to purchase specific real properties. An asking price and terms shall be stipulated, which may be negotiated.

f) **Listed Sale Call** shall mean a publicly advertised listing, either open or exclusive, of a specific property through a Real Estate Board Multiple Listing Service, or an individual registered real estate broker. The asking price and terms shall be specified and may be negotiated, subject to a confidential reserve price previously established by the Board.

g) **Other** shall mean any other method of disposing of real properties which the Board may choose to use from time to time upon the recommendation of the Administrative and Corporate Services Committee.

2. The Board's solicitor shall prepare a title search of the subject lands to verify the legal description and site dimensions, and to ensure that the title is free from any restrictions and to confirm that the Board is able to convey clear marketable title.

3. All Ontario Ministry of Education disposal procedures shall be initiated.

4. Where deemed appropriate, the Board may appoint a planning consultant to determine the development potential of the surplus property.

5. The Board shall appoint an accredited appraiser to determine the fair market value of the property. The appraisal report shall take into account the planning consultant's report, if applicable.

6. The Board may appoint other specialized consultants, if deemed necessary. These may include, but not be limited to, surveyors, financial consultants and engineers.

7. The Board shall request the approval of the Ministry of Education to dispose of surplus real property.

8. The Board shall request the Ministry of Education to waive the negative grant on the proceeds of the sale. In the event that the Ministry of Education does not waive the negative grant, a report shall be submitted to the Board prior to any further action being taken respecting the surplus real property.

9. Regulations 2 through 8 shall be completed prior to the Board entering into an agreement to dispose of the real property.

10. The method of sale to be used in the disposition of the surplus real property shall be recommended by staff and approved by the Board.

11. If the method of sale is to be other than a Listed Sale Call, Negotiated Sale Call, or a Buyer Proposal Call, staff will prepare a report for the Administrative and Corporate Services Committee detailing the alternative method and requesting approval for such. The method employed will give due consideration to the nature of the asset and the existing, as well as anticipated, market conditions.

12. Where the Listed Sale Call method is used to dispose of surplus real property, the Board shall establish a confidential reserve bid based on information contained in the appropriate consultant's reports.

13. A prospectus shall be prepared on each real property offered for sale. The prospectus shall be forwarded to each trustee and made available to all interested persons. The prospectus shall contain:

- a) Location and description of the real property concerned;
- b) An area map and site plan of the real property concerned;
- c) Instructions to potential purchasers on the procedures to be followed;
- d) Terms and conditions which may be acceptable to the Board;
- e) Current zoning;
- f) Current official plan designation;
- g) Potential development schemes based on a planner's analysis, if applicable, and dates for the last day for receipt of offer;
- h) The following statements:
 - i) that the real property shall be accepted in its present condition, which implies a knowledge of contours and subsoil conditions,
 - ii) that the onus is on the prospective purchaser to verify the accuracy of information provided,
 - iii) that the Board is not required to provide a survey,
 - iv) that when offers are received through registered real estate brokers, the Board will not pay real estate commissions until such time as the transaction is closed, or an agreement for sale is completed,
 - v) that the deposit amount of the successful proponent shall be forfeited to the Board if, through the fault of the bidder, the transaction is not completed,
 - vi) that the highest, or any, offer shall not necessarily be accepted,

vii) that a disclosure of principals shall be required to be submitted with the offer.

14. When the Board is utilizing a local newspaper for marketing a property, the advertisement shall be published not less than fifteen working days prior to the closing date, if any, and shall include:

- a) The method of sale;
- b) Location of the real property;
- c) A general description of the real property being offered for sale;
- d) The location and person to whom the proponent must submit his/her offer;
- e) The closing date and time, if applicable;
- f) Instructions for obtaining further information and/or a prospectus.

15. Where the Board specifies the closing date and time for the receipt of offers, all offers received shall be opened in public in the presence of no less than two of the following persons:

- a) Director of Education;
- b) Deputy Director of Business Services;
- c) Deputy Director of Education;
- d) The Chair of the Administrative and Corporate Services Committee, or delegate;
- e) Superintendent of Planning and Facilities;
- f) Coordinator of Planning and Facilities.

16. All offers received shall be reviewed by the Board's solicitor.

17. Prior to the presentation of offers to the Board, circulation of offers and reports thereon shall be limited to:

- a) Director of Education;
- b) Deputy Director of Business Services;
- c) Deputy Director of Education;
- d) Superintendent of Planning and Facilities;
- e) Coordinator of Planning and Facilities;
- f) Recording Secretary of the Board;
- g) Consultants as required.

18. Reports presented to the Board for consideration will contain a detailed analysis of each offer including the following information:

- a) Purchaser's Name;
- b) Agent;
- c) Terms and Conditions of Offer;
- d) Financial Considerations.

19. Original copies of each offer will only be available for inspection, upon request by individual trustees, as follows:

- a) At the Administrative and Corporate Services Committee meeting;
- b) In the Director of Education's office after the Administrative and Corporate Services Committee meeting and prior to the Board meeting.

20. Reports dealing with the sale of surplus real property will be dealt with at a special meeting of the Administrative and Corporate Services Committee which is no more than four days prior to any special or regular meeting of the Board at which the sale is to be considered.

21. Where the Board has established a date and time for the final receipt of offers, that date and time shall be a minimum of two days and a maximum of four days prior to the forty-eight-hour requirement for the receipt of agendas by trustees.

22. Procedures Governing Disposal by Buyer Proposal Call

a) Real properties, which have been declared surplus by the Board shall be advertised in appropriate newspapers at an appropriate date which shall be no later than fifteen working days prior to the final date for the receipt of offers.

b) In addition to the general information, the advertisement shall include:

- i) The closing date, time, location and person to whom the proponent must submit his/her sealed offer to purchase;
- ii) The date, time and location for the opening of offers to purchase;
- iii) A statement that all offers shall remain irrevocable until 12:00 midnight the day following the regular or special meeting of the Board at which all offers will be considered.
- iv) Directions for obtaining further information;

23. Procedures Governing Disposal By Negotiated Sale Call

a) Real properties, which have been declared surplus by the Board, shall be advertised in appropriate newspapers at an appropriate date which shall be no later than fifteen working days prior to the final date for receipt of offers to purchase.

b) In addition to the general information, the prospectus shall contain:

- i) The asking price for the property concerned;

- ii) The closing date, time, location and person to whom the proponent must submit his/her sealed offer to purchase;
- iii) The date, time and location for the opening of offers to purchase;
- iv) A statement that all offers shall remain irrevocable until 12:00 midnight the day following the regular or special meeting of the Board at which all offers will be considered;
- v) Directions for obtaining further information.

24. Procedures Governing Disposal By Listed Sale Call

a) Real properties which have been declared surplus by the Board shall be offered for sale directly through the Real Estate Board Multiple Listing Service with the Board performing the functions of the listing broker or through a registered real estate broker.

b) When the Board utilizes the services of a registered real estate broker, the listing agreement can be either:

- i) Multiple Listing Agreement;
- ii) Exclusive Listing Agreement.

c) In addition to marketing the property through the Multiple Listing Service, the following methods of advertising can be used, when considered appropriate, to market the property:

- i) Real Estate News newspaper;
- ii) Local newspapers;
- iii) Direct Mail Solicitation;
- iv) Any other means of advertising considered appropriate.

d) Sufficient copies of the prospectus shall be supplied to real estate brokers and in addition to the general information, the prospectus shall include:

- i) The asking price for the property concerned;
- ii) Availability of possession in the case of a tenanted property;
- iii) Directions for obtaining further information.

25. Procedures For Disposal By Other Means

a) The Board may wish to dispose of real property in a manner other than

- i) Buyer Proposal Call;
- ii) Negotiated Sale Call;
- iii) Listed Sale Call;

b) A detailed report shall be submitted through the Administrative and Corporate Services Committee to the Board for approval. The detailed report shall contain:

- i) The reason(s) for recommending the particular method of sale;
- ii) The procedures to be followed.

BM, 18 Oct 84; BM p 108, Jan 80.

Alternative Arrangements for School Facilities R.09

Date Approved: January 20, 2000 – Board Meeting	Dates of Amendment:
Cross Reference:	

Background

(1) A number of legislative provisions encourage school boards to consider alternate arrangements for the accommodation of elementary and secondary school pupils to the usual arrangement under which a school site is acquired and a stand-alone school is built on it.

(2) Ontario Regulation 20/98 provides that the education development charge background study contain:

6. A statement of the board's policy concerning possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils estimated under paragraph 3 of section 7, without imposing education development charges, or with a reduction in such charges.

7. If a previous education development charge background study completed by the board included a statement under paragraph 6, a statement of how the policy referred to in the statement was implemented and, if it was not implemented, an explanation of why it was not implemented.

(3) Regulation 446/98 (Reserve Funds) permits a school board to utilize proceeds in the Pupil Accommodation Allocation Reserve Fund for the acquisition of "school sites that are acquired as part of transactions under which the board also acquires school buildings on the school sites".

(4) Section 210.1 of the *Municipal Act* authorizes municipalities and school boards to enter into arrangements under which they can provide for exemptions from taxation for municipal and school purposes of land or a portion of it that is “entirely occupied and used or intended for use for a service or function that may be provided by a “school board” or municipality”. It also authorizes an exemption to be given from municipal and education development charges in certain circumstances.

(5) The TCDSB recognizes that alternative arrangements can provide an opportunity to improve service delivery and peak enrolment capacity, reduce duplication of public facilities, maximize the effective use of available dollars, and reduce site size requirements. These include a variety of acquisition strategies such as forward buying, options, purchases, lease buy-back, sites exchanges and joint venture partnerships.

(6) The TCDSB’s record demonstrates this commitment:

	<u>AGENCIES INVOLVED</u>
· Humberwood Centre	<ul style="list-style-type: none"> - TCDSB(elementary school) - TDSB (elementary school) - City of Toronto (community centre) - Library Board (library branch)
· Mary Ward Catholic Secondary School	<ul style="list-style-type: none"> - TCDSB (secondary school) - City of Toronto (community centre)
· Lakeshore Grounds Campus (future school(s)/recreation centre/park campus)	<ul style="list-style-type: none"> - TCDSB (secondary & if necessary, elementary school) - Humber College (Lakeshore Campus) - City of Toronto (recreation centre and park)
· Railway Lands (future schools/park/ community centre campus)	<ul style="list-style-type: none"> - TCDSB (elementary school) - TDSB (elementary school) - City of Toronto (community centre and park)
· Port Union Village (future schools/park campus)	<ul style="list-style-type: none"> - TCDSB (elementary school) - TDSB (elementary school) - City of Toronto (park)

Policy

The TCDSB will consider possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or cooperative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the Board, subject to the Regulations set out below.

Regulations

- (1) The arrangement must be cost effective and advantageous for the TCDSB compared to other possible arrangements including an acquisition of a school site and the construction of a free standing building.
- (2) The arrangement shall comply with any guidelines issued by the Ministry of Education and Training.
- (3) The TCDSB may enter into lease arrangements respecting school facilities intended to be used to accommodate peak enrolment, but shall not enter into such arrangements respecting school facilities that are necessary to accommodate long-term enrolment unless the arrangements could result in ownership at the Board's discretion.
- (4) The TCDSB shall retain sufficient governance authority over the facility to ensure that it is able to deliver the appropriate educational program to its pupils, and to ensure that its identity, ambience and integrity are preserved.
- (5) The facility shall have a separate entrance with the school name on the exterior of the school easily visible from the street."

School Sites - Operating Budget Surplus R.10

Background

(1) Section 9(1) paragraph 8 of O. Reg 20/98 (Education Development Charges - General) provides that an education development background charge study must contain:

8. A statement from the board stating that it has reviewed its operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings which it proposes to apply, if any.

(2) It is therefore necessary that the review referred to in section 9(1) paragraph 8 be conducted annually as part of the process of setting the estimates.

(3) Under the General Legislative Grant Regulation, only a surplus from the non-classroom part of the estimates is eligible to be used to acquire school sites, thereby reducing the "growth related net education land cost" and the education development charge that may be levied by the TCDSB.

Policy

Where there has been or it appears that there will be surplus in the non-classroom part of the estimates of the TCDSB in a fiscal year, the Board shall determine whether all, part, or none of the surplus will be designated as available for the purpose of acquiring school sites by purchase, lease or otherwise.

Regulations

(1) If there is, or it appears that there will be a surplus in the operating budget, the Board shall pass a motion substantially as follows:

Whereas it appears that there has been or that there will be a surplus in the non-classroom part of the budget;

Moved that:

(i) The Board may designate an amount as available for the purpose of acquiring school sites by purchase, lease or otherwise;

(ii) The Board's reasons for so deciding are as follows:

[The Board may choose to direct some funds to the purchase of school sites or may decline to do so. Reasons for the decision should be included which indicate where the board will be directing the funds and its basic reasons for doing so. The purpose for this part of the motion is to ensure that a clear record of the board's decision and its reasons are available as part of the public record for inclusion in the education development charge background study. This is particularly necessary as evidence for the Ontario Municipal Board in the event of an appeal of the by-law.]

(2) If there is no surplus, or it appears that there will not be a surplus in the operating budget, no further action is required with respect to this Policy."

BM p. 20 Jan 2000



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: Real Property

POLICY NO: R. 01

Date Approved: January 26 2017	Date of Next Review: January 2022	Dates of Amendments:
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Cross References:

Amending and Consolidating: R. 07 Expropriation of Real Property, R. 08 Disposal of Surplus Real Property, R. 10 School Sites—Operating Budget Surplus

Purpose:

This policy is intended to provide guidance to the Board with respect to the expropriation, disposition and leasing of Real Property.

Scope and Responsibility:

This policy applies to all school sites and other TCDSB property as well as TCDSB's ability to acquire additional property. The Director of Education is responsible for this policy with the support of the Planning and Development Services.

Alignment with MYSP:

Strengthening Public Confidence

Providing Stewardship of Resources

Policy:

The TCDSB is committed to ensuring planning for school sites and other TCDSB property is developed in accordance with relevant legislation and in conjunction with the plans of municipal councils, other school boards and other authorities to achieve maximum service to the community.



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: Real Property

POLICY NO: R. 01

Regulations:

1. Expropriation of Real Property:

- a. The Expropriations Act, R.S.O., 1990, C.E.26 defines the process requirements a school Board, as an expropriating authority, must adhere to.
- b. All expropriations are subject to Board approval.
- c. The procedure for hiring of consultants for expropriation such appraisers, surveyors, and real estate brokers follow the Board's Material Management procurement *Purchasing Policy FP01*.

2. Disposal of Surplus Real Property:

- a. The TCDSB shall dispose of surplus real properties in accordance with the requirements of section 194(3) of the *Education Act*.
- b. The TCDSB shall approve the method of disposition, sale or lease, and issue a proposal in accordance with *Ontario Regulation 444/98; Disposition of Surplus Property*, made under the Education Act.
- c. Should no offers in compliance with the *Ontario Regulation 444/98; Disposition of Surplus Property* be received, and subject to Ministry of Education approval, the TCDSB may proceed with the disposition of the property, at fair market value, to any other body or persons.
- d. All Purchase and Sale Agreements and/or Lease Agreements are subject to Board approval.



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: Real Property

POLICY NO: R. 01

3. School Sites - Operating Budget Surplus:

- a. Section 9(1) paragraph 8 of O. Reg 20/98 (Education Development Charges - General) provides that an education development background charge study must contain:

A statement from the board stating that it has reviewed its operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings which it proposes to apply, if any.

It is therefore necessary that the review referred to in section 9(1) paragraph 8 be conducted annually as part of the process of setting the estimates.

Under the **Grants for Student Needs**, only a surplus from the non-classroom part of the estimates is eligible to be used to acquire school sites, thereby reducing the "growth related net education land cost" and the education development charge that may be levied by the TCDSB.

- b. Where there has been or it appears that there will be surplus in the non-classroom part of the estimates of the TCDSB in a fiscal year, the Board shall determine whether all, part, or none of the surplus will be designated as available for the purpose of acquiring school sites by purchase, lease or otherwise.
- c. If there is, or it appears that there will be a surplus in the operating budget, the Board shall pass a motion substantially as follows:

Whereas it appears that there has been or that there will be a surplus in the non-classroom part of the budget;



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: Real Property

POLICY NO: R. 01

d. Moved that:

(i) The Board may designate an amount as available for the purpose of acquiring school sites by purchase, lease or otherwise;

(ii) The Board's reasons for so deciding are as follows:

[The Board may choose to direct some funds to the purchase of school sites or may decline to do so. Reasons for the decision should be included which indicate where the board will be directing the funds and its basic reasons for doing so. The purpose for this part of the motion is to ensure that a clear record of the board's decision and its reasons are available as part of the public record for inclusion in the education development charge background study. This is particularly necessary as evidence for the Ontario Municipal Board in the event of an appeal of the by-law.]

c. If there is no surplus, or it appears that there will not be a surplus in the operating budget, no further action is required with respect to this Policy."

Definitions:

Real Property shall mean block land, building lots, relocatable schools, administration buildings and all other forms of real estate, and shall include all rights which flow from its ownership.

A Sale shall mean any of the following:

- i) Transfer of freehold title upon payment of the total purchase price on closing;
- ii) Transfer of title with part payment in cash and the balance by mortgage;
- iii) By agreement, with part payment in cash and the balance due at a later date prior to transfer of freehold title;



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: Real Property

POLICY NO: R. 01

iv) Conveyance of real property by long term lease with, or without, an option to obtain freehold title upon payment of a price previously established, or to be negotiated;

v) Exchange of real property.

Expropriation is the forced purchase of land by a public authority from a private owner.

Disposition is the act of disposing; transferring to the care or possession of another. The parting with, alienation of, or giving up of property.

Evaluation and Metrics:

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

Development Services will continue to monitor and review the policy to ensure compliance with current Statutory and Regulatory requirements with respect to Real Property.



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: ALTERNATIVE ARRANGEMENTS FOR SCHOOL FACILITIES

POLICY NO: R. 09

Date Approved: January 20, 2000- Board	Date of Next Review: January 2022	Dates of Amendments: January 26, 2017
Cross References: <i>Real Property, R. 01</i>		

Purpose:

The purpose of this policy is to guide Senior Administration in the identification of partnerships that support Board priorities, within the specified requirements outlined in this policy.

Scope and Responsibility:

This policy applies to all school sites and other TCDSB property. The Director of Education is responsible for this property with the support of Planning and Development Services.

Alignment with MYSP:

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Providing Stewardship of Resources

Policy:

Legislative provisions encourage school boards to consider alternate arrangements for the accommodation of elementary and secondary school pupils to the usual arrangement under which a school site is acquired and a stand-alone school is built on it.



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: ALTERNATIVE ARRANGEMENTS FOR SCHOOL FACILITIES

POLICY NO: R. 09

Regulations

1. Ontario Regulation 20/98 provides that the education development charge background study contain:

6. A statement of the board's policy concerning possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils estimated under paragraph 3 of section 7, without imposing education development charges, or with a reduction in such charges.

7. If a previous education development charge background study completed by the board included a statement under paragraph 6, a statement of how the policy referred to in the statement was implemented and, if it was not implemented, an explanation of why it was not implemented.

Paragraph referencing Regulation 446/98 (Reserve Funds) removed as it was revoked on September 15, 2010.

2. Section 210.1 of the *Municipal Act* authorizes municipalities and school boards to enter into arrangements under which they can provide for exemptions from taxation for municipal and school purposes of land or a portion of it that is "entirely occupied and used or intended for use for a service or function that may be provided by a "school board" or municipality". It also authorizes an exemption to be given from municipal and education development charges in certain circumstances.
3. The TCDSB recognizes that alternative arrangements can provide an opportunity to improve service delivery and peak enrolment capacity, reduce duplication of public facilities, maximize the effective use of available dollars, and reduce site size requirements. These include a variety of acquisition strategies such as



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: ALTERNATIVE ARRANGEMENTS FOR SCHOOL FACILITIES

POLICY NO: R. 09

forward buying, options, purchases, lease buy-back, sites exchanges and joint venture partnerships.

4. The TCDSB's record demonstrates this commitment:

	<u>AGENCIES INVOLVED</u>
· Humberwood Centre	<ul style="list-style-type: none"> - TCDSB(elementary school) - TDSB (elementary school) - City of Toronto (community centre) - Library Board (library branch)
· Mary Ward Catholic Secondary School	<ul style="list-style-type: none"> - TCDSB (secondary school) - City of Toronto (community centre)
· Lakeshore Grounds Campus (future school(s)/recreation centre/park campus)	<ul style="list-style-type: none"> - TCDSB (secondary & if necessary, elementary school) - Humber College (Lakeshore Campus) - City of Toronto (recreation centre and park)
· Railway Lands (future schools/park/ community centre campus)	<ul style="list-style-type: none"> - TCDSB (elementary school) - TDSB (elementary school) - City of Toronto (community centre and park)
· Port Union Village (future schools/park campus)	<ul style="list-style-type: none"> - TCDSB (elementary school) - TDSB (elementary school) - City of Toronto (park)

5. The TCDSB will consider possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or cooperative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the Board, subject to the procedures set out below.



POLICY SECTION: REAL PROPERTY

SUB-SECTION:

POLICY NAME: ALTERNATIVE ARRANGEMENTS FOR SCHOOL FACILITIES

POLICY NO: R. 09

- a. The arrangement must be cost effective and advantageous for the TCDSB compared to other possible arrangements including an acquisition of a school site and the construction of a freestanding building.
- b. The arrangement shall comply with any guidelines issued by the **Ministry of Education**. The TCDSB may enter into lease arrangements respecting school facilities intended to be used to accommodate peak enrolment, but shall not enter into such arrangements respecting school facilities that are necessary to accommodate long-term enrolment unless the arrangements could result in ownership at the Board's discretion.
- c. The TCDSB shall retain sufficient governance authority over the facility to ensure that it is able to deliver the appropriate educational program to its pupils, and to ensure that its identity, ambience and integrity are preserved.
- d. The facility shall have a separate entrance with the school name on the exterior of the school easily visible from the street."

Evaluation and Metrics:

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

Development Services will continue to monitor and review the policy to ensure compliance with current Statutory and Regulatory requirements with respect to Real Property.



REPORT TO

REGULAR BOARD

RESULTS OF STAKEHOLDER CONSULTATIONS ON THE DRAFT PARENT CHARTER OF RIGHTS AND DRAFT STUDENT CHARTER OF RIGHTS

He has told you, what is good; and what does the Lord require of you but to do justice, and to love kindness, and to walk humbly with God? Micah 6:8

Created, Draft	First Tabling	Review
May 8, 2017	May 18, 2017	Click here to enter a date.

Nick D'Avella, Superintendent of Student Success
Marina Vanayan, Senior Coordinator of Research
John Yan, Senior Coordinator – Communications

INFORMATION REPORT

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



Angela Gauthier

Director of Education

R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

A. EXECUTIVE SUMMARY

This report summarizes the results of the Board-Wide consultation on the Draft Parent Charter of Rights and Draft Student Charter of Rights. Consultation was conducted in the spring of 2017. The consultation process involved both surveys (available both on-line and in hard copy) and face-to-face meetings with stakeholders.

Overall, the consultation and survey results indicate that the majority want to *keep* the rights as written in both the Draft Parent Charter of Rights and the Draft Student Charter of Rights. Stakeholders used the opportunity offered to provide suggested edits and comments.

In consideration of the survey results and the feedback, the original ad hoc committee responsible for creating the Draft Parent Charter of Rights and the Draft Student Charter of Rights will be reassembled to consider possible revisions. Once completed, the draft Charters will be reviewed by TCDSB legal counsel to ensure compliance with existing legislation and board policies.

The cumulative staff time required for the preparation of this report was 21 hours.

B. PURPOSE

1. This report provides an update on the consultation regarding the Draft Parent Charter of Rights and the Draft Student Charter of Rights conducted in the Spring 2017.
2. It outlines next steps for incorporating stakeholder input and producing a final version of a Parent Charter of Rights and a Student Charter of Rights for the consideration of the Board.

C. BACKGROUND

1. **February 27, 2014** - the Board passed a motion directing staff to form an Ad Hoc Committee with representation of Trustees, staff, parents, and students to develop a Parent and Student Charter of Rights.

2. Once struck, this Ad Hoc Committee worked through 2014 and 2015 to develop a Draft Parent and Draft Student Charter of Rights for broader consultation with all stakeholder groups.
3. **August 27, 2015** - the Draft Parent and Draft Student Charter of Rights were approved by the Board for public consultation.
4. **October 13, 2016** - at the Corporate Services Committee meeting, Trustees directed staff to move the Draft Parent Charter of Rights and the Draft Student Charter of Rights forward as a priority item.
5. **December 1, 2016** - at the meeting of the Student Achievement and Well-being Committee, the Board approved a motion further directing staff to proceed with the public consultation phase of on the Draft Parent and Draft Student of Charter of Rights.
6. The Consultation Method utilized is described:
 - a. Principals and vice-principals were consulted at a Director's Liaison Meeting held on Monday, February 6, 2017.
 - b. On February 9, 2017, a meeting was held with union presidents to provide:
 - a chronology of the development of the Draft Parent and Draft Student Charter of Rights;
 - an opportunity to review the Draft Parent and Draft Student Charter Rights;
 - an opportunity for input on the consultation process and pose questions.

The input from this meeting informed refinements to the consultation tools.

- c. Notice of the consultation was widely disseminated using all communication tools available to the Board including: a spotlight banner notification on the main page of the TCDSB website, Twitter broadcasts, and Facebook posts.
- d. The consultation survey was available on the TCDSB portal between March 8, 2017 and March 31, 2017.
- e. During this period, feedback was gathered on the Draft Parent Charter of Rights and Draft Student Charter of Rights using Surveys and Community Consultation meetings.

7. For the **online survey**, (which was available both online and in hard copy), for each item of the Charter, respondents were asked to indicate whether to *Keep*, to *Omit*, or to *Edit* charter items. There was also an opportunity to provide suggested edits and comments.
8. For the **Face-to-Face Community Consultations**, two Community Consultation meetings were held:
 - i. March 27 at Bishop Marrocco/Thomas Merton Catholic Secondary School
 - ii. March 28 at St. Patricks Catholic Secondary School
9. Following a presentation to provide background information and context, participants were grouped and asked to consider each item on the Draft Student and Draft Parent Charter of Rights. Each table group was asked to record its input and submit a written summary to the consultation facilitators.

D. EVIDENCE/RESEARCH/ANALYSIS

1. In total, there were **583** responses to the Draft Parent Charter of Right Survey and the Draft Student Charter of Rights Survey. The number of responses by group was as follows:
 - a. Parent-416,
 - b. Staff-106,
 - c. Student-2,
 - d. Ratepayer-25,
 - e. Other-respondents-34

A summary of numerical survey results by charter item for all respondents follows:
All Respondents (n=583)

PARENT CHARTER OF RIGHTS	KEEP	
1. The right to a faith based publicly funded school with education grounded in Catholic doctrine, traditions and teachings for your child.	526	90.2%
2. The right to opportunities for involvement in your child's education.	531	91.1%
3. The right to ensure that your child is learning in a safe, healthy, and caring school, free of discrimination, prejudice, bullying and harassment.	530	90.9%
4. The right to ensure that your child's spiritual, physical, emotional, mental, social and academic needs are appropriately met.	511	87.7%

PARENT CHARTER OF RIGHTS	KEEP	
5. The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements.	501	85.9%
6. The right for your child to receive appropriate materials, resources and technologies consistent with the requirements of the curriculum.	516	88.5%
7. The right to communicate, to comment, to raise concern(s), or to register complaint(s) in a respectful manner to TCDSB staff, and to the Board of Trustees without fear of unjust repercussions and have your question, concern or complaint acknowledged.	526	90.2%
8. The right to the confidentiality of your child's records in accordance with TCDSB policies and applicable legislation.	550	94.3%
9. The right to access all your child's education records and to meet with TCDSB staff to discuss their progress.	526	90.2%
10. The right to have any special needs assessments addressed by Board designated professionals within the required timelines.	484	83.0%
11. The right to access and understand available information, consistent with Privacy Laws, about your child's school, school board, teachers, administrators, facilities, policies, procedures, and programs within a reasonable time.	513	88.0%
12. The right to have TCDSB rules and regulations and individual school policies applied and adhered to with transparency, consistency, fairness and compassion.	539	92.5%

STUDENT CHARTER OF RIGHTS	KEEP	
1. The right to participate in decisions that affect their education and school life, where appropriate.	506	86.8%
2. The right to equity and inclusiveness amongst all students in the Toronto Catholic District School Board.	508	87.1%
3. The right to spiritually, socially, emotionally and physically safe, and positive school climate where one is respected and treated in a manner consistent with our Catholic values and teachings.	519	89.0%
4. The right to have yearly access to available extra- curricular activities.	471	80.8%
5. The right to effective and qualified instruction, including having access to the resources and adequate learning environment necessary for success.	511	87.7%
6. The right to elect student representation.	500	85.8%

STUDENT CHARTER OF RIGHTS	KEEP	
7. The right for students, where legally permitted, to advocate for themselves or to choose another representative without fear of ageism or any other form of discrimination.	486	83.4%
8. The right to make a phone call or communicate with their parents or designated guardian in case of personal distress or emergency.	475	81.5%
9. The right to have school rules and regulations applied and adhered to with consistency, fairness, and compassion.	528	90.6%
10. The right to engage in a respectful dialogue with the school Principal and staff, raising comments and concerns as well as to have them addressed.	511	87.7%

2. These results show that the majority want to **keep** the rights as written in both the Draft Parent Charter of Rights and the Draft Student Charter of Rights.
3. Appendix A provides a more complete summary of the data from all respondents and shows responses differentiated by the two largest groups, namely, Parents and Staff.
4. Results from the Face-to-Face Community Consultations were consistent with the survey results.
5. These results show that the majority want to **keep** the rights as written in both the Draft Parent Charter of Rights and the Draft Student Charter of Rights.
6. For both the Draft Parent Charter of Rights and the Draft Student Charter of Rights, there were items where edits were suggested and general commentary was offered. A review of the suggested edits and commentary is required.

Overview of Recurring Themes in the Consultation Commentary

Below are high level summaries of the recurring themes provided by the Research department. A PDF file of all stakeholder comments will be sent to Trustees via email in advance of the May 18 Board meeting.

Scope and Implementation

Though there is a high level of support for each item in the Draft Parent Charter of Rights and Draft Student Chart of Rights, some comments raised questions about the expansive scope of many charter provisions, as well as the ability to provide full accountability in delivering on them in a school environment. Additionally, some believe there are rights that already exist based on our Catholic social teachings and the Education Act.

Example of comments:

- Some terms in the rights are too general and may require rewording or clearer definition for it to be interpreted consistently K – 12.
- It is not clear how the rights can be enforced or how implementation can be measured.

Availability of Funding for Resources to Support the Charter of Rights Provisions

Given the Board's budgetary challenges, some concerns were raised about the Board's ability to provide proper resources to ensure the provisions in the charters were fully realized.

Example of comments:

- Many rights reflect an ideal state which would be difficult to deliver and maintain with the current levels of staffing.
- Increased Board funding is needed to ensure that all schools across the system have access to the required technology and resources.
- References to "required timelines" in the rights may require a system investment in additional staff allocation.

Ensuing the Infusion of the Catholic Perspective and Maintaining our Catholic Identity

Many comments express the concern over maintaining a uniquely Catholic identity in the context of provincial requirements.

Examples of comments:

- It is important to ensure that these rights are consistent with our Catholic faith.
- Ensure that our Catholic system remains unique and distinct.

The Need to Honour Equity and Diversity

Many comments express the need to ensure that equity and diversity are honoured within the context of our Catholic Faith traditions.

Examples of comments:

- The rights of staff need to be considered when applying these rights to our system.
- Acknowledge the different needs of every student and community.

7. The next steps in the process of finalizing the Parent Charter of Rights and the Student Charter of Rights is as follows:

- i. The Ad Hoc Committee responsible for producing the Draft Parent and Draft Student Charter of Rights will reconvene to consider all stakeholder input including suggested edits to each charter item and general and commentary. The Ad Hoc Committee will meet on May 23, 2017.
- ii. With the assistance of staff the committee will produce a final version of the Parent Charter of Rights and Student Charter of Rights to be presented in a recommendation report to Board in June for the consideration of Trustees.
- iii. Legal counsel will review all Charter items to ensure that none contravenes Board Policy, Ministry Policy Memoranda (PPMs), and Legislation.
- iv. A report on the final version of the Parent Charter of Rights and Student Charter of Rights will be brought to the Board in June 2017 for approval.

E. METRICS AND ACCOUNTABILITY

1. A review of consultation results was completed and the following reports were generated:
 - i. Statistical Analysis (**Appendix A**)
 - ii. Draft Parent Charter of Rights Suggested Edits (**Appendix B**)
 - iii. Draft Student Charter of Rights Suggested Edits (**Appendix C**)
2. Consistent with policy A.33 Guidelines for Trustees, Parents and Staff in Addressing School Related Concerns, issues and concerns will be resolved at the local level with the principal. In the event that a concern is raised with Superintendents, diligent efforts will be made to resolve the issue. These concerns will be recorded and monitored.

F. CONCLUDING STATEMENT

This report is for the consideration of the Board and.

All Respondents (n=583)

PARENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
1. The right to a faith based publically funded school with education grounded in Catholic doctrine, traditions and teachings for your child.	526	90.2%	28	4.8%	24	4.1%	5	0.9%
2. The right to opportunities for involvement in your child's education.	531	91.1%	19	3.3%	28	4.8%	5	0.9%
3. The right to ensure that your child is learning in a safe, healthy, and caring school, free of discrimination, prejudice, bullying and harassment.	530	90.9%	13	2.2%	30	5.1%	10	1.7%
4. The right to ensure that your child's spiritual, physical, emotional, mental, social and academic needs are appropriately met.	511	87.7%	17	2.9%	45	7.7%	10	1.7%
5. The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements.	501	85.9%	24	4.1%	46	7.9%	12	2.1%
6. The right for your child to receive appropriate materials, resources and technologies consistent with the requirements of the curriculum.	516	88.5%	14	2.4%	43	7.4%	10	1.7%
7. The right to communicate, to comment, to raise concern(s), or to register complaint(s) in a respectful manner to TCDSB staff, and to the Board of Trustees without fear of unjust repercussions and have your question, concern or complaint acknowledged.	526	90.2%	16	2.7%	33	5.7%	8	1.4%
8. The right to the confidentiality of your child's records in accordance with TCDSB policies and applicable legislation.	550	94.3%	14	2.4%	9	1.5%	10	1.7%

All Respondents (n=583)

PARENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
9. The right to access all your child's education records and to meet with TCDSB staff to discuss their progress.	526	90.2%	18	3.1%	24	4.1%	14	2.4%
10. The right to have any special needs assessments addressed by Board designated professionals within the required timelines.	484	83.0%	16	2.7%	50	8.6%	13	2.2%
11. The right to access and understand available information, consistent with Privacy Laws, about your child's school, school board, teachers, administrators, facilities, policies, procedures, and programs within a reasonable time.	513	88.0%	22	3.8%	30	5.1%	18	3.1%
12. The right to have TCDSB rules and regulations and individual school policies applied and adhered to with transparency, consistency, fairness and compassion.	539	92.5%	12	2.1%	20	3.4%	12	2.1%

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
1. The right to participate in decisions that affect their education and school life, where appropriate.	506	86.8%	23	3.9%	25	4.3%	29	5.0%
2. The right to equity and inclusiveness amongst all students in the Toronto Catholic District School Board.	508	87.1%	22	3.8%	23	3.9%	30	5.1%
3. The right to spiritually, socially, emotionally and physically safe, and positive school climate where one is respected and treated in a manner consistent with our Catholic values and teachings.	519	89.0%	15	2.6%	21	3.6%	28	4.8%

All Respondents (n=583)

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
4. The right to have yearly access to available extra- curricular activities.	471	80.8%	53	9.1%	30	5.1%	29	5.0%
5. The right to effective and qualified instruction, including having access to the resources and adequate learning environment necessary for success.	511	87.7%	17	2.9%	29	5.0%	26	4.5%
6. The right to elect student representation.	500	85.8%	31	5.3%	19	3.3%	33	5.7%
7. The right for students, where legally permitted, to advocate for themselves or to choose another representative without fear of ageism or any other form of discrimination.	486	83.4%	42	7.2%	23	3.9%	32	5.5%
8. The right to make a phone call or communicate with their parents or designated guardian in case of personal distress or emergency.	475	81.5%	24	4.1%	59	10.1%	25	4.3%
9. The right to have school rules and regulations applied and adhered to with consistency, fairness, and compassion.	528	90.6%	10	1.7%	20	3.4%	25	4.3%
10. The right to engage in a respectful dialogue with the school Principal and staff, raising comments and concerns as well as to have them addressed.	511	87.7%	12	2.1%	35	6.0%	25	4.3%

Parents (n=416)

PARENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
1. The right to a faith based publically funded school with education grounded in Catholic doctrine, traditions and teachings for your child.	376	90.4%	20	4.8%	18	4.3%	2	0.5%
2. The right to opportunities for involvement in your child's education.	396	95.2%	4	1.0%	13	3.1%	3	0.7%
3. The right to ensure that your child is learning in a safe, healthy, and caring school, free of discrimination, prejudice, bullying and harassment.	386	92.8%	3	0.7%	23	5.5%	4	1.0%
4. The right to ensure that your child's spiritual, physical, emotional, mental, social and academic needs are appropriately met.	378	90.9%	4	1.0%	30	7.2%	4	1.0%
5. The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements.	358	86.1%	13	3.1%	37	8.9%	8	1.9%
6. The right for your child to receive appropriate materials, resources and technologies consistent with the requirements of the curriculum.	383	92.1%	3	0.7%	25	6.0%	5	1.2%
7. The right to communicate, to comment, to raise concern(s), or to register complaint(s) in a respectful manner to TCDSB staff, and to the Board of Trustees without fear of unjust repercussions and have your question, concern or complaint acknowledged.	390	93.8%	4	1.0%	18	4.3%	4	1.0%
8. The right to the confidentiality of your child's records in accordance with TCDSB policies and applicable legislation.	397	95.4%	4	1.0%	7	1.7%	8	1.9%
9. The right to access all your child's education records and to meet with TCDSB staff to discuss their progress.	389	93.5%	6	1.4%	13	3.1%	8	1.9%

Parents (n=416)

PARENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
10. The right to have any special needs assessments addressed by Board designated professionals within the required timelines.	377	90.6%	4	1.0%	26	6.3%	9	2.3%
11. The right to access and understand available information, consistent with Privacy Laws, about your child's school, school board, teachers, administrators, facilities, policies, procedures, and programs within a reasonable time.	385	92.5%	6	1.4%	17	4.1%	8	1.9%
12. The right to have TCDSB rules and regulations and individual school policies applied and adhered to with transparency, consistency, fairness and compassion.	394	94.7%	6	1.4%	12	2.9%	4	1.0%

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
1. The right to participate in decisions that affect their education and school life, where appropriate.	374	89.9%	10	2.4%	13	3.1%	19	4.6%
2. The right to equity and inclusiveness amongst all students in the Toronto Catholic District School Board.	372	89.4%	12	2.9%	15	3.6%	17	4.1%
3. The right to spiritually, socially, emotionally and physically safe, and positive school climate where one is respected and treated in a manner consistent with our Catholic values and teachings.	377	90.6%	8	1.9%	14	3.4%	17	4.1%
4. The right to have yearly access to available extra- curricular activities.	368	88.5%	16	3.8%	15	3.6%	17	4.1%

Parents (n=416)

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No response	
5. The right to effective and qualified instruction, including having access to the resources and adequate learning environment necessary for success.	379	91.1%	3	0.7%	18	4.3%	16	3.8%
6. The right to elect student representation.	370	88.9%	12	2.9%	12	2.9%	22	5.3%
7. The right for students, where legally permitted, to advocate for themselves or to choose another representative without fear of ageism or any other form of discrimination.	358	86.1%	19	4.6%	17	4.1%	22	5.3%
8. The right to make a phone call or communicate with their parents or designated guardian in case of personal distress or emergency.	366	88.0%	6	1.4%	29	7.0%	15	3.6%
9. The right to have school rules and regulations applied and adhered to with consistency, fairness, and compassion.	383	92.1%	3	0.7%	14	3.4%	16	3.8%
10. The right to engage in a respectful dialogue with the school Principal and staff, raising comments and concerns as well as to have them addressed.	376	90.4%	2	0.5%	23	5.5%	15	3.6%

Staff (n=106)

PARENT CHARTER OF RIGHTS	KEEP	OMIT	EDIT	No Response				
1. The right to a faith based publically funded school with education grounded in Catholic doctrine, traditions and teachings for your child.	94	88.7%	7	6.7%	3	2.8%	2	1.9%
2. The right to opportunities for involvement in your child’s education.	83	78.3%	12	11.3%	10	9.4%	1	0.9%
3. The right to ensure that your child is learning in a safe, healthy, and caring school, free of discrimination, prejudice, bullying and harassment.	92	86.8%	7	6.7%	3	2.8%	4	3.8%
4. The right to ensure that your child’s spiritual, physical, emotional, mental, social and academic needs are appropriately met.	81	76.4%	12	11.3%	10	9.4%	3	2.8%
5. The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements.	90	84.9%	9	8.5%	5	4.7%	2	1.9%
6. The right for your child to receive appropriate materials, resources and technologies consistent with the requirements of the curriculum.	82	77.4%	8	7.5%	13	12.3%	3	2.8%
7. The right to communicate, to comment, to raise concern(s), or to register complaint(s) in a respectful manner to TCDSB staff, and to the Board of Trustees without fear of unjust repercussions and have your question, concern or complaint acknowledged.	85	80.2%	9	8.5%	11	10.4%	1	0.9%

Staff (n=106)

PARENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No Response	
8. The right to the confidentiality of your child's records in accordance with TCDSB policies and applicable legislation.	97	91.5%	7	6.7%	1	0.9%	1	0.9%
9. The right to access all your child's education records and to meet with TCDSB staff to discuss their progress.	84	79.2%	9	8.5%	9	8.5%	4	3.8%
10. The right to have any special needs assessments addressed by Board designated professionals within the required timelines.	76	71.7%	10	9.4%	19	17.9%	1	0.9%
11. The right to access and understand available information, consistent with Privacy Laws, about your child's school, school board, teachers, administrators, facilities, policies, procedures, and programs within a reasonable time.	77	72.6%	13	12.3%	9	8.5%	7	6.7%
12. The right to have TCDSB rules and regulations and individual school policies applied and adhered to with transparency, consistency, fairness and compassion.	92	86.8%	4	3.8%	4	3.8%	6	5.7%

Staff (n=106)

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No Response	
1. The right to participate in decisions that affect their education and school life, where appropriate.	79	74.5%	9	8.5%	10	9.4%	8	7.5%
2. The right to equity and inclusiveness amongst all students in the Toronto Catholic District School Board.	85	80.2%	7	6.7%	5	4.7%	9	8.5%
3. The right to spiritually, socially, emotionally and physically safe, and positive school climate where one is respected and treated in a manner consistent with our Catholic values and teachings.	87	82.1%	5	4.7%	6	5.7%	8	7.5%
4. The right to have yearly access to available extra- curricular activities.	57	53.8%	28	26.4%	12	11.3%	9	8.5%
5. The right to effective and qualified instruction, including having access to the resources and adequate learning environment necessary for success.	82	77.4%	10	9.4%	7	6.7%	7	6.7%
6. The right to elect student representation.	80	75.5%	11	10.4%	7	6.7%	8	7.5%
7. The right for students, where legally permitted, to advocate for themselves or to choose another representative without fear of ageism or any other form of discrimination.	79	74.5%	16	15.1%	4	3.8%	7	6.7%
8. The right to make a phone call or communicate with their parents or designated guardian in case of personal distress or emergency.	60	56.6%	15	14.2%	23	21.7%	8	7.5%

Staff (n=106)

STUDENT CHARTER OF RIGHTS	KEEP		OMIT		EDIT		No Response	
9. The right to have school rules and regulations applied and adhered to with consistency, fairness, and compassion.	90	84.9%	5	4.7%	4	3.8%	7	6.7%
10. The right to engage in a respectful dialogue with the school Principal and staff, raising comments and concerns as well as to have them addressed.	82	77.4%	7	6.7%	9	8.5%	8	7.5%

B - DRAFT PARENT CHARTER OF RIGHTS: Suggested Edits (Appendix B)

For each item on the Draft Parent Charter of Rights, the percentage of respondents who indicated “Keep” is shown and the suggested edits are provided. Overall comments are summarized in a separate section.

P1. The right to a faith based publically funded school with education grounded in Catholic doctrine, traditions and teachings for your child.

Group	% Keep
All	89%
Parent	89%
Staff	88%
<u>Suggested Edits</u> <ul style="list-style-type: none">• Replace “grounded in” to “adherent to”• Add preamble “ as guaranteed under section 93 of the Constitution act• Replace “doctrine” with “values’• Typo “publicly”• Replace “child” with “son/daughter”• Replace “Catholic doctrine” with “Catholicism”• Hyphen in “faith-based’• Comma after “traditions”• Include Orthodox• Replace “Catholic” with “faith-based”• Delete “faith-based’	

P2. The right to opportunities for involvement in your child’s education.

Group	% Keep
All	89%
Parent	94%
Staff	79%
<u>Suggested Edits</u> <ul style="list-style-type: none">• Replace “for involvement’ with “for full involvement”• Add “...and in decisions affecting the direction and quality of their education”• Add “...opportunities and responsibilities”• Replace “child” with another word• Add “... the right to recuse my child from education on topics imposed by the Ontario Board of Education and/or federal government with which I do not agree.”• Add “...within agreement of the school and not interfering in the classroom with other students”• Rewrite “offer parents opportunities for involvement as it makes sense for the school community”• Add “...active involvement”	

- Rewrite “The right, as a parent or guardian, to advocate for your child to ensure that you child has the best opportunity to achieve their potential in education”
- Add “...direct involvement” and at end add “... at least once per trimester”
- Add “...reasonable involvement”
- Add “... the right to be informed of developments in your child’s education”
- Clarify “involvement”
- Add “... in consultation with the teacher and principal”

P3. The right to ensure that your child is learning in a safe, healthy, and caring school, free of discrimination, prejudice, bullying and harassment.

Group	% Keep
All	89%
Parent	92%
Staff	85%

Suggested Edits

- Define “healthy”
- Rewrite: “The right to ensure that your child is learning in a safe, healthy, school, free of discrimination.”
- Add “... unjust discrimination”
- Add “...and free of political indoctrination”
- Add an amendment to deal with social media
- Add “...disrespect to list of things to be free of”
- Edit “caring school where discrimination.... harassment are promptly addressed”
- Add “... in the exact manner that Jesus would have shown his disciples and followers of faith”
- Add at end “... that affirms the inherent dignity of the human person inspired and committed to church teachings”
- Add at end “... and in keeping with Catholic values”
- Add at end “... where diversity is embraced and encouraged in the student body and the teaching staff”
- Add “... caring, accessible school”
- Reword “ensure” as it is not clear who is responsible for the “ensuring”
- Add “... that promotes student well-being”
- Reword “free” as it is difficult to enforce and unrealistic

P4. The right to ensure that your child’s spiritual, physical, emotional, mental, social and academic needs are appropriately met.

Group	% Keep
All	84%
Parent	89%
Staff	72%

Suggested Edits

- Delete “appropriately”
- Delete “spiritual”
- Keep only “academic” or re-organize the sentence with “academic” first
- Re-consider “ensure” as the item suggests that the parent is responsible for the “ensuring” and is unclear how this can be done
- Add at end “free of disruption caused by poor student behavior”
- Add at end “to promote a positive sense of self”
- Add “growth”
- Add “needs are fulfilled in ways that encourage a life of goodness and service”
- Add “... Catholic spiritual”
- Add “... appropriately met in a reasonable timeframe”
- Add “...are transparent and appropriately met”
- Add “cultural needs”
- Delete “physical, emotional, mental”
- Re-write: “The right to expect the Board to make efforts to support the needs of the whole child”
- Add “... in an inclusive, diverse community”
- Add “... including providing additional staff support where necessary”
- Re-write: “The right to request further resources if they feel the child’s spiritual.....are not appropriately met”
- Add “some of our child’s...”
- Add “...met by school and parents”

P5. The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements.

Group	% Keep
All	84%
Parent	83%
Staff	86%

Suggested Edits

- Delete “and with the provincial requirements”
- Re-write “The right to delivery of the curriculum consistent with our Catholic faith and with the provincial requirements as accepted or allowed by the head of the Vatican.
- Delete “our Catholic faith and”
- Add “...provincial ELEMENTARY school requirements”
- Re-write “The right to delivery of the curriculum above the standards of the provincial requirements.”
- Think that there this should be separated into two separate rights: 1) Catholic Faith; 2) consistent with provincial requirements
- Combine this right with #1
- Add at end “and the right for the parent to restrict, for their child, any provincial curriculum they feel is detrimental and unhealthy.”

- Add at end “with additional parent communication/education to identify (and perhaps approve) when any curriculum is being changed.
- Re-write “The right to delivery of the curriculum ensuring that provincial requirements are taught in consistent with our Catholic faith”.
- Add at end “as long as the provincial guidelines are not in contrary to the Catholic morals and beliefs”.
- Add “... as long as they are not in conflict with religious teaching defended by the Charter”.
- Add “... faith while also adhering with the...”
- Add “... at the level appropriate to the child”.
- Replace “right” for “privilege”.
- Add “... our Christian/Catholic faith...”
- Add at end “but with sensitivity to other faiths and lifestyles that may exist in the room”.
- Re-write “... faith and in keeping with provincial...”
- Add at end “while also delivering learning opportunities that also support the inquiry process and student interests”.
- Delete “Catholic”

P6. The right for your child to receive appropriate materials, resources and technologies consistent with the requirements of the curriculum.

Group	% Keep
All	86%
Parent	90%
Staff	76%

Suggested Edits

- Re-write “The right for your child to receive appropriate materials, resources and technologies consistent with our Catholic faith”.
- Re-write “... appropriate text materials, resources and technologies, excluding notebooks, pencils, pens, consistent with...”
- Add at end “and accommodated for those with special learning needs”.
- Add “... up-to-date technologies...”
- Replace “Appropriate” for “necessary”.
- Add “... appropriate public funding for materials...”
- Add at end “and consistent with our faith-based teaching”.
- Add “at the level appropriate to the child”.
- Add “... the Catholic faith based curriculum”.
- Add “...receive age appropriate...”
- Add at end “and to have access to technology that is up to date”.
- Add at end “and their needs in a timely manner”.
- Add at end “or accommodation requirements due to a disability”.
- Add “... receive or request additional appropriate...”
- Add at end “and approved by the head of the Catholic diocese (or Vatican)”.
- Add “... consistent with my child’s learning needs, the AODA, the OHRC or any other pertinent legislation and with the requirements...”
- Add “... appropriate up to date materials...”

- Add at end “should not curb the initiatives of the student”.
- Replace “technologies” for “tools”.
- Add “...receive some appropriate materials...”.
- Specification is required for “materials, resources, technologies”
- Add “... technologies where available consistent...”
- Add at end “and the board budget ability”.
- Add at end “within the financial constraints of the school”.

P7. The right to communicate, to comment, to raise concern(s), or to register complaint(s) in a respectful manner to TCDSB staff, and to the Board of Trustees without fear of unjust repercussions and have your question, concern or complaint acknowledged.

Group	% Keep
All	86%
Parent	91%
Staff	78%

Suggested Edits

- Remove the “complaint” part from the right.
- Terrible drafting – I don’t need a “right” to be respectful, being respectful is something only I can choose to be or not be. You can’t make me respectful by giving me the right to be respectful. This confuses the parents’ rights with the staff’s rights. Staff have the right to be treated respectfully by the parents.
- Re-write “... repercussions and to have your communication acknowledged within 3 days and your concern/question/complaint answered within 10-15 days.
- Add at end “and for TCDSB staff to reciprocate their comments in a respectful manner to parents”.
- I would include something about a resolution that is agreed to by all parties.
- “within a reasonable time” needs to be changed to “within 24 hours or less”.
- Remove the word “register” as it sounds too formal. I would also remove the redundancy of repeating everything all over again (ie: question, concern, complaint) and instead say “matter”.
- Too long
- The concern should be allowed to be raised with a 3rd party ombudsman. Raising the concern to persons who created the problem has proved to be ineffective.
- Remove “unjust” and add “... fear of repercussions against my child...”
- Add at end “without fear of reprisals from staff or administrators”.
- Add “... complaints(s) or to request an audience with the TCDSB staff either in person or via telecommunication. Registering such a complaint or requesting an audience should be done through the office at the level at which the concern is to be addressed or audience held, in a respectful...”
- Add at end “when comments and concerns are based in fact and relate to the well being of students”.
- “Reasonable time” is vague, put a time of 48 hours.
- Understanding that once this has occurred, the issue is put to rest.
- Add at end “to follow the policy and procedures when communicating a concern or complaint”.
- Add “... manner and through appropriate channels to TCDSB...”

- You should include a “due process” here. Parents and students should speak to the teacher first, not go straight to Principals or superintendents.

P8. The right to the confidentiality of your child’s records in accordance with TCDSB policies and applicable legislation.

Group	% Keep
All	93%
Parent	94%
Staff	91%

Suggested Edits

- Re-write “The right to the confidentiality of your child’s records”.
- Combine this with #11
- Add at end “and transparency to who has access to records and ensure parental approval of that access.
- Add at end “unless waived by parent”.

P9. The right to access all your child’s education records and to meet with TCDSB staff to discuss their progress.

Group	% Keep
All	89%
Parent	92%
Staff	81%

Suggested Edits

- Delete “meet with TCDSB staff”
- Add at end “in a timely manner”.
- Add at end “extending beyond age of majority when having pre-existed the child becoming age of majority”.
- Add “... staff to discuss your child’s progress”.
- Add at end “within legal bounds and TCDSB policies”.
- Add “... records (where appropriate) and to...”.
- Add “... all of your child’s...”
- Add at end “and a right to request something in the record be changed or omitted if a parent disagrees based on lack of sufficient proof”.
- Add at end “at a mutually agreeable time”
- Is this granting them access to the records un-supervised?
- Add at end “while maintaining the privacy of other students and professional integrity of the teachers”.
- Re-write “... meet with TCDSB staff at a reasonable and mutually agreed upon rate of occurrence”.
- Add at end “and this should apply even if the teenage/child reaches the age of 18 year old”.
- Add at end “only for the subject/s needs to be improved”.
- Add “... records without advance notice and to meet with TCDSB staff within 10 days to discuss...”

- Parents should have access to their child's records at anytime.
- Add at end "during parent-teacher interview times and/or at a mutually agreed upon time with the teacher".

P10. The right to have any special needs assessments addressed by Board designated professionals within the required timelines.

Group	% Keep
All	83%
Parent	90%
Staff	64%

Suggested Edits

- Rewrite "... professionals within a timeline of two years or less".
- Add "... within reasonable and required...".
- "within the required timelines" is too vague.
- Add at end "after parental approval is received".
- Re-write "... professionals within the same grade year but no later than three months into next grade year".
- "Board designated professionals" is too vague.
- Add at end "unless the parent, teacher and principal deem it appropriate to do so at any point in time".
- Re-write "...professionals as requested by the teachers and EA".
- Add at end "meant to meet my child's immediate and/or long term needs".
- Add at end "as long as in consult with parent and student and written consent from parent".
- Add "... special and medical needs..."
- Add at end "if required with parental approval".
- Replace "board designated" to "any certified".
- Add at end "in a respectful and caring manner, always reflecting the dignity of the individual".
- Add at end "based on full transparency and disclosure to parents on frequency of support and materials reviewed".
- Define "special needs assessments"
- Add at end "and ensure any IEPs resulting from special needs assessment can be transferred over to post-secondary institutions".
- Re-write "The right to have your child's special needs supported by Board designated professionals within reasonable timelines".
- Delete "required timelines".
- Add at end "as possible".
- Re-write "The right to have any special needs assessment referrals for your child carefully considered and reviewed by Board designated professionals within appropriate and reasonable timelines".
- Add "... addressed in a manner in accordance to relevant legislation by..."
- Add at end "if deemed necessary by the school board professionals".
- Add "... addressed as determined by the aforementioned Board designated professionals".
- Re-write "The right to have any special needs assessments addressed by Board designated professionals as possible through the Board".

P11. The right to access and understand available information, consistent with Privacy Laws, about your child's school, school board, teachers, administrators, facilities, policies, procedures, and programs within a reasonable time.

Group	% Keep
All	86%
Parent	92%
Staff	70%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Delete "understand" • Delete "teachers, administrators" • Add at end "Where not consistent with Privacy Laws or other measures, to be provided a prompt and respectful explanation of what is limited and what can alternatively be provided". • Include with #9 and simplify. • Add at end "unless waived". • Add at end "including disciplinary action, dismissal information and qualifications". • Add at end "(the wait time not to exceed 2 months)". • "Reasonable time" is too vague. 	

P12. The right to have TCDSB rules and regulations and individual school policies applied and adhered to with transparency, consistency, fairness and compassion.

Group	% Keep
All	91%
Parent	93%
Staff	86%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Add at end "where appropriate". • Add at end "in an accessible format". • Delete "consistency, fairness and compassion". • Delete "compassion". • Add "... consistency, consultation, fairness..." • Add "equity" • Add at end "without prejudice or discrimination". • Add at end "Consistent with Catholic doctrine". • Delete "rules/regulations". • Add at end "and accepting the consequences of said regulations". • Add at end "only once these policies have been transparently shared with parents". • Add at end "and the responsibility to assist my child in adhering to these rules and regulations". • Add "... school policies, as well as this Charter of Parents rights applied..." 	

C - DRAFT STUDENT CHARTER OF RIGHTS Suggested Edits (Appendix C)

For each item on the Draft Student Charter of Rights, the percentage of respondents who indicated “Keep” is shown and the suggested edits are provided. Overall comments are summarized in a separate section.

S1. The right to participate in decisions that affect their education and school life, where appropriate.

Group	% Keep
All	84%
Parent	88%
Staff	75%
<u>Suggested Edits</u> <ul style="list-style-type: none">• “Appropriate” is vague, examples might be needed.• Delete “where appropriate”.• Add to end “in accordance to the Catholic faith needs”• Add to end “and to be offered informed consent at all times as appropriate”.• Add in something related to developmental age or capacity. Children are not qualified to make some of these decisions.• Add “... participate, alongside family members, in decisions...”• Add “... life and accessibility needs, where...”• Add “... participate in and be informed of decisions...”• Add “The right to reasonably participate in some decisions...”• Add to end “in regards to course selections as per timelines and in regards to extracurricular activities”.	

S2. The right to equity and inclusiveness amongst all students in the Toronto Catholic District School Board.

Group	% Keep
All	85%
Parent	87%
Staff	82%
<u>Suggested Edits</u> <ul style="list-style-type: none">• Replace “equity” to “equality”.• Add to end “where possible”.• Add to end “without taking away any rights of other students”.• Delete “TCDSB”• Add “accessibility”• Too broad a statement, be more specific.• Add to end “free of any discrimination”.• Add “... all Catholic students...”• Add “... students, teachers, staff in...”	

- Add ... to the consideration of equity..." Granting one person's right to equity may end up violating another person's. It is best to temper the statement with more flexibility.

S3. The right to spiritually, socially, emotionally and physically safe, and positive school climate where one is respected and treated in a manner consistent with our Catholic values and teachings.

Group	% Keep
All	88%
Parent	89%
Staff	83%

Suggested Edits

- "A manner consistent with our Catholic values and teachings" is too vague.
- Delete "in a manner consistent with our Catholic values and teachings"
- Add to end "and reciprocated to staff".
- Delete "and teachings".
- Add "... to a spiritually..."
- Delete "spiritually"
- Add "... climate free of discrimination, prejudice, bullying and harassment where..."
- Add to end "and this respect is returned equally".
- Add to end "and with provincial/legal requirements".
- Re-write "The right to a socially, emotionally, physically safe, and positive school climate where one is respected and treated well".

S4. The right to have yearly access to available extra- curricular activities.

Group	% Keep
All	79%
Parent	87%
Staff	57%

Suggested Edits

- Replace "available" to "all".
- Add to end "when provided voluntarily by school staff".
- Add to end "based on ability level and aptitude".
- Replace "yearly" to "appropriate".
- Re-write "The right to have access each year to a variety of..."
- Re-write "The right to year round access to extra-curricular activities".
- Add to end "when and where possible".
- Softer language as this is totally dependent on staff/community volunteers.
- Add to end "barring job action".
- Add to end "except in instances when student is subject to disciplinary actions, chronic attendance issues or lack of academic achievement as per local school policies".

- Add to end “such that this access does not result in limiting the ability of other students to fully access these activities”.

S5. The right to effective and qualified instruction, including having access to the resources and adequate learning environment necessary for success.

Group	% Keep
All	85%
Parent	89%
Staff	77%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Add to end “as available”. • Add “... having equal access...” • Add to end “delivered to each student based on individual needs and allowing for growth of each student”. • Add “accessible/inclusive”. • Add to end “and keeping in line with the Catholic doctrine”. • Add “... to the appropriate resources...” • Add to end “within a 21st century context”. • Add to end “and the ability to provide feedback and ratings on teachers/instructors and staff”. • Define “effective and qualified”. • Re-write “... access to resources, clean, safe and adequate learning environment”. 	

S6. The right to elect student representation.

Group	% Keep
All	84%
Parent	87%
Staff	77%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Add to end “when appropriate”. • Add “... elect Catholic student...” • Add to end “that represents the diversity within my school”. • Add “... right to represent and elect...” • Re-write “All schools from grade 7 up shall have student representation that will be elected by their peers and will be able to provide feedback to the school staff”. • Representation on what? Unclear. • Add to end “when applicable”. • Add to end “in a secondary school”. • Add to end “for the intermediate grades”. • Add to end “considering staff supervision/facilitation is available”. 	

S7. The right for students, where legally permitted, to advocate for themselves or to choose another representative without fear of ageism or any other form of discrimination.

Group	% Keep
All	80%
Parent	83%
Staff	75%

Suggested Edits

- Parents should have this right.
- Remove example of ageism and keep without specific forms of ...isms. Otherwise, be more relevant with racism/ableism, sexism.
- Specify age at which this would be applicable.
- Re-write "... without any form of discrimination".
- Delete "choose another representative".
- Re-write "The right for students to always advocate for themselves with guidance of parent/s. Students must be part of decision-making process in order for success to be attained".
- Add at end "accordingly to Christian values and Catholic doctrine".
- Delete "without fear of ageism or any other form of discrimination".
- Why "legally permitted"?
- Re-write "The right for student to advocate for themselves or where legally permitted choose another representative without fear of ageism or any other form of discrimination".
- You need to specify under which circumstances a student could or would advocate for himself or herself. Against whom? A teacher? A policy?

S8. The right to make a phone call or communicate with their parents or designated guardian in case of personal distress or emergency.

Group	% Keep
All	78%
Parent	86%
Staff	54%

Suggested Edits

- Add to end "within a reasonable amount of time".
- As long as it does not interfere with police investigations where appropriate.
- Add to end "when and where appropriate".
- Add to end "only with the knowledge of school personnel from a school phone, if it is during school hours – not from personal electronic devices".
- Re-write "The right to contact parents or designed guardian before serious reprimands or forced to write letters of apologies".
- Add to end "through the office staff".
- Add to end "using board communication devices, not personal".
- Re-write "In case of personal distress or emergency, the student will have the right to make a phone call to parents or designated guardian".
- Re-write "The right to make a phone call or communicate with parents when desired".

- Qualify what distress of emergency is.
- Add "... right without question to make..."
- Add "in privacy"
- Add "... guardian or legal counsel in case..."
- Add to end "outside class hours (i.e. during lunch, recess, and before or after school)".
- Re-write "The right to make a phone call or communicate with parents or designated guardian when student determines communication is needed".
- Add to end "or when called into a meeting with the principal/school administrators".
- If during class time, with teacher permission.
- Add to end "and the privacy in which to do so".
- Add to end "regardless of TCDSB staff opinion and their possible bias or discrimination".
- Add to end "where warranted".
- In the classroom? In the hallway? Too vague.
- Re-write "... personal distress on a designated phone and/or in compliance with the school board's BYOD Policy".

S9. The right to have school rules and regulations applied and adhered to with consistency, fairness, and compassion.

Group	% Keep
All	88%
Parent	90%
Staff	82%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Add to end "regardless of any learning identification". • Add to end "and transparency!" • Add to end "administered justly". • Pick one – consistency or compassion – because they are totally different things. • Add to end "free of any form of discrimination". • Replace "fairness" with "Equity". • Add to end "and be accepting of the consequences that may result". • Add to end "without prejudice or discrimination". • Add to end "where such rules are agreed to by, and not in conflict with, the directives of the student's parent". • Eliminate the last part. • Add "... fairness, equity, and..." • Delete "compassion". 	

S10. The right to engage in a respectful dialogue with the school Principal and staff, raising comments and concerns as well as to have them addressed.

Group	% Keep
All	85%

Parent	88%
Staff	76%
<u>Suggested Edits</u> <ul style="list-style-type: none"> • Add to end “in a timely manner”. • Add to end “with a reasonable time”. • Add to end “within two weeks after addressed”. • Add to end “at mutually agreed upon times”. • Add to end “without fear of ridicule, reprimand or embarrassment”. • Add to end “as well as request their parents to be present for such discussions”. • Add “... them respectfully addressed”. • Add to end “without reprisal or repercussions” • Add to end “without fear of being blacklisted or labeled”. • Perhaps add something about giving student opportunity to have an advocated or peer with them as support. • Re-write “... and staff, and to raise comments and concerns and have them addressed”. • Add “... a mutually respectful dialogue...” • Re-write “The right to engage in mutually respectful dialogue with the school principal and/or staff members and the right to the respectful resolution of issues brought forth”. • Re-write “to engage in a mutually respectful dialogue... as well as to have them addressed in a reasonable timeframe”. • Replace “school principal and staff” with “school staff” – Don’t make it specific. • Add “... in a reasonable and respectful...” • “... as well to have them addressed” seems both vague and very broad in scope. • Principal often cannot address the way parents would like to see due to contracts and protocols. This should be reflected in the wording. • Delete “as well to have them addressed” perhaps “acknowledged is a more appropriate word to use. • Add “... raising legitimate comments...” • Add to end “not including attacks of a personal nature against such persons”. 	



REPORT TO

REGULAR BOARD

FINANCIAL STATUS UPDATE - MARCH

Proverbs 11:2

When pride comes, then comes disgrace, but with humility comes wisdom.

Created, Draft	First Tabling	Review
May 9, 2017	May 18, 2017	

D. Bilenduke, Senior Coordinator of Finance

P. De Cock, Comptroller of Business Services & Finance

INFORMATION REPORT

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

This Budget Status Report as at March 31, 2017 provides a detailed review of both revenues and expenditures and was prepared in accordance with Ministry of Education (EDU) requirements for March, 7-month reporting. At March, the EDU also requires Specified Procedures testing by our external auditors. A more detailed variance summary is attached (Appendix A & B).

The Board is experiencing positive results when compared against both the revised budget and last year's actuals for both revenues and expenditures. Additional revenues are forecasted for English as a Second Language (ESL) grants. In addition, salaries and benefits are tracking under budget. Staff is conservatively estimating a \$5.2 million budget surplus at August 31, 2017.

There are no significant budget risks identified at this time, however, there is a growing and urgent need to address deficiencies in IT infrastructure and Religious Program Resources. In addition, risks associated with Occasional Teacher costs remain and will be carefully tracked and monitored. Any surplus that remains at year end after addressing any potential risks could be used to reduce the accumulated deficit.

The cumulative staff time dedicated to developing this report was 10 hours.

B. PURPOSE

The Budget Status report reviews expenditures, revenues, enrolment and staffing. The report tracks expenditures and revenues by category and compares YTD results to current budget and prior year actuals. Business Services staff investigate and analyse variances in order to detect, correct and report any unfavourable trends and events. The Ministry of Education (EDU) also uses this report to track the Board's compliance to its recovery plan. At March 31 the Board is also required to submit its financial information for consolidation with the province of Ontario's year end submission. This report has been prepared using the information sent to the Province after having a series of specified procedures performed by our external auditors.

C. BACKGROUND

1. As part of the regular reporting cycle and consistent with best practices as outlined by both the Ministry of Education and District School Board

Reporting Workgroup, a monthly Financial Report is prepared detailing any in-year expenditure variances and savings identified by analysing the 2016-17 year-to-date actual expenditures compared to the Revised Budget Estimates. The current year's percentage spent of total budget is compared to the previous year's percentage spent for the same period.

2. All March YTD revenues and expenses have been adjusted for known EDU Public Sector Accounting Board (PSAB) requirements.

Attached as Appendix A and B is the March YTD Revenue and Expenditure forecast which has been established as our method of reporting interim financial results. A high level Revenue and Expenditure summary is presented in the following table:

(000's)	2015/16 Actual	2016/17 Rev. Est.	Change
Expenditure	1,103,071	1,118,652	15,581
Revenue	1,107,005	1,119,418	12,413
Surplus/(Deficit)	3,934	765	(3,168)

The projected Revised Estimate surplus in 16/17 was \$765K which is \$3.2 million less than the 2015/16 actual. The 2015/16 surplus had been projected at \$548K but finished the year with a \$3.9 million surplus due to higher than projected revenues and one-time cost savings, primarily in benefits.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Business Services closely monitors the 2016-17 budget performance to identify areas of potential savings as well as any areas of potential cost pressures to the Board. There were small variances across most expenditure categories based on the 7 months' performance at March 31, 2017 as outlined in Appendix A & B (attached). Most classroom expenditures occur over a 10-month period while administrative and facilities expenditures are more likely to follow a 12-month model. There are many factors that affect monthly expenditures, but as a rule and as a simple starting point, classroom expenditures are generally 70% spent (7/10) and expenditures associated with administration and facilities are usually 58.3% spent (7/12) in March.

2. Enrolment remains the key driver for generating Grants for Student Needs (GSNs). The GSNs for the Revised Budget Estimates are calculated using a weighted average of enrolment projections for two count dates, actual enrolment on October 31st 2016 and projected enrolment for March 31st 2017. A table of enrolment trends is as follows:

	ADE	ADE	ADE
Average Daily Enrolment (ADE) Pupils of the Board	2015-16 Actual	2016-17 Budget Estimates	2016-17 Revised Estimates
ELEMENTARY	60,434	60,919	61,181
SECONDARY	29,827	29,810	29,547
TOTAL	90,261	90,729	90,728

The Board is expecting a \$1.4 million increase in ESL revenue due to a higher than expected number of students enrolling from non-English speaking countries. Staff will conduct an ESL review to determine how to allocate the additional ESL resources across the system.

E. METRICS AND ACCOUNTABILITY

In the following examples, when the percentage of budget comparison is used it means actual YTD expenditure divided by total Revised Budget for 2016/17 and actual YTD expenditure divided by total expenditure for 2015/16. This provides us with a more accurate comparator for 2015/16 and assumes any explained variance in 2015/16 has been corrected in the 2016/17 Revised Estimates.

The following are trends and issues that have been identified, current month expenditures has been compared to the previous two periods only, in order to keep the graph scale relevant:

1. Teacher Salaries

The following graphs illustrate teacher salaries against the same period last year both in dollars and as a percent of budget:

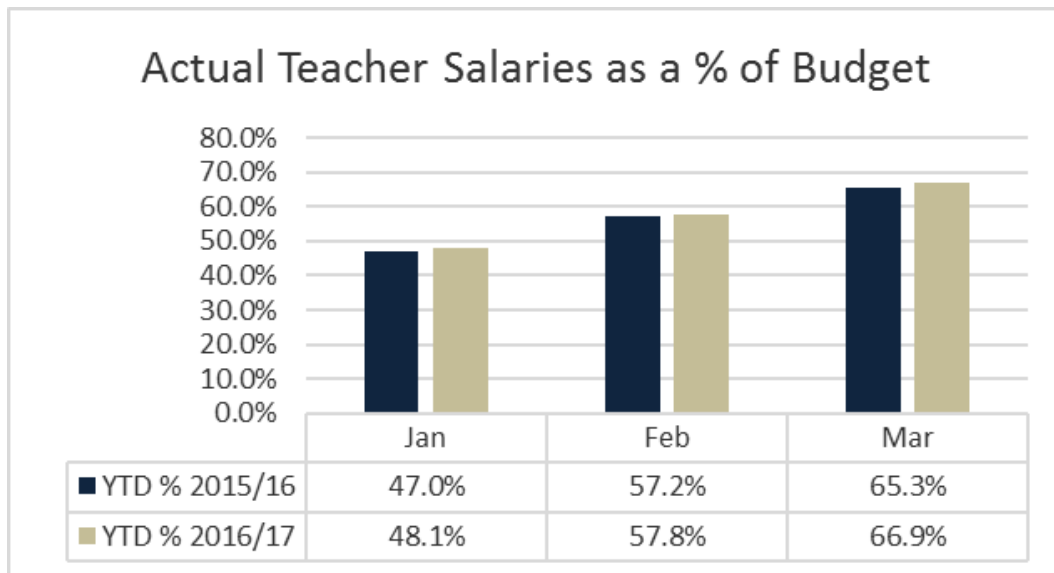
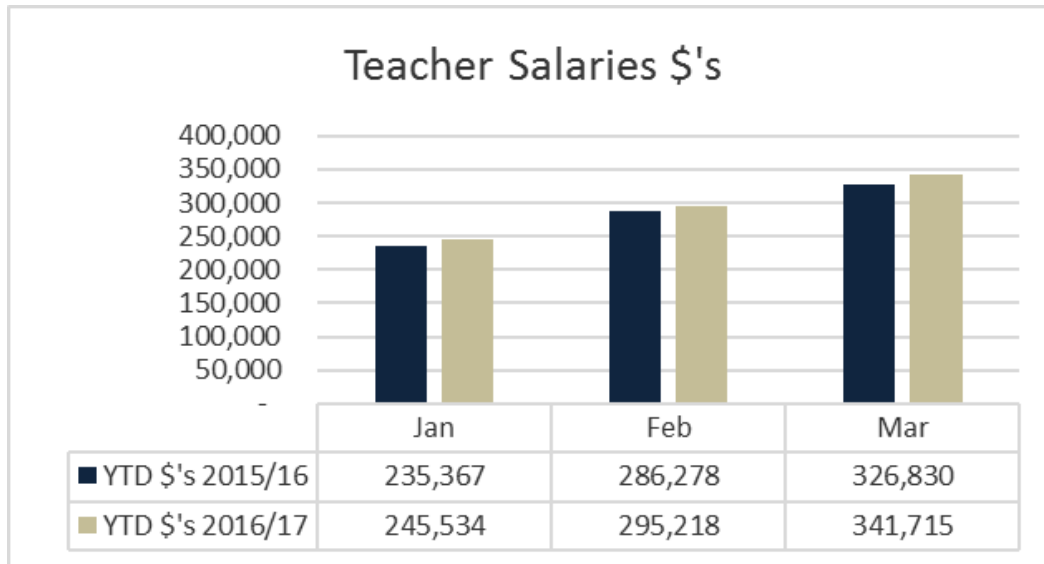


Figure 1 – 15/16 Budget \$512M, 15/16 Actual \$501M, 16/17 Budget \$511M

The table in the second graph indicates that teacher salaries are approximately 1.6% higher than the previous year. In conclusion, teacher salaries are running approximately 1.6% ahead of last year's actual but is still under the expected rate of 70%. Last year salaries and wages finished the year with a favourable variance and this year appears to be following the same trend.

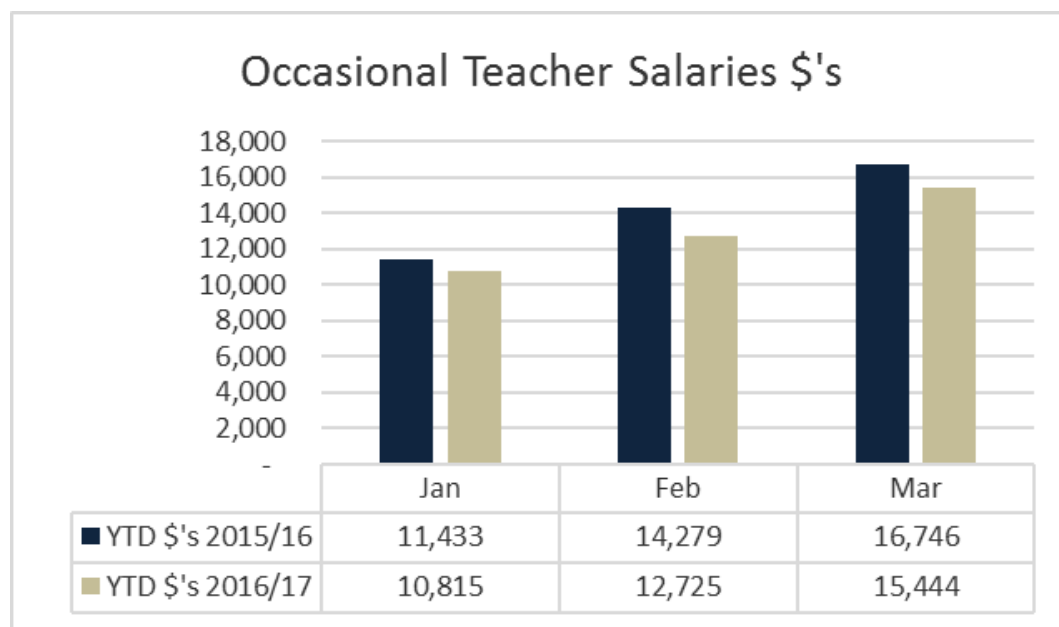
2. Occasional Teachers

Occasional Teacher expense is \$1.3 million less than the same period last year, however, since the budget this year is \$2M less than last year's actual, the percentage of budget spent on the reduced base budget is 10% higher than the same period last year. The percentage spent of 71.1% is over the 70% classroom expenditure benchmark one would expect at this time and the forecast has been increased by \$0.5 million in anticipation of a deficit in Occasional Teacher salaries.

The financial situation does not directly reflect teacher absenteeism rates which has seen a larger increase. This increase in absenteeism has not translated into an equivalent increase in financial costs due to the higher number of long term absences and the corresponding inability to fill daily absences by Occasional Teachers.

It is management's commitment to fill teacher vacancies due to illness and efforts have been made and will continue to be made to add more Occasional Teachers to the roster. As a result, it is likely that this will cause an additional cost pressure, and will require constant monitoring.

The following graphs illustrate occasional teacher salaries against the same period last year both in dollars and as a percent of budget/actual:



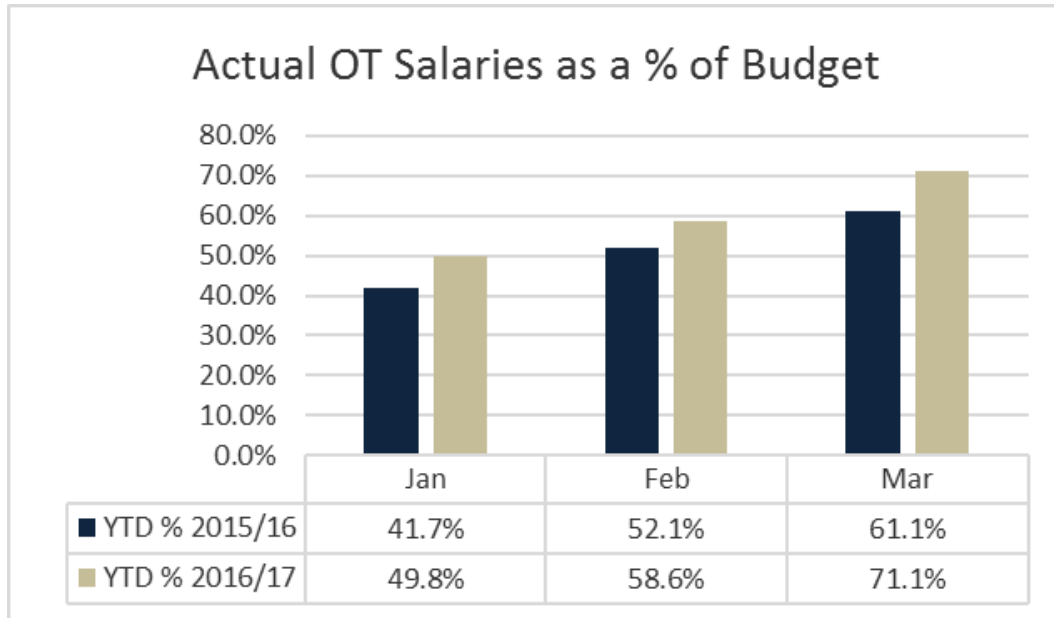
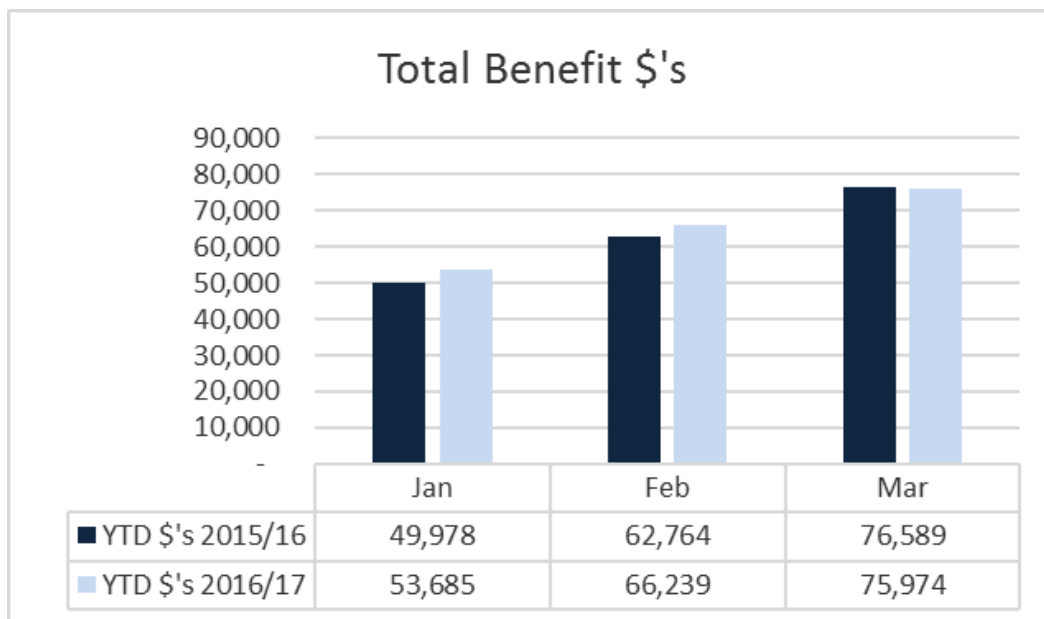


Figure 2 – 15/16 Budget \$20.5M, 15/16 Actual \$29.9M, 16/17 Budget \$26.1M

3. **Benefits**

The following graphs illustrate Board wide benefit costs against the same period last year both in dollars and as a percent of budget/actual:



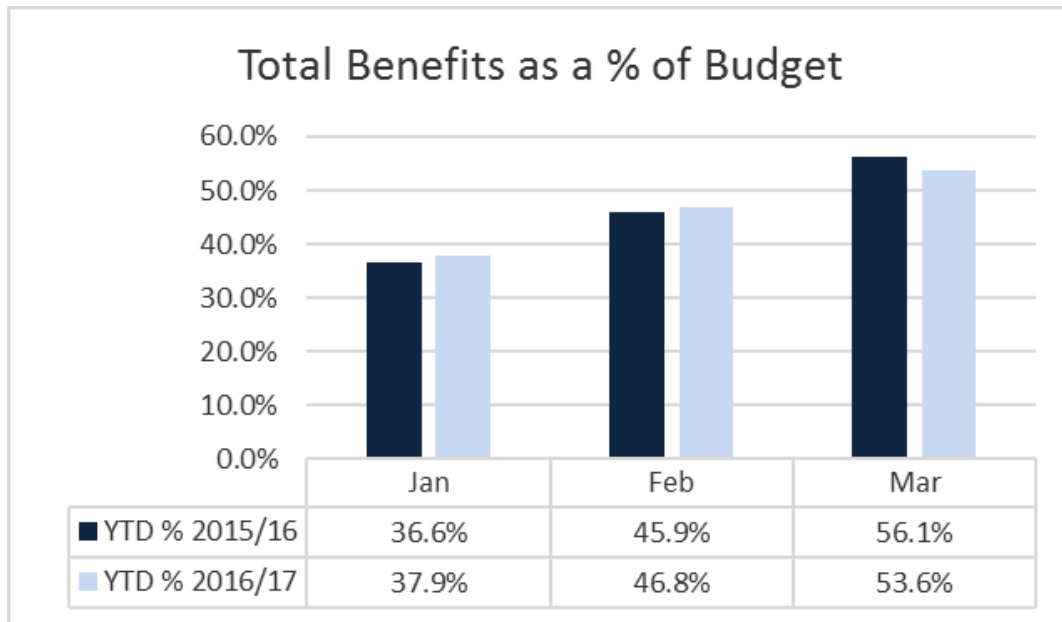


Figure 3 – 15/16 Budget \$141M, 15/16 Actual \$137M, 16/17 Budget \$142M

The above graphs indicate that spending has slowed this year compared to last year at this time. Payments to the benefits trusts began at the end of March and the change in spending pattern is likely timing issues. This will be investigated more thoroughly in April. To date only 53.6% of the budget has been spent when we are 58 - 70% through the year. This indicates that we are tracking to finish under budget, however, this budget line is contingent on staff's use of their benefits creating a higher level of unpredictability.

4. Transportation

Transportation expense is \$3 million higher than the same period last year and the percentage of budget spent is 0.4% less than last year. There are many variables in transportation this year including, snow days, new contracts, higher rates and varying volumes of accommodations and utilizations for special needs students. At 57.4%, transportation expense is very close to the 58.3% that would be expected for the 7 months.

The following graphs illustrate transportation expense against the same period last year both in dollars and as a percent of budget/actual:

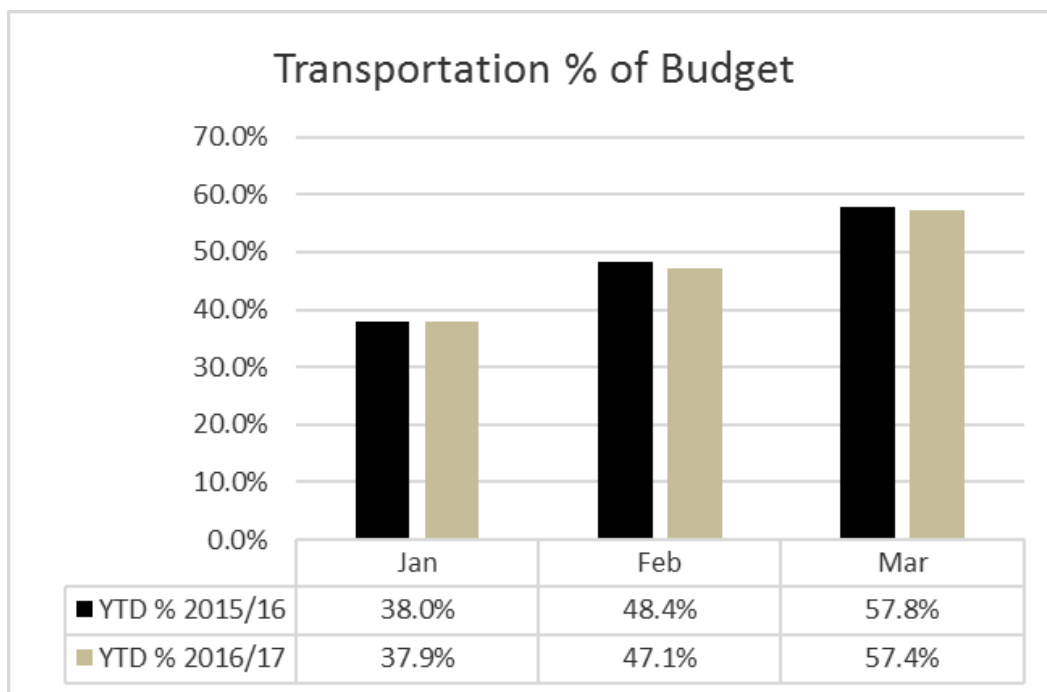
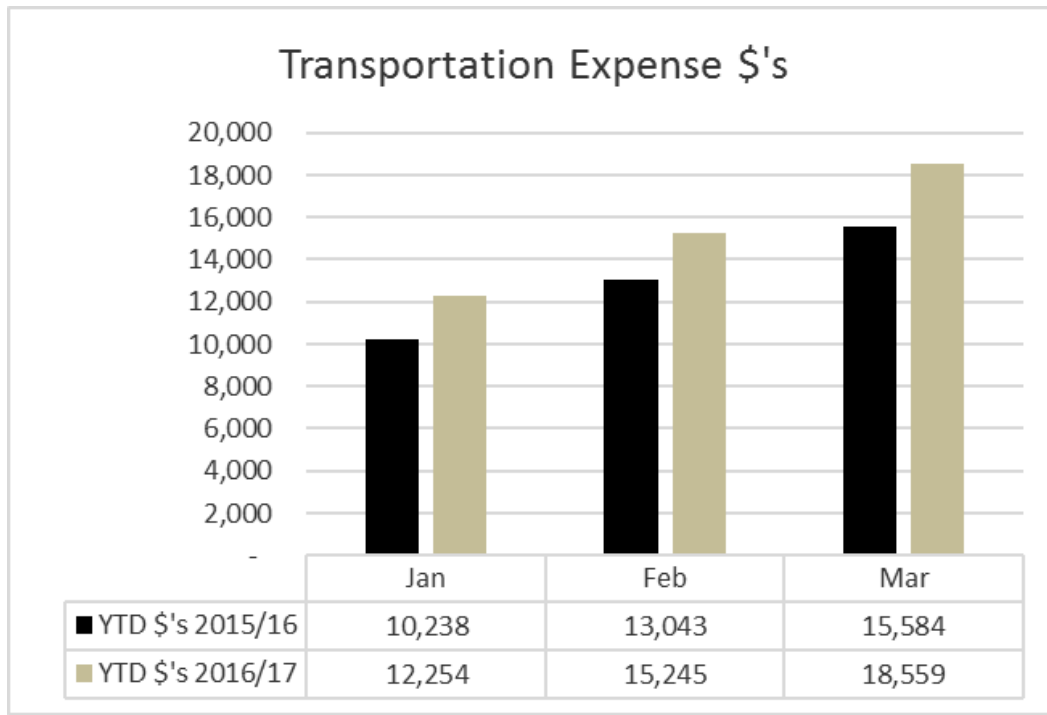


Figure 4 – 15/16 Budget \$27.7M, 15/16 Actual \$27.0M, 16/17 Budget \$32.3M

CONCLUDING STATEMENT

This report is for the consideration of the Board.

For the Month Ending March 31, 2017
(\$ thousands)

2015-16		
Budget (Rev. Estimates)	Financial Statement (August 31, 2016)	Variance

Grant Revenues (Section 1)

Pupil Foundation	472,853	474,502	0.3%
School Foundation	62,812	63,098	0.5%
Special Education	121,563	121,926	0.0%
Language	31,406	34,472	0.0%
Outlying, Remote and Rural Learning Opportunities	-	-	0.0%
Continuing and Adult Education	14,892	15,882	0.0%
Teacher Q&E	78,846	91,041	15.5%
New Teacher Induction program	847	693	-18.1%
ECE Q&E Allocation	4,358	4,880	12.0%
Restraint Savings	(402)	(402)	0.0%
Transportation	23,818	23,326	-2.1%
Admin and Governance	22,203	22,562	1.6%
School Operations	87,678	88,245	0.6%
Community Use of Schools Grant	1,226	1,226	0.0%
Declining Enrolment	1,420	517	-63.6%
First Nation, Metis and Inuit	3,472	3,758	8.2%
Safe Schools Supplement	2,653	2,659	0.2%
Permanent Financing - NPF	3,765	3,765	0.0%
Adjustment to Entitlement - Minor Capital	(24,496)	(24,970)	1.9%
Other	3,525	3,525	0.0%
Total Operating Allocation	958,858	977,344	1.9%

Grants for Capital Purposes

Capital - non-Land	15,788	7,520	-52.4%
Capital - Land	-	18,926	0.0%
Minor Tangible Capital Assets	24,496	24,970	1.9%
School Renewal	15,488	17,320	11.8%
School Condition Improvement	-	-	0.0%
Temporary Accommodations	-	-	0.0%
Retrofitting	-	-	0.0%
Short-term Interest	-	217	0.0%
Debt Funding for Capital	15,989	16,050	0.4%
Total Capital Allocation	71,761	85,003	18.5%

TOTAL ALLOCATIONS (Section 1)

1,030,620	1,062,347	3.1%
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Revenue Budget Assessment					
a	e = (d-b) / b	b	c = b - a	d = c/a	
2016-17		2016-17			
Estimates	% Change from Prior Year Actuals	Revised Estimates	Forecast	Change	
				\$ Increase (Decrease)	% Increase (Decrease)

481,016	1.4%	481,035	481,250	215	0.0%
63,714	1.0%	63,643	63,643	-	0.0%
121,103	-0.7%	121,216	121,232	16	0.0%
34,119	-1.0%	36,205	37,139	934	2.6%
-	0.0%	-	-	-	0.0%
48,095	3.1%	48,049	48,052	3	0.0%
15,605	-1.7%	15,398	15,398	-	0.0%
84,003	-7.7%	85,322	85,229	(93)	(0.1%)
441	-36.3%	441	716	274	62.2%
5,336	9.3%	5,533	5,525	(8)	(0.1%)
(402)	0.0%	(402)	(402)	-	0.0%
24,238	3.9%	24,532	24,544	12	0.0%
22,652	0.4%	22,656	22,665	10	0.0%
88,430	0.2%	88,189	88,241	53	0.1%
1,224	-0.2%	1,224	1,224	-	0.0%
211	-59.1%	163	163	-	0.0%
3,769	0.3%	3,997	3,997	0	0.0%
2,682	0.9%	2,682	2,682	1	0.0%
3,765	0.0%	3,765	3,765	-	0.0%
(25,000)	0.1%	(25,091)	(25,091)	-	0.0%
43	-98.8%	43	43	-	0.0%
975,042	-0.2%	978,596	980,013	1,417	0.1%

60,291	701.7%	44,096	44,096	-	0.0%
18,682	-1.3%	503	503	-	0.0%
25,000	0.1%	25,091	25,091	-	0.0%
15,417	-11.0%	17,155	17,155	-	0.0%
-	0.0%	-	-	-	0.0%
3,751	0.0%	3,751	3,751	-	0.0%
-	0.0%	-	-	-	0.0%
230	6.2%	89	89	-	0.0%
16,007	-0.3%	15,640	15,640	-	0.0%
139,379	64.0%	106,325	106,325	-	0.0%

1,114,421	4.9%	1,084,921	1,086,338	1,417	0.1%
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Revenue Risk Assessment				
i	e	k	l	g = e - l
Actual Revenue 2016-17	Actual to Mar 31/17	Actual Revenue 2015-16	Actual to Mar 31/16	Year-to year Increase (Decrease)
to Mar 31/17	% of Revised Estimates	to Mar 31/16	% of Actual Received	

301,571	62.69%	288,200	60.74%	2.0%
39,899	62.69%	38,284	60.67%	2.0%
75,993	62.69%	74,092	60.77%	1.9%
22,698	62.69%	19,142	55.53%	7.2%
-	0.00%	-	0.00%	0.0%
30,123	62.69%	28,294	60.66%	2.0%
9,653	62.69%	9,076	57.15%	5.5%
53,490	62.69%	48,056	52.79%	9.9%
277	62.69%	516	74.43%	(11.7%)
3,468	62.69%	2,656	54.43%	8.3%
(252)	62.69%	(245)	60.95%	1.7%
15,380	62.69%	14,517	62.24%	0.5%
14,203	62.69%	13,533	59.98%	2.7%
55,287	62.69%	53,439	60.56%	2.1%
767	62.69%	747	60.95%	1.7%
102	62.69%	865	167.51%	(104.8%)
2,506	62.69%	2,116	56.31%	6.4%
1,681	62.69%	1,617	60.81%	1.9%
2,360	62.69%	2,294	60.95%	1.7%
(15,730)	62.69%	(14,930)	59.79%	2.9%
27	62.69%	2,148	0.00%	62.7%
613,503	62.69%	584,417	59.80%	2.9%

1,262	2.86%	1,166	15.51%	(12.6%)
315	62.69%	-	0.00%	0.0%
15,730	62.69%	14,930	59.79%	2.9%
10,755	62.69%	9,440	54.50%	8.2%
-	0.00%	-	0.00%	0.0%
2,352	62.69%	-	0.00%	62.7%
-	0.00%	-	0.00%	0.0%
56	62.69%	-	0.00%	62.7%
9,543	61.02%	16,280	101.44%	(40.4%)
40,013	37.63%	41,817	49.19%	(11.6%)

653,516	60.24%	626,234	58.95%	1.3%
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2015-16		
Budget (Rev. Estimates)	Financial Statement (August 31, 2016)	Variance
Adjustments: (Sec 1A)		
Amounts flowed to DCC	(15,788)	(7,520) -52.4%
Amounts flowed to Deferred Revenue	(187,529)	(190,696) 1.7%
Tax Revenues	(404,321)	(416,103) 2.9%
TOTAL LEGISLATIVE GRANTS	422,982	448,028 5.9%
Other Revenues		
School Generated Funds	29,472	29,184 -1.0%
Rentals	2,798	3,436 22.8%
Continuing Education Fees	53	63 17.9%
Other Grants	26,439	15,156 -42.7%
Staff on Loan	3,504	3,347 -4.5%
Tuition Fees	18,718	17,969 -4.0%
Miscellaneous Revenues	60,739	34,369 -43.4%
Non Grant Revenue	141,723	103,524 -27.0%
Total Taxation	404,321	416,103 2.9%
Deferred Revenues		
Deferred Revenues - Legislative Grants	170,650	167,996 -1.6%
Amortization of DCC	46,668	45,410 -2.7%
DCC on disposal of assets	-	- 0.0%
Net Deferred Revenue / Capital Contrib	217,318	213,406 -1.8%
TOTAL REVENUES (Schedule 9)	1,186,344	1,181,062 -0.4%

Sch 9 Rev Est

Revenue Budget Assessment					
a	e = (d-b) / b	b	c = b - a	d = c/a	
2016-17		2016-17			
Estimates	% Change from Prior Year Actuals	Revised Estimates	Forecast	Change	
				\$ Increase (Decrease)	% Increase (Decrease)
(132,944)	1667.8%	(44,096)	(44,096)	-	0.0%
(189,499)	-0.6%	(190,888)	(190,888)	-	0.0%
(420,086)	1.0%	(421,124)	(421,124)	-	0.0%
371,892	-17.0%	428,814	430,231	1,417	0.3%
(0)	-100.0%	-	-	-	-
3,298	-4.0%	3,535	3,535	-	0.0%
53	-15.3%	63	63	-	0.0%
15,309	1.0%	16,511	16,511	-	0.0%
3,615	8.0%	2,877	2,877	-	0.0%
18,449	2.7%	18,449	18,449	-	0.0%
64,223	86.9%	7,623	7,623	-	0.0%
104,947	1.4%	49,057	49,057	-	0.0%
420,086	-1%	421,124	421,124	-	0.0%
171,351	2.0%	169,540	169,540	-	0.0%
51,114	12.6%	50,883	50,883	-	0.0%
-	0.0%	-	-	-	0.0%
222,466	4.2%	220,423	220,423	-	0.0%
1,119,391	-5.2%	1,119,418	1,120,834	1,417	0.3%

1,149,816

Revenue Risk Assessment				
i	e	k	l	g = e - l
Actual Revenue 2016-17	Actual to Mar 31/17	Actual Revenue 2015-16	Actual to Mar 31/16	Year-to year Increase (Decrease)
(38,397)	87.08%	(9,716)	129%	(42.1%)
(119,938)	62.8%	(115,407)	61%	2.3%
(258,574)	61.4%	(235,854)	57%	4.7%
236,608	55.18%	265,256	59.21%	(4.0%)
-	0.00%	-	0.00%	0.0%
2,888	81.69%	1,666	48.47%	33.2%
28	44.42%	36	57.89%	(13.5%)
6,449	39.06%	7,807	51.51%	(12.4%)
1,101	38.29%	1,547	46.23%	(7.9%)
12,914	70.00%	13,102	72.91%	(2.9%)
44,565	584.64%	52,266	152.08%	432.6%
67,946	138.50%	76,424	73.82%	64.7%
258,574	61.40%	235,854	56.68%	4.7%
106,525	62.83%	99,429	59.19%	3.6%
29,682	58.33%	25,694	56.58%	1.8%
-	0.00%	-	0.00%	0.0%
136,207	61.79%	125,124	58.63%	3.2%
699,334	62.47%	702,658	59.49%	3.0%

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	Budget Assessment						
	b		c = b - a		d = c/a		
	2015-16		2016-17		Change		
	Budget (Rev Estimates)	Financial Statements (August 2016)	Variance	Revised Estimates Budget	Forecast	\$ Increase (Decrease)	% Increase (Decrease)
OPERATING							
Classroom Instruction							
Teachers							
Salary	511,954	500,544	(2.2%)	510,960	510,090	(870)	(0.2%)
Benefits	70,367	71,976	2.3%	70,629	69,709	(920)	(1.3%)
Other	610	444	(27.2%)	610	610	-	0.0%
Occasional Teachers							
Salary	16,927	27,425	62.0%	21,715	22,215	500	2.3%
Benefits	3,585	2,463	(31.3%)	4,843	3,795	(1,048)	(21.6%)
Other	-	-		-	-	-	0.0%
Educational Assistants and ECEs							
Salary	58,673	59,358	1.2%	58,496	58,496	-	0.0%
Benefits	19,060	17,598	(7.7%)	19,082	18,892	(190)	(1.0%)
Other	-	-	0.0%	-	-	-	0.0%
Classroom Computers	8,596	2,190	(74.5%)	8,663	8,663	-	0.0%
Textbooks and Supplies	21,107	22,472	6.5%	22,826	22,826	-	0.0%
Professionals and Paraprofessionals							
Salary	35,030	36,518	4.2%	34,885	34,885	-	0.0%
Benefits	9,141	9,250	1.2%	9,400	9,306	(94)	(1.0%)
Other	5,340	3,107	(41.8%)	5,241	5,241	-	0.0%
Library and Guidance							
Salary	14,464	15,904	10.0%	14,381	14,381	-	0.0%
Benefits	2,010	2,114	5.2%	2,534	2,507	(27)	(1.1%)
Other	-	1	0.0%	-	-	-	0.0%
Staff Development							
Salary	1,705	2,099	23.1%	2,089	2,089	-	0.0%
Benefits	413	276	(33.0%)	227	202	(25)	(11.0%)
Other	861	228	(73.5%)	861	861	-	0.0%
Department Heads							
Salary	2,433	1,125	(53.7%)	2,433	2,433	-	0.0%
Benefits	-	1	0.0%	-	-	-	0.0%
Other	-	-	0.0%	-	-	-	0.0%
Principal and Vice-Principals							
Salary	36,716	37,732	2.8%	36,352	36,352	-	0.0%
Benefits	4,883	5,195	6.4%	5,165	5,112	(53)	(1.0%)
Other	139	14	(90.1%)	141	141	-	0.0%
School Office							
Salary	17,798	17,167	(3.5%)	17,389	17,389	-	0.0%

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	2015-16			Budget Assessment			
	Budget (Rev Estimates)	Financial Statements (August 2016)	Variance	b		c = b - a	
				2016-17		d = c/a	
						Change	
	Revised Estimates Budget	Forecast		\$ Increase (Decrease)	% Increase (Decrease)		
Pupil Accommodation							
School Operations and Maintenance							
Salary	45,702	43,952	(3.8%)	46,532	46,532	-	0.0%
Benefits	14,396	13,379	(7.1%)	14,309	14,162	(147)	(1.0%)
Other	33,032	31,435	(4.8%)	32,635	32,635	-	0.0%
School Renewal	2,701	2,263	(16.2%)	729	729	-	0.0%
Other Pupil Accommodation	19,761	19,460	(1.5%)	19,511	19,511	-	0.0%
Amortization and Write-downs	41,983	43,797	4.3%	45,850	45,850	-	0.0%
Total Pupil Accommodation	157,577	154,286	-2.1%	159,565	159,418	(147)	(0.1%)
Other							
School Generated Funds -Expenditures	29,472	28,389	-3.7%	-	-	-	0.0%
Salary	8,591	9,592	11.7%	8,591	8,591	-	0.0%
Benefits	2,654	831	(68.7%)	1,701	1,681	(20)	(1.2%)
Other	-	11,382	0.0%	1,165	1,165	-	0.0%
Amortizations		-	-			-	0.0%
Loss on disposal of assets		-	0.0%			-	0.0%
Other			0.0%	-	-	-	0.0%
Total Other Expenditures	40,717	50,195	23.3%	11,458	11,438	(20)	(0.2%)
TOTAL EXPENDITURES	1,134,996	1,131,460	(0)	1,118,652	1,115,636	(3,016)	(0.3%)
Total Revenue				(1,119,418)	(1,120,834)		
				(765)	(5,198)		

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For the Month Ending March 31, 2017 (\$ thousands)		7/12 58.3%		7/10 70.0%		
		Risk Assessment				
		i	e	k	f	g = f - e
		Actual Spending 2016-17	Actual to Mar 31/17	Actual Spending 2015-16	Actual to Mar 31/16	Year-to year Increase (Decrease)
to Mar 31/17	% of Revised Estimate	to Mar 31/16	% of Actual Spent			
OPERATING						
Classroom Instruction						
Teachers						
Salary	341,715	66.88%	326,830	65.30%	1.6%	
Benefits	38,323	54.26%	38,531	53.53%	0.7%	
Other	249	40.86%	230	51.81%	(11.0%)	
Occasional Teachers						
Salary	15,444	71.12%	16,746	61.06%	10.1%	
Benefits	1,251	25.84%	1,415	57.45%	(31.6%)	
Other	-	0.00%	-	0.00%	0.0%	
Educational Assistants and ECEs						
Salary	38,809	66.35%	38,949	65.62%	0.7%	
Benefits	10,931	57.29%	10,926	62.09%	(4.8%)	
Other	-	0.00%	-	0.00%	0.0%	
Classroom Computers		1,577	18.20%	1,366	62.37%	(44.2%)
Textbooks and Supplies		12,934	56.66%	13,507	60.11%	(3.4%)
Professionals and Paraprofessionals						
Salary	23,301	66.79%	23,328	63.88%	2.9%	
Benefits	5,425	57.71%	5,500	59.46%	(1.8%)	
Other	1,799	34.32%	1,080	34.76%	(0.4%)	
Library and Guidance						
Salary	9,138	63.54%	10,463	65.79%	(2.2%)	
Benefits	1,124	44.35%	1,195	56.55%	(12.2%)	
Other	0	0.00%	1	38.89%	(38.9%)	
Staff Development						
Salary	2,042	97.76%	1,498	71.35%	26.4%	
Benefits	186	81.94%	182	65.78%	16.2%	
Other	170	19.79%	130	57.12%	(37.3%)	
Department Heads						
Salary	800	32.87%	799	71.00%	(38.1%)	
Benefits	-	0.00%	1	102.06%	(102.1%)	
Other	-	0.00%	0	0.00%	0.0%	
Principal and Vice-Principals						
Salary	24,532	67.48%	24,722	65.52%	2.0%	
Benefits	2,709	52.44%	2,881	55.45%	(3.0%)	
Other	6	4.49%	5	33.70%	(29.2%)	
School Office						
Salary	10,556	60.70%	10,789	62.85%	(2.1%)	

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For the Month Ending March 31, 2017 (\$ thousands)		7/12 58.3%	7/10 70.0%	Risk Assessment		
		i	e	k	f	g = f - e
		Actual Spending 2016-17	Actual to Mar 31/17	Actual Spending 2015-16	Actual to Mar 31/16	Year-to-year Increase (Decrease)
		to Mar 31/17	% of Revised Estimate	to Mar 31/16	% of Actual Spent	
Benefits		3,041	54.68%	3,030	60.03%	(5.3%)
Other		640	37.63%	702	54.76%	(17.1%)
Co-ordinators and Consultants						
Salary		2,839	63.53%	3,053	67.93%	(4.4%)
Benefits		412	48.45%	501	51.94%	(3.5%)
Other		2	3.47%	13	87.99%	(84.5%)
Continuing Education						
Salary		7,757	43.32%	8,021	44.02%	(0.7%)
Benefits		1,535	54.83%	1,632	53.33%	1.5%
Other		1,521	62.10%	1,421	62.88%	(0.8%)
Amortization and Write-downs		-	0.00%	-	0.00%	0.0%
Total Instruction		560,767	63.04%	549,445	62.78%	0.3%
Administration						
Trustees						
Salary		144	56.34%	143	57.60%	(1.3%)
Benefits		5	47.44%	5	57.44%	(10.0%)
Other		279	47.23%	289	85.73%	(38.5%)
Director/Supervisory Officers						
Salary		1,736	60.09%	1,659	55.19%	4.9%
Benefits		473	52.74%	468	54.74%	(2.0%)
Other		15	18.12%	22	41.96%	(23.8%)
Board Administration						
Salary		7,205	56.62%	7,091	56.26%	0.4%
Benefits		1,966	57.11%	1,868	56.00%	1.1%
Other		1,685	50.17%	1,633	55.16%	(5.0%)
Amortization and Write-downs		-	0.00%	-	0.00%	0.0%
Total Administration		13,508	55.12%	13,179	55.72%	(0.6%)
Transportation						
Salary		512	52.10%	526	54.28%	(2.2%)
Benefits		134	56.59%	129	54.51%	2.1%
Other		18,559	57.38%	15,584	57.82%	(0.4%)
Total Transportation		19,205	57.22%	16,240	57.67%	(0.4%)
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For the Month Ending March 31, 2017 (\$ thousands)		7/12 58.3%	7/10 70.0%	Risk Assessment		
		i	e	k	f	g = f - e
		Actual Spending 2016-17	Actual to Mar 31/17	Actual Spending 2015-16	Actual to Mar 31/16	Year-to year Increase (Decrease)
		to Mar 31/17	% of Revised Estimate	to Mar 31/16	% of Actual Spent	
Pupil Accommodation						
School Operations and Maintenance						
Salary		26,692	57.36%	26,872	61.14%	(3.8%)
Benefits		7,922	55.37%	7,829	58.52%	(3.2%)
Other		19,409	59.47%	16,503	52.50%	7.0%
School Renewal		1,529	209.77%	4,725	208.81%	1.0%
Other Pupil Accommodation		10,010	51.30%	8,542	43.89%	7.4%
Amortization and Write-downs		28,995	63.24%	27,783	63.44%	(0.2%)
Total Pupil Accommodation		94,557	59.26%	92,254	59.79%	(0.5%)
Other						
School Generated Funds -Expenditures			0.00%		0.00%	0.0%
Salary		4,176	48.60%	4,835	50.41%	(1.8%)
Benefits		535	31.48%	495	59.55%	(28.1%)
Other		2,379	204.11%	3,700	32.51%	171.6%
Amortizations			0.00%		0.00%	0.0%
Loss on disposal of assets			0.00%		0.00%	0.0%
Other			0.00%		0.00%	0.0%
Total Other Expenditures		7,090	61.88%	9,030	17.99%	43.9%
TOTAL EXPENDITURES		695,128	62.1%	680,147	60.11%	2.0%
Total Revenue						



REPORT TO

REGULAR BOARD

ST. JOHN THE EVANGELIST CATHOLIC SCHOOL WARD 6 CAPITAL PROJECT TENDER AWARD

*"I can do all this through Him who gives me strength."
Philippians 4:13 (NIV)*

Created, Draft	First Tabling	Review
April 20, 2017	May 18, 2017	
D. Friesen, Senior Coordinator, Capital Development M. Farrell, Coordinator, Materials Management P. de Cock, Comptroller, Business Services A. Della Mora, Superintendent of Learning, Student Achievement and Well-Being M. Puccetti, Superintendent of Facilities Services		
RECOMMENDATION REPORT		

Vision:

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

Mission:

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

**R. McGuckin**

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

This report recommends that, subject to the receipt of a conditional building permit, the construction contract for St. John the Evangelist Catholic School be awarded to Pre-Eng Contracting Ltd. for a total cost of \$15,194,256.80, including net HST.

This report also recommends approval of the revised project budget of \$18,748,825.00 as detailed in Table 3. Funding is available and approved by the Ministry of Education from Capital Grants for Full Day Kindergarten and Capital Priorities including additional funding for unique site costs, Educational Development Charges, City of Toronto Children's Services and Metrolinx contribution to the culvert construction, as detailed in Appendix A.

This replacement school for St. John the Evangelist Catholic School is designed for an on the ground (OTG) capacity of 591 pupil places.

The cumulative staff time dedicated to developing this report was 25 hours.

B. PURPOSE

The Toronto Catholic District School Board purchasing policy requires Board approval of contract awards for new schools and major additions.

C. BACKGROUND

1. On September 21, 2012, the Ministry of Education (EDU) approved funding of \$11,465,180 for a replacement school of 600 pupil places for St. John the Evangelist School, funded from Capital Priorities and Full Day Kindergarten grants.
2. On January 29, 2013, City of Toronto Children's Services approved funding of \$2,368,583 for a new child care centre for 36 children to be included as part of the replacement school project at 23 George Street.
3. On March 3, 2013, EDU approved the Space Plan Template for the St. John the Evangelist replacement school at 591 pupil places replacement with a maximum area of 5,447m².
4. On January 30, 2014 EDU approved the Board's request to demolish the existing St. John the Evangelist Catholic School and on August 19, 2014 the demolition of the existing school was approved by the Board. This work is complete. Demolition of residences at 23-27 Fern Ave. and 7 George St.,

approved on September 3, 2015, is also complete. All demolition was funded by Educational Development Charges (EDC) revenue.

5. The provincial agency Metrolinx has constructed a train tunnel with a roof deck on property adjacent to the school. Metrolinx and the TCDSB are finalizing a license agreement to allow use of the tunnel deck to expand the school playground. A superculvert that was not included in the Metrolinx project will be constructed as part of the school construction project to allow access to the roof deck across the Metrolinx storm water ditch. Metrolinx will fund a portion of the culvert construction according to a cost-sharing formula agreed to on July 22, 2015. The remainder of the culvert cost is a site preparation cost eligible for EDC funding.
6. On January 21, 2016, The Corporate Services, Strategic Planning and Property Committee approved a project budget of \$16,456,959 for the St. John the Evangelist replacement school. This included the estimated culvert cost and some, but not all, EDC funded site preparation costs. Unique site costs such as a premium for a third storey required due to the small site and City of Toronto Site Plan Approval requirements were not included.
7. On April 10, 2017, EDU granted Approval to Proceed to tender for St. John the Evangelist Catholic School for a total project cost of \$19,563,160 including additional Capital Priorities funding of \$833,985 for unique site costs. The EDU Approval to Proceed letter is attached as Appendix A.

D. VISION

VISION	PRINCIPLES	GOALS
To maximize Capital improvement opportunities and address long term accommodation needs.	Long Term Accommodation Plan Guiding Principles, Stewardship of Resources, 21 st Century Learning Principles.	Address the accommodation of students in a cost effective manner, with the available funding from Ministry grants and other sources.

E. ACTION PLAN

1. The tender invitation P-034-17 for St. John the Evangelist Catholic School, utilizing the standard CCDC2 (2008) construction contract, was issued to nine (9) prequalified general contractors on March 21, 2017.

2. On April 18, 2017, seven (7) bids were received in response to P-034-17, however two were non-compliant. The compliant bid results, **including the alternate prices for LED lights and separate pricing for the Metrolinx culvert and full air-conditioning**, are summarized in Table 1 below:

Table 1 (All amounts excluding HST)

General Contractor	Base Bid	Accepted Separate + Alternate Prices	Total
Pre-Eng Construction Ltd.	\$12,915,000	\$1,958,000	\$14,873,000
Bondfield Construction Ltd.	\$14,179,000	\$2,095,816	\$16,274,816
Aquicon Construction Ltd.	\$15,469,000	\$2,703,490	\$18,172,490
Jasper Construction	\$16,444,000	\$1,890,000	\$18,334,000
Percon Construction Inc.	\$17,170,000	\$2,338,979	\$19,508,979

3. Bids were evaluated by a committee comprising Board staff and the consultant retained to prepare the contract documents, IBI Group Architects, according to the following criteria stipulated in the Instructions to Bidders:

Table 2

Criteria	Points Available
Bid price as adjusted by the amount of any itemized, separate and/or alternative price(s) which the Owner, in its discretion, decides to accept.	70
Construction Management Plan	10
Schedule	10
Site and Office Personnel Assigned to Project	5
Subcontractors (not prequalified)	5
MAXIMUM POINTS AVAILABLE	100

4. The bidder with the highest score and meeting the Board's specifications, Pre-Eng Construction Ltd., is recommended.

F. METRICS AND ACCOUNTABILITY

1. Funding is available and approved by the Ministry of Education (EDU) from Capital Grants for Full Day Kindergarten and Capital Priorities, additional Capital Priorities funding for unique site costs, City of Toronto Children's Services, Educational Development Charges (EDC) and Metrolinx contribution to the culvert, as detailed in Table 3 below.
2. The total project cost has increased from the January 21, 2016 Board approved project budget due to EDC funded site preparation costs not estimated at the time of project budget approval. These increases do not affect the approved EDU and City of Toronto funding. The school and child care building and site development costs are below the estimated values in the Board approved project budget by \$752,454. It is recommended that a portion of the surplus be directed to increase the furniture and equipment budgets. Due to the additional funding for unique site costs, the Capital Priorities/FDK benchmark funding surplus is \$841,551 (with the increased furniture and equipment allocation).
3. The additional EDU Capital Priority funding of \$833,985 for unique site costs can be allocated only for these costs, based on the identified prices from the low bidder, plus the City of Toronto stipulated cash-in-lieu for the green roof. The unique site costs, including a contingency allowance, total \$761,716, resulting in a funding surplus of \$72,269.
4. The revised project budget, with the variances from approved funding for each funding source as per the EDU Approval to Proceed, is detailed in Table 3 below. This project budget does not include feasibility studies or demolition, which are complete and are fully funded by EDC's.

Table 3

St. John the Evangelist Catholic School	Funding Sources					
Project Budget at Tender	Capital Priorities + FDK	EDC Funding 100%	City of Toronto Children's Services	Metrolinx	Ministry Unique Site & TGS Funding	Total Cost
(all amounts include netHST)						
A. Design Consulting Costs (not incl Demolition & Feasibility studies)						
Total Approved Consulting Fees	\$412,810	\$481,892	\$106,420	\$0	\$30,864	\$1,031,986
Additional Fees:						
Third Floor Cost Premium analysis					\$8,684	\$8,684
Addition of Air Conditioning	\$31,670					\$31,670
SPA Revisions for Culvert/MOE Re-Submission		\$35,450				\$35,450
Total Additional Fees	\$31,670	\$35,450	\$0	\$0	\$8,684	\$75,803
A. Total Design Consulting Fees/ Expenses	\$444,479	\$517,341	\$106,420	\$0	\$39,548	\$1,107,789
B. Other Soft Costs						
Municipal Permits and Fees						
SPA + Preliminary Plan Review		\$20,154				\$20,154
Committee of Adjustment		\$3,896				\$3,896
Permits related to Culvert (MOE approval)		\$4,800				\$4,800
Building Permit	\$136,166		\$11,933			\$148,099
Urban Forestry		\$1,884				\$1,884
Hydro Design Fee		\$5,500				\$5,500
Additional Municipal fees paid by consultant	\$2,836					\$2,836
Subtotal Municipal Permits and Fees	\$139,001	\$36,234	\$11,933	\$0	\$0	\$187,169
TCDSB Allowances:						
Furniture/Equipment/Caretaking	\$220,000		\$82,000			\$302,000
Data Integration	\$35,000		\$1,000			\$36,000
Fire Safety Plan/Temp site signage/Moving	\$20,000		\$5,000			\$25,000
Project Management	\$125,287	\$46,658	\$23,686			\$195,632
Subtotal TCDSB Allowances	\$400,287	\$46,658	\$111,686	\$0	\$0	\$558,632
B. Total Other Soft Costs	\$539,289	\$82,892	\$123,619	\$0	\$0	\$745,800
C. Construction Costs						
Superculvert						
		\$1,287,310		\$270,630		\$1,557,940
Tree protection		\$10,216				\$10,216
Site removals		\$71,512				\$71,512
Additional excavation/fill/foundations due to poor soils		\$215,558				\$215,558
Additional structural due to earthquake requirements		\$429,072				\$429,072
Rough grading to establish finished floor level and		\$59,253				\$59,253
Transformer pad, ductbank, soak away pit		\$66,404				\$66,404
Retaining walls		\$51,080				\$51,080
Storm water management including retention tank		\$398,424				\$398,424
Sanitary, water services		\$28,605				\$28,605
Off-site Municipal upgrades		\$51,080				\$51,080
City Connections Allowance gas/phone/water/sanitary		\$510,289				\$510,289
Transformer/primary ductback Cash Allowance		\$153,240				\$153,240
Site Condition Cash Allowance		\$100,000				\$100,000
Subtotal Site Preparation and Metrolinx Culvert	\$0	\$3,432,042	\$0	\$270,630	\$0	\$3,702,672
Benchmark School (incl. site development)	\$9,111,256					\$9,111,256
Childcare Centre (incl. playground & parking)			\$1,787,800			\$1,787,800
3rd Storey Premium					\$316,696	\$316,696
TGS Premium (Bird Friendly Glazing)					\$234,968	\$234,968
Wood Fence at Women's Shelter					\$12,259	\$12,259
Landscaping of Metrolinx tunnel deck	\$28,605					\$28,605
Subtotal Building & Site Development	\$9,139,861	\$0	\$1,787,800	\$0	\$563,923	\$11,491,584
Total Construction Contract Bid Price	\$9,139,861	\$3,432,042	\$1,787,800	\$270,630	\$563,923	\$15,194,257
Contingency Allowance	\$500,000	\$432,823	\$350,744	\$58,423	\$27,685	\$1,369,675
Fibre optics (data) connection		\$200,744				\$200,744
Green Roof cash in lieu					\$130,560	\$130,560
C. Total Construction Cost	\$9,639,861	\$4,065,610	\$2,138,544	\$329,053	\$722,168	\$16,895,236
TOTAL PROJECT COST	\$10,623,629	\$4,665,843	\$2,368,583	\$329,053	\$761,716	\$18,748,825
APPROVED FUNDING	\$11,465,180	\$4,665,843	\$2,368,583	\$229,569	\$833,985	\$19,563,160
Surplus/(Deficit)	\$841,551	(\$0)	(\$0)	(\$99,484)	\$72,269	\$814,335

5. Funding from EDU for Capital Projects for all current and future projects cannot be consolidated and shared between projects. Unlike the Board's Phase 2 Capital Program (6 new elementary schools), Capital projects are now individually funded and deficits and surpluses from projects cannot be amalgamated for the benefit of other projects.
6. The project budget is monitored through the Board's financial systems and audit processes and the financial status is reported to EDU annually through the Capital Asset Project Template (CAPT) system.

G. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. The Notice of Approval Conditions (NOAC) for the Site Plan Agreement with the City of Toronto was received on January 25, 2017, subject to addressing Toronto Water concerns regarding containment of storm water by the Metrolinx culvert. Discussions are ongoing between Toronto Water and the civil engineer designing the storm water management system for the Metrolinx development. Toronto Water final approval is required for registration of the Site Plan Agreement and issuance of a full building permit for the new school.
2. An application for building permit was submitted in December 2016. Subsequently, a request has been submitted for a conditional permit so that construction can commence while the final Site Plan Approval issues related to the culvert are being resolved.
3. Construction will begin as soon as the conditional building permit is available and is expected to take approximately 14-15 months. If the construction starts in early June 2017, the school community may be able to relocate to the new St. John the Evangelist Catholic School by September 2018.
4. As required by the "Good Neighbour Policy", a letter has been sent to the adjacent neighbours to inform them of the construction start and a public meeting was held on April 25, 2017 to address any concerns about the upcoming construction activity.
5. Throughout the entire project, monthly status update letters are sent to the school principal and posted on the Board's. Construction progress photos, when available, will also be posted on the website.

H. STAFF RECOMMENDATION

1. That, subject to the receipt of a conditional building permit, the construction contract for St. John the Evangelist Catholic School be awarded to Pre-Eng Construction Ltd. in the amount of \$14,873,000.00, plus net HST of \$321,256.80 for a total of \$15,194,256.80, utilizing the CCDC2 (2008) standard construction contract, funded as follows:

	Ministry of Education Funds	Other (City of Toronto, Metrolinx, and EDC)	Total
Capital Priorities/FDK	\$9,150,077.20		\$9,150,077.20
Capital Priorities Unique Costs	\$553,707.20		\$553,707.20
City of Toronto		\$1,787,800.00	\$1,787,800.00
Metrolinx		\$270,630.00	\$270,630.00
Education Development Charges		\$3,432,042.40	\$3,432,042.40
Total	\$9,703,784.40	\$5,490,472.40	\$15,194,256.80

2. That an increase to the consulting services contract with IBI in the amount of \$74,200.00 plus net HST of \$1,602.72 for a total cost of \$75,802.72, for additional services related to Toronto Water approval of the Metrolinx culvert, the addition of air conditioning and costing for additional EDU funding, plus \$2,836 (no HST) for Municipal fees paid by the consultant, be approved and funded as detailed in Table 3.
3. That the revised project budget of \$18,748,825.00 for St. John the Evangelist Catholic School replacement be approved as detailed in Table 3.

Appendix A

St. John the Evangelist Catholic School Project Budget at Tender (all amounts include net HST)	Funding Sources					Total Cost
	Capital Priorities + FDK	EDC Funding 100%	City of Toronto Children's Services	Metrolinx	Ministry Unique Site & TGS Funding (assumed)	
A. Design Consulting Costs (not incl Demolition & Feasibility studies)						
Total Approved Consulting Fees	\$412,810	\$481,892	\$106,420	\$0	\$30,864	\$1,031,986
Third Floor Cost Premium analysis					\$8,684	\$8,684
Addition of Air Conditioning	\$31,670					\$31,670
SPA Revisions for Culvert /MOE Re-Submission		\$35,450				\$35,450
A. Total Design Consulting Fees/ Expenses	\$444,479	\$517,341	\$106,420	\$0	\$39,548	\$1,107,789
B. Other Soft Costs						
Municipal Permits and Fees						
SPA + Preliminary Plan Review		\$20,154				\$20,154
Committee of Adjustment		\$3,896				\$3,896
Permits related to Culvert (MOE approval)		\$4,800				\$4,800
Building Permit	\$136,166		\$11,933			\$148,099
Urban Forestry		\$1,884				\$1,884
Hydro Design Fee		\$5,500				\$5,500
Additional Municipal fees paid by consultant	\$2,836					\$2,836
Subtotal Municipal Permits and Fees	\$139,001	\$36,234	\$11,933	\$0	\$0	\$187,169
TCDSB Allowances:						
Furniture/Equipment/Caretaking	\$220,000		\$82,000			\$302,000
Data Integration	\$35,000		\$1,000			\$36,000
Fire Safety Plan/Temp site signage/Moving	\$20,000		\$5,000			\$25,000
Project Management	\$125,287	\$46,658	\$23,686			\$195,632
Subtotal TCDSB Allowances	\$400,287	\$46,658	\$111,686	\$0	\$0	\$558,632
B. Total Other Soft Costs	\$539,289	\$82,892	\$123,619	\$0	\$0	\$745,800
C. Construction Costs						
Superculvert		\$1,287,310		\$270,630		\$1,557,940
Tree protection		\$10,216				\$10,216
Site removals		\$71,512				\$71,512
Additional excavation/fill/foundations due to poor soils		\$215,558				\$215,558
Additional structural due to earthquake requirements		\$429,072				\$429,072
Rough grading to establish finished floor level and paving		\$59,253				\$59,253
Transformer pad, ductbank, soak away pit		\$66,404				\$66,404
Retaining walls		\$51,080				\$51,080
Storm water management including retention tank		\$398,424				\$398,424
Sanitary, water services		\$28,605				\$28,605
Off-site Municipal upgrades		\$51,080				\$51,080
City Connections Allowance gas/phone/water/sanitary		\$510,289				\$510,289
Transformer/primary ductback Cash Allowance		\$153,240				\$153,240
Site Condition Cash Allowance		\$100,000				\$100,000
Subtotal Site Preparation and Metrolinx Culvert	\$0	\$3,432,042	\$0	\$270,630	\$0	\$3,702,672
Benchmark School (incl. site development)	\$9,121,472					\$9,121,472
Childcare Centre (incl. playground & parking)			\$1,787,800			\$1,787,800
3rd Storey Premium					\$275,832	\$275,832
Mechanical/Electrical earthquake restraints					\$30,648	\$30,648
TGS Premium (Bird Friendly Glazing)					\$234,968	\$234,968
Wood Fence at Women's Shelter					\$12,259	\$12,259
Landscaping of Metrolinx tunnel deck	\$28,605					\$28,605
Subtotal Building & Site Development	\$9,150,077	\$0	\$1,787,800	\$0	\$553,707	\$11,491,584
Total Construction Contract Bid Price	\$9,150,077	\$3,432,042	\$1,787,800	\$270,630	\$553,707	\$15,194,257
Contingency Allowance	\$500,000	\$432,823	\$350,744	\$58,423	\$27,685	\$1,369,675
Fibre optics (data) connection		\$200,744				\$200,744
Green Roof cash in lieu					\$130,560	\$130,560
C. Total Construction Cost	\$9,650,077	\$4,065,610	\$2,138,544	\$329,053	\$711,953	\$16,895,236
TOTAL PROJECT COST	\$10,633,845	\$4,665,843	\$2,368,583	\$329,053	\$751,501	\$18,748,825
APPROVED FUNDING	\$11,465,180	\$4,665,843	\$2,368,583	\$229,569	\$833,985	\$19,563,160
Surplus/(Deficit)	\$831,335	(\$0)	(\$0)	(\$99,484)	\$82,484	\$814,335

Ministry of Education

Office of the ADM
Financial Policy and Business Division
20th Floor, Mowat Block
900 Bay Street
Toronto ON M7A 1L2

Ministère de l'Éducation

Bureau du sous-ministre adjoint
Division des politiques financières et des
opérations
20^e étage, Édifice Mowat
900, rue Bay
Toronto ON M7A 1L2



April 10, 2017

Angela Gauthier
Director of Education
Toronto Catholic District School Board
80 Sheppard Avenue,
Toronto Ontario, M2N 6E8

RECEIVED
APR 19 2017

Dear Ms. Gauthier,

I am writing in response to a request for additional funding made by the Toronto Catholic District School Board (TCDSB) to support the construction of a replacement school on the St. John the Evangelist CS site, as well as an Approval to Proceed (ATP) to tender the project. In particular, this request pertains to higher costs associated with compliance with the City of Toronto's Green Standards, additional costs associated with building a three story and the costs associated with obtaining site plan approval.

In the fall of 2012, the ministry approved \$11,465,180 in capital funding to support a change in scope from the previously approved 340 pupil place addition at St. John the Evangelist CS, to a new 600 pupil place replacement school on the existing site, to address accommodation pressure in the Weston neighbourhood of Toronto. This amount includes \$959,851 in capital funding for Full-Day Kindergarten (FDK).

Ministry staff have reviewed the TCDSB's current request for additional funding, and I am pleased to inform you that the Ministry is willing to fund additional costs up to a maximum of **\$833,985** and grant the board an Approval to Proceed to tender this project in the amount of \$19,563,160.

Based on the information above, the total revised St. John the Evangelist project cost is **\$19,563,160** as outlined below:

St. John the Evangelist CS	
Capital Priorities 2011-12	\$5,503,286
Capital Priorities 2012-13	\$5,002,043
FDK	\$959,851
EDC	\$4,665,843
City of Toronto - Child Care (3 rooms)	\$2,368,583
Metrolinx	\$229,569
Subtotal:	\$18,729,175
Capital Priorities - Additional Funding	\$833,985
Total:	\$19,563,160

Please be aware that FDK funding approvals can only be applied to address capital costs related to the implementation of FDK.

The TCDSB should structure its tender documents to separately identify the additional costs above and beyond the ministry's original funding approval, as described above. The board will be required to submit tender results for these additional costs from all bidders to the ministry. The ministry will adjust the allocation for these additional costs, up to but not exceeding the approved amount of **\$833,985**, to match those of the preferred bidder. The board must submit copies of final invoices for the costs associated with these approvals to the Ministry prior to the disbursement of any funds.

Please be aware that the ministry will not provide additional funding to cover construction costs in excess of the approved project cost of \$19,563,160. The ministry will also not give an approval to proceed for the board to accept any tender which exceeds the approved project cost. Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the cost and scope for this project is within the approved funding amount and does not exceed the ministry's benchmarks.

All public announcements regarding capital investments in the publicly funded education system are joint communications opportunities for the provincial government and the district school board.

Effective April 2016, school boards should not issue a news release or any other media-focussed public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards can contact the Ministry of Education to receive additional content for the media-focussed public communications, such as quotes from the Minister.

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards. If the Ministry chooses to do so, school boards will be contacted to get quotes from the school board Chair and/or Director of Education.

The intent is to secure as much coverage for these events as possible, and in doing so, help promote the role of both the Ministry of Education and the school board in bringing exciting new capital projects to local communities.

Important: For all new school openings, or openings of major additions which includes child care, the Minister of Education must be invited as early as possible to the event. Invitations can be sent to Minister.EDU@ontario.ca, with a copy sent to the ministry's Regional Manager, Field Services Branch, in your area. School boards are not to proceed with their public event until they have received a response from the Minister's Office regarding the Minister's attendance. School boards will be notified at least four to six weeks in advance of their opening event as to the Minister's attendance. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

If the Minister of Education is unavailable, the invitation may be shared with a government representative who will contact your school board to coordinate the details (e.g., a joint announcement). School boards are not expected to delay their announcements to accommodate the Minister or a Member of Provincial Parliament (MPP); the primary goal is to make sure that the Minister is aware of the announcement opportunity.

Should the event be focussed on child care or child and family support program capital, the Ministry of Education highly recommends inviting your partner CMSMs/DSSABs, who may also wish to participate and contribute.

For all other media-focussed public communications opportunities, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education by email with at least three weeks' notice. Again, please send a copy to the ministry's Regional Manager, Field Services Branch, in your area. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

School boards are not expected to delay these "other" events to accommodate the Minister. Only an invitation needs to be sent, a response is not mandatory to proceed.

This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance to existing processes.

You must acknowledge the support of the Government of Ontario in media-focussed communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, Vine, etc. where there is a tight restriction on content, school boards are not required to include government acknowledgement. In addition, when engaged in reactive communications (e.g., media calls) the school board does not have to acknowledge government funding; however, if possible, such an acknowledgement is appreciated.

For ongoing major capital construction projects funded by the Ministry of Education since 2013, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage for the projects identified by the Ministry of Education in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards. A separate letter will be sent in the coming weeks to all school boards who will be receiving signage for projects funded since 2013. This letter will detail which projects are to receive signs.

Should you have any communications-related questions, including those about the new signage program, please contact Dylan Franks at (416) 325-2947 or via email at Dylan.Franks@ontario.ca.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your board.

Should you have any questions regarding this issue, please contact your capital analyst, Lisa Bland at (416) 326-9921 or via email at lisa.bland@ontario.ca.

Sincerely,

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above the printed name and title.

Joshua Paul
Assistant Deputy Minister (A)
Financial Policy and Business Division

cc: Colleen Hogan, Director, Capital Policy and Programs Branch
Med Ahmadoun, Director, Financial Analysis and Accountability Branch
Angelo Sangiorgio, Associate Director of Planning & Facilities, TCDSB



REPORT TO

REGULAR BOARD

2017-18 BUDGET ESTIMATES

“A generous man will himself be blessed, for he shares his food with the poor.”
Proverbs 22:9

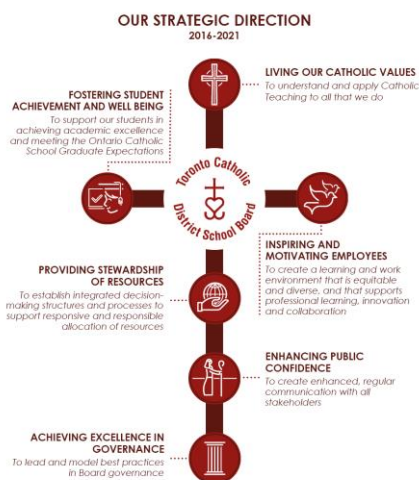
Created, Draft	First Tabling	Review
May 9, 2017	May 18, 2017	Click here to enter a date

D. De Souza, Coordinator of Grants & Ministry Reporting

G. Sequeira, Coordinator of Budget Services

P. De Cock, Comptroller of Business Services & Finance

RECOMMENDATION REPORT



Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.

R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

As per the requirement set out in the Education Act, TCDSB's budget estimates for 2017-18 are balanced based on enrolment projections and calculated Grants for Student Needs (GSN) funding. The Projected surplus for 2017-18 is \$0.7M.

Although there is a \$9.5M reduction in certain GSN lines, there is also increased enrolment revenues and other GSN revenues to offset this reduction. In particular, there is a \$10.1M in local investment priorities.

TCDSB also received GSN revenues for initiatives such as Class Size investments, Salary and Benefit increases and Professional Development initiatives.

To ensure the continued sustainability and success of TCDSB, strategic investments are being proposed in key areas such as an Employee Assistance Program (EAP), Information Technology, and Program Resources.

This budget also reflects key decisions made by the Board in 2016-17, which affects the 2017-18 budget such as the French Language Immersion Program, the new Multi-Language School and School Consolidations.

TCDSB is projecting a 2016-17 year-end surplus of approximately \$5.2M. This projected in-year surplus would bring the accumulated deficit down to (\$6.1M).

The Administrative Services Only (ASO) benefit surplus of \$10.5M, expected in fiscal year 2017-18, would eliminate the accumulated deficit and balance the budget in-year by 2017-18, which is one year earlier than planned.

After applying the ASO benefit surplus to the accumulated deficit (subject to Ministry approval), TCDSB is anticipating an accumulated surplus of \$5.1M by the end of the 2017-18 fiscal year.

B. PURPOSE

1. This report has been prepared for the Board of Trustees in order to approve the 2017-18 Budget Estimates.
2. As per the Education Act, the Board is required to submit a balanced budget for submission to the Ministry of Education by the June 30th 2017 deadline.
3. The Board of Trustees' approval for the 2017-18 Budget Estimates will be sought at this Board Meeting scheduled for May 18th 2017.

C. BACKGROUND

1. Changes to the Grants for Student Needs (GSN) Model over the past few years have resulted in reductions to TCDSB's operating funds in certain areas. The changes include the continued phase-in of changes to the School Foundation Grant, Differentiated Special Education Needs Amount (DSENA), Administration and Governance, School Operations and Declining Enrolment Adjustment grants. These reductions along with pressures in the areas of Special Education, Transportation and Occasional Teachers has led to TCDSB being in a deficit position and engaging in a four-year Multi-Year Recovery Plan (MYRP) since 2015-16.
2. TCDSB has a \$9.5M overall reduction to its 2017-18 GSN allocation. Reductions were primarily in areas such as School Operations, Special Education, and Benefit Gratuities. 2017-18 is the third and the final year of projected GSN funding reductions.
3. TCDSB has made reductions totalling \$44.7M over the past two years to balance its budget in-year. These reductions impacted both the classroom and non-classroom areas.
4. Past deficits were primarily a result of spending more than allocated program funding in order to foster student achievement and wellbeing.

D. EVIDENCE/RESEARCH/ANALYSIS

KEY CHANGES TO GSN REVENUES FOR 2017-18

Program	Increases (\$M)	Description
Local Priorities Funding	10.1	Union Contract Settlements partially used to offset GSN and MYRP planned expenditure reductions.
Benefit Trusts	3.1	Funds to help transition to new Benefit Trusts.
Professional Development (PD) Funds	4.2	Union Contract Settlements provided funding for PD initiatives.
Modest Wage Increases and benefits	15.3	Salary and Benefit increases for all employee groups.
Class Size Investments	1.5	Funding to allow for a reduction of Class Sizes for Full Day Kindergarten and Grades 4-8.
Enrolment Changes	1.6	Net Increase due to enrolment.
Transportation	0.4	Standard Inflationary increase
Human Resources Transition	0.5	To offset costs for the implementation of collective agreements.
Community Use of Schools	0.04	Funds to allow Boards to reduce rates for school space used by the community after hours.
GSN Reductions	(9.5)	GSN reductions
Total Key Revenue Changes	27.24	

1. These revenue numbers presented above are included in our Revenue Estimates for 2017-18.
2. In addition to the operating revenues, there have been some additional investments in capital programs as follows:
 - a. School Condition Improvement (SCI) \$28.4M
 - b. Greenhouse Gas (GHG) Reduction \$7.1M

INVESTMENTS IN LOCAL SYSTEM PRIORITIES

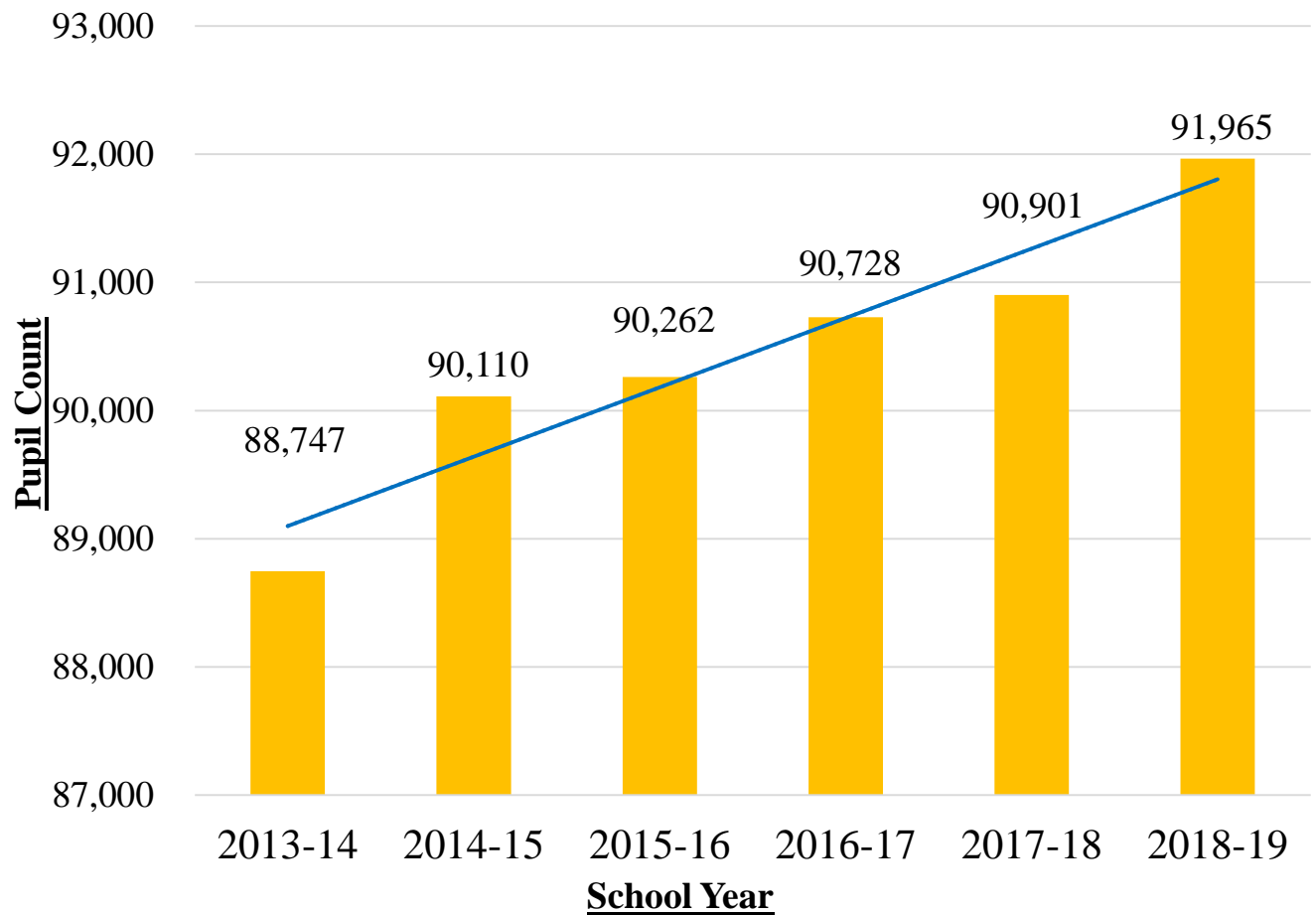
2017-18 SUMMARY OF GSN REDUCTIONS AND LOCAL PRIORITY ALLOCATIONS							
Description of Employees included in Union Groups	Total 2017-18 GSN Reductions	Total 2017-18 GSN Reductions FTE	Total Local Priorities Funding Allocations & FTE's 2017-18		Local Priorities for GSN Reduction Allocation 2017-18	Local Priority Additions	NET FTE (Cuts) / Additions
	\$M	FTE	\$M	FTE	\$M	\$M	FTE
OECTA Elementary & Secondary Teachers.	(4.24)	(36.3)	5.70	56.8	3.7	2.0	20.5
EWAO Professional & Paraprofessionals	(0.22)	(2.1)	0.20	2.0	0.2	-	(0.1)
CUPE Educational Assistants, School Secretarial Staff.	(4.24)	(57.7)	3.60	58.3	3.6	-	0.6
Non-Union (Principals, Vice Principals, Non-Union Staff in Board Administration, Transportation, School Operations)	(0.80)	(6.1)	0.60	6.0	-	0.6	(0.1)
TOTAL	(9.50)	(102.2)	10.10	123.1	7.5	2.6	20.9

1. As a result of union contract settlements \$10.1M was provided to various employee groups. Up to \$7.5M can be used to offset GSN and MYRP planned expenditure reductions for fiscal 2017-18 in order to offset staffing reductions.
2. The balance of the funding, which is approximately \$2.6M, can be invested in local system priorities, i.e. 21 new staff of which there will be 14 new teaching positions for the 5th Block Literacy Program.

ENROLMENT CHANGES

1. Enrolment is expected to slightly increase in 2017-18 and more significantly increase in 2018-19. Additional funding received for enrolment will be partially offset by additional expenditures due to staffing and class size requirements.
2. The chart below provides the Average Daily Enrolment Actual/Estimated for the past 4 years and future 2 years.

Total Average Daily Enrolment



SUMMARY OF 2017-18 REVENUES AND EXPENDITURES

1. The following tables provides a high level comparative summary of revenues and expenditures. In addition, there is a high level analysis and explanation for the changes in each revenue and expenditure budget item. The high level expenditure analysis is further detailed by classroom and non-classroom components.
2. A more detailed breakdown of expenditure budget estimates can be viewed in Appendix A.

Revenues Increases / (Decreases) (\$000)

		2016/17 Budget Revised Estimates	Net Change Increase / (Decrease)	2017/18 Budget Estimates
	<u>Revenues</u>			
1	Pupil & School Foundation	544,677	10,023	554,700
2	Special Education	121,216	(1,180)	120,036
3	Language	36,205	1,786	37,991
4	Learning Opportunity	48,049	10,662	58,711
5	Continuing Education and Summer School	15,398	258	15,656
6	Teacher Qualification and Experience/NTIP	91,295	4,619	95,914
7	Transportation	24,532	432	24,964
8	Administration and Governance	22,297	481	22,778
9	School Operations	88,188	(91)	88,097
10	Community Use of Schools	1,224	38	1,262
11	Declining Enrolment Adjustment	163	(163)	0
12	Temporary Accommodation	3,751	0	3,751
13	First Nation, Métis and Inuit Education	3,997	240	4,237
14	Safe Schools	2,682	137	2,819
15	Total Operating Grants	1,003,674	27,242	1,030,916
16	Other Grants & Other Revenues	79,834	3,117	82,951
17	Total Operating Grants and Other Revenues	1,083,508	30,359	1,113,867

Revenue Variance Analysis

- 1) Pupil and School Foundation grants have increased by \$10.0M due to additional funding received for salary and benefit costs increases of \$8.8M, increase in funding for Grades 4-8 and FDK class size caps of \$1.5M, and a net decrease in Foundation grants due to a decline in Secondary enrolment of (\$0.3M).
- 2) Special Education Grants have decreased overall by (\$1.2M) mainly due to a reduction in the High Needs Amount of (\$3.2M), increase in salary and benefits of \$1.8M and a net increase of \$0.2M due to an enrolment increase.
- 3) Language Grants have increased by \$1.8M due to enrolment increases in the English as a Second Language (ESL) program due to students arriving from Non-English speaking countries i.e. Syrian newcomers and students from the Philippines. French as a Second Language (FSL) grant has also increased due to enrolment.
- 4) Learning Opportunities grant has increased by \$10.7M due to the increase in funding for investments in local priorities of \$10.1M as part of the various union contract settlements and an increase in funding for salary and benefits of \$0.6M.
- 5) Continuing Education and Summer School increased by \$0.3M due to funding increases for salary and benefits.
- 6) Teacher and ECE Qualification and Experience (Q&E) Grant has increased by \$4.6M mainly due to the increase in the benefit trust funds of \$3.1M, Professional development funds of \$4.2M, ECE Q&E qualifications and New Teacher Induction funding of \$0.5M. Reductions to the grant were due to an Early Retirement Gratuity Funding adjustment of (\$1.0M) and a reduction to the Elementary teachers Q&E grant of (\$2.2M) due to higher attrition than projected.
- 7) Transportation grant has increased by \$0.4M for the expected increase in fuel and contract costs.
- 8) Administration and Governances funding has increased by \$0.5M mainly for salary and benefits increases of \$0.3M, the Human Resource Transition Supplement of \$0.5M, and a decrease of (\$0.3M) as part of the fourth and final year of the phase-in of the new board administration and Governance grant allocation.
- 9) School Operations and Maintenance funding has declined by (\$0.1M) due to a net decrease in secondary school area requirements which are greater for secondary students of (\$0.3M) and a decline in the Elementary and Secondary top up grant as part of the third and final year of phase in of (\$1.6M). Grant funding was also received for salary and benefit increases of \$1.8M.

- 10) Additional Funding for Community Use of Schools in the amount of \$38K.
- 11) Declining Enrolment Estimates for 2016-17 has been reduced by (\$0.2M). This is the third year of the Declining Enrolment Adjustment.
- 12) There has been no change to the Temporary Accommodations Grant as of the date of this report.
- 13) Indigenous Education Grant (formerly – First Nations, Metis and Inuit Education) has increased by \$0.2M due to the projected increase in the number of secondary schools offering Native Studies credit courses as part of the curriculum.
- 14) Safe School Grant has increased by \$0.1M for salaries and benefit increases in the Urban Priority High School Program.
- 15) Other Grants and Revenues have increased by \$3.1M due to increases in projected visa students fees of \$1.6M, increase in rental revenues of \$0.5M due to a full year of new permits fees, full year implementation of after hour parking of \$0.4M, increase in EPO grant revenues of \$0.9M and Proceed of Disposition revenues for school operations of \$0.4M. In Addition, the Ministry of Citizenship and Immigration reduced funding by (\$0.7M) due to a decline in adult enrolment in continuing education programs.

Classroom Expenditures Increases / (Decreases) (\$000)

		2016/17 Budget Revised Estimates	Net Change Increase / (Decrease)	2017/18 Budget Estimates
	<u>Classroom Instruction</u>			
18	Classroom Teachers	601,546	13,038	614,584
19	Occasional Teachers	26,558	1,688	28,246
20	Education Assistants	52,528	1,363	53,891
21	Designated Early Childhood Educators	25,049	1,419	26,468
22	Professional & Para-professionals	49,526	1,722	51,248
23	Textbooks & Classroom Supplies	22,826	2,280	25,106
24	Computers	8,663	1,202	9,865
25	Staff Development	3,176	26	3,202
26	In School Administration	66,310	1,813	68,123
27	Teacher Consultants & Coordinators	5,383	158	5,541
28	Cont. Ed. (incl. International Language./Summer Schools.)	<u>23,155</u>	<u>290</u>	<u>23,445</u>
29	Sub-total Classroom	884,720	24,999	909,719

Classroom Expenditure Variance Analysis

- 18) Classroom Teachers costs have increased due to funded changes in salary and benefits of \$9.3M, Professional Development costs of \$2.6M, French Immersion expansion program of \$0.3M and the Multi-Language School start-up of \$0.3M, and an increase in staffing due to enrolment programs of \$0.5M.
- 19) The Occasional Teachers' salary and benefit costs have increased due to increased salary and benefits.
- 20) Education Assistants costs have increased by \$1.4M mainly due to an increase in funding for salary, and benefits and PD costs.
- 21) Designated Early Childhood Educators costs have increased by \$1.4M mainly due to increase in funding for salary and benefit and PD costs of \$0.8M and an increase of 13 FTE for a cost of \$0.6M.

- 22)** Professionals and Para-professionals have increased by \$1.7M mainly due to funding increases for salary, benefits and PD costs of \$1.3M, and the costs of the Employee Assistance Program of \$0.4M.
- 23)** Textbook and Classroom Supplies have increased by \$2.3M due to Religious Program Resources of \$1.0M, Indigenous-funding allocation of \$0.8M, French Immersion Support for new classes of \$0.1M, Urban and Priority High Schools of \$0.1M, and an increase in commissions and health insurance for international Visa students of \$0.3M.
- 24)** Investments in classroom technology and IT infrastructure are required across the organization. In particular, technology investment of \$1.2M in the classroom is required due to expiring lease agreements.
- 25)** Increase in costs for salaries and benefits in staff development of 26K.
- 26)** In School Administration costs have changed by \$1.8M mainly due to salary, and benefits and PD increases of \$1.9M, Investments in technology of \$0.5M and reductions due to school closures of (\$0.6M).
- 27)** Teacher Consultants and Coordinators increased by \$0.2M due to salary and benefit increases.
- 28)** Continuing Education increased by \$0.3M due to salary and benefit increases.

Non-Classroom Expenditures Increases / (Decreases) (\$000)

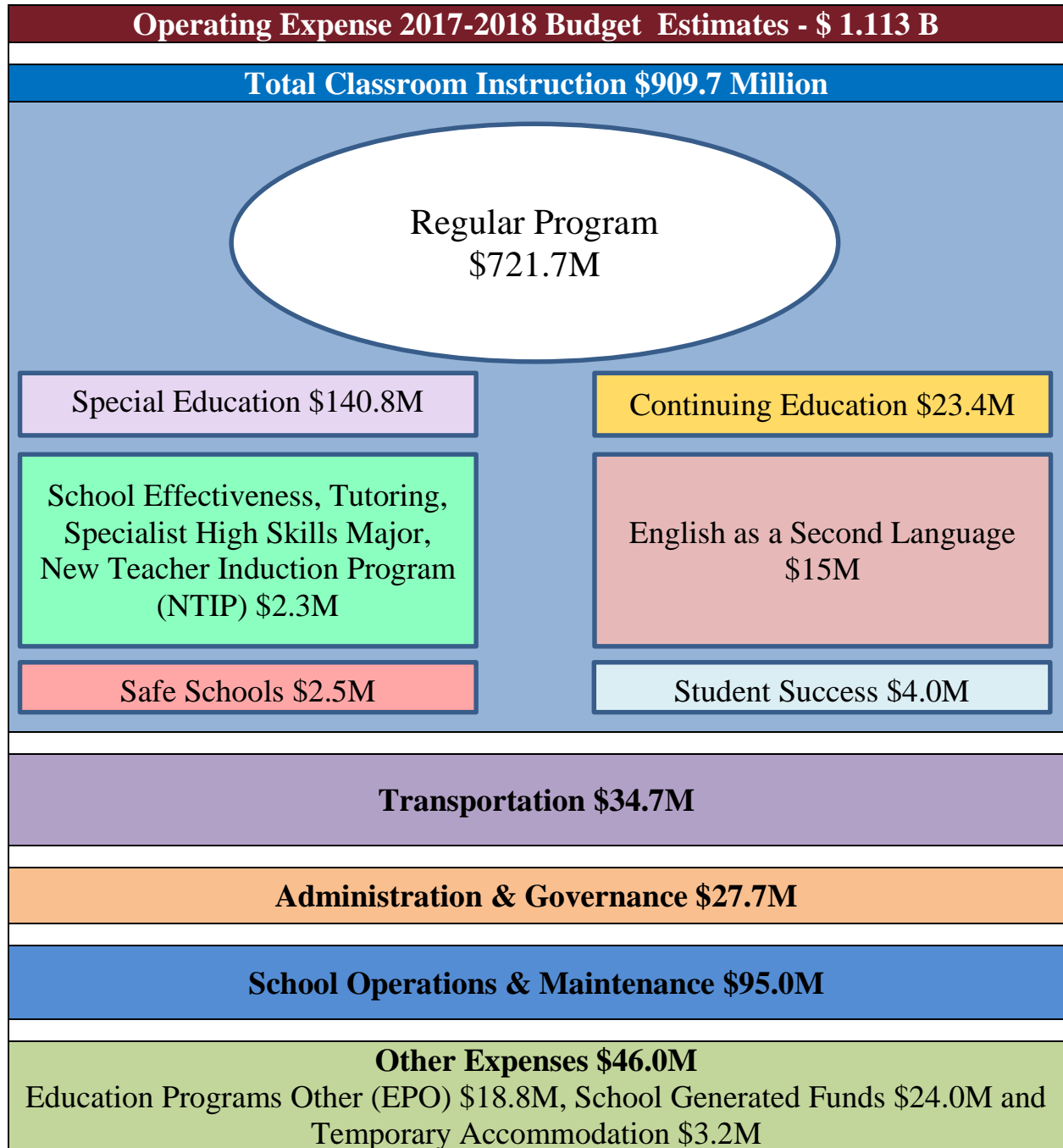
		2016/17 Budget Revised Estimates	Net Change Increase / (Decrease)	2017/18 Budget Estimates
	<u>Non-Classroom</u>			
30	Administration and Governance	25,728	2,023	27,751
31	School Operations & Maintenance	93,475	1,519	94,994
32	Transportation	33,562	1,126	34,688
33	Sub-total Non-Classroom	<u>152,765</u>	<u>4,668</u>	<u>157,433</u>
34	Operating Expenditures	<u>1,037,485</u>	<u>29,667</u>	<u>1,067,152</u>
	<u>Other</u>			
35	Temporary Accommodation	3,871	(626)	3,245
36	Other Operating Expenditures	<u>41,386</u>	<u>1,343</u>	<u>42,729</u>
37	TOTAL EXPENDITURES	<u>1,082,742</u>	<u>30,384</u>	<u>1,113,126</u>
38	In Year Surplus (Deficit)	766	(25)	741
39	Anticipated Impact on 2016-17 Year End Projected Surplus & ASO Surplus	4,434		10,500
40	Sub Total	<u>5,200</u>	<u>(25)</u>	<u>11,241</u>
41	Accumulated Surplus (Deficit)Opening Balance	<u>(11,340)</u>		<u>(6,140)</u>
42	Accumulated Surplus (Deficit)Closing Balance	(6,140)	11,241	5,101

Non-Classroom Expenditure Variance Analysis

- 30) Board Administration and Governance category has increased by \$2.0M due to funded increases in salary, benefits and PD costs of \$0.6M, Human Resource Transition Supplement of \$0.5M, Investment in technology of \$0.6M and \$0.3M in increased legal costs for employee relations, planning, and facilities.
- 31) School Operations and Maintenance have increased by \$1.5M due to funded increases in salary and benefits of \$0.7M, utility costs of \$0.4M and Insurance costs have increased by \$0.4M.

- 32)** Transportation costs have increased by \$1.1M mainly due to increased costs of contractual rate increases of \$0.8M and one-time costs due to school closer of \$0.3M.
- 35)** Temporary Accommodation costs have decreased due to lower leasing costs of \$0.6M.
- 36)** Other Operating costs have increased due to funding for various EPO projects of \$1.3M

SUMMARY OF EXPENDITURE BUDGET ALLOCATION FOR 2017-18



INITIATIVES TO MAXIMIZE EFFICIENT USE OF RESOURCES

Consolidation of Schools

1. On February 23 2017, the board approved the following school consolidations and closures:
 - Holy Redeemer consolidated into St. Matthias
 - Christ the King and St. Teresa consolidated into the Holy Trinity
 - St Raymond consolidated into St. Bruno
 - Don Bosco closure
2. This resulted in approximate savings of \$1.6M in staff costs, which is reflected in the budget.

School Block Budget-Equity Based Funding Allocation

1. The School Block Budget Allocation has historically been allocated to schools based solely on the school's average daily enrolment. The School Block budget allocation is used primarily for consumables, printing & photocopying, textbooks, learning resources and other costs that the Principal considers appropriate for the smooth running of the School.
2. Each year, TCDSB's school communities represent a variety of socioeconomic backgrounds. The effect of lower socioeconomic status on student achievement is difficult to ignore. School communities of a lower socioeconomic status often face additional challenges including learning conditions and poor motivation that negatively affect their academic performance.
3. In recognition of the extent to which school communities are impacted by a wide array of socioeconomic conditions, the Board approved in the 2014-15 budget, an equity based budget allocation formula of 95% based on enrolment and 5% based on socioeconomic factors in addition to enrolment.
4. For the 2017-18 budget estimates it is recommended that the school Block budget allocation be based on 85% enrolment and 15% on socioeconomic factors in order to recognize and address the socioeconomic inequities across the system.
5. This has no overall budget impact because it is a reallocation of existing expenditure budgets (Appendix B).

STRATEGIC INVESTMENTS

1. The budget challenges that TCDSB has faced over the past few years has not allowed the board to make required investments back into the system to facilitate future growth and sustainability. Although TCDSB will continue to be prudent in its spending and will continue to seek efficiencies, the following investments will strengthen the system to ensure the Board will be able to meet its current and future demands.
2. The following strategic investments are proposed in this year's budget:

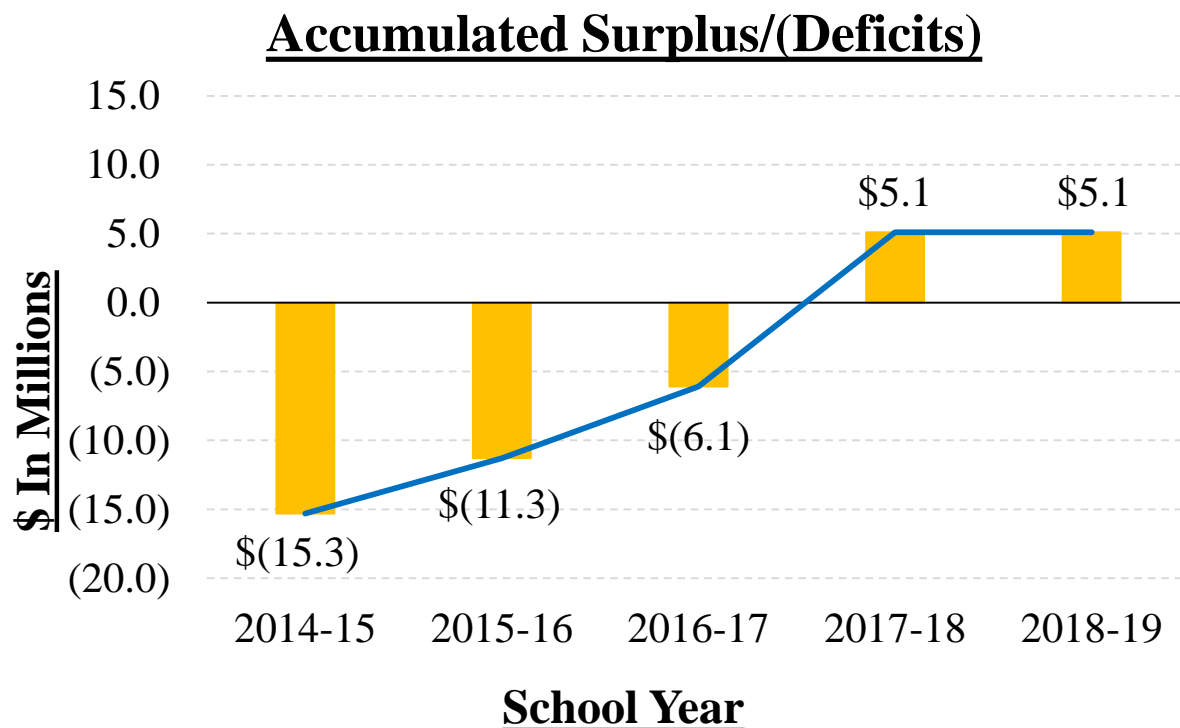
	<u>Program</u>	<u>Costs</u> <u>(\$M)</u>	<u>Description</u>
1)	French Immersion Program Investments	\$0.30	Board Approved a Long Term Program Plan for 5 new French Immersion schools effective September 2017
2)	Multi-Language School	\$0.30	Expand Program & Curriculum by providing learning opportunities in different international languages such as French, Spanish, Mandarin and English.
3)	Investments in Information Technology	\$2.20	Computer technology 21 st Century Replacement Plan to enable teaching and learning in the classroom and investments in Enterprise I.T. Infrastructure.
4)	Religious Program Materials	\$1.00	Implementation of the Bishop's new Religious Program, Growing in Faith and Growing in Christ, requires that the grade 1-8 religious education learning resources be updated.
5)	Employee Assistance Program	\$0.40	This program will offer support to staff and their eligible family members on a wide range of personal and work-life issues.

			Supports may include innovative online services, professional work-life consultation, short-term counselling, and other resolution-focused services. This program aims to support staff's health and well-being.
6)	Whistle Blower Reporting Services	\$0.07	The Whistle-blower Policy will provide standard guidance within which the TCDSB responds to moral, ethical or legal concerns of all of its community stakeholders. Whistleblowing is now considered to be among the most effective, if not the most effective means to expose and remedy corruption, fraud and other types of wrongdoing in the public and private sector.
7)	Chief of Identification, Placement, Review (IPRC) and Assessments	\$0.15	Investment in Special Education Supports to address the existing assessment backlog in a reasonable and timely manner.
8)	Chief Information Officer	\$0.17	Investments in Information Technology supports to ensure that TCDSB is well positioned to maximize its use of technology in the classroom and for efficient Board operations.
	Total Investments	\$4.59	

FUTURE OUTLOOK

1. As per the 2016-17 Revised Estimates, TCDSB was projecting a \$0.8M in-year surplus and an accumulated deficit of \$10.5M.
2. As part of the Board approved MYRP, TCDSB committed to reducing the accumulated deficit to zero by the end of the 2018-19 fiscal year.
3. A \$5.2M in-year surplus is conservatively projected for the 2016-17 fiscal year. This is mainly due to additional revenues forecasted for English as a Second Language (ESL) grants, and salaries and benefits that are tracking under budget. This projected in-year surplus will reduce the accumulated deficit to \$6.1M.
4. In addition to the improved 2016-17 financial position, there is a one-time expenditure savings of \$10.5M due to a Group Benefits Surplus. TCDSB has historically provided group benefits, i.e. Life, Health & Dental, in a self-funded manner also known as an Administrative Services Only (ASO) self-insurance arrangement. This fund has accumulated a surplus in excess of costs incurred to the present date. In 2017-18, staff are proposing to use the ASO benefit surplus (subject to Ministry approval), to completely eliminate the accumulated deficit.

The following chart outlines the Surplus/(Deficits) over five years:



The following chart provides a 2 year projected financial position:

Updated MYRP 2017-18 (\$ in Millions)

	2015-16 Actuals as of at August 31, 2016	2016-17 Forecasted Actuals at August 31, 2017	2017-18 Projections	2018-19 Projections
Opening Accumulated Surplus / (Deficit)	(15.3)	(11.3)	(6.1)	5.1
Total Revenues:	1,122.7	1,119.9	1,121.7	1,124.8
GSN Reductions			(8.3)	
ASO Benefits			10.5	
Surplus				
Total Revenue	1,122.7	1,119.9	1,123.9	1,124.8
Total Expenditures:	1,148.2	1,130.0	1,112.7	1,124.8
Exp. Reductions	(29.4)	(15.3)	0.0	0.0
Total Expenditures	1,118.8	1,114.7	1112.7	1,124.8
In-Year Surplus / (Deficit)	3.9	5.2	11.2	0.0
Accumulated Surplus / (Deficit)	(11.3)	(6.1)	5.1	5.1

1. The Accumulated Deficit will be eliminated one-year ahead of the MYRP schedule, and TCDSB will be approaching a 1% margin of a projected in-year surplus of \$5.1M for 2017-18 fiscal.
2. This achievement would not have been possible without the hard work and cooperation of all our stakeholders, union partners and staff who demonstrated their dedication and commitment to support the Catholic Education Programs during this challenging time.

BUDGET RISKS & UNCERTAINTIES:

This budget has been prepared using a set of assumptions based on the best information currently known. There are however some budget uncertainties and risks that could impact the budget, which need to be monitored closely as the year progresses. Staff will report on these risks as part of the regular financial status updates to the Board of Trustees.

Enrolment projections to actuals

Any variances to planned consensus enrolment projections may impact GSN revenues.

Inflation Assumptions

Utility costs continue to trend higher and the budget estimates are based on historical costs and projected increases. If costs increase higher than anticipated, this could create a cost pressure in this area. The current trend is that utility costs are trending well above the EDU funded increase for inflationary costs of 2%.

Occasional Teacher Costs

For the current 2016-17 fiscal year, Occasional Teachers costs are trending close to budget at this point in time. The risk is that these costs could increase next year assuming a full Occasional Teacher roster.

Benefit Trusts

The amount budgeted for group benefits are based on estimations and the information provided by the Ministry of Education (EDU). As the various employee groups move to their respective Benefit Trusts, the remaining employee groups waiting to transition may experience higher premiums due to the number of employees remaining in the Group Benefits Pool. This could increase benefit costs for TCDSB.

Capital Project Risks

Capital projects that are higher than the provincial benchmark will result in deficits for the project that will not be funded by the EDU's Capital program. These shortfalls will need to be covered through the operating budget, which could result in shortfalls in the operating budget.

BUDGET CONSULTATION RESULTS:

1. As part of the annual budget planning process, TCDSB has committed to consulting with all stakeholder groups. Over the past few months, the following revenue generating opportunities were subject to the consultation engagement.

Revenue Generating Opportunities		\$
1	Parking Revenues (\$5/day)	5,000,000
2	Permit Revenues	500,000
3	After-Hours Parking Revenue	400,000
	TOTAL	\$5,900,000

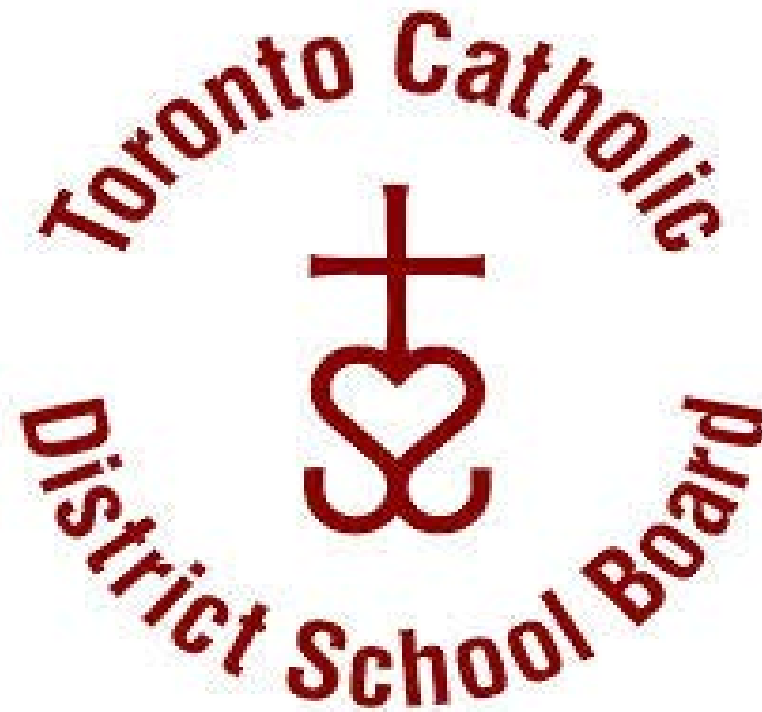
2. A general summary of survey responses by Option is provided below:

	Revenue Option 1 \$5/day Board-wide parking charge (7,000 spaces)	Revenue Option 2 Full implementation of new Permit Rates as existing permits expire.	Revenue Option 3 Expand current Toronto Parking Authority agreement for after-hours parking
Yes	192 (4.5%)	3,384 (78.9%)	3,154 (73.7%)
No	4,095 (95.5%)	906 (21.1%)	1,127 (26.3%)
Neither	73 (1.7%)	70 (1.6%)	79 (1.8%)

3. Given the recent public consultation feedback, the staff parking revenue initiative is not recommended.
4. It is recommended, however that the initiatives to generate additional permit revenues and increasing the partnerships to generate community after-hours parking revenues will be pursued.
5. These additional recommended revenue amounts identified in rows two and three in the table above, have been included in the 2017-18 Budget Estimates.

E. STAFF RECOMMENDATION

- 1.** The Board of Trustees approve the allocation of the School Block Budget for the 2017-18 budget estimates based on 85% enrolment and 15% of socioeconomic factors.
- 2.** That the Board of Trustees approve the 2017-18 Budget Estimates for Classroom Related Expenditures of \$909.7M
- 3.** That the Board of Trustees approve the 2017-18 Budget Estimates for Non-Classroom Related Expenditures of \$203.4M



2017-18 Budget Expenditure Estimates by Functional Classification



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Expenditures	2015/16 Actuals	2016/2017 Revised Estimates	2017/2018 Estimates	Difference	
				\$	%
Instructional Day School	\$ 714,395,067	\$ 721,738,732	\$ 741,526,760	\$ 19,788,028	2.7%
School Office	66,317,155	66,108,232	67,921,215	\$ 1,812,983	2.7%
Student Support Services	41,657,784	41,473,563	43,018,338	\$ 1,544,775	3.7%
Curriculum & Accountability	6,244,078	6,259,550	6,416,766	\$ 157,216	2.5%
Staff Development	1,164,223	1,390,183	1,390,183	\$ -	0.0%
Student Success	2,522,629	2,940,227	2,966,242	\$ 26,015	0.9%
Special Education Departments	2,602,135	4,246,679	4,248,164	\$ 1,485	0.0%
Safe School Team	119,232	201,500	201,500	\$ -	0.0%
Director's Office	5,814,283	5,874,529	5,911,159	\$ 36,630	0.6%
Communications	567,168	554,456	541,802	\$ (12,654)	-2.3%
Human Resources	4,785,258	5,281,766	6,072,263	\$ 790,497	15.0%
Business Administration	4,596,490	4,536,491	4,780,620	\$ 244,130	5.4%
Legal Fees	1,042,974	642,955	915,000	\$ 272,045	42.3%
Corporate Services	1,121,011	1,215,503	1,167,143	\$ (48,360)	-4.0%
Employee Relations	613,694	739,547	774,812	\$ 35,265	4.8%
Facilities Services & Planning Services	1,478,881	1,581,375	1,567,000	\$ (14,375)	-0.9%
Catholic Education Centre	1,487,814	2,510,091	2,519,975	\$ 9,884	0.4%
Continuing Education	23,541,943	23,154,658	23,444,800	\$ 290,142	1.3%
Computer Services & Information Technology	14,004,047	19,874,980	21,962,832	\$ 2,087,852	10.5%
Transportation	28,158,962	33,561,797	34,687,922	\$ 1,126,125	3.4%
Operations & Maintenance	88,765,879	93,475,461	94,994,131	\$ 1,518,670	1.6%
Other Expenditures	121,288	124,106	124,106	\$ -	0.0%
TOTAL	\$ 1,011,121,997	\$ 1,037,486,381	\$ 1,067,152,733	\$ 29,666,352	2.9%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
CLASSROOM TEACHERS - ELEMENTARY					
Classroom Teachers - Salaries	\$ 323,261,002	\$ 332,493,963	\$ 337,821,146	\$ 5,327,184	1.6%
Classroom Teachers - Benefits	47,352,331	45,872,637	48,429,940	\$ 2,557,303	5.6%
Librarian Teachers & Technicians - Salaries	4,099,289	4,334,293	4,385,797	\$ 51,504	1.2%
Librarian Teachers & Technicians - Benefits	835,944	1,144,510	1,146,864	\$ 2,354	0.2%
Guidance Teachers - Salaries	1,213,923	1,064,750	1,070,416	\$ 5,666	0.5%
Guidance Teachers - Benefits	127,443	146,404	154,675	\$ 8,271	5.6%
Mileage Provision	260,352	405,000	405,000	\$ -	0.0%
CLASSROOM TEACHERS - SECONDARY					
Classroom Teachers - Salaries	178,408,351	180,899,177	184,320,932	\$ 3,421,754	1.9%
Classroom Teachers - Benefits	24,624,451	24,755,876	26,183,163	\$ 1,427,286	5.8%
Librarian Teachers - Salaries	2,739,242	2,440,305	2,483,443	\$ 43,138	1.8%
Librarian Teachers - Benefits	295,965	337,690	358,932	\$ 21,242	6.3%
Guidance Teachers - Salaries	7,851,819	6,541,336	6,656,880	\$ 115,545	1.8%
Guidance Teachers - Benefits	854,755	905,327	962,119	\$ 56,792	6.3%
Mileage Provision	185,309	205,000	205,000	\$ -	0.0%
TOTAL CLASSROOM TEACHERS	592,110,176	601,546,270	614,584,308	13,038,038	2.2%
OCCASIONAL TEACHERS					
Elementary - Salaries	19,873,137	15,372,287	15,876,286	\$ 503,999	3.3%
Elementary - Benefits	1,810,332	3,241,938	3,375,590	\$ 133,652	4.1%
Secondary - Salaries	7,551,607	6,343,176	7,335,474	\$ 992,298	15.6%
Secondary - Benefits	652,676	1,600,576	1,659,128	\$ 58,551	3.7%
TOTAL OCCASIONAL TEACHERS	29,887,752	26,557,977	28,246,477	1,688,500	6.4%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Instructional Day School

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
EDUCATIONAL ASSISTANTS					
Elementary - Salaries	30,239,026	25,974,058	28,199,876	\$ 2,225,818	8.6%
Elementary - Benefits	9,198,681	9,134,742	10,051,128	\$ 916,386	10.0%
Secondary - Salaries	12,838,996	12,887,241	11,530,347	\$ (1,356,894)	-10.5%
Secondary - Benefits	3,705,301	4,532,277	4,109,472	\$ (422,804)	-9.3%
TOTAL EDUCATIONAL ASSISTANTS	55,982,004	52,528,318	53,890,823	1,362,505	2.6%
DESIGNATED EARLY CHILDHOOD EDUCATORS					
Elementary - Salaries	16,280,299	19,634,237	20,845,530	\$ 1,211,292	6.2%
Elementary - Benefits	4,694,469	5,414,596	5,622,088	\$ 207,492	3.8%
TOTAL DESIGNATED EARLY CHILDHOOD EDUCATORS	20,974,768	25,048,833	26,467,618	1,418,784	5.7%
TEXTBOOKS & CLASSROOM SUPPLIES					
Elementary School Block Allocation	4,866,626	4,815,198	4,852,254	\$ 37,056	0.8%
Secondary School Block Allocation	4,829,970	3,612,359	3,576,062	\$ (36,297)	-1.0%
Secondary High Cost Course Allocation	337,900	337,900	337,900	\$ -	0.0%
International Baccalaureate Programme - Michael Power & St. Joseph's	75,000	75,000	75,000	\$ -	0.0%
International Baccalaureate Programme - Pope John Paul II	58,943	58,943	58,943	\$ -	0.0%
International Baccalaureate Programme - St Mary CSS	50,000	50,000	50,000	\$ -	0.0%
International Baccalaureate Programme - James Cardinal McGuigan	100,000	100,000	100,000	\$ -	0.0%
French Immersion - Support	25,000	25,000	115,000	\$ 90,000	360.0%
Religious Program Resources	40,000	500,000	1,500,000	\$ 1,000,000	200.0%
Regional Arts Programs	40,000	40,000	40,000	\$ -	0.0%
Alternative Program & Placement for Limited Expulsion (A.P.P.L.E.)	14,665	18,000	18,000	\$ -	0.0%
Arrowsmith Programme (4 Sites Licenses and Supplies)	50,330	46,920	46,920	\$ -	0.0%
Outdoor Education	-	764,797	765,148	\$ 351	0.0%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Instructional Day School

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Classroom Needs Provision	16,182	100,000	100,000	\$ -	0.0%
Invest 100k in each of the next 5 years in Elementary Music	100,000	100,000	100,000	\$ -	0.0%
Superintendents Special Project Funds	26,950	26,950	26,950	\$ -	0.0%
School Nutrition Programs - Angel Foundation for Learning	100,000	100,000	100,000	\$ -	0.0%
Student Council	16,000	16,000	16,000	\$ -	0.0%
Elementary CSLIT Student Leadership Fund	10,000	10,000	10,000	\$ -	0.0%
International Languages & Other Programs Learning Resources	24,066	93,000	93,000	\$ -	0.0%
School Projects	3,806	50,000	50,000	\$ -	0.0%
Mini Olympics	20,000	20,000	20,000	\$ -	0.0%
Pediculosis Program	55,819	45,000	45,000	\$ -	0.0%
Religious Retreats & Chaplains	18,545	50,000	50,000	\$ -	0.0%
Urban & Priority High School Grants - Msgr. Fraser	499,594	499,594	397,798	\$ (101,796)	-20.4%
Urban & Priority High School Grants - J.C. McGuigan CSS	276,670	276,670	285,857	\$ 9,187	3.3%
Urban & Priority High School Grants - St. Patrick's CSS	262,000	262,000	266,696	\$ 4,696	1.8%
Urban & Priority High School Grants - Father Henry Carr	-	-	200,000	\$ 200,000	100.0%
Commission, Health Insurance and School Budget Transfer for VISA Students	3,485,180	3,706,270	4,008,953	\$ 302,683	8.2%
FNMI - Native Studies & Aboriginal Amount	37,121	257,733	1,032,052	\$ 774,319	300.4%
TOTAL TEXTBOOKS & CLASSROOM SUPPLIES	15,440,368	16,057,334	18,337,534	2,280,200	14.2%
TOTAL	\$ 714,395,067	\$ 721,738,732	\$ 741,526,760	19,788,028	2.7%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

School Office

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
ELEMENTARY					
Elementary Principal Salaries	\$ 20,687,478	\$ 20,645,216	\$ 20,966,304	\$ 321,088	1.6%
Elementary Principal Benefits	2,934,258	2,964,680	3,114,579	\$ 149,898	5.1%
Elementary Vice Principal Salaries	5,700,351	4,681,002	5,084,550	\$ 403,548	8.6%
Elementary Vice Principal Benefits	800,513	655,186	737,639	\$ 82,453	12.6%
Elementary Professional Development Provision	10,385	98,961	95,960	\$ (3,001)	-3.0%
SECONDARY					
Secondary Principal Salaries	4,410,587	4,471,919	4,625,914	\$ 153,995	3.4%
Secondary Principal Benefits	517,685	626,803	671,103	\$ 44,299	7.1%
Secondary Vice Principal Salaries	6,933,945	6,554,344	6,472,248	\$ (82,097)	-1.3%
Secondary Vice Principal Benefits	942,238	918,685	938,959	\$ 20,274	2.2%
Secondary Professional Development Provision	3,311	42,464	40,965	\$ (1,499)	-3.5%
SECRETARIES					
School Secretary Salaries	16,232,892	16,147,097	16,387,510	\$ 240,413	1.5%
School Secretary Benefits	5,046,767	5,561,415	5,512,021	\$ (49,394)	-0.9%
Supply Secretary Costs	934,449	1,242,124	1,239,129	\$ (2,995)	-0.2%
OFFICE EXPENSES					
Principals & Vice Principal Expenses	12,551	38,570	36,770	\$ (1,800)	-4.7%
Principals & Vice Principal Mileage Expenses	71,996	130,000	130,000	\$ -	0.0%
School Office Supplies allocation	99,533	100,000	100,000	\$ -	0.0%
School Office Furniture, Equipment and Computers	2,816	90,000	575,800	\$ 485,800	539.8%
Orientation Centre, Program Ads	-	40,000	40,000	\$ -	0.0%
Course Reimbursement	-	20,000	20,000	\$ -	0.0%
School Telephones	975,402	1,079,765	1,131,765	\$ 52,000	4.8%
TOTAL	\$ 66,317,155	\$ 66,108,232	\$ 67,921,215	\$ 1,812,983	2.7%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Support Services

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Student Support Salaries	\$ 6,854,815	\$ 6,067,771	\$ 6,502,259	\$ 434,487	7.2%
Student Support Benefits	1,655,086	1,635,458	1,801,943	\$ 166,485	10.2%
Child Youth Worker Salaries	8,750,529	8,650,482	8,726,344	\$ 75,862	0.9%
Child Youth Worker Benefits	2,699,409	2,483,122	2,421,053	\$ (62,070)	-2.5%
Psychologist Salary	4,526,374	4,506,898	4,566,771	\$ 59,873	1.3%
Psychologist Benefits	1,206,963	1,292,199	1,267,013	\$ (25,186)	-1.9%
Social Worker Salaries	5,149,653	5,028,744	5,310,763	\$ 282,019	5.6%
Social Worker Benefits	1,267,066	1,441,821	1,473,428	\$ 31,607	2.2%
Speech & Language Salaries	3,559,446	3,530,208	3,670,912	\$ 140,704	4.0%
Speech & Language Benefits	882,944	1,012,167	1,018,464	\$ 6,298	0.6%
Elementary Lunchtime Student Supervisors	1,039,475	1,364,569	1,364,569	\$ -	0.0%
Translators & Interpreter Services	53,513	100,000	100,000	\$ -	0.0%
EAP Costing - Shepell	-	-	400,000	\$ 400,000	100.0%
Ontario Focused Intervention Partnership (OFIP) Tutoring	359,899	374,095	374,268	\$ 173	0.0%
School Effectiveness Framework	263,873	263,873	285,313	\$ 21,440	8.1%
Car Allowance	32,928	37,044	37,044	\$ -	0.0%
Student Information Services Supplies	39,039	60,000	60,000	\$ -	0.0%
Mileage & Cellular Phone Provision	468,393	793,528	793,528	\$ -	0.0%
Specialist High Skills Major (SHSM)	448,400	528,032	523,583	\$ (4,449)	-0.8%
TDSB Vision Services	339,555	424,852	424,852	\$ -	0.0%
Secondary Student Supervisors	1,752,061	1,612,449	1,629,967	\$ 17,518	1.1%
Contracted Child Support Workers	308,363	200,000	200,000	\$ -	0.0%
MISA - Managing Information for Student Achievement	-	66,249	66,263	\$ 14	0.0%

**2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION****Student Support Services**

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
TOTAL	\$ 41,657,784	\$ 41,473,563	\$ 43,018,338	\$ 268,314	0.7%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Curriculum & Accountability

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Coordinators & Resource Teachers Salaries	\$ 4,493,716	\$ 4,468,256	\$ 4,592,974	\$ 124,718	2.8%
Coordinators & Resource Teachers Benefits	964,182	851,190	885,233	34,043	4.0%
Mobile Phone Provision	14,175	5,910	4,365	(1,544)	-26.1%
Mileage Expenses	785	10,000	10,000	-	0.0%
Supplies & Resources					
Religion	36,870	56,485	56,485	-	0.0%
Physical Education	114,019	122,384	122,384	-	0.0%
Dramatic Arts	18,866	20,540	20,540	-	0.0%
Social Studies	16,260	16,261	16,261	-	0.0%
Math	20,117	28,242	28,242	-	0.0%
Language Arts	44,065	64,187	64,187	-	0.0%
Music	59,659	80,448	80,448	-	0.0%
French	36,229	39,368	39,368	-	0.0%
Visual Arts	32,049	32,521	32,521	-	0.0%
Co-operative Education	12,837	12,837	12,837	-	0.0%
Science & Family Studies	65,043	65,043	65,043	-	0.0%
Technological Studies	8,477	8,558	8,558	-	0.0%
Business Studies	-	6,746	6,746	-	0.0%
Curriculum & Accountability	110,513	126,663	126,663	-	0.0%
Library	36,439	38,512	38,512	-	0.0%
Media Services	3	17,117	17,117	-	0.0%
Research	141,974	145,491	145,491	-	0.0%
Guidance	12,108	34,233	34,233	-	0.0%
English as a Second Language	5,690	8,558	8,558	-	0.0%
TOTAL	\$ 6,244,078	\$ 6,259,550	\$ 6,416,766	\$ (129,205)	-2.0%

**2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION****Staff Development**

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Occasional Teacher Salaries & Benefits	\$ 325,563	\$ 347,952	\$ 300,000	\$ (47,952)	-13.8%
New Teacher Induction Program (NTIP)	643,263	846,606	846,606	-	0.0%
Professional Development Expenditures	195,397	195,625	243,577	47,952	24.5%
TOTAL	\$ 1,164,223	\$ 1,390,183	\$ 1,390,183	\$ -	0.00%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Success

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Literacy					
Resource Materials	\$ 39,242	\$ 40,000	\$ 40,000	\$ -	0.0%
Meeting Expenses	61,410	59,000	59,000	-	0.0%
Professional Development - Occasional Teachers	153,309	225,000	225,000	-	0.0%
Professional Development - Student Success Learning Network	48,066	170,000	170,000	-	0.0%
Ontario Secondary School Literacy Test - 200 Days	4,035	30,000	30,000	-	0.0%
Conferences (Reading for the Love of it)	27,807	35,000	35,000	-	0.0%
Numeracy					
Resource Materials	90,336	95,000	95,000	-	0.0%
Meeting Expenses	12,025	40,000	40,000	-	0.0%
Professional Development - Occasional Teachers	116,130	265,000	265,000	-	0.0%
Professional Development - Student Success Learning Network	265,277	190,000	190,000	-	0.0%
Pathways					
Resource Materials	36,939	35,000	35,000	-	0.0%
Meeting Expenses	23,389	20,000	20,000	-	0.0%
Professional Development - Occasional Teachers	93,434	140,000	140,000	-	0.0%
Professional Development - Student Success Learning Network	208,239	150,000	150,000	-	0.0%
Special Initiatives	231,807	210,000	210,000	-	0.0%
Communications & Marketing	19,628	40,000	40,000	-	0.0%
Catholic Community Culture & Caring					
Resource Materials	30,323	40,000	40,000	-	0.0%
Meeting Expenses	42,485	50,000	50,000	-	0.0%
Professional Development - Occasional Teachers	370,289	330,000	330,000	-	0.0%
Special Initiatives	197,974	200,000	200,000	-	0.0%
Conferences	116,734	100,000	100,000	-	0.0%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Student Success

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Student Success Teams (SSTs)					
Resource Materials	267	20,000	20,000	-	0.0%
Meeting Expenses	25,687	40,000	40,000	-	0.0%
Professional Development - Occasional Teachers	121,055	187,000	187,000	-	0.0%
Supervisory Officer - Approved Days	74,812	140,000	140,000	-	0.0%
School Support	4,961	15,000	15,000	-	0.0%
Honorariums	-	10,000	10,000	-	0.0%
Supervisory Officer - Support	7,028	10,000	10,000	-	0.0%
Transportation	99,940	54,227	80,242	26,015	48.0%
TOTAL	\$ 2,522,629	\$ 2,940,227	\$ 2,966,242	\$ 26,015	0.9%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Special Education Departments

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
SPECIAL SERVICES DEPARTMENT					
Special Equipment Amount (SEA)	\$ 1,965,752	\$ 3,502,918	\$ 3,504,402	\$ 1,484	0.0%
Special Services Department	180,803	225,368	225,368	-	0.0%
Fees & Services	95,170	100,040	100,040	-	0.0%
School Budget Allocations	165,686	165,686	165,686	-	0.0%
CURRICULUM SUPPORT UNITS					
North York	3,069	11,744	11,744	-	0.0%
Etobicoke	8,142	11,744	11,744	-	0.0%
Toronto	2,635	11,744	11,744	-	0.0%
Scarborough	10,211	16,244	16,244	-	0.0%
Social Worker Services	8,722	10,066	10,066	-	0.0%
Deaf & Hard Of Hearing	11,239	12,584	12,584	-	0.0%
Care & Treatment & Correctional Facilities (Section 23)	37,156	62,214	62,214	-	0.0%
Speech & Language	25,229	26,950	26,950	-	0.0%
Gifted Programs	11,603	11,744	11,744	-	0.0%
Autism Services	11,744	11,744	11,744	-	0.0%
Psychology Services	64,973	65,889	65,890	1	0.0%
TOTAL	\$ 2,602,135	\$ 4,246,679	\$ 4,248,164	1,485	0.0%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Safe School Team

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Office					
Mobile Phones & Parking	\$ 12,015	\$ 20,500	\$ 20,500	\$ -	0.0%
Supplies, Photocopying, Printing Costs	46,950	44,500	44,500	-	0.0%
Resource Support					
Safe Schools Action Team, Symposium, Programs	21,201	25,000	25,000	-	0.0%
SRO Support	-	10,000	10,000	-	0.0%
Psychiatric Consultation (APPLE)	-	31,000	31,000	-	0.0%
Professional Development					
Safe Schools Certification Modules & Workshops	16,719	11,500	11,500	-	0.0%
Canadian Safe School Network Conferences	350	12,000	12,000	-	0.0%
Safe School Staff Conferences & Professional Development	5,069	10,000	10,000	-	0.0%
Shadow Box Learning Styles	16,928	17,000	17,000	-	0.0%
Safe Schools Joint Professional Development (OECTA)		20,000	20,000	-	0.0%
TOTAL	\$ 119,232	\$ 201,500	\$ 201,500	-	0.0%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Director's Office

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Director/Supervisory Officers Salaries	\$ 3,005,279	\$ 2,889,693	\$ 2,859,861	(29,832)	-1.0%
Director/Supervisory Officers Benefits	877,880	897,404	900,074	2,670	0.3%
Director & Supervisory Officers Professional Development	33,677	40,000	40,000	-	0.0%
Director & Supervisory Officers Other Expenses	47,384	51,912	51,912	-	0.0%
Office Support Staff Salaries	866,103	771,582	824,456	52,874	6.9%
Office Support Staff Benefits	239,764	208,805	219,966	11,161	5.3%
Trustees & Student Trustees Honorariums	257,705	266,274	267,449	1,175	0.4%
Trustees & Student Trustees Other Expenses	141,243	379,099	377,680	(1,419)	-0.4%
OCSTA Annual Membership Fee	210,978	210,978	210,978	-	0.0%
OCSOA Membership Fees	32,895	32,895	32,895	-	0.0%
Director's Office					
Printing	1,269	15,000	15,000	-	0.0%
Telephone	688	2,500	2,500	-	0.0%
Supplies	85,135	98,388	98,388	-	0.0%
Contractual Services	14,284	10,000	10,000	-	0.0%
TOTAL	\$ 5,814,283	\$ 5,874,529	\$ 5,911,159	36,630	0.6%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Communications

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 385,328	\$ 374,842	\$ 365,983	(8,859)	-2.4%
Benefits	108,180	101,440	97,645	(3,795)	-3.7%
Supplies & Services					
Car Allowance	12,348	12,348	12,348	-	0.0%
Printing	5,022	7,500	7,500	-	0.0%
Telephone	5,200	4,000	4,000	-	0.0%
Supplies	51,091	54,326	54,326	-	0.0%
TOTAL	\$ 567,168	\$ 554,456	\$ 541,802	(12,654)	-2.3%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Human Resources

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 3,404,658	\$ 3,496,676	\$ 4,072,019	575,343	16.5%
Benefits	936,936	946,267	1,086,421	140,154	14.8%
Central Temporary Staffing	61,608	85,000	85,000	-	0.0%
Summer Help (Temporary Staffing)	-	85,000	85,000	-	0.0%
Negotiation Costs	34,100	125,719	125,719	-	0.0%
New Teacher Induction Program NTIP Provision	50,000	50,000	50,000	-	0.0%
Workplace Safety Team Professional Development Fund	-	50,000	50,000	-	0.0%
Whistle Blower Security	-	-	75,000	75,000	100.0%
Central Bargaining - OCSTA	43,017	43,017	43,017	-	0.0%
Car Allowance	44,365	37,044	37,044	-	0.0%
Professional Development	3,713	15,000	15,000	-	0.0%
Printing	3,626	8,000	8,000	-	0.0%
Telephone	9,722	10,000	10,000	-	0.0%
Supplies	78,912	97,250	97,250	-	0.0%
Recruitment of Staff	11,926	80,000	80,000	-	0.0%
Professional Services	43,710	82,811	82,811	-	0.0%
Software Fees & Licensing Fees	58,966	69,982	69,982	-	0.0%
TOTAL	\$ 4,785,258	\$ 5,281,766	\$ 6,072,263	790,497	15.0%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Business Administration

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 3,447,046	\$ 3,491,311	\$ 3,694,546	203,235	5.8%
Benefits	921,919	944,816	985,711	40,895	4.3%
Supplies & Services					
Materials Management	9,023	9,116	9,116	-	0.0%
Payroll Services	28,920	28,920	28,920	-	0.0%
Business Services	34,915	37,328	37,328	-	0.0%
Printing Services	9,344	(100,000)	(100,000)	-	0.0%
Bank Charges & Other Fees	67,018	25,000	25,000	-	0.0%
Audit Fees	78,305	100,000	100,000	-	0.0%
TOTAL	\$ 4,596,490	\$ 4,536,491	\$ 4,780,620	244,130	5.4%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Legal Fees

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Legal Fees & Services - General Corporate & Safe Schools	\$ 343,388	\$ 150,000	\$ 150,000	-	0.0%
Legal Fees & Services - Employee Relations	383,726	270,000	450,000	180,000	66.7%
Legal Fees & Services - Planning & Facilities	315,860	222,955	315,000	92,045	41.3%
TOTAL	\$ 1,042,974	\$ 642,955	\$ 915,000	272,045	42.3%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Corporate Services

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 819,207	\$ 816,954	\$ 781,241	(35,713)	-4.4%
Benefits	207,244	221,084	208,436	(12,647)	-5.7%
Professional Development	64,662	82,700	82,700	-	0.0%
Printing	1,507	1,200	1,200	-	0.0%
Telephone	2,656	2,000	2,000	-	0.0%
Supplies	16,986	26,088	26,088	-	0.0%
Contractual Services	4,606	57,861	57,861	-	0.0%
Software Fees & Licensing Fees	28	3,500	3,500	-	0.0%
Car Allowance	4,116	4,116	4,116	-	0.0%
TOTAL	\$ 1,121,011	\$ 1,215,503	\$ 1,167,143	(48,360)	-4.0%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION
Employee Relations

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 478,484	\$ 536,835	\$ 566,290	29,456	5.5%
Benefits	107,737	145,278	151,087	5,809	4.0%
Professional Development	6,605	7,500	7,500	-	0.0%
Printing	1,772	10,000	10,000	-	0.0%
Telephone	3,500	3,000	3,000	-	0.0%
Supplies	11,480	13,770	13,770	-	0.0%
Professional Services	-	19,048	19,048	-	0.0%
Car Allowance	4,116	4,116	4,116	-	0.0%
TOTAL	\$ 613,694	\$ 739,547	\$ 774,812	35,265	4.8%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Facilities Services & Planning Services

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 1,084,485	\$ 1,148,291	\$ 1,140,404	(7,887)	-0.7%
Benefits	289,501	310,750	304,262	(6,488)	-2.1%
Supplies & Resources					
Facilities Services Department	12,080	12,243	12,243	-	0.0%
Capital Development Department	3,194	3,500	3,500	-	0.0%
Planning Department	30,285	30,348	30,348	-	0.0%
Development Services	12,360	11,227	11,227	-	0.0%
Admissions Department	254	1,000	1,000	-	0.0%
Facilities Legal Services Department	9,594	10,000	10,000	-	0.0%
Capital Planning Capacity Program	37,128	54,016	54,016	-	0.0%
TOTAL	\$ 1,478,881	\$ 1,581,375	\$ 1,567,000	(14,375)	-0.9%

**2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION****Catholic Education Centre**

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Custodial Salaries	\$ 530,540	\$ 343,006	\$ 350,535	7,530	2.2%
Custodial Benefits	138,865	91,168	93,523	2,355	2.6%
CEC Facility Utilities & Maintenance	575,090	600,000	600,000	-	0.0%
CEC Amortization of Previous Building Improvements	243,319	1,475,917	1,475,917	-	0.0%
TOTAL	\$ 1,487,814	\$ 2,510,091	\$ 2,519,975	9,884	0.4%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Continuing Education

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Adult Credit Diploma (Day/Night)					
Salaries	\$ 2,258,250	\$ 2,565,000	\$ 2,206,000	(359,000)	-14.0%
Benefits	239,559	394,085	174,000	(220,085)	-55.8%
Other Expenses	56,779	133,000	103,000	(30,000)	-22.6%
Adult Credit Diploma-Msgr Fraser					
Salaries	434,799	600,000	540,000	(60,000)	-10.0%
Benefits	75,433	92,184	100,000	7,816	8.5%
Summer School					
Salaries	5,844,373	5,800,000	5,940,000	140,000	2.4%
Benefits	295,696	1,006,457	305,000	(701,457)	-69.7%
Other Expenses	199,768	261,000	245,000	(16,000)	-6.1%
Adult English as a Second Language (ESL) & Citizenship					
Salaries	3,134,854	2,514,000	2,500,000	(14,000)	-0.6%
Benefits	687,568	386,249	450,000	63,751	16.5%
Other Expenses	529,699	860,318	780,440	(79,878)	-9.3%
International Languages					
Salaries	4,341,715	4,515,000	4,685,000	170,000	3.8%
Benefits	1,177,681	626,786	1,176,000	549,214	87.6%
Other Expenses	39,849	55,000	45,000	(10,000)	-18.2%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Continuing Education

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Language Instruction for Newcomers to Canada (LINC) / Ministry of Training, Colleges & University (MTCU)					
Salaries	2,206,898	1,911,484	2,209,000	297,516	15.6%
Benefits	584,784	293,679	582,000	288,321	98.2%
Other Expenses	1,434,235	1,140,416	1,404,360	263,944	23.1%
TOTAL	\$ 23,541,943	\$ 23,154,658	\$ 23,444,800	290,142	1.3%



2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Computer Services & Information Technology

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 6,328,875	\$ 6,417,555	\$ 6,817,994	400,439	6.2%
Benefits	1,656,451	1,796,448	1,871,861	75,413	4.2%
Supplies & Services					
Car Allowance	31,899	32,928	32,928	-	0.0%
Membership Fees	3,123	9,088	9,088	-	0.0%
Printing	1,539	6,250	6,250	-	0.0%
Repairs - Computer Technology	19,273	37,686	37,686	-	0.0%
Telephone	43,765	143,247	143,247	-	0.0%
Data Communications	237,601	323,295	323,295	-	0.0%
Office Supplies & Services	107,303	187,705	187,705	-	0.0%
Furniture & Equipment	-	216,033	216,033	-	0.0%
Computer Lease	74,456	250,000	662,000	412,000	164.8%
Contractual & Professional Services	101,050	313,784	313,784	-	0.0%
Software Fees & Licenses	2,883,490	3,999,651	3,999,651	-	0.0%
Computer Technology Maintenance Fee	-	121,251	121,251	-	0.0%
School Computers & Printers (Purchase/Leasing costs)	492,000	2,248,970	2,248,970	-	0.0%
Academic Computer Repairs	145,618	373,000	373,000	-	0.0%
Network Equipment & Infrastructure	-	273,000	273,000	-	0.0%
WAN & Internet Service (including Amortization of WAN Project)	1,504,268	2,665,548	2,665,548	-	0.0%
Systems Maintenance	347,955	207,950	207,950	-	0.0%
Investment in Information Technology	-	150,000	1,350,000	1,200,000	800.0%
Academic Technology & Computer Studies	25,383	36,800	36,800	-	0.0%
Qlik Initiative		64,791	64,791	-	0.0%
TOTAL	\$ 14,004,047	\$ 19,874,980	\$ 21,962,832	2,087,852	10.5%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Transportation

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Administrative Salaries	\$ 950,584	\$ 914,638	\$ 932,113	17,475	1.9%
Administrative Benefits	237,450	237,089	245,317	8,229	3.5%
Temporary Assistance	18,934	57,000	57,000	-	0.0%
Office Supplies & Services	60,664	76,928	82,400	5,472	7.1%
TRANSPORTATION - REGULAR INSTRUCTION					
Music	36,725	35,854	36,571	717	2.0%
Outdoor Education	6,708	11,869	12,106	237	2.0%
Excursions for Handicapped Students	25,130	36,399	37,127	728	2.0%
Regular Home to School	11,861,862	14,149,916	14,432,914	282,998	2.0%
Student Safety	48,044	92,911	92,911	-	0.0%
Safe Schools	19,841	10,056	10,257	201	2.0%
Kindergarten	-	-	-	-	0.0%
Remedial Language	92,460	117,394	119,742	2,348	2.0%
Regular Transit Fares for Scholars & Children	29,094	47,196	49,745	2,549	5.4%
Safe Schools Transit Fares (Scholars)	734	13,569	14,302	733	5.4%
Transit Fares for Adults	2,053	1,832	1,931	99	5.4%
Summer School	340,817	525,111	538,415	13,304	2.5%
Bilingual Program Transit Fares (Scholars & Children)	31,122	70,527	74,336	3,809	5.4%
Exceptional Circumstances (Tickets)	416,350	470,647	496,062	25,415	5.4%
Fuel Escalation Charge Provision	(25,336)	-	-	-	#DIV/0!
Regular Home to School for New Routes	-	-	134,089	134,089	100.0%
Software Fees & Licenses	50,246	104,334	104,334	-	0.0%
Physical Transportation	-	2,323	2,370	46	2.0%
Transportation Consortium	58,534	569,701	569,701	-	0.0%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Transportation

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
TRANSPORTATION - SPECIAL EDUCATION					
Vision, Hearing & Speech	2,271,027	2,689,244	2,743,029	53,785	2.0%
Medical & Handicapped	6,294,584	6,805,255	6,941,360	136,105	2.0%
Special Education Transit Fares for Adults	7,675	11,602	12,228	627	5.4%
Developmentally Disabled Transit Fares for Scholars	9,185	7,498	7,903	405	5.4%
Special Transit Fares for Scholars & Children	137,309	110,490	116,456	5,966	5.4%
Developmentally Disabled	550,742	604,150	616,233	12,083	2.0%
Section 23 Programs	521,300	614,450	626,739	12,289	2.0%
Special Education	3,247,076	3,676,567	3,750,099	73,531	2.0%
Co-operative Education (Special Education & W/C) & Transit Tickets	858,050	976,253	1,014,138	37,884	3.9%
ONE-TIME TRANSPORTATION SERVICES					
One-time Transportation Services due to New School Construction	\$ -	\$ 520,994	\$ 815,994	295,000	56.6%
TOTAL	\$ 28,158,962	\$ 33,561,797	\$ 34,687,922	1,126,125	3.4%

2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION

Operations & Maintenance

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Salaries	\$ 43,951,933	\$ 46,531,898	\$ 46,808,852	276,954	0.6%
Benefits	13,379,239	14,308,560	14,999,339	690,779	4.8%
Utilities	17,260,844	17,804,201	19,144,855	1,340,654	7.5%
Insurance	2,236,345	1,716,345	2,200,000	483,655	28.2%
Professional Development Provision	37,806	41,780	37,806	(3,974)	-9.5%
Printing and Photocopying	1,994	1,994	1,994	-	0.0%
Plant Operations Supplies	1,277,597	1,140,000	1,140,000	-	0.0%
Automobile Reimbursement	66,099	66,121	66,121	-	0.0%
Travel Expense Allowance	124,537	124,537	124,537	-	0.0%
Vehicle Fuel	120,064	180,000	120,064	(59,936)	-33.3%
Repairs-Custodial Equipment	160,381	140,000	160,381	20,381	14.6%
Telephone Expense	98,715	118,000	98,731	(19,269)	-16.3%
Office Supplies and Services	33,875	25,000	34,624	9,624	38.5%
Maintenance Supplies and Services	3,497,532	3,860,532	3,605,940	(254,592)	-6.6%
Vehicle Maintenance and Supplies	131,265	80,310	131,289	50,979	63.5%
Replacement Furniture & Equipment	-	92,608	92,608	-	0.0%
Additional Equipment - Vehicles	60,903	99,190	140,081	40,891	41.2%
Rental Lease Vehicles	51,073	74,655	51,073	(23,582)	-31.6%
Other Professional Fees (Health & Safety)	93,121	241,001	93,121	(147,880)	-61.4%
Other Contractual Services	6,076,920	6,709,659	5,942,715	(766,944)	-11.4%
Municipal Taxes	105,636	119,069	-	(119,069)	-100.0%
TOTAL	\$ 88,765,879	\$ 93,475,461	\$ 94,994,131	1,518,670	1.6%

**2017-18 BUDGET EXPENDITURE REVISED ESTIMATES BY FUNCTIONAL CLASSIFICATION****Other Expenditures**

Expenditures	2015/16 Actuals	2016/17 Revised Estimates	2017/18 Estimates	Difference	
				\$	%
Parental Involvement Funding	119,342	122,106	122,106	-	0.0%
Partnership Development Department - Office Supplies & Services	1,946	2,000	2,000	-	0.0%
TOTAL	\$ 121,288	\$ 124,106	\$ 124,106	-	0.0%

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	CURRENT		PROPOSED	
											<u>95%</u> <u>Enrolment</u> <u>5%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>90%</u> <u>Enrolment</u> <u>10%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>85%</u> <u>Enrolment</u> <u>15%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>80%</u> <u>Enrolment</u> <u>20%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>
290	All Saints	1	906	3	4	4	3	4	4	22	\$ 70,364	\$ 69,423	\$ 68,481	\$ 67,540
391	Father Serra	1	516	1	1	1	1	1	3	8	\$ 39,140	\$ 37,652	\$ 36,164	\$ 34,677
433	Holy Child	1	352	8	9	6	7	5	6	41	\$ 28,187	\$ 28,701	\$ 29,215	\$ 29,729
399	Msgr. John Corrigan	1	209	8	6	9	6	4	8	41	\$ 16,756	\$ 17,062	\$ 17,368	\$ 17,673
295	St. Andrew	1	720	9	5	9	9	8	7	47	\$ 58,290	\$ 59,912	\$ 61,533	\$ 63,155
361	St. Angela	1	481	8	7	9	8	7	8	47	\$ 38,977	\$ 40,061	\$ 41,146	\$ 42,230
267	St. Benedict	1	622	3	3	2	2	2	5	17	\$ 47,864	\$ 46,809	\$ 45,754	\$ 44,699
384	St. Demetrius	1	251	2	1	8	2	3	3	19	\$ 19,374	\$ 19,015	\$ 18,655	\$ 18,296
341	St. Dorothy	1	341	9	9	3	9	7	8	45	\$ 27,507	\$ 28,185	\$ 28,863	\$ 29,541
337	St. Eugene	1	345	3	3	1	2	4	4	17	\$ 26,530	\$ 25,945	\$ 25,360	\$ 24,775
392	St. John Vianney	1	374	7	5	8	6	4	6	36	\$ 29,747	\$ 30,048	\$ 30,349	\$ 30,650
311	St. Marcellus	1	422	8	8	8	8	8	7	47	\$ 34,173	\$ 35,124	\$ 36,075	\$ 37,026
379	St. Maurice	1	300	9	8	7	9	8	6	47	\$ 24,305	\$ 24,982	\$ 25,658	\$ 26,334
284	St. Stephen	1	424	9	9	6	9	8	8	49	\$ 34,415	\$ 35,481	\$ 36,546	\$ 37,612
276	Transfiguration	1	409	2	2	2	2	3	3	14	\$ 31,372	\$ 30,516	\$ 29,659	\$ 28,802
329	Holy Angels	2	497	1	1	1	1	1	2	7	\$ 37,591	\$ 36,094	\$ 34,597	\$ 33,100
413	Josyf Cardinal Slipyj	2	606	2	2	5	1	3	2	15	\$ 46,472	\$ 45,285	\$ 44,098	\$ 42,911
340	Mother Cabrini	2	181	1	1	1	1	1	2	7	\$ 13,679	\$ 13,134	\$ 12,590	\$ 12,045
288	Nativity of Our Lord	2	403	6	7	4	5	4	3	29	\$ 31,695	\$ 31,648	\$ 31,601	\$ 31,553
253	Our Lady of Peace	2	690	1	1	1	1	2	2	8	\$ 52,347	\$ 50,357	\$ 48,368	\$ 46,378
246	Our Lady of Sorrows	2	768	1	1	3	1	2	1	9	\$ 58,317	\$ 56,206	\$ 54,094	\$ 51,982
259	St. Ambrose	2	360	2	2	1	1	2	4	12	\$ 27,479	\$ 26,631	\$ 25,783	\$ 24,935

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	<u>CURRENT</u> <u>95% Enrolment</u> <u>5% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>90% Enrolment</u> <u>10% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>PROPOSED</u> <u>85% Enrolment</u> <u>15% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>80% Enrolment</u> <u>20% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>
307	St. Clement	2	443	1	1	1	1	2	1	7	\$ 33,498	\$ 32,164	\$ 30,830	\$ 29,497
278	St. Elizabeth	2	201	3	3	8	3	5	3	25	\$ 15,665	\$ 15,536	\$ 15,406	\$ 15,277
262	St. Gregory	2	734	1	1	2	1	1	1	7	\$ 55,571	\$ 53,359	\$ 51,146	\$ 48,933
291	St. Josaphat	2	139	3	4	9	4	7	3	30	\$ 10,955	\$ 10,957	\$ 10,959	\$ 10,961
333	St. Leo	2	327	4	5	5	3	8	3	28	\$ 25,666	\$ 25,585	\$ 25,504	\$ 25,422
331	St. Louis	2	208	2	3	1	2	2	3	13	\$ 15,911	\$ 15,449	\$ 14,986	\$ 14,523
332	St. Mark	2	218	3	6	7	5	8	3	32	\$ 17,179	\$ 17,239	\$ 17,299	\$ 17,360
417	The Holy Trinity	2	498	2	6	3	3	5	3	22	\$ 38,660	\$ 38,143	\$ 37,625	\$ 37,108
281	Immaculate Conception	3	490	8	9	6	7	9	9	48	\$ 39,749	\$ 40,917	\$ 42,086	\$ 43,254
261	St. Bernard	3	674	8	9	5	8	8	8	46	\$ 54,499	\$ 55,929	\$ 57,358	\$ 58,788
358	St. Fidelis	3	613	2	2	1	2	3	7	17	\$ 47,231	\$ 46,190	\$ 45,150	\$ 44,109
366	St. Francis de Sales	3	465	9	9	8	9	9	9	53	\$ 38,021	\$ 39,436	\$ 40,851	\$ 42,266
271	St. Francis Xavier	3	512	6	7	7	6	8	7	41	\$ 41,031	\$ 41,780	\$ 42,528	\$ 43,277
279	St. Jude	3	760	8	8	7	8	8	7	46	\$ 61,397	\$ 63,007	\$ 64,618	\$ 66,229
240	St. Matthew	3	535	4	5	7	4	3	9	32	\$ 42,276	\$ 42,425	\$ 42,573	\$ 42,722
320	St. Roch	3	408	9	8	6	8	5	9	45	\$ 32,903	\$ 33,714	\$ 34,525	\$ 35,336
383	St. Simon	3	495	5	5	1	4	2	7	24	\$ 38,551	\$ 38,167	\$ 37,783	\$ 37,400
410	St. Andre	3	503	9	9	7	9	8	8	50	\$ 40,928	\$ 42,260	\$ 43,592	\$ 44,924
397	Venerable John Merlin	3	305	4	3	1	3	1	8	20	\$ 23,598	\$ 23,201	\$ 22,804	\$ 22,407
409	Blessed Margherita	4	339	7	7	2	6	4	9	35	\$ 26,890	\$ 27,117	\$ 27,345	\$ 27,573
328	St. Augustine	4	500	9	8	9	8	9	9	52	\$ 40,808	\$ 42,263	\$ 43,718	\$ 45,173
363	St. Charles Garnier	4	437	9	9	8	9	9	9	53	\$ 35,723	\$ 37,053	\$ 38,382	\$ 39,712

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	<u>CURRENT</u> <u>95% Enrolment</u> <u>5% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>90% Enrolment</u> <u>10% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>PROPOSED</u> <u>85% Enrolment</u> <u>15% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>80% Enrolment</u> <u>20% S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>
396	St. Conrad	4	599	6	5	4	4	6	8	33	\$ 47,380	\$ 47,625	\$ 47,870	\$ 48,115
296	St. Jane Frances	4	695	9	9	5	8	7	9	47	\$ 56,253	\$ 57,818	\$ 59,383	\$ 60,948
294	St. Jerome	4	504	6	8	7	5	7	9	42	\$ 40,444	\$ 41,247	\$ 42,050	\$ 42,853
344	St. Martha	4	217	7	7	4	5	4	9	36	\$ 17,290	\$ 17,465	\$ 17,640	\$ 17,815
309	St. Norbert	4	356	2	4	4	2	4	8	24	\$ 27,719	\$ 27,443	\$ 27,167	\$ 26,891
285	St. Raphael	4	525	5	5	3	2	6	8	29	\$ 41,230	\$ 41,168	\$ 41,107	\$ 41,045
297	St. Robert	4	595	2	2	6	2	6	3	21	\$ 46,133	\$ 45,437	\$ 44,740	\$ 44,044
313	St. Wilfrid	4	646	8	9	7	9	8	7	48	\$ 52,390	\$ 53,930	\$ 55,470	\$ 57,011
226	Blessed Sacrament	5	549	1	1	2	1	1	1	7	\$ 41,562	\$ 39,907	\$ 38,252	\$ 36,598
289	Blessed Trinity	5	204	7	7	5	9	6	2	36	\$ 16,259	\$ 16,423	\$ 16,587	\$ 16,752
468	Cardinal Carter Jr	5	124	1	1	2	2	2	2	10	\$ 9,422	\$ 9,098	\$ 8,773	\$ 8,449
318	D'Arcy McGee	5	281	6	6	3	3	4	8	30	\$ 22,148	\$ 22,152	\$ 22,156	\$ 22,160
265	Our Lady of the Assum	5	339	8	8	9	7	9	3	44	\$ 27,297	\$ 27,926	\$ 28,555	\$ 29,185
362	Regina Mundi	5	387	2	3	1	1	4	8	19	\$ 29,923	\$ 29,367	\$ 28,812	\$ 28,257
345	St. Agnes	5	297	2	1	7	5	2	1	18	\$ 22,886	\$ 22,422	\$ 21,957	\$ 21,493
339	St. Antoine Daniel	5	371	4	3	9	3	9	1	29	\$ 29,160	\$ 29,117	\$ 29,073	\$ 29,029
263	St. Bonaventure	5	569	2	2	6	2	4	1	17	\$ 43,798	\$ 42,833	\$ 41,867	\$ 40,902
250	St. Charles	5	254	4	5	2	3	5	7	26	\$ 19,845	\$ 19,715	\$ 19,585	\$ 19,455
270	St. Cyril	5	330	2	2	1	5	4	2	16	\$ 25,372	\$ 24,768	\$ 24,165	\$ 23,561
255	St. Edward	5	501	1	1	8	3	3	1	17	\$ 38,573	\$ 37,723	\$ 36,873	\$ 36,023
256	St. Gabriel	5	256	3	4	9	7	5	1	29	\$ 20,084	\$ 20,054	\$ 20,024	\$ 19,994
249	St. Margaret	5	692	5	7	9	4	9	2	36	\$ 55,021	\$ 55,577	\$ 56,133	\$ 56,690

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	CURRENT		PROPOSED	
											<u>95%</u> <u>Enrolment</u> <u>5%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>90%</u> <u>Enrolment</u> <u>10%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>85%</u> <u>Enrolment</u> <u>15%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>80%</u> <u>Enrolment</u> <u>20%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>
224	St. Monica	5	299	2	7	9	4	9	1	32	\$ 23,598	\$ 23,681	\$ 23,764	\$ 23,847
283	St. Paschal Baylon	5	686	6	4	9	7	7	1	34	\$ 54,388	\$ 54,759	\$ 55,130	\$ 55,501
236	St. Thomas Aquinas	5	521	5	8	8	5	6	7	39	\$ 41,626	\$ 42,250	\$ 42,875	\$ 43,500
398	Sts. Cosmas and Dam	5	374	3	4	8	4	7	5	31	\$ 29,511	\$ 29,566	\$ 29,620	\$ 29,675
225	Holy Rosary	6	315	3	7	6	4	9	2	31	\$ 24,874	\$ 24,920	\$ 24,966	\$ 25,012
247	Our Lady of Victory	6	656	8	8	5	7	6	9	43	\$ 52,723	\$ 53,855	\$ 54,986	\$ 56,117
374	Pope Paul VI	6	319	5	6	6	5	4	9	35	\$ 25,354	\$ 25,568	\$ 25,783	\$ 25,998
368	Santa Maria	6	234	8	7	6	8	7	9	45	\$ 18,859	\$ 19,324	\$ 19,789	\$ 20,254
376	St. Bruno	6	252	5	8	4	5	7	6	35	\$ 20,042	\$ 20,212	\$ 20,382	\$ 20,551
214	St. Clare	6	436	3	4	3	3	4	8	25	\$ 34,049	\$ 33,769	\$ 33,488	\$ 33,207
305	St. John Bosco	6	330	4	6	4	3	3	9	29	\$ 25,911	\$ 25,872	\$ 25,833	\$ 25,795
244	St. John the Evangelist	6	422	8	9	6	8	8	8	47	\$ 34,154	\$ 35,104	\$ 36,054	\$ 37,004
228	St. Mary of the Angels	6	225	2	4	5	3	4	8	26	\$ 17,610	\$ 17,495	\$ 17,379	\$ 17,264
355	St. Nicholas of Bari	6	642	4	4	6	3	2	9	28	\$ 50,371	\$ 50,211	\$ 50,051	\$ 49,891
371	Stella Maris	6	366	2	4	7	3	3	9	28	\$ 28,700	\$ 28,609	\$ 28,518	\$ 28,427
378	Epiphany of Our Lord	7	201	7	6	7	8	5	5	38	\$ 16,025	\$ 16,239	\$ 16,453	\$ 16,668
282	Holy Spirit	7	454	7	4	7	8	7	4	37	\$ 36,134	\$ 36,559	\$ 36,983	\$ 37,408
342	Our Lady of Guadalupe	7	189	8	5	8	9	9	2	41	\$ 15,118	\$ 15,394	\$ 15,669	\$ 15,945
273	Our Lady of Wisdom	7	347	4	4	1	4	3	4	20	\$ 26,858	\$ 26,406	\$ 25,954	\$ 25,502
258	Precious Blood	7	474	7	7	8	7	8	4	41	\$ 38,034	\$ 38,728	\$ 39,422	\$ 40,115
350	St. Aidan	7	308	7	3	9	7	4	6	36	\$ 24,507	\$ 24,755	\$ 25,003	\$ 25,251
335	St. Albert	7	441	7	6	5	8	5	6	37	\$ 35,156	\$ 35,569	\$ 35,982	\$ 36,395

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	<u>CURRENT</u> <u>95% Enrolment</u> <u>5% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>90% Enrolment</u> <u>10% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>PROPOSED</u> <u>85% Enrolment</u> <u>15% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>80% Enrolment</u> <u>20% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>
319	St. Gerald	7	283	6	5	6	6	5	4	32	\$ 22,365	\$ 22,443	\$ 22,522	\$ 22,600
395	St. Henry	7	260	4	2	6	7	1	5	25	\$ 20,270	\$ 20,103	\$ 19,935	\$ 19,768
393	St. Kateri Tekakwitha	7	270	2	2	3	3	3	3	16	\$ 20,730	\$ 20,237	\$ 19,744	\$ 19,251
300	St. Kevin	7	216	4	3	4	3	2	4	20	\$ 16,748	\$ 16,466	\$ 16,184	\$ 15,902
264	St. Lawrence	7	488	6	4	7	6	5	6	34	\$ 38,666	\$ 38,930	\$ 39,194	\$ 39,458
357	St. Matthias	7	257	5	3	8	4	8	2	30	\$ 20,237	\$ 20,240	\$ 20,244	\$ 20,248
373	St. Sylvester	7	178	7	5	9	7	5	6	39	\$ 14,232	\$ 14,446	\$ 14,660	\$ 14,873
298	St. Timothy	7	603	6	4	9	8	9	1	37	\$ 48,036	\$ 48,600	\$ 49,165	\$ 49,729
456	Bl Pier Giorgio Frassat	8	354	3	2	1	2	1	5	14	\$ 27,139	\$ 26,398	\$ 25,657	\$ 24,916
419	Cardinal Leger	8	333	3	3	3	2	1	2	14	\$ 25,535	\$ 24,838	\$ 24,141	\$ 23,443
524	Francis Libermann	8	12	6	4	6	7	2	6	31	\$ 946	\$ 948	\$ 950	\$ 951
372	Our Lady of Grace	8	276	5	3	5	6	2	6	27	\$ 21,586	\$ 21,481	\$ 21,376	\$ 21,271
416	Prince of Peace	8	304	6	1	3	7	1	7	25	\$ 23,735	\$ 23,539	\$ 23,343	\$ 23,148
415	Sacred Heart	8	240	6	5	5	5	2	5	28	\$ 18,842	\$ 18,782	\$ 18,722	\$ 18,663
351	St. Barnabas	8	292	7	7	4	6	2	6	32	\$ 23,077	\$ 23,158	\$ 23,239	\$ 23,320
334	St. Bartholomew	8	92	4	2	7	6	1	5	25	\$ 7,195	\$ 7,136	\$ 7,077	\$ 7,017
425	St. Bede	8	163	8	8	2	6	3	4	31	\$ 12,889	\$ 12,913	\$ 12,937	\$ 12,961
359	St. Brendan	8	562	1	1	1	1	1	1	6	\$ 42,446	\$ 40,679	\$ 38,912	\$ 37,145
380	St. Columba	8	236	8	9	7	7	6	6	43	\$ 18,991	\$ 19,398	\$ 19,806	\$ 20,213
467	St. Dominic Savio	8	256	3	7	5	2	1	2	20	\$ 19,787	\$ 19,454	\$ 19,121	\$ 18,788
386	St. Elizabeth Seton	8	157	7	6	4	7	4	7	35	\$ 12,487	\$ 12,593	\$ 12,699	\$ 12,805
385	St. Florence	8	183	4	5	4	4	2	4	23	\$ 14,205	\$ 14,039	\$ 13,873	\$ 13,708

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	CURRENT		PROPOSED	
											<u>95%</u> <u>Enrolment</u> <u>5%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>90%</u> <u>Enrolment</u> <u>10%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>85%</u> <u>Enrolment</u> <u>15%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>	<u>80%</u> <u>Enrolment</u> <u>20%</u> <u>S.E.Needs</u> <u>(allocated by</u> <u>total ranking)</u> <u>\$4,852,254</u>
377	St. Gabriel Lalemant	8	171	7	6	5	7	3	6	34	\$ 13,533	\$ 13,626	\$ 13,718	\$ 13,810
365	St. Ignatius of Loyola	8	124	6	3	5	6	2	7	29	\$ 9,707	\$ 9,692	\$ 9,678	\$ 9,663
394	St. Jean de Brebeuf	8	213	3	4	4	2	1	4	18	\$ 16,451	\$ 16,117	\$ 15,783	\$ 15,449
336	St. Malachy	8	281	2	5	4	2	1	3	17	\$ 21,644	\$ 21,167	\$ 20,690	\$ 20,213
381	St. Marguerite Bourgeoise	8	94	5	3	4	6	1	7	26	\$ 7,322	\$ 7,274	\$ 7,226	\$ 7,178
408	St. Rene Goupil	8	65	5	2	3	5	1	7	23	\$ 5,089	\$ 5,029	\$ 4,970	\$ 4,911
414	The Divine Infant	8	116	5	3	2	6	1	8	25	\$ 9,034	\$ 8,960	\$ 8,885	\$ 8,811
221	Our Lady of Lourdes	9	576	9	8	8	9	9	3	46	\$ 46,538	\$ 47,759	\$ 48,980	\$ 50,201
239	Our Lady of Perpetual	9	390	1	1	4	1	3	1	11	\$ 29,694	\$ 28,725	\$ 27,756	\$ 26,787
347	Pope Francis	9	251	3	6	2	4	6	6	27	\$ 19,679	\$ 19,583	\$ 19,488	\$ 19,392
326	St. Alphonsus	9	226	5	8	3	5	6	6	33	\$ 17,869	\$ 17,962	\$ 18,054	\$ 18,146
243	St. Anselm	9	396	1	1	6	1	5	1	15	\$ 30,409	\$ 29,632	\$ 28,855	\$ 28,078
206	St. Francis of Assisi	9	143	2	2	1	2	5	6	18	\$ 11,055	\$ 10,831	\$ 10,606	\$ 10,382
205	St. Mary	9	318	7	9	6	9	8	2	41	\$ 25,483	\$ 25,948	\$ 26,413	\$ 26,878
387	St. Michael	9	172	8	9	5	9	9	1	41	\$ 13,788	\$ 14,039	\$ 14,291	\$ 14,542
217	St. Michael's Choir (Jr)	9	178	1	1	2	2	3	3	12	\$ 13,577	\$ 13,158	\$ 12,739	\$ 12,321
204	St. Paul	9	209	9	9	6	9	9	5	47	\$ 16,923	\$ 17,394	\$ 17,865	\$ 18,336
212	Holy Family	10	234	9	9	4	9	9	6	46	\$ 18,918	\$ 19,415	\$ 19,911	\$ 20,408
325	James Culnan	10	567	6	7	3	5	4	8	33	\$ 44,826	\$ 45,057	\$ 45,289	\$ 45,521
210	St. Anthony	10	345	3	5	3	3	6	7	27	\$ 27,013	\$ 26,882	\$ 26,750	\$ 26,619
218	St. Cecilia	10	659	1	2	3	2	6	2	16	\$ 50,667	\$ 49,462	\$ 48,256	\$ 47,051
208	St. Helen	10	451	4	4	2	4	6	7	27	\$ 35,313	\$ 35,142	\$ 34,970	\$ 34,798

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	<u>CURRENT</u> <u>95% Enrolment</u> <u>5% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>90% Enrolment</u> <u>10% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>PROPOSED</u> <u>85% Enrolment</u> <u>15% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>80% Enrolment</u> <u>20% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>
275	St. James	10	182	8	9	4	8	7	8	44	\$ 14,643	\$ 14,981	\$ 15,318	\$ 15,656
370	St. Luigi	10	136	3	6	2	4	7	9	31	\$ 10,745	\$ 10,765	\$ 10,785	\$ 10,805
237	St. Pius X	10	505	1	2	2	1	2	1	9	\$ 38,362	\$ 36,973	\$ 35,584	\$ 34,195
216	St. Rita	10	94	9	9	5	8	7	9	47	\$ 7,600	\$ 7,812	\$ 8,023	\$ 8,235
354	St. Sebastian	10	223	4	6	4	5	7	8	34	\$ 17,676	\$ 17,797	\$ 17,918	\$ 18,038
227	St. Vincent de Paul	10	329	1	2	1	1	6	2	13	\$ 25,184	\$ 24,452	\$ 23,719	\$ 22,987
299	Annunciation	11	364	3	1	5	2	7	2	20	\$ 28,173	\$ 27,699	\$ 27,225	\$ 26,751
251	Canadian Martyrs	11	328	5	2	5	5	7	4	28	\$ 25,751	\$ 25,669	\$ 25,587	\$ 25,505
242	Holy Cross	11	376	7	8	6	8	8	4	41	\$ 30,180	\$ 30,731	\$ 31,282	\$ 31,832
215	Holy Name	11	311	5	6	3	5	6	4	29	\$ 24,471	\$ 24,434	\$ 24,398	\$ 24,361
348	St John XXIII	11	410	9	4	9	9	9	6	46	\$ 33,152	\$ 34,022	\$ 34,892	\$ 35,762
235	St. Brigid	11	598	5	5	3	5	5	3	26	\$ 46,763	\$ 46,456	\$ 46,150	\$ 45,843
316	St. Catherine	11	112	5	6	7	5	8	2	33	\$ 8,857	\$ 8,903	\$ 8,948	\$ 8,994
310	St. Denis	11	287	1	1	2	1	2	1	8	\$ 21,732	\$ 20,906	\$ 20,080	\$ 19,254
315	St. Isaac Jogues	11	360	6	5	9	6	9	3	38	\$ 28,744	\$ 29,128	\$ 29,513	\$ 29,898
220	St. John	11	433	1	2	2	1	2	2	10	\$ 32,908	\$ 31,775	\$ 30,643	\$ 29,510
209	St. Joseph	11	220	5	8	3	6	5	5	32	\$ 17,394	\$ 17,455	\$ 17,516	\$ 17,577
272	Immaculate Heart of M	12	182	4	3	3	3	3	6	22	\$ 14,119	\$ 13,930	\$ 13,741	\$ 13,552
252	Our Lady of Fatima	12	764	6	6	6	5	6	4	33	\$ 60,453	\$ 60,766	\$ 61,078	\$ 61,391
302	St. Agatha	12	429	5	4	2	4	3	4	22	\$ 33,290	\$ 32,844	\$ 32,399	\$ 31,954
274	St. Barbara	12	329	8	8	7	8	6	7	44	\$ 26,545	\$ 27,157	\$ 27,769	\$ 28,381
277	St. Boniface	12	338	9	8	8	9	8	7	49	\$ 27,434	\$ 28,284	\$ 29,133	\$ 29,983

				Factors Contributing to Socioeconomic Needs <i>Higher</i> <i>Factor (1-9) indicates Greater Need</i>							Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs			
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	<u>CURRENT</u> <u>95% Enrolment</u> <u>5% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>90% Enrolment</u> <u>10% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>PROPOSED</u> <u>85% Enrolment</u> <u>15% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>	<u>80% Enrolment</u> <u>20% S.E.Needs</u> (allocated by total ranking) <u>\$4,852,254</u>
241	St. Dunstan	12	242	9	3	9	9	9	5	44	\$ 19,483	\$ 19,932	\$ 20,381	\$ 20,831
356	St. Edmund Campion	12	244	6	7	8	6	4	4	35	\$ 19,351	\$ 19,515	\$ 19,679	\$ 19,843
292	St. Joachim	12	323	8	7	7	7	6	5	40	\$ 25,886	\$ 26,316	\$ 26,747	\$ 27,177
260	St. Maria Goretti	12	955	7	6	8	7	7	5	40	\$ 76,447	\$ 77,718	\$ 78,989	\$ 80,260
286	St. Martin de Porres	12	318	9	8	7	8	7	5	44	\$ 25,580	\$ 26,169	\$ 26,759	\$ 27,349
308	St. Nicholas	12	355	7	7	8	6	7	4	39	\$ 28,355	\$ 28,781	\$ 29,206	\$ 29,632
301	St. Richard	12	414	4	3	5	4	2	5	23	\$ 32,214	\$ 31,838	\$ 31,463	\$ 31,087
269	St. Rose of Lima	12	467	7	5	8	7	5	5	37	\$ 37,226	\$ 37,663	\$ 38,101	\$ 38,538
248	St. Theresa Shrine	12	208	5	4	2	4	5	5	25	\$ 16,232	\$ 16,098	\$ 15,964	\$ 15,831
322	St. Thomas More	12	293	7	5	8	7	6	5	38	\$ 23,407	\$ 23,720	\$ 24,034	\$ 24,347
306	St. Ursula	12	262	4	7	2	3	3	3	22	\$ 20,331	\$ 20,059	\$ 19,787	\$ 19,515
338	St. Victor	12	305	4	3	6	4	3	5	25	\$ 23,809	\$ 23,613	\$ 23,416	\$ 23,220
			<u>61,651</u>							<u>4,952</u>	<u>\$ 4,852,254</u>	<u>\$ 4,852,254</u>	<u>\$ 4,852,254</u>	<u>\$ 4,852,254</u>

				Factors Contributing to Socioeconomic Needs <i>Higher Factor (1-9) indicates Greater Need</i>						Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs				
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	Current		Proposed	
											95% Enrolment	90% Enrolment	85% Enrolment	80% Enrolment
											5% S.E.Needs	10% S.E.Needs	15% S.E.Needs	20% S.E.Needs
											(allocated by total ranking)	(allocated by total ranking)	(allocated by total ranking)	(allocated by total ranking)
											\$3,576,062	\$3,576,062	\$3,576,062	\$3,576,062
521	Father Henry Carr	1	920	9	8	9	9	7	8	50	\$ 116,885	\$ 121,323	\$ 125,761	\$ 130,199
535	Monsignor Percy Johnson	1	996	6	6	3	6	4	7	32	\$ 122,716	\$ 123,600	\$ 124,485	\$ 125,369
549	Bishop Allen Academy	2	1,619	1	1	1	1	1	1	6	\$ 190,149	\$ 182,378	\$ 174,607	\$ 166,836
540	Father John Redmond	2	1,189	2	2	2	1	3	2	12	\$ 141,170	\$ 137,025	\$ 132,879	\$ 128,733
529	Michael Power-St Joseph	2	1,918	2	2	2	2	2	3	13	\$ 228,237	\$ 221,967	\$ 215,696	\$ 209,426
509	Chaminade College	3	905	3	5	1	2	4	7	22	\$ 109,500	\$ 108,323	\$ 107,146	\$ 105,969
513	St. Basil-The-Great	3	1,240	7	7	2	6	5	8	35	\$ 153,475	\$ 155,388	\$ 157,302	\$ 159,216
527	James Cardinal McGuigan	4	818	9	9	8	9	9	9	53	\$ 104,462	\$ 108,944	\$ 113,427	\$ 117,909
506	Madonna	4	701	8	9	8	7	8	7	47	\$ 88,664	\$ 91,588	\$ 94,512	\$ 97,436
508	Brebeuf College	5	988	3	3	7	5	4	1	23	\$ 119,740	\$ 118,672	\$ 117,603	\$ 116,535
556	Cardinal Carter Sr	5	681	1	1	2	2	2	2	10	\$ 80,589	\$ 77,916	\$ 75,243	\$ 72,569
522	Dante Alighieri Academy	5	936	5	5	6	4	6	8	34	\$ 115,709	\$ 116,950	\$ 118,191	\$ 119,431
510	Loretto Abbey	5	973	2	1	4	2	3	2	14	\$ 116,034	\$ 113,065	\$ 110,096	\$ 107,127
561	Marshall McLuhan	5	1,083	5	7	7	4	8	5	36	\$ 134,360	\$ 136,269	\$ 138,179	\$ 140,088
516	St. Joseph's Morrow Park	5	432	4	3	9	8	7	1	32	\$ 53,210	\$ 53,593	\$ 53,977	\$ 54,360
555	Archbishop Romero	6	697	7	7	3	5	6	9	37	\$ 86,592	\$ 87,973	\$ 89,354	\$ 90,735
511	Loretto College	6	461	4	6	5	3	5	9	32	\$ 56,814	\$ 57,224	\$ 57,633	\$ 58,043
554	Jean Vanier	7	923	7	5	8	7	7	6	40	\$ 115,301	\$ 117,736	\$ 120,171	\$ 122,606
544	Mary Ward	7	1,041	3	2	7	5	1	5	23	\$ 126,099	\$ 124,974	\$ 123,848	\$ 122,723
538	Blessed Mother Teresa	8	468	8	6	4	7	2	5	32	\$ 57,615	\$ 58,030	\$ 58,446	\$ 58,861
524	Francis Libermann	8	924	6	4	6	7	2	6	31	\$ 113,533	\$ 114,151	\$ 114,768	\$ 115,386
533	Monsignor Fraser College	9	893	8	8	6	8	7	6	43	\$ 112,120	\$ 115,061	\$ 118,003	\$ 120,944
514	St. Joseph's College	9	809	6	6	3	6	8	4	33	\$ 99,797	\$ 100,692	\$ 101,587	\$ 102,482
518	St. Michael's Choir (Sr)	9	95	1	2	1	1	3	2	10	\$ 11,301	\$ 10,926	\$ 10,551	\$ 10,176
545	Bishop Marrocco/Thomas Merton	10	802	6	7	4	6	6	8	37	\$ 99,671	\$ 101,260	\$ 102,850	\$ 104,439

School Block Calculations using
School Demographics Indicators
Secondary Schools

APPENDIX B

				Factors Contributing to Socioeconomic Needs <i>Higher Factor (1-9) indicates Greater Need</i>						Budget Allocation Models by Weighted Enrolment & Socioeconomic Needs				
Number	Name	Ward	Enrolment	(a) Gov. Transfer Payments	(c) Low Family Income	(d) Recent Immigration	(f) Single Parent Families	(g) Housing (rent/own)	(h) Parent Education	TOTAL	Current		Proposed	
											95% Enrolment	90% Enrolment	85% Enrolment	80% Enrolment
											5% S.E.Needs	10% S.E.Needs	15% S.E.Needs	20% S.E.Needs
											(allocated by	(allocated by	(allocated by	(allocated by
											total ranking)	total ranking)	total ranking)	total ranking)
\$3,576,062	\$3,576,062	\$3,576,062	\$3,576,062											
528	St. Mary's	10	660	7	8	9	8	9	6	47	\$ 83,381	\$ 86,130	\$ 88,880	\$ 91,629
501	Notre Dame	11	682	5	4	5	4	5	4	27	\$ 83,301	\$ 83,161	\$ 83,020	\$ 82,879
505	Senator O'Connor College	11	1,390	3	3	6	3	6	3	24	\$ 168,718	\$ 167,520	\$ 166,321	\$ 165,122
546	St. Patrick	11	717	8	8	8	9	9	4	46	\$ 90,545	\$ 93,379	\$ 96,213	\$ 99,047
519	Cardinal Newman	12	1,091	4	4	4	3	3	4	22	\$ 131,937	\$ 130,519	\$ 129,101	\$ 127,683
502	Neil McNeil	12	853	2	3	5	3	4	3	20	\$ 102,852	\$ 101,369	\$ 99,887	\$ 98,404
531	St John Paul II	12	1,343	4	4	3	4	1	3	19	\$ 161,583	\$ 158,955	\$ 156,328	\$ 153,700
29,250										942	\$ 3,576,062	\$ 3,576,062	\$ 3,576,062	\$ 3,576,062



REPORT TO

REGULAR BOARD

GREENHOUSE GAS REDUCTION FUND - ENERGY RETROFIT PROJECTS (ALL WARDS)

*"I can do all this through Him who gives me strength."
Philippians 4:13 (NIV)*

Created, Draft	First Tabling	Review
May 4, 2017	May 18, 2017	

M. Iafrate, Senior Coordinator, Renewal
 K. Elgharbawy, Senior Coordinator Maintenance and Energy Management
 M. Farrell, Coordinator, Materials Management
 P. de Cock, Comptroller, Business Services
 A. Della Mora, D. Yack, J. Shanahan, G. Grant, J. Wujek, K. Malcom, M. Caccamo, P. Aguiar,
 S. Campbell, Superintendents of Learning, Student Achievement and Well-Being
 M. Puccetti, Superintendent of Facilities Services

RECOMMENDATION REPORT

Vision:

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

Mission:

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

We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

In April 2017, the Ministry of Education announced a new investment to school boards in the amount of \$200 million called the Greenhouse Gas Reduction Fund (GGRF). The fund can be utilized for Renewal projects for existing buildings that are initiated after April 2017 and that must be completed by March 2018. The investment share allocated for the Toronto Catholic District School Board (TCDSB) totals \$7,092,190.00.

This report recommends the approval of Renewal projects for a total estimated budget of \$7,092,190.00 as detailed in Appendix A, funded through the Greenhouse Gas Reduction Fund.

The cumulative staff time dedicated to developing this report was 30 hours.

B. PURPOSE

1. Board approval is sought for a strategic plan to upgrade/replace critical, end-of-life building components and also invest in future energy cost reduction measures at various schools and administrative facilities by utilizing the new Greenhouse Gas Reduction Fund.
2. It is of benefit to the Board to maintain and repair its buildings, to insure the value of the capital asset and provide a safe and healthy teaching environment for students and staff. Energy-savings and improved operation are generated through the replacement of older components and systems.

C. BACKGROUND

1. In June 2014, the Board approved a five-year Energy Management Plan, to support a framework for the energy and sustainability initiatives within the built environment, and that the plan reflect our values as a Catholic Board, as stewards of the environment.
2. On March 10, 2016 the Board resolved to become a “Net Zero Energy” school Board.
3. On February 15, 2017, Corporate Services, Strategic Planning and Property Committee approved the 2016-2018 Revised Renewal Program under the following fund portfolios: *(Ren 2016 045)*
 - a) School Renewal Grant (SRG)
 - b) School Condition Improvement Grant (SCI)
 - c) School Renewal Allocation (SRA)

4. By 2018, it is anticipated the Board will have a cumulative deferred maintenance backlog of approximately \$833 M upon completion of the 2016-2018 school renewal program, which has an anticipated expenditure of \$106.9 M. The deferred maintenance backlog will continue to increase as building components reach the end of their life cycle. The primary focus is to replace critical building components or systems that have reached the end of their life cycle, are in poor condition or no-longer function as intended, and that has a significant impact on the operation or viability of the facility.
5. As the cost impacts of carbon pricing and hydro rate-increases continue to pressure the Operations and Maintenance budget, Staff are proposing to ease the burden by undertaking projects such as:
 - Installing new photovoltaic (solar) systems which will offset the cost of hydro.
 - Installing power harmonizers to control the incoming power supplied by Toronto Hydro whereby decreasing power loss through heat while increasing life of building components such as lighting, pumps and variable frequency drives (VFD's).
 - Installing energy efficient LED lighting technology.
 - Installing building automation systems.
6. On April 12, 2017, arising from the Government of Ontario's Climate Change Action Plan introduced in 2016, the Ministry announced a \$200.0 million initiative to help school boards reduce greenhouse gas emissions in its existing facilities. The TCDSB is eligible to receive \$7,092,190.00 provided that it meets the following conditions:
 - a) Funds be utilized for projects initiated after April 12, 2017 and completed by March 31, 2018 (unspent funds cannot be carried over to the following year);
 - b) Projects estimates are submitted via VFA facility asset management software and EFIS by June 30, 2017;
 - c) Funds are utilized for projects undertaken in secondary schools, elementary schools and administrative buildings that are TCDSB owned and expected to remain open and operational for a minimum of five (5) years. It's important to note that School Renewal and School Condition Improvement grants are not permitted to be used for Renewal upgrades in administrative buildings;

d) Funds are spent on projects to reduce greenhouse gas emissions, by upgrading to energy efficient building components and other pre-defined enhancements to the building envelope.

7. Ministry guidelines for building components that can be upgraded and/or installed and be eligible for GGR funding are shown in table below:

Category	Eligible Components
Lighting	High Efficiency Lighting Systems (e.g. LED)
	Controls and Sensors
HVAC & Controls	High Efficiency Boilers & Furnaces
	High Efficiency Boiler Burners
	Heat Recovery/Enthalpy Wheels for Ventilation
	Economizers
	High Efficiency HVAC Systems
	High Efficiency Rooftop and MUA units
	High Efficiency Domestic Hot Water
	High Efficiency Motors
	Variable Frequency Drives
	Demand Ventilation
	Controls and Entrance Heaters
	Building Automation Systems – New or Upgrades
	Real-time Energy Monitoring
	Voltage Harmonizer
	Ground Source Heat Pump (Geothermal)
	Air Source Heat Pump
	Solar Air & Water
	Energy Efficient Ventilation
Building Envelope	Energy Efficient Windows/Doors/Skylights (e.g. lower thermal conductivity fenestration)
	Increased Wall & Roof Insulation (with increased air tightness)
	New Roof (with high insulation factors)
Various	Solar Photovoltaic
	Commissioning/Retro-commissioning (as part of a capital project)
	Electric Vehicle Charging Stations
	Other technologies (only if approved by the Ministry of Education in advance)

Note: Table referenced from Ministry of Education 2017: SB08 memorandum

8. As per the conditions and guidelines stipulated by the Ministry of Education, Facilities staff analysed the energy data for the TCDSB-owned schools and

administrative facilities and shortlisted **buildings that have the highest energy consumption.**

9. Refer to Appendix A for projects that were chosen to be funded through GGRF. A select number of lighting upgrade and power harmonizer installation projects were previously approved in the 2016-2018 Revised Renewal Plan funded through the School Condition Improvement Grant. It is recommended that these projects be transferred from SCI to GGRF since it meets the requirements specified by the Ministry. Total project budget recommended for transfer from SCI to GGRF is \$1,842,971.40.
10. On December 05, 2016, Associate Directors' Council approved a revised project budget of \$493,854.87 to complete the mechanical and building automation system upgrades at the Catholic Education Center. The project cost is shared between the Board Administrative grant (82%) and the School Renewal grant (18%). It is recommended that the cost for this project be transferred from the Board Administrative and the School Renewal grants to the GGRF to alleviate pressures especially on the Board Administrative grant to fund other priorities.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Projects were selected based on two main criteria:
 - e) Energy consumption
 - f) Age of equipment
2. Energy data compiled from utility bills was analysed and projects were assigned to buildings that were on the top tier as highest energy consumers. Typically, targeting projects in buildings that consume the highest energy will result in the quickest payback period on capital spending.
3. Project scopes were selected based on information provided in TCPS/VFA Facility (through the Ministry of Education's School Condition Assessment program).
4. In reviewing energy data obtained from previous similar projects, the following has been observed:
 - a) Lighting and mechanical upgrades to buildings has yielded between 5% to 15% reduction in energy consumption.
 - b) Power harmonizers have shown a reduction of 8% in energy consumption.

- c) Photovoltaic solar projects have shown a 20% decrease in energy by offsetting hydro costs.
5. For the Catholic Education Center, the proposed projects are estimated to reduce energy consumption by 23% which would amount to \$140,628.00 per year savings at the current utility rates, which will be channelled back to the School Operations and Maintenance budgets.
6. The proposed projects are eligible for rebates through the “Save on Energy” program offered by Toronto Hydro and Independent Electricity System Operator (IESO).

E. VISION

VISION	PRINCIPLES	GOALS
To provide stewardship of Board resources and ensure fiscal responsibility.	Align investment in the Board’s capital assets to reduce energy consumption resulting in a better environment. Undertake critical building upgrades identified through the school inspections and the Ministry’s Asset Management Database.	To maintain the value of the Board’s capital assets and provide a safe and healthy learning environment for students and staff.

F. METRICS AND ACCOUNTABILITY

1. The goal is to complete the projects listed in Appendix A by March 31, 2018.
2. The proposed work listed in Appendix A must follow the Board’s Purchasing Policy, under the 2011 Broader Public Sector (BPS) Procurement Directive, in terms of acquiring goods and services, including receiving competitive bids for engineering and design services as well as construction contracts. The Procurement process is to be open, transparent and competitive.
3. Work is issued to pre-qualified vendors in an open and competitive bidding environment, as detailed in the Board’s Purchasing Policy. Regular reports providing budget and status updates are provided to the Director and Associate Directors.
4. The Ministry’s facility database will be updated upon completion of projects to align with the Board’s financial accountability submissions as overseen by the Board’s Finance department.
5. Consultant and contractor evaluation forms will be completed by staff at the end of each project and reviewed by Purchasing/Materials Evaluation and

Approval Committee (PMEAC) to determine future eligibility on the Board's list of approved vendors. Principals will also have the opportunity to complete the evaluation forms as well.

6. The energy consumption data for every TCDSB facility is provided annually to the Ministry of Energy, as required by the Green Energy Act of Ontario, Reg. 397/1 2009. The Ministry of Energy uses this information to provide school boards with the Greenhouse Gas Emissions (GGE) data for each building. This information is updated annually on the Board's web site, under the Environment/Energy Management link and will assist staff to analyse the rate-of-return benefits of various energy-saving initiatives.
7. Staff will apply for incentive grants for any eligible projects and the funding received from these grants will be used for other school renewal work.

G. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. Upon approval of the recommended GGR funded projects as detailed in Appendix A, the project scopes and budgets will be entered into VFA facility asset management software and EFIS before June 3, 2017.
2. The GGRF project list will be sent to Principals, Superintendents and other relevant staff to inform them of the work to be undertaken.
3. Projects will be assigned to Renewal staff and thereafter Request for Quotation (RFQ) for engineering services will be issued to pre-qualified vendors, as per the Board's Purchasing Policy. The consultant, along with a Renewal project supervisor will meet with each school principal and/or building administrator to review the scope and timelines for the project.
4. School community consultation will occur for applicable projects. Project status will be available through the Board's Web site.
5. The recent GGR funding is for existing buildings – staff continue to pursue similar funding opportunities for new construction, with the Ministry of the Environment and Climate Change, as well as the Ministry of Education.

H. STAFF RECOMMENDATION

That the Renewal projects as listed in Appendix A be approved for a total estimated budget of \$7,092,190.00, funded through the Greenhouse Gas Reduction Fund.

Proposed 2016-2018 GGR Funded Renewal Projects		
Building	Scope	Estimated Budget
Bishop Allen Academy	Power Harmonizer	\$ 802,971.40
Bishop Marrocco/Thomas Merton		
Cardinal Carter Academy		
Catholic Education Center		
James Cardinal McGuigan		
Marshall McLuhan		
Michael Power/St. Joseph		
Senator O'Connor		
St. John Paul II		
St. Mary Catholic Academy		
St. Mother Teresa Catholic Academy		
St. Patrick		
Bishop Marrocco/Thomas Merton	LED Lighting	\$ 2,320,000.00
Blessed Archbishop Romero		
Catholic Education Center		
East Facilities		
James Cardinal McGuigan		
Loretto Abbey		
Mary Ward		
Michael Power/St. Joseph		
Monsignor Fraser College (Isabella)		
Senator O'Connor		
St. Basil-the-Great		
St. Charles Garnier		
St. John Paul II		
St. Mother Teresa Catholic Academy		
St. Norbert		
St. Patrick		
West Facilities		
Francis Libermann	PV Systems	\$ 2,000,000.00
Monsignor Percy Johnson		
Senator O'Connor		
St. Basil-the-Great	VFD's for Chillers	\$ 300,000.00
Marshall McLuhan		
St. John Paul II		
St. Basil-the-Great	Mechanical & BAS	\$ 1,669,218.60
Catholic Education Center		
East Facilities		
West Facilities		
	Project Budgets Total	\$ 7,092,190.00
	Total GGR Funding Available	\$ 7,092,190.00
	Balance	\$ -

MASTER PENDING LIST AND ROLLING CALENDAR TO MAY 18, 2017

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Dec-14 Corporate Services	Deferred until such time that deficit is under control	Corporate Services	Report regarding System-Wide Approach to Digital School Signage	Associate Director of Planning and Facilities
2	Jan -16 Corporate Services	Apr-17 June-17	Corporate Services	Request to the TTC to reduce transit rates for our students.	Associate Director Planning and Facilities
3	June-16 Corporate Services	Nov-16	Corporate Services	Comparison of new leasing rate model vs the old model	CFO and Executive Superintendent, Business Services
4	Nov-16 Corporate Services	Apr-17 June-17	Corporate Services	Report regarding Toronto and York Region Labour Council	Associate Director Planning and Facilities
5	Nov-16 Regular Board	Apr-17 June-17	Corporate Services	Report regarding Status of Wait Lists for Over Subscribed Elementary Schools (All Wards)	Associate Director Planning and Facilities
6	Feb-17 Corporate Services	June-17	Corporate Services	Report regarding recommended weighting relating to evaluation matrix for new larger gymnasiums.	Associate Director Planning and Facilities

7	Jan-16 Regular Board	Jan-17 May-17	Regular Board	*Report on the Impact of the MYRP on students, teachers and principals and the gap between funding received and salaries and benefits(<i>see footnote</i>)	Associate Director Academic Affairs & CFO, Executive Superintendent, Business Services
8	Nov-16 Regular Board	Jun-17 May-17	Regular Board	The final committee submission regarding the Parent/Student Bill of Rights, as vetted by the Board's legal counsel to the Board of Trustees and that the documents be sent out for public feedback before coming back to the Board.	Director of Education
9	Jan-17 Student Achievement	Jun-17	Regular Board	Report regarding an update on the Strategic Objectives and Priorities identified in the background of the Report of October 20, 2016 regarding Trustee and Staff Strategic Planning Session at the May 2017 Strategic Planning Session and in a report to Full Board in June 2017.	Director of Education

***Footnote:**

1. January 12, 2017 – Preliminary Report Regarding a Review of Education Assistants and child and Youth Worker Efficiencies Board wide
2. January 12, 2017 – Preliminary Report Regarding Impacts on those Areas Affected by Board-Approved Reductions since 2016
3. April 6, 2017 – Final Report: Review of Education Assistants and Child and Youth Workers Efficiencies Board wide
4. April 19, 2017 – Year End Report on the Effects of Trustee-Approved Reductions: 2015-2016
5. January 28th 2016, Report regarding TCDSB Multi-Year Recovery Plan (2015-2019) including Deloitte Report
6. February 18th 2016 Report regarding TCDSB Multi-Year Recovery Plan (2015-2019) including Survey Results
7. October 13th 2016, Report regarding Reassessment of TCDSB's MYRP 2016-17

10	June-16 Student Achievement	Apr-17	Regular Board	<p>Report regarding the results of the data being tracked and monitored since September 2016, which informs us of the system and student impacts on those areas where Trustees have approved cuts for 2016-2017.</p> <p>This report to be included as an Appendix to the 2017-2018 Budget reductions options with the following information for each reduction option;</p> <ul style="list-style-type: none"> - Risks to students, schools and the system (including risks to achievement, well-being and learning opportunities); <p>Our proposed response (s) to identified risks.</p>	Associate Director Academic Affairs & CFO, Executive Superintendent, Business Services
	June-16 Student Achievement	In advance of setting the Budget for future years	Student Achievement	Report regarding costs for materials and how they can be reduced by department in the future	CFO, Executive Superintendent, Business Services

12	Oct-16 Student Achievement	May-17	Student Achievement	Staff to implement a survey for the parents and students involved in the Pilot Project for Jump Mathematics	Associate Director Academic Affairs
13	Feb-17 Regular Board	May-17	Student Achievement	Report regarding a plan to engage staff and parents in investigating a pilot project for elementary and secondary year-long learning	Associate Director Academic Affairs

ANNUAL REPORTS

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
2	January (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
3	February (A)	Student Achievement	External Research Report	Associate Director Academic Services
4	February (A)	Student Achievement	Accountability Framework for Special Education	Associate Director Academic Services
5	March (A)	Corporate Services	Planning Enrolment Projection	Associate Director of Planning and Facilities
6	February (A)	Corporate Services	Legal Fees Report	Executive Superintendent Business Services
7	February (A)	Corporate Services	Statement Reserves Accumulated Surplus	Executive Superintendent Business Services
8	February (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
9	February (A)	Regular Board	Policy Budget Timeline and Public Consultation Survey	Executive Superintendent Business Services
10	February (A)	Regular Board	Metrics for MYSP 6 Strategic Directions	Director of Education

11	March (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
12	<i>March (A)</i>	<i>Student Achievement</i>	<i>Staffing Status Report for Next School Year</i>	<i>Associate Director Academic Services</i>
13	April (A)	Student Achievement	Conflict Resolution Department Report	Associate Director Academic Services
14	April (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
15	April (A)	Regular Board	Non-Resident VISA Student Fees for September 2013	Associate Director Academic Services
16	April (A)	Regular Board	Education Development Charges Policy Review	Associate Director of Planning and Facilities
17	May (A)	Student Achievement	Report regarding Updates on items referred to in Ministry of Education Operational Review	Associate Director Academic Services
18	May (A)	Student Achievement	Staffing Status Report for Next School Year	Executive Superintendent Business Services
19	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
20	May (A)	Corporate Services	Monthly Financial Report	Associate Director Academic Services
21	June (A)	Student Achievement	21 st Century Learning Update	Executive Superintendent Business Services

22	October (A)	Student Achievement	Student Trustees: Voices that Challenge	Associate Director Academic Services
23	June (A)	Regular Board	Budget Estimates	Associate Director Academic Services
24	September (A)	Student Achievement	Portuguese Speaking	Associate Director Academic Services
25	September (A)	Student Achievement	Full Day Kindergarten Enrolment Report	Associate Director Academic Services
26	September (A)	Corporate Services	Enrolment for September Report	Associate Director Academic Services
27	September (A)	Corporate Services	Trustee Honorarium Report	Associate Director Academic Services
28	September (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
29	September (A)	Regular Board	Angel Foundation for Learning Year In Report	Executive Superintendent Business Services
30	September (A)	Student Achievement	Community Engagement	Director of Education
31	September (A)	Student Achievement	Elementary and Secondary School Enrolment Report	Associate Director Academic Services & Associate Director Planning and Facilities
32	September (A)	Student Achievement	Portuguese Speaking	Associate Director Academic Services
33	October (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
34	October (A)	Student Achievement	Annual Safe Schools Report	Associate Director Academic Services

35	October (A)	Student Achievement	Information Report on the International Languages Program to include dates, statistical trends, surveys, results of previous assessments in changing demographics (city-wide population and home language dynamics) and immigration patterns in all wards.	Associate Director Academic Services
36	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO) ·Grade 9 Assessment of Mathematics (second semester and full-year students) and OSSLT Assessment (EQAO)	Associate Director Academic Services
37	October (A)	Special Board	Director's Performance Appraisal (over 3 consecutive Special Board Meetings)	Director of Education
38	October (A)	Corporate Services	Trustee Honorarium Report	Executive Superintendent Business Services
39	November (A)	Student Achievement	Board Learning Improvement Plan (BLIP)	Associate Director Academic Services
40	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
41	November (A)	Student Achievement	Religious Accommodation Report	Associate Director Academic Services
42	November (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services

43	November (A)	Corporate Services	Parent/Guardian and Student Transition Surveys	
44	November (A)	Regular Board	Annual Calendar of Meetings	Director of Education
45	November (A)	Regular Board	Audited Financial Statements	Executive Superintendent Business Services
46	December (A)	Corporate Services	Revised Budget Estimate for Consideration	Executive Superintendent Business Services
47	December (A)	Regular Board	Director's Annual Report	Director of Education
48	December (A)	Student Achievement	Status of Monitoring Team for the Safe School Inquiry Recommendations	Associate Director Academic Services