

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE REGULAR MEETING Public Session

AGENDA JANUARY 18, 2018

Jo-Ann Davis, Chair
Trustee Ward 9

Garry Tanuan, Vice Chair
Trustee Ward 8

Ann Andrachuk
Trustee Ward 2

Patrizia Bottoni
Trustee Ward 4

Nancy Crawford
Trustee Ward 12

Frank D'Amico
Trustee Ward 6

Rhea Carlisle
Student Trustee

Michael Del Grande
Trustee Ward 7

Angela Kennedy
Trustee Ward 11

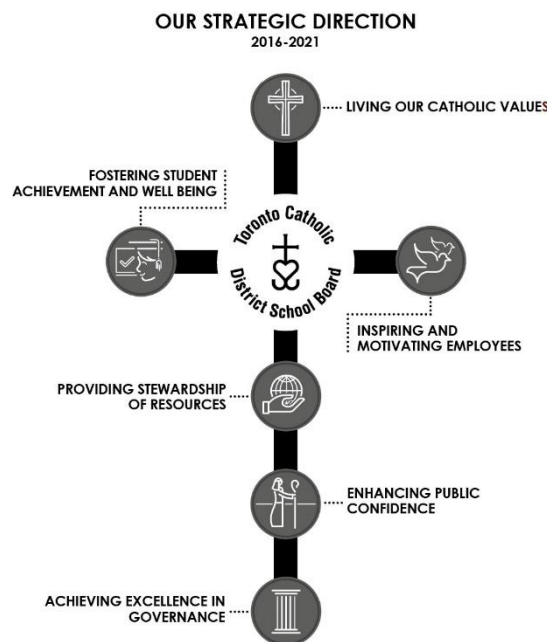
Joseph Martino
Trustee Ward 1

Sal Piccininni
Trustee Ward 3

Barbara Poplawski
Trustee Ward 10

Maria Rizzo
Trustee Ward 5

Joel Ndongmi
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
Acting Asst. Recording Secretary: Colin Johnston, 416-222-8282 Ext. 2659

Rory McGuckin
Director of Education

Barbara Poplawski
Chair of the Board

TERMS OF REFERENCE FOR CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

The Corporate Services, Strategic Planning and Property Committee shall have responsibility for considering matters pertaining to:

- (a) Business services including procurement, pupil transportation risk management/insurance and quarterly financial reporting
- (b) Facilities (buildings and other), including capital planning, construction, custodial services, design, maintenance, naming of schools, enrolment projections and use permits
- (c) Information Technology including, computer and management information services
- (d) Financial matters within the areas of responsibility of the Corporate Services, Strategic Planning and Property Committee including budget development
- (e) Policy development and revision in the areas of responsibility of the Corporate Services, Strategic Planning and Property Committee
- (f) Policies relating to the effective stewardship of board resources in the specific areas of real estate and property planning, facilities renewal and development, financial planning and information technology
- (g) The annual operational and capital budgets along with the financial goals and objectives are aligned with the Board's multi-year strategic plan
- (h) Any matter referred to the Corporate Services, Strategic Planning and Property Committee by the Board
- (i) Intergovernmental affairs and relations with other outside organizations
- (j) Advocacy and political action
- (k) Partnership development and community relations
- (l) Annual strategic planning review and design

OUR MISSION

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OUR VISION

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through witness, faith, innovation and action.*



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

PUBLIC SESSION

Jo-Ann Davis, Chair

Garry Tanuan, Vice-Chair

Thursday, January 18, 2018

7:00 P.M.

Pages

1. Call to Order
2. Opening Prayer (Chair or Designate)
3. Singing of O Canada
4. Roll Call and Apologies
5. Approval of the Agenda
6. Report from Private Session
7. Declarations of Interest
8. Approval & Signing of the Minutes of the Meeting held December 13, 2017
for Public Session. 1 - 14
9. Delegations
10. Presentation
11. Notices of Motion
12. Consent and Review

13. **Unfinished Business**
14. **Matters referred or deferred**
15. **Staff Reports**
 - 15.a St. Joseph Morrow Park Catholic School Capital Project Tender Award and Revised Project Budget (Ward 7) - (Recommendation) 15 - 25
 - 15.b Non-Qualifying Transportation Students by Trustee Ward (All Wards) - (Information) 26 - 32
 - 15.c 2017 Early Years Capital Program Funding Announcement (Information) 33 - 43
16. **Listing of Communications**
17. **Inquiries and Miscellaneous**
18. **Updating of the Pending Lists**
 - 18.a Annual Reports 44 - 45
 - 18.b Monthly Pending List 46
19. **Resolve into FULL BOARD to Rise and Report**
20. **Closing Prayer**
21. **Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE
CORPORATE SERVICES, STRATEGIC PLANNING
AND PROPERTY COMMITTEE**

HELD DECEMBER 13, 2017

PUBLIC SESSION

PRESENT:

Trustees: G. Tanuan, Acting Chair
A. Andrachuk
N. Crawford
F. D’Amico
M. Del Grande
A. Kennedy
J. Martino
B. Poplawski
M. Rizzo

Staff: R. McGuckin
A. Sangiorgio
D. Koenig
P. Matthews
P. De Cock
M. Puccetti
J. Volek

A. Robertson, Parliamentarian

S. Harris, Recording Secretary
K. Eastburn, Assistant Recording Secretary

4. **Roll Call and Apologies**

Apologies were received on behalf of Trustees Bottoni, Davis and Piccininni, as well as Student Trustees Carlisle and Ndongmi who were unable to attend the meeting.

5. **Approval of the Agenda**

MOVED by Trustee Andrachuk, seconded by Trustee Crawford, that the Agenda, as amended, to include the Addendum, be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

6. Report from Private Session

MOVED by Trustee Poplawski, seconded by Trustee Crawford, that the three items dealt with in PRIVATE Session, regarding authorization to enter into Contribution Agreement with the City of Toronto towards the construction of the artificial turf field at Our Lady of Sorrows Catholic School, a two-year lease extension and amending agreement with Tyndale University College and Seminary in order to accommodate St Joseph Morrow Park Catholic School students until completion of construction of the new replacement school and 2017 Preliminary Early Years Capital Program Funding, be approved.

7. Declaration of Interest

Trustee Kennedy declared an interest in Item 15d) **2017-18 Revised Budget Estimates** while Trustees Del Grande and Rizzo declared an interest in Item 1 of 15d) *Contract Support Workers*, Page 101, as their family members are employees of this Board. Trustee Kennedy indicated that she would neither participate in the discussions nor vote on this item while Trustees Del Grande and Rizzo indicated that they would neither participate in the discussions nor vote on Item 1.

8. Approval & Signing of the Minutes

MOVED by Trustee Crawford, seconded by Trustee Kennedy, that the Minutes of the Regular Meeting held November 9, 2017 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski

Rizzo
Tanuan

The Motion was declared

CARRIED

10. Presentation

- 10a) Ontario Association of Parents in Catholic Education (OAPCE)
Lifetime Membership to Angelo Sangiorgio, Associate Director,
Planning and Facilities** MOVED by Trustee Rizzo, seconded by Trustee
Martino, that this item be received.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

12. Consent and Review

The Chair reviewed the Order Paper.

The following items were questioned:

15a) Trustee Rizzo

15b) Trustee Crawford

15c) Trustee Rizzo

15d) Trustee Crawford

MOVED by Trustee Poplawski, seconded by Trustee Del Grande, that the Item not questioned be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

MATTER AS CAPTURED IN THE ABOVE MOTION

15e) Ontario School Boards' Insurance Exchange Enquiry

15. Staff Reports

15a) Site Plan Approval Process for New Construction Streamlining the Process (All Wards) MOVED by Trustee Rizzo, seconded by Trustee Del Grande:

1. That the Board enter into a two-year agreement with the City of Toronto and the Toronto District School Board, to jointly share the costs of a dedicated Senior Planner as detailed in this report; and
2. That TCDSB staff submit a request to the Ministry of Education to fund the costs of the dedicated Senior Planner as a unique site cost, proportional to each project.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy

Martino
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

- 15b) Revised 2017-2018 Renewal Plan (All Wards)** MOVED by Trustee Crawford, seconded by Trustee Martino, that the proposed amendments to the 2017-2018 Revised School Renewal Plan as detailed in Appendix A and B be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
 Crawford
 Del Grande
 Kennedy
 Martino
 Poplawski
 Rizzo
 Tanuan

The Motion was declared

CARRIED

- 15c) Status Update regarding Collection of Interior Air Temperatures in Non-Air Conditioned Schools** MOVED by Trustee Rizzo, seconded by Trustee Martino, that this item be received.

MOVED in AMENDMENT by Trustee Poplawski, seconded by Trustee Crawford:

1. That the Board approve a four-year phased implementation plan to add cooling centres at non-air conditioned schools as detailed in the report, funded from School Renewal;
2. That the annual Pupil Accommodation and Portable Classroom Requirements report provide detailed information and recommendations for the installation of air-conditioning units to portable classrooms; and
3. That the Chair of the Board send a letter to the Ministry of Education regarding the impact of hot weather on interior air temperatures in classrooms, as detailed in this report, with a request for additional funding to assist school boards to implement cooling centres.

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

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski
Tanuan

Rizzo

The Amendment was declared

CARRIED

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

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Kennedy
Martino
Poplawski
Tanuan

Rizzo

The Motion, as amended, was declared

CARRIED

Trustee Kennedy left the meeting at 8:15 pm due to a Declaration of Interest in Item 15d), as earlier indicated.

15d) 2017-18 Revised Budget Estimates MOVED by Trustee Martino, seconded by Trustee Andrachuk, that Item 1 *Contract Support Workers* on page 101 be discussed separately from the other items on that page.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Del Grande
Martino

Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustees Del Grande and Rizzo declared an interest in Item 1, *Contract Support Workers*, page 101, as earlier indicated, and left the meeting at 8:22 pm.

MOVED by Trustee Poplawski, seconded by Trustee Crawford, that the Board of Trustees approve the one-time Strategic Investments of \$1M from the Accumulated Surplus to address critical Special Education needs for the safety of students and staff through Contract Support Workers.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Martino
Poplawski
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Poplawski, seconded by Trustee Martino:

1. That the Board of Trustees approve the one-time Strategic Investments of \$6.9M from the Accumulated Surplus and an increase to the base budget of \$2.4M phased in future years;
2. That the Board of Trustees approve the 2017-18 Revised Budget Estimates for Classroom Related Expenditures of \$915.5M; and
3. That the Board of Trustees approve the 2017-18 Revised Budget Estimates for Non-Classroom Related Expenditures of \$204.7M.

Trustees Del Grande and Rizzo returned to the meeting at 8:40 pm.

The Chair declared a five-minute recess.

The meeting continued with Trustee Tanuan in the Chair.

Trustee D'Amico joined by teleconference at 9:34 pm.

MOVED in AMENDMENT by Trustee Poplawski, seconded by Trustee Rizzo, that the one-time cost for School Block Budget on page 101 be increased from \$1M to \$1.5M.

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

In favour

Trustees D'Amico
Del Grande
Poplawski
Rizzo
Tanuan

Opposed

Andrachuk
Crawford
Martino

The Amendment was declared

CARRIED

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

In favour

Opposed

Trustees D'Amico
Crawford
Del Grande
Poplawski
Martino
Tanuan

Andrachuk
Rizzo

The Motion, as amended, was declared

CARRIED

19. Resolve into FULL BOARD to Rise and Report

MOVED by Trustee Andrachuk, seconded by Trustee Crawford, that the meeting resolve into FULL BOARD to Rise and Report.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford

D'Amico
Del Grande
Martino
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

21. Adjournment

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

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Del Grande
Martino
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

ST. JOSEPH MORROW PARK CATHOLIC SECONDARY SCHOOL WARD 7 CAPITAL PROJECT TENDER AWARD AND REVISED PROJECT BUDGET

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

Created, Draft	First Tabling	Review
January 8, 2018	January 18, 2018	
D. Friesen, Senior Coordinator, Capital Development M. Farrell, Coordinator, Materials Management P. de Cock, Comptroller, Business Services P. Aguiar, Superintendent of Learning, Student Achievement and Well-Being M. Puccetti, Superintendent of Facilities Services		
RECOMMENDATION REPORT		

Vision:

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Mission:

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



Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T.B.D.
Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends that, subject to receipt of a Conditional Building Permit, the contract for the construction of St. Joseph Morrow Park Catholic Secondary School be awarded to Bondfield Construction Company Limited for a total cost of \$28,601,377.64, including net HST.

This report also recommends approval of a revised project budget of \$32,483,045.00 for which funding is available from the Ministry of Education (EDU) Capital Priorities grant and from Education Development Charges (EDC).

This report also recommends an increase in architectural fees payable to ZAS Architects in the amount of \$60,997.71, including net HST, for additional work related to requirements of the Site Plan Agreement with the City of Toronto, funded by EDC's.

Due to the schedule sensitivity, complexity of the project, off-site improvements and Site Plan Approval delays, skilful management of the construction schedule is crucial. Accordingly, Directors' Council has approved the appointment of a "Project Advocate" to assist the project team with preparation and monitoring of the schedule and strategies to mitigate delays caused by unforeseen conditions.

The cumulative staff time required to prepare this report was 12 hours

B. PURPOSE

1. The Toronto Catholic District School Board Purchasing Policy requires Board approval of contract awards for the construction of new schools and major additions.

C. BACKGROUND

1. On January 21, 2016, the Corporates Services, Strategic Planning and Property Committee approved a project budget of \$27,247,201 for the replacement of St. Joseph Morrow Park Catholic School at 500 Cummer Avenue, with an OTG of 798 pupil places, subject to Ministry of Education Approval to Proceed.

2. On September 11, 2017, the Ministry of Education (EDU) approved additional funding of \$1,147,067 for unique site costs for the St. Joseph Morrow Park replacement school and granted Approval to Proceed to tender for a total project cost of \$31,855,760.00, including \$9,311,823 for site preparation costs funded by Education Development Charges (EDC's). The EDU Approval to Proceed Letter is attached as **Appendix A**. The project budget noted does not include site acquisition or demolition costs, which are covered separately by EDC's.
3. On November 9, 2017, following receipt of a demolition permit from the City of Toronto, a contract was awarded to GFL Infrastructure Group for the demolition of 18 townhouses on Bayview Avenue, as approved by Board on September 19, 2017, to allow the construction of the new St. Joseph Morrow Park Catholic Secondary School on an expanded site. Interior removals have been initiated in the townhouses. Final disconnection of utilities is in progress.

D. ACTION PLAN

1. The tender invitation P-02-18 for the construction of the new St. Joseph Morrow Park Catholic Secondary School, utilizing a standard CCDC2 (2008) construction contract, was issued to the prequalified general contractors on November 21, 2017.
2. On December 19, 2017, six (6) bids were received in response to P-02-18 for the construction of the new St. Joseph Morrow Park Catholic Secondary School. The bid results (excluding HST) are summarized in Table 1 as follows:

Table 1 (net HST excluded)

General Contractor	Base Bid Price	Separate Price	Total
Aquicon Construction	\$30,280,000	\$16,910	\$30,296,910
Bondfield Construction	\$27,978,000	\$18,650	\$27,996,650
Jasper Construction	\$28,787,000	\$180,000	\$28,967,000
Percon Construction	\$28,445,000	\$9,500	\$28,454,500
Pre-Eng Construction	\$28,954,000	\$16,000	\$28,970,000
Tambro Construction	\$31,510,000	Not provided	N/A

3. Bids were evaluated by a committee comprising Board staff, the Consultant retained to prepare the contract documents, ZAS Architects, and the Project Advocate retained to monitor the project schedule, Revay and Associates, according to the following criteria stipulated in the Instructions to Bidders:

Table 2

Criteria	Points
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.	75
Construction Management Plan	5
Preliminary Project Schedule	10
Qualifications of Site and Office Personnel	5
Qualifications of millwork, masonry and roofing subcontractors	5
Maximum Points Available	100

4. The bidder with the highest score and meeting the Board's specifications, Bondfield Construction Company Limited, is recommended, including the Separate Price for a traffic control arm at the driveway entrance to the adjacent townhouses.

E. METRICS AND ACCOUNTABILITY

1. With a tender price of \$28,601,377.64 including net HST, the project budget as per the EDU Approval to Proceed is exceeded by \$627,285 (2%), mainly due to increases in site preparation and off-site improvement costs to meet City of Toronto Site Plan Agreement requirements and the additional cost can be allocated to Education Development Charges with no increase required in EDU funding.
2. Table 3 below outlines the required revised project budget as per the tender results for the new St. Joseph Morrow Park Catholic Secondary School as compared to the approved funding.

Table 3

St. Joseph Morrow Park CSS	<i>Funding Source</i>			<i>5-Jan-18</i>
Project Budget at Tender	Capital Priorities	EDC Funding	Ministry Unique Site & TGS	Total
(All costs include net HST)				
Total Consulting Fees and Expense	\$1,014,675	\$454,381	\$89,778	\$1,558,834
Subtotal Municipal Permits and Fees	\$298,143	\$56,346	\$0	\$354,489
TCDSB Allowances				\$0
Furniture & Equipment	\$239,400			\$239,400
Caretaking Supplies	\$31,920			\$31,920
Data Integration	\$100,000			\$100,000
Moving/Set-up/Fire Safety Plan	\$30,000			\$30,000
Project Management	\$132,173	\$73,649		\$205,823
Subtotal TCDSB Allowances	\$533,493	\$73,649	\$0	\$607,143
Total Other Soft Costs for New Build	\$831,636	\$129,995	\$0	\$961,632
Construction Contract Cost	\$18,714,451	\$8,829,638	\$1,057,289	\$28,601,378
Fibre Optics (Cogeco)		\$32,000		\$32,000
Project Advocate	\$128,693	\$52,565		\$181,257
Contingency Allowance	\$707,415	\$440,529	\$0	\$1,147,944
TOTAL NEW BUILD PROJECT COST (not incl. Site Acquisition/Demolition/Feasibility)	\$21,396,870	\$9,939,108	\$1,147,067	\$32,483,045
APPROVED FUNDING	\$21,396,870	\$9,311,823	\$1,147,067	\$31,855,760
Surplus (Deficit)*	\$0	(\$627,285)	\$0	(\$627,285)

* Note: Project budget deficit will be funded by EDC's.

3. The project budget will be monitored through the Board's financial systems and audit processes and the financial status will be reported to the EDU annually through the Capital Asset Project Template (CAPT) system.

4. Due to the schedule sensitivity, complexity of the project, off-site improvements and Site Plan Approval delays, skilful management of the construction schedule is crucial. Accordingly, Director's Council has approved the appointment of a "Project Advocate" to assist the project team with preparation and monitoring of the schedule and strategies to mitigate delays caused by unforeseen conditions. The cost of the Project Advocate represents 0.6% of the project cost. It is anticipated that this cost will be offset by reductions in project delays and/or costs associated with delays. The costs is currently carried as part of the Capital budget.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. A "Preliminary" Notice of Approval Conditions (NOAC) for the Site Plan Agreement was received November 1, 2017. A Revised NOAC expected in late January or early February 2018, following City staff review of resubmitted drawings to address outstanding site drainage and transportation issues that have been resolved since the Preliminary NOAC was issued. Issuance of a Conditional Building Permit is anticipated upon issuance of the Revised NOAC.
2. Progress of the demolition of the townhouses on Bayview Avenue has been slower than anticipated due to the waiting period for the gas service disconnection. Removal of building foundations, backfilling and site regrading may not be completed until late March or early April 2018. Upon approval of the construction contract award, we will coordinate with the General Contractor to start work as soon as the Conditional Building Permit is issued, notwithstanding potential delay of access to the portion of the site occupied by the townhouses.
3. As required by the "Good Neighbour Policy", a letter will be sent to the neighbours to notify them of the start of construction and expected duration, as well as an update on the progress of the demolition of the Bayview Avenue townhouses.
4. Letters are sent to the school principal each month and posted on the TCDSB Website to provide a status update on the progress of the project. Construction progress photos will also be posted on the website.

G. STAFF RECOMMENDATION

1. That, subject to receipt of a Conditional Building Permit, the contract for the construction of St. Joseph Morrow Park Catholic Secondary School be awarded to Bondfield Construction Company Limited in the amount of \$27,996,650.00 plus net HST of \$604,727.64 for a total cost of \$28,601,377.64, utilizing the CCDC 2 (2008) contract and funded as follows:

Funding Source	Amount
Capital Priorities	18,714,450.72
Capital Priorities Unique Costs	1,057,289.20
Education Development Charges	8,829,637.72
Total Construction Contract Cost	28,601,377.64

2. That an increase in consulting fees payable to ZAS Architects be approved in the amount of \$60,997.71, including net HST, funded by Education Development Charges, for additional engineering and design work related to requirements of the Site Plan Agreement with the City of Toronto, to a total of \$1,558,833.90 for the construction of the new secondary school including net HST.
3. That the revised project budget of \$32,483,045.00 for the construction of St. Joseph Morrow Park Catholic Secondary School be approved as detailed in Table 3.

APPENDIX A

Ministry of Education

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

Ministère de l'Éducation

Bureau du sous-ministre adjoint
Division du soutien aux immobilisations et
aux affaires
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



September 11, 2017

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

Dear Mr. McGuckin,

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 for St. Joseph Morrow Park Secondary Catholic School, 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 and costs associated with obtaining site plan approval from the City of Toronto.

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 **\$1,147,067** and grant the board an Approval to Proceed to tender this project in the amount of **\$31,855,760**.

Based on the information above, the total revised St. Joseph Morrow Park Secondary CS project cost is **\$31,855,760** as outlined below:

St. Joseph Morrow Park Secondary CS - Revised Funding	
Capital Priorities 2010-11	\$18,713,135
Capital Priorities 2010-11 - Top-Up	\$2,683,735
EDC	\$9,311,823
Subtotal:	\$30,708,693
Capital Priorities - Additional Funding	\$1,147,067
Total:	\$31,855,760

The TCDSB should structure its tender documents to separately identify the costs of **\$1,147,067** above and beyond the ministry's most recent funding approval (i.e., **\$21,396,870** which includes the "Capital Priorities 2010-11 top-up" amount in the table 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 **\$1,147,067**, 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 **\$31,855,760**. 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.

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB), and community partners.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, we hope to help promote the role of all involved, including the Ministry of Education, school boards, CMSMs/DSSABs, and community partners in bringing exciting new capital projects to benefit local communities.

Public Communications

School boards, CMSMs/DSSABs, and community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and community partners should contact the Ministry of Education to receive additional content for media-focused public communications, such as quotes from the minister(s).

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused 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, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

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, CMSMs/DSSABs, and community partners. If the ministry chooses to do so, school boards, CMSMs/DSSABs, and community partners will be contacted to get quotes, as appropriate.

Communications of Major Events

For all events marking a new school opening, or openings of a major addition or renovation, which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible. Invitations should be sent to information.met@ontario.ca. Where appropriate, the ministry's regional manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and community partners are not to proceed with their public events until they have received a response to the invitation from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care. School boards, CMSMs/DSSABs, and community partners will be notified of the minister's attendance within 15 business days of their event. Please note, that if the date of your event changes at any time after the ministers have received the invitation, the change should be communicated to the ministry through the email address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and community partners are not expected to delay their announcements to accommodate the ministers or a member of provincial parliament (MPP). The primary goal is to ensure that the ministers are aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by email (see above) with at least three weeks' notice. Again, please send a copy to the ministry's regional manager, Field Services Branch, in your area, where appropriate. Please note, that if the date of your event changes at any time after the ministers have received the invitation, the change should be communicated to the ministry through the email address above.

School boards, CMSMs/DSSABs, and community partners are not expected to delay these "other" events to accommodate the ministers. 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 with existing processes.

Clear Display of Signage

For all capital construction projects that exceed \$100,000, school boards will be required to order and display BuildON Education 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 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.

Should you have any communications-related questions, or to order BuildON Education signage please contact Dylan Franks at 416-325-2947 or 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 school 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,

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

cc: Paul Bloye, Director (A), Capital Program Branch
Med Ahmadoun, Director, Financial Analysis and Accountability Branch
Angelo Sangiorgio, Associate Director of Planning & Facilities, TCDSB



REPORT TO

**CORPORATE SERVICES, STRATEGIC
PLANNING AND PROPERTY
COMMITTEE**

**NON-QUALIFYING TRANSPORTATION STUDENTS
BY TRUSTEE WARD, ALL WARDS**

Let everyone be subject to the governing authorities, for there is no authority except that which God has established. The authorities that exist have been established by God. Romans 13:1

Created, Draft	First Tabling	Review
January 8, 2018	January 18, 2018	Click here to enter a date.

J. Volek, Acting Comptroller of Planning and Development Services

INFORMATION REPORT

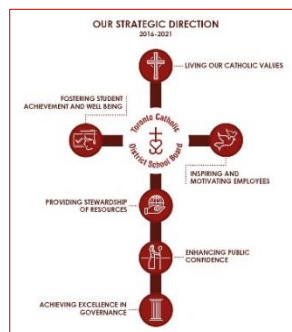
Vision:

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
Director of Education

D. Koenig
Associate Director
of Academic Affairs

TBD
Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

At the request of the Board, staff have assembled statistics on the number of Non-Qualifying (NQ) transportation students by Trustee ward and by distance ranges from student address to school.

The cumulative staff time dedicated to developing this report was 5 hours.

B. PURPOSE

At the December 7th, 2017 Student Achievement and Well Being, Catholic Education and Human Resources Committee, a Trustee motion directed staff to report on the number of Non-Qualifying students by Trustee ward and by distance ranges from student address to school:

“That staff bring a report by Trustee ward of non-qualifying transportation students, broken down by 1 km and 0.5 km.”

This report therefore provides information pertaining to the number of Non-Qualifying transportation students by Trustee ward and by distance ranges from student address to school.

C. BACKGROUND

1. There are 7030 Non-Qualifying TCDSB students receiving transportation service and this service generates the largest cost to the Consortium at approximately \$1.1M. If the service were to be discontinued, there is a potential risk of losing approximately 60% of these students—due to student addresses being in closer geographic proximity to TDSB schools versus TCDSB schools.
2. **September 7, 2017** – At the Student Achievement and Well Being, Catholic Education and Human Resources Committee, a Trustee motion directed staff to report on the number of Non-Qualifying students by Trustee ward:
“Report regarding the 7,000 non-qualifying students by ward and area (Presentation by Kevin Hodgkinson, GM, TSTG regarding Student Transportation Update)”

3. **September 18, 2017** – By way of e-mail, staff provided all Trustees with a simple table that details the number of courtesy and Non-Qualifying students by school, and a definition for each category of student.
4. **December 7, 2017** – At the Student Achievement and Well Being, Catholic Education and Human Resources Committee, a Trustee motion directed staff to report on the number of Non-Qualifying students by Trustee ward and by distance ranges from student address to school:

“That staff bring a report by Trustee ward of non-qualifying transportation students, broken down by 1 km and 0.5 km.”

5. The following are definitions of various Extenuating Circumstance (EXC) and Non-Qualifying (NQ) students:

Empty Seat (EXC)—students who are not eligible for service, who live less than 1.5 km from the school or outside the Board approved fixed boundary, and are walking to an existing bus stop and utilize unused seats on the bus.

Empty Seat Priority (EXC)—generally students are siblings of students with special needs, redirected students, or children in the care of Catholic Children’s Aid Society (CCAS). Students are provided home stops.

Non Qualifying (NQ)—students who are not eligible for service, who live less than 1.5 km from the school or outside the Board approved fixed boundary, but have been approved by Board for transportation service. Similar to eligible students, local neighbourhood stops are created for these students and students walk to these locations for service.

High School Extenuating Circumstance—since no transportation is provided for high school aged students (other than those with specific special needs) students who are in financial need can apply for transit assistance.

6. *Appendix ‘A’* provides the number of Non-Qualifying students by Trustee ward, by school and by the following distance ranges from student address to school:
 - 0 - 0.5 km
 - 0.51 - 1.0 km
 - 1.01 km and greater

7. The following table provides a summary of the number of Non-Qualifying students by Trustee ward and by distance ranges from student address to school:

Trustee Ward	Num. of NQ Students under 0.5 KM	Num. of NQ Students between 0.51 and 1.0 KM	Num. of NQ Students between 1.01 and 1.5 KM	Total Num. of NQ Students	Prorated Cost to Provide Service
1	1	161	447	609	\$105,626
2	12	201	247	460	\$67,369
3	10	390	621	1021	\$166,745
4	58	334	292	684	\$111,113
5	4	273	430	707	\$103,339
6	20	213	70	303	\$29,264
7	0	264	180	444	\$59,138
8	28	210	334	572	\$88,707
9	14	156	89	259	\$68,893
10	9	98	104	211	\$50,298
11	29	128	418	575	\$75,294
12	84	500	601	1185	\$174,214
Total:	269	2928	3833	7030	\$1,100,000

D. CONCLUSION

This report is for the consideration of the Board.

APPENDIX 'A'

Ward	School	0-.5 KM	.51-1.0 KM	1.01- 1.5 KM	Grand Total
1	ALL SAINTS	1	13	64	78
1	FATHER SERRA		39	84	123
1	MSGR JOHN CORRIGAN			5	5
1	ST. BENEDICT		38	73	111
1	ST. DOROTHY		9	67	76
1	ST. EUGENE		3	4	7
1	ST. JOHN VIANNEY		17	19	36
1	ST. MARCELLUS			4	4
1	ST. STEPHEN		42	127	169
2	HOLY ANGELS	8	80	87	175
2	JOSYF CARDINAL SLIPYJ		2	13	15
2	NATIVITY OF OUR LORD			1	1
2	OUR LADY OF PEACE		6	20	26
2	OUR LADY OF SORROWS	4	58	15	77
2	ST. AMBROSE		21	91	112
2	ST. ELIZABETH		29		29
2	ST. GREGORY		5	20	25
3	IMMACULATE CONCEPTION		23	41	64
3	ST. BERNARD		11	147	158
3	ST. FIDELIS		72	52	124
3	ST. FRANCIS DE SALES	8	98		106
3	ST. FRANCIS XAVIER		70	65	135
3	ST. JUDE		18	70	88
3	ST. MATTHEW		33	79	112
3	ST. ROCH		9	55	64
3	ST. SIMON	2	26	59	87
3	VENERABLE JOHN MERLINI		30	53	83
4	ST. CONRAD		86	22	108
4	ST. JANE FRANCES	42	65	23	130
4	ST. JEROME	2	47	55	104
4	ST. NORBERT	14	85	42	141
4	ST. RAPHAEL		20	51	71
4	ST. WILFRID		31	99	130
5	BLESSED SACRAMENT		26	73	99
5	OUR LADY OF ASSUMPTION		28	12	40
5	ST. ANTOINE DANIEL			1	1
5	ST. BONAVENTURE	1	20		21
5	ST. EDWARD		85	196	281
5	ST. GABRIEL		27	36	63
5	ST. MONICA		40	10	50
5	ST. PASCHAL BAYLON		30	94	124
5	ST. THOMAS AQUINAS	3	17	8	28
6	BLESSED POPE PAUL VI		9	15	24

APPENDIX 'A'

Ward	School	0-5 KM	.51-1.0 KM	1.01- 1.5 KM	Grand Total
6	OUR LADY OF VICTORY	5	67	38	110
6	ST. CLARE		41	14	55
6	ST. JOHN BOSCO	15	96	3	114
7	BLESSED TRINITY		13	6	19
7	EPIPHANY OF OUR LORD			2	2
7	HOLY SPIRIT		69	76	145
7	PRECIOUS BLOOD		93	37	130
7	ST. AGNES		12	28	40
7	ST. AIDAN		30	11	41
7	ST. HENRY		44	1	45
7	ST. KEVIN		1	11	12
7	ST. LAWRENCE		2	8	10
8	CARDINAL LEGER		16	24	40
8	OUR LADY OF GRACE	8	58	7	73
8	SACRED HEART		12	46	58
8	ST. BARNABAS		37	76	113
8	ST. BARTHOLOMEW		2	3	5
8	ST. BRENDAN		38	53	91
8	ST. COLUMBA	2	20	12	34
8	ST. DOMINIC SAVIO		6	23	29
8	ST. ELIZABETH SETON			20	20
8	ST. IGNATIUS OF LOYOLA	18	21	14	53
8	ST. JEAN DE BREBEUF			46	46
8	ST. MALACHY			10	10
9	OUR LADY OF LOURDES	2	37	24	63
9	OUR LADY OF PERPETUAL HELP		25		25
9	POPE FRANCIS		2	26	28
9	ST. MARY	3	19	33	55
9	ST. MICHAEL	4	34	6	44
9	ST. PAUL	5	39		44
10	JAMES CULNAN			3	3
10	ST. ANTHONY	2	18		20
10	ST. CECILIA		23	43	66
10	ST. PIUS X	7	57	58	122
11	ANNUNCIATION		6		6
11	CANADIAN MARTYRS	1	17	25	43
11	HOLY CROSS		2	32	34
11	HOLY NAME		28	49	77
11	OUR LADY OF GUADALUPE		5	66	71
11	ST. ANSELM			11	11
11	ST. CATHERINE			4	4
11	ST. DENIS		15	50	65
11	ST. GERALD		2		2

APPENDIX 'A'

Ward	School	0-.5 KM	.51-1.0 KM	1.01- 1.5 KM	Grand Total
11	ST. JOHN		31	49	80
11	ST. JOHN XXIII	6	10	36	52
11	ST. JOSEPH		6	7	13
11	ST. KATERI TEKAKWITHA		5	66	71
11	ST. MATTHIAS	22	1	23	46
12	IMMACULATE HEART OF MARY	6	22	5	33
12	OUR LADY OF FATIMA		22	181	203
12	ST. AGATHA	6	39	35	80
12	ST. BARBARA		70	25	95
12	ST. BONIFACE	3	57	35	95
12	ST. DUNSTAN		19	20	39
12	ST. EDMUND CAMPION		27	73	100
12	ST. JOACHIM	19	30		49
12	ST. MARIA GORETTI	16	53		69
12	ST. MARTIN DE PORRES	14	43	9	66
12	ST. NICHOLAS		2	46	48
12	ST. ROSE OF LIMA		1	27	28
12	ST. THERESA SHRINE	8	55	84	147
12	ST. THOMAS MORE		13	33	46
12	ST. URSULA			9	9
12	ST. VICTOR	12	47	19	78
	Grand Total	269	2928	3833	7030



REPORT TO

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE

2017 EARLY YEARS CAPITAL PROGRAM FUNDING ANNOUNCEMENT

“All your children shall be taught by the Lord, and great shall be the peace of your children.” Isaiah 54:13

Created, Draft	First Tabling	Review
January 8, 2018	January 18, 2018	Click here to enter a date.

B. Leporati, Sr. Mgr. Planning and Admissions
 M. Rodrigues-Wright, Sr. Mgr., Child Care Services
 D. Friesen, Sr. Coordinator, Capital Development
 J. Volek, Acting Comptroller, Planning and Development Services
 M. Puccetti, Superintendent of Facilities
 K. Malcolm, Superintendent, Early Years and Student Achievement and Well Being, Area 7

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.



Rory McGuckin
 Director of Education

D. Koenig
 Associate Director
 of Academic Affairs

TBD
 Associate Director
 of Planning and Facilities

L. Noronha
 Executive Superintendent
 of Business Services and
 Chief Financial Officer

A. EXECUTIVE SUMMARY

On June 6, 2017 the Ministry of Education issued memorandum: *2017:B06 Request for Early Years Capital Program Funding Submissions*, announcing up to \$1.6 Billion to create access to licensed child care for an additional 100,000 children aged 0 to 4 years old over the next five years. This program focuses on school-based “stand-alone” child care and/or child and family programs that are not currently part of a school capital project.

The Ministry of Education has provided a formal letter confirming that 15 of the 21 TCDSB projects submitted will receive a total of **\$18.8M** of funding for completion prior to the 2019-20 school year.

There is still an opportunity to receive funding for some of the projects not selected for EYCP funding through further business cases to the Ministry for Capital Priorities funding.

The cumulative staff time required to prepare this report was 4 hours

B. PURPOSE

This report provides approval information for child care projects submitted to the Ministry of Education on August 7th, 2017.

C. BACKGROUND

1. On **August 4th, 2017**, a list of 21 child care projects were submitted to the Ministry of Education for funding approval. Each of the projects were assessed considering school capacity, location and site conditions, long-term viability and cost effectiveness. The priority list was created with City of Toronto support, which is a requirement of the Ministry of Education.
2. On **December 21st, 2017**, The Ministry of Education provided written approval of \$18.8M in funding (*Appendix ‘A’*) for the following 15 of the 21 child care projects submitted. This information can now be communicated to the receiving school communities.

School	Trustee Ward	Address	TCDSB Ask	Capital Type	MED Funding Approval
ST. LEO	Andrachuk	165 STANLEY AVE	C&F Room (PFLC) only	New School	Approved
ST. BARBARA	Crawford	25 JANRAY DR	Infant, Toddler, Preschool	Addition	Approved
ST. EDMUND CAMPION	Crawford	30 HIGHCASTLE RD	Infant, Toddler, Preschool	Addition	Approved
SANTA MARIA	D'Amico	25 AVON AVE	Toddler and Preschool	Addition	Approved
ST. NICHOLAS OF BARI	D'Amico	363 ROGERS RD	Infant, Toddler, Preschool	Addition	Approved
BLESSED POPE PAUL VI	D'Amico	270 LAUGHTON AVE	Toddler and Preschool	Retrofit	Approved
POPE FRANCIS	Davis	319 OSSINGTON AVE	Infant, Toddler, Preschool	Retrofit	Approved
ST. KEVIN	Del Grande	15 MURRAY GLEN DR	Infant, Toddler, Preschool	Addition	Approved
ST. GERALD	Kennedy	200 OLD SHEPPARD AVE	Infant, Toddler, Preschool	Addition	Approved
FATHER SERRA	Martino	111 SUN ROW DR	Infant, Toddler, Preschool	Addition	Approved
ST. ANDRÉ	Piccininni	36 YVONNE AVE	Infant, Toddler, Preschool	Addition	Approved
ST. BERNARD	Piccininni	12 DUCKWORTH ST	Infant, Toddler, Preschool	Addition	Approved
ST. JUDE	Piccininni	3251 WESTON RD	Infant	Addition	Approved
ST. DOMINIC SAVIO	Tanuan	50 TIDESWELL BLVD	Infant, Toddler, Preschool	Addition	Approved
ST. JEAN DE BREBEUF	Tanuan	101 DEAN PARK RD	Infant, Toddler, Preschool	Addition	Approved

3. The approval at St. Leo is for a Child and Family Room (C&F Room) only. Child Care space was previously included as part of the original Capital Priorities Funding approval for a new school.
4. St. Fidelis and St. Antoine Daniel have child care included in each of their Capital Funding approvals for new schools. The Ministry did not approve the TCDSB request for Child and Family Rooms in each of these schools as their funding for this type of room was limited.
5. Requests for funding of new child care spaces at Sacred Heart and St. Bede were not approved because the Pupil Accommodation Review involving these two schools was not complete at the time funding was reviewed.
6. Staff continues to explore options to accommodate child care at St. Margaret and the potential Baycrest site with the Ministry of Education through ongoing discussions around Capital funding required at these two locations.
7. The Ministry of Education memorandum: *2017:B06 Request for Early Years Capital Program Funding Submissions*, indicates that up to \$1.6 Billion is available to create access to licensed child care for an additional 100,000 children aged 0 to 4 years old over the next five years.
8. TCDSB will submit requests to the Ministry for funding through the EYCP on an annual basis. Additionally, TCDSB continues discussions with City staff to access the available City funding for Capital Child Care projects throughout the year.

D. ACTION PLAN

9. A formal letter will be sent home to parents, via the Principal of each approved location, announcing the child care funding decision.
10. Trustees, local area councillors and Members of Provincial Parliament will be copied on this communication.

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.

Ministry of Education

Office of the ADM

Capital and Business Support Division
900 Bay Street
20th Floor, Mowat Block
Toronto ON M7A 1L2

Ministère de l'Éducation

Bureau du sous-ministre adjoint

Division du soutien aux immobilisations et
aux affaires
900, rue Bay
20^e étage, Édifice Mowat
Toronto ON M7A 1L2



December 21, 2017

Mr. Rory McGuckin
Director of Education
Toronto Catholic District School Board
80 Sheppard Avenue East
Toronto, ON M2N 6E8

Dear Mr. McGuckin,

I am writing to inform you that the Ministry of Education has completed our review of the stand-alone child care and child and family program joint submissions submitted for capital funding for school-based early years capital construction projects. These projects were submitted for consideration under the 2017-18 Early Years Capital Program (EYCP) announced in the **Memorandum 2017: B06 – Request for Early Years Capital Program Funding Submissions**.

Eligible child care capital projects being funded will support the government's announcement to create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. Demand was significant; 53 school boards and 39 Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs) submitted 285 eligible requests for early years capital funding, worth approximately \$293.5 million, for funding consideration.

As noted in Memorandum 2017:B06, the ministry used the following criteria to assess and prioritize eligible projects:

- child care replacement due to school closure/accommodation review;
- age groupings (program serving infants are a priority);
- accommodation pressures/service gaps;
- cost effectiveness and school viability; and
- equitable geographic disbursement of new child care spaces.

After careful review of your joint submission, I am pleased to confirm that the ministry has approved funding to support 15 projects identified by your board and CMSM. In total, your board will be allocated \$18,808,080 to undertake these projects. Should your school board continue to see denied early years capital projects as a priority then your school board may submit them during future rounds of the EYCP.

School boards who have not expended their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the EYCP.

Please be aware that the ministry has funding available to address costs related to unique site costs, acquisition and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2018-19 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Appendices

Appendix A provides a complete list of EYCP projects submitted by your board and CMSM/DSSAB. The ministry's decisions were based upon the needs identified in the joint submission form submitted by your school board and CMSM/DSSAB.

If your board chooses to address these projects with a project other than the ones outlined in the EYCP business case your board must receive the ministry's approval prior to retaining an architect. In some cases, this may require your board to forfeit their project approvals and resubmit their requests in a future round of EYCP funding.

Any changes to approved child care or child and family program capital projects will require approval from your local CMSM/DSSAB.

Payment

EYCP operates on a grant payment process, where cash flow is based on school board spending. There are two annual reporting periods these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Inventory System (SFIS), including child care and child and family programs.

Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the project cost and scope are within the approved funding and does not exceed the ministry's cost and space benchmarks. The EYCP funding allocation you have received can only be used to address capital costs related to the creation of child care and/or child and family program rooms.

Your board should ensure that all tender documents and contracts are completed in such a way to identify the costs associated to each type of ministry funding source, including but not limited to early years spaces.

Accountability and Reporting Process

School boards are required to follow the capital construction approval process for the new construction and/or renovations of child care rooms. As per the Ministry's Capital Accountability Requirements, school boards will be required to submit a space template before designing the project, where applicable. School boards will require an ATP before the project can be tendered.

School boards and CMSMs/DSSABs are required to provide the Ministry with a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch as part of their ATP request.

Rooms must be built in accordance with the *Child Care and Early Years Act, 2014* (CCEYA).

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the CMSM/DSSAB, and/or community partners.

Public Communications

School boards, CMSMs/DSSABs, and/or community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and/or community partners should contact the Ministry of Education to receive additional content for media-focused public communications, such as quotes from the Minister(s).

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, CMSMs/DSSABs, and/or community partners. If the ministry chooses to do so, school boards,

CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, it will help promote the role of all involved including the Ministry of Education, school boards, CMSMs/DSSABs, and/or community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the Ministry's Regional Manager, Field Services Branch, in your area should be copied.

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Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by e-mail (see above) with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please confirm the change at the same e-mail address above.

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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 with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused 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, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to order and 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 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.

Should you have any communications-related questions, please contact Dylan Franks at (416) 325-2947 or 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 school board.

Should you have any questions about the EYCP funding allocation, please contact your Capital Analyst, Lisa Bland, at Lisa.Bland@ontario.ca or (416) 326-9921.

For any questions related to the child care and/or child and family programs, please contact your regional Early Years and Child Care Division representative.

Original signed by:

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

Attached: Appendix A – Complete List of EYCP Submissions for School Board

c: Paul DeCock, Comptroller of Business Services
Kevin Malcolm, Early Years Lead
Elaine Baxter-Trahair, General Manager of Children's Services, City of Toronto
Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Julia Danos, Director, Early Years and Child Care Programs and Service
Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Dylan Franks, Senior Information Officer, Communications Branch
Dolores Cascone, Early Years Education Officer, Early Years and Child Care
Programs and Service Integration Branch
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs
and Service Integration Branch
Lisa Bland, Capital Analyst, Capital Program Branch

Appendix A

Toronto Catholic DSB														Appendix A
Child Care Projects	CMSM/DSSAB Name	Rooms					Spaces					Capital Funding	Comments	
		Infant	Toddler	Preschool	Family Age Group	Total	Infant	Toddler	Preschool	Family Age Group	Total			
												\$ 18,293,827		
Blessed Pope Paul VI CS	City of Toronto	0	1	1	0	2	0	15	24	0	39	\$ 529,379	Approved	
Father Serra CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
Pope Francis	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 794,069	Approved	
Santa Maria CS	City of Toronto	0	1	1	0	2	0	15	24	0	39	\$ 1,028,508	Approved	
St. Andre CS (new school)	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Barbara CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Bernard CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Dominic Savio S	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Edmund Campion CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Gerald CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Jean de Brebeuf	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Jude CS	City of Toronto	1	0	0	0	1	10	0	0	0	10	\$ 514,254	Approved	
St. Kevin CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
St. Nicholas of Bari CS	City of Toronto	1	1	1	0	3	10	15	24	0	49	\$ 1,542,762	Approved	
Sacred Heart CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ¹	
St. Bede CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ¹	
Baycrest PS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ²	
St. Margaret CS	City of Toronto	0	0	0	0	0	0	0	0	0	0	\$ -	Declined ³	

Toronto Catholic DSB				
Child and Family Program Projects	CMSM/DSSAB Name	Number of Rooms	Capital Funding	Comments
			\$ 514,254	
St. Leo CS	City of Toronto	1	\$ 514,254	Approved
St. Antoine Daniel CS	City of Toronto	0	\$ -	Declined ⁴
St. Fidelis S	City of Toronto	0	\$ -	Declined ⁴

***Note: School boards who did not fully expend their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding by August 31, 2017 are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been submitted for capital funding consideration under the EYCP.**

¹ Ineligible project as per B:06 (project in an ARC)

² Ineligible project as per B:06 (building not owned by school board)

³ Project contingent on ineligible project

⁴ Limited Child and Family funding

CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY ANNUAL REPORTS

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
2	February (A)	Corporate Services	Legal Fees Report	Executive Superintendent Business Services
3	February (A)	Corporate Services	Statement Reserves Accumulated Surplus	Executive Superintendent Business Services
4	February (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
5	March (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
6	March (A)	Corporate Services	Planning Enrolment Projection	Associate Director of Planning and Facilities
7	April (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
8	May (A)	Corporate Services	Monthly Financial Report	Associate Director Academic Services

9	September (A)	Corporate Services	Preliminary Enrolment Reports Full Day Kindergarten, Elementary and Secondary Schools	Associate Director Academic Services
10	September (A)	Corporate Services	Trustee Honorarium Report	Associate Director Academic Services
11	September (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
12	October (A)	Corporate Services	Trustee Honorarium Report	Executive Superintendent Business Services
13	November (A)	Corporate Services	Monthly Financial Report	Executive Superintendent Business Services
14	November (A)	Corporate Services	Parent/Guardian and Student Transition Surveys	
15	December (A)	Corporate Services	Revised Budget Estimate for Consideration	Executive Superintendent Business Services

**CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY
PENDING LIST TO JANUARY 18, 2018**

	Date Requested & Committee / Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Dec-14 Corporate Services	Feb-18	Corporate Services	Report regarding System-Wide Approach to Digital School Signage	Associate Director of Planning and Facilities
2	June-17 Corporate Services	Feb-18	Corporate Services	Report regarding possibility of finding money in the Capital Improvement Fund this year or in the near future (Delegation from Maria Del Rizzo, representative of CSPC regarding field at MPSJ)	Associate Director Planning and Facilities