

STUDENT ACHIEVEMENT AND WELLBEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE REGULAR MEETING Public Session

**AGENDA
APRIL 5, 2018**

Nancy Crawford, Chair
Trustee Ward 12

Angela Kennedy, Vice Chair
Trustee Ward 11

Ann Andrachuk
Trustee Ward 2

Patrizia Bottoni
Trustee Ward 4

Frank D'Amico
Trustee Ward 6

Jo-Ann Davis
Trustee Ward 9

Rhea Carlisle
Student Trustee

Michael Del Grande
Trustee Ward 7

Joseph Martino
Trustee Ward 1

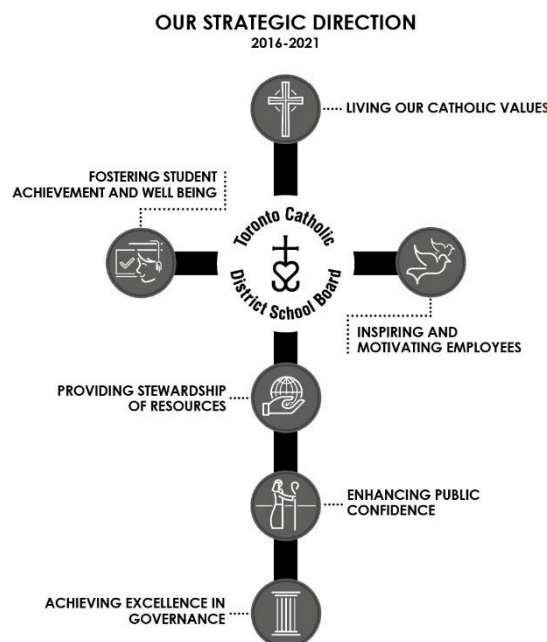
Sal Piccininni
Trustee Ward 3

Barbara Poplawski
Trustee Ward 10

Maria Rizzo
Trustee Ward 5

Garry Tanuan
Trustee Ward 8

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 THE
STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND
HUMAN RESOURCES COMMITTEE
(APPROVED BY BOARD JUNE 5, 2012)**

The Student Achievement and Well-Being, Catholic Education and Human Resources Committee shall have the responsibility for considering matters pertaining to:

Terms of reference:

- (a) The Multi-Year Strategic Plan in relation to Student Achievement and Well-Being, Catholic Education and Human Resources particularly focusing on the goals of the following pillars of the Multi-Year Strategic Plan: Living Our Values, Student Achievement and Well-Being and Inspired and Motivated Employees
- (b) Plans for the improvement of Student Achievement (Board Learning and Improvement Plans, School Learning and Improvement Plans)
- (c) Program alignment with Catholic Graduate Expectations
- (d) Building Catholic School Communities and strong relationships between School, Home and Church
- (e) Building Safe Schools and programs to support positive school climate
- (f) Program alignment with 21st Century learning fluencies as determined by program staff
- (g) Plans for Nurturing Our Catholic Community and the achievement of the aims and objectives of the Board in the area of Catholic Education
- (h) Program Reviews
- (i) Safe Schools Data
- (j) Continuing Education and Adult Education
- (k) Alternative Education
- (l) International Languages Programs
- (m) School Effectiveness Framework and School Reviews
- (n) System review to ascertain alignment with the deployment of Board resources
- (o) Student Achievement data (EQAO, PISA, local assessments)
- (p) Instructional leadership and practices
- (q) Equity and Inclusion Strategies
- (r) Professional Learning practices
- (s) Succession Planning
- (t) Collective Bargaining and Employee Relations
- (u) Advocacy and political action
- (v) Policy development and revision in the areas of responsibility of the Student Achievement and Well-Being, Catholic Education and Human Resources Committee
- (w) Any matter referred to the Student Achievement and Well-Being, Catholic Education and Human Resources Committee by the Board
- (x) Ratification of Principals, Vice-Principals and Supervisory Officers placement and transfers.

OUR MISSION

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AGENDA THE REGULAR MEETING OF THE STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

PUBLIC SESSION

Nancy Crawford, Chair

Angela Kennedy, Vice-Chair

Thursday, April 5, 2018

7:00 P.M.

	Pages
1. Call to Order	
2. Opening Prayer (Chair or designate)	
3. Singing of O Canada	
4. Roll Call & 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 March 1, 2018 for Public Session	1 - 15
9. Delegations	
9.a Ashleigh Millar regarding Admissions for French Immersion at St. Brigid Catholic School	16
10. Presentations	

- 10.a Frank Piddisi and Dr. Shelly Weiss, Hospital for Sick Children, regarding Childhood Narcolepsy
11. **Notices of Motion**
12. **Consent and Review**
13. **Unfinished Business**
14. **Matters referred or deferred**
15. **Staff Reports**
 - 15.a Accommodation Options - St. Brigid Catholic School (Recommendation) 17 - 22
 - 15.b Proclamation: May 3, 2018 as Polish Heritage Day at Toronto Catholic District School Board (Recommendation) 23 - 28
 - 15.c Non-Resident Student Visa Fees for September 2018 (Recommendation) 29 - 33
 - 15.d Access and Review of Board Invoices (Recommendation) 34 - 37
 - 15.e Liquor Waiver Request for Cardinal Carter Academy of the Arts Event on April 21, 2018 (Recommendation) 38 - 39
 - 15.f Lunchroom Supervisors (Information) 40 - 42
 - 15.g Summer School Locations and Programs 2018 (Information) 43 - 47
 - 15.h Removal of Masters Requirement for Principal and Vice-Principal Positions within Toronto Catholic District School Board (Information) 48 - 53
 - 15.i Ministry of Education Capital Priorities Funding Announcement (Information) 54 - 73
16. **Listing of Communications**
17. **Inquiries and Miscellaneous**

18. Updating of Pending Lists

18.a Monthly Pending List 74 - 75

18.b Annual Reports 76 - 77

19. Closing Prayer

20. Adjournment

**MINUTES OF THE REGULAR MEETING OF THE
STUDENT ACHIEVEMENT AND WELL BEING CATHOLIC
EDUCATION AND HUMAN RESOURCES COMMITTEE**

HELD THURSDAY, MARCH 1, 2018

PUBLIC SESSION

PRESENT:

Trustees: N. Crawford, Chair
A. Kennedy, Vice Chair
A. Andrachuk
F. D'Amico
J. A. Davis
M. Del Grande
B. Poplawski
M. Rizzo
G. Tanuan

Student Trustees: R. Carlisle
J. Ndongmi

Staff: R. McGuckin
D. Koenig
L. Noronha
A. Della Mora
M. Caccamo
S. Campbell
F. Cifelli
N. D'Avella
P. De Cock
C. Fernandes
K. Malcolm
G. Iuliano Marrello

M. Puccetti
J. Shanahan
J. Wujek
J. Yan

A. Robertson, Parliamentarian

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

4. Roll Call and Apologies

Apologies were extended on behalf of Trustees Bottoni, Martino and Piccininni.

5. Approval of the Agenda

MOVED by Trustee Rizzo, seconded by Trustee Davis, that the Agenda, as amended to remove Item 13a) Consideration of Motion from Trustee Rizzo regarding Public Disclosure of the Agreement and Purchase of Sale with Toronto Catholic District School Board and Villa Charities Inc. (Intergenerational Community Hub) and Item 13b) Consideration of Motion from Trustee Rizzo regarding Public Disclosure and Future Plans for the Property at 25 Good Shepherd Court due to Trustee Rizzo's withdrawal of both Items, be approved.

Results of the Vote taken, as follows:

In favour

Opposed

Trustees Andrachuk
Crawford
Davis
Del Grande
D'Amico

Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

6. Report from Private Session

There was no report at this time due to the reconvening of the PRIVATE Session.

7. Declarations of Interest

There were no Declarations of Interest.

8. Approval and Signing of the Minutes

MOVED by Trustee Andrachuk, seconded by Trustee Kennedy, that the Minutes of the Regular Meeting held February 1, 2018 for PUBLIC Session be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Crawford
Davis
D'Amico

Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

10. Presentations

MOVED by Trustee Davis, seconded by Trustee Tanuan, that Item 10a) be adopted as follows:

- 10a) Robert Selvadurai, President of Parents Engaged in Education and Lisa Landriault, Vice President** received and referred to staff.

Trustee Del Grande challenged the ruling of the Chair that names of persons with whom previous meetings were held not be disclosed.

Results of the Vote taken on the Chair's Ruling, as follows:

In Favour

Trustees Crawford
Davis
Kennedy
Poplawski
Tanuan

Opposed

Andrachuk
D'Amico
Del Grande
Rizzo

The Chair's Ruling was upheld.

Trustee Rizzo requested that the Question be split.

Results of the Vote taken on the Referral to Staff, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Davis
Kennedy
Tanuan

Andrachuk
Del Grande
Rizzo
Poplawski

The Motion of Referral to Staff was declared

CARRIED

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

In Favour

Opposed

Trustees Andrachuk
Crawford
D'Amico
Davis
Kennedy
Poplawski
Tanuan

Del Grande
Rizzo

The Motion of Receipt was declared

CARRIED

16. Staff Reports

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

16a) **Accountability Framework for Special Education 2017-2018**

(Information) received and that going forward, in addition to what is already contained within, that the following be included:

1. Student achievement, student wellbeing and teaching / professional development Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis for each exceptionality;
2. Student learning, student wellbeing and teaching / professional development goals, by exceptionality, for the following academic year and three-year time horizon;
3. Trend analysis (bar and pie graphs provided) for the last 10 years of the number of students by grade, for each exceptionality;
4. Trend analysis (bar graphs provided) for the last 10 years, by grade, of the average wait time for an Individual Education Plan (IEP) assessment;
5. The definition of each exceptionality;
6. Trend analysis (bar graphs provided) for the last 10 years of the resource allocation, by grade, for each exceptionality;

7. Criteria used to determine how our limited resources were allocated to schools and any planned changes to that criteria for the following year; and
8. Where 'Not Applicable' is included as a cohort in the report, a breakdown of the:
 - sub-categories of students defined as N/A, where possible;
 - the number of students in each sub-category, where possible; and
 - both the mean and median number of school months, by grade, that students have been defined as N/A (sub-category numbers, where sub-categories exist); and

That the annual Special Education report, supplemented with the written answers provided by staff to all Trustees in response to questions submitted in advance of tonight's meeting, be referred to the Special Education Advisory Committee.

Trustee Rizzo left the horseshoe at 8:44 pm. and returned at 8:55 pm.

Trustee D'Amico arrived in person at 8:57 pm. (previously participated by teleconference).

Time for business expired and the Chair called for the debate to be extended by 15 minutes, as per Article 12.6, which was approved by unanimous consent.

Trustee Del Grande left the horseshoe at 8:58 pm. and returned at 9:02 pm.

MOVED in AMENDMENT by Trustee Andrachuk seconded by Trustee Del Grande, to add that the suspension statistics for all students with IEP, as well as for students not identified be provided.

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

In Favour

Opposed

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

The Amendment was declared

CARRIED

Time for business expired and the Chair called for the debate to be extended by 15 minutes, as per Article 12.6, which was approved by majority consent, as follows:

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

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

In Favour

Opposed

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

The Motion, as amended, was declared

CARRIED

Student Trustee Carlisle wished to be recorded in favour.

Trustee Andrachuk left the horseshoe at 9:25 pm.

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

16b) Update regarding the Toronto Catholic District School Board Pastoral Plan 2018-2021 (Information) that the following Items be added to the Action Plan:

7. In addition to Action Plan items 2 and 3, compile and build a repository of cases, research, and rulings for precedents and references on issues relating to our Catholic Faith and morals teaching, doctrines and Pastoral Care; and
8. Promote and broaden the Student Faith Engagement *Kairos* program and similar Catholic Faith-based initiatives to all our Catholic high schools.

Trustee Andrachuk returned to the horseshoe at 9:31 pm.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Tanuan, that Item 8 be reworded as follows:

8. Promote and broaden the Student Faith Engagement *Kairos* program *in high schools* and similar Catholic Faith-based initiatives to *all Catholic schools*.

Results of the Vote taken on the Amendment (Item 8), as follows:

In Favour

Opposed

Trustees Andrachuk
Crawford
Davis
D'Amico
Del Grande
Kennedy

Poplawski
Rizzo
Tanuan

The Amendment (Item 8) was declared

CARRIED

Student Trustees Carlisle and Ndongmi wished to be recorded in favour.

MOVED in AMENDMENT by Trustee Kennedy that Action Plan 6 be removed from the list.

Trustee Kennedy withdrew her Amendment.

Results of the Vote taken on the Motion (Item 7), as follows:

In Favour

Opposed

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

The Motion (Item 7) was declared

CARRIED

MOVED by Trustee Poplawski, seconded by Trustee D'Amico, that the meeting resolve into FULL BOARD to Rise and Report.

Results of the Vote taken, as follows:

In Favour

Opposed

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

The Motion was declared

CARRIED

MOVED by Trustee Andrachuk, seconded by Trustee Poplawski, that the meeting resolve back into PRIVATE Session.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Crawford

Davis
D'Amico
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

PRESENT (After DOUBLE PRIVATE Session):

Trustees: N. Crawford, Chair
A. Kennedy, Vice Chair
F. D'Amico
M. Del Grande
B. Poplawski
M. Rizzo
G. Tanuan

Staff: R. McGuckin

S. Harris, Recording Secretary

MOVED by Trustee Poplawski, seconded by Trustee Tanuan, that the meeting resolve back into FULL BOARD to Rise and Report.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
D'Amico
Del Grande
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

21. Adjournment

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

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Andrachuk
Bottoni
Crawford
Kennedy
Poplawski
Rizzo
Tanuan

The Motion was declared

CARRIED

The meeting adjourned at 11:00 pm.

SECRETARY

CHAIR



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	Ashleigh Millar	
Committee	Student Achievement and Well-Being Committee	
Date of Presentation	4/05/2018	
Topic of Presentation	Admissions for French Immersion at St. Brigid	
Topic or Issue	Admissions policy for French Immersion program at St Brigid's.	
Details	Lack of transparency regarding the policy. No accommodations being made for those living within the FI boundary but outside of the community boundary.	
Action Requested	Additional FI classes for all of the students on the waitlist at St Brigid's.	
I am here as a delegate to speak only on my own behalf	{ 1) 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)	No	
I am an official representative of student government		
I am here as a spokesperson for another group or organization		
I have read, understand and agree to comply with the rules for Delegations as per the TCDSB Delegations Policy T.14.	I Agree	
Submittal Date	3/21/2018	



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

ACCOMMODATION OPTIONS – ST. BRIGID

"Enlarge the site of your tent, and let the curtains of your habitations be stretched out; do not hold back; lengthen your cords and strengthen your stakes." Isaiah 54:2

Created, Draft

March 26, 2018

First Tabling

April 5, 2018

Review

[Click here to enter a date.](#)

B. Leporati, Sr. Mgr. Planning and Admissions
J. Volek, Acting Comptroller Planning and Development Services
J. Shanahan, Superintendent, Student Achievement and Well-Being, Area 6

RECOMMENDATION REPORT

Vision:

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Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

Parent delegations from the St. Brigid area were received at the March 22, 2018 meeting of the Board. Concerns were raised about the demand on the new French Immersion program to be implemented in September 2018 including the overall impact on the school. Delegates also expressed concern for students who have been waitlisted for the English program. The matter was referred to staff to evaluate options to accommodate enrolment pressures at St. Brigid.

Based on an analysis of options to effectively deal with the Wait List applicants at St. Brigid, it is recommended that a French Immersion program be implemented at Holy Name in September 2018 and that an SK/1 split class be implemented for the English program at St. Brigid.

The cumulative staff time required to prepare this report was 20 hours

B. PURPOSE

1. This report has been prepared to evaluate options available for accommodation of students currently waitlisted for the St. Brigid English and French Immersion programs.

C. BACKGROUND

1. **December 7, 2017** – at Student Achievement and Well Being, Catholic Education and Human Resources Committee, the Board approved the report ‘*French Immersion Consultation Results*’. The Board approved St. Brigid as a location for implementation of a French Immersion program for September 2018.
2. **January 9, 2018** - A French Immersion Information night was held at St. Brigid. Information was provided concerning registration requirements and process, program benefits and impact on the school facility.
3. St. Brigid has a total of five (5) Full Day Kindergarten (FDK) classrooms, three (3) are designated for English programming and two (2) are designated for French Immersion programming.
4. St. Brigid has a Ministry rated capacity of 669 pupil places. Five (5) FDK spaces when fully subscribed generates an enrolment of approximately 725 students over a 10-year period. By maximizing classroom allocations to the

Collective Bargaining Agreement caps, the facility is of a sufficient size to accommodate this projected growth. The Board approved 3-year Projections already forecast an increase in enrolment over the 3-year period.

2018	2019	2020
639	662	690
96%	99%	103%

5. Given the above, additional FDK classes are not sustainable in the existing facility over time and the site does not have room to accommodate portable classrooms as they would severely limit the available play space. Additionally, added FDK classes would increase the overall enrolment to well over 900 students, which is not an ideal elementary school size.
6. St. Brigid has currently placed students to a maximum capacity in the English and French Immersion programs. The remaining registrations are currently waitlisted as follows:

	Priority							
	1	2	3	4	5	6	7	Total
Regular		21	6	1	3			31
F.I.		2	29	1		3		35

7. School staff are instructed to advise parents that they are able to remain on a waitlist until the end of April as per policy. Placement may be offered at that time only if there is availability. Parents are encouraged to secure a placement in the regular program at their home school location.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The Registration Team has reviewed the English program waitlist and available space at St. Brigid. A new SK/1 split class will be created to accommodate the Priority#2 students on the waitlist.
2. Due to the demand for French Immersion in this area, three (3) other area schools were assessed for sufficient space to accommodate a French Immersion program. It is assumed in the analysis below that an FDK class for French Immersion would be in addition to the current school configuration.

CANADIAN MARTYRS C.S.

The school has a Ministry rated capacity of 415 pupil places. It has currently been allocated two (2) FDK classes and an SK/1 split class. Board approved projections indicate an enrolment increase mainly attributable to a recent boundary change. The current facility can accommodate the projected enrolment.

	2018	2019	2020
Projection	355	372	385
Util.	86%	90%	93%
FI Impact	384	416	444
Util.	93%	100%	107%

Assessment

The addition of one (1) FDK class to accommodate French Immersion would have the following impacts:

- Three (3) FDK classes will generate a student population approaching 440 students exceeding the available school capacity.
- Classroom modifications would be required to create the additional class at a cost of approximately \$175K
- Additional teaching space would be required in 3 years to accommodate the growth of the program.
- The addition of portables to the site would require placement on the playfield that received site work of approximately \$200K including the creation of a running track

HOLY CROSS C.S.

The school has a Ministry rated capacity of 493 pupil places. It has currently been allocated three (3) FDK classes, which is appropriate for a school of this size. Early registration figures indicate that these three (3) spaces will fully utilized in the 2018-19 school year. Board approved projections indicate a slight decline in enrolment.

	2018	2019	2020
Projection	350	326	324
Util.	71%	66%	66%
FI Impact	379	370	383
Util.	77%	75%	78%

Assessment

The addition of one (1) FDK class to accommodate French Immersion would have the following impacts:

- Four (4) FDK classes will generate a student population approaching 580 students, exceeding the available school capacity.
- Classroom modifications would be required to create the additional class at a cost of approximately \$150K as well as upgrades to the current FDK rooms as the rooms are not currently built to Board standard. Holy Cross was part of the Year 1 FDK implementation phase where very little Capital improvements were made to accommodate the program.
- Portable classrooms could be placed on site to accommodate future growth.

HOLY NAME C.S.

The school has a Ministry rated capacity of 538 pupil places. It has currently been allocated two (2) FDK classes which is low for a facility of this size. Board approved projections indicate a slight increase in enrolment over a three year period.

	2018	2019	2020
Projection	318	320	325
Util.	59%	59%	60%
FI Impact	347	364	384
Util.	64%	68%	71%

Assessment

The addition of one (1) FDK class to accommodate French Immersion would have the following impacts:

- Three (3) FDK classes will generate a student population approaching 440 students which can be accommodated in the existing facility with minimal requirements for modification in future years.
- Classroom modifications required to create the additional class would be minimal as a suitable sized room already exists on the ground floor in the Kindergarten wing. The cost to modify the existing room to add a washroom would be approximately \$50K.
- Holy Name is located along the Danforth Avenue corridor and is easily accessible by public transit.

3. Analysis of the above indicates that Holy Name provides the best current and future accommodation options for a French Immersion program to accommodate the waitlisted students at St. Brigid. An SK/1 split class will be implemented at St. Brigid to accommodate the English program waitlist.

E. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. Upon approval of implementation of a new French Immersion program at Holy Name, **consultation** will occur with the Holy Name community.
2. Parents on the French Immersion waitlist at St. Brigid will be contacted individually by Admissions staff.
3. Community notification letters will be distributed to the Holy Name and St. Brigid communities.
4. French Immersion options will be added to the SOAR program for Holy Name.

F. STAFF RECOMMENDATION

1. That French Immersion be implemented at Holy Name for September 2018.
2. That an SK/1 split class be implemented at St. Brigid for the English program for September 2018.
3. That, upon approval, the recommended communication strategy be implemented as soon as possible.
4. That, if approved, necessary FDK modifications be made to the Holy Name facility to accommodate implementation of the French Immersion program.



REPORT TO

**STUDENT ACHIEVEMENT AND
WELL BEING, CATHOLIC
EDUCATION AND HUMAN
RESOURCES COMMITTEE**

**PROCLAMATION: MAY 3, 2018 AS POLISH
HERITAGE DAY AT THE TCDSB**

"He wrote them to observe the days as days of feasting and joy..."
Esther 9:22

Created, Draft	First Tabling	Review
March 26, 2018	April 5, 2018	Click here to enter a date.

John W. Yan, Senior Coordinator, Communications, Media and Public Relations
Nick D'Avella, Superintendent of Equity, Diversity, and Indigenous Education

RECOMMENDATION REPORT

Vision:

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

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Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

The Toronto Catholic District School Board received a communication dated March 15, 2018 from the Consul General of the Republic of Poland in Toronto, informing the Board of the 100th Anniversary of Independence of Poland (Appendix A).

The letter invited our students and school communities to share in the commemoration of this historic occasion on May 3, 2018 as part of “Polish Heritage Days”, which is the Consulate’s initiative celebrating this landmark 100th Anniversary with Poles in Toronto and around the world.

Recommendations contained in this report outline the official proclamation and how the Board will use this important opportunity to raise cultural awareness of the Polish diaspora in Canada.

The cumulative staff time required to prepare this report was 3 hours.

B. PURPOSE

1. At the March 22, 2018 Regular Meeting of the Board, Trustees approved a motion of receipt and referral, directing staff to come back with a report at the April 5, 2018 Student Achievement Committee meeting, in consideration of this special request from the Consul General of the Republic of Poland in Toronto.

C. BACKGROUND

1. Over 1 million Canadians claim full or partial Polish ancestry, of whom over 20 percent reside in Toronto, with a great majority attending our Catholic schools.
2. From a faith perspective, the first Polish Catholic priest arrived in southern Ontario to serve Polish immigrants as early as 1862, well before Canadian Confederation in 1867. Since that time, the Polish Canadian community has contributed enormously to the growth and development of our country. This continues today with significant contributions to our schools by sharing its rich heritage, cultural experiences and language.

3. The rich history of the Toronto Catholic District School Board has also benefited greatly from the participation and celebration of Polish traditions and culture, as seen through student, parent and staff representation in many of our school communities.

D. ACTION PLAN

1. An official proclamation designating May 3rd, 2018 as *Polish Heritage Day in the TCDSB*, in recognition of the historic 100th Anniversary of the Independence of Poland (Appendix B) will be signed and distributed to the TCDSB community under the signatures of the Board Chair and Director of Education.
2. Board staff under the leadership of the Superintendent responsible for Equity, Diversity, and Indigenous Education will coordinate access with the Consulate General of the Republic of Poland in Toronto, for information, educational and promotional material (films, books, cultural and historical resources etc.) about Poland for TCDSB school administrators and teachers.
3. All information and materials will be collated for easy one-stop, online access via a special *Polish Heritage Day* micro-website on the Board's website.

E. METRICS AND ACCOUNTABILITY

1. The Communications Department will monitor the uptake and engagement in schools who participate in this initiative through mainstream media coverage, social media metrics (Twitter) and online contributions received to its website in the form of Tweets, photos and other materials.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. A comprehensive communications plan will be implemented and all available communications tools will be used to publicize and promote awareness of the special proclamation and the Board's initiative to the entire TCDSB community via school newsletters, Exchange email system to CSPPCs, CPIC, OAPCE-Toronto).

2. Strategic actions will focus on both mainstream and community-based media (with a focus on Polish media), supported by communications modalities including, but not limited to, online web custom designed micro-site, E-News, Twitter, Instagram.

G. STAFF RECOMMENDATION

Staff recommends that the Board's official proclamation designating May 3, 2018 as *Polish Heritage Day in the TCDSB* as outlined in Appendix B be approved.

APPENDIX A



Consulate General
of the Republic of Poland
in Toronto

Toronto, March 15, 2018

Rory McGuckin
Director of Education
Toronto Catholic District School Board

Dear Mr. McGuckin,

2018 is a very special and important year for Poland. A hundred years ago our country regained its independence after 123 years of geo-political oblivion. The Polish diaspora in Canada as well as Poles around the world join the festivities and celebrate together the 100th anniversary of Poland becoming an independent European country.

As we mark this 100th anniversary of Poland's rebirth, the Consulate General of the Republic of Poland in Toronto would like to share the pride and joy of this historic moment and invite students to commemorate this special year with us. To make this possible I would like to kindly request the Toronto Catholic District School Board to officially proclaim and recognize May 3rd, 2018 as part of 'Polish Heritage Days,' Consulate's initiative commemorating and celebrating 100th Anniversary of the Independence of Poland. May 3rd also marks Poland's Constitution Day, so we think that this day would be a wonderful opportunity to raise cultural awareness and celebrate Polish heritage.

We will be more than happy to provide a promotional films about Poland as well as other informative materials about our history and culture. I appreciate your consideration for our request. I believe that together we can make this day very special for the thousands of students who share a Polish background as well as for anyone interested in the history of our country.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Krzysztof Grzelczyk'.

Krzysztof Grzelczyk
Consul General



POLISH HERITAGE DAY IN THE TCDSB

WHEREAS November 11, 2018 is the 100th anniversary of Poland's National Independence Day and celebrations are being held throughout 2018 to honour the country's rebirth and return to independence in 1918;

AND WHEREAS May 3rd is officially known as Constitution Day in Poland and annually celebrated as Poland's most important civil holiday since it regained independence in 1918.

AND WHEREAS the Polish Canadian community has contributed towards the growth and development of our country since before the year of Canadian Confederation in 1867, and continues to make significant contributions to our schools by sharing its rich heritage, cultural experiences, and language;

AND WHEREAS there are over 1 million Canadians who claim full or partial Polish ancestry, of whom over 20 percent reside in the City of Toronto, with many attending our Catholic schools;

AND WHEREAS the history of the Toronto Catholic District School Board has benefited from the participation and celebration of Polish traditions and culture, as seen through student, parent and staff representation in many of our school communities;

NOW THEREFORE, the Toronto Catholic District School Board hereby proclaims May 3rd, 2018 as *Polish Heritage Day* in the TCDSB, in recognition of this historic 100th Anniversary and the immense contributions made to the social, cultural, economic and political fabric of our Board.

Barbara Poplawski
Chair of the Board

Rory McGuckin
Director of Education



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

NON-RESIDENT VISA STUDENT FEES FOR SEPTEMBER 2018

The LORD is my light and my salvation; whom shall I fear? The LORD is the strength of my life; of whom shall I be afraid?"

Psalm 27:1

Created, Draft	First Tabling	Review
March 26, 2018	April 5, 2018	Click here to enter a date
D. de Souza, Coordinator of Grants & Ministry Reporting A. Mazzucco, Program Coordinator, Continuing Education V. Burzotta, Superintendent of Safe Schools, Alternative Ed. & SSI P. De Cock, Comptroller of Business Services & Finance		
RECOMMENDATION REPORT		

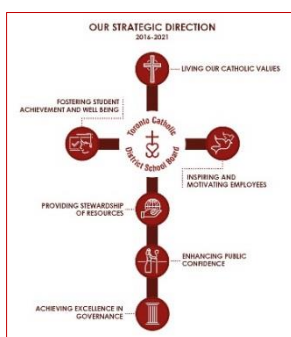
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Director of Education

D. Koenig
Associate Director
of Academic Affairs

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

EXECUTIVE SUMMARY

Non-Resident VISA fees require a market rate adjustment. This report recommends that the Toronto Catholic District School Board (TCDSB) increase the fees for Non-Resident Visa students. The fee increase is proposed to match the rates established by the Toronto District School Board (TDSB). TCDSB does not currently receive any provincial grants for Non-Resident Visa students.

Staff recommend increasing TCDSB's current fees of \$12,500 (elementary) and \$14,000 (secondary), to match the TDSB fees of \$13,000 and \$14,500, respectively. It is anticipated that despite the fee increase, the TCDSB will continue to remain comparable and attractive to Non-Resident Visa students for September 2018.

A. PURPOSE

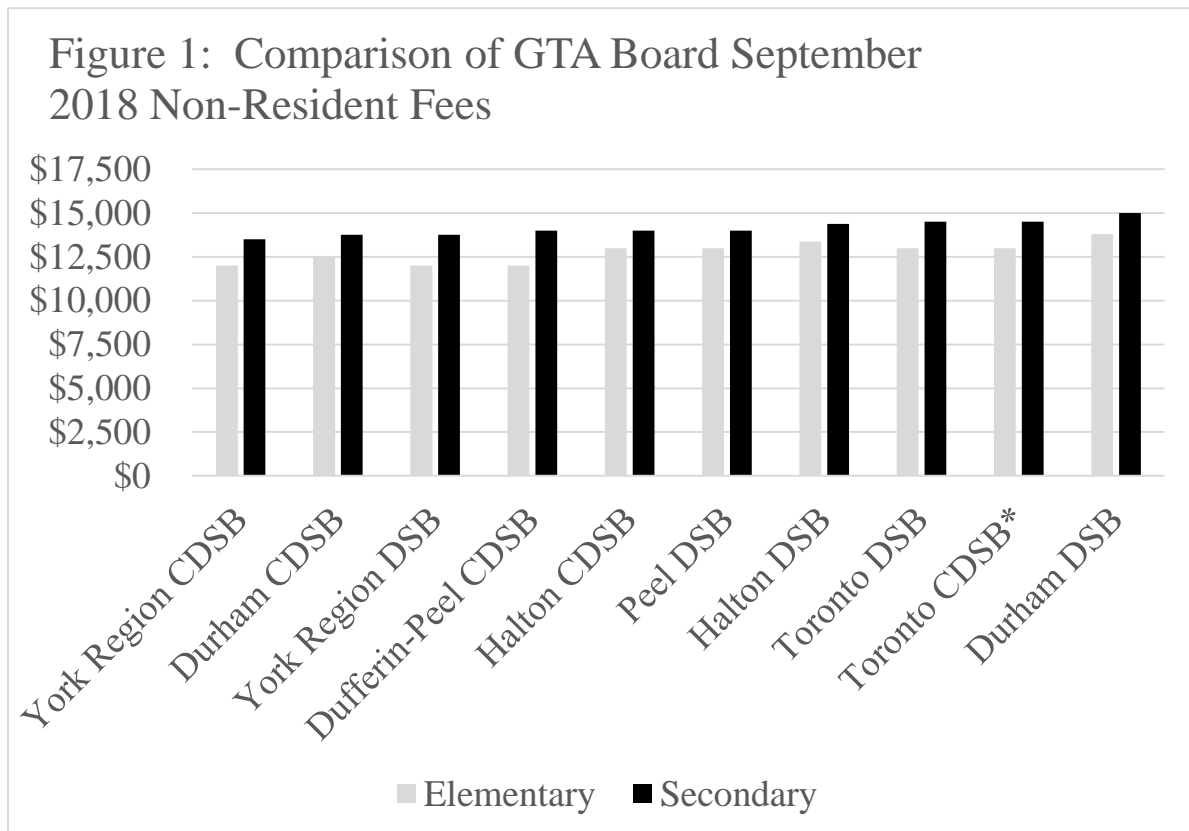
To set the TCDSB Non-Resident Visa student fees for the 2018-19 school year, enhance recruitment efforts and remain comparable with TCDSB co-terminus school board; the TDSB.

B. BACKGROUND

1. ***This is an annual report provided to the Board for its consideration.*** In 2002, the Board approved a motion requesting staff to prepare an annual report on the setting of Non-Resident Visa student fees and updates on any changes that have occurred with surrounding boards.
2. ***The Ministry sets a minimum, but no maximum for non-resident fees.*** In March 2000, the Ministry of Education announced the Regulation made under the Education Act, "Calculation of fees for non-residents" for the 2000-01 school year. The regulation pertaining to the charging of tuition fees to Visa students does not set a maximum ceiling on how high the fees should be set, only a required minimum fee since the board does not receive any grants for Visa students.

C. EVIDENCE/RESEARCH/ANALYSIS

1. **TCDSB remains comparable for both the Elementary and Secondary Visa Student fees.** Figure 1 presents a comparison of Visa Student Fees currently charged by boards in the GTA. Appendix A provides further details and multi-year comparisons. It should be noted that similar to TCDSB, some Boards may further increase their fees for September 2018 and this is not yet reflected in this comparison. As illustrated in the chart, the fees within GTA Boards are very similar with the average being \$12,768 for Elementary and \$14,138 for Secondary. It should be further noted that these tuitions are exclusive of some applicable additional fees such as for administration, health insurance and housing opportunities. These fees can vary between Boards, but the data below is still considered to be fair for comparative purposes.



**Newly proposed fee for September 2018*

1. **All Boards exceed the minimum fee level set by the Ministry.** For context, the Ministry of Education's Grants for Student Needs (GSNs) requires a minimum Visa tuition fee charge of \$10,728 for elementary and \$11,550 for secondary.

2. ***TCDSB will continue to monitor the market.*** In the event TDSB or surrounding boards increase or decrease their fees for the 2018-19 school year, TCDSB staff will reevaluate and recommend adjustments to the tuition fee as appropriate.

D. STAFF RECOMMENDATION

That the fees for Non-Resident Visa students as of September 2018 for Toronto Catholic District School board be increased by \$500 per student as follows:

<u>Panel</u>	<u>Yearly Fee</u>	<u>Pro-Rated Fee</u>
Elementary	\$13,000	or \$1,300 per month
Secondary (under 21)	\$14,500	or \$1,450 per month
Secondary (over 21-Fraser)	\$14,500	or \$1,750 per additional course

Non Resident Visa Student Fees For September 2018

Appendix A

The following is a comparison of Visa Students Fees charged by boards in the GTA:

Note	GTA School Boards	Elementary		
		Sep-16	Sep-17	Sep-18
1	Dufferin-Peel CDSB	\$11,000	\$11,000	\$12,000
2	Durham CDSB	\$12,200	\$12,200	\$12,500
3	Durham DSB	\$12,700	\$13,000	\$13,800
4	Halton DSB	\$13,000	\$13,000	\$13,375
5	Halton CDSB	\$12,500	\$12,500	\$13,000
6	Peel DSB	n/a	n/a	\$13,000
7	Toronto DSB	\$12,500	\$12,500	\$13,000
8	Toronto CDSB	\$12,500	\$12,500	\$13,000
9	York Region DSB	\$12,000	\$12,000	\$12,000
10	York Region CDSB	\$12,000	\$12,000	\$12,000

Note	GTA School Boards	Secondary		
		Sep-16	Sep-17	Sep-18
1	Dufferin-Peel CDSB	\$13,000	\$13,000	\$14,000
2	Durham CDSB	\$13,300	\$13,300	\$13,750
3	Durham DSB	\$13,900	\$14,200	\$15,000
4	Halton DSB	\$13,500	\$14,000	\$14,375
5	Halton CDSB	\$13,000	\$13,500	\$14,000
6	Peel DSB	\$14,000	\$14,000	\$14,000
7	Toronto DSB	\$14,000	\$14,000	\$14,500
8	Toronto CDSB	\$14,000	\$14,000	\$14,500
9	York Region DSB	\$13,000	\$13,750	\$13,750
10	York Region CDSB	\$13,200	\$13,200	\$13,500

NOTES:

- 1 Plus \$250 admin fee, \$450 health insurance, Homestay Opportunities
- 2 Plus \$250 admin fee, Mandatory health insurance, Homestay Opportunities
- 3 Plus \$200 admin fee, Mandatory health insurance, no housing services
- 4 Plus \$375 admin fee, \$450 health insurance, no housing services
- 5 Plus \$300 admin fee, Includes Health Insurance, no housing services
- 6 Includes admin fee, Plus \$540 Health Insurance, Homestay Opportunities
- 7 Plus \$250 admin fee, Includes health insurance, no housing services
- 8 Plus \$200 admin fee, Includes health insurance, Homestay Opportunities
- 9 Plus \$300 admin fee; health insurance extra \$450 for 1 year, housing services extra (\$300 admin fee, \$15,750 for 10 month homestay and custodianship)
- 10 Plus \$200 admin fee for new students and \$100 for returning students; mandatory health insurance (\$450 for 1 year), no housing services



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

ACCESS AND REVIEW OF BOARD INVOICES

“For the wages of sin is death, but the gift of God is eternal life in Christ Jesus our Lord”
Romans 6:23

Created, Draft	First Tabling	Review
March 27, 2018	April 5, 2018	Click here to enter a date
P. De Cock, Comptroller of Business Services & Finance		
RECOMMENDATION REPORT		

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Associate Director
of Academic Affairs

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

This report provides a process by which the TCDSB Chief Financial Officer (CFO) and Treasurer reviews and controls the processing of legal invoices. It also recommends a process whereby Trustees may access and review all invoices (inclusive of legal related invoices) that are listed on monthly cheque registries.

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

B. PURPOSE

1. This Recommendation Report responds to two approved Trustee motions from June 8th, 2017 and March 22nd, 2018, both of which relate to the processing and review of Board invoices.

C. BACKGROUND

1. Since 2010, an online electronic repository of the cheque register replaced the past practice of preparing a paper-based cheque register. All Trustees and Senior Staff have access to this online cheque register for review and control purposes.
2. The online cheque register contains payments made by TCDSB in either the paper-based cheque or electronic funds transfer (EFT) format. It should be noted that the cost associated with retrieving, scanning/copying each source document is approximately 2-3 minutes of staff time.
3. The Board of Trustees passed a motion on June 8th 2017 and March 22nd 2018 requesting a report regarding access and controls concerning Board invoices.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Given the sensitive nature and subject matter expertise required to review invoices from legal firms outsourced by the Board, it is appropriate to have a slightly heightened review mechanism for expenditures of this type. This is common practice in many public sector organizations.

2. The access to review all invoices on a cheque registry, while considered relatively operational in nature, is an internal service that can be provided to individual Trustees subject to the Board's approval of a process, which maintains a level of control and transparency.

E. METRICS AND ACCOUNTABILITY

1. Processing and control of legal invoices shall include the following elements:
 - Review of the invoice by the in-house Legal Counsel responsible for managing the engagement with the external legal firm,
 - Review of the invoice by the Supervisory Officer or General Legal Counsel responsible for the subject matter,
 - Inclusion of the legal invoice, or summary of invoices from a particular legal firm, on the monthly cheque registry made available to Trustees and Senior Staff,
 - Monthly review of the legal invoice amounts included in the cheque registry by the Comptroller of Business Services and Finance and follow-up as required,
 - Periodic review and follow-up by the CFO and Treasurer of the legal invoice amounts included in the cheque registry,
 - Quarterly report to the Audit Committee (in Private) on use of external legal firms, and
 - Annual report to the Corporate Services Committee (in Public) on summary of use of external legal firms.
2. The recommended process by which Trustees may gain access to back-up invoice documentation related to the monthly cheque registry is as follows:
 - All Trustees receive the monthly cheque registry via e-mail from Business Services staff,
 - Should an individual Trustee wish to see back-up documentation to any items listed on the monthly cheque registration they may make a written request (via e-mail) to the CFO and Treasurer, with a copy to All Trustees and the Director of Education, for such documentation,

- Within five (5) business days the CFO and Treasurer will arrange for the requested documentation to be provided to the Trustees' Administrative Officer,
- The Trustees' Administrative Officer will inform all Trustees that the documentation is available for review,
- Any Trustee may "check out" the documentation from the Administrative Officer and review the information on-site at the Catholic Education Centre (CEC),
- An administrative "check out" procedure may be developed by the Trustees' Administrative Officer for tracking purposes,
- The Trustee will remit the documentation back on the same business day (or the next morning if it is an evening review) to the Administrative Officer who in turn will remit the full package back to Business Service staff,
- At no time may the documentation leave the premises of the CEC, be scanned/copied or be left unattended in an unsecure manner (e.g. must be in a locked cabinet if unattended).

F. STAFF RECOMMENDATION

That the Board of Trustees approve the following:

1. That the recommended process for Trustees to access and review invoice documentation as outlined in this report be approved.



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

LIQUOR WAIVER FOR CARDINAL CARTER ACADEMY FOR THE ARTS

Isaiah 65:8 Thus says the Lord: "As the new wine is found in the cluster, and they say, 'Do not destroy it, for there is a blessing in it,' so I will do for my servants' sake, and not destroy them all."

Created, Draft	First Tabling	Review
March 28, 2018	April 5, 2018	Click here to enter a review date

Maria Rizzo, Trustee Ward 5

RECOMMENDATION REPORT

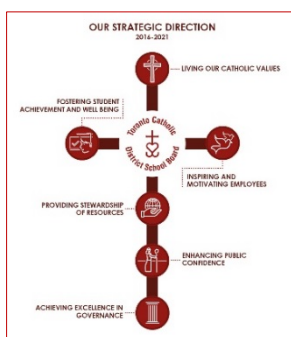
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Director of Education

D. Koenig
Associate Director
of Academic Affairs

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

Notification was received from Trustee Maria Rizzo that TCDSB Staff Arts is planning an event at Cardinal Carter Academy for the Arts on Saturday, April 21, 2018.

B. PURPOSE

A request was received from TCDSB Staff Arts to serve alcohol at the closing night party for the TCDSB Staff Arts Musical, Curtains, from 11:00 pm to 2 a.m. on Saturday, April 21, 2018 .

C. BACKGROUND

Notification was received from Maria Rizzo to waive Regulation 6, of Appendix A of the Permits Policy B.R. 05, in order to be able to serve alcohol at Cardinal Carter on Saturday April 21, 2018, for the closing night party for the TCDSB Staff Arts musical, Curtains

D. STAFF RECOMMENDATION

Staff recommends that this report be presented for the action of the Board.



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

LUNCHROOM SUPERVISORS

“Blessed is the one who perseveres under trial because, having stood the test, the person will receive the crown of life that the Lord has promised to those who love him.”

James 1:12

Created, Draft	First Tabling	Review
March 27, 2018	April 5, 2018	Click here to enter a date
P. De Cock, Comptroller of Business Services & Finance		
INFORMATION REPORT		

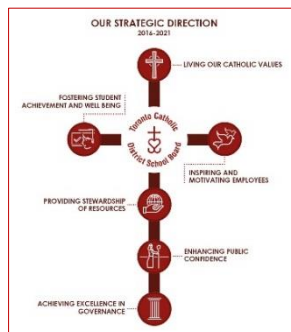
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Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report provides an overview of the funding, cost and staffing allocation model for Lunchroom Supervisors at the Toronto Catholic District School Board (TCDSB).

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

B. PURPOSE

1. This Information Report responds to a Trustee request through a Board of Trustees' approved motion at the Regular Board meeting on March 22nd 2018.

C. BACKGROUND

1. The Board of Trustees approved a motion to respond to a trustee inquiry concerning the funding, cost and staffing allocation model for Lunchroom Supervisors at the TCDSB.

D. EVIDENCE/RESEARCH/ANALYSIS

1. *Lunchroom supervision is a standard provision of safety offered at all TCDSB elementary schools.* The TCDSB currently employs 435 lunchroom supervisors working at approximately 168 schools. They typically provide supervision during lunch hours that range from 11:30am to 1:30pm. In addition to the Lunchroom Supervisors, there is supervision provided by teachers and other education support workers in schools.
2. *The Grants for Student Needs (GSNs) provide funding for student supervision in elementary schools.* The GSN funding in 2017-18, specifically the Pupil Foundation Grant, provides funding at the rate of \$26.88 per Average Daily Enrolment (ADE).
3. *The TCDSB spends approximately 82% of its lunchroom supervision GSN allocation for that intended purpose.* The GSNs have generated \$1.65M for TCDSB in the 2017-18 fiscal year, while the Board budgeted \$1.36M for

lunchroom supervision and enhanced school safety in elementary schools in this same fiscal year.

4. ***The under allocation is necessary to arrive at a balanced budget, unless a reduction is made in another service provision.*** It is important to note that the 2017-18 Revised Budget Estimates before any one-time extraordinary events, i.e. ASO Benefits Surplus, contains a modest projected in-year operating surplus of \$54K. This essentially means that any increase or decrease in allocation to lunchroom supervision would require an offsetting increase or decrease to another area of the Board's budget.
5. ***The 2018-19 Budget process would be the appropriate time to make changes to this service provision should the Board wish to do so.*** The 2017-18 Revised Budget Estimates is virtually a balanced budget and there is no longer any capacity to add any incremental ongoing cost pressures. Any changes would need to be considered as a part of the 2018-19 budget process.

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

SUMMER SCHOOL LOCATIONS AND PROGRAMS 2018

"The teaching of the wise is a fountain of life, turning a person from the snares of death."

Proverbs 13:14

Created, Draft	First Tabling	Review
March 22, 2018	April 5, 2018	Click here to enter a date.
V. Burzotta, Superintendent of Learning, Student Achievement & Well-Being Safe Schools, SSI, Alternative, Continuing & International Education A. Mazzucco, Program Coordinator I Continuing & International Education S. Barrans, Coordinator Continuing & International Education		
INFORMATION REPORT		

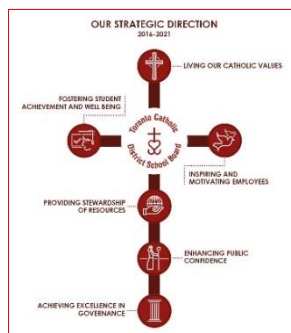
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A. EXECUTIVE SUMMARY

This report outlines the locations and dates for Summer School 2018 programs offered within the Toronto Catholic District School Board. Programs offered will support Student Success strategies, Ontario Catholic School Graduate Expectations and are aligned with the Multi Year Strategic Plan.

Over the past few years, there has been considerable growth in Summer School enrolments with the summer of 2017 seeing 25,769 registered students. This represents an enrolment increase of over 63% since the summer of 2004, based on Annual Daily Enrolment (ADE). Together with Saturday program offerings, Night School, and August Orientation programs, students are clearly availing themselves to continue their learning well past the traditional September to June daily timelines.

The growth in summer educational programs will not create fiscal cost pressures for the Board, as additional revenues will be generated to cover any incremental costs.

The cumulative staff time required for the preparation of this report was 20 hours.

B. PURPOSE

This report outlines the locations and dates for Summer School 2018 programs offered within the Toronto Catholic District School Board. Programs offered will support Student Success strategies, Ontario Catholic School Graduate Expectations and are aligned with the Multi Year Strategic Plan.

C. BACKGROUND

During the summer of 2017, there were **25,769** students enrolled in summer school programs. Summer school also includes the following credit bearing and non-credit bearing programs:

- In school credit courses
- e-class courses
- Cooperative Education Program
- the leadership program at Camp Olympia
- overseas (Kenya, Italy, Ireland and Europe)
- Special Education Program(DDME/MEDD)

- Grade 7/8 Enrichment Literacy/Numeracy Program(Grade 6 new 2018)
- Grade 9 Transition Program
- Grade 9 Reach Ahead Program

D. EVIDENCE/RESEARCH/ANALYSIS

1. The summer program has been increasing from 13,455 students during summer 2004 to 25,769 during summer 2017. This represents an enrolment increase of over 63% since the summer of 2004, based on Annual Daily Enrolment (ADE).
2. The growth in summer educational programs will not create fiscal cost pressures for the Board, as additional revenues will be generated to cover any incremental costs.
3. **Criteria used in the selection of sites:**
 - a) air conditioning
 - b) ability to provide diversity of programming
 - c) accommodations for special needs
 - d) representations in the four quadrants
 - e) capacity to meet anticipated demands
 - f) access to public transportation
4. The **Secondary Summer School Credit Program** is scheduled to run from Tuesday July 3, 2018 to Friday, July 27, 2018. The recommended locations for Secondary Credit courses are as follows:

WEST

Bishop Allen
Fr. Henry Carr
Michael Power/St. Joseph
St. Basil the Great

EAST

St. John Paul II
Mary Ward
Senator O'Connor

NORTH

Brebeuf College
Cardinal Carter

SOUTH

St. Mary Catholic Academy
Marshall McLuhan
Jean Vanier

In Reserve: Dante Alighieri, Msgr. Percy Johnson, St. Mother Teresa, Blessed Cardinal Newman, and St. Joseph Morrow Park.

5. e-Class Summer Credit Courses will be offered as follows:

Fully on-line credit courses will be offered during the two sessions below.

Summer Session 1(21 days): July 3 to July 31, 2018.

Summer Session 2(21 days): July 18 to August 16, 2018.

6. Special Education Programs will be offered as follows:

ELEMENTARY

St. Dominic Savio

St. Pius X

SECONDARY

Jean Vanier

James Cardinal McGuigan

Loretto College

7. Remedial Literacy/Numeracy:

The Grade 6, 7 and 8 Mathematics and Language Enrichment

Program are scheduled to run from Tuesday July 3, 2018 to Tuesday July 24, 2018 at the following locations:

- All Saints
- Cardinal Leger
- Loretto College CSS
- Msgr. Percy Johnson
- Nativity of Our Lord
- Our Lady of Lourdes
- Our Lady of Fatima
- Our Lady of Sorrows
- Our Lady of Victory
- St Lawrence
- St. Bridget
- St. Helen
- St. Jane Frances
- St. Maria Goretti
- St. Monica
- St. Nicholas of Bari

- St. Pius X
- St. Timothy

8. Focus on Youth and Cooperative Education:

- Students will be able to earn two Secondary credits in an experiential learning placement. The programs will run from Tuesday July 3, 2018 to Friday August 10, 2018.

9. Grade Eight to Nine Transition Program, Credit Recovery and local programs:

- Secondary Schools will be able to offer a **four week transition program**, credit bearing, to students registered in grade 9 for September 2018
- Schools will be responsible for reviewing the summer permit with the appropriate SQS and the day administration will recommend staff to be hired to the Continuing Education Department after advertising locally. In addition, schools may also run a credit recovery program or any other credit course if it meets the local needs of their school. The program is running in all schools except for St. Michael Choir CSS as students typically enter the program prior to grade nine.

10. International Programs

- The Continuing Education and International Education department continues to offer 2 and 3 week Orientation programs during the month of August.
- Programs run out of the Catholic Education Centre and include ESL instruction and community-based learning.

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

REMOVAL OF MASTERS DEGREE REQUIREMENT FOR APPLICANTS TO VICE PRINCIPAL AND PRINCIPAL POSITIONS WITHIN THE TCDSB

*"We put no obstacle in anyone's way, so that no fault may be found with our ministry."
Second Corinthians 6:3*

Created, Draft	First Tabling	Review
February 27, 2018	April 5, 2018	Click here to enter a date.
Adrian Della Mora, Superintendent of Human Resources		

INFORMATION REPORT

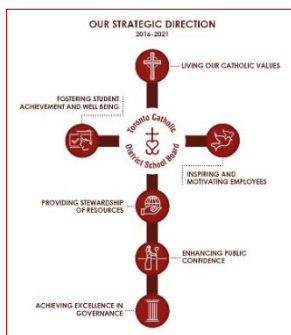
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M. Puccetti
Acting Associate Director
of Planning and Facilities

Lloyd Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report provides information about the need to remove the mandatory requirement of the commencement of a Masters' Degree for application to the position of Vice Principal, and the completion of a Masters' Degree as a condition of appointment to the position of Principal within the Toronto Catholic District School Board (TCDSB) be rescinded. The legislated requirement of a holding a double specialist as a requirement for the principal qualification will be maintained.

This new strategy will remove barriers to those seeking school leadership and will promote targeted leadership capacity building, thus enabling a greater number of candidates to interview for vice principal. It also specifically addresses system succession planning needs associated with anticipated administrator attrition rates as *our analysis reveals that 31.4% of current elementary and secondary administrators are eligible to retire within 5 years.*

The cumulative staff time required to prepare this report was 8 hours.

B. PURPOSE

This report recommends the removal of progress towards a Masters' Degree as a requirement to be considered for application to the position of vice principal, and completion of a Master's Degree for the appointment to the position of principal at TCDSB. There is an urgent need to increase the number of applicants for these administrative positions in light of projected attrition trends.

C. BACKGROUND

1. In the past, the Toronto Catholic District School Board (TCDSB) has required all applicants to commence a Masters' degree in order to be granted an interview for the position of vice principal. Further, a vice principal must have completed a Masters' degree in order to be appointed to the position of principal. Masters' degrees are earned in a variety of disciplines, which facilitated the transfer of knowledge to the appropriate leadership role within the TCDSB.

2. Over the last five to ten years, the costs and time commitments associated with the completion of a Masters' degree while fulfilling teaching and/or administrative duties have become a barrier to talented teachers seeking to become school leaders.
3. Members of the TCDSB Senior Leadership Team have debated the option of removing the Masters requirement many times over the last five years. The majority of other boards in Ontario have already made the decision to remove a Masters' requirement in order to apply for a school administrative position. This has given them a competitive advantage in attracting and recruiting a greater number of applicants. (**Appendix A**).

D. ACTION PLAN

1. Table 1 below lists the number of elementary and secondary Principal retirements in the past four (4) years, and the subsequent need to place Acting Principals into elementary and secondary schools.

Table 1

Year	ES Principal retirements as of June 30 of the academic year	SS Principal retirements as of June 30 of the academic year	ES and SS Acting Principals during the academic year
2014-2015	19	1	6
2015-2016	19	5	5
2016-2017	19	1	11
2017-2018	13	4	8

Note: *Table 1 highlights the fact that retirement rates and administrator leaves are creating a need for additional shortlisted candidates.*

2. A demographic analysis of the number of current administrators who will be eligible to retire within the next 5 years reinforces the importance of succession planning. The following points summarize areas for consideration:
 - a. Of the total number of administrators (Principals and Vice Principals) – **14.9% are eligible to retire (Service Factor of 85) as of October 2, 2017:**

- 60% of these administrators are from the elementary panel and
 - 40% are from the secondary panel.
 - 71% are females and
 - 29% are males.
- b. 20% of administrators will be eligible to retire within 2.5 years
- c. 31.4% of administrators will be eligible to retire within 5 years
3. Ontario's Equity Action Plan calls for boards to identify systemic barriers to promotion and hiring and report on progress in meeting equity goals in their annual reports. This includes monitoring measurable increases in diversity on school board leadership teams. The decision to eliminate the Masters' requirement will likely increase the number and diversity of applicants thus helping the TCDSB establish and strengthen leadership development programs.
 4. The inclusion of targeted leadership development modules (refinement of leadership development series) for newly appointed Vice Principals and Principals within their first three years in their respective positions will act as a strategic substitute for the Masters' degree requirement.

E. METRICS AND ACCOUNTABILITY

The Human Resources Department will monitor and assess the recommendations in this report through on-going collaboration with the Superintendent of Human Resources. It is important to note that a Masters' Degree will remain as a mandatory application requirement for those administrators applying for the position of Superintendent of Education.

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

Information about the revised requirements for the positions of Vice Principal and Principal will be communicated to the appropriate stakeholders, primarily teachers and vice principals.

G. STAFF RECOMMENDATION

This report is for the consideration of the Board.

Appendix A:

Summary of Masters' Requirement in Ontario School Boards

BOARD	Masters Degree Requirement
Algonquin Lakeshore Catholic DSB	no
Brant Haldimand Catholic DSB	
Bruce Grey Catholic DSB	
Catholic DSB of Eastern Ontario	
Dufferin-Peel Catholic DSB	no
Durham Catholic DSB	yes (or two specialists)
Halton Catholic DSB	yes (or two specialists)
Hamilton Wentworth Catholic DSB	no (Rel. Ed. & Spec. Ed. Specialist required)
Huron Perth Catholic DSB	
Huron Superior Catholic	no
Kenora Catholic DSB	
London Catholic DSB	
Niagara Catholic DSB	no (many other requirements)
Nipissing Parry Sound Catholic DSB	no
Northeast Catholic DSB	
Northwest Catholic DSB	no
Ottawa Catholic DSB	yes (or two specialists)
Peterborough VNC Catholic DSB	no
Renfrew County Catholic DSB	no
Simcoe Muskoka Catholic DSB	yes (or two specialists)
St. Clair Catholic DSB	no
Sudbury Catholic DSB	no
Superior North Catholic DSB	no
Thunder Bay Catholic DSB	no
Toronto Catholic DSB	yes
Waterloo Catholic DSB	no
Wellington Catholic DSB	no
Windsor Essex Catholic DSB	no
York Catholic DSB	yes



REPORT TO

STUDENT ACHIEVEMENT AND WELL BEING, CATHOLIC EDUCATION AND HUMAN RESOURCES COMMITTEE

MINISTRY OF EDUCATION CAPITAL PRIORITIES FUNDING ANNOUNCEMENT

For which of you, desiring to build a tower, does not first sit down and count the cost, whether he has enough to complete it? Luke 14:28

Created, Draft	First Tabling	Review
March 26, 2018	April 5, 2018	Click here to enter a date.

J. Howley, Sr. Mgr. Planning & Accountability
J. Volek, Acting Comptroller, Planning & Development
M. Puccetti, Acting Associate Director of Planning & Facilities

INFORMATION REPORT

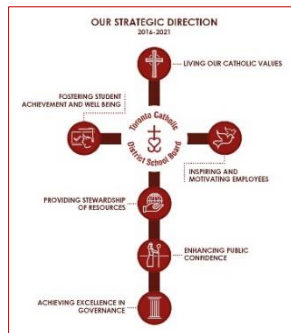
Vision:

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

M. Puccetti
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

On March 14, 2018, the Ministry of Education announced the approval of Capital Projects arising from a detailed review of business cases that were submitted under the Capital Priorities process on September 8, 2017. The Toronto Catholic District School Board received funding approval for three (3) replacement schools; two (2) Elementary with child care as well as the combined Grade 3 to 12 St. Michael Choir School. The Ministry also approved a childcare addition at St. Margaret.

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

B. BACKGROUND

1. On August 24, 2017, the Board of Trustees approved the *Report Regarding Capital Priorities 2017-2018*.

Received and that business cases for the following ten capital priorities be Submitted to the Ministry of Education for funding consideration by September 8, 2017:

Rank	Project	Description
1	St. Michael Choir	Replacement School
2	Holy Angels	Replacement School/Child Care
3	Our Lady of Guadalupe in St. Matthias	Replacement School/Child Care
4	Loretto Abbey	Addition/Retrofit/Child Care
5	St. Raphael	Replacement School/Child Care
6	St. Marcellus	Replacement School/Child Care
7	Notre Dame	Replacement School/Child Care
8	Our Lady of the Assumption	Replacement School/Child Care
9	St. Michael into St. Paul	Building Improvements including Accessibility/New Larger Gym/Site Improvements including Greening and Playground Upgrades/Child Care
10	Bishop Allen	Replacement School/Child Care

2. On March 14, 2018, the Ministry of Education released the Capital Priorities funding announcement (Appendix ‘A’). The following Capital Projects were approved for TCDSB:

Funding Allocation				
Project	Capital Priorities	Full Day Kindergarten	Child Care	Total
*St. Margaret CS			\$1,524,762	\$1,542,762
*St. Michael’s Choir School	\$11,155,222			\$11,155,222
Holy Angels CS	\$12,653,816		\$2,571,270	\$15,225,086
St. Matthias CS	\$10,164,962	\$1,049,077	\$2,571,270	\$13,785,309
Total	\$33,974,000	\$1,049,077	\$6,685,302	\$41,708,379

***Note:** St. Margaret and St. Michael Choir School will require additional funding sources to complete the approved projects. A subsequent report to identify additional funding sources is forthcoming.

3. The Ministry also provided recommendations for projects not funded for this year’s Capital Priorities submissions. The recommendations encourage the need to employ alternate strategies to address the local accommodation pressure by managing enrolment across other schools in the area, such as boundary changes, grade reconfigurations or altering program offerings. For more detail on the recommendations, refer to *Appendix ‘A’*.
4. Staff will follow-up with the Ministry to review the rationale for projects not approved for funding and will continue to work collaboratively in developing future Capital Priorities funding requests.

C. CONCLUDING STATEMENT

This report is for the consideration of the Board.

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



March 13, 2018

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 its detailed review of the business case(s) your school board submitted for consideration under the 2017-18 Capital Priorities Grant funding program. As outlined in **Memorandum 2017:B7 – Request for Capital Priorities Project Funding Submissions**, business cases could have included requests for school capital funding, including funding for joint-use schools and community hub space, as well as capital funding to support the creation of new or renovated licensed child care spaces and EarlyON (child and family program) centres in schools as part of the larger school capital project.

Demand for funding through the 2017-18 Capital Priorities Program was significant. Altogether, 55 school boards submitted over 250 requests for funding consideration for school capital projects valued at approximately \$3.3 billion. In addition, 45 school boards submitted 180 requests for early years capital funding for the creation of 407 new or renovated child care rooms and 102 EarlyON centres.

I am pleased to inform you that the ministry has approved funding to support the following project(s) for your school board, as outlined in the table below:

Funding Allocation					
Project	Capital Priorities	Full Day Kindergarten	Child Care	EarlyON	Total
St. Margaret CS			\$1,542,762		\$1,542,762
St. Michael's Choir School	\$11,155,222				\$11,155,222
Holy Angels CS	\$12,653,816		\$2,571,270		\$15,225,086
St. Matthias CS	\$10,164,962	\$1,049,077	\$2,571,270		\$13,785,309
Total	\$33,974,000	\$1,049,077	\$6,685,302		\$41,708,379

APPENDIX 'A'

Please note that for the project(s) listed in the table above, the ministry has increased its funding benchmarks by two percent to recognize rising construction costs. This increase does not apply to any previously approved projects. Also, this benchmark increase does not apply to child care or EarlyON portions of the projects. The ministry's Expert Panel on Early Years Capital Standards is currently reviewing the benchmarks for child care and EarlyON space with recommendations expected to the ministry in spring 2018. If there are cost pressures associated with the Early Years component of a capital project, please contact your Capital Analyst.

Your funding approval is conditional upon amendments to the 2017-18 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Please see Appendix A for a complete list of the Capital Priorities project(s) submitted by your board along with the ministry's decision(s). Although the ministry recognizes that each project has unique circumstances, we have attempted to summarize our rationale for each decision through a high-level description. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and address any questions you may have.

Appendix B provides a table showing how funding was determined for the approved project(s).

Accountability Measures for Approved Projects

The funding approved for your board through the 2017-18 Capital Priorities Program represents a significant investment in school infrastructure by the Government of Ontario. Your board is responsible and will be held accountable for measures to ensure that the cost and scope of any approved projects are within the approved funding amounts.

As noted in **Memorandum 2018:B3: Capital Priorities – New Reporting and Accountability Requirements**, the ministry is also introducing new high-level reporting and accountability requirements for school boards, including the School Board Capital Attestation Form (see Appendix C) and quarterly project reports. Your board is required to complete the School Board Attestation Form and email it to your ministry Capital Analyst by April 27, 2018. The ministry will communicate additional information about the quarterly project reports in the near future.

The child care and EarlyON funding allocation you have received can only be used to address capital costs related to the creation of a child care and/or EarlyON room(s). As a reminder, prior to requesting an approval to proceed, school boards and the Consolidated Municipal Service Manager (CMSM) or District Social Services Administration Board (DSSAB) are required to provide the Ministry of Education's Child Care Quality Assurance and Licensing Branch with a floor plan of any child care space. Once the space has been approved, a floor plan approval letter will be issued to your school board. This letter is required to be sent to the Capital Analyst when requesting the approval to proceed. If you require further information about the floor plan approval letter process, please contact the Ministry's Child Care Quality Assurance and

APPENDIX 'A'

Licensing Branch at 1-877-510-5333 or email childcare_ontario@ontario.ca. All child care rooms must be built in accordance with the Child Care and Early Years Act, 2014 (CCEYA).

Site Acquisition, Demolition and Unique Site Costs

The ministry has funding available to address costs related to site acquisition and preparation for project construction costs that are not included in the Ministry's Capital funding benchmark. Additional funding will be provided to boards based upon submission of a detailed estimates with supporting engineering reports. Eligible costs include, but are not limited to the following:

- the acquisition of a site for new school construction;
- the acquisition of lots adjacent to existing schools for school expansion, including child care centres and community hubs;
- site improvements to make the sites suitable for construction, such as soil remediation, additional fill or demolition of existing structures, and
- addressing extraordinary municipal requirements.

Payment

The Capital Priorities Grant, Full Day Kindergarten, Community Hubs Replacement Space, and all associated child care and EarlyON funding will operate on a modified grant payment process, where cash flow is based on school board spending. There are two annual reporting periods for 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 who have not expended their Schools First Child Care Capital Retrofit Policy (SFCCCRP) funding, are expected to utilize their uncommitted allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the 2017-18 Capital Priorities Program.

APPENDIX 'A'

Change in Project Scope

If your board chooses to amend the project scope approved through the 2017-18 Capital Priorities Program at a later date, you will be required to inform your Capital Analyst prior to engaging your architect regarding the new scope. If your project requires additional ministry funding, the board may be required to forfeit its project approval and re-submit a revised Capital Priorities business case with the alternative project scope.

In addition, any changes to approved child care or EarlyON capital components of the project will require the approval of your CMSM or DSSAB.

Projects Not Approved for Funding

I understand that your school board may have questions about any project(s) submitted and not approved through the 2017-18 Capital Priorities Program. Your ministry Capital Analyst will contact board staff in the coming weeks to review the ministry's rationale and consider potential next steps.

Ministry staff are committed to working collaboratively with your school board to provide guidance and respond to questions as your board considers the development of future capital plans, including requests for Capital Priorities funding.

Should you have any Capital Priorities questions, please contact your Capital Analyst, Matthew Anderson at 416-325-9796 or via email at Matthew.Anderson@ontario.ca.

For any questions related to the child care and/or EarlyON capital requests, please contact your regional representative from the Early Years and Child Care Programs and Service Integrated Branch.

Please refer to the Appendix D - Communications Protocol, for detailed requirements regarding public communications, events and signage related to the project. Should you have any communications-related questions, 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.

Sincerely,

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

APPENDIX 'A'

Attached:

Appendix A – Complete List of Submissions

Appendix B – Details of Approved Projects

Appendix C – School Board Attestation Form

Appendix D – Communication Protocol Requirements: Public Communications and Events

cc: Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Shannon Fuller, Assistant Deputy Minister, Early Years and Child Care Division
Julia Danos, Director, Early Years and Child Care Programs and Service Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Lloyd Noronha, Executive Superintendent of Business Services and CFO, Toronto CDSB
Kevin Malcolm, Early Years Lead, Toronto CDSB
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs and Service Integration Branch
Elaine Baxter-Trahair, Children's Services General Manager, City of Toronto

Appendix A: List of 2017 Capital Priorities Board Submissions

40 Toronto Catholic DSB

Priority	Project	Location	Approved Ministry Funding					Description	Recommendation
			CP (\$M)	FDK (\$M)	CC (\$M)	EO (\$M)	Total (\$M)		
0	St. Margaret CS	Toronto	0.00	0.00	1.54	0.00	1.54	A 3 room child care rooms (1 infant, 1 toddler and 1 preschool) addition to St. Margaret CS to address child care needs in Toronto.	This project is approved with 2017-18 Capital Priorities Grant funding. See Appendix B for funding details.
1	St. Michael's Choir School	Toronto	11.16	0.00	0.00	0.00	11.16	A 300 pupil place replacement school for St. Michael's Choir School to address facility condition in Toronto.	This project is approved with 2017-18 Capital Priorities Grant funding. See Appendix B for funding details. The amount noted represents the total ministry funding for this project and does not include funding from other sources that may be applied.
2	Holy Angels CS	Toronto	12.65	0.00	2.57	0.00	15.23	A 600 pupil place elementary replacement school along with 5 child care rooms for Holy Angels CS (1 infant, 2 toddler and 2 preschool) to address accommodation pressure in Toronto.	This project is approved with 2017-18 Capital Priorities Grant funding. See Appendix B for funding details.
3	St. Matthias CS	North York	10.16	1.05	2.57	0.00	13.79	A 525 pupil place elementary replacement school along with 5 child care rooms (1 infant, 2 toddler and 2 preschool) for St. Matthias CS to support the consolidation of Our Lady of Guadalupe CS in North York.	This project is approved with 2017-18 Capital Priorities Grant funding. See Appendix B for funding details.
4	Loretto Abbey CSS	North York	0.00	0.00	0.00	0.00	0.00	A 620 pupil place addition and renovation along with a 3 room child care to Loretto Abbey Catholic Secondary School to address accommodation pressure in North York.	This project was not approved for Capital Priorities Grant funding due to the availability of suitable space in the area. The board is encouraged to employ alternate strategies to address the local accommodation pressure by managing enrolment across other schools in the area, such as boundary changes, grade reconfigurations or altering program offerings, before submitting this project in a future round of Capital Priorities. The board is encouraged to meet with ministry staff to review the long term local accommodation needs.

40 Toronto Catholic DSB

Priority	Project	Location	Approved Ministry Funding					Description	Recommendation
			CP (\$M)	FDK (\$M)	CC (\$M)	EO (\$M)	Total (\$M)		
5	St. Raphael CS	North York	0.00	0.00	0.00	0.00	0.00	A 510 pupil place replacement elementary school along with a 5 room child care to address facility condition of St. Raphael Catholic School in North York.	This project was not approved for Capital Priorities Grant funding at this time due to limited funding available to the ministry. The board is encouraged to meet with ministry staff to review the long term local accommodation needs prior to submitting this as a future Capital Priorities request.
6	St. Marcellus CS	Etobicoke	0.00	0.00	0.00	0.00	0.00	A 450 pupil place replacement elementary school along with a 3 room child care to address facility condition of St. Marcellus Catholic School in Etobicoke.	This project was not approved for Capital Priorities Grant funding as the expected savings and removal of renewal backlog does not sufficiently support the expected project cost. The ministry is aware that the board is currently negotiating the purchase of TDSB's former Buttonwood Hill PS which will provide additional capacity in this area. The board is encouraged to employ alternate strategies to address the local accommodation pressure by managing enrolment across other schools in the area, such as boundary changes, grade reconfigurations or altering program offerings, before submitting this project in a future round of Capital Priorities.
7	Notre Dame HS	Toronto	0.00	0.00	0.00	0.00	0.00	A 700 pupil place replacement secondary school along with a 5 room child care to address facility condition of Notre Dame High School in Toronto.	This project was not approved for Capital Priorities Grant funding due to the availability of suitable space in the area. The board is encouraged to employ alternate strategies to address the local accommodation pressure by managing enrolment across other schools in the area, such as boundary changes, grade reconfigurations or altering program offerings, before submitting this project in a future round of Capital Priorities. The board is encouraged to meet with ministry staff to review the long term local accommodation needs.

40 Toronto Catholic DSB

Priority	Project	Location	Approved Ministry Funding					Description	Recommendation
			CP (\$M)	FDK (\$M)	CC (\$M)	EO (\$M)	Total (\$M)		
8	Our Lady of the Assumption CS	North York	0.00	0.00	0.00	0.00	0.00	A 450 pupil place replacement elementary school along with a 3 room child care for Our Lady of the Assumption Catholic School to address accommodation pressure in North York.	The board withdrew this project from funding consideration and as a result it was not considered for Capital Priorities Grant funding.
9	St. Paul CS	Toronto	0.00	0.00	0.00	0.00	0.00	A renovation to St Paul Catholic School along with a 3 room child care and an EarlyOn center support the consolidation of St. Michael Catholic School in Toronto.	This project was not approved for Capital Priorities Grant funding as the expected savings and removal of renewal backlog does not sufficiently support the expected project cost. The board is encouraged to meet with ministry staff to review the long term local accommodation needs prior to submitting this as a future Capital Priorities request.
10	Bishop Allen Academy	Etobicoke	0.00	0.00	0.00	0.00	0.00	A 1,600 pupil place replacement secondary school along with a 5 room child care for Bishop Allen Academy to address accommodation pressure in Etobicoke.	This project was not approved for Capital Priorities Grant funding at this time due to a lack of an immediate pupil accommodation need as identified by the Ministry. The board is encouraged to meet with ministry staff to review the long term local accommodation needs prior to submitting this as a future Capital Priorities request.

APPENDIX 'A'

Appendix B: Details of Approved 2017 Projects

40 Toronto Catholic DSB

Priority		
Project Name	St. Margaret CS	
Panel	Elementary	
Location	Toronto	
Child Care New	Rooms	3
	\$ / Room	504,170
	GAF	1.02
	Benchmark	1,542,762
Total Construction Benchmark		1,542,762
Funding Source		
Capital Priorities Grant		
Full Day Kindergarten		
Child Care		1,542,762
EarlyON		
Total funding		1,542,762

APPENDIX 'A'

Appendix B: Details of Approved 2017 Projects

40 Toronto Catholic DSB

Priority	1		
Project Name	St. Michael's Choir School		
Panel	3-12		
Location	Toronto		
Benchmark Construction		Elementary	Secondary
New Construction	Pupil Places to Add		300
	Resulting Pupil Places		300
	GFA / Pupil Place		15.92
	\$ / GFA		2,224.46
	GAF		1.05
	Benchmark		11,155,222
School Total		11,155,222	
Total Construction Benchmark		11,155,222	
Funding Source			
Capital Priorities Grant		11,155,222	
Full Day Kindergarten			
Child Care			
EarlyON			
Total funding		11,155,222	

APPENDIX 'A'

Appendix B: Details of Approved 2017 Projects

40 Toronto Catholic DSB

Priority	2		
Project Name	Holy Angels CS		
Panel	Elementary		
Location	Toronto		
Benchmark Construction		Elementary	Secondary
New Construction	Pupil Places to Add	600	
	Resulting Pupil Places	600	
	GFA / Pupil Place	10.14	
	\$ / GFA	2,039.07	
	GAF	1.02	
	Benchmark	12,653,816	
School Total		12,653,816	
Child Care New	Rooms	5	
	\$ / Room	504,170	
	GAF	1.02	
	Benchmark	2,571,270	
Total Construction Benchmark		15,225,085	
Funding Source			
Capital Priorities Grant		12,653,816	
Full Day Kindergarten			
Child Care		2,571,270	
EarlyON			
Total funding		15,225,086	

APPENDIX 'A'

Appendix B: Details of Approved 2017 Projects

40 Toronto Catholic DSB

Priority	3		
Project Name	St. Matthias CS		
Panel	Elementary		
Location	North York		
Benchmark Construction		Elementary	Secondary
New Construction	Pupil Places to Add	525	
	Resulting Pupil Places	525	
	GFA / Pupil Place	10.27	
	\$ / GFA	2,039.07	
	GAF	1.02	
	Benchmark	11,214,039	
School Total		11,214,039	
Child Care New	Rooms	5	
	\$ / Room	504,170	
	GAF	1.02	
	Benchmark	2,571,270	
Total Construction Benchmark		13,785,308	
Funding Source			
Capital Priorities Grant		10,164,962	
Full Day Kindergarten		1,049,077	
Child Care		2,571,270	
EarlyON			
Total funding		13,785,309	

APPENDIX 'A'

APPENDIX C

School Board Attestation Form

(To be completed by Director of Education, or designate)

I, _____ on behalf of Toronto Catholic DSB, attest the ministry has allocated \$41,708,378 in approved funding through the 2017-18 Capital Priorities Program for the following project(s):

2017-18 Capital Priorities - Project and Funding Allocation				
Priority	Project Name	Project Description	Total Funding	SFIS Number
0	St. Margaret CS	A 3 room child care rooms (1 infant, 1 toddler and 1 preschool) addition to St. Margaret CS to address child care needs in Toronto.	\$1,542,762	
1*	St. Michael's Choir School	A 300 pupil place replacement school for St. Michael's Choir School to address facility condition in Toronto.	\$11,155,222	
2	Holy Angels CS	A 600 pupil place elementary replacement school along with 5 child care rooms for Holy Angels CS (1 infant, 2 toddler and 2 preschool) to address accommodation pressure in Toronto.	\$15,225,086	
3	St. Matthias CS	A 525 pupil place elementary replacement school along with 5 child care rooms (1 infant, 2 toddler and 2 preschool) for St. Matthias CS to support the consolidation of Our Lady of Guadalupe CS in North York.	\$13,785,309	

I understand that as a condition of these Capital Priorities approvals the school board will follow all applicable requirements of the ministry's capital construction approval process.

* The Ministry understands that the board may apply additional funding towards the St. Michael's Choir School project.

In addition, the board is required to enter the School Facility Inventory System (SFIS) number for each project in the table above. For any new schools, please create a new SFIS number.

The ministry requires sign-off for the approved funding and scope of the project by the earlier of April 27, 2018 or when the school board submits an Approval to Proceed to Tender request for any of the projects identified above.

Name and Title: _____

APPENDIX 'A'

Signature: _____

APPENDIX 'A'

Appendix D

Communications Protocol: Public Communications, Events and Signage (February 2018)

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in your proactive media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to:

- Reports
- Announcements
- Speeches
- Advertisements, publicity
- Promotional materials including, brochures, audio-visual materials, web communications or any other public communications.

This is not required for:

- Minor interactions on social media, including social media such as Twitter where content is restricted
- Reactive communications, such as media calls.

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

Issuing a Media Release

When issuing a media release or other media-focused communication, school boards, CMSMs/DSSABs, and or community partners must:

- Recognize the Ministry of Education's role in funding the project
- Contact the Ministry of Education to receive additional content for public communications, such as a quote from the minister.

You can **send your public communications to Dylan.Franks@ontario.ca** to obtain a quote or other information for your public product.

APPENDIX 'A'

Note: The ministry may also choose to issue its own news release about various project milestones. If the ministry chooses to do so, school boards, CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

Invitations to the Minister of Education and Minister Responsible for Early Years and Child Care

Openings

The Minister of Education and the Minister Responsible for Early Years and Child Care must be invited to all openings of:

- New schools
- Additions that include new child care spaces, child and family programs, or community hubs.

To invite the minister to your event:

- Send an email invitation as soon as possible to information.met@ontario.ca
- Where appropriate please copy the ministry's regional manager in the Field Services Branch, for your area
- Do not move forward with your event until you have received a response from the ministry (you will be notified within 15 business days of the event as to the minister's attendance)
- Inform the ministry via the email address above if the date of your event changes.

Note: If the minister is unable to attend, your invitation may be shared with another government representative. Their office will contact you directly to coordinate details. Announcements do not need to be delayed to accommodate the minister. The goal is to make sure that the minister is aware of the opportunity.

All Other Events

For all other media-focused public events, (e.g. sod turnings):

- Send an invitation to the minister at information.met@ontario.ca with **at least three weeks' notice**
- Copy the ministry's regional manager in the Field Services Branch, in your area, where appropriate.

Note: These "other" events should not be delayed to accommodate the minister. Only an invitation needs to be sent; a response is not mandatory to proceed.

APPENDIX 'A'

BuildON Signage

NEW – The Government of Ontario is introducing BuildON Child Care signage. These signs should be posted, in addition to the BuildON Education signs, on projects that include funding for one or more child care rooms. **This requirement is being made retroactively to all child care projects that date back to the fall of 2016.** Signage will be provided by the ministry.

For approved capital priority projects, school boards will be required to display BuildON signage at the site of construction that identifies the support of the Government of Ontario in the BuildON Education and/or BuildON Child Care capital project. Signage will be provided to school boards by the Ministry of Education in the near future.

School boards are responsible for:

- Posting the signage for the major school and/or child care projects identified by the ministry in a prominent location
- Posting signs in a timely manner following 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.

Contact

Should you have any questions related to this communications protocol, please contact Dylan Franks at 416-325-2947 or via email at Dylan.Franks@ontario.ca.

Note: 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.

STUDENT ACHIEVEMENT AND WELL BEING PENDING LIST TO APRIL 5, 2018

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Sep-17 Student Achievement	TBD	Regular Board	That this be referred to staff to come back with a report regarding whether it is possible to hire more students in the Focus on Youth Summer Program when hiring students in the Summer (Andre Fullerton regarding Focus on Youth Summer Program)	Associate Director Academic Affairs
2	Nov-17 Student Achievement	TBD	Regular Board	Report from the Governance and Policy Committee on the updated Anaphylaxis policy together with the response to the delegation and a copy of the presentation at the same time (Review of Anaphylaxis Policy, Protocol and Guidelines)	Associate Director Academic Affairs
3	Jan-18 Student Achievement	TBD	Regular Board	Report regarding feasibility study for a “Kiss and Ride” program including implementation protocols, review of capacity for drop off and walk areas in close proximity to the school and recommendations for drop off for Primary grade students at school. The study would also include protocols for the “Walking School Bus”, already taking place as a special annual event in a number of	Associate Director Planning and Facilities

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
				<p>schools, with recommendations for implementation for communities wishing to initiate such a program. Implementation for “Kiss and Ride” and/or the “Walking School Bus” would be determined through discussion and consultation with the local community by the School CSAC. Support and guidance would be provided by the Board as required.</p> <p>Report to include the active transportation initiative and any additional relevant transportation information including that of the City of Toronto that would improve the safety of students. (Consideration of Motion from Trustee Andrachuk regarding “Kiss and Ride” and/or the “Walking School Bus” Feasibility Study)</p>	

REVISED ANNUAL REPORTS & POLICY METRICS STUDENT ACHIEVEMENT

A = Annual Report

P = Policy Metric Report

Q = Quarter Report

#	Due Date	Committee/Board	Subject	Responsibility of
1	January (A)	Student Achievement	Mental Health Report	Associate Director Academic Services
2	January (P)	Student Achievement	<u>A.35 Accessibility Standards</u> Policy Metric	Associate Director Academic Services
3	February (P)	Student Achievement	<u>S. 19 External Research</u> Policy Metric	Associate Director Academic Services
4	April (A)	Student Achievement	Non-Resident VISA Student Fees	Associate Director Academic Services
5	May (A)	Student Achievement	Staffing Status Report for Next School Year	Executive SO Business Services
6	May (A)	Student Achievement	Ratification of Student Trustee Nominees	Associate Director Academic Services
7	June (P)	Student Achievement	<u>B.B.04 Smoke & Vapour Free</u> Policy Metric	Associate Director Academic Services
8	September (A/P)	Student Achievement	Annual Safe Schools Report <u>S.S.12 Fresh Start</u> Policy Metric	Associate Director Academic Services
9	September (A)	Student Achievement	Community Advisory Committees Report	Associate Director Academic Services
10	September (P)	Student Achievement	<u>H.M. 40 Fair Practice in Hiring and Promotion</u> Policy Metric	Associate Director Academic Services
11	September (P)	Student Achievement	<u>T.07 Community Engagement</u> Policy Report <u>A.37 Communications</u> Policy Metric	Director of Education
12	October (A)	Student Achievement	Student Trustees: Voices that Challenge	Associate Director Academic Services
13	October (A)	Student Achievement	ECLIST Report - Elementary Leaders	Associate Director Academic Services

**REVISED ANNUAL REPORTS & POLICY METRICS
STUDENT ACHIEVEMENT**

14	October (P)	Student Achievement	<u>S.10 Catholic School Parent Council Policy Metric</u>	Associate Director Academic Services
15	October (A)	Student Achievement	CPIC Annual Report including Financial Report	Associate Director Academic Services
16	October (A)	Student Achievement	International Languages Program Report	Associate Director Academic Services
17	October (A)	Student Achievement	Primary and Junior Division Assessments Of Reading, Writing and Mathematics (EQAO) · Grade 9 Assessment of Mathematics and OSSLT Assessment (EQAO)	Associate Director Academic Services
18	November (A)	Student Achievement	Board Learning Improvement Plan (BLIP)	Associate Director Academic Services
19	November (A)	Student Achievement	K-12 Professional Development Plan for Student Achievement and Well-Being	Associate Director Academic Services
20	November (P)	Student Achievement	<u>S.22 Religious Accommodation Policy Report</u> <u>S.S.02 Opening or Closing Exercises Policy Report</u>	Associate Director Academic Services
21	November (P)	Student Achievement	<u>S.24 Combined (Split) Grade Classes for Elementary Schools Policy Report</u>	Associate Director Academic Services
22	December (A/P)	Student Achievement	Accountability Framework for Special Education and <u>S.P.01 Special Education Programs and Services Policy Metric</u>	Associate Director Academic Services