



REPORT TO

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

TCDSB WORKFORCE CENSUS: WE BELONG; WE ARE TORONTO CATHOLIC

So we, who are many, are one body in Christ, and individually we are members one of another. Romans 12:5

Created, Draft	First Tabling	Review
March 14, 2019	April 4, 2019	Click here to enter a date.

N. D’Avella, Superintendent Equity, Diversity, Indigenous Education & Community Relations
 A. Della Mora, Superintendent of Human Resources and Employee Relations
 M. Vanayan , Sr. Coordinator - Educational Research
 M. Artuso, Research Associate

RECOMMENDATION REPORT

Vision:

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

Mission:

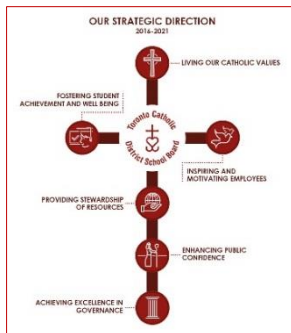
The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.

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

Rory McGuckin
 Director of Education

D. Koenig
 Associate Director of Academic Affairs

L. Noronha
 Associate Director of Facilities, Business and Community Development, and Chief Financial Officer



A. EXECUTIVE SUMMARY

The Toronto Catholic District School Board maintains its commitment to equity and inclusion as ever-present goals, critical responsibilities, and moral imperatives.

This report presents a proposed survey tool for implementation of the *TCDSB Workforce Census: We Belong; We Are Toronto Catholic*. The survey instrument was designed in collaboration with all TCDSB employee groups.

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

B. PURPOSE

This report:

- i. provides background information on the purpose and scope of workforce census;
- ii. outlines the development of the workforce census survey instrument *We Belong; We Are Toronto Catholic*; and
- iii. recommends the adoption of the workforce census survey instrument.

C. BACKGROUND

1. The *TCDSB Workforce Census: We Belong; We Are Toronto Catholic* initiative supports the equity goals articulated in the Multi-Year Strategic Plan and fulfils the TCDSB's Equity Action Plan Priority Action 2 and supporting actions in the domain of Data Collection Integration and Reporting.
2. Through the voluntary, confidential, and anonymous collection of identity based data from all employees of the Board, the *TCDSB Workforce Census: We Belong; We Are Toronto Catholic* Workforce Census will help to:
 - paint a picture of who we are as a workforce community;
 - identify strengths and barriers to equity and inclusion; and,
 - develop and implement plans and supports to address workplace equity.

3. The *TCDSB Workforce Census: We Belong; We Are Toronto Catholic* was developed in collaboration with all employee associations and federations through their representation on the Workforce Census Advisory Committee.
4. The Workforce Census Advisory Committee, under the leadership of the Superintendent of Equity, Diversity, Indigenous Education and Community Relations, has met 5 times to review and revise questions.
5. All TCDSB employee groups approved the attached version of *TCDSB Workforce Census: We Belong; We Are Toronto Catholic* (Appendix A) and are prepared to jointly endorse it with management.

D. EVIDENCE/RESEARCH/ANALYSIS

1. With support and direction from the Ontario's Anti-Racism Directorate (first established in February 2016), all school boards in Ontario have been guided to collect voluntarily-provided identity-based statistics to help inform practices and sustain progress on equity and inclusion at all levels.
2. In June 2017, the Ontario Ministry of Education invited the TCDSB to join a group of 15 district school boards to begin discussion on the collection of identity-based data and to inform the development of a consistent protocol for Ontario.
3. While some Ontario school boards have completed their Workforce Survey (e.g., Peel District School Board in 2016-17; Durham District School Board in 2017-18; Dufferin Peel Catholic District School Board in 2018-2019), others are either currently engaged in collecting this information or are still in the planning stage.
4. The guidance provided to Boards through the Ministry of Education identify the following elements as key to successful implementation include:
 - Develop the survey tool in consultation with an advisory committee, consider privacy, and data confidentiality;
 - Collect the data with a communication campaign and survey strategy including *Frequently Asked Questions*;
 - Conduct an employment systems review to analyse systemic inequalities.

5. The survey in Appendix A was developed in consultation with all TCDSB employee groups and consistent with the above guidelines.

E. ACTION PLAN

The following actions and timelines are proposed:

1. By November 2019, the TCDSB will implement the workforce survey guided by practices that have been demonstrated to be effective in other Ontario jurisdictions;
2. By February of 2020, results of the survey will be made available publicly describing who we are as a workforce community; and
3. By June 2020, a gap analysis will have been conducted and a plan of action will be developed to address any gaps towards continued progress on equity and inclusion.

F. COMMUNICATION PLAN

1. A communication plan will be developed and implemented between the spring and fall of 2019.
2. The plan will entail participation and involvement of all employee groups.

G. METRICS AND ACCOUNTABILITY

1. There will be report to Board with the results of the Workforce survey in February 2020.
2. There will be a report to Board with findings of the gap analysis and a plan to address any gaps in June 2020.

H. STAFF RECOMMENDATION

It is recommended that the Board endorse the workforce survey instrument (Appendix A) for the implementation of the *TCDSB Workforce Census: We Belong; We Are Toronto* as described in this report.