



REPORT TO

SPECIAL BOARD

PROPOSED STRATEGIC STAFFING SUPPORTS TO ASSIST WITH SCHOOL RE-ENTRY DURING THE COVID PANDEMIC

*And He said to them, "Because of the littleness of your faith; for truly I say to you, if you have faith as a mustard seed, you shall say to this mountain, 'Move from here to there,' and it shall move; and nothing shall be impossible to you.
Matthew 17:20*

Created, Draft	First Tabling	Review
August 6, 2020	August 14, 2020	Click here to enter a date.
Adrian Della Mora – Executive Superintendent of Human Resources & Labour Relations on behalf of Education Council		

INFORMATION REPORT

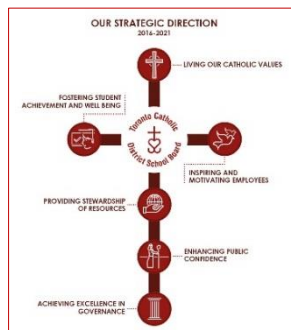
Vision:

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

A. EXECUTIVE SUMMARY

This report responds to a Board motion, which requests that staff formulate a plan to disperse up to \$5 million from the operating contingency to hire transitional support staff. This staffing support will address anticipated challenges associated with a return to school in September.

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

B. PURPOSE

1. At the July 23, 2020, Special Board Meeting, Trustees approved the following motion:

WHEREAS: A return to school in September will inevitably be increasingly onerous for our existing staff.

- i. *BE IT RESOLVED THAT: A minimum of \$3 million and up to \$5 million be deployed immediately from the operating contingency to hire transitional support staff, including but not limited to Education Assistants and Child Youth Workers, for the 2020-2021 school year;*
 - ii. *BE IT RESOLVED THAT: A minimum of half of these additional resources be deployed to those schools classified in the highest quartile of n-tiles (7,8);*
 - iii. *BE IT RESOLVED THAT: Staff report back to Board at the August 20, 2020 Board meeting on the projected deployment of these funds.*
2. This report responds to this motion by identifying the introduction of strategic staffing supports to address anticipated challenges associated with the start of the 2020-2021 school year.

C. BACKGROUND

1. From March to June 2020, the TCDSB implemented a distance learning model in light of the closure of all TCDSB schools linked to the COVID pandemic.

2. On June 19, 2020, the Ministry of Education unveiled the province’s approach to the re-opening of schools in September amid the COVID-19 pandemic. Ontario school boards were asked to prepare for a range of delivery options for the 2020-21 school year. The TCDSB has committed to a full return to the regular school model in the elementary panel and an adaptive model for the secondary panel.
3. Preliminary indicators suggest that school boards will face significant workplace pressures including but not limited to; employees considering leave options linked to COVID-related concerns, student social/emotional/mental health needs, and extra supervision requirements.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Staffing considerations were informed by the following guiding principles:
 - Use an approved and reliable external recruitment firm to assist with this time-sensitive recruitment process;
 - Ensure that diversity is reflected in the recruited support staff;
 - Adhere to the Catholicity requirement when recruiting;
 - Endeavor to assist both panels (elementary and secondary), administrators and decrease risk exposure to legal challenges.
2. Staff will use feedback from our current parent survey and employee responses to an HR email requiring employees to proactively communicate potential leaves to inform how we can further address additional staffing needs (i.e. additional teacher needs in key areas).
3. Table A below summarizes the plan to hire additional transitional support staff.

Table A: Summary of strategic transitional support staff

Type of support	Anticipated assistance and required next steps	Projected costs
Use of retired administrators Addresses work intensification/morale concern/need for	Surveyed 95 retired admin and have a pool 50 ready for deployment in September	\$816,000

screening and supervision support	Deploy teams of 6 per Field Superintendent areas to assist with screening, supervising, coaching	
Hiring of additional caretakers to the Supply Pool Addresses enhanced cleaning requirements	HR has secured the assistance of an external recruitment firm to recruit and onboard an additional 80 supply caretakers (in addition to ongoing internal recruitment efforts)	Processing of internal and external applications will bolster the taxed Caretaker Supply Pool \$1,600,000
Hiring of additional Child & Youth Workers (CYW) to the Supply Pool Addresses anticipated student mental health concerns Addresses anticipated lack of staff	Targeting the recruitment of 20 CYWs by an external firm given time restrictions and sole source realities Goal is to assign at least 2 CYWs per area (8) that can be deployed at the discretion of the Superintendent of Special Services. A minimum of half of these additional CYWs will be deployed to those schools classified in the highest quartile of n-tiles (7,8)	\$1,080,000
Hiring 4 Paralegal Assistants to work from August 10 – December 30th Assist with consistently managing the anticipated	Targeting the onboarding and training of 4 Paralegal Assistants – recruited by an external firm	\$105,000

<p>increase in employee sick leave claims and requests for leaves</p> <p>Allows key departments to complete core return to school functions</p>		
<p>Extending the scope of work for existing Secondary School Supervisors</p> <p>Will address the need for enhanced daily screening</p> <p>Will provide critical additional supervision capacity for Principals</p>	<p>Increase the number of days assigned for the 2020-2021 year from 160 to 180.</p> <p>This will require a variance to the CUPE 1328 Collective Agreement</p> <p>Hours worked per day remain the same</p>	<p>\$177,362</p>
<p>Extending the scope of work for existing elementary Lunch Time Supervisors (LTS)</p> <p>Will address the need for enhanced daily screening</p> <p>Will provide critical additional supervision capacity for Principals</p>	<p>Increase the number of hours per day that existing Lunch Time Supervisors can work during the 2020-2021 school year.</p> <p>This will not require a variance as these employees are non-unionized</p>	<p>\$1,080,000</p>

Total projected cost for all components of the above plan - \$ 4,858,362

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.