



REPORT TO

GOVERNANCE AND POLICY  
COMMITTEEAMENDMENTS TO POLICY FM.03 DIRECTION OF  
SEPARATE EDUCATION SCHOOL SUPPORT*"Take action, for it is your duty, and we are with you; be strong, and do it.", Ezra 10:4*

## Drafted

May 29, 2023

## Meeting Date

June 6, 2023

B. Leporati, Sr. Coordinator, Planning Services

M. Loberto, Superintendent, Planning and Development Services

## RECOMMENDATION REPORT

**Vision:** *IN GOD'S IMAGE: Growing in  
Knowledge, with Justice and Hope.***Mission:** *Nurturing the faith development and academic  
excellence of our Catholic learning community through the  
love of God, neighbour, and self.*MULTI-YEAR STRATEGIC PLAN  
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope

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## A. EXECUTIVE SUMMARY

This report recommends updating the current policy – “*F.M.03 – Direction of Property Taxes for Separate Education School Support*” to conform to current practices and policies including a renaming of the policy to “***F.M.03 – Direction of Separate Education School Support***” for greater clarity of purpose.

The report also recommends amendments to Policy S.A. 01 *Admission and Placement of Elementary Pupils* to reinforce the direction of school support as part of the admissions process.

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

## B. PURPOSE

1. This policy update was first received at the December 6, 2022, meeting of the Governance and Policy Committee, and referred back to staff for further review. This report recommends policy revisions and addresses the motions approved at the December 6 meeting.

## C. BACKGROUND

1. Policy F.M. 03 was first approved in April 1972 and last amended in December 2017.
2. This policy seeks to protect and preserve Catholic education by ensuring support of Roman Catholic parents, ratepayers and members of the Eastern Rite in union with the See of Rome is appropriately directed to English Separate Schools.
3. ***School Support Listing data from MPAC is received annually***, as per Assessment Act, R.S.O. 1990, Section 16, on or before September 30th.
4. ***In advance of the municipal electoral period***, as per Ontario Regulation 425/99: *Reports on Electoral Groups*, ***assessment staff will identify separate school supporter population by Toronto City Wards***. This process is integral, as well as a major factor, in the determining the Trustee Ward alignment.
5. The report presented at the December 6, 2022 meeting of the Governance and Policy Committee recommended ***updates to reflect current requirements for Catholic School Support*** including:
  - removal of the word “tax” from the policy name and the body of the policy where appropriate;

- to reflect specific sections of the *Assessment Act* and *Education Act*, as referenced by MPAC, that directly apply to this Policy; and
- eliminate unnecessary wording and add clarifying language.

These updates are minor in nature, and do not change the intention of the policy.

## D. EVIDENCE/RESEARCH/ANALYSIS

1. ***At the December 6, 2022 meeting of the Governance and Policy Committee, Policy F.M.03 was referred back to staff to address the approved motions outlined below.***
  - “*..that the Policy F.M.03 Direction of Property Taxes for Separate Education School Support be referred back to Staff to review, in conjunction with Policy S.A.01 Admission and Placement of Elementary Pupils, Regulation 2 (vi), to ensure that parents and guardians of registered applicants in Catholic Elementary schools are registered as Catholic School supporters.*”
  - “*..that Staff consider whether the applicants can be required to produce their Notice of Assessment verifying their address.*
2. ***Staff recommend adding wording to Policy S.A.01 to reinforce the requirement to direct school support if eligible.*** Regulation 1 (v) of Policy S.A.01 states that the TCDSB will admit a student “*whose parent/guardian, being a resident of the City of Toronto, is able to direct support to Catholic Schools as per section 33(3) of the Education Act.*” Regulation 2 of Policy S.A.01 refers to the documentation required for admission and registration to TCDSB elementary schools.
  - While Policy S.A. 01, Reg. 2(vi) currently requires the collection of Direction of Support documentation ***staff recommend adding wording to this regulation***, referring to Reg. 1(v), ***to reinforce this requirement to direct school support if eligible.*** S.A.01, reg. 2(vi) would now read as follows inclusive of current wording:
  - *An Application for Direction of School Support documentation, which must be signed by the owner/tenant at the time the elementary student is registered. Those that are eligible to direct their support as per Reg. 1(v) are required to do so.”*
3. ***A Notice of Assessment is one of the acceptable documents listed in Appendix ‘A’ of Policy S.A. 01 which can be provided as proof of residency.*** The policy was last updated in December 2019 to include a requirement under Reg. 2(iv) to provide **at least 2 documents** as proof of residency.

- TCDSB is permitted by the Municipal Freedom of Information and Protection of Privacy Act (to collect personal information, such as proof of residency, “necessary to the proper administration of a lawfully authorized activity”. The Board is required to collect personal information under the Education Act for the purposes of school registration
- ***The Notice of Assessment cannot be accepted as the only piece of documentation.*** As a mandatory requirement this would disadvantage some communities. The policy is intended to accommodate all potential applicants, hence the inclusion of as many options as possible by which families can provide proof of residency to gain admission to a TCDSB school.

## E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff as well as the Planning Services department.
2. Further reports will be brought to Board in accordance with the policy review schedule.

## F. STAFF RECOMMENDATIONS

1. That the *Direction of Property Taxes for Separate Education School Support Policy (F.M.03)* be renamed to ***Direction of Separate Education School Support (F.M.03)*** and be approved as provided in *Appendix ‘A’*.
2. That ***Policy S.A.01 – Admission and Placement of Elementary Pupils, reg. 2(vi)*** be updated to include wording outlined in the report.