



REPORT TO

STUDENT ACHIEVEMENT AND WELL
BEING, CATHOLIC EDUCATION AND
HUMAN RESOURCES COMMITTEE2023-2024 CAPITAL PRIORITIES PROCESS
RECOMMENDATION

"Build towns for your little ones and folds for your flocks, but do what you have promised." Numbers 32:24

Drafted

September 26, 2023

Meeting Date

October 5, 2023

B. Leporati, Sr. Coordinator, Planning Services

E. Pallotta, Sr. Coordinator, Development Services

M. Loberto, Superintendent, Planning and Development Services

M. Zlomislic, Superintendent, Capital Development, Asset Management and Renewal

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

On August 14, 2023, the Ministry of Education launched the 2023-24 Capital Priorities Program (CPP). The CPP provides school boards with the opportunity to identify and address their most urgent capital priority needs projects.

On September 21, 2023, staff tabled a report to the Board of Trustees (*“2023-24 Capital Priorities Process and Criteria”*) that recommended a process and set of assessment criteria to be applied in the evaluation of capital projects. Emanating from this report and discussion, staff were directed through a motion approved by the Board of Trustees to consider additional criteria to assess capital priority project needs, including identifying a capital priority needs project from each Trustee Ward.

This report presents the results of this evaluation and provides two options for the consideration of the Board in determining the capital priority needs projects to be submitted to the Ministry for funding consideration:

- **Option A:** Top ten ranked schools; or
- **Option B:** The top ranked school in each Trustee Ward

All school boards are required to submit business cases in support of priority-ranked capital projects by **October 20, 2023**.

The cumulative staff time required to prepare this report was 40 hours.

B. BACKGROUND

1. **On August 14th, 2023, the Ministry of Education released *Memorandum B08: Launch of 2023-24 Capital Priorities Program (CPP) (Appendix ‘A’)*.** The memorandum outlines the projects eligible for funding consideration, the requirements for submissions, as well as the introduction of significant updates to the CPP for the 2023-24 cycle. In addition, school boards can request childcare capital funding to create new licensed childcare spaces associated with larger Capital priority projects.
2. ***2023-24 Capital Priorities project submissions must include detailed project proposals to address current accommodation needs related to:***
 - Accommodation pressures;
 - Facility Condition (projects solely addressing school renewal needs do not qualify);
 - Prior school consolidation decisions; and

- Providing access to French-language education rights holders in under-served areas.

The Ministry of Education also strongly encourages school boards to pursue opportunities to work collaboratively on joint-use project submissions.

3. ***As outlined in the September 21, 2023 report to Board, the Ministry has introduced several significant new submission requirements as part of the 2023-2024 CPP.*** The key new CPP submissions requirements include:

- Project Readiness Assessment;
- Design Standardization;
- Board Performance Assessment; and
- Enhanced Accountability Framework.

4. ***On September 21, 2023, the Board report “2023-24 Capital Priorities Process and Criteria” recommended a process and set of assessment criteria to be applied in the evaluation of capital projects*** to be submitted to the Ministry of Education for funding consideration. Arising from this report, the Board approved the following:

“That the process to determine the 2023-2024 Toronto Catholic District School Board (TCDSB) Capital Priority projects be approved as outlined below:

1. *All TCDSB schools will be assessed and ranked using the following criteria, which were approved by the Board on April 28, 2021:*

	Criteria	Weighting
1	Capacity – Number of Portables in use	15
2	Capacity – 2026-2027 Utilization Rate	25
3	Capacity – Lack of space at nearby schools	10
4	Property/Lot Size	10
5	Facility Condition Index	20
6	Previous Completed Pupil Accommodation Review (Unfunded Capital Resolution)	5
7	Previously Approved and Unfunded Top 10 Capital Priority	5
8	Equity Lens	5

9	Lack of Mechanical Ventilation	5
Total		100

2. *The ten highest ranked projects arising from this evaluation will be further assessed against the new Ministry criteria to identify the Capital Priorities Process (CPP) projects to be submitted for funding consideration and presented for the consideration of the Board at the October 5, 2023, Student Achievement Committee meeting; and*
3. *That the following additional criteria be considered by Staff:*
 - 10) *Leasing of school space.*
 - 11) *Split of school communities between one or more campuses.*
 - 12) *No air conditioning.*
 - 13) *Program addition causing changes to school spaces.*
 - 14) *Students housed in portables.*
 - 15) *Classes held in libraries, gyms etc. and divided by partitions due to lack of space.*
 - 16) *Number of years the school has been on the top ten priority list.*
 - 17) *Age of building.*
 - 18) *Embrace technology that makes schools fossil fuel free and/or operationally NetZero and embraces design and construction techniques that are less carbon intensive; and*
 - 19) *That the Board of Trustees create a list of twelve schools, based on the Board approved criteria, with one school from each Ward that should be added to a list to be submitted to the Ministry for Capital funding.”*

C. EVIDENCE/RESEARCH/ANALYSIS

1. ***As directed by the Board, staff reviewed the additional suggested criteria and added six new criteria to the scoring matrix.*** Each of the new criteria listed below was applied a weighting of five points.
 - Leasing of school space.
 - Split of school communities between one or more campuses.
 - No air conditioning.
 - Classes held in libraries, gyms etc. due to lack of space.
 - Number of years the school has been on the top ten priority list.
 - Age of building.

The suggested criteria related to “Program addition causing changes...” and “Students housed in portables” are addressed in the original ranking matrix and therefore were not added as additional categories. In addition, the suggested Net

Zero criteria is a design decision to be considered within the parameters allowed by funding and will be raised with Ministry staff during CPP discussions.

2. ***Given the introduction of new criteria to the analysis of Capital Priorities, the evaluation results of ranked school projects cannot be compared to previous years' submissions.***
3. ***The final matrix, as applied, is provided below.*** In accordance with the approved methodology, all schools have been assessed and ranked using this matrix as a first step in the process.

Criteria		Weighting
1	Capacity - Amount of Portables in use	15
2	Capacity - 2026-27 Utilization Rate	25
3	Capacity - Lack of space at nearby schools	10
4	Property/Lot Size	10
5	Facility Condition Index	20
6	Previous Completed Pupil Accommodation Review (unfunded Capital resolution)	5
7	Previously Approved and Unfunded Top 10 Capital Priority	5
8	Lack of Mechanical Ventilation	5
9	Equity	5
10	Leasing of school space	5
11	Split of school communities between one or more campuses	5
12	Air conditioning	5
13	Classes held in libraries and gyms due to lack of space	5
14	Number of years the school has been on the top ten priority list in the last ten years.	5
15	Weighted age of building	5
Total		130

4. *The projects were further reviewed in terms of conformity in the following areas, and this information has been provided in this report to the Board of Trustees for contemplation.*
- Site Ownership
 - Standard Design
 - Project/Site Readiness
 - Childcare Needs Area
 - Joint Venture Partnership
 - French Language rights holders' access
5. *Arising from this assessment, the top ten highest ranking capital priority are provided in the chart below.*

2023 Rank	School Information			Ministry Criteria					
	School	Panel	Trustee Ward	Site Ownership	Standard Design	Site Readiness	Childcare Needs Area	Joint-Venture Partnership	French Language
1	St. Margaret – Carmichael Location	E	5						
2	St. Raphael	E	5	✓					
3	Our Lady of the Assumption	E	5						
4	St. Jerome	E	5	✓	✓	✓			
5	Notre Dame	S	11	✓					
6	Chaminade	S	10	✓			✓		
7	St. Michael/St. Paul – Duke of York	E	9	✓	✓	✓	✓	✓	✓
8	St. Cyril	E	5	✓			✓		
9	St. Martin de Porres	E	12	✓	✓	✓	✓		
10	St. Demetrius	E	2						

The scoring matrix for the top ten capital priorities is provided as **Appendix 'B'** of this report.

6. ***As approved by the Board, this report also provides a list of the top ranked capital priority needs projects in each Trustee Ward.*** The twelve-school list was created using the highest ranked schools in each ward from the assessment. The overall ranking of the school is provided in the first column.

2023 Rank	School Information			Ministry Criteria					
	School	Panel	Trustee Ward	Site Ownership	Standard Design	Site Readiness	Childcare Needs Area	Joint-Venture Partnership	French Language
1	St. Margaret - Carmichael Location	E	5						
5	Notre Dame	S	11	✓					
6	Chaminade	S	10	✓			✓		
7	St. Michael/St. Paul – Duke of York	E	9	✓	✓	✓	✓	✓	✓
9	St. Martin de Porres	E	12	✓	✓	✓	✓		
10	St. Demetrius	E	2						
13	St. John Bosco	E	6	✓					
24	St. Benedict	E	1	✓	✓	✓	✓		
28	St. Bartholomew	E	8	✓			✓		
38	St. Josaphat	E	4	✓					
42	St. Roch	E	3	✓			✓		
44	St. Lawrence	E	7	✓			✓		

The scoring matrix for the top capital priorities by Trustee Ward is provided as ***Appendix ‘C’*** of this report.

7. ***Our Lady of the Assumption and St. Margaret (Carmichael location) have been highlighted in both lists as the accommodation issues for these schools would be addressed by the previously approved Baycrest elementary school.*** Both school communities have been involved in the design process for the new school. In 2019, the Ministry approved the use of Proceeds of Disposition funds to construct a new school on the former Baycrest PS site. There currently is a funding deficit for this project, and further work with the Ministry is required to secure additional funding. Staff would strongly suggest that the Board of Trustees consider replacing these schools as part of the TCDSB submission for CPP funding consideration.

8. ***The St. Margaret (Carmichael site) location referenced in this report, refers to a brand-new school at this location.*** For further clarity, this is not associated with the childcare and gym addition approved at this site and is not related to the new elementary school located at 145 Baycrest Ave (referred to as “Baycrest”) to which the Board has been approved by the Ministry to use Proceeds of Disposition in the amount of approximately \$9.2 million dollars. The ranking of St. Margaret (Carmichael site) is independently related to its evaluation against the assessment criteria approved by the Board of Trustees, which resulted in its placement on the list.
9. ***Business cases for Capital Priorities must be submitted to the Ministry by October 20, 2023.*** Business cases are comprised of relevant facility and enrolment data, as other requirements outlined in *Ministry Memo B0’8*.

D. STAFF RECOMMENDATION

That the Board approve business case submissions to Ministry of Education for Capital Priorities funding consideration from one of the following two options:

Option A – Top Ten Ranked Schools

2023 Rank	School Information		
	School	Panel	Trustee Ward
1	St. Margaret – Carmichael Location	E	5
2	St. Raphael	E	5
3	Our Lady of the Assumption	E	5
4	St. Jerome	E	5
5	Notre Dame	S	11
6	Chaminade	S	10
7	St. Michael/St. Paul – Duke of York	E	9
8	St. Cyril	E	5
9	St. Martin de Porres	E	12
10	St. Demetrius	E	2

OR

Option B – Top Ranked School in Each Trustee Ward

2023 Rank	School Information		
	School	Panel	Trustee Ward
1	St. Margaret - Carmichael Location	E	5
5	Notre Dame	S	11
6	Chaminade	S	10
7	St. Michael/St. Paul – Duke of York	E	9
9	St. Martin de Porres	E	12
10	St. Demetrius	E	2
13	St. John Bosco	E	6
24	St. Benedict	E	1
28	St. Bartholomew	E	8
38	St. Josaphat	E	4
42	St. Roch	E	3
44	St. Lawrence	E	7