

Ministry of Education

Office of the ADM

Financial Policy and Business Division  
900 Bay Street  
20th Floor, Mowat Block  
Toronto ON M7A 1L2

Ministère de l'Éducation

Bureau du sous-ministre adjoint

Division des politiques financières et des  
opérations  
900, rue Bay  
20<sup>e</sup> étage, Édifice Mowat  
Toronto ON M7A 1L2



November 21, 2016

Angela Gauthier  
Director of Education  
Toronto Catholic District School Board  
80 Sheppard Avenue East  
Toronto ON M2N 6E8

Dear Ms. Gauthier,

I am writing to inform you that the Ministry of Education has completed a detailed review of the business cases that each school board submitted for consideration under the 2016 Capital Priorities Grant funding program and Child Care Centres and Child and Family Programs.

As outlined in **Memorandum 2016: B11 – Request for Capital Project Funding Submissions**, school boards were asked to submit no more than eight business cases to the ministry by July 15, 2016. Fifty-four school boards submitted 205 requests for 193 school capital projects, worth approximately \$2.6 billion, for funding consideration. The ministry also received 168 requests from 47 boards for Child Care capital funding for the creation of 443 new Child Care rooms and 94 Child and Family Program rooms.

After careful review of your board's submission, I am pleased to confirm that the ministry has approved funding to support 1 project identified by your board. In total, your board will be allocated \$13,220,104 to undertake this project:

Funding Allocation					
Project	Capital Priorities	Full Day Kindergarten	Child Care	Child and Family Centre	Total
St Antoine Daniel CS	\$9,877,457	\$771,380	\$2,571,267	\$ -	\$13,220,104
<b>Total</b>	<b>\$9,877,457</b>	<b>\$771,380</b>	<b>\$2,571,267</b>	<b>\$ -</b>	<b>\$13,220,104</b>

The ministry is currently reviewing stand-alone Child Care and Child and Family Program submissions and will be communicating decisions in the near future.

In recognition of the increase in construction costs, the ministry has increased its funding benchmarks by two percent and is reflected in the funding for this round of capital approvals. This increase does not apply to any previously approved projects.

Please be aware that the ministry has funding available to address costs related to site acquisition and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2016-17 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Regarding your board's request for a new 316 pupil place school to replace the existing St. Michael's Choir School, please be advised that the ministry did not approve funding for this project for the following reasons:

- The ministry does not have a funding program for magnet schools (programs of choice, such as schools for the arts, sports academies, and same-gender schools). The ministry would only fund these schools if there was no space within the catchment area of the school to accommodate these students. As St. Michael's Choir School has a board-wide attendance boundary (i.e. students attending the school reside across Toronto) it was felt that TCDSB could offer this program in a school where the board currently has excess space instead of only at the requested location.
- Currently, TCDSB has over 11,000 excess spaces across its entire system. Over twenty elementary schools and two high schools are currently less than 50% utilized.
- TCDSB purchased the site of the former Duke of York/ Regent Park Public School from the Toronto District School Board in 2013. This site is less than two kilometres from St. Michael's Choir School. TCDSB is currently holding the site to accommodate students that could potentially come from the West Don Lands development area. Ministry staff believe there could be a potentially cost-effective opportunity for TCDSB to construct a new school on this site to accommodate both St. Michael's Choir School and any future growth from the West Don Lands area.

Regarding your board's request for a new 1,600 pupil place school to replace the existing Bishop Allen Academy, please be advised that the ministry did not approve funding for this project because the enrolment pressure at this school is largely a result of the TCDSB's current policy not to have specific attendance boundaries for all of its secondary schools. The challenges around this policy are exemplified at Bishop Allen Academy, as much of the enrolment pressure at this school is a result of the board's choice to accept students into the school's Early French Immersion and Advanced Placement programs from across the board and beyond. The ministry noted that available unused capacity exists at other TCDSB secondary schools that could house

some of these students, many of whom travel significant distances to attend Bishop Allen Academy, thereby mitigating the need for the board to request capital funding from the ministry for a replacement school. Your board is strongly encouraged to implement specific catchment areas for each secondary school to better redistribute enrolment across all secondary schools.

### Appendices

Appendix A provides a complete list of the Capital Priorities projects submitted by your board along with the ministry's rationale for the funding decisions and the funding allocation. The ministry's decisions were based upon the needs identified in your school board's business cases, and in the case of Child Care and/or Child and Family Program capital projects, the Joint Use Submission form submitted by your school board and municipal partner.

If your board chooses to address this project with a project other than the one outlined in the board's Capital Priorities business case and Joint Use Submission form, your board must receive the ministry's approval prior to retaining an architect. In some cases, this may require your board to forfeit their project approval and resubmit their request in a future round of Capital Priorities or School Consolidation Capital funding. In addition, any changes to approved Child Care or Child and Family Program capital projects will require your Consolidated Municipal Service Manager (CMSM) or District Social Services Administration Board (DSSAB) approval.

Should your school board and CMSM/DSSAB continue to see a Capital Priorities, Child Care or Child and Family Program project that did not receive funding approval as a priority, you may resubmit it during future rounds of Capital Priorities Grant or School Consolidation Capital programs.

Appendix B provides a table showing how funding was determined for your project.

### Payment

The Capital Priorities Grant, New Construction of Child Care and Child and Family Programs operate on a modified grant payment process, where cash flow is based on school board spending. There are two annual reporting periods these programs:

- For the period of September 1<sup>st</sup> to March 31<sup>st</sup>, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1<sup>st</sup> to August 31<sup>st</sup>, 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 should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Information System (SFIS).

### Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the cost and scope are within the approved funding and does not exceed the ministry's space benchmarks. Similarly, the Child Care and Child and Family Program funding allocation you have received can only be used to address capital costs related to the creation of a project's Child Care and/or Child and Family Program rooms.

### Communication Protocols

All public announcements regarding capital investments in the publicly funded education system are joint communications opportunities for the provincial government and the district school board.

Effective April 2016, school boards should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards can contact the Ministry of Education to receive additional content for the media-focused public communications, such as quotes from the Minister.

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards. If the ministry chooses to do so, school boards will be contacted to get quotes from the school board Chair and/or Director of Education.

The intent is to secure as much coverage for these events as possible, and in doing so, help promote the role of both the Ministry of Education and the school board in bringing exciting new capital projects to local communities.

Important: For all new school openings, or openings of major additions which include Child Care or Child and Family Programs, the Minister of Education must be invited as early as possible to the event. Invitations can be sent to [Minister.EDU@ontario.ca](mailto:Minister.EDU@ontario.ca), with a copy sent to the ministry's Regional Manager, Field Services Branch, in your area. School boards are not to proceed with their public event until they have received a response from the Minister's Office regarding the Minister's attendance. School boards will be notified at least four to six weeks in advance of their opening event as to the Minister's attendance. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

If the Minister of Education is unavailable, the invitation may be shared with a government representative who will contact your school board to coordinate the details (e.g., a joint announcement). School boards are not expected to delay their announcements to accommodate the Minister or a Member of Provincial Parliament (MPP); the primary goal is to make sure that the Minister is aware of the announcement opportunity.

Should the event be focused on Child Care or Child and Family Program capital, the Ministry of Education highly recommends inviting your partner CMSM/DSSAB, who may also wish to participate and contribute.

For all other media-focused public communications opportunities, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education by email with at least three weeks' notice. Again, please send a copy to the ministry's Regional Manager, Field Services Branch, in your area. Please note that if the date of your event changes at any time after the Minister has received the invitation, please confirm the change at the email address above.

School boards are not expected to delay these "other" events to accommodate the Minister. Only an invitation needs to be sent, a response is not mandatory to proceed.

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.

You must acknowledge the support of the Government of Ontario in media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, Vine, etc. where there is a tight restriction on content, school boards are not required to include government acknowledgement. In addition, when engaged in reactive communications (e.g., media calls) the school board does not have to acknowledge government funding; however, if possible, such an acknowledgement is appreciated.

For these approved capital construction projects, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage for the projects identified by the Ministry of Education in a prominent location. This should be done in a timely manner following the 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.

Should you have any communications-related questions, please contact Ryan Rigby at (416) 325-2540 or via email at [Ryan.Rigby@ontario.ca](mailto:Ryan.Rigby@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.

Should you have any questions about CPG requests, please contact your Capital Analyst, Lisa Bland at [Lisa.Bland@Ontario.ca](mailto:Lisa.Bland@Ontario.ca) or 416-326-9921.

For any questions related to the Child Care and/or Child and Family Program capital requests, please contact your Early Years Education Officer or Child Care Advisor:

Dolores Cascone at [Dolores.Cascone@Ontario.ca](mailto:Dolores.Cascone@Ontario.ca) or 416-314-6300;

Isilda Kucherenko at [Isilda.Kucherenko@ontario.ca](mailto:Isilda.Kucherenko@ontario.ca) or 416-325-3244 .

Sincerely,

*Original signed by  
Joshua Paul for:*

Gabriel F. Sékaly  
Assistant Deputy Minister  
Financial Policy and Business Division

Attached:

Appendix A – Complete List of Submissions

Appendix B – Details of 2016 Approved Projects

cc: Shannon Fuller, Assistant Deputy Minister, Early Years Division  
Grant Osborn, Director, Capital Policy and Programs Branch  
Julia Danos, Director, Early Years Implementation Branch  
Elaine Baxter-Trahair, General Manager, Children's Services - City of Toronto  
Carlene Jackson, Exec. Superintendent of Business Services and Chief Financial Officer, Toronto Catholic District School Board

# Appendix A: List of 2016 Capital Priorities Grant Requests

## 40 Toronto Catholic DSB

Priority	Project	CP (\$M)	FDK (\$M)	CC (\$M)	CFP (\$M)	Total (\$M)	Description	Recommendation
1	St Michael's Choir School	0.00	0.00	0.00	0.00	0.00	A new 503 pupil place grade 3-12 school to address facility condition and renewal backlog in Toronto.	The Ministry does not have a funding program for magnet schools and as such it recommends that the board consider existing capacity at other schools in the surrounding area.
2	Bishop Allen Academy	0.00	0.00	0.00	0.00	0.00	A new 1,600 pupil place secondary school to relieve accommodation pressure in Etobicoke, including 5 child care rooms.	The Ministry does not provide capital funding for the purpose of accommodating specialty programming in schools. The board should consider other locations for this program offering within Toronto.
3	St Antoine Daniel CS	9.88	0.77	2.57	0.00	13.22	A new 510 pupil place elementary school to relieve accommodation pressure in North York, including 5 child care rooms.	Approve project with 2016 Capital Priorities Grant funding and Full Day Kindergarten funding. See Appendix B for funding details.
4	Holy Angels CS	0.00	0.00	0.00	0.00	0.00	A new 600 pupil place elementary school to relieve accommodation pressure in Etobicoke, including 5 child care rooms.	This project was not considered for Capital Priorities Grant funding at this time due to a lack of an immediate need as identified by the Ministry.

Priority	Project	CP (\$M)	FDK (\$M)	CC (\$M)	CFP (\$M)	Total (\$M)	Description	Recommendation
5	Loretto Abbey	0.00	0.00	0.00	0.00	0.00	A 519 pupil place addition to Loretto Abbey to relieve accommodation pressure in North York, including 5 child care rooms.	This project was not considered for Capital Priorities Grant Funding as this time due to limited capital funding. The Ministry may consider it in the future.
6	St Raphael CS	0.00	0.00	0.00	0.00	0.00	A 510 pupil place replacement for St. Raphael CS to relieve accommodation pressure in North York, including 5 child care rooms.	This project was not considered for Capital Priorities Grant funding at this time due to a lack of an immediate need as identified by the Ministry.
7	St. Marcellus CS	0.00	0.00	0.00	0.00	0.00	A new 450 pupil place elementary school to address facility condition and renewal backlog in Etobicoke, including 5 child care rooms.	This project was not considered for Capital Priorities Grant funding at this time due to a lack of an immediate need as identified by the Ministry.
8	Notre Dame CHS	0.00	0.00	0.00	0.00	0.00	A new 700 pupil place secondary school to relieve accommodation pressure in Toronto, including 5 child care rooms.	The Ministry recommends that the board consider existing capacity at other schools in the surrounding area.

APPENDIX A



## Appendix B: Details of Approved 2016 Capital Priorities Projects

### 40 Toronto Catholic DSB

Priority	3
Project Name	St Antoine Daniel CS
Panel	Elementary
Location	NORTH YORK

New Construction	Pupil Places to Add	510
	Resulting Pupil Places	510
	Gross Floor Area / Pupil Place	10.24
	\$ / Gross Floor Area	1,959.89
	Geographic Adjustment Factor	1.02
	Benchmark	10,440,036
Child Care	Rooms	5
	\$ / Room	494,284.258
	Geographic Adjustment Factor	1.02
	Benchmark	2,520,850
<b>Total Project Benchmark</b>		<b>12,960,886</b>

Funding Source		2% increase	<b>Final Funding Amount</b>
Capital Priorities Grant	9,683,781	193,676	<b>9,877,457</b>
Full Day Kindergarten	756,255	15,125	<b>771,380</b>
Child Care	2,520,850	50,417	<b>2,571,267</b>
<b>Total Funding</b>			<b>13,220,104</b>