



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

UPDATE TO DRIVER EDUCATION PROGRAMS POLICY S.P. 08

*The Child continued to grow and become strong, increasing in wisdom;
and the grace of God was upon Him. Luke 2:40*

| Created, Draft | First Tabling | Review |
|--|------------------|--------|
| October 30, 2017 | November 7, 2017 | |
| Peter Aguiar, Superintendent of Education and Student Well-Being, Area 4 Caitlin Kavanagh, Coordinator, Employee Relations & Policy Development | | |
| <h3>RECOMMENDATION REPORT</h3> | | |

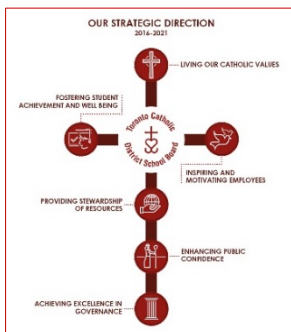
Vision:

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

- A. Sangiorgio
Associate Director
of Planning and Facilities

- T.B.D.
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends updating the current Driver Education Programs Policy (S.P. 08) to incorporate changes to the Ontario Ministry of Transportation Beginner Driver Education Program and to reformat in meta policy format.

The cumulative staff time required to prepare this report was 6 hours

B. PURPOSE

1. This Recommendation Report is on the Order Paper of the Governance Policy Committee as it recommends policy revision.

C. BACKGROUND

1. The Driver Education Programs Policy (S.P. 08) was approved on March 30, 1995 and has not been revised or amended since.
2. Effective September 2007, all driving schools offering Beginner Driver Education were regulated to ensure compliance with provincial standards.
3. New Driver Education curriculum standards were introduced on April 17, 2008.
4. The Ministry of Transportation now maintains a publically accessible list of Government-approved driving schools.

D. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff.
2. Further reports will be brought to Board if there are any significant changes to the Ontario New Driver Education Program and in accordance with the policy review schedule.
3. When more than one certified Ontario Ministry of Transportation Beginner Driver Education Program applies to deliver a program at a secondary school, it will be chosen according to a competitive process in compliance with the Broader Public Services Procurement Guidelines.

4. In schools with a Beginner Driver Education Program in Place, the Student Council will engage students enrolled to measure student satisfaction with the program. The student council will report their findings to the school Principal.

E. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. The updated policy will be communicated to all TCDSB stakeholders in the wider TCDSB community.
2. The Communications Department will ensure the message is sent to all relevant stakeholders

F. STAFF RECOMMENDATION

Staff recommend that the Driver Education Programs Policy (S.P. 08) provided in APPENDIX A be adopted.



POLICY SECTION: STUDENTS
SUB-SECTION: PROGRAMS
POLICY NAME: DRIVER EDUCATION PROGRAM
POLICY NO: S.P. 08

| | | |
|--|--------------------------------------|--|
| Date Approved: March 30, 1995 | Date of Next November 2022 | Dates of Amendments: November 16, 2017 |
| Cross References: Ontario Ministry of Transportation: Government Approved Driving Schools Ontario Ministry of Transportation: Beginner Driver Education – New Curriculum Standards O. Reg. 473/07: Licenses for Driving Instructors and Driving Schools - Highway Traffic Act, R.S.O. 1990, c. H.8 Broader Public Sector (BPS) Procurement Guideline for Publicly Funded Organizations in Ontario | | |
| Appendix | | |

Purpose:

The purpose of this policy is to provide regulations on the hosting of Driver Education Programs in secondary schools.

Scope and Responsibility:

This policy applies to any Secondary School Principal hosting a Driver's Education Program in their school. The Director is responsible for this policy.

Alignment with MYSP:

Strengthening Public Confidence

Fostering Student Achievement and Well-Being

Providing Stewardship of Resources



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|------------------------|---------------------------------|
| POLICY SECTION: | STUDENTS |
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Policy:

The Toronto Catholic District School Board recognizes the importance of Driver Education Programs and endeavours to support the programs where sufficient interest exists.

Regulations:

1. ~~Secondary school principals may select a driver education program for their school from a list of approved companies provided by the Purchasing Department.~~ **Secondary school principals may select an Ontario Ministry of Transportation certified beginner driver education program for their school in which students of the school may attend.**

2. ~~In all instances the best program at the lowest cost will be offered to students.~~
 - a. ~~In order to determine the best programs the Board requires annual submissions from private driver education schools detailing:~~
 - i. ~~Costs~~
 - ii. ~~instructor qualifications~~
 - iii. ~~level of supervisor~~
 - iv. ~~course content~~
 - v. ~~letter of liability~~
 - vi. ~~number of students per car~~
 - b. ~~A list of approved driver education schools will be circulated by the Purchasing Department to secondary school principals for their selection.~~
 - c. ~~The Board will be notified of selected driver education programs chosen by secondary schools and will be updated annually on the effectiveness of such programs.~~

Where more than one Ontario Ministry of Transportation certified Beginner Driver Education Program applies to host a program in a school, the Principal, in cooperation with the Material Management Department, will choose a program based on a competitive process in compliance with the BPS Procurement Guidelines.



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3. Driver education programs will be undertaken only under a signed agreement between the parent/guardian/student and the driver education company. Principals will notify parents/guardians/students of the limitations of the school's involvement and responsibility in the program.
4. Driver education companies will ensure that:
 - a. Advertising flyers, etc. used by driver education companies to solicit TCDSB students state clearly that the program is not part of the school's curriculum and that the Board is in no way responsible for the program.
 - b. Contractual arrangements made between them and the parent/guardian/student will be disclosed to the principal of the school where the program is offered.
5. School principals will make provisions for the delivery of the program by the driver education company outside of regular school hours.
 - a. Driver education companies must apply for a school permit in order to conduct the classroom component of their programs.
 - b. Pending approval of the permit, available space will be allocated for the classroom component of the program.
6. All monies accruing to the benefit of the school resulting from the driver education program will be utilized towards students' needs such as:
 - a. school lunches
 - b. uniforms
 - c. awards program
 - d. school related activities
7. Each secondary school may offer one driver education program per semester.



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Definitions:

Ontario Ministry of Transportation certified beginner driver education program: The Ontario Ministry of Transportation maintains a list of certified driver education programs on their website. These programs offer government-approved courses which meet curriculum standards introduced on April 17, 2008

Evaluation and Metrics:

All beginner driver education programs in our secondary schools will be Ontario Ministry of Transportation certified and provide the best value for our students.

APPENDIX A