



## Finance, Budget and Enrolment Committee Agenda

FBEC:061A

Tuesday, September 15, 2020

4:30 p.m.

Electronic Meeting

Trustee Members

Shelley Laskin (Chair), Michelle Aarts, Alexandra Lulka, Chris Moise, Zakir Patel,  
David Smith

### Pages

1. Call to Order and Acknowledgement of Traditional Lands
2. Approval of the Agenda
3. Declarations of Possible Conflict of Interest
4. Delegations
- To be presented
5. Budget Matters
  - 5.1 Contract Awards, Facilities [3945] 1
  - 5.2 Contract Awards, Operations [3944] 13
  - 5.3 Ontario Public School Boards' Association 2020-2021 Annual Membership Fee [3941] 25
  - 5.4 Borrowing Resolution to Meet Operating and Capital Expenditures [3942] 33
6. Adjournment

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## **Contract Awards, Facilities**

**To:** Finance, Budget and Enrolment Committee

**Date:** 15 September, 2020

**Report No.:** 09-20-3945

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that:

1. the contract awards on Appendix A be received for information; and
2. the contract awards on Appendices B and C be approved.

### **Context**

In accordance with the Board's Policy P.017 - Purchasing:

- The Director or designate may approve facility related contracts over \$50,000 and up to \$500,000 and report such contracts to Finance, Budget & Enrolment Committee;
- Finance, Budget & Enrolment Committee may approve facility related contracts in excess of \$500,000 and up to \$1,000,000; and
- The Board shall approve all facility related contracts over \$1,000,000. All contracts for Consulting Services in excess of \$50,000 must be approved by the Board;

The recommended suppliers and the term of each contract are shown in the attached appendices. Appendix A outlines contract awards provided for information; Appendix B outlines contracts requiring Finance, Budget & Enrolment Committee approval and Appendix C outlines contracts requiring Board approval. The amounts shown are based on the total value over the term of the contract unless indicated otherwise. Actual

amounts depend on the volume of products/services actually used during the term of the contract.

Contractors bidding on Board construction/maintenance projects must be pre-qualified. Consideration is given to bonding ability, financial stability, depth of experience, references, on-site safety record, and proof of union affiliation (applies to projects less than \$1.3M or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in the Daily Commercial News and on electronic public bidding websites to facilitate broader public access.

When a Request for Tender is issued, the lowest cost bid is accepted where quality, functionality, safety, environmental and other requirements are met.

When a Request for Proposals is issued, a variety of evaluation criteria are used, including price. Each of those criteria is weighted based on relative importance to the Board. The bidder with the highest overall score is recommended for contract award.

Every effort is made to include input from the users in the development of specifications and the evaluation process.

Opportunities to bid on Tenders and Proposals are posted on the Bids & Tenders e-Tendering portal [www.bidsandtenders.ca](http://www.bidsandtenders.ca).

Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing Services department.

## **Action Plan and Associated Timeline**

Not applicable.

## **Resource Implications**

Funding sources have been identified for each award listed in the attached appendices.

## **Communications Considerations**

Not applicable.

## **Board Policy and Procedure Reference(s)**

PO:17 - Purchasing

## **Appendices**

- Appendix A: Contract Awards Provided for Information

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- Appendix B: Contracts Requiring Finance, Budget & Enrolment Committee Approval
- Appendix C: Contracts Requiring Board Approval
- Appendix D: Summary of Select Facilities Contracts

### **From**

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## APPENDIX A

Facility Services Contracts Provided for Information Only (over \$50,000 and up to \$500,000)

#	User/Budget Holder School/Dept.	Products/Services Details	Ward	Recommended Supplier	Low Bid / Highest Score	Object- ions	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
ROOFING											
1	Design Construction and Maintenance	<b>SX20-460T Diefenbaker ES</b> Roof Replacement. Roof has exceeded its useful lifespan.	15	Dufferin Roofing Limited	Yes	No	9	\$290,200	August 2020/ November 27, 2020	Design Construction and Maintenance	School Condition Improvement
2	Design Construction and Maintenance	<b>JJ20-463T Eastview PS</b> Roof Replacement. Roof has exceeded its useful lifespan.	19	Dean Chandler Roofing Limited	Yes	No	8	\$209,635	October 2020/ November 31, 2020	Design Construction and Maintenance	School Condition Improvement
3	Design Construction and Maintenance	<b>JM20-470Q Niagara Street JPS</b> Roof Replacement. Roof has exceeded its useful lifespan.	9	Triumph Roofing & Sheet Metal Inc.	Yes	No	8	\$90,200	August 2020/ September 30, 2020	Design Construction and Maintenance	School Condition Improvement
4	Design Construction and Maintenance	<b>DK0-468T Brimwood Boulevard JPS</b> Roof Replacement. Roof has exceeded its useful lifespan.	14	Crawford Roofing Corporation	Yes	No	8	\$321,250	July 2021/ August 30, 2021	Design Construction and Maintenance	School Condition Improvement
5	Design Construction and Maintenance	<b>DK0-468T Chartland JPS</b> Roof Replacement. Roof has exceeded its useful lifespan.	21	Triumph Roofing & Sheet Metal Inc.	Yes	No	8	\$224,800	July 2021/ August 30, 2021	Design Construction and Maintenance	School Condition Improvement
6	Design Construction and Maintenance	<b>MP20-464T Faywood Arts-Based CS</b> Roof Replacement. The roof has exceeded its useful lifespan.	5	Cordeiro Roofing Ltd.	Yes	No	9	\$188,000	August 2020/ September 30, 2020	Design Construction and Maintenance	School Condition Improvement

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7	Design Construction and Maintenance	<b>CN20-475T Richview CI Roof Replacement.</b> Emergency replacement for roof sections A1, C2, C4, C5, D1, E, F1, F2, F3 and G is required. Existing roof assembly is in poor condition. The roof assembly has exceeded its useful lifespan. Existing deck to remain.	2	Provincial Industrial Roof & Sheet Metal Company Limited	Yes	No	8	\$425,150	September 2020/ November, 2020	Design Construction and Maintenance	School Condition Improvement
<b>MECHANICAL</b>											
8	Design Construction and Maintenance	<b>JM20-462Q Jarvis CI</b> Air monitoring (for asbestos and dust) required to discharge accumulated debris from HVAC ductwork and confirm that the filters are adequately filtering the debris.	10	Inscan Contractors Inc.	Yes	No	5	\$54,737	July 2020/ August 7, 2020	Design Construction and Maintenance	School Condition Improvement
9	Design Construction and Maintenance	<b>SX20-420P Silverthorn CI</b> Professional Design Services for Steam to Hot Water Conversion.	2	Spectra Engineering Ltd.	Yes	No	4	\$62,500	August 2020/ October 30, 2020	Design Construction and Maintenance	School Condition Improvement
10	Design Construction and Maintenance	<b>CN20-482T Norman Cook Jr Ps</b> Cooling Centre - Cooling needed for pre-determined sections of the school for emergency purposes, on days of extreme heat.	18	Carmichael Engineering Ltd	Yes	No	11	\$273,930	August 2020/ October 30, 2021	Design Construction and Maintenance	School Condition Improvement
<b>STRUCTURAL / BRICK WORK</b>											
11	Design Construction and Maintenance	<b>CN20-452T Lillian PS.</b> Correct Foundation Leak. Water infiltration below grade caused severe damage to support beams to concrete slab. Replacement of existing slab, reinforcement of beams, and new waterproofing are required.	12	Trinity Custom Masonry Limited	Yes	No	8	\$278,333	September 2020/ August 20, 2021	Design Construction and Maintenance	School Condition Improvement
12	Design Construction and Maintenance	<b>JM20-481T Crescent Town ES</b> Exterior stairs are severely	16	Brook Restoration Ltd.	Yes	No	8	\$108,420	August 2020/ November, 2020	Design Construction	School Condition Improvement

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		deteriorated and require replacement.								and Maintenance	
13	Design Construction and Maintenance	<b>VK20-483T Chine Drive PS</b> Kindergarten Roof Deck Reinforcement. Excessive roof structure deflection above kindergarten area. Remedial work is needed to provide safe occupancy.	18	Phoenix Restoration	Yes	No	7	\$165,777	August 2020/ August 2021	Design Construction and Maintenance	School Condition Improvement
WINDOWS											
-	-	Nil Items	-	-	-	-	-	-	-	-	-
ELECTRICAL											
-	-	Nil Items	-	-	-	-	-	-	-	-	-
BARRIER FREE											
-	-	Nil Items	-	-	-	-	-	-	-	-	-
PARKING LOTS											
14	Design Construction and Maintenance	<b>VK20-476T Cedarbrae CI.</b> Repave Various Asphalt Areas. The asphalt of the existing parking lot is severely deteriorated. Asphalt paving, concrete paving, line painting, signage, precast concrete curbs and speed humps.	19	Onsite Contracting Inc.	Yes	No	8	\$317,043	July 2021/ August 27, 2021	Design Construction and Maintenance	School Condition Improvement
15	Design Construction and Maintenance	<b>JM20-451T Golf Road JPS &amp; Tecumseh SPS</b> Improve condition of the parking lot and create a driveway connection between Golf Road JPS and Tecumseh SPS.	19	Onsite Contracting Inc.	Yes	No	13	\$276,750	July 2021 / August 27, 2021	Design Construction and Maintenance	School Condition Improvement
16	Design Construction and Maintenance	<b>MP20-479T Maplewood HS</b> Existing parking lot severely deteriorated. Updates are required to meet AODA requirements. This parking lot is also used for special needs students for exercise and walks.	19	Nortown Paving & Construction Inc.	Yes	No	7	\$293,850	July 2021/ August 20, 2021	Design Construction and Maintenance	School Condition Improvement



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## FIELD RESTORATION

17	Design Construction and Maintenance	<b>DK20-449T Fairmount PS.</b> Full-Day Kindergarten Area Improvements. School site requires re-grading to improve drainage conditions. Upgrades will improve accessibility to various areas of the school.	18	Don Ros Construction	Yes	No	8	\$180,300	August 2020/ May 30, 2021	Design Construction and Maintenance	School Condition Improvement
18	Design Construction and Maintenance	<b>DK20-480T Leaside HS.</b> Existing timber stairs have deteriorated and require replacement. Scope includes asphalt paving, a precast concrete retaining wall, concrete footings and handrails.	11	Lakeside Contracting Co.Ltd.	Yes	No	4	\$62,000	August 2020/ September 30, 2020	Design Construction and Maintenance	School Condition Improvement
INTERIOR COMPONENTS / FASCIA / PAINTING											
19	Design Construction and Maintenance	<b>JJ20-478T Deer Park Jr. &amp; Sr. PS</b> Interior Retrofits. The school is operating over capacity. Two additional classrooms to be constructed in the existing second floor library.	8	Baycrest General Contractors	Yes	No	9	\$478,480	August 2020/ December 30, 2020	Design Construction and Maintenance	School Condition Improvement
OTHER											
20	Design Construction and Maintenance	<b>DK20-486Q Supply Only of Impact Resistant Clear Acrylic Sheets.</b> 400 Sheets of clear acrylic required for fabrication of COVID-19 barriers by TDSB trades, installation (if required) by TDSB maintenance staff.	N/A	Piedmont Plastics	Yes	No	4	\$87,600	August 2020	Design Construction and Maintenance	COVID Operating Cost Account

## APPENDIX B

Facility Services Contracts Requiring Finance, Budget and Enrolment Committee Approval (over \$500,000 and up to \$1,000,000)

[illegible]

[illegible]

## APPENDIX C

Facility Services Contracts Requiring Board Approval (contracts over \$1,000,000 and Consulting Services over \$50,000)

#	User/Budget Holder School/Dept.	Products/Services Details	Ward	Recommended Supplier	Low Bid / Highest Score	Object -ions	No. of Bids Rec'd	Total Contract Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
<b>ROOFING</b>											
1	Design Construction and Maintenance	JJ20-488T Central Technical School. Roof Replacement on Building A. Due to age and current conditions, the existing roofs require replacement.	10	Semple Gooder Roofing Corporation	Yes	No	3	\$1,610,710	January 2021/ September 2021	Design Construction and Maintenance	School Condition Improvement
<b>MECHANICAL</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>STRUCTURAL / BRICK WORK</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>WINDOWS</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>ELECTRICAL</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>BARRIER FREE</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>PARKING LOTS</b>											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
<b>FIELD RESTORATION</b>											
2	Design Construction and Maintenance	JM20-495T Jarvis CI Garage roof and walls have severely deteriorated due to excessive leaks and moisture beyond repair. Waterproofing and restoration required; this includes garage roof slab structural repair, wall waterproofing, drainage and restoration of the masonry walls at the first bay on the east side. New artificial turf playing field also needs to be installed.	10	Dole Contracting Inc.	Yes	No	8	\$1,182,000	August 2020/ May 31, 2021	Design Construction and Maintenance	School Condition Improvement
<b>INTERIOR COMPONENTS / FASCIA / PAINTING</b>											



**APPENDIX D**Summary of Select Facilities Contracts(September 1, 2020 to Present)

-	Project Classification	Total Number of Projects for this Report	Total Number of Projects 2019/20 to date	Total Expenditures for this Report	Total 2019/20 Contract Awards Reported to Date	Current Backlog
1	<b>ROOFING</b> - November 2013 Bulk Tendering for Roofing Supplies (4 separate tenders) and Roof Installations (1 consolidated tender)	9	9	\$ 4,218,845	\$ 4,218,845	\$ 96,863,677
2	<b>MECHANICAL</b>	3	3	\$ 391,167	\$ 391,167	\$ 1,392,378,295
3	<b>STRUCTURAL / BRICK WORK</b>	3	3	\$ 552,530	\$ 552,530	\$ 185,811,586
4	<b>WINDOWS</b>	0	0	-	-	\$ 80,695,191
5	<b>ELECTRICAL</b>	0	0	-	-	\$ 529,102,976
6	<b>BARRIER FREE</b>	0	0	-	-	
7	<b>PARKING LOTS</b>	3	3	\$ 887,643	\$ 887,643	\$ 92,314,489
8	<b>FIELD RESTORATION</b>	4	4	\$ 2,090,950	\$ 2,090,950	\$ 271,123,483
9	<b>INTERIOR COMPONENTS / FASCIA / PAINTING</b>	1	1	\$ 478,480	\$ 478,480	\$ 906,561,010
10	<b>OTHER (FDK, EL4, and Compliance)</b>	0	0	-	-	-



## **Contract Awards - Operations**

**To:** Finance, Budget and Enrolment Committee

**Date:** 15 September, 2020

**Report No.:** 09-20-3944

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that:

1. the contract awards on Appendix A be received for information; and
2. the contract awards on Appendices B and C be approved.

### **Context**

In accordance with the Board's Policy P.017: Purchasing:

- The Director or designate may approve operations contracts over \$50,000 and up to \$175,000 and report such contracts to Finance, Budget and Enrolment Committee;
- Finance, Budget and Enrolment Committee may approve operations contracts in excess of \$175,000 and up to \$250,000; and
- The Board shall approve all operations contracts over \$250,000. All contracts for consulting services (as defined in the Broader Public Sector Procurement Directive) in excess of \$50,000 must be approved by the Board.

The recommended suppliers and the term of each contract are shown in the attached appendices. Appendix A outlines contract awards provided for information; Appendix B outlines contracts requiring Finance, Budget and Enrolment Committee approval, and

Appendix C outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Purchasing Services invited bids from a minimum of three firms except where sole/single source is indicated. Requirements expected to exceed \$100,000 were posted on the Bids & Tenders e-Tendering portal ([www.bidsandtenders.ca](http://www.bidsandtenders.ca)), to advertise procurement opportunities in compliance with the Broader Public Sector Procurement Directive, applicable trades treaties (e.g. Canadian Free Trade Agreement, Comprehensive Economic and Trade Agreement, etc.) and Board policy and procedure.

When a Request for Tender is issued, the lowest cost bid is accepted where quality, functionality, safety, environmental and other requirements are met. When a Request for Proposals is issued, a variety of evaluation criteria are used, including price. Each of those criteria is weighted based on relative importance to the Board. The bidder with the highest overall score is recommended for contract award. Every effort is made to include input from end users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing Services department.

### **Action Plan and Associated Timeline**

Not applicable.

### **Resource Implications**

Funding sources have been identified for each award listed in the attached appendices.

### **Communications Considerations**

Not applicable.

### **Board Policy and Procedure Reference(s)**

PO:17 - Purchasing

### **Appendices**

- Appendix A: Contract Awards Provided for Information
- Appendix B: Contracts Requiring Finance, Budget and Enrolment Committee Approval
- Appendix C: Contracts Requiring Board Approval
- Appendix D: Briefing Note – Discovery Education – Digital Resource Platform



- Appendix E: Briefing Note – Knowledgehook – Digital Formative Assessment Tool

**From**

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Chris Ferris, Senior Manager, Administrative Services, at [chris.ferris@tdsb.on.ca](mailto:chris.ferris@tdsb.on.ca) or at 416-395-8036.

**APPENDIX A**

**Contract Awards Provided for Information (contracts over \$50,000 and up to \$175,000)**

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Information Technology Services	<b>Additional Airwatch Licenses</b> Airwatch provides the ability to remotely deploy apps and security updates to mobile devices. The additional licenses cover the 12,500 new iPads distributed to students at home to support remote learning.	N/A	Rogers Communications	Yes	No	3	\$114,000	September 2020 / August 2021	IT Services Purchasing Svcs
2	Equity, Well-Being & School Improvement	<b>Provision of Professional Learning in Anti-Black Racism for System Leaders &amp; Board of Trustees</b>	N/A	Kojo Institute	N/A	No	Sole Source	\$81,000	July 2020/ May 2021	Associate Director – Equity, Well-Being & School Improvement
3	Distribution Centre	<b>Assorted Bandages SS20-185P</b> To supply assorted bandages as and when required to replenish inventory at the Distribution Centre (DC). Schools order from the DC to refill first aid kits, and have supplies on hand in the school office for minor cuts/scrapes.	N/A	Office Central  Medline (Medical Mart)	Yes	No	7	\$10,000  \$25,000	October 2020/ September 2024	Distribution Centre Purchasing Svcs

4	Schools/Arts Department	<b>Moving Services for Musical Instruments/Kits</b>  <b>LQ20-056P</b>  Provision of moving services specifically for musical instruments as and when required.	N/A	Woodshed Percussion	Yes	No	3	\$40,000	October 2020/ September 2024	Arts Department
5	Printing, Mailroom, Courier & Logistic Services (PMCL)	<b>Purchase of Two Vehicles for TDSB</b>  <b>SX20-472P</b>  These vehicles are part of the ongoing scheduled fleet refresh ensuring safe and reliable vehicles. They replace old, high mileage vehicles that are prohibitive to repair.	N/A	City Buick Chevrolet Cadillac GMC	Yes	No	2	\$57,212	September 2020	Printing, Mailroom, Courier & Logistic Services (PMCL)

**APPENDIX B**

Contracts Requiring Finance, Budget and Enrolment Committee Approval  
(contracts over \$175,000 and up to \$250,000)

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	All Schools/Departments	<b>Cleaning of Drapery/Blinds and Drapery Fire-Proofing</b>  <b>MP20-415P</b>	N/A	On-Site Drapery Cleaners Ltd.	Yes	No	2	\$50,000	Nov 2020/ Oct 2024	Design Services  Purchasing Services

**APPENDIX C**

Contracts Requiring Board Approval (contracts over \$250,000 and Consulting Services over \$50,000)

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Distribution Centre	<b>Writing Instruments SS20-335P</b>  Provision of writing instruments (pens, markers, highlighters, etc.) as and when required to replenish Distribution Centre inventory.	N/A	Rose Delta (School Source)  Office Central Inc.  School Specialty  Corporate Express (Staples)  BB Education	Yes	No	8	\$638,982 \$164,845 \$47,458 \$110,912 \$2,073	Oct 1 2020/ Sep 30 2024	Purchasing Services  Distribution Centre
2	All Schools/Departments	<b>Domestic Appliances DA20-322P</b>  Provision of domestic appliances (fridges, stoves, microwaves, dishwashers, etc.) as and when required.	N/A	Appliance Canada  TA Appliance	Yes	No	2	\$119,600  \$40,000	Oct 1 2020/ Sep 30 2024	Purchasing Services
3	All Schools/Departments	<b>Chromebooks DA20-350Q</b>  Provision of Chromebooks supporting bulk system purchases as well as purchases as and when required by schools.	N/A	Compugen	Yes	No	3	\$3,780,000	Sep 2020/ Oct 2021	IT Services  Purchasing Services
4	Leadership, Learning & School Improvement	<b>Discovery Education</b> Digital resource platform. Provision of digital science and math content.  See Appendix "D"	N/A	Discovery Education	N/A	N/A	Sole Source	\$400,000	September 2020/ August 2021	Leadership, Learning & School Improvement
5	Leadership, Learning & School Improvement	<b>Knowledgehook – Digital Formative Assessment Tool</b> Digital math resource.	N/A	Knowledgehook	N/A	N/A	Sole Source	\$285,000	September 2020/ August 2021	Leadership, Learning & School Improvement

#	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid/ Highest Score	Objections	# of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
		See Appendix "E"								

**BRIEFING NOTE**

**Date** 15 September 2020  
**To** Finance, Budget & Enrolment Committee  
**From** Kathy Witherow, Associate Director – Leadership, Learning and School Improvement

**Subject** **Discovery Education – Digital Resources**

**Purpose** With almost 70,000 students returning to Virtual School and a number of schools in higher-risk areas across our board, we have a great need for digital science and math content for students and staff. Discovery Education is a digital platform with teacher resources to support planning and teaching science, STEM and coding to students and can be used by students as a learning digital platform and content resource.

Discovery Education Experience and STEM Connects provides compelling high-quality content, ready-to-use digital lessons, unique collaboration tools, and professional learning resources to give educators everything they need to facilitate instruction. Built for all learners, grade levels, subject areas, and interests, this flexible K-12 learning platform brings excitement and relevance to the topics they teach and lets them reach and engage every student wherever learning is taking place. Discovery Coding will support implementation of components of the new math curriculum.

Discovery Education Experience, STEM Connect, and Coding will be available to students in 133 elementary schools, including our virtual schools. It will be available to students in grade K - 8 in English and has translation tools to support our French Language Learners.

Discovery Education owns all content within the platform: Discover Education Experience, STEM Connects and Coding. Due to the urgent need for digital content and tools to support students within the virtual schools and face to face schools, this product will fill that immediate void and support educators of the virtual school with programming and planning engaging digital Science/STEM and Math lessons. This contract will be for the 2020-2021 school year and during that time we will engage in market research for equivalent or alternative resources, do a quarterly review of usage rates, and provide ongoing analysis and support for implementation and professional learning opportunities for staff.

Discovery Education supports some of the key goals and commitments within the Multi-Year Strategic Plan such as:

- Transform student learning

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- Provide equity of access to learning opportunities for all students
- Close achievement gaps
- Improve student achievement in mathematics
- Strengthen the development of global competencies
- Facilitate deep learning enabled by technology

**Strategic Direction** • Allocate human and financial resources strategically to support student needs.



**BRIEFING NOTE**

**Date** 15 September 2020  
**To** Finance, Budget & Enrolment Committee  
**From** Kathy Witherow, Associate Director – Leadership, Learning and School Improvement

**Subject Knowledgehook – Digital Formative Assessment Tool**

**Purpose** With [almost 70,000](#) students returning to Virtual School and a number of schools in higher-risk areas across our board, we have a great need for digital science and math content for students and staff. Knowledgehook is a digital formative assessment tool that helps teachers check for understanding of math concepts and provides a system to aid in identifying and closing gaps. Within the digital tool are unique features such as “Warm-ups” which may be used before a lesson as a diagnostic to inform the selection of effective instructional strategies, and “Exit tickets” which may be used after a lesson to check for understanding.

Knowledgehook is available to students across the board in grades 3 -10 in English and French. This digital formative assessment tool will also be available to students in the TDSB Virtual Schools.

This product is needed to:

- be used as part of a Balanced Mathematics Program;
- inform the implementation of effective instructional strategies based on students’ learning profiles (strengths and needs);
- help with building teacher capacity through the Math Background feature which provides a review of the math content needed to move students forward in their mathematics understanding;
- enhance teacher collaboration as they engage in collaborative lesson planning and share math games they have created for student use;
- provide expanded opportunities that recognize and support the diversity and needs in TDSB classrooms and facilitate high levels of achievement for all students.

Knowledgehook is a unique digital product in that it combines the Ontario Curriculum and EQAO Assessments in one space. Knowledgehook representatives facilitated a number of presentations to the TDSB that illustrated the unique features of this tool, its revised content for the new Math Curriculum and its appropriateness to the TDSB context. In addition to the features outlined above, the tool provides expanded opportunities for practice by allowing students to solve problems independently or in small groups using a variety of strategies. Knowledgehook helps to address math anxiety and

build student confidence as well as accommodates students with gaps in their learning by reading the problem to them. This helps with addressing language barriers experienced by some of the most underserved students within the TDSB. Knowledgehook supports some of the key goals and commitments within the Multi-Year Strategic Plan such as:

- Transform student learning
- Provide equity of access to learning opportunities for all students
- Close achievement gaps
- Improve student achievement in mathematics
- Strengthen the development of global competencies
- Facilitate deep learning enabled by technology

**Strategic Direction** • Allocate human and financial resources strategically to support student needs.



## **Ontario Public School Boards' Association 2020-2021 Annual Membership Fee**

**To:** Finance, Budget and Enrolment Committee

**Date:** 15 September, 2020

**Report No.:** 09-20-3941

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that the 2020-2021 Ontario Public School Boards' Association Annual Membership Fee be approved for payment in the amount of \$444,722.80, as outlined in Appendix A.

### **Context**

The Ontario Public School Boards' Association (OPSBA) is the province-wide umbrella association for public school trustees in Ontario. Trustees participate through their local board. OPSBA has contributed significantly in defending and representing the need for increased funding for all public school boards since the new funding model was put in plan in 1998. OPSBA also represents all public Boards at the provincial bargaining table. The Toronto District School has benefited from the work of OPSBA and will continue to do so in the future. Appendix B outlines the work that OPSBA has undertaken.

### **Action Plan and Associated Timeline**

Not applicable.

### **Resource Implications**

Not applicable.

### **Communications Considerations**

Not applicable.

**Board Policy and Procedure Reference(s)**

Not applicable.

**Appendices**

- Appendix A: 2020-2021 OPSBA Membership Fee from September 1, 2020 to August 31, 2021
- Appendix B: OPSBA Letter dated August 18, 2020
- Appendix C: OPSBA President's Message dated September 8, 2020

**From**

Craig Snider, Interim Associate Director, Business Operations and Service Excellence, at [craig.snider@tdsb.on.ca](mailto:craig.snider@tdsb.on.ca) or at 416-395- 8469.

Marisa Chiu, Interim Executive Officer of Finance, at [marisa.chiu@tdsb.on.ca](mailto:marisa.chiu@tdsb.on.ca) or at 416 395-3563.



**ONTARIO PUBLIC  
SCHOOL BOARDS'  
ASSOCIATION**

**Leading Education's Advocates**

**Ontario Public School Boards' Association**

439 University Avenue, 18th Floor

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Invoice to:		Toronto District School Board 5050 Yonge Street Toronto, Ontario M2N 5N8	
Invoice# 036-20/21		Date: September 01, 2020	HST #10780 0344 RT 0001
QTY	DESCRIPTION		AMOUNT
	<p align="center"><b>2020-2021 Membership Fee</b>  <b>September 01, 2020 to August 31, 2021</b></p> <p>* Final Billing</p>		\$393,560.00
Please make cheque payable to:		Subtotal	\$393,560.00
<b>Ontario Public School Boards' Association</b>		HST @ 13%	\$51,162.80
Terms of Payment : Due upon receipt		Total	\$444,722.80

Copy 1 - Customer

Copy 2 - Accounting

Copy 3 - File



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Cathy Abraham  
President

W.R. (Rusty) Hick  
Executive Director

August 18, 2020

TO: Alexander Brown, Board Chair and Carlene Jackson, Director of Education (Interim)  
CC: Craig Snider, Acting Associate Director, Business Operations and Service Excellence

### TORONTO DSB

This past year has been a school year like no other, with the COVID-19 pandemic and school closures starting in March, collective bargaining, and of course the opportunities and challenges of working with a government that is now halfway through their mandate.

That's why we've increased our efforts to ensure our multi-year priorities continue to guide the work of the Association as we advocate for outstanding programs, pedagogy and resources as well as a social and educational environment that nurtures the values of universality, inclusion, human rights, respect and kindness. Similar to other jurisdictions throughout the country and the world, we have been and are adjusting to a new normal that includes providing remote learning during the COVID-19 pandemic. While this transition has been the focus of much of OPSBA's recent work, it does not mean our advocacy has stopped. For example, we recently convened our consultative working groups to meet and discuss important factors and conditions that must be taken into account for a safe return to school. From that, our best advice was relayed to the Ministry of Education in a public submission and we were encouraged to see that most of our concerns were addressed in the government's framework. We will continue to work with our member boards to monitor implementation challenges and concerns and ensure these are shared with the ministry.

As we plan for next year, we will be looking closely at our conferences and events, and seeking to bring in appropriate speakers, have discussions, provide professional development and more to ensure we are doing everything we can to fight all forms of racism. We must also examine our operational activities to see what changes may be necessary, and whether there are additional policy or advocacy positions we can take in support of the fight against racism. We want to find ways to increase the representation of Black, Indigenous and People of Colour (BIPOC) running for Trustee or OPSBA positions, and look to provide the ability for these critical voices to be heard more easily by our Board of Directors, Executive Council and work teams. As an Association, we are also looking to enhance our professional development in this area and to establish more community connections with marginalized groups. Please do not hesitate to reach out to us with your ideas.

As a non-partisan organization, we have a 32-year history of building positive and mutually respectful working relationships with politicians and staff from all parties represented in the Ontario Legislature. These relationships allow us to successfully represent the voice of our members on the many issues that affect our students and communities.

Minister of Education Stephen Lecce attended our Public Education Symposium (PES) in January and also addressed our Board of Directors in September 2019 and May 2020. Our second Advocacy Day at Queen's Park in November brought more than 50 public school board trustees and student trustees to Toronto to meet with MPPs and political staff, reinforcing OPSBA's advocacy position on key issues, such as the importance of investment in public education, Indigenous Education, curriculum, mental health supports and the value of democratic, locally elected trustees. The day began with a news conference that released the results of [polling and research](#) done in partnership with Nanos Research. This type of work has been reinforced by our Board of Directors, who directed the Association to plan more strategic government relations and public affairs activities.

OPSBA represents over 1.3 million students, or nearly 70% of the entire K-12 student population, including all 31 English public school boards as well as 10 school authorities. Collectively, this makes our organization the number one stakeholder voice for education in Ontario. Your school board is clearly a very big part of who we are and what we do. We advocate for public education every day, and the government knows that we have the weight of all of our members behind us.

Our experienced [Labour Relations](#) team successfully concluded and ratified central agreements with all education bargaining units. We are fortunate to have strong staff with outstanding expertise and credibility working to ensure student achievement and well-being are at forefront of all discussions and decisions. School boards continue to work toward implementation with the support of OPSBA Labour Relations staff.

While much of the advocacy work can be seen in our public submissions and meetings with key stakeholders, there is a great amount of day-to-day work that is done behind the scenes. OPSBA staff have direct and constant access to both the bureaucracy and political staff in the government as well as in the opposition parties. These relationships allow for conversations and the sharing of information to further support our common priorities.

OPSBA continues to be represented on a number of key government working tables and our work has resulted in a number of successful outcomes. Here are some additional highlights:

- ***Legislative Submissions and Government Consultations*** -- OPSBA has engaged in a wide range of advocacy work related to the provincial government's legislative and regulatory agenda, including [submissions and letters](#) regarding:
  - [Ontario's Plan to Reopen Schools](#)
  - [2020-21 Education Funding](#)
  - [Bullying in schools and anti-bullying initiatives](#)
  - [Northern Ontario concerns](#)
  - [Education Development Charges](#)
- ***Mental Health and Well-Being*** – OPSBA continues in its role as a founding member of the [Ontario Coalition for Children and Youth Mental Health](#). OPSBA and the Coalition's advocacy has led to the maintenance of mental health investments in the public education system for 2020-21 and beyond.
- ***Indigenous Education*** – OPSBA's [Indigenous Trustees' Council](#) continues to support the educational needs of Indigenous students, and to ensure all students are educated about the history and culture of Indigenous peoples. OPSBA continues to be a leading advocate in education in this area.

- **The Role of Trustee** – OPSBA updated a [series of resources](#) to support trustees and school boards for Local Government Week 2019. We also worked with OSTA-AECO to promote and award two new scholarships for graduates – the [Ontario Public Student Trustee Scholarship](#) and the [Public Property Assessment Network Scholarship](#). In addition, as part of OESC, we have shared and promoted the new and revised [Trustee Professional Development Program](#), which now includes a Certificate of Completion.
- **French as a Second Language** – OPSBA continues to lead a three-year Ontario Labour Market Partnership project with the Ministry of Labour, Training and Skills Development entitled [Meeting Labour Market Needs for French as a Second Language Instruction in Ontario](#).

**Our programs and services are highly cost effective.** The financial benefits of membership far exceed not only the membership fee itself, but the outcomes that could be achieved by boards acting individually. Our collective voice is a strong one. Working with our partners at the [OESC](#), our interventions on copyright tariffs, natural gas rates and electricity rates have continued to create significant savings for all school boards and cover membership fees many times over. When this is combined with the other benefits created through our coordination and advocacy, the real value of board membership is clear.

Examples of 2019-20 savings realized for:

TORONTO DSB

**Savings in Copyright Fees: \$ 586,230**

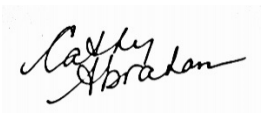
**Savings in Energy Costs: \$ 3,931,000**

*Please note:* For the third year in a row, the OPSBA Board of Directors has approved a 0% increase for total membership fees. We have therefore kept the total membership fee (31 school boards and 10 school authorities combined) the same for four consecutive years. There may however be a slight change, up or down, to your individual board membership fee based on the fee model which is composed of a base amount and a percentage of your Board Administration and Governance Grant.

The 2020-21 OPSBA membership fee for your board is \$ 393,561.

Thank you for your continued support as a member of OPSBA and for your dedication to public education. You can learn more about the valuable services OPSBA offers your board by visiting [www.opsba.org](http://www.opsba.org).

Sincerely,



Cathy Abraham  
President



W.R. (Rusty) Hick  
Executive Director

*Attachment: Invoice for the 2020-21 OPSBA membership fee*





## President's Message

September 8, 2020

**TO: ALL TRUSTEES**

**CC: DIRECTORS OF EDUCATION, COMMS, HR, CFO**

Good afternoon,

After nearly six months away from classes, school boards and schools across the province have now begun to reopen in an unusual and staggered return to classes. Our school communities are experiencing a range of emotions. Many are excited to return to a more normal routine and see friends, colleagues, and students again, however, there is undoubtedly an overarching sense of anxiety as well.

In my last message prior to the end of the 2019-2020 school year, I described this past year as “one of the most unusual and eventful” in recent memory. At that time, I also acknowledged the tremendous hard work, innovation, creativity, and compassion that had been exhibited by trustees, school boards, teachers, and education workers across the province and I speculated that this summer there were “a number of challenges that lie ahead.” This certainly proved to be an understatement.

I want to once again thank every one of you for the unprecedented amounts of work developing (and re-developing) plans, coming up with creative solutions, and keeping our school communities informed and engaged along the way. It is your hard work and dedication that will be instrumental in maintaining confidence in our public education system.

As we return to school, I'm very interested in hearing from you about the experiences in your boards. What were some of the biggest challenges and successes, both expected or unexpected? Please share your experiences with me at [president@opsba.org](mailto:president@opsba.org).

Here below are some additional updates:

### **OPSBA AGM Updates:**

The OPSBA 2020 elections will be held as part of the Annual General Meeting (AGM), which will take place on September 26, 2020, by video conference. The deadline to

submit a nomination was Thursday, August 27, 2020. Election material, including the list of candidates, is available on the [AGM page](#) of the OPSBA website.

I would like to wish the best of luck to all those who have put their names forward, and to congratulate those who will be acclaimed.

### **Ontario Teachers' Federations' Ontario Labour Relations Board (OLRB) Filing**

OPSBA legal counsel and staff have fully reviewed an OLRB complaint regarding school reopening that was filed on behalf of all Teachers' Federations as well as Education Workers who are members of OSSTF or ETFO. OPSBA, along with the other Trustees'/School Board Associations, has applied for intervener status (to participate).

### **Provincial Government Updates**

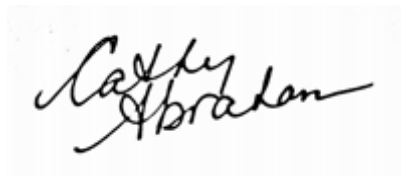
Throughout August, there were a number of funding announcements and memos released by the Ministry of Education. The issues addressed in the memos included Outbreak Protocols for public schools and Requirements for Remote Learning. For additional detail, I encourage you to check out OPSBA's latest [Legislative Update](#), if you have not already done so.

### **Final Thoughts**

As I said recently in an [Op-Ed](#) in the Toronto Star, it's essential that we properly invest in public education. When it comes to our schools, what we don't spend now, we risk spending later on fixing problems that could have been prevented in the first place.

At a time when our education system is facing unparalleled challenges, it is more important than ever for all levels of government to work together. OPSBA will continue to convey that message to the government.

Best regards,

A handwritten signature in black ink, reading "Cathy Abraham". The signature is written in a cursive, flowing style.

Cathy Abraham

President

Ontario Public School Boards' Association



## **Borrowing Resolution to Meet Operating and Capital Expenditures**

**To:** Finance, Budget and Enrolment Committee

**Date:** 15 September, 2020

**Report No.:** 09-20-3942

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that in accordance with Section 243 of the Education Act, the Secretary-Treasurer and Chair (or Vice-Chair) be authorized on behalf of the Board to sign the Short-term Borrowing Resolutions, as outlined in Appendix A, to:

1. Approve the borrowing facility of \$250 million to support the Board's daily operating requirements, for the period ending October 31, 2022; and
2. Approve the borrowing facility of \$250 million to support permanent improvements relating to capital priorities, school condition improvement, child care capital and other capital programs as approved by the Ministry of Education, for the period ending October 31, 2022.

### **Context**

On April 22, 2020, the Board approved an increase to the short term borrowing facility for operating requirements, from the original amount of \$50 million to \$250 million. This increase was implemented in response to cash flow changes, as a result of COVID-19 related site closures and educational property tax payment deferrals.

The approved change brought the total borrowing facility for operational expenditures to \$250 million, in addition to the borrowing facility for capital expenditures of \$250 million. The current borrowing resolution for operational expenditures is set to expire on

October 31, 2020, and the borrowing resolution for capital expenditures is set to expire on December 31, 2020.

Although TDSB did not have to access any of the short term borrowing for operational expenses this past year, given the uncertainties with the economy and the ongoing health crisis, it is recommended that TDSB maintain its borrowing facility amounts until October 31, 2022. This will significantly reduce the risk of insufficient cash flows, in the event of another major outbreak, or if there are other unanticipated operational changes.

## **Action Plan and Associated Timeline**

This borrowing resolution becomes effective on October 1, 2020.

## **Resource Implications**

The cost of the short-term borrowing for permanent improvements includes interest costs incurred, and will be fully funded by the Ministry.

## **Communications Considerations**

Not applicable.

## **Board Policy and Procedure Reference(s)**

Not applicable.

## **Appendices**

- Appendix A: Short Term Borrowing Resolution

## **From**

Marisa Chiu, Interim Executive Officer, at [Marisa.Chiu@tdsb.on.ca](mailto:Marisa.Chiu@tdsb.on.ca) or at 416 395 3563.

**TORONTO DISTRICT SCHOOL BOARD**

**SHORT TERM BORROWING RESOLUTION**

**A resolution authorizing the borrowing of money to meet the short term needs of operational and capital expenditures of the Toronto District School Board (the “Board”).**

- A. Whereas, in accordance with subsection 243(1) of the Education Act (the “Act”), the Board considers it necessary to borrow short-term for less than one year the amount of up to **\$250 Million Dollars**, for operational expenditures of the Board, and up to **\$250 Million Dollars** for capital expenditures of the Board, until revenue is received, for the period ending October 31<sup>st</sup> 2022 (the “Period”).
- B. Whereas, pursuant to subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period; and
- C. Whereas, the amount borrowed for a short-term period of less than one year for both daily operation and permanent improvements is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

**RESOLVED THAT:**

- 1. The Chair or Vice-Chair and the Director of Education, Secretary/Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers’ acceptance from the Board’s approved bank (currently Canadian Imperial Bank of Commerce (“CIBC”)) a sum or sums not exceeding in the aggregate **\$500 Million Dollars** to meet, until the revenues are collected, operational and capital requirements of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers’ acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Associate Director, Operations and Service Excellence, Chair or Vice-Chair and the Director of Education, Secretary/Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
- 2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;

3. The Director of Education, Secretary/Treasurer or Associate Director, Operations and Service Excellence, is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the revenues of the Board;
4. The Director of Education, Secretary/Treasurer or Associate Director, Operations and Service Excellence, is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

We hereby certify that the foregoing is a true and complete copy of a Resolution of the Board in the Province of Ontario, duly passed at a meeting of the Board and that this Resolution is in force and effect as of October 1, 2020. This resolution replaces the existing borrowing resolutions approved by the board with \$250M for operational expenditures expiring on October 31<sup>st</sup> 2020 and \$250M for capital expenditures expiring on December 31<sup>st</sup> 2020.

DATED this 23<sup>rd</sup> day of September, 2020

WITNESS the corporate seal

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Alexander Brown, Chair

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Carlene Jackson, Interim Director of Education,  
Secretary/Treasurer



# Our Mission

To enable all students to reach high levels of achievement and well-being and to acquire the knowledge, skills and values they need to become responsible, contributing members of a democratic and sustainable society.

## We Value

- Each and every student's interests, strengths, passions, identities and needs
- A strong public education system
- A partnership of students, staff, family and community
- Shared leadership that builds trust, supports effective practices and enhances high expectations
- The diversity of our students, staff and our community
- The commitment and skills of our staff
- Equity, innovation, accountability and accessibility
- Learning and working spaces that are inclusive, caring, safe, respectful and environmentally sustainable

## Our Goals

### **Transform Student Learning**

We will have high expectations for all students and provide positive, supportive learning environments. On a foundation of literacy and math, students will deal with issues such as environmental sustainability, poverty and social justice to develop compassion, empathy and problem solving skills. Students will develop an understanding of technology and the ability to build healthy relationships.

### **Create a Culture for Student and Staff Well-Being**

We will build positive school cultures and workplaces where mental health and well-being is a priority for all staff and students. Teachers will be provided with professional learning opportunities and the tools necessary to effectively support students, schools and communities.

### **Provide Equity of Access to Learning Opportunities for All Students**

We will ensure that all schools offer a wide range of programming that reflects the voices, choices, abilities, identities and experiences of students. We will continually review policies, procedures and practices to ensure that they promote equity, inclusion and human rights practices and enhance learning opportunities for all students.

### **Allocate Human and Financial Resources Strategically to Support Student Needs**

We will allocate resources, renew schools, improve services and remove barriers and biases to support student achievement and accommodate the different needs of students, staff and the community.

### **Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being**

We will strengthen relationships and continue to build partnerships among students, staff, families and communities that support student needs and improve learning and well-being. We will continue to create an environment where every voice is welcomed and has influence.

## **Acknowledgement of Traditional Lands**

We acknowledge we are hosted on the lands of the Mississaugas of the Anishinaabe (A NISH NA BEE), the Haudenosaunee (HOE DENA SHOW NEE) Confederacy and the Wendat. We also recognize the enduring presence of all First Nations, Métis and Inuit peoples.

## **Reconnaissance des terres traditionnelles**

Nous reconnaissons que nous sommes accueillis sur les terres des Mississaugas des Anichinabés (A NISH NA BAY), de la Confédération Haudenosaunee (HOE DENA SHOW NEE) et du Wendat. Nous voulons également reconnaître la pérennité de la présence des Premières Nations, des Métis et des Inuit."

## **Committee Mandate**

- (i) To consider and make recommendations to the Board on finance matters, including procurement and contract awards, referred to it for consideration.
- (ii) To review the impact of enrolment and policy change on the Board's budget, including reviewing the impact of enrolment trends, and marketing strategies to bolster enrolment in declining areas of the city; and
- (iii) To consider strategies to balance the capital and operating budget over a multi-year period, and to make recommendations to the Board to balance the annual capital and operating budget.