



## Finance, Budget and Enrolment Committee Revised Agenda

FBEC:063A

Tuesday, November 3, 2020

4:30 p.m.

Electronic Meeting

Trustee Members

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

	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. Contract Awards	
5.1. Contract Awards, Facilities [3979]	1
5.2. Contract Awards, Operations [3980]	13
6. Ministry of Finance Community Budget Consultation -- Final Submission [3972]	21
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9. Exemptions From P076, Community Planning and Partnerships to Allow a Capital Improvement to the Former Vaughan Road Academy Building at 529 Vaughan Road [3974]	31
10. New Student Information Systems Project: Update [3981]	41
11. Honoraria for Trustees: Update [3978]	53
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13. Adjournment	

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## **Contract Awards, Facilities**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3979

### **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 Appendix 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

### Agenda Page 3

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

### **From**

Maia Puccetti, Executive Officer – Facility Services and Planning, at 416-393-8780 or [maia.puccetti@tdsb.on.ca](mailto:maia.puccetti@tdsb.on.ca)

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

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
<b>ROOFING</b>											
1	Design and Renewal	<b>CN21-044T Dovercourt PS</b> Roof Replacement – Dormer Installation of new asphalt shingles on roof section GH1. The existing roof is currently covered with temporary waterproofing membrane only. Existing roof deck is to remain.	9	Triumph Roofing & Sheet Metal Inc	Yes	No	7	\$144,970	October 2020/ December 31,2020	Design and Renewal	School Condition Improvement
2	Design and Renewal	<b>JM21-055T Parkdale CI</b> Roof area C2 is deteriorated. The existing assembly is holding moisture and is past its life expectancy.	7	Cordeiro Roofing Ltd	Yes	No	8	\$277,800	April 2021 / July 31, 2021	Design and Renewal	School Condition Improvement
<b>MECHANICAL</b>											
3	Design and Renewal	<b>JJ21-037T Various Schools (61)</b> Gas Pipe Testing. Annual Gas Pipe Testing at Various Schools.	N/A	MSB Mechanical Ltd.  Stellar Mechanical Inc.	Yes	No	5	\$80,500  \$156,729	October 2020/ Aug 31 2021	Design and Renewal	Renewal
4	Design and Renewal	<b>CN21-084T Bellmere Jr PS</b> Emergency backup boiler installation at Bellmere JPS as part of the boiler replacement project.	19	Gorbern Mechanical Contractors Ltd.	Single Source	N/A	N/A	\$103,880	October 6, 2020/ October 2020	Design and Renewal	School Condition Improvement

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## STRUCTURAL / BRICK WORK

5	Design and Renewal	<b>VK21-061T Eastview PS</b> Stair #2 Upgrade. Existing staircase #2 has low guard rails and widely spaced pickets which are unsafe. The staircase has large open voids on the east side which pose danger for students. Top landing is easily accessible to students and it becomes an uncontrolled and unwanted student gathering space.	19	Duron Ontario Ltd.	Yes	No	7	\$122,400	June 2021/ August 15, 2021	Design and Renewal	School Condition Improvement
6	Design and Renewal	<b>MP21-053Q St Margaret's PS</b> Water infiltration through the two exterior block walls is an ongoing issue in room 101. Water proofing of exterior walls is required.	19	Baycrest General Contractors	Yes	No	4	\$ 55,180	December 2020/ May 2021	Design and Renewal	School Condition Improvement
7	Design and Renewal	<b>JJ21-050T City Adult Learning Centre</b> Tunnel Water Infiltration Remediation. To remediate the water infiltration that has been happening in an underground service tunnel that connects the three buildings ('A', 'B' and 'C')	15	Brook Restoration Ltd.	Yes	No	6	\$373,850	October 2020/ June 30, 2021	Design and Renewal	School Condition Improvement
WINDOWS											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
ELECTRICAL											
8	Design and Renewal	<b>JM21-034T Balmy Beach CS; Bowmore Rd Jr &amp; Sr PS; DA Morrison MS</b> The existing main switchboards at these sites are outdated and have exceeded their useful life span.	16	Alltech Electrical Systems Inc. (Balmy Beach CS)  Kudlak-Baird (1982) Limited (Bowmore Rd. PS)  Alltech Electrical Systems Inc. (D.A. Morrison MS)	Yes	No	12	\$84,617  \$149,495  \$122,000	September 2020/ August 2021	Design and Renewal	School Condition Improvement

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9	Design and Renewal	<b>DK21-054T Sir Wilfrid Laurier CI.</b> Main Switchboard Upgrade. Many of the circuit breakers on the switchboard are obsolete and failing and it is becoming increasingly difficult to reset the breakers once they are turned off. Recommended to retrofit the main switchboard to provide a reliable power system to support the school's routine operations.	19	Hart-Well Electrical Co Ltd.	Yes	No	9	\$209,800	December 2020/ April 15 2021	Design and Renewal	School Condition Improvement
BARRIER FREE											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
PARKING LOTS											
10	Design and Renewal	<b>VK21-036T Charles G Fraser JPS</b> Replace Parking Lot Asphalt & Playground Site Improvements - Existing asphalt in the parking lot is significantly deteriorated. Scope of work includes new concrete curbs and asphalt paving.	9	Lakeside Contracting Company Ltd.	Yes	No	5	\$484,598	May 2021/31 August 2021	Design and Renewal	School Condition Improvement
FIELD RESTORATION											
11	Design and Renewal	<b>DK21-042T Sheppard PS</b> Repave Asphalt Play Area and Replace Play Equipment. Playground areas require upgrades to enhance learning environments of students. Improvements include asphalt and play structures.	5	Kings Valley Paving Inc.	Yes	No	6	\$268,750	October 2020/ August 27, 2021	Design and Renewal	School Condition Improvement
INTERIOR COMPONENTS / FASCIA / PAINTING											
12	Design and Renewal	<b>JM21-043T Beverly Glen JPS, Concrete Patching and Sump Pump Upgrades.</b> Music Room requires the restoration of all cracks in the concrete, the installation of a sump pump and needs to be re-carpeted with carpet tile.	20	Classic Construction Company (a division of 1093079 Ont. Ltd.)	Yes	No	6	\$106,900	September 2020/ January 29, 2021	Design and Renewal	School Condition Improvement
OTHER											



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13	Plant Operations	<b>SX21-051Q Lester B Pearson Cl.</b> Emergency Elevator Upgrades Replacement parts are no longer available; elevator upgrade is required to bring the unit back into service. CEE will supply, install and inspect to meet TSSA requirements.	21	CEE Elevator	Single Source	N/A	N/A	\$74,550	November 15, 2020/ December 15, 2020	Plant Operations	School Condition Improvement
14	Design and Renewal	<b>SX21-052Q Northview Heights SS</b> Elevator is no longer functioning due to failed components. It was determined that these components were obsolete and upgrades to the elevator are required to bring the unit back into service.	5	CEE Elevator	Single Source	N/A	N/A	\$76,350	September 1, 2020/ November 30, 2020	Design and Renewal	School Condition Improvement

## APPENDIX B

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

#	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											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
MECHANICAL											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
STRUCTURAL / BRICK WORK											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
WINDOWS											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
ELECTRICAL											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
BARRIER FREE											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
PARKING LOTS											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
FIELD RESTORATION											
-	Nil Items	-	-	-	-	-	-	-	-	-	-
INTERIOR COMPONENTS / FASCIA / PAINTING											



## APPENDIX C

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

[illegible]

[illegible]

**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 2020/21 to date	Total Expenditures for this Report	Total 2020/21 Contract Awards Reported to Date	Current Backlog
1	ROOFING	3	12	\$ 1,687,576	\$ 5,906,421	\$96,863,677
2	MECHANICAL	2	6	\$ 341,109	\$ 788,776	\$1,392,378,295
3	STRUCTURAL / BRICK WORK	3	6	\$ 551,430	\$ 1,103,960	\$185,811,586
4	WINDOWS	0	0	-	-	\$80,695,191
5	ELECTRICAL	2	2	\$ 565,912	\$ 565,912	\$529,102,976
6	BARRIER FREE	0	0	-	-	
7	PARKING LOTS	1	4	\$ 484,598	\$ 1,372,241	\$92,314,489
8	FIELD RESTORATION	1	5	\$ 268,750	\$ 2,359,700	\$271,123,483
9	INTERIOR COMPONENTS / FASCIA / PAINTING	1	2	\$ 106,900	\$ 585,380	\$906,561,010
10	OTHER (FDK, EL4, and Compliance)	2	4	\$ 150,900	\$ 1,201,601	



## **Contract Awards, Operations**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3980

### **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 award on Appendix 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 – Markbook Software
- Appendix E: Briefing Note – Zoom Edu Licenses



**From**

Craig Snider, Acting Associate Director – Business Operations and Service Excellence, at [craig.snider@tdsb.on.ca](mailto:craig.snider@tdsb.on.ca) or at 416-397-3188.

Marisa Chiu, Executive Officer – Finance (Interim) at [marisa.chiu@tdsb.on.ca](mailto:marisa.chiu@tdsb.on.ca) or at 416-397-3188.

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	All Schools	<b>Markbook software.</b> A mark/grade tracking tool primarily used by secondary teachers to compile and calculate marks for students.  <b>See Appendix 'D'</b>	N/A	The Acadiem Group	Sole Source	No	N/A	\$82,000	Sept. 2020/ Aug.2021	IT Services
2	Continuing Education Department	<b>Printing of Learn4Life Winter2020/Spring2021 Brochures-</b> Printing/Binding/Mail prep/Delivery to Post Office for distribution of annual brochures promoting General Interest and Seniors' courses through the Continuing Education Department.	N/A	Metroland Media	Yes	No	4	\$130,532 <sup>1</sup>	Oct 2020/ Dec 2020	Continuing Education/ Purchasing Services
3	All Schools	<b>Zoom Edu Licences</b> <b>See Appendix 'E'</b>	N/A	Zoom Video Communications	Sole Source	No	N/A	\$121,539	Oct 2020/ Oct 2021	IT Services

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<sup>1</sup> Cost of distribution via Canada Post is not included but is estimated to be approximately \$153,000.00

## APPENDIX B

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

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**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	Schools/Nutrition Services/Student Nutrition Programs	<b>Dairy Products</b> Provision of dairy products as and when required such as milk, yogurt, cheese, etc.  MGCS OSS-00631650 - Dairy Products	N/A	Agropur Dairy Cooperative	Yes	No	N/A	\$265,000	Nov 2020/ Sep 2022	Nutrition Services  Purchasing Services

**BRIEFING NOTE**

**Date** 3 November 2020  
**To** Finance, Budget & Enrolment Committee  
**From** Peter Singh, Executive Officer, Information Technology and Information Management  
**Subject** **Markbook Software**

**Purpose** Markbook is a mark and grade tracking tool, primarily used by teachers at the secondary (9-12) level. It is used to compile and calculate marks for students and features bi-directional integration with Trillium SIS which allows teachers to import class lists and export student grades. It has been in use in most secondary schools for several years by a large number of teachers. During the initial weeks of the COVID-19 pandemic, the web version of Markbook allowed teachers to transition their grade tracking records to a remote learning environment. With the introduction of virtual schools and the possibility of in person schools needing to pivot to remote learning as the health situation evolves, it will be critical to maintain this functionality.

Markbook is not available through resellers and can only be purchased directly from the vendor, The Acadiem Group. Markbook was purchased individually by schools for several years and since 2015 has been funded centrally from the IT Services budget. With the upcoming migration from Trillium SIS to Powerschool SIS over the next two years, the functionality of the Markbook application may be duplicated and enhanced within Powerschool SIS, rendering Markbook obsolete. This will not be determined with certainty until the migration to Powerschool SIS is complete.

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

**APPENDIX E**

**BRIEFING NOTE**

**Date** 3 November 2020

**To** Finance, Budget & Enrolment Committee

**From** Peter Singh, Executive Officer, Information Technology and Information Management

**Subject** **Zoom Edu Licenses**

**Purpose** Zoom Video Communications Inc is an easy to use conferencing platform that provides tele-conferencing, tele-commuting, video conferencing and distance learning capabilities. The Zoom application was investigated as a possible tool to be used by the Special Education/Professional Support Services team as they required a secure and private remote video conferencing tool. IT Services have researched the Zoom platform and attended technical demonstrations of the service to ensure MFIPPA and PHIPA compliancy, proper system integration and compatibility. IT Services Risk and Privacy assessments have returned with a low risk level for Zoom use.

As a result, Zoom was implemented in August for use by; Special Education/Tele-Health team, Principals, Vice-Principals, Trustees, Senior Team and Business Managers. Parent and Community Engagement as well as School Councils had also requested licensing for this platform and were included in this initial licensing.

An expansion of licences to include all FTE teachers was planned for November. Upon review of pricing for all the various groupings of staff, it was determined that it would be a lower cost to licence all TDSB's FTE staff through a singular enterprise site license.

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



## **Ministry of Finance Community Budget Consultation – Final Submission**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3972

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that the Ministry of Finance Community Budget Consultation – Final Submission be received.

### **Context**

As noted at the Finance, Budget and Enrolment Committee (FBEC) meeting on 14 October 2020, the Ministry of Finance invited the Toronto District School Board (TDSB) to participate in a virtual discussion, in advance of the Fall 2020 Ontario Budget, to share the TDSB's concerns about the financial impacts of the COVID-19 pandemic on the budget. The virtual discussion took place on 15 October 2020, via Zoom. Representing the TDSB was Chair Alexander Brown and Interim Associate Director of Education, Business Operations and Service Excellence Craig Snider.

Attached, as Appendix A, represents the final submission that was referenced during the virtual discussion and then submitted electronically.

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

Not applicable.

### **Resource Implications**

Not applicable.

## **Communications Considerations**

The final submission has been posted on the budget page:

<https://www.tdsb.on.ca/About-Us/Business-Services/Budgets-and-Financial-Statements/2020-21-Budget>.

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

Not applicable.

## **Appendices**

- Appendix A: TDSB Budget Consultation, Final Submission: 16 October 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.





## Toronto District School Board

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Friday, October 16, 2020

### **TDSB Budget Consultation**

The COVID-19 pandemic has, in many ways, changed the way that TDSB operates, and has had a significant financial impact. As we look ahead to next year, we have significant concerns about the residual impacts of the pandemic and the costs that we will continue to face. The following areas are of particular concern:

#### **In-Person and Virtual Learning**

- Operating two separate school systems since September – one for in-person learners and one for the more than 80,000 virtual learners we now support.
- Resulted in an increase in costs due to the duplication of many functions.
- Also a significant cost to ensure equity of access for all students (e.g. approximately \$15M on technology).
- Used reserves to fund 280 additional teachers to staff both models appropriately and lower class sizes to keep students/safe.

#### **Special Education**

- TDSB has consistently spent more than our full grant to support students with Special Education needs (2020-21 spending above funding estimated at \$59M).
- The unique needs of Toronto's Special Education community requires greater provincial support.
- Additional costs associated with ensuring that these students are fully supported during the pandemic.

#### **Mental Health and Well-Being**

- Additional resources are needed to support students and staff during the pandemic, and will continue to be needed beyond this year.
- Additional funding for Social Workers, CYWs, Guidance Counsellors, and Equity Advisors and Coaches required to meet the increasing needs.

#### **PPE and Cleaning Supplies**

- Funding provided this year for PPE/Cleaning Supplies: \$460K
- Actual spending on PPE/Cleaning Supplies since March 2020: \$8M
- Funding must recognize reality in our schools and what is needed to keep students/staff safe.





## Toronto District School Board

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### **Supply Teacher Costs**

- Current funding levels do not adequately support actual staffing costs.
- Increase in usage of sick time since Collective Agreement changes, and an even further increase this year with COVID-19.
- Costs will continue to increase, and boards need additional funding to address this shortfall.

TDSB continues to advocate for additional funding and access to funds in these two areas:

### **Renewal Funding Backlog**

- Current repair backlog is \$3.5 billion as a result of years of inadequate funding.
- Funding improvements in recent years to address emergency issues in schools. Unfortunately, not enough to decrease the backlog.
- Need predictable and sustainable funding for school repairs, especially in light of the pandemic and the need to improve HVAC systems in older schools.

### **Education Development Charges**

- Continue to advocate for access to EDCs. TDSB does not currently qualify because of overall excess capacity, even though significant capacity pressures in many schools.
- If we qualified, we could expect \$500M over 15 years to meet growth-related needs.
- Ask the province to modify or remove restrictions to allow all boards to qualify and use funds for the expansion of existing schools or building of new schools.

Recovering from the financial impacts of COVID-19 will not be easy. However, now more than ever, it is important that students of Ontario are prioritized with strong, predictable and equitable education funding.

Sincerely,

A handwritten signature in black ink, appearing to be 'A. Brown'.

Alexander Brown,  
Chair, Toronto District School Board





## **2021-22 International Baccalaureate Fees**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3973

### **Strategic Directions**

- Transform Student Learning
- Create a Culture for Student and Staff Well-Being
- Provide Equity of Access to Learning Opportunities for All Students
- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that:

- 1) TDSB suspends the introduction of fees for the 2021-22 Secondary School International Baccalaureate program, and
- 2) TDSB provides alternative offsets in the upcoming 2021-22 budget process.

### **Context**

The TDSB International Baccalaureate (IB) diploma is a specifically designed educational program for students in Grade 11 and 12. The program is currently offered at five TDSB schools - Monarch Park CI, Parkdale CI, Sir Wilfrid Laurier CI, Victoria Park CI and Weston CI. The program provides students with first year university credits and is recognized in over 125 countries. There are approximately 1,400 to 1,500 TDSB students attending the Grade 9 to Grade 12 program each year. Between 530 and 600 of those students are in Grade 11 and 12.

In December 2019, the Board instituted a sliding scale fee for the 2020-21 IB programs, from \$500 to \$1,500 per student for Grade 11 and 12 IB students. This translated to approximately \$0.8M to 0.9M in projected revenues for the school year.

As a result of the COVID-19 pandemic, the International Baccalaureate Organization revised their requirements around teacher training, which resulted in a reduction in program costs to the TDSB.

On August 6, 2020, the Board approved a motion to eliminate the 2020-21 IB fees. All students and families who paid for the program were refunded in full.

As schools commence 2021-22 IB program planning, student registrations and assessments from October 2020 to February 2021, students and families are seeking confirmation around the program fee structure.

It is recommended that TDSB continues to suspend the fees for the IB program, for the 2021-22 school year, as a result of the ongoing COVID-19 pandemic, and uncertainties around the program delivery model.

Staff will identify alternative offsets from this lost revenue source, as part of the upcoming 2021-22 budget approval process.

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

N/A

### **Resource Implications**

N/A

### **Communications Considerations**

The decision around the 2021-22 International Baccalaureate Fees will be communicated to all TDSB IB schools, and posted on the TDSB external website upon Board approval.

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

N/A

### **Appendices**

#### **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.



## 2021-22 Budget Schedule for Feedback

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3982

### Strategic Directions

- Allocate Human and Financial Resources Strategically to Support Student Needs
- Provide Equity of Access to Learning Opportunities for All Students

### Recommendation

It is recommended that the budget meeting schedule for 2021-22 be approved.

### Context

The proposed 2021-22 TDSB Operating and Capital Budget schedule timelines are outlined below. These timelines have taken into account the major milestones of the budget process which need to be achieved in order to complete the budget process. Adjustments to this schedule will be presented to the committee as they occur.

Month / Date	Milestone
3 November 2020	<ul style="list-style-type: none"> <li>• Present budget schedule for Trustees' review and feedback</li> </ul>
25 November 2020	<ul style="list-style-type: none"> <li>• Update on reserves status as a result of 2019-20 operations</li> <li>• 2020-21 Enrolment update</li> <li>• Update on 2020-21 Revised Estimates</li> <li>• Final written submission to Ontario Ministry of Finance Provincial Budget</li> <li>• Communication Plan to support operating budget</li> <li>• Review of 2020-21 strategic budget drivers and discussion of proposed 2021-22 drivers</li> </ul>

## Agenda Page 28

January 2021	<ul style="list-style-type: none"> <li>• Finalize 2020-21 strategic budget drivers</li> <li>• Three-year financial projections and budget strategy</li> <li>• Update on provincial consultation on 2021-22 budget</li> <li>• Discussion of public budget consultation plan and timelines during COVID-19 pandemic</li> <li>• Three-year enrolment forecast</li> </ul>
February 2021	<ul style="list-style-type: none"> <li>• Finalize public consultation plan on 2021-22 budget</li> <li>• Update on Grants for Student Needs announcement from Ministry (if available)</li> <li>• 2020-21 First quarter financial report</li> </ul>
March 2021	<ul style="list-style-type: none"> <li>• Presentation and approval 2021-22 School based staffing allocation</li> <li>• Update on Grants for Student Needs announcement from Ministry (if available)</li> </ul>
April 2021	<ul style="list-style-type: none"> <li>• Staff analysis of Grants for Student Needs with release of detailed budget working papers (if available)</li> <li>• Capital revenue analysis based on GSN announcements (if available)</li> <li>• Update to financial projection based on Grants for Student Needs and recommended options to balance (if available)</li> <li>• 2020-21 Second quarter financial report</li> </ul>
May 2021	<ul style="list-style-type: none"> <li>• Presentation of 2021-22 Operating and capital budget – Draft report</li> </ul>
June 2021	<ul style="list-style-type: none"> <li>• Approval of operating and capital budget for submission to Ministry</li> </ul>

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

This meeting schedule will facilitate the development and approval of the 2021-22 Operating and Capital Budget in June 2021, as required by the Ministry Regulation.

Once approved, the above items will be reflected in the 2021 Board meeting schedules.

## **Resource Implications**

In accordance to Section 231 of the Education Act, school boards are required to adopt balanced budgets when preparing budgets for the fiscal year.

## **Communications Considerations**

All Finance, Budget and Enrolment Committee presentations concerning the budget will be videotaped and archived for reference to Trustees who cannot attend the meetings. All budget materials, which are not considered private under legislation, will be published on the Board's website for public review.

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

- PO02 Mission, Values
- PO37 Equity Policy
- PO05 Arts
- PO12 Budget
- PO19 Continuing Education
- PO22 Early Years
- PO29 Employment Equity
- PO67 LOI
- PO80 French as a Second Language
- PO20 Transportation of Students

## **Appendices**

### **Not applicable**

### **From**

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

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

Sabrina Wang, Comptroller of Budget and Financial Reporting, at [Sabrina.Wang@tdsb.on.ca](mailto:Sabrina.Wang@tdsb.on.ca) or 416-395-3562.

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## **Exemption from P076, Community Planning and Partnerships, to Allow a Capital Improvement to the Former Vaughan Road Academy Building at 529 Vaughan Road**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3974

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs
- Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being

### **Recommendation**

It is recommended that:

- a) An exemption be made under clause 6.6 of policy P076, Community Planning and Partnerships, to allow two classrooms in the former Vaughan Road Academy building located at 529 Vaughan Road to be leased to the Oakwood Vaughan Community Organization for five years without a six-month termination notice;
- b) The Oakwood Vaughan Community Organization be allowed to facilitate the use of the leased rooms with other community groups provided the community groups go through the vetting process described in clause 6.4 of policy P076, Community Planning and Partnerships, to ensure compatibility with students and school operations; and,
- c) Recommendations a) and b) be contingent on the Oakwood Vaughan Community Organization securing an Ontario Trillium Foundation grant and paying the full cost for the installation of a disability lift and any additional costs required to fit up the space.

## **Context**

### **Background of the Former Vaughan Road Academy Building**

The Vaughan Road Academy building is located at 529 Vaughan Road in Ward 8 (Trustee Laskin).

On December 7, 2016, the Board of Trustees approved that the secondary school, Vaughan Road Academy, close at the end of the 2016-17 school year due to significantly declining enrolment.

On February 8, 2017, the Board of Trustees approved that the building be retained by the TDSB for operating purposes to provide accommodation options for the future and to address pressures in nearby areas.

On October 18, 2017, the Board of Trustees approved that the building be used as a holding site for Davisville Junior Public School and Spectrum Alternative Senior School during the construction of their replacement building. The two schools have been in the former Vaughan Road Academy building since 2018 and will return to their replacement building in 2021.

At this time, staff do not have another use planned for the former Vaughan Road Academy building after Davisville Jr PS and Spectrum Alternative depart but its future use will be considered as staff develop accommodation options and plan new capital projects.

Besides being used as a holding site for Davisville Jr PS and Spectrum Alternative, the former Vaughan Road Academy building accommodates a child care centre (Vaughan Road Infant and Toddler Centre) and the administrative offices of the Caring and Safe Schools Department. Both of these groups will remain in the building after Davisville Jr PS and Spectrum Alternative depart.

### **Unused Rooms Available for Lease through the Community Planning and Partnerships Program**

Over the past couple of years, local residents and community organizations have expressed interest in using the former Vaughan Road Academy building as a hub to provide community services to the Oakwood Vaughan neighbourhood.

In response, staff identified two unused classrooms on the third floor of the building and made them available for lease through the Community Planning and Partnerships

program. The two classrooms are located in an area that is separated from the rest of the building by crash doors and has its own washroom, stairwell and exterior entrance.

The building is served by an elevator; however, the elevator requires upgrades to meet current accessibility standards. The elevator is located at a distance down the corridor from the two classrooms. This may be a security concern if the third floor is also used by students. Additional security measures may be required (such as access control doors) and/or the two community use rooms may need to be relocated closer to the existing elevator.

As per the Community Planning and Partnerships program, the two rooms are posted on the TDSB's public website as available for lease. Community groups may complete an application form on the website to express interest and start the vetting process to ensure they are compatible with students and do not interfere with school operations. The Community Planning and Partnerships policy (P076) specifies that unused rooms are available for lease for a short to medium term with six months' termination notice. All partnerships shall be on a cost-recovery basis and will include operating and capital expenses. Additional costs to adapt the space for the needs of the partner to ensure student safety will be the responsibility of the partner.

### **Request for an Exemption to the Community Planning and Partnerships Policy P076**

The Oakwood Vaughan Community Organization (OVCO) is a non-profit, registered charity incorporated on October 20, 2017 (#1976377). This organization is interested in leasing the two rooms on the third floor; however, it is concerned that the rooms are inaccessible to its program participants because the building does not have a disability lift. OVCO would like to apply for a capital grant from the Ontario Trillium Foundation to install a disability lift in the location of the current elevator. To consider this application, the Ontario Trillium Foundation requires a five-year lease agreement with no termination prior to the expiration date.

OVCO has asked to start the lease upon completion of the disability lift, if it receives the funding.

On October 14, 2020, Trustees Laskin and Donaldson presented a notice of motion to the Finance Budget and Enrolment Committee proposing that an exemption be made to the Community Planning and Partnerships policy to allow the two rooms to be leased to OVCO for five years without the six-months' termination notice in order for OVCO to secure a capital grant and install the disability lift. The notice of motion is attached as Appendix A.

Staff has reviewed the notice of motion and has the following comments:

- Staff is supportive of the proposed exemption to the Community Planning and Partnerships policy and leasing the two rooms to OVCO on the condition that the Ontario Trillium Foundation grant is secured and OVCO pays the full cost for the installation of the disability lift and any additional costs required to fit up the space.
- Staff is supportive of allowing OVCO to facilitate the use of the leased rooms with other community groups provided the community groups go through the vetting process described in the Community Planning and Partnerships policy to ensure compatibility with students and school operations.
- It is not necessary for the Director to write to the Minister of Education to request an exemption from the Fund Raising Guidelines for OVCO to pay for the installation of the disability lift. The Ministry's Community Planning and Partnerships Guideline that the TDSB's policy is based on states that capital improvements required to accommodate a partner must be paid for by the partner: "On a cost-recovery basis, the fees charged to partners should cover the operations and capital cost, including administrative costs and property taxes (if applicable), to the board of the space occupied by the partner. Additional costs to perform minor renovations to protect student safety, provide appropriate washrooms, and otherwise make the space suitable for use by facility partners should be borne by the partners."

## **Action Plan and Associated Timeline**

If the Board of Trustees approves the recommendation, TDSB staff will notify OVCO. Once OVCO secures the funds to install the disability lift, Toronto Lands Corporation (TLC) staff will enter into a lease.

## **Resource Implications**

The installation of the disability lift will occur at no cost to the TDSB. The lease will recover all operating costs.

## **Communications Considerations**

Not applicable.

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

Community Planning and Partnerships Policy, P076  
Community Planning and Partnerships Procedure, PR713.

## Appendices

- Appendix A: Written Notice of Motion for Consideration (Trustees Laskin and Donaldson) - Improvement to the Former Vaughan Road Academy School Building at 529 Vaughan Road – October 14, 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.

Maia Puccetti, Executive Officer, Facilities and Planning at [maia.puccetti@tdsb.on.ca](mailto:maia.puccetti@tdsb.on.ca) or at 416-393-8780.

Andrew Gowdy, System Planning Officer, Strategy and Planning at [andrew.gowdy@tdsb.on.ca](mailto:andrew.gowdy@tdsb.on.ca) or at 416-394-3917.

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Finance, Budget and Enrolment Committee

October 14, 2020

**Written Notice of Motion for Consideration (Trustees Laskin and Donaldson)**

From: Denise Joseph-Dowers, Manager, Board Services, Governance and Board Services

In accordance with Board Bylaw 5.15.2, notice of the following motion was provided at the regular Board meeting on September 23 2020 and is therefore submitted for consideration at this time.

5.15.2 A notice of motion will be introduced by a member who is present as an advance notification of a matter to be considered at a subsequent Board or Committee meeting. A notice of motion will not be debated at the meeting at which it is introduced...

5.15.2 (c) A notice of motion submitted prior to, or at a Board meeting, will be considered at a subsequent Board meeting or will be referred to the appropriate committee...

\*\*\*\*\*

**Exemptions From P076, Community Planning and Partnerships to Allow for a Capital Improvement to the Former Vaughan Road Academy School Building at 529 Vaughan Road**

Whereas, the Board makes decisions about partnerships through the approval of partnership agreements in the form of leases according to Policy 076, Community Planning and Partnerships; and

Whereas, in the fall of 2018, the Board voted to retain the school building at 529 Vaughan Road in its property portfolio as a "holding site" for public education for children and youth from other communities whose schools were in transition (housing Davisville Public School/Spectrum Alternative Senior School from September 2018 to June 2021 during construction of the new build); and

Whereas, for the last number of years, local residents, community organizations, local city councillors and school trustees have discussed the need for social and economic development in the Oakwood-Vaughan neighbourhood with a particular concern about the lack of health and community services in the area, especially with respect to certain populations such as low income families, children and youth, seniors and newcomers; and

Whereas, the Oakwood Vaughan Community Organization (OVCO), a non-profit organization incorporated on October 20, 2017 (#1976377) and registered as a charitable organization has assumed the responsibility for collaboration with the TDSB to pursue the goal of initiating community services in space reserved for it at the former VRA, which OVCO has characterized at this time as the "nub of a hub"; and

Whereas, over the last several years, the TDSB has advertised two adjacent rooms on the third floor of 529 Vaughan Road are reserved for community use; and

Whereas, the rooms reserved for community use are not being used as accessibility for program participants with physical and mobility challenges is a barrier; and



Finance, Budget and Enrolment Committee

October 14, 2020

Whereas, OVCO has identified a funding opportunity with the Ontario Trillium Foundation (OTF) which has a capital projects policy and has a funding stream that is available to community organizations for capital improvements to community sites serving community groups in OTF's priority outcome areas (eligible community organizations can apply for capital grants up to \$150,000); and

Whereas, OVCO leadership has discussed with an OTF capital grants program officer whether a project to install an elevator in a school facility for creating access to community programming space would be considered eligible for an OTF capital grant and the consistent response in three consultations since October 2019 is that such a proposal on its face would qualify as a capital grant application (success would depend on satisfying the criteria of the OTF adjudication process for all submissions); and

Whereas, OVCO would like to apply for an OTF capital grant to install an upgraded Disability Lift or a LULA elevator in the location of the current elevator as a capital improvement to the school facility at 529 Vaughan Road; and

Whereas, a critical requirement for an OTF capital grant application is as follows: "Proof of ownership or a five-year lease agreement is required for all renovations or improvements to land or property" and this is contrary to the TDSB's current policy requirement that lease agreements with community partners be subject to termination notice of six months should a school require the community space for educational purposes; and

Whereas, in the Guiding Principles for Community Use of Board Facilities it states "Neighbourhood schools must be hubs of the community. These facilities are the product of long-term public investment in neighbourhood and community infrastructure. Their value must be broadly recognized, not narrowly defined, and the use of these assets should be maximized to further both educational and community objectives."; and

Whereas, in procedure PR713, Community Planning and Partnership, under 6.6 it states "Opportunities for Co-Building with Community Partners - a) The Board shall evaluate capital projects such as the construction of a new school, a major addition or renovation on a case-by-case basis to determine whether partnerships may be appropriate or beneficial."; and

Whereas, the community sees this partnership with OVCO as beneficial and whereas the Board would benefit from a capital improvement to 529 Vaughan Road;

Therefore, be it resolved:

- (a) That an exemption be made under clause 6.6 of policy P076, Community Planning and Partnerships to allow for a five-year lease to Oakwood Vaughan Community Organization, without a six-month termination notice, as the former Vaughan Road Academy facility has enough space to designate two classrooms for community use<sup>1</sup>;
- (b) That under clause 6.4, Partnership Compatibility of policy P076, Oakwood Vaughan Community Organization be allowed to facilitate the use of the leased rooms with other community partnerships but that the provisions of clause 6.4 would still apply;

<sup>1</sup> Current policy - facility partnerships shall include a provision that the partnership agreement may be terminated by the Director or designate with six months' notice. The Board shall consider longer-term leases when partners make significant capital upgrades to their space



Finance, Budget and Enrolment Committee

October 14, 2020

- (c) That the Director write to the Minister of Education to request an exemption from their Fund Raising Guidelines (2012) "Examples of Unacceptable Uses of Fundraising Proceeds - Facility renewal, maintenance, or upgrades funded through provincial grants such as structural repairs, sanitation, emergency repairs, or replacing flooring due to wear and tear"<sup>1</sup>.

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<sup>1</sup> The rationale – Ontario Trillium Grants come from government – and if used for capital improvement would be in service to community access to space for youth programming not directly operated by the school board, which would seem to be a reasonable exception to usual restrictions. The additional accessibility benefits that students with mobility challenges whose classrooms are on the second and third floors are welcome, but ancillary, to OVCO's main purpose.

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## **New Student Information System (SIS) Project Update**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3981

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that the new Student Information System (SIS) update be received for information.

### **Context**

#### Student Information System (SIS) Background

Following the amalgamation of the legacy school boards creating the Toronto District School Board in 1998, the Board was standardized on Trillium as the Student Information System (SIS) for the entire district. The Student Information System (SIS) is critical to the operation of the TDSB. It is used for the collection, recording, validation and reporting of student registration, achievement and attendance data. The SIS supports the Ministry reporting process (ONSIS) that drives the operational funding TDSB receives from the Ministry.

The original vendor providing this system was SRB Education Solutions. In August 2016, SRB (and the Trillium product) was bought out by PowerSchool LLC, a well-established provider of SIS solutions in North America and around the world. PowerSchool has continued to maintain the Trillium platform for TDSB and other Ontario school boards ensuring compliance with Ministry of Education reporting requirements, but they have not done any product enhancement work. In July 2019 PowerSchool informed Ontario school boards of their intent to 'sunset' the Trillium product. PowerSchool provided an upgrade path for Ontario districts to migrate to the PowerSchool SIS platform. If districts decline the upgrade, PowerSchool will no longer provide support or further maintenance for

Trillium after August 31, 2021. If that were to occur the Board would no longer receive system upgrades i.e. Ministry compliance updates.

## **Action Plan and Associated Timeline**

### Implementation Strategy: Phase I – III Staggered Start

#### Phase I

- All K-8 schools will migrate to PowerSchool SIS in Phase I. School opening would occur in Trillium with the migration beginning in October 2021.
- Secondary Alternative & Year Round Schools will be included in Phase I at the start of the 2021/22 school year.

#### Phase II

- All Secondary schools will migrate in Phase II at the start of the 2022 /23 year.

#### Phase III

- Special Education functions and processes will be migrated at the start of the 2023/24 school year. These include Individual Education Plan (IEP), Identification, Placement and Review Committee (IPRC), In-School Support Team (IST) and School Support Team (SST).
- All school information will be migrated to PowerSchool during implementation thereby minimizing the impact on school operations.

## **Resource Implications**

Please refer to Appendix B for the update on 2020-21 budget versus actual expenditure amounts.

## **Communications Considerations**

Regular updates to the Finance, Budget and Enrolment Committee will occur monthly through the first quarter (3 months) of the project, and quarterly thereafter. Project updates will be a standing item on the Audit Committee agenda through the implementation phase.

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

P017 – Purchasing Policy

## Appendices

- Appendix A: FBEC Staff Update Presentation
- Appendix B: SIS Status Report Summary

## From

Peter Singh, Executive Officer, IT & IM Services, FOI and Privacy Office, by telephone at 416-396-7627 or by email at [peter.singh@tdsb.on.ca](mailto:peter.singh@tdsb.on.ca).

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

# New Student Information System

Quarterly Update to FBEC  
Nov 3, 2020



# Steering Committee Meeting and Reporting Schedule

- Meeting Schedule for Steering Committee
  - 1<sup>st</sup> Quarter
    - Biweekly meetings
  - After 1<sup>st</sup> Quarter
    - Monthly
- Reporting to Trustees/FBEC/Audit Committee Schedule
  - 1<sup>st</sup> Quarter Schedule
    - Monthly Updates
  - After 1<sup>st</sup> Quarter
    - Quarterly Update at FBEC
  - Standing item on the Audit Committee agenda through the implementation phase

# Project Update

## Phase I

- The Project Steering Committee has met biweekly since June
  - will continue to meet monthly going forward
- Ongoing co-operation and collaboration with the York DSB Project Team
  - regular meetings to discuss mutual issues and strategies
- Completed a Business Process Review on current process in Trillium with Business Analysts and Central Staff stakeholders
  - a second and final round of BPRs is scheduled in early November
- PowerSchool environments were provisioned based on the Ontario model
  - Training, Development and Test environments



# Project Update

## Phase I

- Cyber & Risk Assessment was completed, and the recommendations were provided to PowerSchool for mitigation
- A technical design was developed for consolidating operational data between Trillium SIS (secondary) and PowerSchool SIS (Elementary)
  - Bridges the two SIS systems operating in parallel during the 2021/22 school year
- An Identity Management (IDM) working group of various I.T. teams supporting the SAP, Active Directory, Azure, Security and Technology Integration has been established

# Project Update

## Phase I

- District level system setup completed in the Development environment
  - including calendars, reporting periods, attendance codes, defining school years & terms, grading schemas
- Application Rationalization Process Underway
  - analysis of application integration with PowerSchool SIS
  - evaluation to determine the application functions will be replaced by PowerSchool SIS
- Data Mapping and Conversion from Trillium to PowerSchool
  - analysis in progress on the Trillium data conversion
- 9 contract positions were posted, interviews are in-progress
  - Training and certification track has been established for the technical and project team (to be begin once the positions are filled in November)



## IDENTIFICATION

<i>Project Manager</i>	Darren Smith	<i>Report Date</i>	3-Nov-2020
<i>Sponsor</i>	Peter Singh	<i>Project ID</i>	PRJ1543
<i>Project Summary</i>	Implementation of PowerSchool New SIS		

## PROJECT TREND

<i>Planned End Date</i>	<i>Revised End Date</i>	<i>Health</i>	<i>% Complete</i>	<i>Reason for Change in Health</i>
2023 Q4	n/a	<b>GREEN</b>	8%	

**GREEN** on track (budget, schedule, and scope; **YELLOW** issued identified but action is being taken; **RED** requires immediate intervention.

<i>Project Stage (Phase I)</i>	<i>Planned End Date</i>	<i>Status</i>
Business Process Review (1 <sup>st</sup> Round)	July 2020	100%
Training (Core Project Team)	Nov 2020	10%
Configure Preliminary Test Environment	Nov 2020	90%
System Integration Testing	Nov 2020	
Business Process Review (2 <sup>nd</sup> Round with Business Stakeholders)	Nov 2020	
Project Team End-User Training	Nov 2020	
Data Mapping Trillium to PS-SIS	Nov 2020	
Data Conversion - Trillium to PS-SIS	Nov 2020	
Complete Test Environment Configuration	Nov 2020	
User Acceptance Testing	Jan 2021	
Enterprise Reporting Interface Design & Build	Spring 2021	
Operational Data Store Design & Build	Spring 2021	
External Application Review & Integration	Spring 2021	
Organizational End-User Training	May 2021	
Cut-over to from Trillium PRD to PS-SIS PRD and Application Integration	Oct 2021	
Elementary and Alternative Schools Operational on PS-SIS	Oct 2021	
<b>Phase II – Secondary School Cutover</b>	<b>Sept 2022</b>	
<b>Phase III – Special Education Module</b>	<b>Q4 2023</b>	



## MAJOR ISSUES (UP TO 3)

ID	Description & Impact to Project	Reported Date	Due Date	Status	Resolution / Comments
01	The Virtual School start-up effort required key project resources who could not conduct project work, such as completing the system configuration and second round of the Business Process Review	29-Sep-2020	TBD	Open - Medium	The VS start-up issues are being resolved and processes put place for upcoming quad-mester changes Hiring full-time and dedicated project resources is in progress
02	Master Service Agreement – an extension of 60-days was negotiated with PowerSchool (from Sept 17 <sup>th</sup> ) to complete the agreement	28-Oct-2020	Nov-16	Open	TDSB (Toronto District School Board) has involved a 3 <sup>rd</sup> party firm to assist with the agreement and is expecting to complete within the agreed timeframe

## PROGRESS / MILESTONE SUMMARY

### Key Accomplishments This Period:

- The Project Steering Committee has met bi-weekly since June
  - Has met monthly since September (monthly ongoing)
  - Provide guidance and decisions on issues, resourcing, contract negotiations, risks.
- Ongoing co-operation and collaboration with the York DSB Project Team
  - regular meetings to discuss issues and strategies between districts and projects
- Completed one round of Business Process Review with Business Analysts and some central staff stakeholders; PowerSchool lead the BPR for:
  - Assessment (Grading Configuration/Report Cards/Transcripts)
  - ONSIS/OEN
  - EQAO OCAS-OUAC, Reporting, Panorama
  - CO-OP
  - General Reporting
- A draft Executive Summary has been created and will be completed and delivered to TDSB after the second round of BPR (ETA Mid-Nov)
- PowerSchool environments were provisioned; built on the Ontario model
  - Training, Environment, Development, Test
- District level setup is complete in Dev- District Level Setup such as calendars, reporting periods, attendance codes, defining school years & terms, grading schemas
  - School level setup for Elementary and Secondary schools is in-progress - 80% complete in the Development environment
- Application Rationalization
  - The Application Rationalization work is underway for doing analysis on the downstream applications that integrated with Trillium
  - A process of evaluation including a questionnaire and demonstration has been created to assess the functions and whether they are compatible with the functions in the new SIS



- Data Mapping and Conversion from Trillium to PowerSchool
  - Start analysis on the Trillium data conversion to the PowerSchool SIS
  - Weekly meetings with the PowerSchool and TDSB analysts to map out the data for conversion
- Job postings were closed, interviews are in-progress for the 9 (contract) project positions
  - A training and certification track has been established for technical and project staff (to be complete once the positions are filled in Nov)
- The Cyber & Risk Assessment has been completed and the recommendations were provided to PowerSchool
  - Data at rest in the database is in an unencrypted state - recommends this data be encrypted
  - A 3<sup>rd</sup> party vulnerability scan revealed outdated software versions – recommends upgrading all end-of-life software versions to the current supported versions to address any exploitable vulnerabilities
- A technical design concept was developed to consolidate operational data between Trillium SIS (secondary) and PowerSchool SIS (Elementary)
  - Single database schema residing in the PowerSchool Cloud
  - Integration with downstream applications
  - Bridges the two SIS systems operating in parallel during the 2021/22 school year
  - Near real-time synchronization of data from the two source systems
    - A logical database View will create the combined schema for presenting to downstream systems
  - The solution will minimize the impact on downstream systems by maintaining the same schema once all schools are migrated
- An Identity Management (IDM) working group of various I.T. teams supporting the SAP, Active Directory, Azure, Security and Technology Integration has been established
  - Meet bi-weekly for IDM solution planning
    - Provisioning staff & students to/from PowerSchool SIS to/from Active Directory and SAP (HR)
    - Access Management via Azure

### Key Activities / Milestones Next Period:

- Complete the Business Process Review (with Elementary/ Secondary Schools and available stakeholders) and identify any gaps and create mitigation plans
- Complete the System District and School level setup
  - Use case and functional testing
- Complete the Application Rationalization and Disposition process – identify which applications will be maintained moving forward with PowerSchool SIS
- Complete the analysis on the Trillium data conversion to the PowerSchool
  - Test conversion scripts and data validation
- Train and certify the technical staff on PowerSchool administration



<i>Budget</i>	<i>Revised Budget</i>	<i>Actual YTD</i>	<i>Surplus/Deficit</i>	<i>% (Actual / Budget)</i>
\$ 3,806,717		\$ 2,001,373		53 %
<i>Comments</i>	The amount shown is for the 9/1/2020 - 8/31/2021 year and the utilized amount includes the licensing and project expenditure amounts			

#### CHANGE REQUEST SUMMARY

<i>CR ID</i>	<i>Description</i>	<i>Submitted On</i>	<i>Status</i>	<i>Impact to Scope/Budget/Schedule</i>
		DD-MMM-YYYY		



## **Update on Honoraria for Trustees**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3978

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that:

- (1) The honoraria for Trustees for one year commencing December 1, 2020, as presented in this report, be approved.
- (2) The honoraria for Trustees Policy, (P074) section 6.4, be updated accordingly.

### **Context**

The Honoraria for Trustees Policy (P074) establishes the components and calculation of honoraria for Trustees for the annual term of office, in accordance with the requirements as set out in section 4(1) of Ontario Regulation 357/06, Honoraria for Board Members under the Education Act.

The Policy sets out the honoraria criteria for the 4-year term and outlines the base amount and percentage of enrolment amount to be applied for each of the Trustees' term of office.

The honoraria for Trustees comprise the base amount and the enrollment amount. While the base amount remains constant within the 4-year term, the enrollment amount is dependent on the number of students enrolled with the Board, and is adjusted on an annual basis.

Under the Policy, and based on the 2019-20 enrollment estimates, the Honoraria paid to the trustees will be as follows for the December 1, 2020 to November 30, 2021 period:

<b>Type of Honoraria</b>	<b>Trustees</b>	<b>Vice Chair</b>	<b>Chair</b>	<b>Student Trustees</b>
Base amount	\$5,900	\$8,400	\$10,900	\$2,500
Enrolment amount	\$19,413	\$21,813	\$24,313	\$0
Total	\$25,213	\$30,213	\$35,213	\$2,500

Enrolment amount is based on ADE as reported in 2019-20 Estimates in accordance with section 6(2) and 9 of Ontario Regulation 357/06.

Also, due to a small error in the 2019-20 Trustee Honoraria calculation related to the enrolment amount, a pay adjustment of \$21.36 will be added to the bi-weekly amount on November 12, 2020 payable to each trustee.

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

Subject to Committee's recommendation and approval by Board of Trustees, the Board shall pay the Honoraria amounts as outlined in this report for the December 1, 2020 to November 30, 2021 period.

Staff will update the Honoraria for Trustees Policy (P074) with reference to 2020-21 amounts.

### **Resource Implications**

Not applicable.

### **Communications Considerations**

Not applicable.

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

Policy P074 Honoraria for Trustees

### **Appendices**

N/A



**From**

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



## **Update on Capital**

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

**Date:** 3 November, 2020

**Report No.:** 11-20-3983

### **Strategic Directions**

- Allocate Human and Financial Resources Strategically to Support Student Needs

### **Recommendation**

It is recommended that:

1. the Update on Capital report be received; and
2. the application to the Ministry of Education, to utilize Proceeds of Disposition to offset against pandemic-related construction staffing costs, in the amount of \$10.3M, be approved.

### **Context**

This report provides an update on recent developments regarding the Toronto District School Board's (TDSB) capital program, including a Capital Priorities announcement and from the province on *COVID-19 Resilience Infrastructure Stream: Education Related (CVRIS-EDU) Projects* funding and an update to 2019-20 renewal expenditures.

### **Capital Priorities**

On 30 October 2020, Minister Lecce announced Capital Priorities funding for David Lewis PS in the amount of \$5.7M from the 2020-21 Capital Priorities funding. Staff were advised that this will be the only TDSB project supported by Capital Priorities funding this year. This project was part of the TDSB's 2019-20 submission. Staff were informed

that the Ministry decided to use school boards' 2019-20 submissions to determine this year's allocations for the following reasons:

- The 2019-20 funding and approvals did not meet the needs demonstrated in the 2019 submissions;
- The Ministry recognized that school boards are dealing with extraordinary circumstances and are stretched. Therefore, there was a desire to not initiate a new Capital Priorities process, which takes a considerable amount of time and effort for school boards; and,
- There was a desire to move quickly to address immediate needs and to commence the projects as soon as possible.

Staff had a meeting with the Ministry on Friday afternoon to discuss the TDSB's Capital Priorities submissions. In previous years, when Capital Priorities were announced, there was also a brief explanation as to why other projects submitted were not approved. Staff requested that information be provided on the seven unsuccessful projects, so staff could determine which projects may be successful in future years and should be re-submitted, and which (in the Ministry's view) were not viable for future consideration at this time.

Ministry staff also confirmed that the next round of submissions will be in the spring of 2021 for the 2021-22 school year.

During this meeting, staff also discussed the status of our Approvals To Proceed (ATP) applications with the Ministry.

Both Board and Ministry staff committed to having future meetings to keep the lines of communication open and resolve issues as quickly as possible.

### **COVID-19 Resilience Infrastructure Stream: Education Related (CVRIS-EDU) Projects**

Attached as Appendix A is a copy of [B20 memorandum](#) outlining the funding available as part of the *COVID-19 Resilience Infrastructure Stream: Education Related (CVRIS-EDU) Projects* program. There is \$700 million in funding available (for school boards across the province) for capital infrastructure improvements to support the health and well-being of students and staff through an application process.

The funding is intended to be used to support retrofits, repairs or upgrades in either elementary or secondary schools, continuing education facilities or childcares centres co-located in schools. Should work be identified in a co-located childcare, school boards must consult with their local Municipal Service Managers.

Eligibility of projects are those that are fixed tangible capital assets that either build, modify, repair and/or reconfigure assets to respond to COVID-19 pandemic and provide

public benefit. The projects that will be considered should follow one of the following themes:

- Promote occupant health and safety;
- Improve facility conditions;
- Enhancing physical distancing; and,
- Facilitating distance learning.

Projects must meet the following criteria for consideration:

- Project cannot be receiving funding through another federal or provincial program;
- Individual projects cannot exceed \$10 million in total costs. However, projects can be similar in nature and applied for on site or district parameters;
- Project cannot be tendered prior to approval by the federal government;
- Projects can start no later than 30 September 2021 and must be substantially completed by 31 December 2021; and,
- Work can only be done in schools that will remain open and operating until 1 January 2027.

It should be noted that failure to meet any of the program requirements, including timeline, could constitute project default and ineligibility for funding. Any ineligible costs will be the school boards' responsibility, to be subsidized through renewal funding.

Applications must be submitted by 18 November 2020 using the Ministry Template. Once received by the Ministry of Education, they will evaluate the board submissions prior to forwarding to the Province and Federal government for final approvals. The Ministry will use the following criteria to evaluate the projects:

- Likelihood of project completion within timeline and proposed budget. Projects to be completed over the summer months will be given higher priority;
- The broad impact on health and safety of student and staff; and,
- Facility age, condition and utilization.

It is expected that final approval of projects will be communicated to school boards in February 2021. Once final approval is communicated, school boards can begin attributing costs to those projects.

Appendix A of the Ministry memorandum provides samples of eligible projects that would be considered. Appendix B of the Ministry memorandum further outlines eligible and ineligible expenditures of the program.

Staff are working to identify and apply for projects that have broad impact across the district and are targeting 6 November 2020 to finalize the list. Once the list of projects to be submitted is finalized, staff will work to collect the necessary information to prepare

business cases for each submission so that the TDSB submission can be completed on or before 18 November 2020.

Staff will report back to the next Finance, Budget and Enrolment Committee meeting on the final submission sent to the Ministry of Education.

### **Renewal Expenditures 2019-20**

As a result of the pandemic and the system closures between March and August of 2020, Facilities Services' construction projects were suspended for a period of time, while staff continued to get paid. These costs could not be charged to individual projects and resulted in a cost pressure to the board.

In discussions with the Ministry, the TDSB can submit a proposal to use Proceeds of Disposition (POD) to offset these costs due to the pandemic. If this use of POD is not available to TDSB, these costs would be absorbed in the operating budget and would result in a larger deficit. This would require the use of reserves to offset this cost.

By utilizing POD to offset these construction costs, the Board would be able to attain a stronger future financial position and achieve a greater level of flexibility in its budget position.

Due to the uncertainty of the pandemic, staff recommend using POD to offset these costs so that reserves are available to support future operational needs. Should these reserves not be needed for future operational needs, the TDSB could use them to support renewal projects.

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

Immediately following approval of this report, staff will prepare the necessary documentation to the Ministry for their consideration of the use of POD to fund the unallocated expenditures related to construction costs during the pandemic.

### **Resource Implications**

Should this application be approved by the Ministry of Education this will improve the operating financial position of the Board and provide maximum flexibility for working fund reserves.

### **Communications Considerations**

This report will be placed on the Board's budget website.

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

Not applicable.

## **Appendices**

- Appendix A: Ministry of Education Memorandum: 2020:B20 - COVID-19 Resilience Infrastructure Stream: Education Related (CVRIS-EDU) Projects

## **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, Finance at [marisa.chiu@tdsb.on.ca](mailto:marisa.chiu@tdsb.on.ca) or at 416-395-3563.

Maia Puccetti, Executive Officer, Facilities and Planning at [maia.puccetti@tdsb.on.ca](mailto:maia.puccetti@tdsb.on.ca) or at 416-397-3004.

**Ministry of Education****Ministère de l'Éducation**

Capital and Business Support  
Division

Division du soutien aux  
immobilisations et aux affaires

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15<sup>th</sup> Floor  
Toronto ON M7A 0B8

315, rue Front Ouest  
15<sup>e</sup> étage  
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**2020:B20**

**Date:** October 28, 2020

**Memorandum to:** Directors of Education  
Senior Business Officials  
Secretary/Treasurers of School Authorities

**From:** Didem Proulx  
Assistant Deputy Minister of Education  
Capital and Business Support Division

**Subject:** COVID-19 Resilience Infrastructure Stream: Education Related  
(CVRIS-EDU) Projects

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Recognising that COVID-19 has created new demands for infrastructure investments, a new, time limited COVID-19 Resilience Infrastructure Stream (CVRIS) is being introduced under the Investing in Canada Infrastructure Program (ICIP) to provide up to \$700 million in combined federal-provincial funding for education-related infrastructure projects.

The COVID-19 Resilience Infrastructure Stream – Education Related Projects (CVRIS-EDU) is now open to boards. School boards are invited to put forward proposals for consideration that will protect the health and wellbeing of students, staff and children in schools and co-located child care facilities.

This memorandum provides more details on the CVRIS-EDU and is structured as follows:

1. Project Eligibility
2. Application and Decision Processes
3. Next Steps and Key Contacts

## **1. PROJECT ELIGIBILITY**

This section provides details on the types of facilities eligible under CVRIS-EDU, project activities associated with the eligible facilities, and key criteria that must be met for projects to be considered eligible.

### **Eligible Facilities**

The CVRIS-EDU aims to support retrofits, repairs and upgrades to school board facilities to respond to the COVID-19 pandemic by supporting health and safety. Eligible facilities include:

- Elementary and secondary schools
- Continuing Education Facilities
- Child care centres co-located with school board facilities

While the priority will be given to projects in instructional facilities, school boards can identify eligible projects and opportunities in their overall portfolio.

In determining the potential needs of a co-located child care centre, school boards should consult with local Consolidated Municipal Service Managers or District Social Services Administration Boards (CMSMs/DSSABs).

### **Eligible Projects**

Eligible projects are those where the purpose of the project is to build, modify, repair and/or reconfigure the asset to respond to the COVID-19 pandemic and provide a public benefit. These projects should focus on fixed tangible capital assets intended for public use and/or benefit that fall under one of the following themes:

- promoting occupant health and safety;
- improving facility condition (e.g., optimize air quality and water refilling stations that also improve access to safe drinking water);
- enhancing physical distancing; and
- facilitating distance learning (e.g., network and broadband infrastructure).

The CVRIS-EDU program will not support certain activities – such as purchase and installation of computers and tablets. Please refer to Appendix A for examples of eligible project activities.

### **Project Criteria**

The following criteria must also be satisfied for project expenditures to be considered eligible:

- The project must not be receiving funding under another federal or provincial program.
- Individual projects cannot exceed \$10 million in total eligible costs.
- The project must not have been tendered before the project is approved by the federal government.
- Construction must have commenced by September 30, 2021. However, recognizing that school boards tend to undertake renewal activity in July and August during the summer break, school boards are encouraged to start projects earlier.



- Construction must be substantially complete<sup>1</sup> by December 31, 2021<sup>2</sup>.
- Projects must be in schools that will remain open and operating until January 1, 2027.

To maximize the reach and impact of these investments, school boards are asked to consider and nominate projects across the range of eligible project categories identified in Appendix A.

Note that failure to meet program requirements, including timelines, could constitute project default and ineligibility for funding through this program. School boards would be expected to manage any ineligible costs (e.g., using existing renewal funding), as no additional funding will be made available to offset ineligible costs.

Please see Appendix B for general program requirements.

## 2. APPLICATION AND DECISION PROCESSES

The ministry will administer the CVRIS-EDU by assessing eligible project proposals from boards, securing approval from the provincial and federal governments, and confirming the final list of approved projects. Please refer to Appendix C for the CVRIS-EDU intake form.

**Application deadline:** November 18, 2020

**Submit form to:** Jacqueline.Chan@ontario.ca

School boards are asked to start identifying projects, in collaboration with CMSMs/DSSABs when concerning child care projects, and submit the intake form by or before November 18, 2020. Timelines have been set to reflect the need for federal approvals, as such late applications may not be considered for funding.

### Project Assessment Process

The ministry will assess all eligible project proposals before making funding recommendations to the provincial and federal governments. The ministry will use an objective assessment framework including factors such as:

- likelihood of projects being completed within proposed budget and within timelines (projects that can be completed spring/summer 2021 are likely to receive higher preference);
- the broad impact of the project on health and safety of students and staff; and

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<sup>1</sup> Substantially completed refers to the period where all significant work (except for deficiency / warrantee work) has been completed and the project/asset can be used for its intended purpose.

<sup>2</sup> For projects in remote communities, the deadline for substantial completion is December 31, 2022. A Remote Community is defined as a community with a population of less than 10,000 that is not accessible by means of an all-weather road, or a community that is accessible by means of an all-weather road and that is situated more than 161 kilometres by road from the nearest community with a population of more than 10,000 or more than 322 kilometres by road from the nearest community with a population of more than 50,000.

- facility age, condition and utilization.

### 3. NEXT STEPS & KEY CONTACTS

The ministry will continue to work with education partners to assess additional costs associated with addressing the COVID-19 public health emergency. If you have any questions or require additional information, please contact:

Mehul Mehta, Director  
Capital and Business Support Division  
(647) 448-3862  
[Mehul.Mehta@ontario.ca](mailto:Mehul.Mehta@ontario.ca)

Hitesh Chopra, Manager  
Capital Policy Unit  
416-258-3368  
[Hitesh.Chopra@ontario.ca](mailto:Hitesh.Chopra@ontario.ca)

Sincerely,

Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

Attachments:

- Appendix A: Examples of Education-Related Eligible Project Activities
- Appendix B: General Program Requirements
- Appendix C: CVRIS Intake Form for Education Sector

Copy to:

- Facility Managers
- Children's Services Leads, Consolidated Municipal Service Managers and District Social Services Administration Boards

## **Appendix A: Examples of eligible project activities under the CVRIS-EDU**

### **Promoting Occupant Health and Safety**

- Installing fixed hand washing / sanitizing stations to meet needs that cannot be met by current washrooms.
- Installing fixed bottled water refilling stations to compensate for water fountains that have been disabled, or replacing water stations that can support safe, physically distant access to water.
- Safety retrofits and barriers (e.g. room/gym partitions) to reduce social interaction especially for open-concept areas.
- Reducing the number of touch points (e.g. automatic door openers and water faucets).

### **Improving Facility Condition**

- Improving ventilation in buildings and portables, which could include:
  - Renewal and repair of existing heating, ventilation and air-conditioning (HVAC) units;
  - Installing mechanical ventilation in buildings where none currently exist;
  - Installing cooling / air conditioning units; and
  - Window repair or replacement for fresh air intake.
- Retrofitting or replacing (where it is more cost effective to do so) older portables with inadequate ventilation systems.
- Installation of new fixed bottled water filling stations and/or replacement of existing water filling stations.

### **Enhancing Physical Distancing**

- Retrofit projects to support physical distancing and address over-crowding. For example:
  - Retrofitting used/unused classroom space to support physical distancing.
  - Creating cooling centers in schools where air conditioning does not currently exist to allow boards to maximize the use of classroom / non-classroom space (e.g., libraries and cafeterias) to facilitate physical distancing.
  - Installing / replacing moveable room partitions for open areas.
- Creation of separate entrances / exits with appropriate security enhancements, where not already in place, to support physical distancing.
- Creating new playground space to separate groups and promote additional outdoor programming (e.g., childcare or other).

### **Addressing Child Care Needs in School Facilities**

- Retrofitting used/unused classroom space to support expansion of child care spaces.
- Extension of projects like those listed above – such as:

- improvements to ventilation.
- installing new or additional hand-washing stations, and/or washrooms.
- measures that support physical distancing or cohorting for children in child care centres based in school board facilities.
- creating sperate entrances / exits with appropriate security enhancements.
- creating new playground space to separate groups and promote outdoor programming.

#### **Facilitating Distance Learning**

- Fixed IT assets to support distance learning, such as network infrastructure, retrofits and upgrades, WIFI access points and broadband.

## **Appendix B: Program Requirements**

### **Eligible Expenditures**

Eligible Expenditures will include the following:

1. All costs direct and necessary for the successful implementation (excluding ineligible costs noted below) of an eligible project and which may include capital costs, design and planning, and costs related to meeting specific program requirements; and
2. Costs will only be eligible as of Project approval.

### **Ineligible Expenditures**

Costs Incurred before a project is approved and any and all expenditures related to contracts signed prior to approval of a project. Ineligible expenditures will include the following:

1. Costs incurred for cancelled projects;
2. Leasing buildings and other facilities; leasing equipment other than equipment directly related to the construction of the project; real estate fees and related costs;
3. Any overhead costs, including salaries and other employment benefits of any employees of the recipient, any direct or indirect operating or administrative costs of recipients, and more specifically any costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by the recipient's staff;
4. Financing charges, legal fees, and loan interest payments, including those related to easements (e.g. surveys);
5. Any goods and services costs which are received through donations or in kind;
6. Provincial sales tax, goods and services tax, or harmonized sales tax for which the recipient is eligible for a rebate, and any other costs eligible for rebates;
7. Costs associated with operating expenses and regularly scheduled maintenance work, except for essential capital equipment purchased at the onset of the construction/acquisition of the main asset and approved; and
8. Cost related to furnishing and non-fixed assets which are not essential for the operation of the asset / project.

Note: Additional details around program stipulations (e.g., audit requirements and communications) will be provided upon project approval.



# 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.

## **Acknowledgment 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 people.

## **Reconnaissance des Terres Traditionnelles**

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