

## COMMUNITY ADVISORY COMMITTEE MINUTES

Committee Name: Community Use of Schools Advisory Committee

Date: February 13, 2018

Time: 8:00 a.m.

**Present:** Co-Chair Judy Gargaro (Etobicoke Philharmonic Orchestra), Heather Mitchell (Toronto Sports Council), Gerry Lang (Citizens for Life Long Learning), Sharma Queiser (Social Planning Toronto) – on phone, Susan Fletcher (Applegrove Community Complex), Alan Hrabinski (Scarborough Basketball Association), Doug Blair (North Toronto Soccer Club), Abdirahim Ali Rage (Muqdishu Soccer Club), Alex Viliansky (Felix Swim School), Lynn Manning (Girl Guides of Canada, Ontario Council), Dennis Keshinro (Belka Centre) – on phone

**TDSB:** Steve Shaw (Executive Officer - Facility Services, Sustainability & Planning), Ndaba Njobo (Acting - Facility Permitting Coordinator), Ugonma Ekeanyanwu (Manager Community Use of Schools), John Long (Regional Manager East), Chris Ricketts (TLC), Ralph Nigro (TSAA)

**Guests:** Elizabeth Lukie (Canadian Bureau for the Advancement of Music), Blake Koestes (True North Sports Camps)

**Regrets:** Co-Chair Chris Glover, Patrick Rutledge (Big League Book Club), Shirley Adderley (Manager Facility Issues & System Liaison), Sam Glazer (Alt-Congregation Beth Haminyan)

**Absent:** Trustee Avtar Minhas, Dave McNee (Quantum Sports & Learning-QSLA), Luz Maria Pardo (Light Your Life Corp), Mohamed Hassan (Muqdishu Soccer Club)

**Recorder:** Sherry Pike (Executive Assistant)

ITEM	DISCUSSION	RECOMMENDATION/MOTION
Call to Order and Acknowledgement of Traditional Lands/Welcome and Introductions/Approval of Quorum	The meeting was called to order by Co-Chair Judy Gargaro – 8:01 a.m.	



Approval of Agenda	Susan Fletcher moved to approve the agenda, Heather Mitchell seconded. Motion carried.	
Approval of Minutes – January 9, 2018	Susan Fletcher moved to approve the January 9, 2018 Minutes as amended, Heather Mitchell seconded. Motion carried.	
Conflict of Interest Declaration	None	
Delegations	None	
Permit Unit Update/ Community Use of Schools Update	<p><i>Update on Policy Review, if any</i> Ndaba Njobo indicated that the policy is being reviewed by Senior Team and he should be able to provide an update at the next meeting. We are still on track to meet the deadline for community consultation.</p> <p><i>Data on Usage</i> Ndaba Njobo requested more clarification on what kind of information the committee was looking for on this topic. Discussion took place around are we improving our access to community use. Ndaba Njobo suggested he could provide the hours of usage and compare data from over the last 2 years to see what the usage has been. We could look at the number of permits from year to year by facility type and see what has been permitted.</p> <p>The group discussed that sometimes it depends on the size of the gym or the demographics of a neighbourhood to how often space is permitted out. Judy Gargaro inquired if it was possible to have this information put on a map showing the usage by facility so it would be easier to see what areas have low permitting? Ndaba Njobo advised the committee that IT Services was working on gathering this information and he</p>	



	<p>would look into whether or not it could be added to the maps.</p> <p>The question was asked if it was possible to permit a gym for one hour at a time. There might be limited availability for community groups if they are willing to permit the space for one hour, this would then have the potential of reducing the access for other groups, i.e. if a community member permits the space from 8 pm to 9 pm then it practically eliminates other uses. Discussion took place around various ways information could be requested to determine the best way to gather the information on space usage for permits. Alan Hrabinski suggested that for starters, would the Permit Unit be able to provide information on permit usage by facility type?</p> <p>Gerry Lang inquired how much money is spent from the grant versus what our costs are. Steve Shaw advised the committee that Ugonma Ekeanyanwu does an annual report that provides details of how the grant is spent. If the committee would like to know what the caretaking costs and other expenditures related to permits are that would take a long time to compile as it would have to be done manually. Gerry Lang indicated that the information in the report should be adequate for the information he was looking for.</p> <p><i>Community Use of Schools Update:</i> Ugonma Ekeanyanwu updated the committee with the news that they were able to get a service provider for the Chalkfarm March break camp.</p>	<p><b>ACTION:</b> Ndaba Njobo to provide the permit usage by facility type information at the next meeting.</p> <p><b>ACTION:</b> Ugonma Ekeanyanwu to confirm if we can make the report public and if so she will provide it at the next meeting.</p>
Outstanding Action Items	<i>Enhancing Equity Task Force Recommendations and our categories</i>	



	<p>Last week the Board passed a motion to approve equity in employment with persons with disabilities, this is very good news. The Board also received the Enhancing Equity Report and will be implementing the recommendation laid out in the report beginning in the fall 2018.</p> <p>Steve Shaw shared that part of this work will involve looking at resource allocation and how we allocate with equity considerations. We will also be looking at how our budgets are allocated, and consideration will be given based on actions developed out of the recommendations.</p> <p><i>Advertising by Permit Holders</i> Judy Gargaro advised the group that the advertising policy is under review. The implication of this is that if you have never advertised before you will not be able to until after the new policy is in place. If you have a new initiative it is on hold until the policy is finished review. Concern was raised whether this was an equitable practice. The group also wondered why the old policy and procedures were not being continued until replaced with something new.</p> <p>The question was asked if you can advertise in the local community papers. Steve Shaw reminded the committee that anyone can advertise locally just not at the school where the permit is held. There are some concerns that principals determine if you will allow certain groups to do things and others not. This issue comes with perceived unfairness – permit holders feel that the rules are being applied unevenly and this gets the permit holders upset. New principals will sometimes change the permission to advertise because they are new and</p>	
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	<p>do not know the group that has been in the school for years. There is doubt that the revised policy will change the current procedure so perception of rules being unfairly applied, with no recourse, will still be an issue.</p> <p>Judy Gargaro asked if anyone knew if SharePoint (internal communication site) indicated how long a community group had been advertising in a school. No one at the meeting knew the answer. Ralph Nigro clarified that all Principals are to use SharePoint as the permit information is up to date.</p> <p>Susan Fletcher inquired if programs could be advertised in school council newsletters etc. or would this be against Canada's Anti-Spam Legislation (CASL). Ralph Nigro indicated that this might be a work around if parents opt into receiving emails from parent council. CUSAC would like to be updated on this policy review so we can bring up the issue of inequitable access if it has not been addressed.</p> <p><i>Letter of Invite to the Toronto Schools Administrators' Association(TSAA) rep to join the CUSAC meetings/Permit holders building relationships with TSAA</i> Ralph Nigro attended the 13 February 2018 meeting on behalf of TSAA. He will provide Tracy Vallant with the name of a Principal who will represent TSAA at the CUSAC meetings moving forward and indicated that he would be the alternate.</p> <p><i>Pools Working Group Update</i> Alex Viliansky attended the Finance, Budget and Enrollment Committee (FBEC) meeting on 24 January 2018. He indicated</p>	<p><b>ACTION:</b> Judy Gargaro will check with Susanna Siou to see if this information is available on SharePoint and to follow up on the perceived inequity of putting a hold on new advertising requests until the policy review is finished</p> <p><b>ACTION:</b> Ralph Nigro to send Tracy Vallant the name of the TSAA rep before the next CUSAC meeting.</p> <p><b>ACTION:</b> Alex Viliansky will to try to get the motion brought back to an upcoming FBEC meeting with the support of Trustees.</p>
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	<p>that because CUSAC was not able to provide a mandate in time for him to address the FBEC committee on behalf of CUSAC he could not depute at the FBEC meeting. The report on pool temperatures was presented at the end of the FBEC meeting and there was very little interest in discussing the report at the meeting. The motion to have all school pools maintain the same temperature was dismissed by Trustee Lister. Alex Viliansky suggested that the next steps should be to bring forward a motion to bring this item back at the next FBEC meeting; he would need Trustee support to do this.</p> <p><b>MOTION:</b> For CUSAC to give Alex Viliansky permission to bring this item forward to another FBEC meeting on behalf of CUSAC. Alex Viliansky moved this item and Heather Mitchell seconded. Motion carried</p> <p><i>Baseball Working Group Update</i> We are still looking to confirm a date for the next meeting and we are hopeful that it will be sometime in March. Discussion took place around the Ministry exemptions. Ndaba Njobo indicated that permits are not rejected over this issue. The Permit Unit will refer groups to the Ministry for clarification and the Ministry will provide applicants with direction. The permit will be approved once the application is in compliance. There is information on the Permit Unit website to help with this part of the process. Ndaba Njobo confirmed that any exemption that was provided last year is still in effect as long as you do not make any changes to your permit/program. If a group makes any changes to programing they must go back to the Ministry for a new exemption. Permit clerks are available to guide people through this process. Ndaba Njobo reported the Ministry has</p>	<p><b>ACTION:</b> Ndaba Njobo will confirm with the Ministry if he can share the screening form with the committee.</p>
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	<p>developed a pre-screening form that the TDSB uses to determine if a group needs an exemption. In the interest of transparency, Susan Fletcher asked if the Ministry screening form could be shared so that applicants know what they are being screened for. Ndaba Njobo reminded the committee that the Ministry is the custodian of the screen form. He also reminded CUSAC that minor changes, i.e. transferring locations due to rain out, school closings etc. do not require a new exemption. Alan Hrabinski clarified that it is an activity that is exempted not an organization.</p> <p>Ugonma Ekeanyanwu concurred that all PSI applicants who needed the exemption had complied and there has been no disruption to the programing. She also reported that results are usually received within days. Final note is that any questions should be directed to the permit clerks.</p>	
CUSAC Membership Housekeeping	<p>CUSAC is pleased that a Principal rep from the Toronto School Administrators Association will attend on a regular basis</p> <p><i>Filling of 1 open spot – for-profit and other</i> There is still one vacancy on the committee.</p> <p>2 organizations that serve persons with disabilities were contacted to sit on CUSAC. The organizations were Special Olympics and Toronto Accessible Sports Council. None of them were present at the meeting so the spot is still vacant.</p> <p>Heather Mitchell and Susan Fletcher had a conversation with Mary Hynes, there may be some interest. Mary Hynes represents the Older Women's Network.</p>	<p><b>ACTION:</b> Heather Mitchell will connect with the Toronto Accessible Sports Council to see if there is still an interest. Judy Gargaro to follow up with the Special Olympics Group.</p> <p><b>ACTION:</b> Co-Chair Gargaro will contact Mary Hynes again to discuss interest in being on the CUSAC membership.</p>



Trustee Report (none available)	Trustee Glover provided an update via telephone - See <i>Enhancing Equity Task Force Recommendations and our categories</i> under the heading of outstanding action items.	
Other Business	There was a question about how a person might delegate at a TDSB committee meeting. This process was clarified; anyone wanting to depute can ask to be placed on the speakers list if requested a minimum of 48 hours in advance	
Adjournment	Motion to adjourn by Susan Fletcher seconded by Gerry Lang. Motion carried. Meeting adjourned at 9:40 a.m.	<b>ACTION:</b> Next meeting will be held on March 20, 2018 at 8:00 a.m., 5050 Yonge Street, Boardroom

