

**Name of Committee**: Community Use of Schools Community Advisory Committee

**Meeting Date**: Tuesday, May 9, 2023

A meeting of the Community Use of Schools Community Advisory Committee convened on **May 9, 2023,** from 8:04 a.m. to 09:59 a.m. via Zoom with Judy Gargaro presiding.

| **Attendance via Zoom**:**Also present were TDSB Staff:** | **Judy Gargaro** (Etobicoke Philharmonic Orchestra, Co-Chair), **Debbie King** (Trustee, Co-Chair), **Susan Fletcher** (SPACE), **Dennis Keshinro** (Belka Enrichment Centre), **Jonathan Wood** (Toronto Accessible Sports Council), **Alex Viliansky** (Felix Swim School), **Jessica Murphy** (Leacock Foundation), **Graham Welsh** (Toronto Sports Social Club), **Heather Mitchell** (Toronto Sports Council)**Maia Puccetti** (Executive Officer, Facilities & Planning), **Jonathan Grove** (Senior Manager, Operations, Maintenance & Community Use), **Ndaba Njobo** (Facility Permitting Co-ordinator) **Ugonma Ekeanyanwu** (Facility Permitting Team Leader), **Alex Tilley** (Executive Assistant), **Meenu Jhamb** (Administrative Assistant) |
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| Regrets: | **Patrick Rutledge** (Big League Book Club), **Dave McNee** (Quantum Sports and Learning Association), **Susan Orellana** (Jack of Sports Foundation, **Warren Kung** (Toronto Japanese School) |
| Guests: | **Wade Cameron** (NYAC), **Andres Tucci Clarke (**Sistema Toronto Academy), **Elizabeth Lukie** (Hutt Piano), **Nick Hurtado** (North Toronto Soccer Club)**, Sam Glazer** (Congregation Beth Haminyan), **Sharon Beeston** (Guest, Ward 11), **Carmine Grisola** (Edgely Soccer Club), **Dan MacLean** (Trustee, Ward 2), **Sara Ehrhardt** (Trustee, Ward 15), Zakir Patel,  |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION/ MOTION** |
| **Call to Order / Acknowledgement of Traditional Lands / Welcome and Introductions / Approval of Quorum** | * The meeting was called to order by Judy Gargaro at 8:04 a.m.
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| **Approval of Agenda** | * Agenda approved.
 | Susan FletcherJessica Murphy |
| **Approval of Minutes** **April 18, 2023** | * Minutes approved.
 | Jessica MurphySusan Fletcher |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | * Issuing and preparing permits for Summer Camps. Working diligently to make sure Summer Camps, schools, and maintenance and repair issues are accommodated. The Permit Unit is working with necessary departments and groups where accommodations are required.
	+ **Question**: What is typical turnaround time for permit approvals for Summer Camps at this point?
	+ **Answer**: TDSB turnaround on any permit, once the application process has started, is 14 business days. Challenge with Summer Camps is that before we can give go-ahead, we have to make sure the school is not hosting a Summer credit program, as coordinated by the Continuing Education department. The Permit Unit also has to reach out to TDSB Design and Renewal to clarify if there is expected maintenance that needs to be accommodated. The processing period differs from the submission period, where the processing period is the period that takes 14 business days; the submission period can be longer and permit processing will not be started immediately after submission.
	+ **Question**: How many schools that would have Summer Camps would normally be impacted by construction?
	+ **Answer**: Difficult to quantify as a construction block is entered into the permit system that prevents permitting at blocked schools, but we can quantify those that result in cancelled permits/displaced programs although we always work to offer alternative spaces. We also have a list of schools where construction is occurring over the Summer, but it won’t specify which sites were supposed to have Summer Camps. It is important to note that the Ministry of Education is pushing school boards to ramp up renewal work and spend uncommitted funding. The TDSB is working on a plan over the Summer to see how to accelerate the amount of renewal work in order to meet Ministry fixed timelines.
	+ **Question**: Will FOY program be happening? When will applications be opening and what is status for this year?
	+ **Answer**: That program is run by the Continuing Education department and not by the Permit Unit. Staff from the Continuing Education department spoke to CUSCAC in February and advised that they would report back in September on the program. Additionally, the TDSB Continuing Education web page has information regarding key dates around applications and placements: <https://www.tdsb.on.ca/Community/Community-Use-of-Schools/Focus-on-Youth/Community-Request-for-FOYT-Summer-Student-Employees>. It is recommended that any concerns or questions should be brought to the Continuing Education department to support/address.
* Outdoor fields are fully open. Official tests have already begun. Outdoor field community use permitting to begin Monday, May 15, 2023.
* Preparing for next school year permits.
* Many TDSB schools are hosting Toronto Mayoral elections on June 26, 2023, and the Permit Unit is working to address challenges. However, the Municipal Elections Act requires us to accommodate elections. Our commitment to Equity requires the Board to accommodate religious expectations, and Principals expecting us to accommodate graduations, but we are working to find solutions to all concerns.
* **How many permits are affected when Principals change?**
	+ The Committee is seeking to confirm how many schools are in a situation where a Principal is coming in or where a Principal move is occurring, and as a result how many permits are impacted by that Principal move.
	+ Permit Unit identified that this is not readily quantifiable, as there is no tracking mechanism on how Principal movements impact active permits.
	+ Concern is not specific to permits between 3:00 and 6:00pm as previously discussed, rather the impact that any Principal movement has on active permits at the school and ensuring that permit holders and applicants don’t have to rely on knowing the process in order to defend their position in ensuring the continued use of space.
	+ The Permit Unit has been working on messaging for Principals and are working with TSAA and Leadership Development on specified orientation and learning for incoming Administrators to prevent re-occurring concerns around permit applications between 3:00 and 6:00pm. We’re also looking at a strategy to ensure that messaging is clear to permit holders to ensure they have an understanding of the system.
	+ **Question**: Is there some way to ensure that when there is anticipated Administrator movement at a school, that active permits at those sites can be flagged?
	+ **Answer**: The Permit Unit will take this feedback and discuss internally in order to develop possible options with a more targeted approach. However, if there is a concern around a permit at a site, permit holders/applicants are suggested to always reach out to the Permit Unit to support, and failing that, to escalate to Maia or Jonathan.
* **Lack of onsite academic school representative for after school permits**
	+ Committee identified that is becoming challenging for 3:00 to 6:00pm period permits as there is not always an administrator available to cover off that period.
	+ The Permit Unit identified that concerns would be looked at on a case-by-case basis, where the Principal has responsibility and authority to make approvals. Concerns from Permit holders/applicants can be escalated from the local administrator to the Learning Network Superintendent of Education to address academic oversight. Additionally, it doesn’t have to be Principal oversight for Permitted programs; it can be Principal, Vice-Principal, or any other TDSB staff member who has teaching authority in that school (or supervisory authority of children). Board procedure is clear that before and after school permits follow three pathways/options: (1) a guest who is invited to present, such as for an event, and comes in at a specified time within Principal’s presence and oversight, but is not limited to 1-day and does not require a permit; (2) the community group is invited by the Principal and a partnership is developed between community group and the Principal; (3) or the community group is accepted as an approved permitted program and approved by the Principal. Most concerns arise when the Principal and community group do not develop a partnership and the community group is requested to pay for a permit to be in the school. Board policy identifies that schools can partner with registered not-for-profit groups, but if they are for profit they will not be eligible and will have to pay for Permitted use.
	+ The Committee identified that situations usually arise when there is full support of the program from the Principal, but the Principal is unable to provide full oversight and cannot guarantee staff availability or coverage. However, the Permit Unit clarified that concerns are fundamentally from when a Principal allows/support a community use of the site, but has not gone in a partnership and therefore the permit fees are not waived.
	+ **Question**: Are Lunchroom Supervisors and ECEs considered those with childminding authority for community groups?
	+ **Answer**: No.
	+ **Question**: Is there a way to request to speak to Principals at a larger meeting to talk about permit use and why it’s important or is there another department we could escalate this concern of issue to?
	+ **Answer**: We can potentially attempt to reach out to TSAA and the Educational Partnerships department, as the word ‘partnership’ for purposes of community use carries different meanings and is used in different ways.
	+ **Question**: Is there something Trustees can do to support this conversation?
	+ **Answer**: For a system perspective, it should be reminded of the significant role Superintendents of Education (SOE) have. SOEs work with Principals, as they have additional scope and eye across their Learning Network to identify concerns and offer solutions on a case-by-case basis, especially as it concerns community relationships and community use of schools.
 | **ACTION**: Permit Unit to provide list of schools unavailable for Summer Camps due to construction. **ACTION**: Facility Services team to seek feedback in the Late Fall 2023 from CUSCAC on the impact of accelerated construction plan.**ACTION**: Permit Unit to review flagging Permits at sites where Administrator movements are anticipated.**ACTION**: Maia to reach out to the Educational Partnerships department, TSAA, and Elizabeth Addo to potentially have each present on permitting between 3 and 6pm and provide additional context for the Fall. Maia, Jonathan, and Judy to meet offline to discuss how to find support for this concern. |
| **Community Partnerships with the TDSB/ Accessibility Report** | * Richard Christie, Senior Manager of Sustainability (TDSB), presented to the Committee the draft Accessibility Report

[DRAFT\_Establishing Accessible Pathways - May 9 2023.pdf](https://drive.google.com/file/d/1bC9dpGjNl3Ml5b00pYMnjgillamY6Oge/view?usp=share_link) (this is a draft presentation and remains preliminary and is subject to change)* + Richard and the Sustainability team are gathering feedback, continuing analysis and internal discussions as they work toward a final report to Board for Fall 2023
	+ **Question**: What is the funding pathway the Ministry of Education is advising in order to ensure compliance with Accessibility of Ontarians Act? How is the Ministry directing on how to fill that gap?
	+ **Answer**: It’s disconcerting that on one hand we have the obligation of compliance to Accessibility for Ontarians with Disabilities Act (AODA) while on the other hand the Ministry is providing no dedicated Accessibility funding. TDSB is in discussion with the Ministry about the use of Proceeds of Disposition for Accessibility projects, however the situation is province wide. An additional challenge is that the average age of TDSB buildings is 65 years, so it’s an even larger issue for us. The Ministry recommends utilizing School Renewal funding, but it’s not large enough to cover Accessibility and the many needs we have are funded through Renewal. Another thing to note is that although we do have AODA requirements in Ontario, we are not currently obligated to make existing buildings barrier-free. It is only when we have major renovations or are adding an addition to a school or site that we must make it barrier-free. This year the Ministry is restarting its building inspection program; there are now more criteria around accessibility. We are hopeful they are collecting this data to see what still needs to be done.
	+ If there are any additional concerns or questions, it is recommended to email Richard.Christie@tdsb.on.ca
	+ **Question**: What is the difference between School Condition Improvement (SCI) funding and school Renewal funding? Is there a limitation to SCI or how it is designated? How much in SCI is provided to TDSB?
	+ **Answer**: We have received the SCI grant every year for the past 7 years. It is a fixed amount, but we’ve been able to roll over unspent amounts. Recent Ministry announcements have stated that school boards need to use unused SCI funding by 2027, and we are therefore under a lot of pressure to perform and expedite as much renewal work as we can. On average, we receive between $240-260 million per year. Through SCI we are able to fund retrofits of existing components like washrooms to convert or add barrier-free access, but this funding is limited to a “like-for-like” use.
	+ **Question**: In developing catchments and K-12 accessibility pathways, is program delivery being considered?
	+ **Answer**: Current work that team has been doing has been from a Facilities lens, but the next layer before making specific decisions would require Academic colleagues to bring their lens, especially as it relates to Special Education, French Immersion, and other programming, and bringing in those perspectives as we move forward with the first tranche.
	+ **Question**: Is there an Accessibility template available per school for those who wish to be able to cite program options that have accessibility access? Would the Permit Unit have access to this information if not available?
	+ **Answer**: On the TDSB website there is a simplified version, but it does not include floorplans. Staff have access to information that includes additional information and features of buildings, and it is recommended to reach out to Principals to see what is available and what is not. If there is an accessibility concern at a school for purpose of community use, the Permit Unit reaches out to Compliance team (TDSB) who circles back with a confirmation on the site’s current accessibility compliance.
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| **Outstanding Action Items** | * Pools Working Group Update
	+ Can Community users assist with funds for repairs?
		- This has been sent to Toronto Lands Corporation (TLC) who identified interest in exploring this. It is anticipated that this will be brought back in the Fall for follow up.
	+ Shared Pool Repair

[POOL-RELATED PLANNED and IN-PROGRESS CONSTRUCTION PROJECTS - May 8th 2023 update.xlsx](https://docs.google.com/spreadsheets/d/1dujACf_UgDGbtYQy793X9I3Z7K9dZHip/edit?usp=share_link&ouid=102386464265606144113&rtpof=true&sd=true)(shared with Committee as an update on current Maintenance and repairs)* Many are quite complex from a mechanical design point of view, which can take 3 - 4 months to be designed, then tender. An update on the status of these projects is usually provided in June and then again in November. We are working on coming up with a longer-term plan of pool renovations that we know need to happen and to streamline when pools are closed and how long they’re closed for. We seek to do it in a way that doesn’t impact all pools in one area. We anticipate sharing this plan in the Fall.
* **Question**: Is there a certain mechanism TLC is using to reach out to different investors or the community?
* **Answer**: As a public organization, we always have to ensure we follow procedure that is fair and transparent. One of the ways TLC can do that is through an Expression of Interest (EOI) process, where they pre-qualify groups and then move those pre-qualified groups to a Request for Proposal. At this time there hasn’t been any update on them being approached, but they are having those conversations with the City as they work toward a use agreement.
* Committee Goals for 2023
	+ Co-Chair King and Gargaro met to develop draft discussion document, which they will provide an update on for June 2023
 | **ACTION**: Follow-up on community users assisting with funding for repairs to be followed up on in the Fall of 2023. **ACTION**: Maia and Jonathan to share long term plan of pool renovations for Fall 2023.**ACTION**: Co-Chairs to provide a follow up on Committee Goals for 2023 for the June CUSCAC meeting. |
| **Trustee Report** | * Trustee King acknowledged that May is Asian and Jewish heritage month
* Trustee King provided an update on Bill 98
	+ Bill 98 was announced April 17th, which proposes to change Early Childhood and Education Act
	+ There are concerns for TDSB and Public Education around authority and responsibility which would shift from the school boards to the Ministry of Education (MOE)
	+ Chair of Board delegating on Social policy May 9th, 2023, and we hope there will be more consultation from impacted school boards and school councils who will also be lending their voice.
* Staff have identified highlights around the updates to GSNs PPFs
	+ there is opportunity to delve into more detail at the next FBEC meeting, but key areas highlighted don’t have much impact to Community Use of Schools
	+ One supplement does apply to Custodial and Maintenance work that will be done under Safe Schools
	+ May 15th FBEC we will receive an update on GSN in greater detail and updated financial position of the Board. There has been scheduled a series of internal meetings and there is lots of opportunity for public delegations leading up to June 12th. Staff will present recommendations for operating and Capital budget on June 22nd. The submission to the MOE at the end of June.
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| **Other Business** | Nil. |  |
| **Adjournment** | 9:59 | Susan Fletcher |
| **Next Meeting Date** | **13 June 2023**, **8:00 a.m. via ZOOM** **Join Zoom Meeting**<https://tdsb-ca.zoom.us/j/92625331600?pwd=UDlJMmREUGxXNWJralZuTFNKYTdGdz09> Meeting ID: 926 2533 1600 Passcode: 177317 |  |

**Acronyms**

PSI – Provincial School Initiative FOY – Focus on Youth

LNSP – Local School Neighbourhood Program FBEC – Finance Board Enrolment Committee

PPF – Priority partnership funding GSN – Grant for Student Needs

PPC – Planning and Priority Committee PSSC – Program School Services Committee

TLC – Toronto Lands Corporation