

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

**Meeting Date**: Tuesday, November 8, 2022

A meeting of the Community Use of Schools Community Advisory Committee convened on **November 8, 2022,** from 8:00 a.m. to 9:42 a.m. via Zoom with Patrick Rutledge presiding.

| **Attendance via Zoom**:**Also present were TDSB Staff:** | **Lynn Manning** (Girl Guides of Canada, Ontario Council), **Graham Welsh** (Toronto Sports Social Club), **Heather Mitchell** (Toronto Sports Council), **Susan Fletcher** (SPACE), **James Li** (Trustee), **Patrick Rutledge** (Big League Book Club), **Susan Orellana** (Jack of Sports Foundation, **Elizabeth(Liz) Pounsett** (Young People’s Theatre), **Jonathan Wood** (Toronto Accessible Sports Council), **Sam Glazer** (Congregation Beth Haminyan), **Dennis Keshinro** (Belka Enrichment Centre), **Zakir Patel** (Trustee), **Alex Viliansky** (Felix Swim School), **Alan Hrabinski** (Toronto Basketball Association**Maia Puccetti** (Executive Officer, Facilities & Planning), **Ndaba Njobo** (Facility Permitting Coordinator), **Jonathan Grove** (Senior Manager, Operations, Maintenance & Community Use), **Ugonma Ekeanyanwu** (Facility Permitting Team Leader), **Meenu Jhamb** (Administrative Assistant), **Peter Chang** (System Superintendent, Continuing Education, Alt, Adult, Partnerships, Summer Program), **Norbert Costa** (Centrally Assigned Principal, Continuing Education) |
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| Regrets: | **Judy Gargaro** (Etobicoke Philharmonic Orchestra), **Dave McNee** (Quantum Sports and Learning Association), |
| Guests: | **Serban Genu,** (Benjamin Basketball), **Andres Tucci Clarke,** COO, Sistema Toronto Academy, **Wade Cameron,** North York Aquatic Club, **Richard J. Haldane** - F4AF Father's for a Future, **Trichelle Primo, (**BGC**)**, **Motunrayo Adejoke Balogun,** (Belka Enrichment Center) **Warren Kung** (Toronto Japanese School), **Jessica Murphy** (ED of Leacock Foundation), **Sharon Beeston** (Guest, Ward 11), **Dorothy** (Organization name not known) |

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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 Patrick Rutledge at 8:00 a.m
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| **Approval of Agenda** | * Agenda approved.
 | Jonathan WoodHeather Mitchell |
| **Approval of Minutes** **11 October 2022** | * Minutes were approved with amendments.

The word “**tournament**” was added to the item titled “**Exterior Facilities Working Group”** for more clarity on the 11 October 2022 meeting minutes. | Susan FletcherLynn Manning |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | **Update on Ongoing Items –** * **Impact of the strike and resumption of the permits** – Staff shared that a notice was sent to all the permit holders on 7th November 2022 regarding the resumption of permits from Thursday (November 10, 2022). TDSB before and after and Continuing Education programs are resuming today (November 8th, 2022). Permits for the weekend (5th & 6th of November) were canceled due to CUPE strike action.

The rationale behind the resumption of community use of schools on 10th November 2022 as opposed to 8th was requested.Staff responded that opening of school for in-person learning for the students is of paramount importance to TDSB, and to allow CUPE staff to undertake the normal needs of the buildings for the students, it was required to push the date of the community use of schools to November 10th. Staff further explained that Pools did not have operators from Thursday (November 3rd) until Monday (November 7th), TDSB staff needed some time to adjust a few things such as cleaning, pool chemistry, and adjustment of temperature before pools are ready for community use. * Patrick Rutledge acknowledged the efforts made by the board staff for the resumption of in-person learning for the students. He further mentioned that part of the responsibility of the permit holders is to educate participants on how the work is being prioritized by the school board staff and why certain decisions are made after the work stoppage.
* Executive Officer Maia Puccetti shared that 1/3 of our workforce is CUPE staff and she is happy that CUPE staff is back to work, and the kids are back to school. She further recognized the work done by CUPE staff on an everyday basis to support our schools. Maia also acknowledged the tremendous work done by Jonathan Grove and his team to support in these challenging times and to prepare the contingency plan in a short frame of time.
* **Definition of ‘spectators’** – Staff shared that the draft copy of the language defining ‘**attendee’** could not be provided in advance of this meeting however staff was considerably busy due to the work demands in light of the work stoppage by CUPE staff. However, this has been discussed with TDSB legal in detail and staff is looking at two different approaches of defining the term **‘Attendee”** viz. 1. **Permit participants** (engaged in the activity itself), 2. **Attendees** who are attending the activity and not participating in the activity directly. Having these two dimensions of the term we might be able to capture everyone who is coming to the building. The option of implementing this in Ebase is currently being explored, and confirmation from Ebase is yet to be obtained. The current expectation is to gather the permit participant numbers (whether involved in the activity directly or not) in such a way that this does not impact on the subsidy as subsidy rates are applied to those who are directly involved in the activity. The term ‘**spectators’** for larger tournament-style events still needs to be worked on. Upon approval from Ebase on creating two separate fields; 1. ‘**Participants’** (directly engaging in the activity) and 2. ‘**Attendees**’, further clarification related to insurance will be provided so that insurance captures children engaged in activity as well as volunteers, coaches, parents, and guardians who are in addition to the participants.
* Staff were asked about the expectation of the Board regarding the accuracy of numbers reported, given that it is hard to count the number of participants since many people can show up at a tournament. Staff responded that the tournament issue is yet to be addressed, however, TDSB would need the numbers to be quite accurate when the initial application is submitted. This is required to be compliant with fire codes and safety, especially when interior space is being used such as the gymnasium which has a limitation on the number of people allowed.
* Alex Viliansky shared that when he inquired with his insurance company the insurance company indicated that– ‘**Participant**’ is the legal term they use to cover all attendees. Staff responded that regardless of the terms an insurance company uses, the TDSB also has the responsibility to report numbers to the Ministry, hence the separation between the two groups: one for those engaging in the activity and the second group will be for those not actively participating.
* Elizabeth Pounsett requested that performing arts-based programming be considered in this discussion as large numbers of passive participants could also include audiences for final presentations of shows, dances, or other performing arts kids’ programs. She further stated that similar permits should be part of the discussion in terms of what constitutes a participant.
* CUSCAC was informed of the project work which has been undertaken by the Permit Department staff along with FOY students in getting pictures uploaded for each facility and the number of attendees permitted in each facility on eBase. When asked if the process is going to be different in the event the permit holder identifies that the space, he/she requested in the initial permit application cannot accommodate the number of participants due to the limitation of people allowed in the facility. Ndaba shared that the process will remain the same and the permit holders have an option of revising the numbers if things change. In the event that the facility they initially chose cannot accommodate the number of individuals attending the event, the space change request will also be entertained. Staff is only getting extra fields added in Ebase to collect the secondary info. It is our expectation that the permit holders provide the most accurate information for the number of participants to the best of their knowledge, the request for changing the number of participants and facility is going to be accommodated based on availability and may trigger the need for a different permit to reflect the change in event type/increased numbers.
* Jonathan Wood is seeking clarity on whether coaches, volunteers, and attendants count as participants in the permit from the insurance perspective. Ndaba explained that currently volunteers and coaches are counted as participants. Coaches and volunteers do not impact the category of a permit when assessing subsidy. However, we need to figure out how to present/access the following information: 1. Information required by the Ministry, 2. How to apply the subsidy rate, 3. Insurance Requirements. He also advised CUSCAC that the TDSB has shifted from parent/guardian to the term caregiver to widen the definition of who is responsible for minors. Committee members suggested that perhaps the terms active and passive participants might help in capturing the information needed for insurance and Ministry reporting purposes.

* **Emergency Fan Out Procedures –** Review is still underway, no update in the November meeting.
 | **ACTION:** Staff to provide language around how to complete the permit application for this section for potential applicants.**ACTION**: J. Grove might provide an update on the communication tree in the next meeting.  |
| **FOYT Update** | **Update – Focus on Youth Program*** Peter Chang shared that 660 students were supported through paid work and Co-op placements this year. 84 students were placed into co-op programs for credit accumulation. FOY department worked with 35 external not-for-profit agencies and with the help of these agencies, 600+ students were placed into employment opportunities. A few students were also placed in different departments of TDSB such as Facility Services, Centre of Excellence for Black Student Achievement, Human Resources, Legal and Safe and Caring schools to name a few, to give students a chance to explore potential career choices.
* Norbert Costa mentioned that the department always welcomes new partners and partners who had previously applied were contacted. He further mentioned that every single agency that requested students were provided a placement.
* Norbert also shared that FOY was in person this year, and there were some students in the second semester as part of the overall program. 250 additional students were supported who are in the second semester on top of 600+ in FOY. Overall, the program was a huge success, and the support of external agencies is greatly appreciated.
* Committee members requested/suggested the following:
	+ that the demographic information of the students who were selected for the FOY program be shared with this committee. Peter Chang responded that it is the board’s mandate to work with at-risk students from marginalized communities. The department uses the Learning Opportunities Index (LOI) to determine participants, as well as advice from guidance counselors, social workers, staff from support services, and principals/teachers/schools. While race and socio-demographic statistics are not collected, the FOY team will share the Ministry report if the Executive Officer confirms that is permitted.
	+ The number of students placed in external agencies versus TDSB departments, and where in the city they were placed. This committee feels strongly that the success of FOY is enhanced by the student’s involvement in their communities
	+ FOY needs to broaden their outreach to capture more students/new organizations
* Any idea of the funding for next year? Peter confirmed the TDSB received approximately $3M in the past few years; hope to receive the same amount next year so they can replicate the success with this year’s numbers

The timelines for the information to be posted on the FOY webpage for agencies and students to submit applications. Norbert explained that after the website is updated sometime in Feb 2023, the link for submitting applications should be ready in early March. Staff will then be able to work in April/May/June to hire and place students * Peter Chang and Norbert Costa will update this Committee again in February.
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| **Outstanding Action Items** | * **Pools Working Group Update**: Alex Viliansky shared a concern that guidelines around pool temperature need revision, especially regarding water temperature. Ndaba will discuss this with Jonathan Grove and may have an update in the next meeting.
* **Exterior Facilities Working Group**: Nil Report.
* **Communication and website Working Group Updates**: Nil Report.
* **Who is chairing the AGM** – Patrick Rutledge will discuss this with Judy.
* **Committee Vacancies (Category-B).** Members who are up for election this year under the following categories are **Judy Gargaro** (Arts and Hobbies), **Heather Mitchell and a few others** (Sports and Recreation)**, Denis Keshinro & Sam Glazer** (Alternate)(Faith-based), **Dave McNee** (Youth), Additional members - **Alan Hrabinski, Lynn Manning, Susan Orellana.** And we also have 2 new positions open - BIPOC and LGBTQ2s+. If anyone has questions about the election or would like to stand for the committee contact Chair Judy Gargaro. Please register to attend through the zoom link at https://forms.gle/s5FXY4TdPRmjX7549
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| **Trustee Report** | * Trustee Li shared that this is a transition period between the old and the new board. Post the November 15, 2022, organizational meeting, the Trustee for each committee for next year will be decided. Regardless of who gets selected for CUSCAC, Trustee Li will be representing the board for the AGM to make sure of a smooth transition and to support community partners.
* Patrick acknowledged that this committee has been well represented by Trustees who are up to date on CUS and we request that trustees be appointed to this committee who have knowledge of CUS and the challenges around funding. Trustee Li will discuss this with the Chair of the board.
* When asked what the backup plan is if CUPE goes on strike again, Trustee Li confirmed schools will have to close again until the union and government reach a consensus.
* Richard Haldane suggested that Trustee Orientation should happen before new trustees are elected for any CAC so that they are aware of the role and the expectations. There is a session tomorrow evening, and Trustee Li will bring this up.
 | **ACTION:** Trustee Li to provide an update.  |
| **Other Business** | * **Buildings with no air conditioner** - Staff were asked whether permit holders will be allowed to bring portable ACs in the buildings with no AC in summer. Maia responded that this will be discussed internally before any response can be provided. Maia also shared that if buildings without ACs are not opened for permitting, there will be very few spaces available for permitting.
* **Ministry Report for Community Use of Schools** – Staff were asked that a copy of the report on CUS usually sent in November to the Ministry be shared with this group at the January or February meeting. Maia will find out as this is done by another department.
* Staff were asked to pass on CUSCAC's appreciation to permit staff around the massive amount of work they had to deal with around the strike. Permit holders thank them for the work they have done to get activities back up and running.
 | **ACTION:** M. Puccetti**ACTION:** M. Puccetti to find out about the report. |
| **Adjournment** | * 9:42 a.m. Motion to adjourn – Elizabeth Pounsett and Dennis Keshinro
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| **Next Meeting Date** | **13 December 2022**, **8:00 a.m. via ZOOM****Join Zoom Meeting**https://tdsb-ca.zoom.us/j/99107301927?pwd=Z3VZNEdReUxseWtHZVNWbjY0VDhkZz09 |  |

**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