

Regular Meeting

December 15, 2010

A regular meeting was convened at 4:40 p.m. on Wednesday, December 15, 2010, in the Boardroom, 5050 Yonge Street, Toronto, with Chris Bolton, Chair of the Board, presiding.

The following members were present: Trustees Irene Atkinson, Chris Bolton, Sheila Cary-Meagher, Jerry Chadwick, Michael Coteau, Cathy Dandy, Chris Glover, Howard Goodman, Pamela Gough, John Hastings, Howard Kaplan, Shelley Laskin, Elizabeth Moyer, Stephnie Payne, Maria Rodrigues, Mari Rutka, David Smith, Chris Tonks, Sheila Ward, Soo Wong and Student Trustees Zane Schwartz and Jenny Williams. Regrets were received from Trustees Shaun Chen and Gerri Gershon.

209. Resolution Into Committee of the Whole (Private Session)

At 4:40 p.m., on motion of Trustee Gough, seconded by Trustee Cary-Meagher, the regular meeting resolved into Committee of the Whole (Private Session) to consider matters on the private agenda of the Committee of the Whole.

210. Reconvene

At 6 p.m., the regular meeting reconvened.

211. Committee of the Whole (Private), Report No. 29, December 15, 2010 (see page 903)

Trustee Goodman, seconded by Trustee Rutka, moved: **That Report No. 29 of the Committee of the Whole (Private), except Item 3, be adopted.**

The motion was carried.

Item 3 was adopted on a recorded vote (see Recorded Vote 86, page 901)

212. Recess

At 6 p.m., on motion of Trustees Goodman and Atkinson, the meeting recessed for dinner and reconvened at 7:05 p.m.

213. National Anthem

The national anthem was performed by Patrick Walton, an Emery Collegiate Institute student.

214. Memorials

The Chair expressed sympathy on behalf of the Board to the families of the following employees who recently died: Kimberley Cromie, Melina MacRae, Frank Scalzitti, Donna Schacter and Katayoun Kimiaee.

Trustee Laskin expressed sympathy on behalf of the Board to the family of Lilein Schaeffer, a first-term trustee of the Toronto District School Board who died on December 12, 2010. Trustee Laskin paid tribute to the memory of Lilein Schaeffer by recalling her many achievements and dedication to the welfare of children.

Staff informed the meeting that Bill Robinson, a valued member of the Maintenance Construction and Skilled Trades Council had recently died.

A moment's silence was observed in memory of those who had passed away.

215. Approval of the Agenda

Trustee Goodman, seconded by Trustee Rutka, moved: **That the agenda be approved.**

Trustee Goodman, seconded by Trustee Rutka, moved in amendment: **That a matter concerning the naming of a new school, John Polanyi Collegiate Institute, be added to the agenda.**

The amendment was carried.

The motion, as amended, was carried.

216. Matters to be Decided Without Discussion

Trustee Rutka, seconded by Trustee Atkinson, moved: **That the following matters presented as matters to be decided without discussion be approved or received, as appropriate:**

- (a) **Confirmation of Minutes of Meetings Held on November 10 and December 1, 2010**
- (b) **Renaming of the Whole Child Alternative School to Equinox Holistic Alternative School, Ward 15 [1681] (see page 905)**

That Whole Child Alternative School be renamed Equinox Holistic Alternative School.

- (c) **Accommodation Review Committee For Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy And Melody Village Junior School [1676] (see page 907)**

That an Accommodation Review Committee be established for Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy, and Melody Village Junior School.

- (d) **Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674] (see page 911)**

That an accommodation review committee be established for Church Street Junior Public School/Native Learning Centre, Jesse Ketchum Junior and Senior Public School, Lord Dufferin Junior and Senior Public School, Market Lane Junior and Senior Public School, Nelson Mandela Park Public School, Regent Park/Duke of York Junior Public School, Rose Avenue Junior Public School, Sprucecourt Junior Public School, and Winchester Junior and Senior Public School, Ward 14.

- (e) **Contract Awards, Facility Services [1671] (see page 915)**

That the contracts in Chart A be received and the contracts in Charts B and C be approved.

- (f) **Contract Awards [1679] (see page 921)**

That the contracts in Chart A be received and the contracts in Chart B be approved.

- (g) **Special Education Advisory Committee, Report No. 17, November 15, 2010 (For receipt) (see page 935931)**

- (h) **Budget Committee, Report No. 11, December 8, 2010 (see page 939931)**

1 Budget Committee Mandate

- (i) **Support for the Inclusion of Student Representation on the Board of the Toronto Transit Commission (presented by Trustees Wong and Goodman)**

That the letter to the City of Toronto councillors from the Toronto District School Board's and Toronto Catholic District School Board's student trustees seeking student representation on the Board of the Toronto Transit Commission¹ be endorsed.

- (j) **Establishment of an Ad Hoc Information Technology Committee (presented by Trustees Ward and Moyer)**

- (i) **That an Ad Hoc Information Technology committee be established as follows:**

- ***Members***

Seven trustees

- ***Mandate***

To work with senior staff to establish short- and long-term plans (three years and eight years) and to make recommendations to the Budget Committee by March 15, 2011 as to what the needs are, potential consequences of not taking action and a prioritized plan to meet the Board's needs

¹ The letter will be maintained in Board Services for a limited time.

(ii) **That the Ad Hoc Information Technology Committee cease to exist once the budget for 2011-12 is passed, unless the Board decides otherwise.**

(k) **Program and School Services Committee, Report No. 13 (Part 3), June 9, 2010 (see page 943931)**

1 Transition to Digital Textbooks

3 Review of Professional Support Services

The motion was carried.

217. Naming of a New Secondary School, John Polanyi Collegiate Institute (former site of Sir Sandford Fleming Academy) [1680]

The Board considered a staff report (see page 947931) presenting a proposed name for new school that will be located at 640 Lawrence Avenue West, site of the former Sir Sandford Fleming Academy.

Trustee Goodman, seconded by Trustee Kaplan, moved: **That the new secondary school located at 640 Lawrence Avenue West which will open in September 2011 be named John Polanyi Collegiate Institute.**

The motion was carried.

218. Audit Committee, Report No. 7, December 15, 2010 (see page 951931)

Trustee Ward, seconded by, Trustee Hastings, moved: **That Report No. 7 of the Audit Committee be adopted.**

The motion was carried.

219. Adjournment

At 8:05 p.m. on motion of Trustee Rutka, seconded by Trustee Kaplan, the meeting adjourned.

Chris Bolton
Chair

Summary of Recorded Votes

Trustee	Recorded Vote 86 (see p. 897)
Atkinson	Y
Bolton	*
Cary-Meagher	Y
Chadwick	Y
Chen	A
Coteau	Y
Dandy	A
Gershon	A
Glover	A
Goodman	Y
Gough	Y
Hastings	N
Kaplan	Y
Laskin	Y
Moyer	Y
Payne	A
Rodrigues	Y
Rutka	Y
Smith	Y
Tonks	A
Ward	N
Wong	Y
Total Y	13
Total N	2
Total A and C	6

Y Vote in favour N Vote against A Absent * No vote cast (the Chair). The Board's Bylaws, Section 154 states: "The chair may vote once on each motion considered by the Board."

N* No vote cast. The Board's Bylaws, Section 15.3 states: A member of the Board, except the chair, who is present and who fails to vote on a motion shall be deemed to have voted against the motion.

C Absent due to declaration of a possible conflict of interest

Committee of the Whole (Private), Report No. 29, December 15, 2010

Committee of the Whole (Private)

Report No. 29

December 15, 2010

A regular meeting of the Committee of the Whole (Private Session) was convened at 4:40 p.m., Wednesday, December 15, 2010, in the Boardroom at 5050 Yonge Street, Toronto, Ontario with Cathy Dandy, Vice-Chair of the Board, presiding.

The following members were present: Trustees Irene Atkinson, Chris Bolton, Sheila Cary-Meagher, Jerry Chadwick, Michael Coteau, Cathy Dandy, Chris Glover, Howard Goodman, Pamela Gough, John Hastings, Howard Kaplan, Shelley Laskin, Elizabeth Moyer, Stephnie Payne, Maria Rodrigues, Mari Rutka, Chris Tonks, Sheila Ward and Soo Wong. Regrets were received from Trustees Shaun Chen, Gerri Gershon and David Smith. Student Trustees Zane Schwartz and Jenny Williams did not participate in part of the meeting as required by the *Education Act*, sections 55 (5) and 207 (2).

1. Private Property Matter

The Committee considered a staff report (as shown in the private minutes of the Committee of the Whole) concerning a private property matter.

The Committee of the Whole **RECOMMENDS** that the private property matter (as contained in the private minutes of the Committee of the Whole) be adopted

2. Selections, Transfers and Placements of Principals and Vice-principals

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) presenting selections, transfers and placements of principals and vice-principals for approval.

The Committee of the Whole **RECOMMENDS** that the selections, transfers and placements of principals and vice-principals be approved.

3. Staff Changes

The Committee considered a report from staff presenting staff changes (as shown in the private minutes of the Committee of the Whole).

The Committee of the Whole **RECOMMENDS** that the staff changes be approved.

4. Private Matter Related to the Security of the Board's Assets

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) concerning a matter related to the security of the Board's assets.

The Committee of the Whole **RECOMMENDS** that the matter be received.

Committee of the Whole (Private), Report No. 29, December 15, 2010

5. Private Pupil Matter

The Board considered a staff report (as shown in the private minutes of the Committee of the Whole) concerning a private student matter.

The Committee of the Whole (Private) **RECOMMENDS** that a private student matter as contained in the private minutes of the Committee of the Whole (Private) be received

6. Special Education Advisory Committee Membership

The Committee considered a report from staff (as shown in the private minutes of the Committee of the Whole) presenting local associations for appointment to the Board's Special Education Advisory Committee.

The Committee of the Whole (Private) **RECOMMENDS**:

(a) That the following associations be appointed to the Board's Special Education Advisory Committee for the term 1 December 2010 to 30 November 2014:

- Association for Bright Children (ABC);
- Autism Society of Ontario (Toronto Chapter);
- Brain Injury Society of Toronto;
- Community Living Toronto;
- Down Syndrome Association of Toronto;
- Easter Seals Ontario;
- Epilepsy Toronto;
- FASworld Toronto (Fetal Alcohol Syndrome world) (new to SEAC);
- Learning Disabilities Association of Toronto;
- Tourette Syndrome Foundation of Canada;
- VIEWS for the Visually Impaired;
- Voice for Hearing Impaired Children; and

(b) That the process to determine additional community representation on the Special Education Advisory Committee be referred to the Human Resources and Professional Learning Committee as decided by the Board November 10, 2010.

Chris Bolton
Chair of the Committee

Adopted December 15, 2010 (see pages 897)

Renaming of the Whole Child Alternative School to Equinox Holistic Alternative School, Ward 15 [1681]

Renaming of the Whole Child Alternative School to Equinox Holistic Alternative School,
Ward 15 [1681]

As presented to the Board on December 15, 2010 (see page 898).

Arising from a request from the community, the Board decided on September 7, 2010 to begin the renaming process for Whole Child Alternative School in accordance with policy P047, Naming Schools and Special Purpose Areas.

Whole Child Alternative School was opened in September 2009. Its focus is on an integrated, experiential curriculum to address the needs of the whole child, with an emphasis on all arts as key instructional vehicles.

Consultation Process

In the spring of 2010, parents from the Whole Child School community engaged in discussions regarding renaming their school. Following Board approval to begin the process, a Renaming Committee composed of Trustee Dandy, Superintendent Mike Gallagher, School Council members, parents, community members and school staff was struck to begin the process of deciding on a new name. A series of meetings were held in October and November 2010 to facilitate the renaming process. In accordance with operational procedure PR592, notice of a public meeting was distributed to the community for a Town Hall meeting held November 15, 2010.

Naming Criteria

In addition to the naming criteria outlined in the policy, the Renaming Committee determined that proposed new names also meet the following additional criteria:

- reflects or connects to the schools values and mission;
- stands up for use in the public eye; and
- suitable for students from Kindergarten to Grade 8.

Names were generated by members of the community and students in the school. More than 35 names were submitted and narrowed to a selection of three names by the Renaming Committee. The three choices were: Ashdale Holistic Alternative School, Four Pines Holistic Alternative School and Equinox Holistic Alternative School.

Voting Process

The following members of the community were provided with ballots:

- Each Class - the students in each class voted to determine what would be their class vote;
- Each Family - students and parents submitted their family vote;
- Each Whole Child School Teacher;

Renaming of the Whole Child Alternative School to Equinox Holistic Alternative School, Ward 15
[1681]

- Each Whole Child School Support Staff & Administrators (office, custodial, lunch room, snack program, etc.); and
- Each person in the physical school who directly supports students (staff and teachers from Roden PS, Parenting Centre, Daycare Centre).

Outcome

Votes were counted on November 22, 2010. A total of 106 votes were counted – 19 families did not vote. The following results include each class vote:

- Ashdale Holistic Alternative School: 36 votes;
- Four Pines Holistic Alternative School: 28 votes; and
- Equinox Holistic Alternative School: 42 votes.

The Renaming Committee noted that the name Equinox Holistic Alternative School:

- evokes a sense of deep connection to the natural world and celebrates the shifting of seasons and the adaptation to the earth over the passage of time;
- is cross-cultural, timeless and recognized throughout all cultures as celebrations of passages; and
- exemplifies the synthesis of intellect and intuition that is explored in the school.

Conclusion

The Whole Child Renaming Committee consulted widely with the community to develop a process that was accountable, transparent, inclusive, and representative of the majority opinion of the community.

For the Board's decision see page 898.

Accommodation Review Committee For Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy And Melody Village Junior School [1676]

Accommodation Review Committee For Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy And Melody Village Junior School [1676]

As presented to the Board on December 15, 2010 (see page 898).

Humberwood Downs Junior Middle Academy has a Ministry-rated capacity of 1,075 and is located in a common facility shared with Toronto Catholic District School Board's Holy Child Catholic School, Humberwood Public Library, Humberwood Community Centre, and Macaulay Child Development Centre.

In 1999, the Board approved boundary changes to deal with mounting enrolment pressures at Humberwood Downs Junior Middle School. Unlike other schools where portables can be added to accommodate excess enrolment or an addition can be constructed, at this site, these options are limited because the facility is on an arboretum. Furthermore, the contractual agreements bind all parties (the City, the Catholic School Board, the TDSB, and the Library Board) to approve any additions, improvements or changes to the property.

As a result of enrolment pressures, students in new residential developments in the area of Humberwood Downs have been re-directed to Elmbank Junior Middle Academy and Greenholme Junior Middle School. In particular, residents in a development on Queen's Plate Drive have been disenchanted about their redirection to Elmbank Junior Middle Academy and have been requesting that the area be re-evaluated.

A review of broader enrolment patterns and capacities in surrounding area will provide an opportunity to assess the strategic location of schools, re-define boundaries, and program placement.

Enrolment and capacity data for the schools named above is provided below.

In accordance with the Board's operational procedure for Accommodation Reviews, a Local Feasibility Team was formed to begin to analyze future enrolments and accommodation needs in the area. The Local Feasibility Team is provided below.

The Local Feasibility Team and staff are now recommending that the Board approve the establishment of an Accommodation Review Committee. In effect, the initial work of the Local Feasibility Team will be assumed by a formal committee. An Accommodation Review is requested as one of the options that may be considered is the consolidation of schools and or boundary changes or grade configurations that could have a material effect on existing schools. To consider these options, compliance with the pupil accommodation review guidelines of the Ministry of Education is required.

Accommodation Review Committee For Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy And Melody Village Junior School [1676]

Enrolment and School Capacity Data Status Quo

School Name	Existing Grades Served	Actual Enrolment 2009 (Head Count)	Existing Ministry Rated Capacity	Projected Utilization Rate 2019 (Head Count)
Albion Heights JMS	JK-8	415	507	82%
Elmbank JMA	JK-8	550	766	72%
Greenholme JMS	JK-8	507	712	71%
Humberwood Downs JMA	JK-8	1,014	1,075	94%
Melody Village JS	JK-5	353	444	80%
Total		2,839	3,504	81%

School Name	Existing Grades Served	Projected Enrolment 2019 (Head Count)	Existing Ministry Rated Capacity	Projected Utilization Rate 2019 (Head Count)
Albion Heights JMS	JK-8	338	507	67%
Elmbank JMA	JK-8	488	766	64%
Greenholme JMS	JK-8	516	712	72%
Humberwood Downs JMA	JK-8	927	1,075	86%
Melody Village JS	JK-5	371	444	84%
Total		2,640	3,504	75%

Report of Local Feasibility Team

Issue	In 2010, a Local Feasibility Team (LFT) was formed to review the long standing accommodation concerns relating to HDJMA, Queen's Plate Drive students, and other surrounding schools.
Background information	<p>HDJMA opened in 1996. It is located in a facility shared with Toronto Catholic District School Boards (TCDSB) Holy Child Catholic School, Humberwood Public Library, Humberwood Community Centre, and the Macaulay Child Development Centre. HDJMA is fully utilized and is currently occupying classrooms that are exclusive to TCDSB. This usage is controlled by a contractual agreement.</p> <p>Due to enrolment pressures in the area, recently completed residential developments at 700 and 710 Humberwood Blvd. have been redirected to Greenholme JMS from HDJMA. Additional proposed development at 720 Humberwood Blvd. is also proactively redirected to Greenholme JMS.</p>

Accommodation Review Committee For Albion Heights Junior Middle School, Elmbank Junior Middle Academy, Greenholme Junior Middle School, Humberwood Downs Junior Middle Academy And Melody Village Junior School [1676]

	<p>The schools in the vicinity of HDJMA are Albion Heights JMS, Elmbank JMA, Greenholme JMS, and Melody Village JS. Albion Heights JMS, Elmbank JMS, and Greenholme JMS are JK-8 schools. Melody Village JS is a JK-5 school that feeds into Elmbank JMA for grade 6-8.</p> <p>Albion Heights JMS (76%), Elmbank JMA (71%), Greenholme JMS (71%) are under-utilized and all have Full Day Kindergarten. Melody Village JS is also under-utilized (72%).</p> <p>In addition to the recent residential development in the HDJMA area, there will be further residential development activity at 555 Rexdale Blvd. which is close to the Woodbine and Mohawk Racetrack. Currently, this area does not have an attendance area.</p>
Recommendation	<p>After reviewing the data and the potential options, the Local Feasibility Team concluded that the local schools have significant accommodation pressures that are best resolved through an Accommodation Review. Local schools identified through the feasibility study represent the grouping of schools that can best address the accommodation pressures in the area.</p> <p>The Local Feasibility Team recommends that the Board establish an Accommodation Review Committee to consider the consolidation of schools or boundary changes or grade configurations that could affect more than 50% of the enrolment of a school.</p>

For the Board's decision see page 898.

Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674

Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674]

As presented to the Board on December 15, 2010 (see page 898).

The schools in the proposed Accommodation Review include: Church Street Junior PS/Native Learning Centre, Jesse Ketchum Junior and Senior PS, Lord Dufferin Junior and Senior PS, Market Lane Junior and Senior PS, Nelson Mandela Park PS, Regent Park/Duke of York Junior PS, Rose Avenue Junior PS, Sprucecourt Junior PS, and Winchester Junior and Senior PS.

The southeast area shown on the map is undergoing significant transformation. The Regent Park revitalization project, approved by the City of Toronto in 2003, has resulted in major changes to that area.

Nelson Mandela Park Public School, a school in the Regent Park community, is being rebuilt through Prohibitive to Repair funding already secured from the Ministry of Education. The design and pre-construction phase of the reconstruction of Nelson Mandela Park PS is already underway. The City of Toronto has also authorized the construction of a new community centre in conjunction with the reconstruction of the school. The rebuilt school is expected to open in September 2012.

Staff is recommending that Nelson Mandela Park PS be part of an Accommodation Review to determine the appropriate capacity of the rebuilt school and to provide an opportunity to address student accommodation needs in the area including potential consolidation, the school configurations of other schools, and potential boundary changes.

Enrolment and capacity data for the schools named above is provided below.

In accordance to the Board's operating procedure for Accommodation Reviews, a Local Feasibility Team was formed to begin to analyze future enrolments and accommodation needs in the area. The report of the Local Feasibility Team is provided below.

The Local Feasibility Team and staff are recommending that the Board approve the establishment of an Accommodation Review Committee. In effect, the initial work of the Local Feasibility Team will be assumed by the formal committee. An Accommodation Review is being requested to consider the option of consolidating a school with the rebuilt Nelson Mandela Park PS, and the resulting impact on the schools in the area. To consider this option, compliance with the pupil accommodation review guidelines of the Ministry of Education is required.

Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674

Enrolment and School Capacity Data Status Quo

School Name	Existing Grades Served	Actual Enrolment 2009 (Head Count)	Existing Ministry Rated Capacity	Projected Utilization Rate 2019 (Head Count)
Church St Jr PS/Native Learning Ctr	JK-6/9-12	296	486	61%
Jesse Ketchum Jr and Sr PS	JK-8	393	604	65%
Lord Dufferin Jr and Sr PS	JK-8	415	703	59%
Market Lane PS	JK-8	364	435	84%
Nelson Mandela Park PS	JK-8	461	690	67%
Regent Park/Duke of York Jr PS	JK-6	334	604	55%
Rose Avenue Jr PS	JK-6	644	733	88%
Sprucecourt Jr PS	JK-6	338	452	75%
Winchester Jr and Sr PS	JK-8	392	556	71%
Total		3,637	5,263	69%

School Name	Existing Grades Served	Projected Enrolment 2019 (Head Count)	Existing Ministry Rated Capacity	Projected Utilization Rate 2019 (Head Count)
Church St Jr PS/Native Learning Ctr	JK-6/9-12	275	486	57%
Jesse Ketchum Jr and Sr PS	JK-8	354	604	59%
Lord Dufferin Jr and Sr PS	JK-8	390	703	55%
Market Lane PS	JK-8	342	435	79%
Nelson Mandela Park PS	JK-8	501	690	73%
Regent Park/Duke of York Jr PS	JK-6	380	604	63%
Rose Avenue Jr PS	JK-6	604	733	82%
Sprucecourt Jr PS	JK-6	327	452	72%
Winchester Jr and Sr PS	JK-8	502	556	90%
Total		3,675	5,263	70%

Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674

Report of Local Feasibility Team

Issue	<p>The Ministry of Education has approved Prohibitive to Repair funding for the reconstruction of Nelson Mandela Park Public School. The design and pre-construction phase are already underway. An Accommodation Review is required as soon as possible to determine potential consolidation in the area that will directly impact the appropriate capacity of the reconstructed school.</p>
Background information	<p>During the 2003-04 school year, representatives from Lord Dufferin Public School, Nelson Mandela Park Public School, Regent Park/Duke of York Public School and Sprucecourt Public School, as well as the community, met several times to consider the impact of the Toronto Community Housing Corporation's (TCHC) Regent Park Revitalization. The work-group included administrators and staff representatives of the schools identified above, the local Trustee, as well as parents and community members. As Phase One of Revitalization took shape, further discussions were held in the school communities, including a Local Feasibility Process.</p> <p>In the meantime, the TDSB engaged in direct partnership with the City of Toronto and TCHC to ensure the realization of a community hub that would combine school, child care, recreational facilities and other services. City approval was given to build a Community Centre adjacent and linked to Nelson Mandela Park Public School. An Employment Centre will be housed within the Community Centre facility. Purpose-built Child Care space will be integrated into the school's design.</p> <p>The Ministry of Education has approved funding and granted approval to proceed with a project valued at \$18.18 million. A Local School Community Design Team worked through the 2009-10 school year, and arrangements were made to temporarily relocate students and staff for the duration of the rebuilding project. Nelson Mandela Park Public School will reopen in September 2012.</p>
Recommendation	<p>A Local Feasibility Team met in the fall of 2010 to review all of the current issues. A review of broader enrolment patterns and capacities in the surrounding area is needed to provide an opportunity to re-define boundaries and evaluate program</p>

Accommodation Review Committee for Church Street Jr. PS, Jesse Ketchum Jr. and Sr. PS, Lord Dufferin Jr. and Sr. PS, Market Lane Jr. and Sr. PS, Nelson Mandela Park PS, Regent Park/Duke of York Jr. PS, Rose Avenue Jr. PS, Sprucecourt Jr. PS and Winchester Jr. and Sr. PS, Ward 14 [1674

	<p>placement.</p> <p>The Local Feasibility Team recommends that an Accommodation Review Committee be established for Church Street Public School/Native Learning Centre, Jesse Ketchum Public School, Lord Dufferin Public School, Market Lane Public School, Nelson Mandela Park Public School, Regent Park/Duke of York Public School, Rose Avenue Public School, Sprucecourt Public School and Winchester Public School) to consider the future of the schools in the Regent Park Community.</p>
Rationale	<p>In light of enrolment trends, and since Nelson Mandela Park Public School will be rebuilt, a review of the area is necessary to determine its appropriate capacity, future school configurations, and potential boundary changes, along with the impact on surrounding schools.</p> <p>It is expected that, if the Board approves the recommendations that come from the Accommodation Review, changes would be implemented beginning in September 2012.</p>

For the Board's decision see page 898.

Contract Awards, Facility Services [1671]Contract Awards, Facility Services [1671]

As presented to the Board on December 15, 2010 (see page 899).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information; Chart 2 outlines contracts requiring Operations and Facilities Management Committee approval; and Chart 3 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.

Chart 4 is a summary of contract awards for selected Facility Service projects for the period September 2006 to date.

Funding sources are identified for each award listed.

The Process

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 \$1.5 million or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in Daily Commercial News and two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the 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 and Distribution Services department.

Contract Awards, Facility Services [1671]

Chart 1: Facilities Contract Awards Provided for Information (over \$50,000 and up to \$250,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
ROOFING											
1	Strategic Building and Renewal	Partial Roof Replacement at Bathurst Heights CN11-030T. Roof has numerous leaks that cannot be repaired. Roof area G is suitable for Solar panel installation but Roof area A is not.	8	Bothwell-Accurate	Yes	No	8	\$131,186	November, 2010/ December 30, 2010	Strategic Building and Renewal	Leased Renewal Revenue Good Places to Learn
2	Strategic Building and Renewal	Partial Roof Replacement Area H at Jarvis C.I. STM11-033Q Roof over Room #264 is leaking badly and beyond repair. Replacement is required. Installation of PV Panels may be possible (reinforcement of roof structure is required)	14	Nortex Roofing	Yes	No	3	\$69,800	November, 2010/ November 30, 2010	Strategic Building and Renewal	Good Places to Learn
BUILDING AUTOMATION SYSTEMS											
3	Strategic Building and Renewal	EES Batch #2 Energy Project BAS Measure RB11-019T Second Street P.S. BAS Upgrade of the old inefficient BAS as part of an Energy Conservation Project to reduce Energy consumption at the Facilities	3	ESC Automation	Yes	No	2 BAS 6 Mechanical	\$154,640	November, 2010/ March 4, 2011	Strategic Building and Renewal	Capital Energy Efficient Schools
4	Strategic Building and Renewal	EES Batch #2 Energy Project BAS Measure RB11-019T Mason P.S. BAS Upgrade of the old inefficient BAS as part of an Energy Conservation Project to reduce Energy consumption at the Facilities	18	ESC Automation	Yes	No	2 BAS 6 Mechanical	\$83,000	November, 2010/ March 21, 2011	Strategic Building and Renewal	Capital Energy Efficient Schools
5	Strategic Building and Renewal	EES Batch #2 Energy Project BAS Measure RB11-019T St Andrews P.S. BAS Upgrade of the	19	ESC Automation	Yes	No	2 BAS 6 Mechanical	\$115,390	November, 2010/ March 21, 2011	Strategic Building and Renewal	Capital Energy Efficient Schools

Contract Awards, Facility Services [1671]

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
		old inefficient BAS as part of an Energy Conservation Project to reduce Energy consumption at the Facilities									
6	Strategic Building and Renewal	EES Batch #2 Energy Project BAS Measure RB11-019T Heritage P.S. BAS Upgrade of the old inefficient BAS as part of an Energy Conservation Project to reduce Energy consumption at the Facilities	21	T.A.C. Controls	Yes	No	2 BAS 6 Mechanical	\$121,925	November ,2010/ March 4, 2011	Strategic Building and Renewal	Capital Energy Efficient Schools
MINISTRY GRANT – PRIMARY CLASS SIZE CAP											
	None										
OTHER											
7	Strategic Building and Renewal	Interior Alterations, Classroom and Music Room at John Fisher Jr. P.S. Interior upgrades; converting existing lunch area to a classroom due to increased enrolment.	13	Orlando Marchese Contracting Ltd.	Yes	No	4	\$53,400	August, 2010/ October, 2010	Strategic Building and Renewal	Revitalization Program (SFRMP-III Capital)
8	Strategic Building and Renewal	Barrier Free Upgrades at Downsview S.S. STM11-014Q A new DD program has started in September 2010. The program demands improved accessibility for students	5	Centrum Renovations & Repairs Inc.	Yes	No	7	\$63,123	October 2010/ December 31, 2010	Strategic Building and Renewal	Revitalization Program (SFRMP-Capital)

Chart 2: Facilities Contracts Requiring Operations and Facilities Management Committee Approval (over \$250,000 and up to \$500,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
OTHER											
1	Strategic Building	Oakwood C.I. Pool Conversion to	9	Classic Construc-	Yes	No	5	\$450,235	December, 2010/	Strategic	Revitaliza-

Contract Awards, Facility Services [1671]

User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
and Renewal	fitness Room RB11-027T Convert the pool to fitness and weight lift room to accommodate an immediate need of the school		tion					February 28, 2011	Building and Renewal	tion Program (SFRMP-III Capital)

Chart 3: Facilities Contracts Requiring Board Approval (over \$500,000 and Consulting Services over \$50,000)

User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
OTHER										
1	Facility Services		Pileggi Landscaping Across Canada Construction North Shore Eavestroughing Manning General Landscape Four Seasons Forest Ridge Landscaping Inc. Beaver Integrated Park Avenue Jimrick's Property Services Adonis Enterprises Terzo DI Bros Stoneworks Contracting Vertical Horizons Hank Deenan Landscaping Ranger Landscaping	No ¹	No	17	\$625,000 ² (in total split between shown suppliers)	November, 2010/ April 25, 2014 ³	Facility Services	Facility Services

Contract Awards, Facility Services [1671]

- 1 Not all low bids can be considered due to volume of work (capacity issues)
- 2 Increase of 24% compared to previous contract
- 3 Letters of Intent issued

Chart 4: Summary of Select Facilities Contracts: (September 1, 2010 to Present)

<u>Project Classification</u>	<u>Total Expenditures For this Report</u>	<u>Total Number of Projects for this Report</u>	<u>Total Number of Projects 2010/11 to date</u>	<u>Total 2010/11 Contract Awards Reported to Date</u>	<u>Total Number of Projects 2009/10</u>	<u>Total 2009/10 Contract Awards</u>
Boilers	\$0	0	0	\$0	2	\$669,900
Roofing	\$200,986	2	7	\$708,904	18	\$2,418,604
Building Automation Systems (BAS)	\$474,955	4	4	\$474,955	8	\$1,432,720
Heating Ventilation Air Conditioning (HVAC)	\$0	0	4	\$397,790	2	\$330,000
Swimming Pools	\$0	0	0	\$0	28	\$8,442,356
Ministry Grant – Primary Class Size Cap	\$0	0	0	\$0	0	\$0
TOTAL	\$675,941	6	15	\$1,581,649	58	\$13,293,580

For the Board’s decision see page 899.

Contract Awards [1679]Contract Awards [1679]

As presented to the Board on December 15, 2010 (see page 899).

In accordance with the Board's policy P017, Purchasing, the attached charts present contracts for receipt or approval, as appropriate.

Contracts related to the Board's Facility Services function are presented separately to the Operations and Facilities Management Committee.

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information and Chart 2 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.

Funding sources are identified for each award listed.

The Process

Purchasing and Distribution Services, where possible, invited bids from a minimum of three firms. Requirements expected to exceed \$100,000 were also posted on two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the 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 and Distribution Services Department.

Contract Awards [1679]

Chart 1: 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	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Music Department	Toronto Symphony Orchestra Performances (see note below)	N/A	Toronto Symphony Orchestra	N/A	N/A	N/A	\$101,845	November, 2010/ April, 2011	Music Department

Chart 2: 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	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	All Schools and Departments	Interactive Whiteboards and Mobile Interactive Whiteboard Systems DS10-119P (see note below)	NA	Advanced Presentation Products Metafore Dell	No	No	18	\$1,000,000 (in total, split between shown suppliers)	December, 2010/ December 31, 2012	ITS, PDS, School Administrators, & Teachers
2	All Schools	Vendors of Record – Repairs to Musical Instruments SM06-333P & SM08-112P 1-Year Extension (see note below)	N/A	CMI Cosmo Music Long & McQuade Music Tech Services The Music Lab Gary Armstrong George Crane Dennis Kostaki Sharps & Flats Harmony Music Mikhail Sherman St. John's String Tech The Drum Doctor Pan-Yard Steeltone Musical	N/A	N/A	25	\$400,000 ¹ (in total, split between shown suppliers)	January 1, 2011/ December 31, 2011	Music Division & PDS Staff

Contract Awards [1679]

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
				George Heint The Sound Post Toronto's Finest Violin Shop Allan Diplock Piano Glen C. Beard Clark-Wright Nick Vanweerdenburg Robert Goodall Paul Hahn & Co. Piano Tune						
3	All Schools	Vendors of Record to Supply Student Planners/Agendas SM08-243P 1-year extension (see note below)	N/A	Aupel Inc. Premier School Agendas	N/A	N/A	N/A	\$200,000 ² \$1,186,000 ²	January 1, 2011/ December 31, 2011	Elementary & Secondary Principals, Communications & PDS Staff
4	All Schools	School Combination Locks SM08-244T 2-year extension	N/A	Master Lock Company	N/A	N/A	N/A	\$146,000 ³	December 15, 2010/ December 14, 2012	PDS
5	All Schools and Departments	Next-Day Courier Services (see note below)	N/A	Canpar Transport L.P.	N/A	N/A	N/A	\$150,000	December, 2010/ August 31, 2013	Provincial Government Contract
6	IT Services	Firewall Upgrade AS11-002T (see note below)	N/A	LCM Security	N/A	N/A	1	\$420,038	December, 2010	ITS

1 Musical Instrument Repair pricing will remain at current rates for this extension year

2 The split of the total 1-year extension contract value of \$1,386,000 is based upon the historical spending patterns of schools between the two suppliers. Schools are able to select their vendor of choice; Premier pricing remains unchanged from original contract pricing; Aupel pricing is increasing 1.7% from original contract pricing

3 Costs are mainly recovered from sale of locks to students. Proposed contract prices will remain unchanged from original contract pricing for the 2-yr extension

Contract Awards [1679]

Toronto Symphony Orchestra Performances

Blocks of tickets are purchased by the Music Department in advance of the upcoming Toronto Symphony Orchestra performances. The discounted tickets are purchased for Primary, Junior, Intermediate, and French concerts.

Schools purchase tickets directly from the Music Department through funds transfer. The expenditures at the school level are generally recovered from students/parents.

Interactive Whiteboards and Mobile Interactive Whiteboard Systems

An interactive electronic whiteboard is a teaching aid, approximately 78" wide (other sizes available), which interprets a projected two-dimensional surface that interacts with a computer's desktop through a data projector. Once the computer image is projected on the board, staff and students have control of the computer using touch sensitive screens.

Purchasing & Distribution Services staff, in consultation with Information Technology Services and school based staff (Customer Committee) issued Request for Proposals (RFP) DS10-119P, and submissions were received from the following bidders:

- Advanced Presentation Products
- CBCI Telecom
- CDI Computer Dealers
- CDW Canada
- Cinema Stage Inc.
- Copyland Systems Inc.
- Dell Canada Inc.
- Duocom Canada Inc.
- Egan Teamboard Inc.
- FirstVision AV Integration
- Higher Definition Inc.
- Mayhew & Associates
- Metafore Technologies
- Nationwide Manufacturing
- Precision Sound Corporation
- Scholar's Choice
- Sharp's Audio Visual
- Sound Video Solutions

Short-listing criteria included pricing, multiple bids based on same manufacturers' products, unreasonable delivery lead times, and inability to provide all requirements were applied to all submissions. The twelve short-listed firms were invited to demonstrate their products to the Customer Committee over a three-day period.

Contract Awards [1679]

The Customer Committee evaluated the bids and presentations from the short-listed vendors and recommend Advanced Presentation Products, Metafore, and Dell as the vendors of record for the following reasons:

Advanced Presentation Products (SmartBoard product)

- Product availability
- Software can be downloaded to all TDSB computers as well as teachers and students home computers free of charge
- Technical support provided that can handle the needs of TDSB
- Software that corresponds with Ontario curriculum

Metafore (Promethean product)

- Product availability
- Software packages included in price
- Technical support provided than can handle the needs of TDSB
- The board allows for dual touch point of contact which is preferable for special education classes (physically disabled students)

Dell (Mobi product)

- Product availability
- Product works with or without dedicated whiteboard
- Software packages included in price
- Technical support provided than can handle the needs of TDSB
- Tablet based device with clickers that allow teachers to move about the classroom and interact with the students and a whiteboard

Reasons for not selecting bids that came in at a lower price include:

- Lack of Canadian course content;
- Insufficient training or high training fees and technical support; and
- Software not included in bid price.

Musical Instrument Repair – 1 Year Contract Extension

In January, 2007, the Board approved the establishment of “vendors of record” for the repair of musical instruments. The Board also approved the change to its Purchasing Policy that requires schools to only use those approved vendors for instrument repairs.

Through discussions with representatives of the Music Division and an independent advisor, the existing list of fifteen (15) approved repair firms did not fully meet the needs of the Music programme. Many of the firms, especially the smaller independents, invited to respond to the RFP in the summer of 2006 failed to do so.

Contract Awards [1679]

The contracts established in 2007 provided for additional vendors to be added after the first year, as required. In March 2008, Purchasing staff issued a Request for Proposals to nineteen (19) firms of which ten (10) submitted proposals. On June 12, 2008, the Board approved the addition of the extra ten firms to the list of approved vendors of record for instrument repair.

On November 25, 2009, the Board approved the first one-year extension option for all twenty-five (25) of the contracts for instrument repair.

It is recommended that the second one-year extension option for all twenty-five (25) of the contracts for instrument repair be exercised under the same terms and conditions as the original contract term.

School Planners/Agendas – 1 Year Contract Extension

The current contracts with Aupel Inc. and Premier School Agendas expire on December 31, 2010. Prior to centralization of the contracts, schools negotiated contracts with suppliers of their choosing based on the individual requirements of the school. Total expenditures per year are approximately \$1.5M and are mostly recovered from students and parents.

Students use planners to help keep track of assignments, tests, homework, achievement of personal goals, and most importantly, to plan their time.

To address the planner/agenda requirements beginning in the 09/10 school year and consistent with our past practice of involving major stakeholders in the Request for Proposal (RFP) process, a Customer Committee was selected to participate in the evaluation process. The Committee comprised of elementary and secondary principals from the east and west regions, Communications and Purchasing staff.

The Committee considered issues such as the importance of timely deliveries, standardized pricing to address equity issues, TDSB common pages and school pages, Canadian content requirements, quality of the product, and production sources respectful of the environment and social issues.

As a key learning tool, timely deliveries of planners/agendas was considered to be an important consideration and represented a major challenge for an exclusive supply to deliver product to elementary schools during the last week of August. Timely deliveries together with adequate customer service support continue to be of prime importance.

The RFP was issued to eight (8) firms and submissions were received from Aupel Inc., Premier, and Freisen's Corporation, based on an exclusive and non-exclusive contract. Non-exclusive contracts were recommended for Aupel Inc. and Premier at prices approximately 11% and 1% less, respectively, than the previous contract prices. This represented a savings of approximately \$65,000 per year compared to previous prices. Freisen's bid was considerably higher and precluded further consideration.

The Committee considered the attributes of the products offered by Aupel and Premier and concluded that the schools would benefit from the additional choice by having access to the resources of two firms rather than one.

In November 2008 the Board approved awarding a 2-year contract to each of Aupel and Premier for the period of January 1, 2009 to December 31, 2010.

Contract Awards [1679]

For the 2010-2011 school year student planners, the total expenditures mainly recovered from students and parents totaled approximately \$1.4M.

For the 2011-2012 school year student planner, Premier's pricing remains unchanged and Aupel has increased its pricing 1.7% from the previous year. It is recommended that the first 1-year extension option for Aupel and Premier for school planners be exercised to be effective January 1, 2011 to December 31, 2011.

Next Day Courier Services

Since 2004, TDSB and other broader public sector entities have participated in the Ministry of Government Services (MGS) next day courier services contract with Purolator. The contract ended on August 31, 2010.

In the spring of 2010, MGS issued a Tender for next day courier services and a contract was awarded in August 2010 to Canpar Transport L.P. The contract has been awarded for a three (3) year term ending August 31, 2013. There are two 2-year extension options available at the discretion of MGS, based on acceptable performance by the vendor.

The contract is open to the Ontario Public Sector (All Ministries and Agencies as classified under Management Board of Cabinet's Agency Establishment and Accountability Directive) as well as the Broader Public Sector (BPS) which includes municipalities, colleges, universities, school boards, and hospitals. Many of these BPS entities also use the Courier Services contract.

The established courier rates vary based on the weight of the envelope or package being shipped. These rates are significantly lower than the standard courier rates (i.e. a 1 kg package shipped within Toronto at standard rate was estimated at \$16.06. The same package and locations with the contract rate was estimated at \$4.08). The rate differences below compare the new agreement to the previous agreement. Figures are approximate as the previous rates were calculated with ranges in pounds; the new agreement is in kilograms.

Envelope/Pkg. Weight Approx. Rate Difference

Less than 1 kg 7% decrease
 1 kg – 1.5 kg 2.5% decrease
 1.5 Kg – 4.5 kg 1% -1.8% increase
 Each kg over 4.5 kg 5.5% decrease

Other benefits of participation include:

- stable multi-year pricing while benefiting from consolidated economies of scale
- Canpar Web Based Shipping Solution – a comprehensive on-line toolkit to manage pick-up & shipping, manifests, tracking and invoice tracking and other administrative work
- A new logical “point-to-point” rate structure which effectively considers distance between origin and destination
- Rate structure with fuel surcharges built in for the term of the agreement

Contract Awards [1679]

- No charge supplies (i.e. labels, clear pouches to affix paperwork to packages, etc.) that can be ordered on-line.
- Canpar is also an industry leader in environmental sustainability and has a Leadership in Energy and Environmental Design (LEED) certified sort facility based in Toronto.

It should be clear that this agreement is not intended to replace TDSB's internal inter-office courier delivery.

It is recommended that the TDSB participate in the Canpar Transport L.P. contract. The estimated annual expenditures of \$150,000 will be funded through individual user school/department budgets.

Firewall Upgrade

Purpose: To support classroom on-line learning, the Board's Wide Area Network (WAN) is directly connected to the Internet and to the Research and Education Ontario Research and Innovation Optical Network (ORION) which links the Board to all the Universities and Colleges in Ontario and across Canada.

Firewalls are put in place to keep out the unwanted elements and content entering the Board's network and causing disruption. In addition to protecting the network from hacking, the firewalls provide several security and safety functions, including antivirus, email anti-spam and web page filtering. Increases in bandwidth usage leads to a direct increase in the demand for firewall capacity.

The present bandwidth usage patterns at the Board for periods of one day, seven days, and one month, respectively are shown in Figures 1 to 3 below and the corresponding usage in firewall capacity in Figures 4 to 6.

In short, the firewall has become a bottleneck in Internet access for classrooms and administration. Firewall usage levels in excess of capacity leads to system failures and long delays for web page access or refresh resulting in disruption to classroom learning and severe loss of productivity for administration.

The Board issued a Request for Tender (AS11-002T) for replacement firewall product on November 11, 2010, the tender was posted on two electronic tender networks and ten suppliers retrieved the document. Only one bid was received from LCM Security for \$420,038. The breakdown of costs for the firewall upgrade is shown in Table 1.

Firewall Upgrade Costs

Item	QTY	Unit Price	Total Price	
Fortigate 3950B appliances	4		\$92,106.00	\$368,424.00
Replacement Drives	12	\$768.00	\$9,216.00	
Premium Support Service	1 Year		\$42,398.00	\$42,398.00
Total One-Time Costs			<u>\$420,038.00</u>	

Contract Awards [1679]

The present annual maintenance cost for firewall is \$120,000. Table 2 shows the annual projected maintenance costs beyond first year.

Contract Awards [1679]

Annual Maintenance Costs Beyond First Year

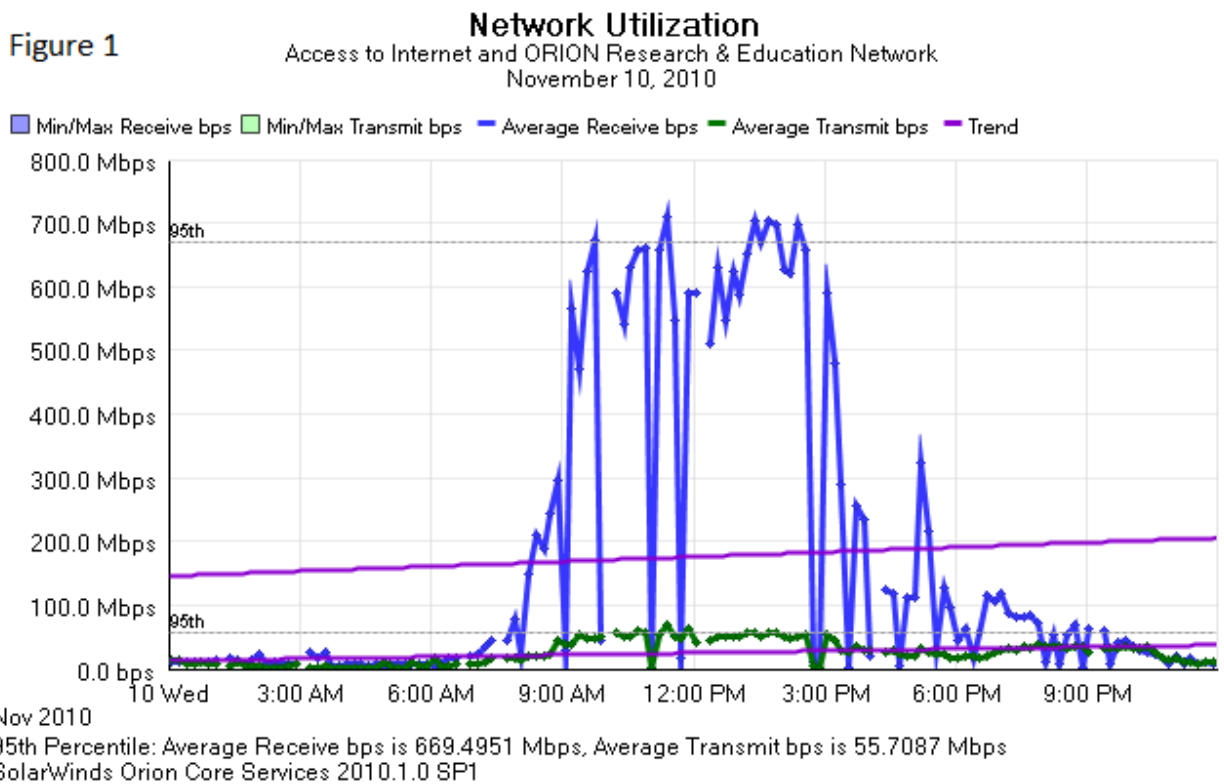
Item	Annual Costs
Hardware and Software Maintenance/Support	\$42,398
Subscription (antispam, antivirus, web safety filtering)	\$98,880
Total Annual Operational Costs	\$141,278

The combined usage for Internet and ORION capacity is currently at the maximum level of 1 Gigabit per second.

Based on laboratory test results, it is anticipated that the new firewalls will be capable of providing capacity for up to 2.6 Gigabits per second. If the consumption of the bandwidth increases beyond 2.6 Gigabits per second, new products or further upgrades will be required.

Funding for the hardware purchase and maintenance in the first year will be from the allocated 2010/11 IT Services discretionary budget. Funding for annual maintenance beyond first year will be part of the IT discretionary budget request.

The upgrade will be performed as an operational upgrade with the existing Network Services staff complement.



Contract Awards [1679]

Figure 2 **Network Utilization**
Access to Internet and ORION Research & Education Network
One-Week Period from Nov 3 to Nov 10, 2010

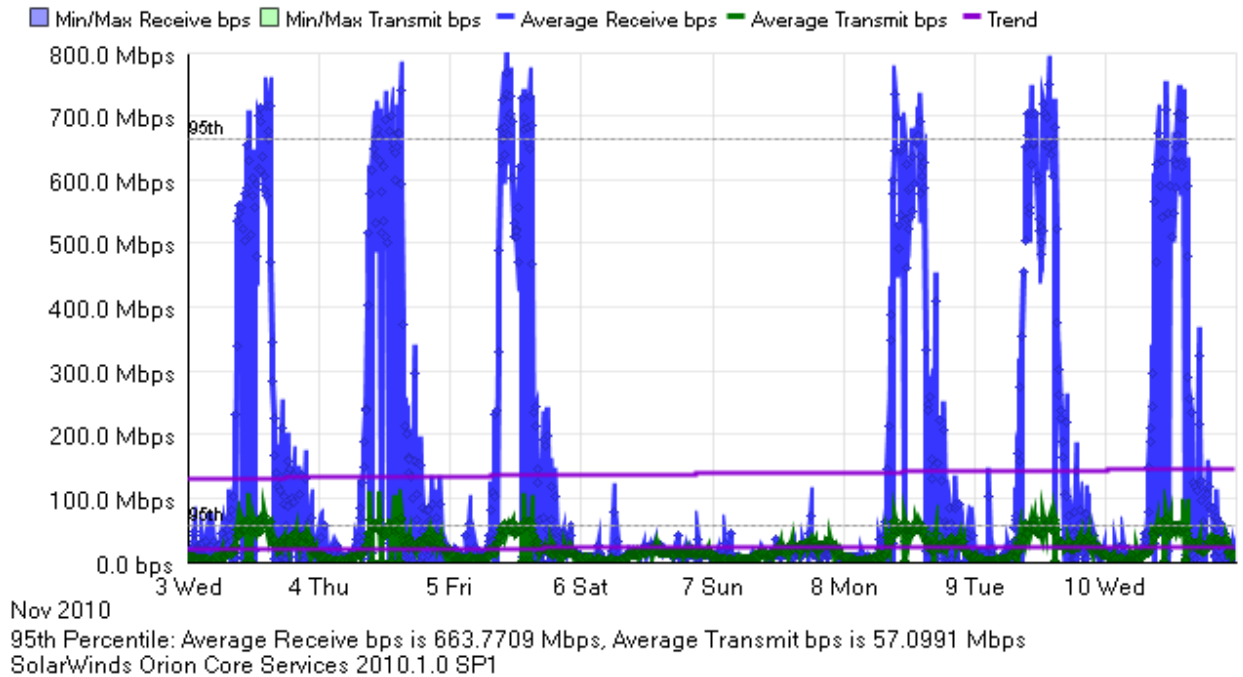
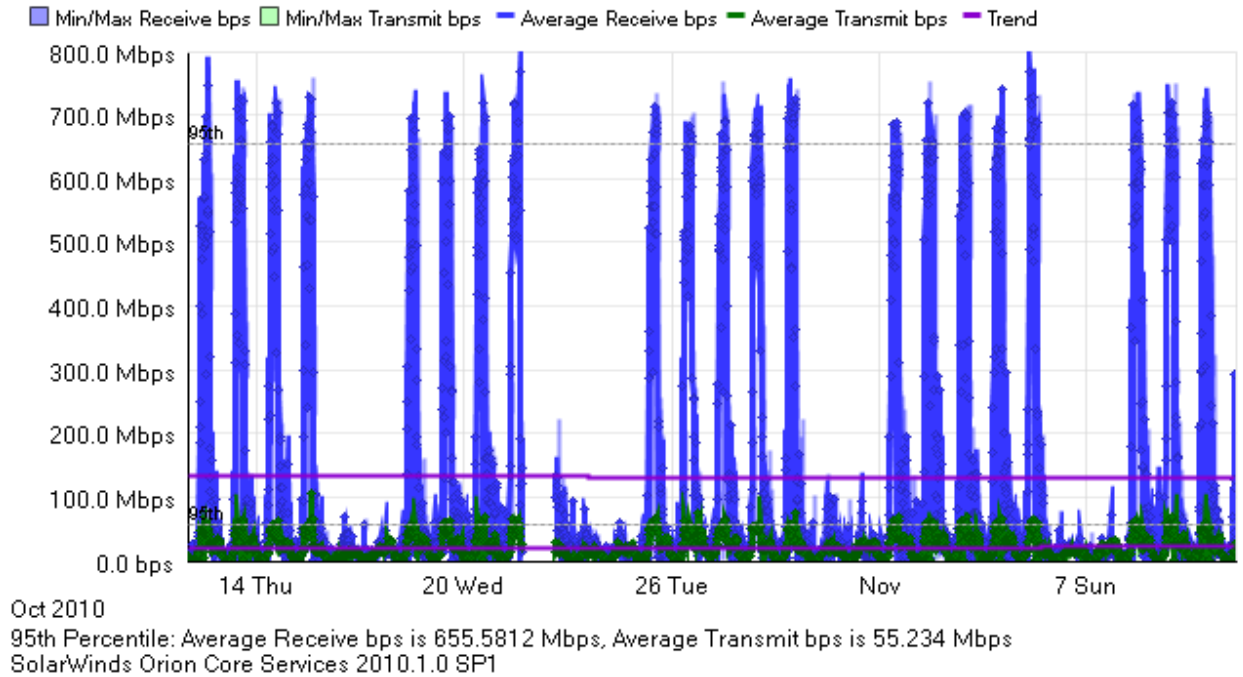
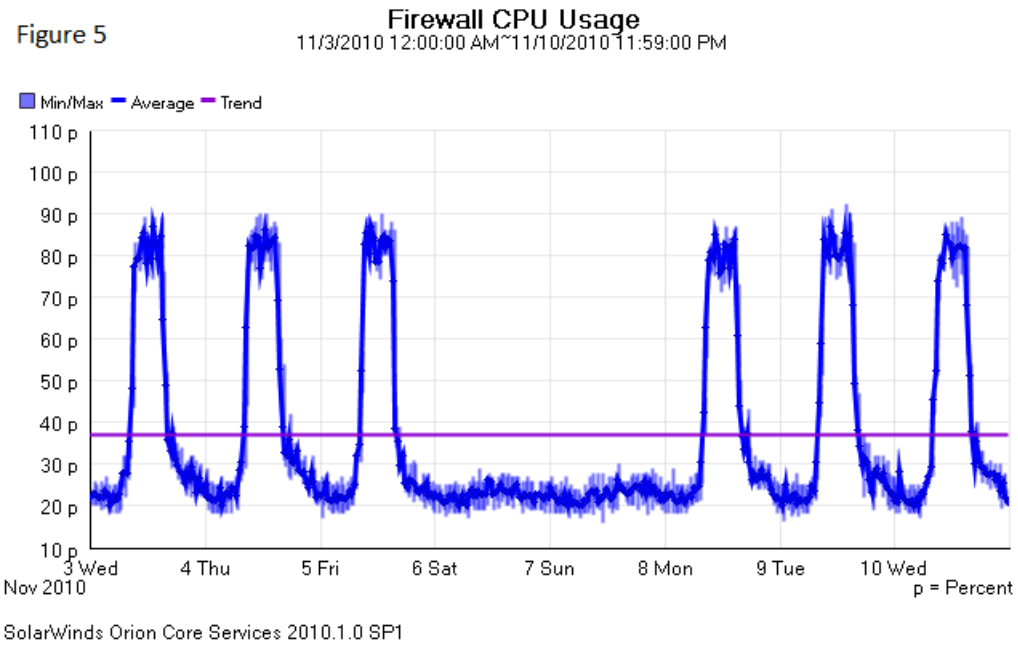
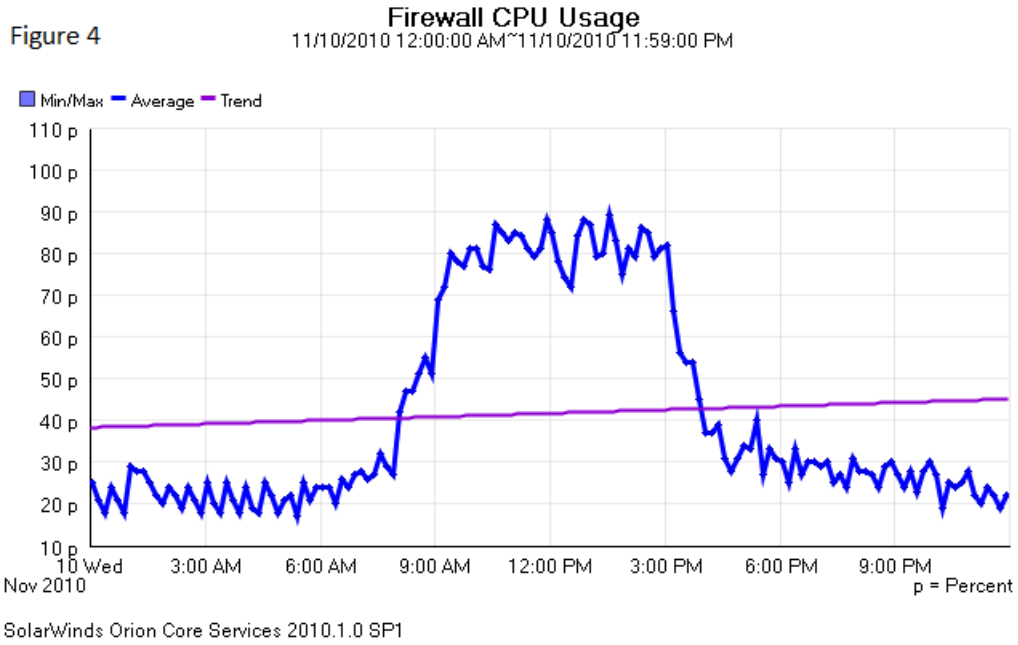


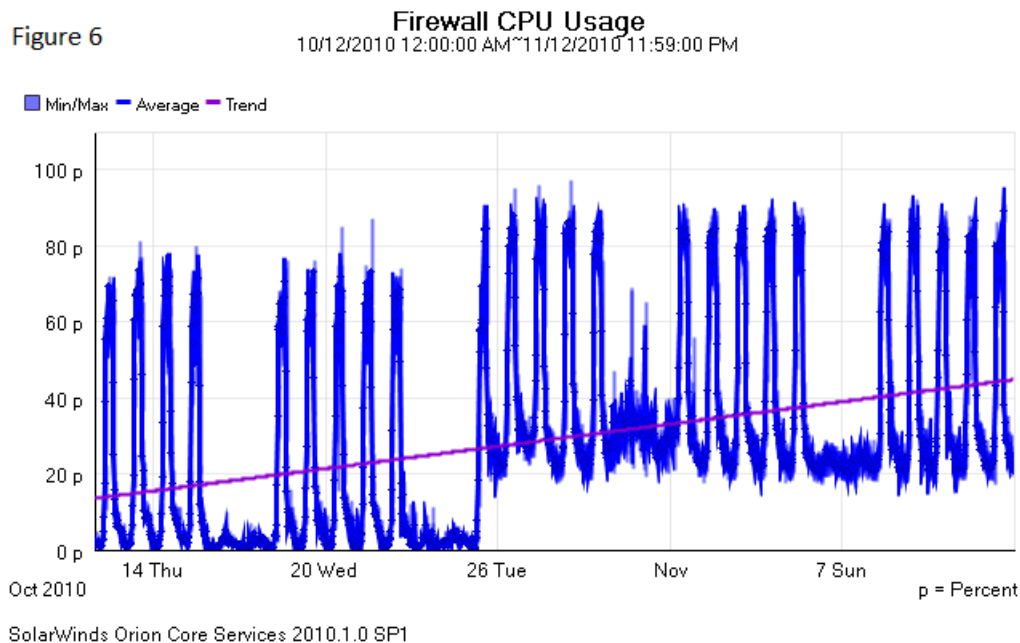
Figure 3 **Network Utilization**
Access to Internet and ORION Research & Education Network
October 12, 2010 to November 11, 2010



Contract Awards [1679]



Contract Awards [1679]

Telephone Services

Purpose: Board telephone services (also known as Centrex services), including 911 life-line services, have been provided by Bell Canada as part of the City of Toronto Telecommunications Infrastructure (COTTI) Agreement since 1998 and has been subsequently renewed January 2004 and January 2009.

The COTTI agreement provided the City and the various Agencies, Boards, and Commissions, including all Toronto area school boards with preferred Public Sector pricing. This Agreement will expire on January 14, 2011.

On October 1, 2010, after a competitive bid process which started in January 2009, the City of Toronto has executed a new Agreement with Bell Canada and is offering to extend the Agreement to the Toronto area school boards. This agreement, called the Integrated Telecommunications Infrastructure Agreement (ITIA), provides Telephone and 911 lifeline services for a five year term at preferred Public Sector pricing.

The cost of the services for the Board under COTTI Agreement for a 12-month period is \$3,086,816. For the same services as proposed under the new ITIA the cost for a 12-month period will be \$2,574,457. The annual savings will be approximately \$512,000.

The ITIA is structured with a five-year term plus five one-year extensions. During the five-year contract term, the participants will have the opportunity to transition to newer technologies, such as VoIP (Voice Over Internet Protocol) or the convergence of voice, data and video communications and messaging (voice mail and email).

Benefits of ITIA

- Continuation of critical telephone services;
- Reduced telephone service rates due to combined purchase power; and

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Contract Awards [1679]

- Opportunity to transition to new technology without risk to access to telephone services.

Risks of Non-Participation

- Substantial increase in expenditure for telephone services due to significantly reduced volume;
- Effort to go to market to secure a contract for telephone services at rates equal to current rates or better; and
- Effort to transition from the existing contract to a new contract.

For the Board's decision see page 899.

Special Education Advisory Committee, Report No. 17, November 15, 2010

Special Education Advisory Committee

Report No. 17, November 15, 2010

A meeting of the Special Education Advisory Committee was convened on Monday, November 15, 2010 at 7 p.m., in the Boardroom, 5050 Yonge Street, Toronto, Ontario, with Clovis Grant presiding.

The following committee members were present: Diana Avon, Christina Buczek, Richard Carter, Paul Cross, Dr. Norm Forman, Dr. Robert Gates, Clovis Grant, Steven Lynette, Tina Shier, Ann Szabo, Trustees John Hastings and James Pasternak.

Regrets were received from Loris Bennett, Elizabeth Fisher, Elaine Norris and Susan Musgrave.

<u>Part A: Committee Recommendations</u>
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No matters to report

<u>Part B: Information Only</u>

1. Presentations

(a) Strategic Budget Planning Process

SEAC heard a presentation from staff presenting information on the budget planning process for 2011-12.

(b) IPRC Survey

Angie Scarano-Iuorio and Paul Cross presented information on the review of the IPRC survey, which is now complete and ready for translation and distribution, pending final approval. It will be distributed both electronically and in paper format to parents.

Discussion centred around the timing of and target group for the survey, both of which would be raised at the next IPRC committee meeting. Members were invited to provide additional feedback on the matter to Angie Scarano-Iuorio before the end of the week.

(c) New SEA Guidelines and Process

Angie Scarano-Iuorio presented information on the new guidelines and process for accessing the Special Equipment Amount.

Staff undertook to identify a process to track the timelines for SEA claims to determine how long an average claim takes to be processed from incepting to training and where there might be areas that could be streamlined.

2. Business Arising from the Minutes

(a) Membership Renewal Process

Staff spoke about concerns raised regarding SEAC's legacy practice of filling vacancies on the committee, that of SEAC making recommendations to Board for acceptance of its recommendation and the practice of rolling over representatives from one term to the next.

Further, there was discussion at Board re the recent criteria discussed at SEAC for filling the current vacancy for a community representative and assurances were given that the proposed criteria would not be part of the process.

Legal advice was sought re whether it was within the mandate of SEAC to select representatives or whether that was a Board function. The Board's in-house General Counsel, Tony Brown advised the committee that it was not in SEAC's mandate to narrow the field.

On November 10, 2010, the Board referred a related matter to the Human Resources and Professional Learning Committee.

In light of the concerns raised at Board and the advice received, the legacy practice of choosing representatives will be eliminated. In the interest of presenting a slate of SEAC members to Board as per legislation on December 1, 2010, staff will:

- (i) approach member associations to determine whether they are interested in returning to SEAC for the new year and who their eligible representative and alternate will be;
- (ii) invite associations who have already contacted SEAC expressing an interest in SEAC representation to submit nominations;
- (iii) approach current community representatives to determine whether they are interested in returning to SEAC and to confirm their eligibility for membership;
- (iv) invite interested persons meeting the legislated selection criteria to apply for the vacant community position;
- (v) present all applications to the Board for their determination as to the organizations and community representatives that will comprise SEAC for the December 1, 2010 to November 30, 2014 term.

After discussion, staff undertook to advise members when the matter referred will be presented to the Human Resources and Professional Learning Committee so that members can request to make deputations.

(b) Replacement of Representative for the Autism Society of Ontario (Toronto Chapter)

On motion of Dr. Gates, seconded by Richard Carter, SEAC accepted the resignation of Scott Bridges as the representative for the Autism Society of Ontario (Toronto Chapter) and decided that a letter of appreciation for his years of excellent service should be sent to Scott Bridges.

Special Education Advisory Committee, Report No. 17, November 15, 2010

(c) PRO Grant – SEAC Brochure

A final copy of the SEAC brochure was included in members' folders. Funding for the brochure was provided from the Ministry's Parent Reaching Out Grant.

(d) Ministry of Education Special Education Funding Sector Discussions

Tammy Simon and several members of staff attended the Ministry's Special Education funding sector discussions.

(e) Follow-up Questions from York University's Teacher Additional Qualification Course

Richard Carter undertook to contact staff to discuss follow-up questions raised at a presentation he gave to a Special Education Additional Qualification course at York University.

3. Trustees' Reports

Clovis Grant extended thanks and appreciation to Trustees Hastings, Pasternak and Crawford for their supporting role on SEAC.

Trustee Hastings:

- attended the parent information session at Earl Haig Secondary School on November 13, 2010;
- thanked out-going Trustee James Pasternak for his service on SEAC.

Trustee Pasternak:

- extended an invitation to his ward forum on November 23, 2010 at Rockford Public School, which will feature speakers in the mental health field;
- reported that the matter of the parent facilitator will be discussed at a future meeting of the Human Resources and Professional Learning Committee;
- thanked members for the opportunity to serve as chair and vice-chair of the committee, and staff for their work over the years.

4. Communications Subcommittee

Clovis Grant reported that the SEAC Parent Information pamphlet was going out to schools for delivery to families with special needs students.

5. Correspondence

- (a) Email dated July 19, 2010 from Jill Cameron re Special Education Advisory Committee Involvement
- (b) Letter dated August 28, 2010 from Gisele Murdoch re Special Education Advisory Committee Nomination Procedure
- (c) Email dated September 15, 2010 from Martha Veliz re Nomination of Replacement for the Autism Ontario Toronto Chapter

Special Education Advisory Committee, Report No. 17, November 15, 2010

- (d) Report dated September 29, 2010 from Barry Finlay re Special Education Advisory Committee (SEAC) Letter and Survey
- (e) Email dated October 6, 2010 from the Toronto Family Network re Information Regarding Schools
- (f) Email dated October 12, 2010 from the Toronto Family Network re Educational Assistants Doctoral Dissertation
- (g) Undated letter from Sandra Fonseca, Resources Services Teacher, Trillium Demonstration School re introduction to work being done at Trillium Demonstration School
- (h) Letter dated September 28, 2010 from Giselle Murdoch re SEAC representative nominations for the Association for Bright Children of Ontario
- (i) Email dated October 25, 2010 from the Toronto Family Network re Bullying Talk flyer distribution
- (j) Email dated October 27, 2010 from Linda Mendonca re SEAC participation in the TDSB Parent Conference, Navigating the System

SEAC received the correspondence and decided that members would provide feedback electronically to Clovis Grant re item 5 (d).

6. Senior Superintendent's Report

The senior superintendent presented a report to the Committee (see SEAC:009B).

7. Central Coordinating Principal's Report

The central coordinating principal presented a report to the Committee (see SEAC:009B).

8. Professional Support Services Report

The manager of Professional Support Services presented a report to the Committee (see SEAC:009B).

Clovis Grant
Chair of the Committee

Received December 15, 2010 (see page 899)

Budget Committee, Report No. 11, December 8, 2010

Budget Committee

Report No. 11, December 8, 2010

A meeting of the Budget Committee was convened on Wednesday, December 8, 2010, from 4:15 to 6:45 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Irene Atkinson presiding.

The following members were present: Trustees Irene Atkinson, Shaun Chen, Howard Goodman, Howard Kaplan and Student Trustee Zane Schwartz. Also present were Trustees Sheila Cary-Meagher, Gerri Gershon, Chris Glover, Shelley Laskin and Mari Rutka.

The Committee decided to report and recommend as follows:

<u>Part A: Committee Recommendations</u>
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1. Budget Committee Mandate

On motion of Trustee Atkinson, amended by Trustee Goodman, the Budget Committee **RECOMMENDS:**

Whereas, on November 10, 2010, with respect to financial requirements and facilities renewal needs, a Board decision included the following:

Whereas, there is serious urgency called for to ensure that a very strong and deliberate "ask" is delivered to the province at all levels in time to have an impact on the budgetary decision-makers for the 2011 budget decisions; and

Whereas, to make an impact, there has to be a closely coordinated effort by the Board and its stakeholders; and

Whereas, at the Board level there must be a focused political response that provides clear direction to staff;

Therefore be it resolved:

- (a) That the mandate of the Budget Committee be expanded to include the following:
 - (i) To monitor the implementation of the Board decision of November 10, 2010, with respect to financial requirements and facilities renewal needs;
 - (ii) To support the implementation of the decision by monitoring relevant developments (outcomes) and ensuring the Board is informed of the context for implementation;
 - (iii) To provide ongoing direction and guidance consistent with the intent of the decision;

Budget Committee, Report No. 11, December 8, 2010

- (b) That, at the discretion of the committee, stakeholders be invited to participate in discussions;
- (c) That the committee be authorized to arrange budget information and strategy sessions for trustees, and, if deemed appropriate, stakeholders.

At the Committee meeting, on amendment of Trustee Goodman, Part (a) was amended by replacing “That a budget strategy committee of trustees and staff be established immediately” with, “That the mandate of the Budget Committee be expanded to include the following”, and Part (d), “That, if Parts (a), (b) and (c) above are approved, that the Board appoint trustees to serve on the Budget Strategy Committee” was deleted.

Therefore, if approved by the Board, the mandate of the Budget Committee will be as follows:

- (a) To function separate and apart from the Administration, Finance and Accountability Committee; as follows:
- (b) To create a mandate and solicit membership from those interested in and knowledgeable about the budget;
- (c) To start budget preparation by mid-September 2009 and schedule regular meetings through until staffing in February 2010;
- (d) To establish a public relations plan to inform the public and solicit support;
- (e) To analyze the extent of operating budget problems and strategize on ways to deal with the problems such as suggested cuts or reductions and a plan to influence the Minister to review the funding formula to provide more money;
- (f) To analyze the extent of the capital budget shortfall, possible revenue from property sales by the Toronto Lands Corporation and/or lease of properties, and determine strategies to permit Better Schools, Brighter Futures and Secondary School Reform to proceed with the consolidation of schools and generation of additional revenue;
- (g) To report to the Administration, Finance and Accountability Committee or directly to the Board, as deemed appropriate by the Committee;
- (h) To examine all external partnerships and grants where funding is spent;
- (i) To explore unfunded capital priorities such as new schools;
- (j) To monitor the implementation of the Board decision of November 10, 2010, with respect to financial requirements and facilities renewal needs;
- (k) To support the implementation of the decision by monitoring relevant developments (outcomes) and ensuring the Board is informed of the context for implementation;
- (l) To provide ongoing direction and guidance consistent with the intent of the decision;
- (m) At the discretion of the committee, to invite stakeholders to participate in discussions;
- (n) To arrange budget information and strategy sessions for trustees, and, if deemed appropriate, stakeholders.

<u>Part B: Information Only</u>

2. Election of Committee Chair

The Committee appointed Trustee Atkinson to the position of committee chair.

3. Ontario Public School Boards' Association's 2011-12 Grants for Student Needs Consultation

The Committee received a briefing note from staff¹ presenting the Ontario Public School Boards' Association's submission to the Ministry of Education on the 2011-12 Grants for Student Needs.

Staff updated the members on discussions held with the Ontario Public School Boards' Associations to provide feedback on its submission to the Ministry of Education.

The Committee gave a preliminary review of the documents, feedback from which staff undertook to incorporate in the Board's submission to the Ministry. After discussion, staff undertook to provide a briefing to Board on discussions held with the Ontario Public School Boards' Association re its position paper.

4. Capital Funding Alternatives

The Committee received a slide presentation from staff presenting options for funding school capital and school renewal. Staff undertook to make revisions based on Committee input for presentation at the next meeting.

Staff undertook also to present proposals re next steps at the next meeting of the Committee, with recommendations to Board in February.

Staff undertook also to provide at the next meeting, an article from former Trustee Bruce Davis re government funding of recreational infrastructure.

<u>Part C: Ongoing Matters</u>

No matters to report.

Irene Atkinson
Chair of the Committee

Adopted December 15, 2010 (see page 899)

¹ The document will be maintained in Board Services for a limited time.

Program and School Services Committee, Report No. 13 (Part 3), June 9, 2010

Program and School Services Committee

Report No. 13 (Part 3), June 9, 2010

A meeting of the Program and School Services Committee convened on Wednesday, June 9, 2010, from 6:35 to 8:25 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Michael Coteau chairing.

Committee members present: Trustees Michael Coteau (Chair), Cathy Dandy, Josh Matlow and Maria Rodrigues. Regrets were received from Trustee John Campbell. Also present were Trustees Sheila Cary-Meagher, Soo Wong and Student Trustee Fan Wu.

The Committee decided to report and recommend as follows:

Part A: Committee Recommendations
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1. Transition to Digital Textbooks

On motion of Trustee Coteau, the Program and School Services Committee **RECOMMENDS**:

Whereas, the Board has spent approximately \$8 million on textbooks in the last fiscal year and will spend approximately \$100 million over the next ten years; and

Whereas, in some school districts, the implementation of digital textbooks has reduced costs by 50 percent; and

Whereas, printed textbooks are damaging to the environment through their printing and distribution; and

Whereas, some schools face a shortage of textbooks; and

Whereas, many students do not have access to textbooks outside the school building; and

Whereas, the development of mobile computing and print-on-demand have increased the accessibility of digital material; and

Whereas, the Open Education movement, supported by the Creative Commons licensing, provides school learning material at no cost; and

Whereas, nearly all TDSB students have home access to a computer; and

Whereas, students have access to library and school computer labs;

Therefore be it resolved:

Program and School Services Committee, Report No. 13 (Part 3), June 9, 2010

- (a) That the Director present a plan by January 2011 to increase access to digital course material content in middle and secondary schools;
- (b) That the Director conduct a feasibility study that examines the creation of curriculum content that can be made readily available for digital distribution using both external and internal development;
- (c) That the Chair of the Board write to the Minister of Education requesting a provincial initiative to increase access to on-line course material that can be created and shared among school boards under the creative commons license.

2. School Effectiveness District Reviews

The matter was considered on June 23, 2010.

3. Review of Professional Support Services

On motion of Trustee Rodrigues on behalf of Trustee Wong, amended by Trustee Dandy, the Program and School Services Committee **RECOMMENDS**:

Whereas, the cost of Professional Support Services for 2008-09 was almost \$40 million; and

Whereas, the current Professional Support Services department needs a comprehensive audit to ensure that the current professional roles, programs and services reflect the Director's Full Service Schools initiative; and

Whereas, the Director's Full Service Schools initiative may require a realignment in professional roles and function, broader collaboration, and coordination of current delivery of health and social services;

Therefore, be it resolved that by December 2010 the Director complete a comprehensive review of the Student Services, Professional Support Services department, drawing on external experts and including the following:

- (i) the roles and functions of the professional staff within Professional Support Services
- (ii) the programs and services being delivered by Professional Support Services to ensure that they are relevant to the Board's diverse community, student achievement priority, best practices, and the Director's Full Service Schools initiative;
- (iii) the learning and best practices from the Student Support Leadership Initiative, the Leadership Action Team, and other staff initiatives;
- (iv) identification of the scope and costs of resources needed to fully serve the students and sustain effective collaborative partnerships.

Program and School Services Committee, Report No. 13 (Part 3), June 9, 2010

On amendment of Trustee Dandy, “audit” was changed to “review,” “drawing on external experts” was added, and Parts (iii) and (iv) were added.

4. Establishment of a Children and Youth Mental Health Committee

The matter was considered on September 7, 2010.

Part B: Information Only

Part B matters were considered June 23, 2010.

Part C: Ongoing Matters

Part B matters were considered June 23, 2010.

Michael Coteau
Chair of the Committee

Adopted December 15, 2010 (see page 900)

Naming of a New Secondary School, John Polanyi Collegiate Institute (former site of Sir Sandford Fleming Academy) [1681]

Naming of a New Secondary School, John Polanyi Collegiate Institute (former site of Sir Sandford Fleming Academy) [1680]

As presented to the Board on December 15, 2010 (see page 900).

On May 26, 2010, the Board considered the results of the Accommodation Review of Baycrest Public School, Flemington Public School, Lawrence Heights Middle School, Sir Sandford Fleming Academy and Year Round Alternative School, the Board and decided, in part, that Sir Sandford Fleming Academy (SSFA) be relocated to the Bathurst Heights site for the start of the 2011-12 school year. This will result in the closing of SSFA and reopening of the Bathurst Heights site as a community Grades 9-12 secondary school. Following consultation with school staff, students, parents and the school trustee, it was decided to begin the new school naming process in accordance with policy P047, Naming Schools and Special Purpose Areas and related operational procedure PR592, Section 3.1.

The recommendation to relocate SSFA to the Bathurst Heights site was based on the increased program opportunities and pathways for students at a site that is accessible by subway. Bathurst Heights Secondary School originally opened in 1951 and closed on June 30, 2001. There are a number of current tenants that will remain at the Bathurst Heights site after the move including: North York Harvest Food Bank, Adult Education (ESL), Year Round Alternative School and Staff Development. The capacity of the Bathurst Heights site is approximately 1200 students. The number of students being relocated from SSFA is 400 students.

Consultation Process

Beginning after May 26, 2010, a number of stakeholders from the Lawrence Heights community were engaged in discussions regarding naming the new school. The School Naming Committee composed of Trustee Howard Goodman, Superintendent John Chasty, School Council Chair Abdi Mohamed, Principal Arnold Witt, Vice-Principal Marcia McCurdy-Fagan, a Student Council representative, two teaching staff and a community representative from Pathways/Unison received feedback from stakeholders in the process of deciding on a new name.

Names were generated by members of the community, parents and students in the school. Stakeholders consulted included:

- SSFA students;
- SSFA staff;
- The SSFA School Council;
- The Lawrence Heights Inter-Organization Network (LHION) who represent Lawrence Heights resident groups, community organizations, and City of Toronto community support agencies;
- The School Council Chair of Lawrence Heights Middle School;
- The School Council Chair of Flemington Public School; and
- The SSFA Student Council.

Naming of a New Secondary School, John Polanyi Collegiate Institute (former site of Sir Sandford Fleming Academy) [1681]

More than 20 names were submitted and narrowed to a selection of three names by the School Naming Committee. The three choices were: John Polanyi, Sir Sandford Fleming and Bathurst Heights.

In addition, there was a school-wide vote that took place on December 2, 2010. Students and staff cast their vote regarding their preferred name choice as well as their choice of school title (i.e. Collegiate Institute or Secondary School). The results of the vote provided additional input to the School Naming Committee prior to the final decision being made.

Outcome

The School Naming Committee selected John Polanyi Collegiate Institute as the new school name. The committee noted the following regarding John Polanyi:

- He is a renowned Canadian scientist and presently a faculty member in the Department of Chemistry at the University of Toronto. His contribution to Canadian society and to the world was recognized when he won a Nobel Prize in Chemistry with two other colleagues in 1986 for his work concerning the “dynamics of chemical elementary processes”. Polanyi's work in infrared chemical luminescence led to the future development of chemical lasers. His research focus is on the molecular motions in chemical reactions in gases and at surfaces.
- He is a member of the Queen's Privy Council for Canada, and a Companion of the Order of Canada. His awards include the Royal Medal of the Royal Society of London, and over thirty honorary degrees from six countries;
- He was a founding member of the Committee on Scholarly Freedom of the Royal Society, and President of the international human rights organization, the Canadian Committee for Scientists and Scholars;
- He was the founding Chairman of the Canadian Pugwash Group (1960-1980) being active for 40 years in International Pugwash and has written extensively on the control of armaments, and peacekeeping. The Pugwash group won a Nobel Peace prize in 1995. He is co-editor of 'The Dangers of Nuclear War', and was a participant in the recent 'Canada 21' study of a 21st century defence posture for Canada;
- In 2005, Canada's Natural Sciences and Engineering Research Council created the John C. Polanyi Award, acknowledging excellence in Canadian science or engineering;
- He is an internationally renowned teacher whose contribution to humanity is widely recognized within the Toronto community and across Canada; and
- John Polanyi's name will strengthen the school's focus on science and technology and will also enhance student and staff leadership in the area of social justice. In addition, his profile will assist the school in strengthening current partnerships and securing future partnerships that will benefit students

Conclusion

The SSFA School Naming Committee consulted widely with the community to develop a process that was accountable, transparent, inclusive, and representative of the majority opinion of the community.

Naming of a New Secondary School, John Polanyi Collegiate Institute (former site of Sir Sandford Fleming Academy) [1681]

For the Board's decision see page 900.

Audit Committee

Report No. 7, December 15, 2010

A meeting of the Audit Committee convened on Wednesday, December 15, 2010, from 3:36 to 4:35 p.m., in the Committee Room B, 5050 Yonge Street, Toronto, Ontario, with Sheila Ward chairing.

The following committee members were present: Trustees John Hastings, Elizabeth Moyer and Sheila Ward. Regrets were received from Trustee Gerri Gershon.

The Committee decided to report and recommend as follows:

Part A: Committee Recommendations

1. Financial Statements for the Year Ended August 31, 2010

The Committee considered a staff report (see page 953931) presenting the financial audited statements for the fiscal year ending August 31, 2010.

Committee's recommendation or action regarding the staff recommendation:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Concur | <input type="checkbox"/> Refer |
| <input type="checkbox"/> Amend | <input type="checkbox"/> Postpone consideration (defer) |
| <input type="checkbox"/> Disregard | <input type="checkbox"/> Other |

On motion of Trustee Hastings, the Audit Committee **RECOMMENDS** that the audited financial statements of the Toronto District School Board for its fiscal year ended August 31, 2010, as presented in the report, be approved.

In an effort to improve safeguards of school generated funds, staff undertook to examine and report back on measures that could be implemented to improve the process of handling funds. As part of this report, staff will consult with the Student SuperCouncil, PIAC and any other source necessary.

On motion of Trustee Hastings, the Audit Committee **RECOMMENDS:**

- (a) That a communication be sent to the Ministry of Education requesting clarification as to whether a capital deficit will trigger supervision when there is a capital recovery plan in place;
- (b) That a communication be sent to the Ministry of Education seeking clarification as to whether a capital deficit results in provincial supervision under the Public Sector Accounting Board.

Audit Committee, Report No. 7, December 15, 2010

Staff undertook also to provide information re the ownership of Mel Lastman Square.

Staff undertook also to provide information on start-up costs of the Toronto Lands Corporation.

Part B: Information Only

2. Committee Chair

The Committee elected Trustee Sheila Ward to serve as Chair of the Committee.

Part C: Ongoing Matters

No matters to report

Sheila Ward
Committee Chair

Adopted December 15, 2010 (see page 900)

Audit Committee, Report No. 7, December 15, 2010
Financial Statements for the Year Ended August 31, 2010

Financial Statements for the Year Ended August 31, 2010 [1684]

As presented to the Audit Committee on December 15, 2010 (see page 951931).

The *Education Act* requires an annual audit of a school board's financial records by a qualified audit firm. Deloitte & Touche LLP are the Board's auditors. The financial statements and the detailed Ministry financial report must be submitted to the Ministry by December 15, 2010.

The audited financial statements follow the format and content as prescribed by the Canadian Institute of Chartered Accountants, Public Sector Accounting Board (PSAB). Notes to the financial statements set out certain accounting policies, information on specific assets and liabilities and other required statutory information. Notes 1 and 2 to these financial statements provide an explanation of the key elements of the PSAB requirements and related financial information.

Effective 2009-2010 the Board's financial statements as a result of PSAB reporting standards updates include the following changes:

- Elimination of fund statements and balances into a consolidated Statement of Operations;
- Recording of capital assets into the financial statements of the Board;
- New statement was added called Consolidated Statement of Change in Net Debt. The statement of change in net debt explains the difference between the Board's surplus or deficit for the accounting period and its change in net debt in the period. Expenditures to acquire tangible capital assets in the accounting period as well as other significant items that explain the nature of the difference in the two measures would be reported as explanatory items.

In keeping with accounting principles, the prior year comparative numbers have been restated to reflect these changes.

The financial statements¹ present the results of operations for the year ended August 31, 2010.

The following are summary comments of the significant matters relating to the financial statements and the results of operations for the year.

The Auditors' Report

As in previous years, the Auditors' Report contains a "scope" qualification relating to the completeness of the revenues reported from schools' fundraising activities. This is a common qualification for most school boards and many charitable organizations due to the nature of the fundraising activities, where it is nearly impossible for the auditors to fully satisfy themselves on the completeness of the revenues. The auditors' qualification is limited to this reference since in all other aspects the Auditor's report that the financial statements are fairly stated.

¹ Published as separate document.

 Audit Committee, Report No. 7, December 15, 2010

Budget Reported in the Financial Statements

The PSAB standard requires the budget reported in the financial statements be the budget approved by the Board in June 2009. The budget approved by the Trustees is developed in accordance with the provincially mandated funding model for school boards and is used to manage program spending with the guidelines of the funding model. Given differences between the funding model and generally accepted accounting principles established by the Public Sector Accounting Board, the budget figures presented have been adjusted to conform with this basis of accounting as it is used to prepare the consolidated financial statements.

Year End Position 2009-2010

As at August 31, 2010 and reflecting new PSAB requirements, the Board had an operating surplus of about \$420.9M.

The majority of the operating surplus is a result of the Province of Ontario (Province) replacing variable capital funding with a one-time debt support grant in the amount of \$405.8M. The Board will receive a one-time grant that recognizes capital debt as of August 31, 2010 that is supported by the existing capital programs. The Board will receive this grant in cash over the remaining term of the existing capital debt instruments.

The detailed breakdown of the operating surplus is as follows:

Provincial One-time Capital Support Grant	\$405.8M
Operating Surplus for the year (see below)	12.7M
Other internally and externally restricted funds	<u>\$2.4M</u>
Closing balance – August 31, 2010	<u>\$420.9M</u>

A summary of the significant variances between the budget position reported in the second quarter of about \$1.6M and the final position of \$12.7M is provided below. The surplus for the year is transferred to the Working Funds.

Working Funds:

The Board's budget for 2010-2011 has utilized \$8.7M of the Working Funds to balance the budget. The remaining reserve of \$13.2M is needed strategically to assist to the fiscal challenges for 2010-2011.

School Generated Funds

Through the efforts of school staff, School Councils and Budget Department staffs, financial reports were obtained for 100% of schools and 96% of School Councils. An estimate was provided for the remainder of School Councils who did not report. In summary, the consolidated school generated funds is as follows:

Audit Committee, Report No. 7, December 15, 2010
Financial Statements for the Year Ended August 31, 2010

Revenue	<u>\$45.2M</u>
Expenditure	<u>\$44.4M</u>
Cumulative Balance of Funds on hand	<u>\$17.5M</u>

Future Liability Costs of Employee Benefits

The most significant impact of PSAB reporting is the provision for unfunded liabilities associated with employee benefits that accrue during the working lives of staff, and the post retirement benefits.

A summary of the liabilities is as follows (see note 4(b) of the consolidated financial statements):

Pension Benefits – Includes primarily the former North York Pension Plan (fully funded) and the former Toronto Board’s War Veterans allowance (unfunded).	\$6.1M
Retirement Benefits - Includes sick leave gratuity and life and health care benefits.	\$279.2M
Other Employee Future Benefits - Includes WSIB liability (unfunded); non-vesting sick leave day (unfunded) and support staff long term disability plan (funded).	<u>\$256.8 M</u>
Total	<u>\$542.1M</u>

Unfunded liabilities are paid for on an annual basis as costs are incurred.

Not Permanently Financed Capital

The balance as at August 31, 2010 is in a deficit position of \$94.4M, of which \$45.8M relates to Board, approved capital expenditures to be financed from future proceeds of disposition of Board properties. The remaining balance relates to Good Places to Learn (GPL), Primary Class Size (PCS), Prohibitive to Repair (PTR) and Capital Priority Funding (CPF), expenditure of which have not been financed by the Province as of August 31st.

The Toronto Lands Corporation is working with the Board to realize the sale and lease of properties declared surplus to the future needs of the Board.

Toronto Lands Corporation (TLC)

The following is a summary of the results of the operations of TLC for its year ended August 31, 2010 as reported to the TLC Board. It incorporates the net leasing and proceeds of disposition on the sale of assets. The budget for the operating costs for leased properties was based on information developed for each property by Facilities staff, based on anticipated costs for areas

Audit Committee, Report No. 7, December 15, 2010

such as maintenance and utilities. The improvement in net leasing revenues is the result of increased lease revenues from re-negotiated leases, and lower actual operating costs in the areas of caretaking, maintenance and utilities. The TLC realized higher than anticipated proceeds from sales due to sales originally planned in 2008-2009 being realized in 2009-2010. The delay was due to the City backlog after the city-wide strike. In addition, a greater number of sales in the current year than originally planned.

	<u>2009-10 Plan</u>	<u>2009-10 Actual</u>
Realty Lease Revenue	\$11.9M	\$12.8M
Property Management Costs	11.6M	9.0M
TLC Administrative & TDSB Realty Services	<u>2.3M</u>	<u>2.7M</u>
	13.9M	11.7M
Net Revenue (Loss) before Property Sales	(2.0M)	1.1M
Net Proceeds from Property Sales (Revenues)	<u>36.8M</u>	<u>66.4M*</u>
Net Contribution to TDSB	\$34.8M	\$67.5M

* The TLC realized higher than anticipated proceeds from sales due to sales originally planned in 2008-09 being realized in 2009-10. The delay was due to the City backlog after the citywide strike. In addition, a greater number of sales in the current year than originally planned.

Analysis Of Balances In The Statement Of Financial Position 2009-10

<u>FINANCIAL ASSETS</u>		
Cash and Cash Equivalents	Cash in Bank (Includes funds held by schools of \$17.5M)	\$68.4M
Due from City of Toronto	Current account The balance represents the current operating account utilized by the Board for its day-to-day cash flow operations. This balance also includes the accrual of municipal taxes for July and August.	\$63.3M
Accounts Receivable	The balance includes amounts receivable from:	
	Government of Canada – GST / HST	\$7.5M

Audit Committee, Report No. 7, December 15, 2010
 Financial Statements for the Year Ended August 31, 2010

	Contract Services Receivable	\$9.2M
	Other Provincial Grants (EPO)	\$11.5M
	Ministry of Education – Approved Capital	\$404.9M
	Other – Receivable	\$6.5M
	Subtotal Accounts Receivable	\$439.6M
Mortgage Receivable	Mortgage receivable on property sales (see note 14 to Financial Statements)	\$7.2M
Funds on Deposit	Employee Benefit Plans (see note 5(f) to Financial Statements)	\$127.9M
Inventories for resale	Properties identified as held for resale (see note 17)	\$7.2M
	TOTAL FINANCIAL ASSETS	\$713.6M
<u>LIABILITIES</u>		
Short Term Borrowing	Represents short term financing required for GPL projects.	\$53.4M
Accounts payable and Accrued Liabilities	Trade payables owing to vendors and employee benefit carriers.	\$152.0M
Due to the Province of Ontario	Represents other payable to Province (\$2.6M) and deferred provincial grants (\$10.0M).	\$12.6M
Accrued Vacation	The balance represents the value of vacation earned but not yet taken by support staff employees. Most will be used by December 31 of each year.	\$18.2M
Deferred Revenue	The balance includes unspent ministry grants, International Students Visa Fees, Con Ed tuition, permits, and rental income received in advance.	\$40.0M
Employee future benefits payable	The balance represents estimated future costs pertaining to benefits including pension, retirement benefits, and other Employee Future Benefits (see note 5).	\$542.1M
Net long term debt	The balance of Debentures and Capital Loans due in future years (see note 6), net of related Sinking Fund Assets.	\$407.0M

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	TOTAL LIABILITIES	\$1,225.3M
<u>NET DEBT</u>		(\$511.7M)

<u>NON-FINANCIAL ASSET</u>		
Prepaid Expenses	The balance includes:	
	Insurance premium to the Ontario School Boards' Insurance Exchange for period Sept 1 – Dec 31, 2010	\$1.9M
	Deposit required by WSIB.	\$1.3M
	Inventory of the Distribution Centre and Facility Services.	\$3.6M
	Other prepaid	\$5.1M
	Subtotal Prepaid	\$11.9M
Tangible Capital Assets		\$1785.4M
	TOTAL NON-FINANCIAL ASSETS	\$1,797.3M
<u>FINANCIAL POSITION</u>	Accumulated Surplus	\$1,285.6M

Details Of Revenue Items In The Consolidated Statement of OperationsProvincial Grants –Other

– Energy Efficient Project	\$20.7M
– Ministry of Citizenship & Immigration – Adult ESL	\$16.8M
– Parenting and Family Literacy Centers	\$3.9M
– Focus on Youth	\$3.0M
– Copyright Fees	\$2.6M
– Community Use of Schools (PSI)	\$2.6M
– Ontario Focused Intervention Program (OFIP)	\$2.5M
– Student Success School Support Initiative	\$1.5M
– Specialist High Skills Major	\$1.3M
– Library Investment in Resources	\$1.2M
– MISA	\$1.2M

 Audit Committee, Report No. 7, December 15, 2010
 Financial Statements for the Year Ended August 31, 2010

– School Effectiveness Leads	\$1.2M
– Schools in the Middle	\$1.1M
– OFIP Tutoring	\$1.0M
– Renewal of FSL	\$1.0M
– Student Work Study	\$0.9M
– Schools Helping Schools	\$0.9M
– Library Investment Staffing	\$0.8M
– Code: Urban Aboriginal Education Project	\$0.8M
– Math/Literacy Gains	\$0.7M
– Autism: ABA Expertise	\$0.4M
– Community Use of Schools – Outreach Co-ordinator	\$0.4M
– Autism – Collaborative Service Delivery Models	\$0.4M
– Ontario Youth Apprenticeship Program	\$0.4M
– Mentoring for Newly Appointed School Leaders	\$0.3M
– Differentiated Instruction	\$0.3M
– Purchase of Alcohol Based Hand Rub for Use in Schools	\$0.3M
– Student Support Leadership	\$0.3M
– Other grants (individual grant amounts less than \$0.15M each)	\$3.3M
– CS employment Ontario/MTCO	\$18.3Mil
– Ministry of health Pool grant	\$8.2Mil
– Misc other	<u>\$0.2Mil</u>
	<u>\$98.5M</u>

Other Fees And Revenues

– Property rental	\$16.8M
– Permits	\$13.8M
– Salary recovery re secondments	\$12.4M
– Cafeteria	\$6.7M
– Continuing Education Fees	\$3.2M
– Visa fees	\$13.7M
– Capital Recoveries	\$6.1M
– Other Revenues	<u>\$26.3M</u>

Total	<u>\$99.0 M</u>
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Budget To Actual Variance For The Year-Ended August 31, 2010

Budget Surplus	1.6 M
(Based on 2nd Quarter Projections in Report to Board April 14, 2010)	
Major Variances in Expenditures/Revenues Since April Report:	
→ Net estimated change in GSN revenues from higher enrolment than reported in our Revised Estimates.	3.5 M
→ Revenue anticipated from the wind-up of the former North York Pension Plan was not finalized. It is now anticipated for 2010-11.	(2.0) M
→ Recognition of previously recorded deferred revenue that after a detailed review was determined not to meet the definition of a liability under Public Sector Accounting Standards (PSAB) so where brought into revenue	8.2 M
→ Canada Revenue Agency and Ministry of Finance assessments of EHT, CPP and EI relating to payroll deductions.	(0.7) M
→ Anticipated prior year surplus to be used in 2009-10 was not used	(3.5) M
→ School Operations savings and revenue increases in addition to those originally forecasted. Examples of which are utility savings of \$1.8M and increase in permit and lease revenue of \$0.8M.	2.5 M
→ Increased Tuition fee from international students	0.7 M
→ Other Department overall savings	2.4 M
 Operating Surplus 2009-10	 <u>\$ 12.7 M</u>

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Details Of Accumulated Surplus/ (Deficit) (As At August 31, 2010)

	<u>2010</u>	<u>2009</u>
Net Tangible Capital Assets		
This represents the net value after depreciation of the Boards capital assets. The capital assets of the Board include land, buildings, site improvements, portables, computers, vehicles, furniture and equipment.	\$1,792.6M	\$1,769.3M
One time Capital Support Grant		
This represents the amount of funding the Ministry of Education will be advancing the Board for the capital expenditures in such areas as PCS, GPL. This money will be flowed to the Board as the debt commitments become due.	\$405.8M	\$0.0M
Not Permanently Financed Capital		
The amount of Not Permanently Financed Capital is the capital expenditures of the Board that have yet to be financed for both Ministry and Board funded projects. Included in this amount is the Boards' internally funded Capital Deficit, which at year end was \$45.8 (see Capital Expenditures below)	\$(94.5)M	\$(122.8)M
Debt & Accrued Interest		
The debt represented by this amount includes both Ministry funded and Board internal debt. The interest accrual represents the portion of interest expense incurred but not paid as of August 31.	\$(413.1)M	\$(371.0)M
Future Employee Benefits & Vacation Accrual		
Future Employee Benefits represents the provision for unfunded liabilities associated with employee benefits that accrue during the working lives of staff, and the post retirement benefits. The vacation accrual amount represents the liability the Board has for vacation earned but not yet taken.	\$(560.3)M	\$(548.9)M
Benefit Funds on Deposit		
The Board maintains funds to support the liabilities of the employee benefit plans including health, dental, group life and long term disability plans. The funds on deposit are held to secure the estimated liabilities.	\$103.8M	\$101.8M

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Operating Surplus

This amount represents funds available to the Board to address operating issues. Reflecting audit standards, some deferred revenue have been moved into the general working funds. \$22.0M \$9.2M

Special Education

This reserve represents funds set aside for addressing the backlog of special education assessments \$0.7M \$1.7M

School Generated Non-Public Funds

This represents the amount of non-public funds held by both the schools and school councils as of August 31. \$17.5M \$16.7M

School Supports

This reserve represents the unspent balance of school based funds. \$8.5M \$7.6M

Environmental Legacy Fund

This reserve represents restricted funds the Board received from Carbon Credit payments. \$0.4M \$0.0M

Site-funded Improvements

This reserve represents unspent funds allocated to schools and Superintendents of Education for minor renovations or improvements in schools. \$2.2M \$1.1M

Total \$1285.6M \$112.2M

Capital Expenditures

Capital Projects - Internal Funded (in thousands)		
Revenue	2009-10	2008-09
Proceeds of Disposition	64,791	29,060
Other	3,093	19,934
Total	67,884	48,994
Expenditures		
Critical Facility Renewal (\$40M Debenture)	1,012	7,274
Other Renewal	10,796	13,181
Phase VI - Energy Mgmt Program	1,396	3,475
School Facilities Revitalization Master Plan Phase 1	24,936	17,356
School Facilities Revitalization Master Plan Phase 2	4,002	5,025
School Facilities Revitalization Master Plan Phase 3	6,776	3,816
Facility-Renovations (Disposition Funded)	2,469	-
Other	669	435

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Integrated Data Management Systems	-	1,184
Total Expenditures	52,057	51,746
Net Capital Expenditures	(15,828)	2,752
Prior Year Capital Deficit	61,614	58,862
Capital Deficit as at August 31st, 2010	45,786	61,614

Capital/Renewal Program - External Funded				
		Expendi- tures	Expendi- tures	Cumulative Expendi- tures
Expenditures	Budget	To August 31/09	2009-10	To August 31/10
Good Place to Learn Stage 1	175,427	170,983	3,031	174,014
Good Place to Learn Stage 2	97,246	93,419	2,565	95,984
Good Place to Learn Stage 3	98,415	69,339	23,443	92,782
Good Place to Learn Stage 4	42,397	753	4,877	5,630
Primary Class Size (Note 2)	36,003	28,082	6,586	35,388
Energy efficient Schools (EES) (Note 1)	48,377	10,436	20,676	31,112
Pool Rehabilitation	15,766	-	8,121	8,121
Nelson Mandela (PTR/EES/City) (Note 1)	21,691	-	830	830
Thorncliffe Park PS (CPF/PCS/City) (note 2)	21,654	-	276	276
Churchill PS (PTR)	5,445	-	-	-
Student Success Strategy	1,778	1,553	158	1,711
Full Day Learning - Phase 1	1,923	-	734	734
Total	566,122	375,285	71,297	446,582

Notes:

1. Nelson Mandela: total budget of \$21.7M includes \$8.6M PTR, \$9.5M EES and \$3.5M City daycare.
2. Thorncliffe total budget of \$21.6M includes \$7.6M Capital Priority Grant, \$6.2M Full Day Learning, \$3.8M City daycare and \$4.0M PCS funding.

Note: The audited financial statements for the year ended August 31, 2010 are published separately.

For the Board's decision see page 951931.