



## Provincial Capital Priorities Program 2022-23

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

**Date:** 16 February, 2022

**Report No.:** 02-22-4264

### Strategic Directions

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

### Recommendation

It is recommended that the list of five Capital Priority projects outlined within this report be submitted to the Ministry of Education for funding consideration.

### Context

Capital funding to support new schools, replacement schools, additions and deep retrofits to existing schools is provided to school boards by the provincial government. This funding is allocated through the Capital Priorities program, an annual process where school boards can identify their most urgent pupil accommodation needs.

On February 4, 2022 the Ministry of Education announced a new Capital Priorities program for 2022-23, which is outlined in the memorandum found in Appendix A. School boards are required to submit business cases for each project by **February 25, 2022**. Compared to previous rounds of Capital Priorities this is an extremely tight timeline for project submissions.

The last opportunity for school boards to identify Capital Priority projects was in May 2021. In January 2022 the Board was allocated \$55M in capital funding to support two projects: \$44M to support a new JK-8 elementary school within the Lower Yonge Precinct (Ward 9), and \$11M to support the expansion of York Memorial CI to accommodate the consolidation of George Harvey CI (Ward 6). A list of the previously submitted projects is provided in Appendix B.

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In the current round for 2022-23, school boards across the province are permitted to submit only five business cases that outline their most urgent capital projects compared to the usual ten. Of the five projects, a minimum of two are to be new project proposals, and the remaining (up to three) can be selected from the 2021-22 list of submitted projects. The memorandum also notes that all previously submitted projects in the 2021-22 round of Capital Priorities will remain under consideration.

To be considered for funding approval, eligible projects need to meet one or more of the following criteria:

- Accommodation Pressures;
- School Consolidation and Facility Condition;
- Providing facilities for French-language rights holders in under-served areas (increasing access to francophone schools operated by the French language school boards – this does not apply to the TDSB); and
- Creating new licensed child care spaces in schools.

It is important to note that not all capital projects submitted to the Ministry receive funding approval. The Ministry has a fixed capital budget that they allocate to school boards based on their assessment of where the greatest priorities lie across the province. Historically, the TDSB has received approval for one to six capital projects in a round of the Capital Priorities process.

In their review process, the Ministry assigns a higher priority to projects where utilization rates are equal to or greater than 100% at all nearby schools, as well as to those where the need for additional pupil places is demonstrable within the near-term as opposed to longer-term accommodation pressures.

The memorandum also stipulates that the projects identified must be completed and open by the 2026-27 school year. This is to ensure that school boards are reflecting their most urgent pupil accommodation needs, and that where required, Trustees have already made the decisions necessary to support the projects that have been identified (e.g. school consolidation project with a Board decision to close a school).

### **Ranking of Capital Priority Projects 2022-23**

Capital Priority projects are ranked to align with the criteria set out by the Ministry. For 2022-23, the projects have been ranked based on the approach described below.

The first three projects were part of the list of ten submitted to the province through the 2021-22 Capital Priorities process but did not receive funding approval. There are eight

projects on the 2021-22 submission that were not approved, but not all can be resubmitted.

The three projects have been recommended for the 2022-23 submission because they address schools with large port-a-packs on-site and support the outcome of a Board-approved Pupil Accommodation Review.

Group	Rank	Capital Project	Ward
Group 1 – Resubmitted Projects	#1	St. Margaret’s Public School	19
	#2	Secord Elementary School	16
	#3	Guildwood Pupil Accommodation Review (Poplar Road Jr. PS and Elizabeth Simcoe Jr. PS)	19
Group 2 – New Projects	#1	Scarborough City Centre Elementary School	19
	#2	Canadian Tire Lands Elementary School	13

**Group 1: Resubmitted Projects**

*St. Margaret’s PS and Secord ES*

The accommodation drivers contained within the Long-Term Program and Accommodation Strategy recognize that multiple standalone portables on a school site are undesirable and should be addressed by capital intervention where no other accommodation options are feasible.

Port-a-packs differ from standalone portables in that they are connected to the school building via a corridor and often contain washrooms, providing a more acceptable means of student accommodation than standalone portables. Large port-a-packs in the system that are in poor condition will be addressed first; St. Margaret’s PS and Secord ES fall into this category.

*Guildwood Pupil Accommodation Review (Poplar Road Jr. PS and Elizabeth Simcoe Jr. PS)*

In June 2018, the Board of Trustees approved the closure of Jack Miner Sr. PS subject to the provision of adequate capital funding to support the implementation of the pupil accommodation and program plan. These projects were submitted for consideration during the 2019-20 and 2021-22 Capital Priorities cycle but were not funded. For 2021-22, efforts were made to reduce the scope of both projects to respond to Ministry feedback on the 2019-20 business case submissions.

It is still staff's position that both projects are required in their current form to support the closure of Jack Miner Sr. PS. As such, the projects will be combined into a single business case and submitted as a package.

## **Group 2: New Projects**

### *Scarborough City Centre Elementary School, 705 Progress Avenue*

A new elementary school at 705 Progress Avenue is required to support ongoing intensification and population growth within the Scarborough City Centre. The Board co-owns a site with the City of Toronto that will support the future elementary school.

Although this project was part of the 2021-22 Capital Priorities submission, the future land-use and accommodation landscape has shifted since May 2021.

The business case submitted to the province in 2021-22 prefaced that the project was associated with a future elementary Pupil Accommodation Review. The business case was submitted to provide advance notice of an upcoming urgent project that required the moratorium on Pupil Accommodation Reviews to be lifted.

It is the opinion of staff that in light of emerging plans to redevelop the Scarborough Town Centre and a significantly higher number of future dwelling units in the local area, that the Pupil Accommodation Review is no longer required. This means that the project is not subject to any further study or Board decision(s) and can proceed. The business case for this school will be amended to reflect these changes and submitted as a new project.

### *Canadian Tire Lands Elementary School*

The new elementary school on the Canadian Tire Lands site is required to provide local accommodation for students residing in this emerging neighbourhood.

The area surrounding the site has been experiencing residential intensification since the early 2000's. Students in JK to Grade 5 are currently bused to Crestview PS, situated approximately 4.5 km to the northeast. Students in Grades 6 to 8 are accommodated at Woodbine MS, approximately 3.5 km to the east. The site, approximately 1.8 acres in size, was purchased in 2018 using funding provided by the province through the Land Priorities Program.

Appendix C provides more information on each of the Capital Priority projects, as well as comments on the unfunded 2021-22 projects that are not recommended to be part of the 2022-23 submission.

Appendix D contains a map that shows the location of the Capital Priority projects.

## **Child Care**

Similar to previous years, as part of the Capital Priorities program school boards also have an opportunity to request funding to support new child care spaces as part of their major capital projects identified for 2022-23.

New child care spaces are to be identified in consultation with the City of Toronto's Children's Services Division, the agency that administers and distributes operating funding to child care providers, and for developing an overall system plan that identifies where service gaps exist.

TDSB Planning staff and Child Care Services staff will be working collaboratively with the City of Toronto's Children's Services staff over the coming weeks to ensure that any feasible opportunity to provide new child care spaces as part of our Capital Priority projects is explored. The child care submission that accompanies the Capital Priority submission must be signed by the City of Toronto to support the need. Operating funds will come from the child care operators through direct agreements.

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

Funding requests for Capital Priority projects is supported through the submission of individual business cases. For the 2022-23 Capital Priorities program, completed business cases and joint child care submission forms are due by February 25, 2022.

To support this work, TDSB Planning staff, Facility Services staff, Child Care Services staff, and Toronto Lands Corporation staff are working collaboratively to ensure that this deadline is met. Discussions will also be arranged with coterminous school boards to determine if there is interest in joint-use projects. Discussions are also occurring with the City of Toronto's Children's Services staff to determine if child care rooms should be included in the individual capital projects.

Once finalized, the business cases will be provided to Trustees for information.

### **Resource Implications**

The development of Capital Priority business cases will be led by TDSB Planning staff and supported by other departments, using internal staff time and resources.

### **Communications Considerations**

The Capital Priority business cases will be posted on the TDSB public website after they have been submitted to the Ministry and provided to Trustees.

## Board Policy and Procedure Reference(s)

Not applicable.

### Appendices

- Appendix A: Provincial Memorandum 2022:B01, Launch of 2022-23 Capital Priorities Program including Child Care Capital Funding
- Appendix B: Capital Priority Projects Submitted in 2021-22
- Appendix B: Description of the Capital Priority Projects 2022-23
- Appendix C: Map of the Capital Priority Projects 2022-23

### From

Craig Snider, Interim Associate Director, Business Operations and Service Excellence at [craig.snider@tdsb.on.ca](mailto:craig.snider@tdsb.on.ca) or 416-395-8462

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

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

Dan Castaldo, Senior Manager, Strategy and Planning, at [daniel.castaldo@tdsb.on.ca](mailto:daniel.castaldo@tdsb.on.ca) or at 416-428-1857

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

Capital and Business Support  
Division

Division du soutien aux immobilisations  
et aux affaires

315 Front Street West  
15<sup>th</sup> Floor  
Toronto ON M7A 0B8

315, rue Front ouest  
15e étage  
Toronto (ON) M7A 0B8

**2022: B01**

**Date:** February 04, 2022

**Memorandum to:** Directors of Education  
Children's Service Leads, Consolidated Municipal Service  
Managers (CMSMs) and District Social Services Administration  
Boards (DSSABs)  
Secretary/Treasurers of School Authorities

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

**Subject:** **Launch of 2022-23 Capital Priorities Program including Child  
Care Capital Funding**

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Schools and child care centres are crucial in supporting the well-being and positive development of students and children. As part of the provincial government's efforts to build and invest in infrastructure, the Ministry of Education is committed to working closely with school boards to ensure infrastructure investments meet the needs of the community and deliver good value for the Ontario taxpayers.

### **2022-23 Capital Priorities Program**

The ministry is pleased to announce the launch of the 2022-23 Capital Priorities Program (CP), providing school boards with an opportunity to identify and address their most urgent pupil accommodation needs, including:

- accommodation pressures,
- replacing schools in poor condition,
- supporting past consolidation decisions,
- providing facilities for French-language rights holders in under-served areas, and
- creating new licensed child care spaces in schools.

With the additional challenges school boards are facing with the COVID pandemic, the ministry has reduced the burden associated with the 2022-23 CP submissions. School boards are asked to submit up to five (5) projects for considerations under the 2022-23 CP program, down from 10 projects that were requested in previous years.

### **Summary of the 2022-23 Capital Priorities Program**

- The submission deadline for all capital funding requests is **February 25, 2022**.
- For the 2022-23 Capital Priorities program, school boards are asked to:
  - Submit a maximum of five (5) project proposals, of which a minimum of two (2) projects are to be new project proposals and the remaining (up to 3) projects can be drawn from the 2021-22 CP submissions.
  - Provide a priority ranking for the proposals and submit their 2022-23 Capital Priorities Submissions List (Appendix A) jointly signed by the Director of Education, Secretary/Treasurers of School Authorities, and the Senior Business Officials.
- The 2022-23 Capital Priorities projects are expected to be completed and open no later than the 2026-27 school year.
- School boards have an opportunity to request Child Care Capital funding for Capital Priorities projects, if the local CMSM or DSSAB support the need and confirm the proposed new space will not result in an operating pressure for the CMSM or DSSAB.
- All public announcements regarding capital investments in the publicly funded education system, including those previously funded, are joint communications opportunities for the provincial government, the school board, the CMSM or DSSAB, and/or community partners.
- As with previous years, participation in the Capital Priorities Program remains optional for school boards.

### **Project Submissions**

As with previous rounds of Capital Priorities, funding for projects will be allocated on a business case basis for new schools, retrofits, and additions that need to be completed by the 2026-27 school year. School boards are invited to identify their most urgent Capital Priorities projects for funding consideration. The Ministry is requesting that a minimum of two of the project proposals for the 2022-23 CP be new/newly identified projects, with the remaining (up to three) projects drawn from the previously submitted 2021-22 CP proposals, identifying the most pressing and urgent needs for boards. All capital proposals submitted in the 2021-22 call for proposals remain under consideration.

With the ongoing transition from the School Facility Inventory System (SFIS) to the new Education



Capital Information System (ECIS), school boards will not be able to download templates or upload business cases directly. As a result, ministry staff will send board specific business case templates to school boards for completion and school boards are asked to submit their completed 2022-23 Capital Priorities Submission List along with any new or updated business cases to [CapitalProgramBranch@ontario.ca](mailto:CapitalProgramBranch@ontario.ca) with a copy sent to their Capital Analyst.

As in previous rounds, there are **two template reports** that are required to be submitted per submission:

**1) Business Case - Part A (Written Report)**

School boards are required to provide a written description of the project, including detailed information on the rationale, proposed scope of work and demonstrate why alternate options are not feasible.

**2) Business Case - Part B (Excel Template)**

• **Enrolment and School Capacity Data Form (Required for All Submissions)**

School boards are required to provide an overview of current and projected accommodation needs for the proposed capital project, including schools within the local proximity of the selected project site.

• **Joint Submission - Capital Funding for Child Care Form (If Applicable)**

With support from their local CMSM or DSSAB, school boards have an opportunity to request capital funding for the creation of new child care spaces as part of their Capital Priorities submission.

For all child care project requests submitted through Capital Priorities, school boards and CMSMs or DSSABs are required to complete a Joint Submission - Capital Funding for Child Care template to request Child Care Capital funding. Requests for capital funding must be signed by both the school board and the CMSM or DSSAB.

For information regarding the child care project submissions, please see Appendix C.

## **Other Considerations for Project Submissions**

### **School Board Considerations**

In addition to project specific assessments as detailed in Appendix B, the following school board performance measures will also be considered for all Capital Priorities project categories:

- School board's demonstrated willingness to participate with co-terminus school boards in joint-use school opportunities,
- School board's ability to build to ministry benchmark costs as evidenced by past projects,
- School board's ability to deliver projects within target timeframes as evidenced by past projects,
- School board's history of meeting the ministry's capital accountability measures,
- Accuracy of enrolment projections for previously approved projects, and
- Number of projects the school board currently has underway.

## Joint-Use Capital Projects

The ministry encourages all school boards to consider collaborative capital project arrangements between school boards. This includes maximizing the opportunities of co-location, particularly in rural, northern or smaller communities.

The ministry will be reviewing all capital proposals submitted by boards for ministry funding to ensure joint-use opportunities between school boards have been explored before funding is granted.

School boards seeking Capital Priorities funding approval must:

- Document efforts made to explore joint-use opportunities for each capital project funding request as part of the business case submissions, and
- Demonstrate a willingness to participate with co-terminus school boards in joint-use school opportunities.

For joint-use school proposals, all participating boards must:

- Include the project as part of their Capital Priorities submission, and
- Explain the role of the joint-use nature of the project on expected improvements to student programming and operational efficiency.

## Communications Protocol

School boards are reminded to follow the ministry's communications protocol requirements for all ministry funded major capital construction projects as outlined in Appendix D. This includes the placement of Ontario Builds signage of project sites within 60 days of receiving funding approval notification.

Should you have any questions related to the communication requirements, please contact [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca).

## Ministry Contact

### Capital Priorities and Child Care Program

If you have any Capital Priorities Program questions, or require additional information, please contact the Capital Analyst assigned to your school board or:

- Laval Wong, Manager (A), Capital Program Branch at 647-278-1871 or [Laval.Wong@ontario.ca](mailto:Laval.Wong@ontario.ca), or
- Sophie Liu, Manager, Capital Program Branch at 647-402-9597 or [Sophie.Liu@ontario.ca](mailto:Sophie.Liu@ontario.ca), or
- Paul Bloye, Director, Capital Program Branch at 416-325-8589 or at [Paul.Bloye@ontario.ca](mailto:Paul.Bloye@ontario.ca).

We look forward to working with you on advancing these and numerous other initiatives as part of the Ontario government's commitment to meeting the needs of students and working families across the province.

Sincerely,

*Original signed by:*

Didem Proulx  
Assistant Deputy Minister  
Capital and Business Support Division

**Appendices:**

Appendix A: 2022-23 list of Capital Priorities submissions

Appendix B: Eligibility and Evaluation Criteria

Appendix C: Child Care Capital Project Submission Requirements

Appendix D: Communications Protocol Requirements

- c. Senior Business Officials
  - Superintendents and Managers of Facilities Managers of Planning
  - Early Years Leads
  - CAOs of Consolidated Municipal Service Managers CAOs of District Social Services
  - Administration Boards
  - Melanie Milczynski, Director, Field Services Branch, Ministry of Education

**Appendix A: 2022-23 Capital Priorities Submissions List**

**School Board:**

School Board: \_\_\_\_\_

2022-23 Priority Ranking	Project Name / Name of Existing Submission	Type of Submission (New or Existing)	2021-22 Priority Ranking
1			
2			
3			
4			
5			

Director of Education  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

Senior Business Official  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

Capital Lead  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

## **Appendix B: Eligibility and Evaluation Criteria**

### **Eligible Project Categories**

Projects eligible for funding consideration for this round of the Capital Priorities Program must meet one or more of the following category descriptions:

1) Accommodation Pressure:

Projects will accommodate pupils where enrolment presently is or is projected to persistently exceed capacity at a school or within a group of schools, and students are currently housed in non-permanent space (e.g., portables).

Assessment of projects will include reviewing school-level capacity of impacted schools, including those in close proximity, historical enrolment trends, enrolment forecasts, and geographic distribution of students.

- Priority consideration for funding purposes will be given to projects with a utilization equal to or greater than 100% (including area schools) in the 5th year after the proposed school opening date as per the business case template.

2) School Consolidation and Facility Condition:

Projects that support the reduction of excess capacity in order to decrease operating and renewal costs, and/or address renewal need backlogs. These projects may also provide other benefits such as improved program offerings, accessibility or energy efficiency.

Projects associated with consolidations and/or closures that require a Pupil Accommodation Review (PAR) that has yet to be completed will not be eligible for funding purposes.

Note: School boards will be asked to confirm that schools identified to be closed as part of the proposed solution will be closed and removed from the school board's assets within two years of completion of the approved project.

Assessments will be based on the projected operating and renewal savings and the removal of renewal backlog needs relative to the project cost.

- Priority will be given to projects with an expected Internal Rate of Return equal to or greater than 2.5%. This will be calculated using the expected cost of the project compared to the expected savings resulting from proposed solution as per the business case template.

3) French-language Accommodation:

Projects will provide access to French-language facilities where demographics warrant. Such projects will only be considered for funding if the school board can demonstrate that a French-language population is not being served by existing French-language school facilities.

Note: Project requests associated with French-language facilities in existing geographic areas experiencing accommodation pressures will be reviewed for funding consideration based on the Accommodation Pressure criteria identified above.

Assessment of projects will include enrolment forecasts, geographic distribution of students, reviewing school-level capacity of impacted schools, including those in close proximity and potential alternative solutions.

### **Ineligible Projects**

Projects matching the following descriptions will not be considered for Capital Priorities funding purposes:

- Projects addressing an accommodation pressure as a result of a specialized or alternative program such as French Immersion;
- Projects for additional child care space that is not associated with a capital priorities school project (i.e., child care only project requests);
- Projects associated with consolidations and/or closures where a Pupil Accommodation Review has not been completed;
- Requests for Land Priorities funding for site acquisitions;
- Projects addressing the renewal needs of a facility; and
- Projects addressing school board administrative space.

The ministry will expect that school boards will explore various options before submitting their business cases for a specific option. School boards must be able to identify the cost differentiation and considerations of various options within its submitted business case.

### **Previously Approved Capital Priorities Projects and Scope Change Requests**

If school boards are considering a scope change for a previously approved capital priorities project, they may be required to resubmit the project through the Capital Priorities Program. Please contact your Capital Analyst for further clarification.

## **Appendix C: Child Care Capital Project Submission Requirements**

### **Child Care Eligibility**

The ministry will consider funding child care centre capital projects in schools where there is a need for new child care construction and/or renovations to existing child care spaces for children 0 to 3.8 years of age. School boards will need to have the support of the corresponding Consolidated Municipal Service Manager (CMSM) or District Social Services Administration Board (DSSAB) regarding the eligibility and viability requirements to build or renovate child care rooms in the identified school.

When selecting a school for child care centre capital, school boards and CMSMs and DSSABs should consider available operating funding, cost effectiveness of the capital project, school capacity, location, long-term viability, age groups, accommodation pressures/service gaps, demand, local child care plan, etc. prior to signing the Early Years Joint Submission.

When considering long-term school viability, school board planners and CMSMs and DSSABs must consider at least the next five years and use population projections as well as other local data to inform submission decisions including an assessment of:

- Cost effectiveness of the project, including anticipated additional site, construction, labour/material or municipal costs associated with the project.
- Whether the school has existing child care centre space.
- The average daily enrollment and the on-the-ground capacity of the school.
- Current utilization rates, and historical/forward trend analysis.
- School board capacity to support cost overages and implementation.

### **Child Care Operational and Accountability Requirements**

Approved new construction of child care rooms must meet the following operational and accountability requirements:

- The child care centre rooms are viable within existing CMSM or DSSAB operating funding.
- The physical space will be owned by the school board and leased to the child care operator or CMSM or DSSAB. School boards are not to charge operators beyond a cost-recovery level.
- School boards should operate on a cost-recovery basis and recover their accommodation costs (e.g., rent, heating, lighting, cleaning, maintenance, and repair costs) directly from child care operators and/or CMSMs and DSSABs as per the school board's usual leasing process. School boards should not absorb additional school board facility costs (e.g., custodial, heat, and lighting) and renewal costs (e.g., windows) through ministry funding, such as the School Facility Operations or Renewal Grant. School boards are not expected to take on additional costs to support facility partnerships, although school boards will continue to use their discretion in supporting partnerships based on their student achievement strategy.
- School boards are required to follow the capital construction approval process for the new construction and/or renovations of child care centre rooms as per the ministry's Capital Accountability Requirements.
- School boards will require an Approval to Proceed (ATP) before the child care capital

project can be tendered.

- School boards, CMSMs and DSSABs and/or child care operators should contact their child care licensing representative as soon as possible as all child care centre capital projects require a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch prior to receiving an ATP or starting construction. In order to streamline the floor plan approval process, school boards, CMSMs and DSSABs and/or child care operators should note to their child care licensing representative if the child care floor plan has been used in the past (i.e., a repeat child care floor plan design) or if the child care floor plan will be used for multiple child care sites in the near future.
- Child care centre space will not count as loaded space.
- School boards will be held accountable for implementing appropriate measures to ensure that the cost and scope of approved child care centre capital projects are within the approved project funding.
- Rooms must be built in accordance with the Child Care and Early Years Act, 2014 (CCEYA).
- It is expected that all new child care centre rooms funded under this policy will be built to accommodate a maximum group size (at 2.8m<sup>2</sup> per child, as per the CCEYA) for each age grouping for children 0 to 3.8 years (e.g., 10 infant spaces, 15 toddler spaces, 24 preschool spaces, and 15 family age grouping spaces), and that child care centre rooms will be for exclusive use during the core school day. Although unobstructed space requirements are per child, infant, toddler and family age group sizes require additional space for separate sleep areas, change area, etc. these should be considered when developing child care floor plans. Consideration should also include the long-term use of the room, including the ability to convert to serve other child care age groups in future.
- It is important that school boards and CMSMs and DSSABs are taking into consideration licensed child care operator viability, and flexibility where appropriate, when determining appropriate mix of age groupings. Programs created will support continuity of services for children and families to accommodate children as they age out of programs. For example, if a toddler room is included in the child care capital project proposal a preschool room should also be available, unless a family age grouping room is in place.
- For the purpose of this policy, an eligible child care operator:
  - has a purchase of service agreement with the CMSM or DSSAB; or
  - is a licensed child care centre that is eligible to receive fee subsidy payments from the CMSM or DSSAB.
- Capital funding for a child care centre cannot be used to address other school board capital needs. Funding will not be provided for school-age child care spaces (except spaces within a family age grouping room) as the ministry will not fund exclusive space for before and after school child care programs.



## **Appendix D: Communications Protocol - Public Communications, Events and Signage**

### **Acknowledgement of Support**

School boards are required to acknowledge the support of the Government of Ontario in proactive media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to:

- Reports
- Announcements
- Speeches
- Advertisements, publicity
- Promotional materials including, brochures, audio-visual materials, web communications or any other public communications.

This is not required for:

- Minor interactions on social media, including social media such as Twitter
- Reactive communications, such as media calls.

All public events and announcements regarding capital investments in the publicly funded education system are considered joint communications opportunities for the provincial government, the school board, as well as Consolidated Municipal Service Managers and District Social Service Administration Boards (CMSMs and DSSABs); and/or community partners.

### **Issuing a Media Release**

When issuing a media release or other media-focused communication, school boards, CMSMs/DSSABs, and or community partners must:

- Recognize the Ministry of Education's role in funding the project
- Contact the ministry to receive additional content for public communications, such as a quote from the minister.

You can send your draft public communications to [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca) to obtain a quote or other information for your public product.

**Note:** The ministry may also choose to issue its own news release about various project milestones. If the ministry chooses to do so, school boards, CMSMs/DSSABs, and/or community partners will be notified.

### **Invitations to the Minister of Education**

#### ***Openings***

School boards are to invite the Minister of Education to all openings of:

- New schools
- Additions that include new child care spaces, EarlyON Child and Family centres, or community hubs.

To invite the minister to your event:

- Send an email invitation as soon as possible to [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca)

- Where appropriate please copy the ministry's regional manager in the Field Services Branch for your area
- Please do not move forward with your event until you have received a response from the ministry (you will be notified within 15 business days of the event as to the minister's attendance)
- Inform the ministry via the email address above if the date of your event changes.

**Note:** If the minister is unable to attend, your invitation may be shared with another government representative. Their office will contact you directly to coordinate details. Announcements do not need to be delayed to accommodate the minister. The goal is to make sure that the ministry is aware of the opportunity.

### **All Other Events**

For all other media-focused public events, (e.g. sod turnings):

- Send an invitation to the minister at [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca) with at least three weeks' notice
- Copy the ministry's regional manager in the Field Services Branch, in your area, where appropriate.

**Note:** These "other" events should not be delayed to accommodate the minister. Only an invitation needs to be sent; a response is not mandatory to proceed.

### **Ontario Builds Signage**

NEW – The Government of Ontario is introducing Ontario Builds signage.

For approved Capital Priorities, Early Years Capital and Child Care Capital projects, school boards will be required to display Ontario Builds signage at the site of construction that identifies the financial support of the Government of Ontario.

School boards are responsible for the following:

- Producing and paying for Ontario Builds signage. For the Ontario Builds artwork and the visual identity guide, please access [www.ontario.ca/page/ontario-builds-templates](http://www.ontario.ca/page/ontario-builds-templates) for templates to create the signage.
  - These are examples of project descriptions that could be used on the school board sign: "New school and child care centre," "New school," or "New school addition."
  - Francophone communities, consider producing both English and French signage.
- Providing the ministry with a digital proof of the sign which to be sent via email to [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca). Ministry approval of the digital proof must be received before finalizing and physically producing Ontario Builds signage.
- Posting signs in a timely manner. Please ensure a sign is present at the construction site at all stages – before construction work starts and throughout construction.
- Displaying permanent sign(s) for major school and /or early years and child care projects identified by the ministry in a prominent location that does not obstruct traffic or cause safety concerns, particularly if the sign is located near roads. To avoid potential safety

issues, school boards should ensure the appropriate provincial and municipal authorities are consulted on Ontario Builds signage.

- Removing the signage within six months of the completion of the project.
- Providing the ministry with a photograph after the sign has been installed; please send to [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca).
- Maintaining the signage to be in a good state of repair for the duration of the project.

**Note:** For projects that are co-funded, such as by a municipality or the federal government, use the Ontario Builds visual identity guide for partnership signage. Also, please facilitate signage approval from the partners.

### **Contact**

Should you have any questions related to this communications protocol or Ontario Build signage, please send your questions via email to [MinistryofEducation@ontario.ca](mailto:MinistryofEducation@ontario.ca).

**Note:** This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance to existing processes.

## Appendix B

## Capital Priority Projects Submitted in 2021-22

#	Project	Status	Ward
1	Lower Yonge Precinct Elementary School	Received funding of \$44M	9
2	Consolidated Secondary School on the York Memorial site	Received funding of \$11M	6
3	Davisville Junior Public School / Spectrum Alternative Senior School	Did not receive funding	8
4, 5	Poplar Road Junior Public School and Elizabeth Simcoe Junior Public School	Did not receive funding	19
6	Regent Heights Public School	Did not receive funding	18
7	St. Margaret's Public School	Did not receive funding	19
8	Secord Elementary School	Did not receive funding	16
9	West Don Lands Elementary School	Did not receive funding	9
10	Scarborough City Centre Elementary School, 705 Progress Avenue	Did not receive funding	19

## Appendix C

### Description of the Capital Priority Projects 2022-23

#### **Resubmitted Project #1 – St. Margaret's PS – Replacement School Ward 19 (Trustee Patel)**

St. Margaret's PS has a large and aging port-a-pack that requires replacement. The brick and mortar portion of the school building has a 5-year Facility Condition Index of nearly 87%.

The port-a-pack consists of 16-units, which represents the majority of instructional space existing at the school. Further, the gymnasium is vastly undersized to support a JK-8 program and requires expansion. Due to these factors, a new 340 pupil place replacement school is recommended. It should be noted that this school ranks high on the LOI list at #16 (2020 LOI).

Concerns about the school's condition and learning environment were raised with the Ministry of Education in the 2021 Business Case. These concerns will be reiterated and expanded upon to ensure that the equity challenges facing this school community are effectively understood.

#### **Resubmitted Project #2 – Secord PS – Replacement School Ward 16 (Trustee Aarts)**

Secord PS has a large and aging port-a-pack that requires replacement. The brick and mortar portion of the school building has a 5-Year Facility Condition Index of 89%. The review of the existing building suggests that the mechanical, electrical, and other building systems are not sufficient to support a permanent addition to the school, and that the most appropriate means of capital intervention is a replacement school.

A 931 pupil place replacement school is required to accommodate the long-term projected enrolment of this community. The current capacity of Secord ES is 591 pupil places. Due to the large school population and the constraints of the school site, a phased approach to the replacement may be required.

Opportunities to use the Jones Avenue building, located approximately 4.1 km from Secord PS, as part of an interim holding strategy will be explored. This may allow for a more cost-effective solution to the replacement of the existing building.

**Resubmitted Project #3 – Guildwood Pupil Accommodation Review  
Ward 19 (Trustee Patel)**

The Board of Trustees approved the recommendations from a Pupil Accommodation Review in June 2018 that would see Jack Miner Sr. PS closed and the surrounding junior schools, Guildwood Jr. PS, Poplar Road Jr. PS and Elizabeth Simcoe Jr. PS expanded from JK-6 to JK-8 schools. Of these three schools, two required additional capacity to support the implementation of these changes.

*Poplar Road Jr. PS – New 341 Pupil Place Replacement School*

This is a proposed 341 pupil place replacement school to support the closure of Jack Miner Sr. PS, and an expansion from a JK-6 to a JK-8 program at Poplar Road Jr. PS. The closure of Jack Miner Sr. PS was approved subject to the provision of capital funding to implement the pupil accommodation and program plan. If approved, this project in conjunction with the following project (Elizabeth Simcoe Jr. PS) will allow the plan to proceed.

The existing Poplar Road Jr. PS building is in poor condition with a 5-Year Facility Condition Index of nearly 68%. The school also has an irregular configuration which limits opportunities for expansion.

*Elizabeth Simcoe Jr. PS – Gymnasium Addition and Internal Renovation*

This is an addition and renovation to support the closure of Jack Miner Sr. PS, and an expansion from a JK-6 to a JK-8 program at Elizabeth Simcoe Jr. PS.

To accommodate the expanded grade range the school requires two additional classrooms. The proposed project involves renovating the existing small gymnasium into instructional classrooms and constructing a permanent addition that includes a new standard-sized gymnasium.

**New Project #1 – Scarborough City Centre, 705 Progress Avenue – New  
Elementary School  
Ward 19 (Trustee Patel)**

A new elementary school at 705 Progress Avenue provides the Board with an opportunity to accommodate students residing within the rapidly intensifying Scarborough City Centre. The Board co-owns a 10.89 acre site with the City of Toronto that will support an elementary school and a municipal park.

Although this project was submitted as part of the 2021 Capital Priorities Program, the business case will be amended to reflect a change in direction for the project. Emerging plans for the Scarborough Centre area suggest that up to an additional 24,000 units may be constructed over the long term. This added density will require interim holding solutions that could address the potential underutilization at the current holding school for students that will attend the future 705 Progress Avenue school. This negates the need for a Pupil Accommodation Review as all existing capacity in the area will be required for student accommodation.

At present, students residing in the Scarborough City Centre are being accommodated at Bendale Jr. PS (JK-5) and Tredway-Woodsworth PS (6-8). There are approximately 340 elementary students residing in the immediate area, bounded by Ellesmere Road to the south, Highway 401 to the north, McCowan Road to the west and Markham Road to the east.

### **New Project #2 – Canadian Tire Lands – New Elementary School Ward 13 (Trustee Li)**

This is a future elementary school to be constructed within a high-density community in Ward 13. The area, bounded by Highway 401 (south), Sheppard Avenue (north), Bayview Avenue (west) and Leslie Street (east), has been experiencing significant residential intensification since the early 2000's.

The Board was able to secure funds from the province in 2018 to purchase an elementary school site within the intensifying area, known as Block 20. The site is approximately 1.8 acres in size and could support an elementary school of up to 450 students. There are approximately 250 JK-5 students residing within the area described above, many of whom are bussed to a holding school outside of the area – Crestview PS, located approximately 4.5 km away. Middle school students are accommodated at Woodbine MS, approximately 3.5 km away.

### **Comments on Unfunded 2021-22 Capital Priority Projects not Recommended for the 2022-23 Submission**

#### *Davisville Jr. PS*

This project involves constructing a 5-classroom addition onto the school to address long-term enrolment growth within the area. The new Davisville Jr. PS / Spectrum Alt. Sr. School was opened in September 2021 with a capacity of 731 pupil places.

Updated enrolment projections suggest that the school will be short by 5 classrooms over the long term.

The City of Toronto will be constructing a new aquatic centre onto the Davisville Jr. PS site. The addition of the aquatic centre will not allow the Board to proceed with the 5-classroom addition until it is complete. As such, this project will not be resubmitted as part of the 2022-23 Capital Priorities package. The project will remain on the list of Capital Priorities in the Long-Term Program and Accommodation Strategy and submitted at another opportunity.

#### *Regent Heights PS*

Regent Heights PS was first identified as a Capital Priority project in 2017 and has been submitted at each opportunity since then. The project has evolved from an addition to replace portables on-site, to a joint venture with Conseil scolaire Viamonde, to a replacement school. The project was not supported by the province in any of those iterations.

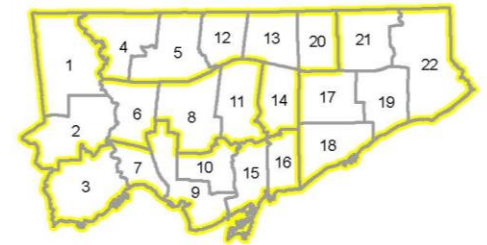
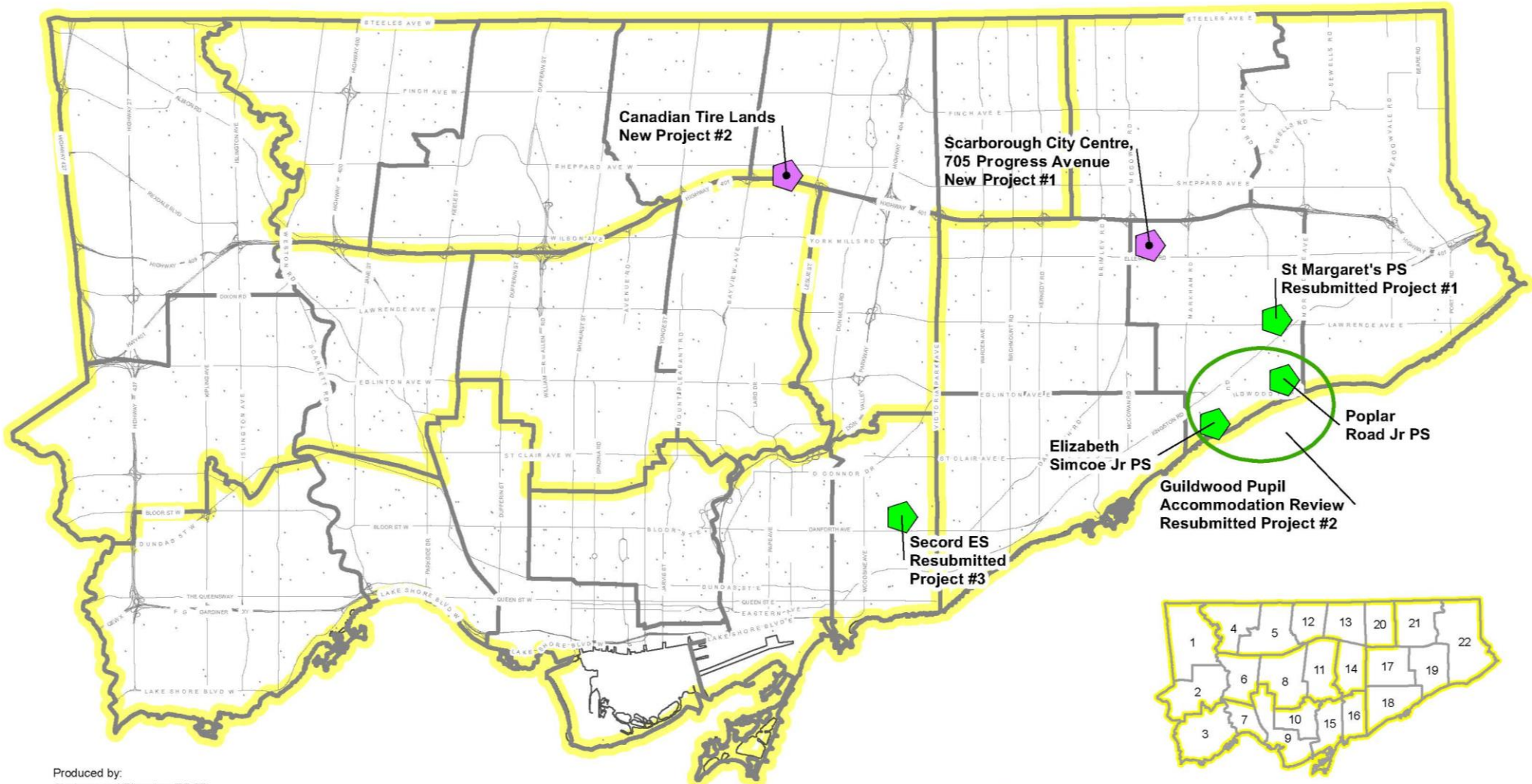
Enrolment at Regent Heights PS has decreased recently. Updated enrolment projections suggest that the enrolment will stabilize at this lower level allowing many of the portables on-site to be removed. Since the enrolment pressures have dissipated, the project no longer aligns with the criteria identified by the Ministry.

Enrolment at the school will continue to be monitored to determine how the project may align with future Capital Priority opportunities.

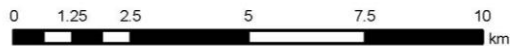
#### *West Don Lands PS*

The West Don Lands site is encumbered until at least 2027 by Metrolinx to support the construction of the Ontario Line. This pushes the project beyond the window identified in the Memorandum (2026).





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Data - City of Toronto



- ▬ Resubmitted Capital Priority Project
- ▬ New Capital Priority Project
- TDSB Facility
- Major Road
- Ward
- Learning Centre Boundary

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