



Provincial Capital Priorities Program 2021-22

To: Planning and Priorities Committee

Date: 6 April, 2021

Report No.: 04-21-4070

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 ten 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 are able to identify their most urgent pupil accommodation needs.

On March 24, 2021 the Ministry of Education announced a new Capital Priorities program for 2021-22, which is outlined in the memorandum found in Appendix A. School boards are required to submit business cases for each project by **May 21, 2021**.

The last opportunity for school boards to identify Capital Priority projects was in 2019-20. Although there was no Capital Priorities program announced for the 2020-21 school year, the Ministry selected projects from the unfunded 2019-20 list. For the 2020-21 school year, the Board received funding for a single project: \$5.7M to support an 8-classroom addition and child care expansion at David Lewis PS (Ward 20).

In the current round for 2021-22, school boards across the province are permitted to submit ten business cases that outline their most urgent capital projects. To be considered for funding approval, eligible projects need to meet one or more of the following criteria:

- Accommodation pressures;
- Replacing schools in poor condition;
- Supporting past consolidation decisions;
- 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 of the 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 2024-25 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 2021-22

Capital Priority projects are identified in the Long-Term Program and Accommodation Strategy, which is approved by the Board of Trustees each year. All of the TDSB's emerging Capital Priority projects are listed in the document; however the ranked list of ten is contained within the Annual Planning Document.

Since the next version of the Long-Term Program and Accommodation Strategy and the Annual Planning Document are currently being developed, the purpose of this report is to present a ranked list of ten projects to the Board of Trustees for approval.

Capital Priority projects are ranked to align with the criteria set out by the Ministry. For 2021-22, the projects have been ranked based on the approach described below.

Projects #1 and #2 are urgent projects that are time sensitive. Projects #3 to #8 are projects that were submitted in the 2019-20 Capital Priorities program, but did not

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receive funding approval; they are ranked in the same order as the previous submission approved by the Board. Projects #9 and #10 are emerging projects anticipated to open beyond the timeframe specified in the Ministry’s memorandum of 2024-25.

Group	Rank	Capital Project	Ward
Group 1 – Urgent and Time-Sensitive Projects	#1	Lower Yonge Precinct New Elementary School	9
	#2	Consolidated Secondary School at York Memorial CI	6
Group 2 – Previously Approved Projects with Changes	#3	Davisville Jr. PS / Spectrum Alt. Sr. PS Addition	8
Group 3 – Projects Supporting School Consolidations	#4	Poplar Road Jr. PS Replacement	19
	#5	Elizabeth Simcoe Jr. PS Addition	19
Group 4 – Projects that Address Multiple Standalone Portables and/or Port-a-Packs	#6	Regent Heights PS Replacement or Addition	18
	#7	S . Replacement	19
	#8	Secord ES Replacement	16
Group 5 – Emerging Projects Beyond 2024-25	#9	West Don Lands New Elementary School	9
	#10	705 Progress New Elementary School	19

Group 1: Urgent and Time-Sensitive Projects: #1 Lower Yonge Precinct Elementary School; #2 Consolidated Secondary School at York Memorial CI; and

The top two Capital Priority projects are required to address new and urgent accommodation issues, and/or have specific time commitments that must be met.

A new elementary school is required to support rapid intensification that is occurring along the City’s central waterfront area. The Lower Yonge Precinct elementary school is embedded within the podium of a mixed-use development. A condition of the Memorandum of Understanding that has been entered into with the developer, Menkes, requires that funding approval for the new school be received by October 2021. The 2021-22 Capital Priorities window is the only opportunity to ensure that the funds are in place to support this new school.

York Memorial CI was devastated by fire in the spring of 2019. The building's replacement will be primarily supported by the Board's insurance; however, an expanded facility of 1,300 pupil places is required to support the potential outcome of the active Pupil Accommodation Review that includes George Harvey CI. Subject to the conclusion of the process and approval by the Board, the two schools could consolidate into a single 1,300 pupil place school. The Pupil Accommodation Review is expected to conclude in June 2021, shortly after the due date for Capital Priority projects to be submitted. The Ministry does not expect to announce decisions on Capital Priorities funding until August or September 2021 so there is sufficient time for the Board's decision on the Pupil Accommodation Review to be communicated to the Ministry and considered within their decision-making timeline.

Group 2: Previously Approved Projects with Changes to Scope: #3 Davisville Jr. PS / Spectrum Alt. Sr. PS Addition

In 2015 the Ministry provided funding for a 731 pupil place replacement school for Davisville Jr. PS / Spectrum Alt. Sr. School. The project needs to be expanded with additional classrooms to address the unprecedented growth in the Midtown area. The new school is nearly complete and is expected to be open and operating in September 2021. This project was submitted for consideration during the 2019-20 Capital Priorities cycle, but was not funded because the Ministry staff did not consider the accommodation pressure as significant when compared to other projects submitted by school boards around the province.

Courcelette PS was included as the #3 ranked project in the 2019-20 list but was not funded. The project has been removed from the 2021-22 list based on the feedback from Ministry staff. Their position is that funding has already been provided to address the accommodation pressure at the school, and that additional funds will not be provided to support a different configuration of the project. The additional funds required to support the higher costs of the northeastern addition will be explored through the use of Proceeds of Disposition.

Group 3: Projects Supporting School Consolidations with Board Decisions: #4 Poplar Road Jr. PS; and #5 Elizabeth Simcoe Jr. PS Addition

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 Capital Priorities cycle but were not funded.

Although it is still staff's position that both projects are required to support the closure of Jack Miner Sr. PS, the feedback from the Ministry suggested that the requirement of both projects outweighed the net benefit of a single school closure. Based on this

feedback, staff will revisit the proposed scope of both projects in an attempt to reduce the overall cost.

Group 4: Projects that Address Multiple Standalone Portables and/or Port-a-Packs on-Sites: #6 Regent Heights PS; #7 St. Margaret's PS; and #8 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.

All of these projects were submitted for funding consideration in 2019-20, however no funding was provided. The feedback from Ministry staff on these projects suggested their accommodation pressures were not significant when compared to other projects submitted by school boards around the province.

Further, Ministry staff suggested that the Board's available space in surrounding schools should be explored to redistribute students. It is staff's position that these changes are out of sync with the Guiding Principles of the Long-Term Program and Accommodation Strategy, and that these projects should proceed as planned.

Group 5: Emerging Projects Beyond 2024-25: #9 West Don Lands Elementary School and #10 705 Progress Elementary School

A new elementary school is required to support rapid intensification that is occurring in the West Don Lands area of the central waterfront. The Board already owns a school site within the new neighbourhood, Block 9. The Block 9 site will be utilized by Metrolinx for constructing the Ontario Line until 2027. Staff will be working with Metrolinx to ensure the new school can be constructed as soon as Metrolinx leaves the site.

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. This project is related to a future elementary Pupil Accommodation Review as per the Long-Term Program and Accommodation Strategy. This review is currently identified as 'TBD' due to the moratorium that remains in effect.

Appendix B provides more information on each 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 2021-22.

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.

Applying to the Minister of Education for Use of Proceeds of Disposition for Unfunded Capital Priority Projects

Once the business cases have been submitted to the Ministry of Education on May 21, 2021, the Ministry staff will review them in comparison to the business cases received from the other school boards in the province. It is anticipated that the Ministry of Education will announce the funding decisions in August or September 2021.

It is not likely that all of the Board's Capital Priority projects will receive approval and funding. After the announcement of approved Capital Priority projects, staff will present a report to the Board of Trustees with a recommendation to submit a request to the Minister of Education to use Proceeds of Disposition to finance the unfunded Capital Priority projects.

Action Plan and Associated Timeline

Funding requests for Capital Priority projects is supported through the submission of individual business cases. For the 2021-22 Capital Priorities program, completed business cases and joint child care submission forms are due by May 21, 2021.

To support this work, TDSB Planning staff, Facilities 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 2021:B05, Launch of 2021-22 Capital Priorities Program including Child Care Capital Funding
- Appendix B: Description of the Capital Priority Projects 2021-22
- Appendix C: Map of the Capital Priority Projects 2021-22

From

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

Capital and Business Support
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2021: B05

Date: March 24, 2021

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 2021-22 Capital Priorities Program including Child
Care Capital Funding**

Schools and child care centres are integral institutions in their respective communities. 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.

2021-22 Capital Priorities Program

We are pleased to announce the launch of the 2021-22 Capital Priorities Program, 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.

Summary of the 2021-22 Capital Priorities Program

- The submission deadline for all capital funding requests is **May 21, 2021**.
- School boards will have the opportunity to submit up to 10 of their most high and urgent Capital Priorities for ministry funding consideration.
- The 2021-22 Capital Priorities projects are expected to be completed and open no later than the 2024-25 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.
- **NEW:** Based on recommendations from the LEAN Review of the Capital Approval Process to enhance efficiencies, school boards will have the option to submit a facility space template for ministry approval as part of the funding request; however, it will only be eligible for new school build projects.
- School boards are encouraged to standardize the design of new school construction. The ministry will be exploring ways to leverage this opportunity going forward.
- School boards are encouraged to identify opportunities to use modular construction methods for any one of their project submissions. The ministry will work with those boards to further develop those opportunities, as appropriate.
- School boards are encouraged to identify opportunities to work together on joint-use school project submissions.
- 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.
- Information sessions will be offered to school board staff to provide support on the completion of business cases. Further information will be sent to school boards in the coming weeks.

Project Submissions

As with previous rounds of the Capital Priorities Program, funding for Capital Priorities projects will be allocated on a business case basis for new schools, retrofits, and additions that need to be completed by the 2024-25 school year. School boards are invited to identify up to their ten most urgent Capital Priorities projects and submit the associated business cases through the School Facilities Inventory System (SFIS) in order to be considered for funding approval. School boards will be able to access Capital Priorities submission templates through SFIS beginning on March 24, 2021.

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.

- **Space Template Form for New School Build Projects Including Child Care Centres (Optional)**

School boards have the option to submit a facility space template for requests associated with new school builds (including child care). The template will be reviewed in conjunction with all other materials submitted with the request. If the project is approved by the ministry, the school board may also receive approval for its space template, allowing the school board to immediately attain the services of an architect for this project. The Space Template has been modified to collect room details for any Child Care Centre spaces.

- **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 space 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 Early Years Capital Program (EYCP) 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 B.

Other Considerations for Project Submissions

School Board Considerations

In addition to project specific assessments as detailed in Appendix A, 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.

Pilot of Modular Construction Projects

As part of their written submission, school boards are asked to identify whether they are interested having a project participate in the pilot program. Proposals should illustrate the benefits of the using modular construction over traditional construction to address their pupil accommodation needs.

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.

Ministry Contact

Capital Priorities Program

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

- Patrizia Del Riccio, Manager, Capital Program Branch at 416-885-2950 or Patrizia.DelRiccio@ontario.ca or
- Sophie Liu, Manager, Capital Program Branch at 647-402-9597 or Sophie.Liu@ontario.ca or
- Paul Bloye, Director, Capital Program Branch at 416-325-8589 or at Paul.Bloye@ontario.ca.

Child Care Program

If you have any child care program questions, or require additional information, please contact Jeff O'Grady, Manager, Capital Policy Branch at 416-918-1879 or at Jeff.OGrady@ontario.ca.

We look forward to working with you to identify and develop your capital projects.

Other Capital Initiatives:

The 2021-22 Capital Priorities Program is one of the key initiatives under a broader, more ambitious agenda on capital, intended to better support infrastructure investments in the education sector including the following:

Lean Review of Capital Approval Process

The ministry has undertaken a review of its Capital Accountability Process with the intent to identify opportunities to help expedite responses to school boards. Thank you to all of the school boards that participated in the review and provided feedback and suggestions.

The ministry is streamlining and improving the capital approvals process to reduce response timelines. The ministry has already implemented a number of internal changes to its process with a number of more visible changes planned, including:

- the creation of different streams for different types of approvals with service delivery standards for each stream;
- establishing clear expectations for project submissions with templates, guidelines and process maps; and
- increasing transparency and accountability through a request tracking tool available to school boards.

The ministry is taking an agile approach to implementing the various elements of the new process, with a view to test, learn and adapt the processes to improve outcomes.

Update of Modular Construction Pilot

As part of the 2019-20 Capital Priorities program, the ministry announced a Modular Construction

Pilot as a means to better understand innovative opportunities to deliver projects in a more cost effective, expeditious manner. The ministry engaged Infrastructure Ontario to assess potential design and delivery efficiencies in the education sector with a focus on modular construction designs and practices.

Some key findings to successful implementation of modular construction included having design certainty with minimal changes, establishing a pipeline of projects for volume and, to some degree, utilizing a centralized approach for procurement and delivery.

With these learnings, the ministry continues to be interested in potential projects for a Modular Construction Pilot. School boards are requested to indicate whether they are interested having a project participate in the pilot program, to build schools using state of the art modular build technology to reduce time to completion.

Design Standards

The ministry is exploring the potential of design standards and as a means to making school construction more efficient. By using design standards that are tailored to schools, the ministry can achieve key design principles that will lay the groundwork for successful design, including:

- Cost-effective design that supports ministry guidelines, standards, and programs;
- Sustainable design that ensures effective and efficient service delivery;
- Adaptable and flexible design that responds to changing service needs;
- Safe, accessible and inclusive design; and
- Increased opportunities for modular construction, which will help shorten project delivery timelines to ensure schools can be built, and needs can be met, faster.

Urban Development

The ministry recognizes that intensification in high density urban areas poses unique challenges. Finding suitable land for the construction of a school is challenging and expensive. The ministry encourages school boards to pursue opportunities to explore new, innovative ways of thinking about school construction – such as “vertical schools”. The ministry asks that schools boards facing these concerns contact the ministry to discuss further.

We look forward to working with you on advancing these and numerous other initiatives that are part of the ministry’s ambitious capital agenda to ensure funding, programs and supports continue to meet the needs of students and school boards across the province.

Sincerely,

Original signed by:

Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

Appendices:

Appendix A: Eligibility and Evaluation Criteria

Appendix B: Child Care Capital Project Submission Requirements

Appendix C: 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
 - Parm Bhatthal, Director, Field Services Branch, Ministry of Education

Appendix A: 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 B: 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 2.8m² 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 in order 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 C: 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 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

- 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 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 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. 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.
- 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.

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

Description of the Capital Priority Projects 2021-22

#1 – New 450 Pupil Place Elementary School in the Lower Yonge Precinct Ward 9 (Trustee Donaldson)

The Lower Yonge Precinct elementary school has been identified as the number one priority for this round of Capital Priorities to acknowledge a time sensitive requirement for a capital funding commitment. If provincial funding is not secured for the future elementary school then the opportunity will be lost.

The downtown waterfront area between Yonge Street and the Don Valley is planned for significant residential intensification over the next 20 years. This area is composed of four precincts (districts) referred to as Lower Yonge, East Bayfront, Keating Channel, and West Don Lands. More than 25,000 residential units are proposed to be constructed in these precincts. In total, approximately 1,000 elementary students are forecast to reside here.

The Lower Yonge Precinct is the westernmost district and is approximately 22 acres in size. It is generally bound by Queens Quay to the south, Lakeshore Boulevard to the north, Jarvis Street to the east and Yonge Street to the west. In total, the City's approved precinct plan identifies the potential for approximately 8,000 new residential units to be constructed within a series of 13 high-rise towers. The total residential population of the area is forecasted to be approximately 13,000 people with a potential for an additional 15,000 employees.

Existing TDSB elementary schools in neighbouring communities cannot accommodate the students projected for the proposed residential development and overall intensification planned for the Lower Yonge Precinct. The future elementary school will be embedded within a mixed-use development being constructed by Menkes, and situated in the centre of the Lower Yonge Precinct. The future school will be situated on the third storey of the podium.

Construction is currently underway within the Lower Yonge Precinct, which includes the western parcel (Pinnacle) and centre parcel (Menkes/LCBO). The centre parcel, which includes the future elementary school, is being constructed in two phases, beginning

with the new LCBO headquarters on the southwestern block, and two new condominium towers on the northwestern block. The future elementary school will be constructed as part of the second phase, which is anticipated to begin in 2022 and to be completed in 2026.

As directed by the Board in October 2018, the Toronto Lands Corporation (TLC) has been negotiating with Menkes on terms and conditions to acquire a strata, non-condominium title for the third storey podium. The area to be provided for the future elementary school is approximately 50,500 square feet, which will be designed to accommodate a 450 pupil place JK-8 elementary school.

The TLC and Menkes entered into a non-binding Memorandum of Understanding (MOU) on October 4, 2019 that outlines the general terms and conditions of a property acquisition. A key condition is that once a purchase price has been negotiated based on independent appraisal reports, the parties have up to one year to finalize outstanding conditions. Should these conditions not be waived, the transaction will be terminated at no cost to either party. The condition that needs to be satisfied now before the end of October 2021 is Ministry of Education funding approval.

The estimated cost to fit-out the podium into the new school is being explored by an external cost consultant. Staff has been directed by the Ministry of Education to submit the entire cost of the project through the Capital Priorities program, inclusive of the strata ownership of the podium as well as the fit-up into an elementary school.

#2 – New Consolidated 1,300 Pupil Place Secondary school on the York Memorial CI Site

Ward 6 (Trustee Tonks)

A new consolidated secondary school on the York Memorial CI site has been identified as the number two Capital Priority project due to the time sensitivity associated with the project.

York Memorial CI was devastated by fire in May 2019. In February 2020, the Board of Trustees approved the start of a modified pupil accommodation review (PAR) for George Harvey CI and York Memorial CI. The purpose of the review was to develop a student accommodation plan for these two schools to address under-utilization, identify

the best location for the schools, and to determine the future of the York Memorial CI building.

This process was paused due to the pandemic, but has restarted and is expected to conclude with recommendations to the Board of Trustees in June 2021. The option being recommended by staff is to consolidate George Harvey CI and York Memorial CI into a single school of 1,300 pupil places to be constructed on the existing York Memorial CI site at 2690 Eglinton Avenue West.

The Board's insurance will support a large portion of the rebuild cost; however, will not support the construction of the additional pupil places required to implement the proposed consolidation of the two schools. The former York Memorial CI building had a capacity of 915 pupil places, meaning funding for an additional 385 pupil places is required through the Capital Priorities program. Although a Board decision on the proposed consolidation will be made after the due date for the submission of Capital Projects to the Ministry, there will still be sufficient time for the Ministry to receive the Board's decision before they conclude their analysis and make their funding announcements (anticipated to be in August or September 2021).

This project is also time sensitive. It is important to move forward with the construction project so that the York Memorial site does not sit dormant for an extended period of time.

**#3 – Davisville Jr. PS / Spectrum Alt. Sr. School – Adding Classrooms to Previously Approved Replacement School
Ward 8 (Trustee Laskin)**

This is a previously approved Capital Priority project (2015) for a replacement school of 731 pupil places. The project was approved to support enrolment growth in the area, as well as to address the school's facility condition and inadequate learning spaces. Demographic shifts combined with significant and unprecedented residential development in the area required a review of the project scope. In early 2018 it was determined that five additional classrooms are required. The revised project scope would increase the capacity to 849 pupil places.

A revised business case was submitted to the Ministry in November 2018, but staff was directed to submit during the next Capital Priorities window. The business case was

resubmitted in September 2019, but was not approved when announcements were made in August of 2020.

**#4 – Poplar Road Jr. PS – New 387 Pupil Place* Replacement School
Ward 19 (Trustee Patel)**

This is a proposed 387 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. This project is required to implement the accommodation plan associated with the Guildwood Pupil Accommodation Review, which was approved by the Board of Trustees in June 2018. 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.

*The proposed capacity of the replacement school will be revisited to align with recent feedback from Ministry staff related to utilization rate objectives.

**#5 – Elizabeth Simcoe Jr. PS – Gymnasium Addition and Internal Renovation*
Ward 19 (Trustee Patel)**

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. This project is also required to implement the accommodation plan associated with the Guildwood Pupil Accommodation Review, which was approved by the Board of Trustees in June 2018.

To accommodate the expanded grade range the school requires four 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 and two instructional classrooms.

*Based on recent feedback from Ministry staff the proposed scope of the project will be revisited to identify more cost-effective solutions to provide the additional pupil places required.

**#6 – Regent Heights PS – Replacement School or Addition
Ward 18 (Trustee Kandavel)**

Regent Heights PS is currently operating over-capacity with six portables on-site. In 2019-20 this project was submitted as a joint venture with the Conseil scolaire Viamonde, (CSV), the French Public school board. Their Board would have constructed a new 450 pupil place elementary school on the Regent Heights PS site as part of the overall redevelopment. The inclusion of a new French-public school into the project provided the TDSB with an opportunity to fully redevelop the site with a new, state of the art, integrated joint facility that would meet the long-term accommodation needs of both school boards.

However, on March 29, 2021, the CSV confirmed that they no longer wish to pursue a joint venture at this time. Their Board will explore opportunities to address their accommodation need at other locations in the broader area.

As a result, the scope of the project will be reviewed to determine if a large addition or a replacement school is the best form of capital solution on this site.

**#7 – 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 also 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).

**#8 – 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. 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.

**#9 – New 450 Pupil Place Elementary School in the West Don Lands
Ward 9 (Trustee Donaldson)**

Similar to the Lower Yonge Precinct, the future elementary school in the West Don Lands is situated within the City's downtown waterfront area. The downtown waterfront area between Yonge Street and the Don Valley is planned for significant residential intensification over the next 20 years. The Board owns a 1.63 acre site, known as Block 9, within the West Don Lands adjacent to Corktown Common Park. This site was acquired through a land exchange with the provincial government in 2018.

The provision of an elementary school in this area is becoming an important matter due to the limits of the current holding schools to accommodate continued enrolment growth. Students residing in these new dwellings are currently bussed to holding schools on the east side of the Don Valley Parkway, Dundas Jr. PS and Queen Alexandra MS. These two schools are situated on the same site. While this site is one of the larger school sites in the area it can only accommodate a small number of portables and could be at maximum capacity in the near future.

Although the new school is a critical requirement for the long-term accommodation needs along the central waterfront, the Block 9 site may not be available for construction in the near term.

The Block 9 site is situated adjacent to the future Ontario Line rapid transit corridor. Metrolinx, the provincial transit authority responsible for the construction of the Ontario Line, has indicated that the Block 9 site is required as a laydown area. The laydown area will be used for the receipt, storage and partial assembly of equipment and materials associated with their construction project. Conversations with Metrolinx have determined that due to this requirement, the Block 9 site is not going to be available for construction until January 2027, which is beyond the Ministry's 2024-25 timeline for project completion. Metrolinx has expressed that they have explored all other options in the area, and that the Block 9 site is the only available and appropriate location due to the proximity of the site to their future project.

TDSB and TLC staff will continue to work with Metrolinx on ways to ensure the new school can be delivered as soon as possible upon completion of their construction activity.

Staff will monitor the enrolment of the current holding schools, Dundas Jr. PS and Queen Additional MS, and identify additional holding sites at the appropriate time.

#10 – New Elementary School on the 705 Progress Site Ward 19 (Trustee Patel)

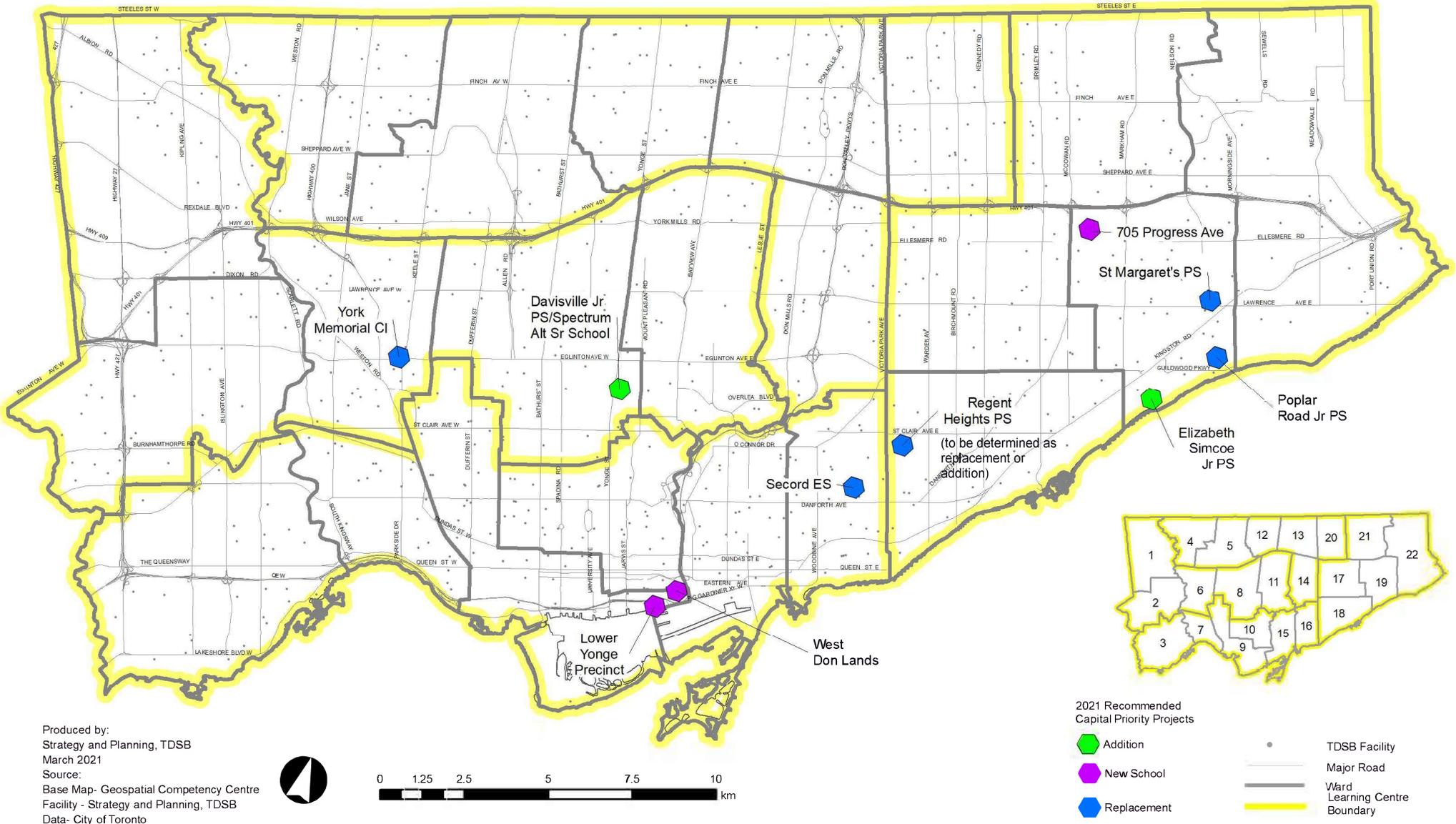
A new elementary school at 705 Progress Avenue provides the Board with an opportunity to accommodate students residing within the rapidly intensifying Scarborough City Centre. The Board co-owns a 10.89 acre site with the City of Toronto that will support an elementary school and a municipal park.

At present, students residing in the Scarborough City Centre are being accommodated at Bendale Jr. PS (JK-5) and Tredway-Woodsworth PS (6-8). As of October 31, 2020 there were over 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.

To determine a boundary and program for the new school a broader accommodation study involving the adjacent schools will be required. A Pupil Accommodation Review has been identified in the Long-Term Program and Accommodation Strategy. The

timing of this review has yet to be determined due to the provincial moratorium on Pupil Accommodation Reviews that has been in place since 2017.

Map of the Capital Priority Projects 2021-22



Produced by:
Strategy and Planning, TDSB
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Source:
Base Map- Geospatial Competency Centre
Facility - Strategy and Planning, TDSB
Data- City of Toronto

