

Regular Meeting

November 21, 2012

A regular meeting was convened at 4:35 p.m. on Wednesday, November 21, 2012, in the Boardroom, 5050 Yonge Street, Toronto, with Chris Bolton, Chair of the Board, presiding.

The following members were present: Trustees Irene Atkinson, Chris Bolton, Sheila Cary-Meagher, Jerry Chadwick, Shaun Chen, Cathy Dandy, Gerri Gershon, Chris Glover, Howard Goodman, Pamela Gough, John Hastings, Howard Kaplan, Shelley Laskin, Harout Manougian, Elizabeth Moyer, Stephnie Payne, Maria Rodrigues, Mari Rutka, David Smith, Sam Sotiropoulos, Chris Tonks, Sheila Ward and Student Trustees Kourosh Houshmand and Hirad Zafari.

1. Resolution Into Committee of the Whole (Private)

At 4:35 p.m., on motion of Trustee Dandy, seconded by Trustee Rodrigues, the regular meeting resolved into Committee of the Whole (Private) to consider matters on the private agenda of the Committee of the Whole.

2. Reconvene

At 6:26 p.m., the regular meeting reconvened.

3. Committee of the Whole (Private), Report No. 54, November 21, 2012 (see page 12)

Trustee Goodman, seconded by Trustee Dandy, moved: **That Items 1 to 4 of Report No. 54 of the Committee of the Whole (Private) be adopted.**

The motion was carried.

4. Recess and Reconvene

At 6:27 p.m., on motion of Trustee Goodman, seconded by Trustee Dandy, the meeting recessed for dinner and reconvened at 7:11 p.m.

5. Celebrating Board Activities

The Chair introduced Joe Cressy and Ilana Landsberg-Lewis of the Stephen Lewis Foundation, who provided trustees with information and t-shirts in recognition of World Aids Day on December 1, 2012. As part of the partnership between the Board and the Stephen Lewis Foundation to raise awareness about the AIDS pandemic in Africa and give students opportunities for engagement and involvement, a webinar will be held at Harbord Collegiate Institute on November 26, 2012.

The Chair introduced and presented a token of appreciation to Stacie Carroll and Sabrina Tayebjee-Morey, recipients of the 2012 Prime Minister's Award for Teaching Excellence.

6. Approval of the Agenda

Trustee Dandy, seconded by Trustee Chadwick, moved: **That the agenda be approved.**

Trustee Dandy, seconded by Trustee Chadwick, moved in amendment: **That the matter, Capital Building Program, Revised be added to the agenda as a timed item at 7:30 p.m.**

The amendment was carried.

Trustee Laskin, seconded by Trustee Gershon, moved in amendment: **That a matter of reduced school budgets be added to the agenda.**

The amendment was carried.

Note: The above two amendments received 12 votes as per Bylaw 10.7: “A matter that is not included in the agenda may be added to the agenda as new business at a regular meeting of the Board if a majority of the Board agrees to do so, unless otherwise prohibited by these Bylaws.”

The main motion, as amended, was carried.

7. Memorials

The Chair expressed sympathy on behalf of the Board to the families of Peter Cram, Melanie Smedes, Helen Klein and Angela Benakis, Board employees who recently died.

Trustee Laskin expressed sympathy on behalf of the Board to the family of Lexy Buswell-Martinez, a student at Hodgson Senior Public School who recently died.

8. Reports from Trustees Appointed to External Organizations

(a) Student SuperCouncil

Student Trustees Houshmand and Zafari presented a report on the following:

- Junior Student Leadership Team
- SAC consultation with SuperCouncil regarding Bill 115, The Putting Students First Act
- The Stick it to Fast Foods campaign
- Ontario Student Voice Forum
- Video regarding Bill 13, Accepting Schools Act, 2012 and its impact on students.

9. Director's Leadership Report

The Director reported on a meeting with the Toronto Somali community on closing the achievement gap for students of Somali descent.

10. Declarations of Possible Conflict of Interest

Trustees Atkinson and Cary-Meagher declared a possible conflict of interest with regard to the matter of Item 3 on Report No. 54 of the Committee of the Whole (Private) as their daughters are

members of OSSTF, District 12. Trustee Payne declared a possible conflict of interest with regard to the matter of Item 3 on Report No. 54 of the Committee of the Whole (Private) as her daughter is a member of CUPE 4400. The trustees did not participate in the discussion or vote on the matter in public and were not present for the discussion or vote in private.

11. Five-Year Capital Building Program, Revised [2034]

At 7:30 p.m., the meeting considered a staff report presenting a Five-Year Capital Building Program.

Trustee Chadwick, seconded by Trustee Laskin, moved: **That the revised Capital Building Program as presented in the report, be approved and forwarded to the Ministry of Education for final approval.**

During discussion of the matter the meeting recessed for ten minutes.

Trustee Rutka, seconded by Trustee Chadwick, moved in amendment: **That the following be added: “That the Toronto Lands Corporation work with Board staff and present a report in February 2013 for a list of potential severances that fulfill the following objectives:**

- (i) That trustees are consulted on a site-by-site basis for their local input and on the proposed lands for severance;**
- (ii) That the operational needs of the school (building, hard and soft play surfaces, baseball diamond, soccer field, football fields, etc.) are met;**
- (iii) That the capital requirements for the Board’s capital program are met;**
- (iv) That the lands declared surplus have had a technical review and are suitable for severance;**
- (v) That all properties considered for severance, closure or sale must meet the following criteria:**
- (vi) Provision of adequate hard surface and green space recreational areas for students, with no operating elementary school with more than 4.5 acres of property being reduced to less than 4.5 acres of property and no operating secondary school with more than eight acres of property being reduced to less than eight acres of property;**
- (vii) Consideration and reporting of nearby access to green space and recreation facilities and areas;**
- (viii) Inclusion of a plan, with timeline and costs, for moving any programs or students that might be displaced by severance, closure or sale;**
- (ix) Inclusion of a plan for any rebuilding, new building or modifications to buildings that must be made in order to close schools or sell property.”**

Trustee Atkinson, seconded by Trustee Rodrigues, moved in amendment to the amendment: **That the shortlist of potential severance sites be deleted.**

The amendment to the amendment was carried.

With the permission of the meeting, an amendment to the amendment to add the words, “\$42M” at (a) (iii), was withdrawn by the mover, Trustee Atkinson.

With the permission of the meeting, an amendment to the amendment to add the words, “and future allowances” at (a) (i), was withdrawn by the mover, Trustee Manougian.

Trustee Manougian, seconded by Trustee Rutka, moved in amendment to the amendment: **That Part (b)(i) be amended by changing the words “eight acres” be changed to “ten acres.”**

The amendment to the amendment was carried.

Trustee Chen, seconded by Trustee Chadwick, moved in amendment to the amendment: **That any references to closure or sale be deleted.**

The amendment to the amendment was carried.

The amendment, as amended, was defeated on a recorded vote (see Recorded Vote 59, page 11).

Trustee Laskin, seconded by Trustee Goodman, moved in amendment that the following be added:

- (a) That the Toronto Lands Corporation present an initial report in February 2013 of potential severances that are technically feasible based on title, easements, zoning, environmental and other similar considerations, with at least a value of \$42M, for Board review and consideration prior to the Board engaging in community consultations on any severance;**
- (b) That the Toronto Lands Corporation’s report to Board include specific recommendations on the amount and location of land that they believe might be technically feasible for severing and sale, along with the range of likely revenue that might be generated by such a sale, and any actions that would need to be taken to maximize the revenue generated by such sale;**
- (c) That the Toronto Lands Corporation’s report to Board include a list of those properties that it has concluded cannot be severed and sold for technical reasons outlined in (a), as well as a list of properties of which it has not yet completed the technical analysis;**
- (d) That, at the earliest practical date, the Director hold a seminar for trustees on the proposed steps in the process to determine whether a property will be severed;**
- (e) That Board staff gather and share with the Toronto Lands Corporation at the earliest practical date, for each potential severance site that the Toronto Lands Corporation is reviewing, information from trustees on factors that might affect the appropriateness of eventually severing the site, and that this information be appended to the TLC report.**
- (f) That Superintendents of Education, Principals and Planning staff forward to the Toronto Lands Corporation, with a copy to the local trustee, at the earliest practical**

date, preliminary information on program and site factors that might affect the appropriateness of eventually severing the site, and that this information be appended to the Toronto Lands Corporation's report;

- (g) That the Toronto Lands Corporation continue its analysis of the technical feasibility of severing and sale of Board property and present a quarterly report to the Board.**

Trustee Goodman, seconded by Trustee Laskin, moved in amendment to the amendment: **That the following be added: "That following receipt of recommendations from staff on possible severances, the Board will consult with communities prior to making any decisions."**

The amendment to the amendment was carried on a recorded vote (see Recorded Vote 60, page 11).

The amendment, as amended, was defeated on a recorded vote (see Recorded Vote 61, page 11).

The main motion to adopt the revised Capital Building Program was defeated on a recorded vote (see Recorded Vote 62, page 11).

12. Matters Decided Without Discussion

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

- (a) Confirmation of Minutes of Meeting Held on October 3, 2012**
- (b) Accommodation of Students from Four Development Sites at 155 Dan Leckie Way, 476 Bremner Boulevard, 457 Adelaide Street West and 32 Camden Street [2027]**

That Ryerson Community School be the designated elementary school to accommodate students from four new residential developments at 155 Dan Leckie Way, 476 Bremner Boulevard, 457 Adelaide Street West, and 32 Camden Street.

- (c) Special Education Advisory Committee, Report No. 36, October 15, 2012 (For receipt) (see page 15)**
- (d) Special Education Advisory Committee, Report No. 37, November 12, 2012 (see page 19)**

1 Membership of the Committee

- (e) Operations and Facilities Management Committee, Report No. 35, October 24, 2012 (see page 21)**

1 Contract Awards [2006]

2 Emerald Ash Borer Control and Management

- (f) **Program and School Services Committee, Report No. 27, October 30, 2012 (see page 29)**
- 1 **Accessibility to Continuing Education Programs [2010]**
 - 2 **Response to Professional Support Services Review [2011]**
 - 3 **Focus on Youth Toronto 2012 [2017]**
- (g) **Administration, Finance and Accountability Committee, Report No. 30, November 7, 2012 (see page 33)**
- 1 **Contract Awards [2021]**
 - 2 **Digital Multifunctional Devices [2019]**
- (h) **Program and School Services Committee, Report No. 26 (Part B), September 27, 2012 (see page 38)**
- 1 **Review of Policy P013, Optional Attendance**
- (i) **Financial Literacy (introduced by Student Trustees Houshmand and Zafari)**

Whereas, November is Financial Literacy Month; and

Whereas, 53 per cent of undergraduate students have over \$26,000 in debt upon graduation; and

Whereas, the Board has a responsibility to prepare students for success, which includes financial success; and

Whereas, graduating students do not have adequate financial literacy skills;

Therefore, be it resolved that the Director investigate and present a report by February 2013 on the following:

- (a) How financial literacy is embedded in all curriculum areas in Grades 4 to 12;
- (b) The augmentation of financial literacy programs and supports for students enrolled in Grades 11 and 12 mathematics and English courses.

The main motion was carried.

13. Program and School Services Committee, Report No. 27, October 30, 2012 (see page 29)

Trustee Atkinson, seconded by Trustee Rutka, moved: **That Item 3, Review of Community Advisory Committees and Workgroups, as presented in Report No. 27 of the Program and School Services Committee, be adopted.**

Trustee Atkinson, seconded by Trustee Rutka, moved: **That the staff committee, Community Advisory Committees Ad Hoc Work Group focus its review of community advisory committees on the following committees, including next steps as presented in the report, and present a report to Board in April 2013:**

- (i) **Aboriginal Community Advisory Committee**
- (ii) **Alternative Schools Community Advisory Committee**
- (iii) **Community Use of Schools Advisory Committee**
- (iv) **Early Years Advisory Committee**
- (v) **Environmental Sustainability Community Advisory Committee**
- (vi) **Equity Policy Advisory Committee**
- (vii) **French-as-a-Second Language Advisory Committee**
- (viii) **Inner City Advisory Committee**
- (ix) **Student Nutrition Community Advisory Committee**
- (x) **Caring and Safe Schools Community Advisory Committee**

The motion was carried.

Trustee Atkinson, seconded by Trustee Cary-Meagher, moved in amendment: **That the Parent Involvement Advisory Committee and the Special Education Advisory Committee be added.**

The amendment was carried on a recorded vote (see Recorded Vote 63, page 11).

The main motion, as amended, was carried

14. Establishment of Task Force on the Success of Students of Somali Descent

Trustee Chadwick, seconded by Trustee Glover, moved:

Whereas, recent research indicates that 25 per cent of Somali-speaking students in the Board's schools leave school prior to obtaining their graduation diploma compared to 14 per cent for the total population of students; and

Whereas, leaving school before graduation correlates with reduced life opportunities; and

Whereas, additional effective resources, programs, and supports delivered by schools, as well as by inter-governmental and inter-agency partnerships, to students of Somali descent and their families are likely to lead to more students earning their graduation diploma and engaging more successfully in the wider community; and

Whereas, the Board is one of the primary societal institutions of support for Toronto's students of Somali descent and a major support institution for these students' families; and

Whereas, the Board has a responsibility to provide direct support to these students and also to reach out to other institutions to help coordinate resources and supports for the families of students of Somali descent so that these students have improved prospects in their education and throughout their life,

Therefore, be it resolved that by the end of 2012, the Director undertake the establishment of a task force aimed at building a coalition of support for the success of students of Somali descent with the following mandate, membership and staff support:

(i) Mandate

- To identify and recommend actions that can be taken by TDSB that have the potential to increase the educational success of students of Somali descent;
- To identify partners, and possible actions that can be taken by these partners, which may help improve the life circumstances and educational success of students of Somali descent;
- To present a report on these solutions before the end of May, 2013;

(ii) Membership

Leaders and role models from the Somali community;

Leaders from organizations that have the potential to support improvements of the life circumstances and/or educational achievement of students of Somali descent, including leaders from educational, government, business and community organizations.

(iii) Staff support

Staff support as determined by the Director

The motion was carried.

15. Revision of Policy P011, Community Use of Board Facilities: Categories of Permit Users

Trustee Glover, seconded by Trustee Cary-Meagher, moved: **That the Board's decision of October 3, 2012 regarding Revision of Policy P011, Community Use of Board Facilities: Categories of Permit Users be reconsidered.**

The motion was carried. Note: Bylaw 18.17: A motion to reconsider a previous decision of the Board shall require a majority of the members of the Board to carry.

Trustee Glover, seconded by Trustee Chadwick, moved:

Whereas, the Board budgeted \$2.2 million in permit fees savings for the 2012-13 school year; and

Whereas, this level of savings should be accomplished with the 43 per cent permit fee increase that is to take effect on January 1st, 2013; and

Whereas, staff did not include a financial impact as a result of the categorical changes in the 2012-13 budget because of the uncertainty of permit user reaction to the new categories; and

Whereas, on October 3, 2012, the board voted to defer permit category changes until December 31, 2012; and

Whereas further deferring these category changes does not change the budgeted savings for the 2012-13 school year;

Therefore be it resolved that the Part (a) of the October 3, 2012 decision be amended by changing “December 31, 2012” to “September 1, 2013.”

The motion was carried.

Staff undertook to conduct a price sensitivity analysis of the impact of the proposed permit fee category changes.

16. Local Office Space for Trustees

Trustee Smith, seconded by Trustee Sotiropoulos, moved: **That the Board’s decision of September 24, 2012 regarding Space for Trustee Activities in Satellite Locations be reconsidered.**

The motion to reconsider the previous Board decision was defeated.¹

17. Resolution into Committee of the Whole

At 11:44 p.m., Trustee Goodman, seconded by Trustee Atkinson, moved: **That the regular meeting resolve into Committee of the Whole (Private Session) to continue consideration of matters on the private agenda of the Committee of the Whole.**

The motion was carried.

18. Reconvene

At 12:12 a.m., Thursday, November 22, 2012, the regular meeting reconvened.

19. Committee of the Whole (Private), Report No. 54, October 3, 2012 (see page 12)

Trustee Goodman, seconded by Trustee Laskin moved: **That Items 5 to 7 in Report No. 54 of the Committee of the Whole (Private), be adopted.**

The motion was carried.

¹ “A motion to reconsider a previous decision of the Board shall require a majority of the members of the Board to carry.” [Bylaw 18.17].

20. Extension of the Meeting

At appropriate times during the meeting, the Ending Time procedure was applied and the meeting was extended.

21. Adjournment

At 12:13 a.m., Thursday, November 22, 2012, on motion of Trustee Glover, seconded by Trustee Sotiropoulos, the meeting adjourned.

Chris Bolton
Chair

Summary of Recorded Votes

Trustee	Recorded Vote 59 (see p.4)	Recorded Vote 60 (see p.5)	Recorded Vote 61 (see p.5)	Recorded Vote 62 (see p.5)	Recorded Vote 63 (see p.7)
Atkinson	Y	Y	Y	Y	Y
Bolton	Y	Y	N	N	Y
Cary-Meagher	N	N	N	N	Y
Chadwick	Y	Y	Y	Y	Y
Chen	Y	Y	Y	N	Y
Dandy	N	Y	N	N	Y
Gershon	Y	Y	Y	Y	N
Glover	N	Y	N	N	Y
Goodman	N	Y	Y	Y	A
Gough	N	Y	N	N	Y
Hastings	A	N	N	N	A
Kaplan	N	Y	N	N	A
Laskin	Y	Y	Y	Y	A
Manougian	Y	Y	N	N	A
Moyer	N	Y	N	N	Y
Payne	N	N	N	N	Y
Rodrigues	Y	Y	Y	Y	Y
Rutka	Y	Y	Y	N	Y
Smith	N	Y	N	N	Y
Sotiropoulos	N	Y	N	N	N
Tonks	N	Y	N	N	N
Ward	A	Y	Y	Y	A
Total Y	9	19	9	7	13
Total N	11	3	13	15	3
Total A and C	2	0	0	0	6

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

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

C Absent due to declaration of a possible conflict of interest

Committee of the Whole (Private), Report No. 54, November 21, 2012

Committee of the Whole (Private)

Report No. 54, November 21, 2012

A regular meeting of the Committee of the Whole (Private) was convened at 4:35 p.m. on Wednesday, November 21, 2012, in the Boardroom, 5050 Yonge Street, Toronto, with Shaun Chen, Vice-chair of the Board, presiding.

The following members were present: Trustees Irene Atkinson, Chris Bolton, Sheila Cary-Meagher, Jerry Chadwick, Shaun Chen, Cathy Dandy, Gerri Gershon, Chris Glover, Howard Goodman, Pamela Gough, John Hastings, Howard Kaplan, Shelley Laskin, Harout Manougian, Elizabeth Moyer, Stephnie Payne, Maria Rodrigues, Mari Rutka, David Smith, Sam Sotiropoulos, Chris Tonks and Sheila Ward. Trustee Smith participated by electronic means.

1. Declarations of Possible Conflict of Interest

Trustees Atkinson, Cary-Meagher and Payne declared possible conflicts of interest with regard to Item 3. The trustees were not present for the discussion or vote on the matter.

2. Staff Changes

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

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

3. Private Negotiations Matter

The Committee of the Whole (Private) **RECOMMENDS** that a private negotiations matter (as shown in the private minutes of the Committee of the Whole) be received.

4. Administration, Finance and Accountability Committee, Report No.30 (Private), November 7, 2012

The Committee of the Whole (Private) **RECOMMENDS** that Report No. 30 (Private) of the Administration, Finance and Accountability Committee (as shown in the private minutes of the Committee of the Whole) be adopted.

5. Operations and Facilities Management Committee, Report No. 35 (Private), October 24, 2012

The Committee of the Whole (Private) **RECOMMENDS** that Report No. 35 (Private) of the Operations and Facilities Management Committee (as shown in the private minutes of the Committee of the Whole) be received.

Committee of the Whole (Private), Report No. 54, November 21, 2012

6. Committee of the Whole Board, Report No. 2 (Private), November 19, 2012

The Committee of the Whole (Private) **RECOMMENDS** that Report No. 2 (Private) of the Committee of the Whole (as shown in the private minutes of the Committee of the Whole) be received.

7. Private Property Matter

The Committee of the Whole (Private) **RECOMMENDS** that a private property matter (as shown in the private minutes of the Committee of the Whole) be received.

Shaun Chen
Chair of the Committee

Adopted November 21, 2012 (see pages 1 and 9)

Special Education Advisory Committee

Report No. 36, October 15, 2012

A meeting of the Special Education Advisory Committee was convened from 7:02 to 9:06 p.m. on Monday, October 15, 2012, in the Boardroom, 5050 Yonge Street, Toronto, Ontario, with Howard Kaplan presiding.

The following members were present: Diana Avon, Clovis Grant, Richard Carter, Heather Breckenridge, Gail Koren, Loris Bennett, Paul Cross, Yama Arianfar, Olga Ingrahm, Jean-Paul Ngana, Nancy Ann Turner Wright, Debra Hayden, and Trustees John Hastings, Howard Kaplan and Sam Sotiropoulos. The following alternate members were present: Judy Moir, Elaine Isakov, Nora Green and Aline Chan.

Regrets were received from Dr. Robert Gates, Steven Lynette, Tammy Simon, Phillip Sargent, Christina Buczek and Dayib Nur.

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

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

1. Vision of Inclusion for Special Education

The Committee received a presentation from Dr. Chris Spence, Director of Education (SEAC:028B) providing information on the Board's Vision of Inclusion for Special Education.

2. Appointment of Members to the Parent Involvement Advisory Committee Special Education Working Group

On motion of Clovis Grant, the Committee appointed Clovis Grant, Jean-Paul Ngana and Yama Arianfar as members of the Parent Involvement Advisory Committee Special Education's working group to explore ways of collaboration with the Parent Involvement Advisory Committee.

3. Trustee's Report

Trustee John Hastings informed the meeting that he attended the Annual General Meeting of the Down Syndrome Association of Toronto held on September 14, 2012.

4. Chief Academic Officer's Report

The Chief Academic Officer presented a report (SEAC:028B) to the Committee.

5. System Superintendent's Report

The System Superintendent presented a report (SEAC:028B) to the Committee.

6. Professional Support Services Report

The Senior Manager, Professional Support Services, presented a report (SEAC:028B) to the Committee.

7. Correspondence received by the Chair

The Chair advised that the following correspondence had been received:

- Letter dated September 30, 2012 from Erlena Shea, Resources Services Teacher, Trillium Demonstration School to the Chair of the Special Education Advisory Committee.
- Letter (undated) from Sharon Walker, Chair, Near North District School Board Special Education Advisory Committee to Honorable John Milloy.
- Letter dated July 4, 2012 from Cathy Mansfield, SEAC Chair, Huron-Superior Catholic District School Board to Honorable John Milloy.

8. Local SEAC Association Reports

(a) VOICE for Hearing Impaired Children

Paul Cross reported that a meeting of VOICE for Hearing Impaired Children will be held on October 18, 2012

(b) Down Syndrome Association of Toronto

Richard Carter reported that the Down Syndrome Association of Ontario will host a conference at the Great Wolf Lodge, Niagara Falls on October 19-21, 2012; the next Culinary Arts class will be held on October 18, 2012; Dance Rock will be held on Friday nights from November 9 to December 14, 2012 from 7:30 to 9:30 p.m.; and National Down Syndrome Awareness Week will be held from November 1 to 7, 2012.

9. Membership Change: Community Representative, North-East

The Committee received the resignation of Dayib Nur, Community Representative, North-East.

10. SEAC Request for Special Education Inclusion Town Hall Transcripts and Submission Materials

Consideration of the matter was postponed to the next meeting:

Staff indicated that the information shared by parents at the town hall meetings was personal information regarding students. Staff undertook to seek advice regarding possible privacy breaches should the information be released.

11. Request for Home School Program Start Update for the 2012-13 School Year and Follow-up on Research Report

During discussion staff addressed some of the school start-up issues related to the Home School Program and undertook to provide an update about the findings and recommendations from the HSP Research Report.

Howard Kaplan
Chair pro tem

Received November 21, 2012 (see page 5)

Special Education Advisory Committee

Report No. 37, November 12, 2012

A meeting of the Special Education Advisory Committee was convened from 7:05 to 9:20 p.m. on Monday, November 12, 2012, in the Boardroom, 5050 Yonge Street, Toronto, Ontario, with Steven Lynette presiding.

The following members were present: Ginny Pearce, Dr. Robert Gates, Clovis Grant, Richard Carter, Steven Lynette, Tammy Simon, Yama Arianfar, Olga Ingrahm, Jean-Paul Ngana, Nancy Ann Turner Wright and Trustee John Hastings. The following alternate members were present: Raegan Delisle, Rebecca Rycroft, Najia Shafi, Nora Green and Aline Chan.

Regrets were received from Diana Avon, Heather Breckenridge, Gal Koren, Loris Bennett, Paul Cross, Christina Buczek, Phillip Sargent, Debra Hayden and Trustees Howard Kaplan and Sam Sotiropoulos.

Part A: Committee Recommendations

1. Membership of the Committee

On motion of Dr. Robert Gates, the Special Education Advisory Committee **RECOMMENDS** that Michelle Brick be appointed as the alternate member on the Special Education Advisory Committee representing the Learning Disabilities Association of Toronto District.

Part B: Information Only

2. Delegation

The Committee heard a delegation from Sue Gowans, a concerned parent regarding compliance with recommendations for a standardized, workload measurement database for Professional Support Services staff and current ways to measure the need for a professional support services assessment.

Following discussion, staff undertook to provide an update on the work being done by Professional Support Services to address the recommendations from Deloitte at a future meeting.

3. Home School Program Start Update for the 2012-13 School Year and Follow-up on Research Report

Cindy Burley presented the findings and recommendations of the Home School Program Research Report.

4. Special Education Inclusion Town Hall Transcripts and Submissions

Staff reported that all the information collected from the town hall meetings will be posted once personal information has been redacted.

5. Chief Academic Officer's Report

The Chief Academic Officer presented a report (SEAC:029B) to the Committee.

6. System Superintendent's Report

The System Superintendent presented a report (SEAC:029B) to the Committee.

7. Professional Support Services Report

The Senior Manager, Professional Support Services, presented a report (SEAC:029B) to the Committee.

Down Syndrome Association of Toronto

Richard Carter presented a report (SEAC:029B) on behalf of the Down Syndrome Association of Toronto.

8. Correspondence Received by the Chair

- Letter dated October 17, 2012 from Chris Spence, Director of Education, re Shape Our Future city-wide forum meetings.
- Email dated October 24, 2012 from Debbie Alli, Administration Liaison for Parent and Community Engagement re: one date change for Shape Our Future meetings.
- Email dated October 24, 2012 from Mimi Hoffman, Executive Director for Learning Disabilities Association of a new SEAC Alternate.
- Email dated October 26, 2012 from the Chief Academic Officer re SEAC representation at November 13, 2012 consultation meeting re revision of Board policy P051, Safe Schools Policy.

Steven Lynette
Chair

Adopted November 21, 2012 (see page 5)

Operations and Facilities Management Committee**Report No. 35, October 24, 2012**

MEETING A meeting of the Operations and Facilities Management Committee convened on Wednesday, October 24, 2012, from 4:12 to 6:45 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Jerry Chadwick presiding.

ATTENDANCE The following members were present: Trustees Jerry Chadwick (Chair), Chris Glover, Shelley Laskin and Chris Bolton (ex officio member). Regrets were received from Trustee John Hastings. Also present were Trustees Irene Atkinson, Sheila Cary-Meagher, Howard Goodman, Pamela Gough and Howard Kaplan.

The Committee decided to report and recommend as follows:

Part A: Committee Recommendations
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1. Contract Awards [2006]

The Committee considered a staff report (see page 24) presenting contract awards. The Committee received the contracts in Chart 1.

Committee's recommendation or action regarding the staff recommendation:

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

On motion of Trustee Laskin, the Operations and Facilities Management Committee **RECOMMENDS** that the contracts in Chart 2 be approved.

2. Emerald Ash Borer Control and Management

On motion of Trustee Laskin, on behalf of Trustee Cary-Meagher, the Operations and Facilities Management Committee **RECOMMENDS**:

Whereas, over 80 per cent of Canadians now live in urban areas and have come to rely on the environmental, ecological and economic benefits of urban forests; and

Whereas, the health of Canadians is sustained by their urban forests which provide services through improving air quality, cooling city streets and buildings, acting as a windbreak, shading from harmful ultraviolet rays, filtering storm water, allowing for students to interact with nature, as well as beautifying our communities; and

Operations and Facilities Management Committee, Report No. 35, October 24, 2012

Whereas, the Canadian Food Inspection Agency has not been able to stop the spread of the emerald ash borer throughout Ontario and Quebec; and

Whereas, there are approximately 6,500 ash trees on the Board's school grounds, which represents 18 per cent of the total number of existing trees; and

Whereas, the cost of treating all of the trees on school grounds with a bio-pesticide would cost approximately \$1.7 million every two years for an unknown period of time; and

Whereas, it would cost approximately \$10 million to cut down all of the ash trees and approximately \$5 million to plant 6,500 replacement trees;

Therefore be it resolved:

- (a) That the Chair send a communication to the Federal and Provincial governments to request funding assistance to school boards for the control and management of the emerald ash borer and for a tree planting program to replace the trees that die as a result of its impact;
- (b) That a copy of this communication be shared with leaders and cabinet members of both Provincial and Federal governments as well as municipal leaders;
- (c) That the Chair send a communication to other school boards to invite them to make similar resolutions;
- (d) That the Director develop an emerald ash borer management plan that includes the exploration of funding mechanisms and a potential partnership with the Faculty of Forestry at the University of Toronto.

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

3. Delegations

The following oral delegation was heard in accordance with the Board's procedure for hearing delegations:

re Emerald Ash Borer Control and Management

Alessandra Tattersall

4. Pre-Engineered Modular Structures

The Committee heard a presentation staff on pre-engineered modular structures.

Staff undertook to provide a revised report on modular structures.

5. Projected Year-End Construction Update, September 1, 2011 to August 31, 2012

On motion of Trustee Laskin, the Committee received the Board's projected year-end construction update (OFMC: 036A, page 7).

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

6. Functional Capacity of Schools

On motion of Trustee Glover, the Committee postponed consideration of the following matter, introduced by Trustee Glover, to the next meeting:

Whereas, Ministry-rated capacity for schools is often cited as a benchmark for school usage; and

Whereas, Ministry-rated capacity is not a realistic measure of actual school usage;

Therefore be it resolved that a working group of two Trustees and appropriate staff, as appointed by the Director, be established to develop a measure of functional capacity of the Board's schools and present a report to the Operations and Facilities Management Committee in January 2013.

Jerry Chadwick
Chair of the Committee

Adopted November 21, 2012 (see page 5)

Operations and Facilities Management Committee, Report No. 35, October 24, 2012
Contract Awards [2006]

Contract Awards [2006]

As presented to the Operations and Facilities Management Committee on October 24, 2012 (see page 21).

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

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information and Chart 2 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Chart 3 is a summary of contract awards for selected Facility Service projects for the period September 2012 to date.

Funding sources are identified for each award listed.

The Process

Contractors bidding on Board construction/maintenance projects must be pre-qualified. Consideration is given to bonding ability, financial stability, depth of experience, references, on-site safety record, and proof of union affiliation (applies to projects less than \$1.5 million or additions less than 500 square feet). Issuing a market call to pre-qualify is periodically advertised in Daily Commercial News and two electronic bulletin boards (Merx and BiddinGo) to facilitate broader public access.

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing and Distribution Services department.

Operations and Facilities Management Committee, Report No. 35, October 24, 2012
Contract Awards [2006]

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

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
BOILERS											
1	Facility Services	Replace Boiler Plant Ossington Old Orchard PS RB13-009 One of the steam boilers is out of commission and cannot be repaired. 2 nd boiler is on the verge of breaking down. Boilers must be replaced before heating season start	10	M. Schultz Mechanical	Yes	No	8	\$142,900	October, 2012/ June 30, 2013	Facility Services	Emergency Reserve-Leased Premises
OTHER											
2	Facility Services	Terrace and Canopy Repairs at Glen Ames PS STM13-006Q Both the terrace surface and canopy are in deteriorated state – safety issues	16	Centrum Renovations	Yes	No	2 ¹	\$66,523	October, 2012/ November 15, 2012	Facility Services	School Condition Improvement (SCI)
3	Facility Services	Switchgear and Transformer Upgrades at Brockton HS. CN13-004T Original equipment, beyond its service life reliability an issue, as parts no longer available.	7	Gridd Electric	Yes	No	5	\$117,400	October, 2012/ December 31, 2012	Facility Services	Renewal (ER) and Leased Premises
	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
4	Facility Services	Miscellaneous & Emergency Electrical Repairs at Various Buildings CN12-239T. These contractors of record can be	N/A	R.E Cavanagh Kudlak-Baird	Yes	No	5	\$60,000	October, 2012/ October, 2016	Facility Services	School Operations Grant

¹ Seven (7) contractors invited to bid; two (2) responses received.

Operations and Facilities Management Committee, Report No. 35, October 24, 2012
Contract Awards [2006]

		accessed when our in-house trade's staff cannot respond.									
5	Facility Services	ReCAPP License Renewal as mandated by the Ministry of Education. ReCAPP software is used by the Board to report the condition of buildings. .	N/A	VFA Canada Corporation	N/A	N/A	Sole Source	\$179,515	September, 2012/ August 31, 2013	Facility Services	Ministry Grant (Renewal)
6	Facility Services	Restoration Services to the computers due to fire. Danforth C & TI.	15	Relectronic – Remech	N/A	N/A	N/A ¹	\$77,094	April, 2012/ August, 2012	Facility Services	Emergency Reserve/ Insurance
7	Facility Services	Restoration Services for records damaged due to fire. Danforth C & TI.	15	Belfor Property Restoration	N/A	N/A	N/A ²	\$107,258	April, 2012/ August, 2012	Facility Services	Emergency Reserve/ Insurance
8	Facility Services	Barrier Free Elevator Duke of Connaught PS RB13-007T The elevator is in a deteriorated state; parts are not available and performance is poor.	16	West Metro Construction	Yes	No	3	\$172,000	October, 2012/ March 15, 2013	Facility Services	School Condition Improvement (SCI)
9	Facility Services	Land Severance (Storm line relocation) Kenton Learning Centre RB12-278T A portion of the property is being severed As a result a storm sewer line needs to be redirected on to the retained lands and abandoned on the severed lands.	12	Inter-All Ltd.	Yes	No	6	\$61,900	October, 2012/ February 28, 2013	Facility Services	Proceeds of Disposition
10	Facility Services	Supply of Ice Melting Material at Various Locations – CN12-018T.	N/A	Mister Chemical Rona Ontario	Yes	No	4	\$150,000	October, 2012/ October, 2013	Facility Services	School Operations Grant
11	Facility Services	CN12-235T Sawdust Collection and hopper clean-outs at various TDSB sites	N/A	City Environmental Services	Yes	No	2	\$25,000	October, 2012/ October, 2017	Facility Services	School Operations Grant

¹Board to pay deductible of \$100,000, TDSB insurance to cover, contractor called in on emergency response by insurance adjuster
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Operations and Facilities Management Committee, Report No. 35, October 24, 2012
Contract Awards [2006]

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
12	Facility Services	Supply of Caulking and Glazing products for FS Stockrooms and Distribution Centre. SX13-008Q Used by TDSB trades staff.	N/A	Construction Distribution Supply Fastening House	Yes	No	3	\$59,736 \$17,041	November, 2012/ October 31, 2016	Facility Services	School Operations Grant

Chart 2: Facilities Contracts Requiring Board Approval (over \$500,000 and Consulting Services over \$50,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement	Funding Source
OTHER											
1	Facility Services	Modular Buildings RB12-285P. Vendor of record established to provide design, build and delivery of modular buildings for the Full Day Kindergarten Program, Phase IV.	N/A	Niagara Relocatable Buildings	No ¹	No	3	\$10,000,000	January, 2013/ June, 2013	Facility Services	FDK4
2	Facility Services	CN13-015T Cricket Field at Valley Park MS	13	Rutherford Contracting	Yes	No	3	\$832,390	November, 2012 March 31, 2013	Facility Services	Site Funded

Chart 3: Summary of Select Facilities Contracts: (September 1, 2012 to Present)

<u>Project Classification</u>	<u>Total Expenditures For this Report</u>	<u>Total Number of Projects for this Report</u>	<u>Total Number of Projects 2012/13 to date</u>	<u>Total 2012/13 Contract Awards Reported to Date</u>	<u>Total Number of Projects 2011/12 to date</u>	<u>Total 2011/12 Contract Awards Reported to Date</u>
Boilers	\$142,900	1	1	\$142,900	7	\$949,071

¹Highest Ranked Bidder

Operations and Facilities Management Committee, Report No. 35, October 24, 2012
Contract Awards [2006]

Roofing	\$0	0	0	\$0	23	\$2,355,346
Building Automation Systems (BAS)	\$0	0	1	\$88,784	1	\$66,275
Heating Ventilation Air Conditioning (HVAC)	\$0	0	0	\$0	6	\$1,248,600
Swimming Pools – Ministry Funded	\$0	1	1	\$0	5	\$461,637
Ministry Grant – Primary Class Size Cap	\$0	0	0	\$0	1	\$330,000
TOTAL	\$142,900	2	3	\$231,684	43	\$4,456,360

For the Board's decision see page 21.

Program and School Services Committee**Report No. 27, October 30, 2012**

MEETING A meeting of the Program and School Services Committee convened on Tuesday, October 30, 2012, from 5:02 to 7:05 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Mari Rutka presiding.

ATTENDANCE The following members were present: Trustees Mari Rutka (Chair), Gerri Gershon, Pamela Gough, Howard Kaplan, Maria Rodrigues and Student Trustee Kourosh Houshmand. Also present were Trustees Sheila Cary-Meagher, Jerry Chadwick, Howard Goodman and John Hastings.

The Committee decided to report and recommend as follows:

<u>Part A: Committee Recommendations</u>
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1. Accessibility to Continuing Education Programs [2010]

The Committee considered a staff report (PSSC:028A, page 1) responding to a Board decision of October 3, 2012, for an outline of the current accessibility policies and practices related to Continuing Education students, particularly those with disabilities or requiring financial assistance, and make recommendations on what might be done to improve equitable access both geographically and financially to the programs offered by the Board.

Committee's recommendation or action regarding the staff recommendation:

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

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

- (a) That the Continuing Education department work within the parameters of the Long-term Kindergarten to Grade 12 Program and Pupil Accommodation Strategy to determine future sites to ensure geographic equity of access;
- (b) That the Continuing Education department continue to make reasonable efforts to ensure a safe, modified program for learners with disabilities;
- (c) That the Continuing Education department continue to review its current sites to determine and mitigate barriers to learners;

Program and School Services Committee, Report No. 27, October 30, 2012

- (d) That the Continuing Education department implement the recommendations of the fees report (as shown below) for the 2012-13 fiscal year including maintaining the current practice of supporting learners requiring subsidy;
- (e) That the Continuing Education department undertake an analysis and review fees after two years of implementation of the current fee structure.

On April 11, 2012, the Board decided that notwithstanding Board policy P019, the revised fee structure for Continuing Education Community Programs for implementation effective September 2012, as outlined below, be approved:

- (i) Increase the qualifying age for Seniors discount from 60 years by one year on an annual basis until 65 years of age starting in 2013;
- (ii) Increase full fee (base rate) for General Interest courses by 5% to \$6.28 per instructional hour plus HST for adult learners under 65 years;
- (iii) Offer a discount rate of \$3.76 per instructional hour plus HST, which is 40% of the full fee (base rate) for seniors aged 65 years and older;
- (iv) Ensure that all seniors, age 65 years and older, receive a common discount, whether enrolled in General Interest or Seniors' Daytime courses;
- (v) Maintain subsidy fee for low income learners at \$10 per course for 2012-13.

2. Response to Professional Support Services Review [2011]

On motion of Trustee Kaplan, the Committee received a staff report (PSSC:028A, page 13) which included the progress report on recommendations made by Deloitte in the Final Report: Findings and Recommendations of the external review of Professional Support Services.

3. Review of Community Advisory Committees and Workgroups [2009]

On motion of Trustee Gershon, the Committee received a staff report (PSSC:028A, page 27) responding to a Board decision of October 3, 2012, requesting a review of the Board's advisory committees

4. Focus on Youth Toronto 2012 [2017]

On motion of Trustee Kaplan, the Committee received a staff report (PSSC:028A, page 33) presenting information on the Focus on Youth 2012 initiative and the Board's contribution and involvement.

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

5. Delegations

The following oral delegations were heard in accordance with the Board's procedure for hearing delegations:

re Success Beyond Limits Summer Program in Partnership with the Toronto District School Board: Our Impact and Our Potential

- Chris Penrose, Akifa Forde and Taneese Jones

re Scarborough Youth Cabinet

- Ashley Vieira

6. Health and Mental Well-being Committee

On motion of Trustee Gershon, the Program and School Services Committee received Report No. 4 of the Health and Mental Well-being Committee, including:

- Epilepsy Toronto
- Health Policy: Update
- Toronto Public Health
- Child and Youth Mental Health in Schools
- Mental Health Nurses in Schools
- Social Work Mental Health Initiatives
- Mental Health in Different Cultures

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

7. Financial Literacy (Student Trustees Houshmand and Zafari)

On motion of Trustee Gershon, the Program and School Services Committee decided to refer the matter back to staff and postpone consideration of the matter to the next meeting.

8. Demographic Allocation of the Learning Opportunities Grant

With the permission of the meeting, the matter was considered as an item of new business. The Program and School Services Committee decided to postpone consideration of the following to the next meeting:

Program and School Services Committee, Report No. 27, October 30, 2012

Whereas, revenues from school-based fundraising and charitable foundations supporting individual schools are known to be in the order of \$40-50 million and are unevenly distributed to the disadvantage of schools with low income, racialized populations; and

Whereas, in accordance with the Ministry of Education 2012-13 education funding “Technical Paper, 2012-13,” Revised: September 2012, the demographic component of the Learning Opportunities grant is meant to provide “funding based on social and economic indicators [low income, recent immigration, low parental education, lone parent] that are associated with a higher risk of academic difficulties. The Demographic Allocation supports boards in offering a wide range of programs to improve the educational achievement of these students. Examples of programs include breakfast programs, homework clubs, reading recovery, and resource withdrawal.”; and

Whereas, Inner City Advisory Committee believes that the Ontario Ministry of Education must mandate the use of the Demographic Allocation of the Learning Opportunities Grant more clearly to the funding of programs that overcome the adverse educational effects of social and economic disparities in accordance with the express hopes of the Ministry's Technical Paper,

Therefore, be it resolved that substantially more money, as a proportion of the Demographic Allocation of the Learning Opportunities Grant, be allocated to support inner city school needs and that the upcoming annual budget exercise include the amount generated by the Learning Opportunities Grant as a separate item and show the various expenditure lines in the Board's budget to which the amount is allocated.

Mari Rutka
Chair of the Committee

Adopted November 21, 2012 (see pages 29 and 6)

Administration, Finance and Accountability Committee**Report No. 30, November 7, 2012**

MEETING A meeting of the Administration, Finance and Accountability Committee convened on Wednesday, November 7, 2012, from 4:30 to 5:50 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Sheila Ward presiding.

ATTENDANCE The following members were present: Trustees Sheila Ward (Chair), Irene Atkinson, Stephnie Payne and Chris Tonks. Regrets were received from Trustee Elizabeth Moyer. Also present were Trustees Sheila Cary-Meagher, Shaun Chen, Gerri Gershon, Chris Glover, Howard Goodman, Howard Kaplan, David Smith and Sam Sotirpoulos. Trustees Atkinson, Chen, Payne and Tonks participated by electronic means.

The Committee decided to report and recommend as follows:

<u>Part A: Committee Recommendations</u>

1. Contract Awards [2021]

The Committee considered a staff report (see page 35) presenting contract awards. The Committee received the contracts in Chart A and approved the contract in Chart B.

Committee's recommendation or action regarding the staff recommendation:

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

On motion of Trustee Atkinson, the Administration, Finance and Accountability Committee **RECOMMENDS** that the contracts in Chart C be approved.

2. Digital Multifunctional Devices [2019]

The Committee considered a staff report (AFAC: 032A, page 11) presenting information related to the contract for equipment that provides printing, copying and scanning capabilities which expires on December 31, 2012.

Administration, Finance and Accountability Committee, Report No. 30, November 7, 2012

Committee's recommendation or action regarding the staff recommendation:

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

On motion of Trustee Atkinson, the Administration, Finance and Accountability Committee **RECOMMENDS:**

- (a) That an extension of the Ricoh Canada digital multifunctional device contract for the period January 1, 2013 to June 30, 2014 be approved;
- (b) That contract negotiations commence with XEROX Canada Ltd. leading to a contract to provide digital multifunctional devices for the period July 1, 2014 to June 30, 2019.

Part B: Information Only

No matters to report

Part C: Ongoing Matters

No matters to report

Sheila Ward
Chair of the Committee

Adopted November 21, 2012 (see page 6)

Administration, Finance and Accountability Committee, Report No. 30, November 7, 2012
Contract Awards [2021]

Contract Awards [2021]

As presented to the Administration, Finance and Accountability Committee on November 7, 2012 (see page 33).

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

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

The recommended suppliers and the term of each contract are shown in the attached charts. Chart 1 outlines contract awards provided for information, Chart 2 outlines contracts requiring Administration, Finance and Accountability Committee approval, and Chart 3 outlines contracts requiring Board approval. The amounts shown are based on the estimated annual consumption unless indicated otherwise. Actual amounts depend on the volume of products/services actually used during the term of the contract.

Funding sources are identified for each award listed.

The Process

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

The lowest cost bid is accepted where quality, functional, safety, environmental and other requirements are met. Every effort is made to include input from the users in the development of specifications and the evaluation process. Copies of all bids received and detailed information regarding all recommended awards are available in the Purchasing and Distribution Services Department.

Administration, Finance and Accountability Committee, Report No. 30, November 7, 2012
Contract Awards [2021]

Chart 1: Contract Awards Provided for Information (contracts over \$50,000 and up to \$175,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Information Technology Services	TDSB District Wide Education Site License	N/A	Esri Canada	N/A	N/A	Sole Source	\$47,500	November, 2012/ November, 2015	ITS Staff
2	Distribution Centre Stock	Purell Hand Sanitizer - AS13-002T	N/A	Flexo	Yes	No	18	\$39,900 ¹	November, 2012/ October, 2015	PDS/DC and H&S staff
3	Employee Services	Assist with design, build and implementation of new Sick Leave Plan	N/A	Ventura Capital Corporation Lightspeed Technologies	N/A	N/A	N/A	\$120,000	November, 2012/ February, 2013	Employee Services staff

Chart 2: Contracts Requiring Administration, Finance and Accountability Committee Approval (contracts over \$175,000 and up to \$250,000)

	User/Budget Holder School/Department	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objections	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	All Schools	Sports Equipment, ordered as and when required – OEMC 2012 - 160	N/A	T. Litzen Sports Flaghouse	Yes	No	11	\$58,500 ² \$37,800	November, 2012/ October, 2016	OECM and PDS staff

¹ 12% savings compared to previous contract

² 5% savings compared to previous contract

Administration, Finance and Accountability Committee, Report No. 30, November 7, 2012
Contract Awards [2021]

Chart 3: Contracts Requiring Board Approval (contracts over \$250,000 and Consulting Services over \$50,000)

	User/Budget Holder School/Departme nt	Products/Services Details	Ward	Recommended Supplier	Low Bid	Objection s	No. of Bids Rec'd	Estimated Annual Amount	Projected Start/End Date of Contract	Customer Involvement
1	Employee Services	Vendors of Record for SAP Human Capital Management (HCM) Service Providers SM12- 039P	N/A	Kondor Consulting Group Ventura Capital Avenue HR Javelin ERP Inc Cont/x Inc. Illumiti Inc.	N/A	No	12	\$115,000	November 15,2012/ October 31, 2015	Employee Services-HRIS Personnel & PDS Staff
2	All Schools	Vendors of Record to provide Athletic Clothing and T-Shirts AS12-279P	N/A	Jastex Big Kahuna North York Trophies	Yes	No	19	\$150,000	November, 2012/ October, 2014	PDS Staff

For the Board's decision see page 33.

Program and School Services Committee**Report No. 26 (Part B), September 27, 2012**

MEETING A meeting of the Program and School Services Committee convened on Thursday, September 27, 2012, from 5:10 to 9:01 p.m., in Committee Room A, 5050 Yonge Street, Toronto, Ontario, with Mari Rutka presiding.

ATTENDANCE The following committee members were present: Trustees Mari Rutka (Chair), Gerri Gershon, Pamela Gough, Howard Kaplan and Maria Rodrigues. Also present were Trustees Irene Atkinson, Sheila Cary-Meagher, Jerry Chadwick, Howard Goodman and Harout Manougian. Trustees Atkinson and Rodrigues participated by electronic means.

The Committee decided to report and recommend as follows:

<u>Part A: Committee Recommendations</u>
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1. Elementary Academies Learning Options, 2012-13 [2000]

Considered by the Board on October 3, 2012

2. Summer Literacy /Numeracy Classes, Grades 1 to 6

Considered by the Board on October 3, 2012

3. Accessibility to Continuing Education Programs

Considered by the Board on October 3, 2012

4. Review of Community Advisory Committees and Workgroups

Considered by the Board on October 3, 2012

5. Review of Policy P013, Optional Attendance

On motion of Trustee Gough, the Program and School Services Committee **RECOMMENDS** that the Director undertake a review of policy P013, Optional Attendance in light of the implementation of full day Kindergarten and make recommendations regarding any necessary revisions by the December 2012 cycle of meetings.

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

Received by the Board on October 3, 2012

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

No matters to report

Mari Rutka
Chair of the Committee

Adopted November 21, 2012 (see page 6)

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