



COMMUNITY ADVISORY COMMITTEE MINUTES

Committee Name: Community Use of Schools Advisory Committee

Date: January 19, 2016

Time: 9:30 am

Present: Trustee Co-Chair Chris Glover; Co-Chair Judy Gargaro (Etobicoke Philharmonic Orchestra); Trustee Manna Wong; Trustee Ausma Malik; Trustee Michael Ford; Gerry Lang (Citizens for Life Long Learning); Heather Mitchell (Toronto Sports Council); Mary Catalfo (Big Brothers Big Sisters); Sharma Queiser (Social Planning Toronto); Susan Fletcher (Applegrove Community Complex); Frank Stanchus (The Little Kickers); Mohamed Hassan (Mogadishu Soccer Club); Pastor Charles Joseph (Alternate Rep for Dennis Keshinro Belka Enrichment Center/CGM)

TDSB: Steve Shaw (System Facilities Officer); Kitty Leung (Permits TDSB); Ugonma Ekeanyanwu (Manager Community Use of Schools); System Superintendent Vicky Branco (Inner City, Community Invest & Model Schools)

Regrets: Mitchell Curci (The Learning Disability Association, Toronto); Iris Rivas (Salvation Army)

Guests: Karen Sommerville (East York Soccer Club); Doug Blair (North Toronto Soccer Club); Luz Maria Pardo (Light your life); Natasha Gleeson (Aboriginal Groups representative); Sam Glazer (Congregation Beth Haminyan);

Recorder: Latha John (Parent and Community Engagement Office)

ITEM	DISCUSSION	RECOMMENDATION/MOTION
Call to Order/Quorum	Meeting called to order by Trustee Co-Chair Chris Glover. Welcome introductions followed. Quorum was achieved at 9:30 am CUSAC is looking for a representation from the Aboriginal Community. As per CUSAC's TOR to be a voting member of CUSAC	



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	<p>it is required to attend a full meeting. Natasha Gleeson from the Aboriginal Community Advisory Committee was present at the meeting.</p>	
Approval of Agenda	<p>**Motion to approve the agenda by Susan Fletcher, seconded by Frank Stanchus. All in favor. Motion carried.</p>	
CUSAC Co-Chair Elections	<p>Heather Mitchell nominated Judy Gargaro for the position of Chair. There were no other nominations from the floor. Judy Gargaro accepted the position and was acclaimed as the Co-Chair for CUSAC.</p>	
Approval of Minutes	<p>**Motion to approve the minutes by Heather Mitchell, seconded by Susan Fletcher. All in favor. Motion carried.</p>	
Update of Digitizing	<p>TDSB staff from Budget, IT and Permit is working with the vendor on the software based on the needs of the board. Interconnections of the new software with SAP are very complex, time consuming causing the delay in piloting the software. The amount of the contract has not changed even though the scope and timeline have been altered. The new system is not yet ready as per the timeline plan for field permit applications. The software to be piloted in March for applications for summer permits.</p> <p>Q&A How many Field permits does the board permit in summer?</p>	



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	<p>1,500 How many September permits for the fields? 70,000. September permit application cutoff is June. The spaces have to be set up in the new system. The existing structure of the permit system had a nesting structure which was very useful in booking the space, the feature is not available in the new software and the vendor is looking at developing the software to retain the nesting structure in the new software. Do Administrators have access to the new system? Administrators have different levels of access to the permit system, the administrators need to be aware and approve of what is being permitted in the school. Administrator will have to let permit holders know in advance in case of cancellations for school events. The Board is working on the process.</p> <p>When there is a cancellation will the new system be able to show credit due to the cancellation? In the old system Class there was an amendment report which shows the charges. In the new system the user can see all booking charges online.</p> <p>For organizations that don't have a corporate credit card, will cheques be allowed as methods by payment? The new system will allow the existing types of payment which include cheque and credit card. Electronic transfer for payment to be available in the new system.</p>	<p>Action: February meeting to have an update on digitization of Permit</p>




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<p>CUSAC Update on Letter of Support Community Hub</p>	<p>Discussion The committee discussed that the term “Social Agencies” did not seem inclusive enough to reflect all groups providing services to the community. It was decided that the language be changed to overtly include ALL community-serving organizations and small businesses that may be either “For Profit” or “Not-for- Profit” be included in the letter.</p> <p>Format of the letter The letter to have the electronic signatures of the Co-Chairs with all CUSAC members and the organisation that they represent listed below.</p>	<p>Action: Heather to edit the letter and distributed to the committee for approval.</p>
<p>CUSAC Goals 2016</p>	<p>Discussion</p> <ol style="list-style-type: none"> 1. Understanding the degree of permit use in schools in weekends, additional fees and the rates of cost recovery? <ul style="list-style-type: none"> What percentages of schools are available for permit? What percentages of available schools are permitted (days, time of day)? 2. Are there ways to minimize the charging of additional fees beyond that for the space? <ul style="list-style-type: none"> What can we do to increase density to spread any additional fees over multiple users? 3. How the cost recovery rates are established? It is unclear why some include caretaker rates and others do not, in particular to category 4. 4. Expand our advocacy activities regarding government support of CUS 	<p>Action: Community Use of Schools Manager Ugonma Ekeanyanwu present to CUSAC on the funds received and how it was utilised by the Board.</p> <p>Action: Communications to be here at the next meeting to video tape Ugonma Ekeanyanwu’s presentation as a five minute welcome video to be used for CUSAC’s AGM in future.</p> <p>Action: CUSAC to invite John Weatherup to speak about Custodial hours and about the cost in keeping schools open in weekends.</p> <p>Action: The Chairs to put together the goals and distribute to the committee</p>



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	<p>What government support has the TDSB received in the last 5 years?</p> <p>5. Continue to improve communication to permit holders regarding updates and issues Continue to improve clarity on website regarding background and process of CUSAC</p> <p>6. Explore maximizing CUS during the school days and on weekends so that schools can truly be community hubs How collective agreements in education form effect the access to Community Use of Schools space? Are small capital investments possible to address security issues during the school day?</p> <p>7. Have staff present a summary of complaints and concerns relating to CUS How many? What was the follow up? What was the outcome? What is the complaints process?</p>	<p>Action: Goals 2016 to be agenda item in February meeting</p>
<p>Category of fields</p>	<p>The Board's grounds team evaluated the Boards fields using the City of Toronto criteria. They found that the majority of TDSB fields don't meet the city field's criteria and hence cannot be rated using the same criteria. The Board is looking at developing an internal rating system that will be reflective of the field condition. The categories will be based on the size of the field, the type of user group (adults, kids or informal recreational purposes). The data will be available for the February or March meeting. The data will also be inputted online for permit</p>	<p>Action: To set up fields working group meeting the week before CUSAC March Meeting.</p>



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	<p>purposes.</p> <p>Q&A Wouldn't it be good for the fields to be aligned with City of Toronto Park and Rec criteria? All the Board's fields are in the bottom category of Parks and Rec's criteria and wouldn't help the permit holders on to make informed choices as there would be no visible differentiation among ratings. Can the Board partner with permit holders to invest money in maintaining the fields which will benefit the school and the permit holders who will be guaranteed permits of the fields. The fields working group can advocate for potential partners to work with the Board's fields which need to be upgraded at a minimal cost.</p> <p>The Board is looking at the process to fundraise to upgrade the fields. The Board is currently looking at the process and the viability from a sustainability perspective.</p>	
<p>Membership/ Attendance Update</p>	<p>CUSAC membership document which listed the categories, the members and their term of membership was shared at the meeting (document attached).</p> <p>Co-Chair Gargaro proposed that the attached document to include the contact information of CUSAC members be posted on the CUSAC webpage for permit holders. The permit holders will be able to bring their issues to CUSAC's attention via the member</p>	<p> CUSAC Membership 2016.pdf</p> <p>Action: The document to be distributed to CUSAC Members.</p>



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	<p>who represents the category at CUSAC.</p> <p>Committee Feedback The information should come through staff to CUSAC for issues. There should be signed permission from each member of CUSAC before the information is posted on the website. The Community Use of School staff is also responsible for answering questions from permit holders. How is it determined by Committee Assistant that the questions come to CUSAC or to the community use of school office? Staff Feedback The questions from the permit holders to the committee would be CUSAC-related and not related to permit usage. TDSB staff Shirley Adderley is the Manager, Facility Issues and System Liaison and part of her role is to respond to complains relating to permits, PSI, Community Use of Schools and facilities of the Board. The TDSB website directs the issues, complains to Shirley Adderley and she is the single point of contact.</p> <p>Attendance Update Iris Rivas- Salvation Army has been absent for three meetings and as such has forfeited her CUSAC membership.</p>	<p>Action: Agenda item for an annual report to CUSAC on complaints and concerns and how they have been resolved.</p> <p>Action: Staff to put together the protocols for issues related Community Use of Schools.</p>
<p>Community Hubs Report Presentation To CUSAC by Karen Pitre (Special Advisor to the Premier on Community Hubs at</p>	<p>Heather Mitchell introduced Karen Pitre (Special Advisor to the Premier on Community Hubs at Province of Ontario) to the CUSAC committee. Two recommendations -integrated planning at both the</p>	



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<p>Province of Ontario)</p>	<p>provincial and local level.</p> <p>The structure set up for the implementation of the community hubs is through the Deputy Minister’s Implementation Committee which will be required to get horizontal action across Ministries to drive this initiative.</p> <p>School Boards- Trustee Associations have put together a joint submission of an action plan for the recommendations.</p> <p>OASBO- school board officials are looking to work constructively from a school board level on how public assets can be used.</p> <p>The recommendations were to have a consolidated provincial database of surplus spaces as an online tool to find provincial holdings and multipurpose design for new buildings to make space more compatible for community space.</p> <p>Ministry of Education is consulting on the process of circulation of surplus properties, the timeline for disposing properties at the fair market value. Recommendation is that there needs to be a strategy for a bigger filter to determine if the property needs to remain in the government domain before it is decided to be sold at fair market value. There needs to be vetting of the property for public interest. There needs to be provincial lead and also a permanent model moving forward. There needs to be an encouragement of multi-purpose design and use; not just stand alone educational facilities.</p> <p>The Ministry of Education used to have supporting facilities partnership document where space used partly by organizations</p>	



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	<p>would be counted for 50% occupancy, but only applies to new partnership. In March 2015 a new document replacing facilities partnership document.</p> <p>How to account for occupancy of community utilization is an ongoing issue. School boards are working to figure out space utilization and it is not consistent.</p> <p>Each school board has their own Community Partnership guidelines policy; TDSB does not have one. These are not just Education issues. The further problem is connecting the community partners and the resources. The Ministry of Education and other Ministries need to to work out the issue broadly, the complication is with the local planning, local leadership</p> <p>Schools space could be greatly utilized for communities if it is open 7 days of the week. There are caretaker's fees and other issues for the space to be utilised. Is there a possible recommendation for this issue?</p> <p>It is a caretaker collective agreement issue, which has been recognized. Many of the policies of the schools boards are challenging to the community use of hubs. There are barriers and opportunities for a different workforce.</p> <p>For-Profit organizations provide great services to the community. The Community Hubs Report had no focus on the the role of For-Profit organizations.</p> <p>The Community Hubs Report had a forum with private sector to figure out the right role in the community hubs.</p>	



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	<p>Are there any risks or any issues of viability of the community hubs?</p> <p>The understanding is that community hubs will continue to evolve. Community Hubs Committee also to set up a resource network. There may be opportunities to partner and make them more viable. The capacity and sustainability is a challenge. School boards have carried the burden thus far.</p> <p>How is it determined that schools are not needed in future? Currently schools are not seen broadly as a community assets.. This is done through a provincial lens, populations are declining. Community Hubs does no planning for education in future and is done through municipalities. Community hubs are defined by the services required by the community. It is a challenge due to declining enrollment but the decision of school space is by the school boards.</p> <p>Trustee question CUSAC is represented by a broad range of community stakeholders who have a great interest in the community hubs. This group has determined the categories and the permit fees for the community use of school space. The school boards shouldn't have to take the burden for the community use of school space. The system got broken when the Ministry took complete control of education taxes. Every funding review for the last 25 years suggested that school boards should have at least a 10% or 5% discretionary amount for local priorities. The boards don't have</p>	



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	<p>the financial latitude to keep the community use of schools going and it needs to be advocated to the ministry.</p> <p>Response The federal government is receptive to infrastructure funding put into community hubs. Bringing in another partner could be helpful.</p> <p>How can it be advocated to keep the school spaces accessible to the community where essential community services are provided such as daycare? Response Issues will be tracked and the facts have to be presented and there is need to continue to have the conversation on the issues.</p> <p>What is the lifeline for implementation of the report is it going to provincially acknowledged? The Report's accountability is to be looked at in the next year. The Premier is enormously motivated and has it as a huge priority to fix the issues. It takes leadership to move things. It depends on how much pressure is put on the system. CUSAC's letter of support should be directed to Ministers who have community hubs as a mandate such as ministry of health and municipal affairs.</p>	
Trustee Report	<p>The new director John Malloy came from the Ministry of Education. He comes with great leadership experience, he was the director of the Hamilton School Board and prior to that he used to be a School Principal with the Toronto Catholic School Board. The focus is on the roles and the responsibilities of the</p>	



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	<p>governance versus the administration of the School Board.</p> <p>The Hall Report released in December One of the recommendations was having students have a greater voice in the decisions made at the School Board.</p> <p>Trustees to look at their mandate and set goals for the next 2 1/2 years, the report to be presented to CUSAC in April.</p>	
Other business	<p>FAQ The FAQ to be looked by the committee and provide feedback.</p> <p>Parent Conference Save the date for the Parent conference on April 16th. Flyer was presented to the committee.</p> <p>Focus on Youth dates The Board's website has the 2015 dates for the Focus on Youth 2016. Staff Feedback 2016 dates to go up around March.</p>	
Next Meeting Date	Next meeting on February 11, 2106	
Adjournment	Motion to adjourn the meeting at 12:00 pm by Susan Fletcher seconded by Gerry Lang. All in favour. Motion carried.	

