



Community Advisory Committees

Name of Committee: Community Use of Schools Advisory Committee

Meeting Date: 13 November 2018

A meeting of the Community Use of Schools Advisory Committee convened on 13 November 2018 from 8:00 a.m. to 10:06 a.m. in Boardroom at 5050 Yonge Street with Chair Judy Gargaro presiding

Attendance: Judy Gargaro, Doug Blair, Susan Fletcher, Sam Glazer, Mohamed Hassan, Alan Hrabinski-on phone, Dennis Keshinro, Gerry Lang, Lynn Manning, Dave McNee, Heather Mitchell, Sharma Queiser-on phone, Patrick Rutledge, Alex Viliansky, Jonathan Wood

Also present were: Shirley Adderley, Ugonma Ekeanyanwu, Kitty Leung, John Long, Avtar Minhas, Ndaba Njobo, Louie Papathanasakis, Chris Ricketts, Steve Shaw, Tracy Vallant

The following participated by electronic means: Alan Hrabinski, Sharma Queiser

Regrets: Abdirahim Ali Rage, Luz Maria Pardo, Anthony Vandyke

ITEM	DISCUSSION	RECOMMENDATION / MOTION
Call to Order / Acknowledgement of Traditional Lands / Welcome	<ul style="list-style-type: none">The meeting was called to order by Co-Chair Judy Gargaro at 8:00 a.m.	

and Introductions / Approval of Quorum		
Approval of Agenda	<ul style="list-style-type: none"> Gerry Lang moved to approve the agenda as revised, seconded by Sam Glazer, Motion carried, Revised as written 	
Approval of Minutes October 9, 2018	<ul style="list-style-type: none"> Lynn Manning moved to approve the October 9, 2018 Minutes as amended, seconded by Heather Mitchell. Motion carried 	
Conflict of Interest Declaration	<ul style="list-style-type: none"> none 	
Delegations	<ul style="list-style-type: none"> Tim Foley, presenting on behalf of Resa's Pieces Music organization; this non-profit music organization allows adults the opportunity to "re-awaken Their Talent and Rediscover Making Music" This organization consists of three groups: The Concert Band with 60 members, The String Group with 25 members and The Singers with 70 members Permit is held at York Mills CI, the perfect practice facility; from time to time the band and strings group combine along with the singers to rehearse There has been a good relationship with York Mills CI for the past 10 years; this past July the 	

permit was denied; a meeting was then set up with the Principal and it was indicated that some teachers were not happy with the condition the music rooms were left in and that some folks were using the school instruments

- The permit was granted and it was agreed that rooms would be left in the exact same condition they were found and that school instruments would not be used; Resa's Pieces music organization would like to continue using the facilities at York Mills CI
- Discussion : this situation with Resa's Pieces highlights the vulnerability of permits if staff changes occur at the schools; if permits are in jeopardy of being cancelled permit holders should be made aware of this before the session ends; use of speciality rooms can be quite expensive to the school as there is more equipment that could be damaged; York Mills CI offered Resa's Pieces an alternative location within the school to practice; point of clarification from staff after reviewing the discussions in eBase the permit was never cancelled or denied at any time; staff changes in schools happen from time to time and programming may change, this may affect the permits for the evenings should a teacher wish to run activities; when permits are denied/cancelled there should be a reason provided

	<ul style="list-style-type: none"> • Resa’s Pieces just wanted to bring awareness of this issue to CUSAC and highlight that when long-standing permits are no longer wanted in the school that there be early communication to allow for appropriate problem solving and relationship preservation to occur; some permits are not able to move to another location so cancellation or denial can lead to the destruction of the community program • Suggestion: Any changes to the permit should be communicated; note the importance of community groups in the schools; respectful communication between the permit holders and permit unit; permit holders should adhere to the application deadlines of June 1 as school administrators leave for summer break starting in July 	
<p>Permit Unit Update / Community Use of Schools Update</p>	<ul style="list-style-type: none"> • <i>Update Policy Review – Community Use of Board Facilities (P011):</i> The policy was approved at the October 24 Board Meeting; approved policy has been posted to the TDSB website; no major changes, changes were made to clarify language in the policy • Changes to the policy were: removing the fee schedule into a separate document; provisions for school council meetings is guaranteed one meeting at each school per month, under its mandate, if there are additional meeting requests 	

it will be subject to caretaking availability or an alternative nearby location will be offered; changes to Procedure PR666 will be made to ensure consistency with the Policy

- *How does the City assess Non-Profit Groups and are TDSB practices consistent with the City?:* The City requests financial information (financial statements and proof of charitable status) at time of registration to verify status; the City has 3 different fee schedules and they are age-based; it was not clear which group receives which charge. It appears the only difference between practices is that the TDSB allows for sworn affidavits from small groups operating on a non-profit basis
- Has the Permit Unit received any requests from persons with disabilities asking for special rates in particular sport groups? The only request so far has been by the Special Olympics group; groups that identify their primary purpose is to serve participants with disabilities are already in the highest subsidy category
- Young People Theatre representative indicated they are in the “cost recovery” category; they charge fees to participants for the teacher and materials only; the program may be in jeopardy of closing

- **ACTION:** Kitty Leung will review how costing will work for People with disabilities, as these groups may have increased expenses in order to support their participants

- Higher subsidies will be given to groups using volunteers and groups that charge fees in excess of the cost of the permit will be in a higher fee category;
- The application of the fee structure was refined in 2018 along with the policy review; Groups have raised concerns as it appears as if the fee structure and process changed, yet the only change has been an increased understanding of how to operationalize the existing structure and process.
- The last fee structure changes (2014 & 2018) recognized that there wasn't enough government funding to go around to all groups. It was decided to give the most support to identified groups under Category A that either charge no fees or fees to only cover permit costs and related materials
- Permit Unit is not a revenue generator; it must operate at cost recovery as there are only finite resources available. The Permit Unit does not have the resources to review in detail permit user fees; the type of activity determines the cost of the permit based on the information collected, which does not always make determining the permit category an easy task

- **ACTION:** For December agenda – How many long-standing groups experienced a change in fees?

	<ul style="list-style-type: none">• <i>Follow up on Data on Usage – Variances:</i> Ministry of Tourism and Culture instructs the school boards that the after-school programs will have access to the same funding as CUS; these groups receive subsidized rates not funds directly. This seems to be a change in practice and so less funds are available to support the community use in the evening and weekend time periods• <i>Community Use of Schools:</i> Emergency Safety Awareness Workshops are now being offered for PSI permits, there was a session on November 8 and another session on November 13; Parent Conference is being held on November 17 and CUS is offering a workshop called “<i>Your School, Your Space</i>”• Note that all permits should be aware of having emergency safety planning but the focus is on building awareness with PSI users at this time	
Outstanding Action Items	<ul style="list-style-type: none">• <i>Pools Working Group Update:</i> Pool temperature is different in all facilities; pool temperature is set in discussion with the Principal of the school, the Principal will discuss with the Facility Team Leader; pool temperature is to be within the temperature range guidelines; the school will set the temperature for school requirements and within the guideline	

- Suggestion: The pool working group should have a meeting and discuss what is required, involve staff and bring back to CUSAC with a suggestion/recommendation on what you would like to see different in the Operational Procedures; then this suggestion can be brought to PSSC. CUSAC is reminded that a request to change a procedure cannot be inconsistent with a policy
- *Baseball Working Group Update*: NIL report
- *Update on Property Tax for Lease Agreements*: Tenants may be at risk for the payment of property taxes if MPAC determines that the use attracts taxes. Typically only private organizations should attract property taxes, as their lease is for exclusive use. Any groups not under the umbrella agreement for child-care are paying tax. Permit holders have not been taxed to date, as their use has been considered as ancillary to educational uses
- *Key things the public and other CAC should know about CUSAC*: Judy Gargaro distributed a handout document called - *Key things to know about permitting TDSB schools*; any comments or revisions please communicate this to Judy Gargaro

- **ACTION:** Review the document *Key things to know about permitting TDSB schools*; if you have any edits please communicate this to Judy Gargaro

	<ul style="list-style-type: none"> • <i>CUSAC website – is it AODA compliant?:</i> Yes the website meets AODA requirements • <i>AGM Planning Update:</i> Review of the slides to be presented at the AGM meeting; Steve Shaw to confirm guest speaker for AGM; if you are up for re-election this year, please confirm your intention 	<ul style="list-style-type: none"> • ACTION: If there are any edits needed on the slides please communicate this to Judy Gargaro • ACTION: Steve Shaw to confirm guest speaker for AGM • ACTION: Members who are up for re-election must confirm with Judy Gargaro their intention
Trustee Report	<ul style="list-style-type: none"> • Trustees received the 39 Action Plans that outline the work the TDSB will do to make the Multi-Year Strategic Plan a reality; the plan will transform student learning, create a culture of well-being, provide access to learning opportunities, allocate resources strategically and build strong relationships and partnerships • Remembrance Day Services held at the Board and at City Hall, respects were paid to the veterans 	

	<ul style="list-style-type: none"> • United Way campaign kick-off was on November 12, 2018, there will be activities held at TDSB schools • CUSAC would like to thank Trustee Minhas for his contribution to the committee this past year. 	
Other Business	<ul style="list-style-type: none"> • Toronto Sport Summit is on November 24 8:30 a.m. at Humber College North Campus, the keynote speaker will be Karl Subban, this year's theme is "SPORT: Powered by Volunteers" 	
Adjournment	<ul style="list-style-type: none"> • Motion to adjourn by Patrick Rutledge. Motion carried. Meeting adjourned at 10:06 a.m. 	
Next Meeting Date		<ul style="list-style-type: none"> • ACTION: December 11, 2018 – 5050 Yonge Street, Boardroom