

**Name of Committee**: Community Use of Schools Community Advisory Committee

**Meeting Date**: Tuesday, April 12, 2022

A meeting of the Community Use of Schools Community Advisory Committee convened on 12 April 2022 from 8:02 a.m. to 9:49 a.m. via Zoom with Chair Judy Gargaro presiding.

| **Attendance via Zoom**: | **Judy Gargaro** (Etobicoke Philharmonic Orchestra), **Patrick Rutledge** (Big League Book Club), **Alan Hrabinski** (Toronto Basketball Association), **Graham Welsh** (Toronto Sports Social Club), **Sam Glazer** (Congregation Beth Haminyan), **Jonathan Wood** (Toronto Accessible Sports Council), **Heather Mitchell** (Toronto Sports Council), **Lynn Manning** (Girl Guides of Canada, Ontario Council), **Susan Fletcher** (SPACE), **Alex Viliansky** (Felix Swim School), **Susan Orellana** (Jack of Sports Foundation), **Doug Blair** (North Toronto Soccer Club), **Elizabeth Pounsett** (Young People’s Theatre), **Dave McNee** (Quantum Sports and Learning Association), **Dennis Keshinro** (Belka Enrichment Centre) and **James Li** (Trustee). Also present were TDSB Staff: **Maia Puccetti** (Executive Officer, Facilities & Planning), **Tina Androutsos** (Executive Assistant, Facilities & Planning), **Ndaba Njobo** (Facility Permitting Coordinator), **Meenu Jhamb** (Administrative Assistant). |
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| Guests: | **Terrance Philips** (Phillips Basketball Academy), **Jody Halsall** (Extreme Sports Toronto Sports Club), **Marisa Chiu** (Interim Executive Officer, Finance), **Norbert Costa** (Centrally Assigned Principal, Continuing Education), **Peter Chang** (System Superintendent, Continuing Education)**, George Malouf** (Sunnyside Up Camp), **Elizabeth Lukie** (Hutt Piano Class), **Serben Ghenu** (Benjamin Volleyball). |
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| Regrets: | **Zakir Patel** (Trustee), **Jonathan Grove** (Senior Manager, Plant Operations), **Ugonma Ekeanyanwu** (Facility Permitting Team Leader). |

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| **ITEM** | **DISCUSSION** | **RECOMMENDATION/ MOTION** |
| **Call to Order / Acknowledgement of Traditional Lands / Welcome and Introductions / Approval of Quorum** | * The meeting was called to order by Co-Chair Judy Gargaro at 8:02 a.m.
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| **Approval of Agenda** | * Agenda approved.
 | Graham WelshAlex Viliansky |
| **Approval of Minutes** **8 March 2022** | * Minutes were approved.
 | Heather MitchellLiz Pounsett |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | * **Update on Ongoing Items –**
* **How long will truncated hours last?** – Ndaba Njobo informed the committee that we are in full mode for field permits for the May 15th deadline. There are no covid restrictions on outdoor permits based on current Provincial conditions. We are on target with caretaking allotments and are proceeding to open schools for summer permits. Just a note that the Province has not removed the enhanced cleaning requirements so we are staying status quo at the moment with respect to this, with current indoor permits continuing under restrictions (i.e. no back-to-back permits due to enhanced cleaning requirements between cohorts). Applications for fall permits will open in May.
* **Task force set up for permits** – The committee asked if the task force can be used when additional work is required to set up for permits. Ndaba mentioned that only the permit unit can decide if and when the task force is needed when requesting a permit, in consultation with the caretaking unit. There is no clearance to start this type of activity yet.
* **Signage in schools for permits** – Ndaba confirmed to the committee members that organizations cannot put up signage, posters or leave pamphlets around a school. In order for an organization to do this, they must receive approval from the TDSB Business Services department. Ndaba mentioned that basic, way-finding signage is ok during the permit but must be removed once activity is done. As permit communication currently indicates otherwise, the committee requested a change in the permit language so permit holders clearly understand what is allowed. This will also avoid caretakers being put in the position of policing signage.
* **Definition of ‘spectators’** – Ndaba mentioned to the committee that the permit unit is currently working on the definition of “spectators”. The TDSB Enterprise Risk Management department is looking whether our “spectator” definition can be broadened to include parents occasionally watching their child(ren). Ndaba did not have any update on this but will have some clarity and comments for the committee at the May meeting. Judy questioned whether parents are able to view their children in the interim and Executive Officer Maia Puccetti said that it would need to be recognized on the permit in a formal way. The committee was reminded that the biggest issue is around insurance/liability and that this restriction only applies to ‘A1’ permits (Children and Youth), so they do not lose their subsidy classification; all remaining permit classifications include adults.

 * **March Break Report –**
	+ **LNSP –** Ndaba mentioned he is happy to report that there were no issues with March Break permits and no cancellations were received. Jonathan Grove gave Ndaba a PDF breakdown with all organizations, schools utilized, etc. When committee members requested this information, similar to the reports we used to receive detailing the statistics under the previous Priority School Initiative (PSI), we were advised we could only receive information outlining the number of camps and the number of schools, due to privacy concerns.
	+ **Parks and Rec** – Ndaba Njobo informed the committee that the permit unit is currently determining summer credit locations. The issue currently with summer camp permits is we are waiting for our Design and Renewal department to confirm what construction will exactly be scheduled over the summer months so that it does not disrupt permit holder programs. Once the Design and Renewal department confirms their work sites for the summer, the permit department will issue the permits.
* **Permit and eBase Website Improvements –**
	+ **Accessibility for Ontarians with Disabilities (AODA) review –** Ndaba Njobo mentioned that he met with Judy Gargaro, Jonathan Grove and Alex Viliansky on March 24th and the group created a list of 6 to do items to bring back to their next meeting at the end of April. Ndaba also mentioned that the permits department is confident that all documents and the website will be AODA compliant by next week. Judy thanked TDSB staff for listening to permit user feedback, as well as testing to see how eBase responds to the different types of technology. Ndaba also mentioned that the eBase website has had a few changes and that we are sharing the same platform as other school Boards (the clerk and permit holder). Committee members were reminded to send suggestions for improvements to eBase/website to the chair at any time.

Maia mentioned to the committee that we have a lot of Capital Projects and renewal work to be done and that it will be a very busy summer. We have currently received additional funding from provincial/federal grants and are trying not to impact schools during the school year. This means a lot of work is being pushed into the summer and the permit unit is hoping not to be impacted by this, but it may be a bit difficult. Ndaba mentioned that because of this occurring at times in the past it is not unusual to have your permit approved and taken away within a weeks’ time. If this happens, the permit unit will work with the group on a case-by-case basis and try to relocate the permit, first within the same school and if that is not possible within the family of schools. Ndaba also mentioned that the permits department has started processing summer permits and should be done by next week. |  |
| **Focus on Youth (FOY) Presentation for Summer 2022** | * Executive Officer Marisa Chiu informed the committee that Focus on Youth supports and engages in 160 schools with 400 to 600 students placed. This summer approximately 230 students will be placed in TDSB departments (permits, legal, caretaking, IT, etc), in collaboration with alternative programmes and co-op placements, and also in 37 agencies. The application deadline, for both organizations to request student placements and students to request employment, ended March 31st.
* Marisa informed the committee that we received $3.08 million in funding for Focus on Youth. When asked, Marisa confirmed that the funding this year is all Provincial funding for the 2022/2023 school year with no Federal funding as received last year.
* Peter Chang confirmed student employment looks different now than prior to COVID, when the majority of placements were with agencies hosting summer camps. Staff will work to place students as close as possible to their homes, to help make their experience as great as possible. Norbert Costa informed the committee that a list of the community agencies that used Focus on Youth was shared with Marisa. Marisa will look to see if she can share any of this information with the group due to confidentiality issues.
* Jonathan Wood enquired whether hiring students with disabilities takes priority within the program. Norbert Costa did inform the committee that they have reached out to Hayden Park, Eastview and Maplewood Principals across the system to see if they can identify any students with special needs who would be interested in and benefit from working with Focus on Youth. The point was made that students with special needs are not the same as those with a disability and students who are differently abled would benefit from employment. The point was also made that students may be reluctant to self-identify to a principal/counsellor, who may be perceived as gatekeepers if they do not have a good relationship with them. Staff agreed they would try to find a better way to provide opportunities to support students who are differently abled.
* When asked to clarify what ages the FOY team is defining as Youth, Norbert confirmed that the majority of students hired are in the 15 to 18 years old range. He further noted that any student turning 18 needs to conduct a Police Record Check (PRC), which the board pays for. There are a few exceptions where some 18- to 21-year-old students are hired, but anyone placed must be an active TDSB student attending a TDSB school. Norbert also mentioned that student placement is not guaranteed and there are some agencies that apply but will not receive a student as the team cannot always place students in appropriate positions that would suit them.
* The committee asked for better advertising about the application process in the future, as a number of organizations have indicated they would have liked to apply for students to be placed but they were unaware of the process and deadline. Although advised the deadline has closed, any organization that would still like to be considered, or any student who would still like a placement, is advised to contact Norbert to be put on the waiting list.
* Terrence Phillips requested some clearer communications to community members with respect to what this program offers so that more youth are able to be assisted that are in desperate need of employment after Covid. He also reinforced how the removal of FOY funds to cover permit costs has driven the costs of camps up.
* Peter promised that the FOY team would revisit the system that has been set up to recruit students for placement, as it appears when they focused attention on those who may be most in need of employment, they inadvertently set up a barrier. He also confirmed the FOY team will report back at our November meeting.
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| **Outstanding Action Items** | * **Pools Working Group Update** – Alex Viliansky reported that the season is in full swing and staff are doing essential cleaning. When asked if someone will be hired to specifically look after pool permits (similar to the position formerly held by Chris Ricketts), we were advised the board is in the process of filling that position.
* **Baseball Working Group Update** – No update to report but Heather Mitchell has been hearing from cricket users with respect to the field and turf conditions.
* **Committee Goals for 2021-22:** (deferred)
* **CAC Co-Chair meeting –** Judy Gargaro attended this meeting which included a speaker on equity and understanding the differences between equity and equality. It was a very interesting meeting listening to the challenges that other committees face. Judy will get a copy of the presentation on Equity and share with our committee members. She further reported that the chair who reported bullying at the last CAC Co-Chair meeting was disappointed to report it is still an issue. Judy also highlighted the concern expressed by the other co-chairs that their committees were not consulted on the part of the policy regarding committees at the recent TDSB P023 Policy (Parent and Community Involvement) CAC Consultation. They were further concerned that no documents have been received letting committees know what has been passed since that consultation meeting.
* **Accessibility of TDSB documents – Annual Report and Self Evaluation** – No report has been received as yet with respect to the survey and annual report. Maia will follow-up and have it ready for our June meeting.
* **Communication and website Working Group Update** **(addressed in Permit update)**
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| **Trustee Report** | * Trustee Li reported that he is happy to announce that we are moving into a space to operate as close to pre-pandemic normal as possible.
* Trustee Li mentioned that the overall Board rental revenue is within 5% of budget with a shortfall of around one million dollars. Everyone is working hard within all committees/teams and all programming is back in place as is graduations and summer programs. Our community partners are leveraging and working well with the community, which he felt is a gauge of how well facilities are being used.
* Trustee Li told the committee that he will bring back the budget timeline at a later date to this committee as Finance reviews and prepares the budget between April and May each year.
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| **Other Business** | * The committee was informed that additional funding for Covid 19 was not renewed but the enhanced cleaning has not been removed. The challenge will be how to continue this with limited resources. To date we have not lost any FTE (full time employee) caretakers but we need to balance and budget for this.
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| **Adjournment** | * 9:49 a.m.
 | Graham Welsh |
| **Next Meeting Date** | * **10 May 2022**, **8:00 a.m. via Zoom**

**Join Zoom Meeting**[**https://tdsb-ca.zoom.us/j/93580949778?pwd=cFNOTkhZcERCdzdGZnBUaEs4VWR6Zz09**](https://tdsb-ca.zoom.us/j/93580949778?pwd=cFNOTkhZcERCdzdGZnBUaEs4VWR6Zz09) |  |

**Acronyms**

PSI – Provincial School Initiative FOY – Focus on Youth

LNSP – Local School Neighbourhood Program FBEC – Finance Board Enrolment Committee

PPF – Priority partnership funding GSN – Grant for Student Needs

PPC – Planning and Priority Committee PSSC – Program School Services Committee