

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

**Meeting Date**: Tuesday, January 10, 2023

A meeting of the Community Use of Schools Community Advisory Committee convened on **January 10, 2023,** from 8:01 a.m. to 9:37 a.m. via Zoom with Judy Gargaro presiding.

| **Attendance via Zoom**:**Also present were TDSB Staff:** | **Judy Gargaro** (Etobicoke Philharmonic Orchestra), **Patrick Rutledge** (Big League Book Club), **Heather Mitchell** (Toronto Sports Council), **Susan Fletcher** (SPACE), **Susan Orellana** (Jack of Sports Foundation, **Jonathan Wood** (Toronto Accessible Sports Council), **Sam Glazer** (Congregation Beth Haminyan), **Debbie King,** (Trustee), **Alex Viliansky** (Felix Swim School), **Dennis Keshinro** (Belka Enrichment Centre), **Jessica Murphy** (Leacock Foundation), **Warren Kung** (Toronto Japanese School), **Graham Welsh** (Toronto Sports Social Club)**Maia Puccetti** (Executive Officer, Facilities & Planning), **Jonathan Grove** (Senior Manager, Operations, Maintenance & Community Use), **Ndaba Njobo** (Facility Permitting Coordinator), **Ugonma Ekeanyanwu** (Facility Permitting Team Leader), **Alex Tilley** (Executive Administrative Assistant), **Meenu Jhamb** (Administrative Assistant) |
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| Regrets: | **Dave** **McNee** (Quantum Sports and Learning Association),  |
| Guests: | **Serban Genu,** (Benjamin Basketball), **Nick Hurtado** (North Toronto Soccer Club), **Andres Tucci Clarke**, COO, Sistema Toronto Academy, **Sharon Beeston** (Guest, Ward 11), **Patrick Monize (**Braintech Robotics STEM Learning Centre), **Katrina Estey (**The Learning Enrichment Foundation), |

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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 Judy Gargaro at 8:01 a.m.
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| **Approval of Agenda** | * Agenda approved.
 | Alex VilianskyJonathan Wood |
| **Approval of Minutes** **December 13, 2022** | * Minutes approved with edits to March Break camps’ item.
 | Susan FletcherJonathan Wood |
| **Conflict of Interest Declaration** | * Nil
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| **Delegations** | * Nil
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| **Permit Unit Update** | **Update on Ongoing Items** * **Permit Update–** Permits have resumed after the holiday break, and all school sites are available for permits with the exception of schools not available due to construction work. The permit department has also opened permits for March Break recreational programs run by Parks & Rec as well as for LNSP schools. Outdoor permit applications are scheduled to open on January 31, 2023, for fields not blocked by Design& Renewal.
* A list of schools with maintenance work scheduled for summer will be made available to Permit Department between January 31 and Feb 15th, 2023. The sites not available will be blocked in the system from mid-February. Summer field permit acceptance is planned to start in March.
* **Increased ventilation issues (Leaside High School) –** Staff has investigated this issue at Leaside, and this does not seem to be a simple fix through building automation (adjusting the air speed of air handlers). Staff needs to be deputed to the site to conduct the full review. During the pandemic, Facilities Services staff members were very focused on improving the air quality in our schools and this might have caused the extra flow of air in the gymnasium. This particular issue seems to be local to this school and this permit user. The mechanical system installed at this school has a constant air feature rather than variable. The matter in question seems to be related to dampers and actuators which require staff to attend the site.
* Permit staff members are very confident that there are no other such issues for any other site in TDSB. Staff further mentioned that even the issue at Leaside was first brought up to the attention of the Permit clerk before it came to this committee.
* **Permits between 3-6 p.m. –**Staff explained that as per policy PR-666, community use of schools starts from 6 p.m. onwards. For any activity that needs to happen prior to 6 p.m., permit holders need to connect with the school Principal and can provide a clear context/and the benefit/value to the students and the community for the usage of the school site prior to 6 p.m. PR 666 dictates that anything happening in the building prior to 6 p.m. is at the discretion of the Principal.
* Executive Officer Maia Puccetti further reiterated that it is the Principal’s responsibility to manage the school for the 3-6 pm period, the superintendent of the school can be involved if there are any concerns. Maia informed that the Board is currently working to identify a broader range of potential community or local partners who would be interested in providing programs to schools between 3-6 p.m. and City of Toronto is helping to provide some information for potential partnerships. More information should be available soon. The focus of these partnerships will be on engaging students or something like an after-school program.
* Permit staff further explained that any request for usage of the school site between 8 a.m. to 6 p.m. starts with funneling a request through Permit Unit. Permit Department then directs the request to the school Principal providing them procedural steps from PR-666, reminding them how before and after school operates and the responsibilities of the principal in relation to these requests. It was also mentioned by staff that when a new Principal joins any school, the permit department provides the context of the permits approved by the former principal, so they know the history of what was agreed in the past.
* Trustee King mentioned that sometimes Trustees are approached first by potential permit users rather than the Permit Department. Trustee King suggested sending out a broader communication via Trustee’s Weekly to create awareness within the community of school availability and process for permitting space. She further indicated that other CACs (Community Advisory Committees) & Community Support workers could prove to be very helpful as an avenue to pass on this information to the community. In response to Trustee King’s recommendation, Staff responded that the recently hired Community Outreach and Pool Facilitator can also support such communication.
* It was asked if there was a possibility of modification in the above-mentioned process. Often it takes weeks for the permit request to be processed when the new Principal joins a school. The Board is currently reviewing communication strategies for permits and community use/partnerships and more information will be shared when it becomes available. Executive Officer, Maia Puccetti explained that the Board recognizes that the 3-6 p.m. time frame is valuable for student engagement. Board staff members are doing their due diligence in vetting the companies that can work in line with the Board’s values and commitments. All the feedback provided by this committee will be shared with the staff. This item will also be discussed in the next CUSCAC – Communication working group committee meeting on January 12, 2023.
* A TSAA (Toronto School Administrators Association) member used to attend these meetings and they will be reminded to attend CUSCAC meetings going forward.
* **Access to school facilities (Criteria for determining LNSPs)–** LNSP schools were derived from the former PSI (Priority School initiative program) now called Local Neighbourhood Support Program (LNSP). The initial list of PSI schools was developed by the City and Provincial Government using poverty data. 77 schools were identified, and free spaces were offered to community groups. The removal of PSI funding has significantly restricted the Board’s ability to offer free permits to community organizations however, the Board is continuing this initiative in 44 schools, the number that the Board is able to support.
* Are exisitng programs in LNSP schools meeting the criterion for LNSP and who determines or assesses whether they actually meet all the criteria that are posted on the website? This question was asked in relation to Westview, Emery, and CW Jeffery schools.

* Westview and CW Jeffery are LNSP schools in the Jane and Finch priority Neighbourhood. Emery is not an LNSP school. In terms of programming, LNSP is for youth, children, and seniors in the local community. There are some schools such as Westview which is off the highway and can be used by the community who does not live in the local neighbourhood. Programs like this have been relocated and that’s why Emery has taken some of those groups. We also have a process from PSI that if by January, schools are not being used and there is still space, then they can now be given out to groups that do not qualify for the LNSP process.
* Regarding the group in Westview that approached Heather Mitchell, permit staff contacted them, and they are not in the Jane and Finch area. They chose the school because this school is easily accessible and off the highway. The group has the option to reapply if the space is not being used for an LNSP.
 | **ACTION:** Jonathan Grove to provide an update in February meeting. **ACTION:** Communication working group to provide an update in Feb meeting. **ACTION:** Executive Office, Maia Puccetti will connect with the Education staff around orientation for new Principals and will report back on the Process at the Feb Meeting**ACTION:** Meenu Jhamb to contact TSAA and invite them to attend CUSCAC meetings. |
| **Outstanding Action Items** | * **Pools Working Group Update**: No issues to report. The maintenance schedule will be shared by the TDSB staff in February.
* **Exterior Facilities Working Group**: Nil Report.
* **Communication and website Working Group Updates**: Nil Report. There is a meeting booked for January 2023.
* **Community Partnerships with the TDSB –** Nil Report. Executive Officer, Maia Puccetti might be able to share an update in the February meeting. There was discussion about the need to promote ‘informal’ partnerships and not just business partnerships
* **Election of Community Co-Chair –** Judy Gargaro mentioned that the Trustee assigned to this committee by default is one of the Co-chairs of this committee; if there is more than one Trustee assigned, they decide among themselves who will be the Co-chair. The Community Co-Chair is elected by the committee members, and the term is for 2 years. This is the time to elect the Commujnity Co-chair. Trustee King conducted the elections. Heather Mitchell, Susan Fletcher, Jonathan Wood, Alex Villansky, and Patrick Rutledge nominated Judy Gargaro and she was unanimously elected for the position of Community Co-Chair.
 | **ACTION:** Maia Puccetti to provide an update at the February meeting if there is anything relevant to share. |
| **Trustee Report** | * Trustee King shared:
* Upcoming Board Committee meeting dates:

January 18, 2023, Program and School Services Committee January 26, 2023 Planning and Priorities CommitteeFebruary 1 Board meeting* Trustee King was asked if she anticipates any changes to the permit fees. She replied that there are many ongoing discussions about resources specifically in regard to community engagement. There was a motion at the Board meeting to get the PSI funding reinstated from the Ministry. Trustee King is not sure if any response has been received. There are ongoing discussions around school safety, and about introducing more programs for community engagement. The City and Trustees are looking at all the opportunities where there could be resources that could allow such programs to be offered at lower fees**.**
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| **Other Business** | * Committee Goals: It was noted that Advisory Committee Co-chairs meet twice a year to discuss the role that Committee Advisory Committees play and the ongoing value that they bring to the Board. Keeping this in mind there is a need to establish measurable goals for this year beyond the obvious permit unit updates.
* As PR-666 directly affects the community groups and permit holders, one of the goals could be to get the PR-666 reviewed as the procedure has not been reviewed/revised for quite some time. The committee chair also mentioned that Trustee Aarts has been working on improving Board communication about policies coming up for renewal so that the processes are transparent, and members of Advisory Committees have an opportunity to provide input. To this staff responded that the Governance department posts the information about policies up for renewal with dates and timelines on TDSB website. Some policy revisions were delayed and deferred due to the pandemic and the Board has not been able to keep up with the timelines and the cycles. It was concluded that members of this committee will conduct an internal review of PR-666
* Other potential goals may arise from a review of the Roadmap document.
* It was also suggested that the Committee review the Board goals to see if there is a goal for this Committee that relates to them
* An additional goal could be working to increasing community access to schools
* Committee members and guests were asked to send ideas/goals to Judy via email.
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| **Adjournment** | * 9:37 a.m. Motion to adjourn
 | Susan Fletcher |
| **Next Meeting Date** | **14 February 2023**, **8:00 a.m. via ZOOM****Join Zoom Meeting**<https://tdsb-ca.zoom.us/j/97191936626?pwd=OTV0cWtWdEdkZG4xU042bWtWbTRjZz09> |  |

**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