



Community Advisory Committees

Name of Committee: Community Use of Schools Community Advisory Committee
Meeting Date: Tuesday, September 12, 2023

A meeting of the Community Use of Schools Community Advisory Committee convened on **September 12, 2023**, from 8:03 a.m. to 9:42 a.m. via Microsoft Teams with Judy Gargaro presiding.

<p>Attendance via Zoom:</p> <p>Also present were TDSB Staff:</p>	<p>Judy Gargaro (Etobicoke Philharmonic Orchestra, Co-Chair), Debbie King (Trustee, Co-Chair), Susan Fletcher (SPACE), Jessica Murphy (Leacock Foundation), Graham Welsh (Toronto Sports Social Club), Heather Mitchell (Toronto Sports Council), Patrick Rutledge (Big League Book Club), Susan Orellana (Jack of Sports Foundation), Mope Adeyeye (representing Dennis Keshinro of Belka Enrichment Centre), Dave McNee (Quantum Sports and Learning Association), Alex Viliansky (Felix Swim School), Jonathan Wood (Toronto Accessible Sports Council)</p> <p>Maia Puccetti (Executive Officer, Facilities & Planning), Jonathan Grove (Senior Manager, Operations, Maintenance & Community Use), Ndaba Njobo (Facility Permitting Co-ordinator), Ugonma Ekeanyanwu (Facility Permitting Team Leader), Alex Tilley (Executive Assistant), Meenu Jhamb (Administrative Assistant)</p>
<p>Regrets:</p>	<p>Zakir Patel (Trustee, Ward 19),</p>
<p>Guests:</p>	<p>Elizabeth Lukie (Hutt Piano Class), Terence Phillips (Phillips Basketball Academy), Nick Hurtado (North Toronto Soccer Club), Andres Tucci Clarke (Sistema Toronto Academy), Carmine Grisolia (Edgely Soccer Club), Sam Glazer (Congregation Beth Haminyan), Serban Ghenu (Bejamin Volleyball)</p>

ITEM	DISCUSSION	RECOMMENDATION/ MOTION
Call to Order / Acknowledgement of Traditional Lands / Welcome and Introductions / Approval of Quorum	<ul style="list-style-type: none"> ● The meeting was called to order by Judy Gargaro at 8:03 a.m. 	ACTION: Judy (Chair) recommends for another to perform the Land Acknowledgement at the October meeting.
Approval of Agenda	<ul style="list-style-type: none"> ● Agenda approved. 	Heather Mitchell Jessica Murphy
Approval of Minutes June 13, 2023	<ul style="list-style-type: none"> ● Minutes approved as amended: <ul style="list-style-type: none"> ○ Page 5 of minutes to have wording changed to reflect that maintenance schedule has not yet been distributed 	Graham Welsh Heather Mitchell
Conflict of Interest Declaration	<ul style="list-style-type: none"> ● Nil 	
Delegations	<ul style="list-style-type: none"> ● Nil 	
Permit Unit Update	<ul style="list-style-type: none"> ● Update on summer construction <ul style="list-style-type: none"> ○ New permitting season and new school year. Most permits began as scheduled on September 11th. Indoor activities going all as planned. ○ It was a successful Summer; efforts were made to accommodate as many groups as possible despite many construction projects. The Permit Unit was able to work with the pool maintenance team to make sure inspection and repair schedules were coordinated. ○ Question: Is the use of regular outdoor fields available to October 15th and use of artificial turf fields to October 31st? <ul style="list-style-type: none"> ■ Answer: Yes. When October 15th comes, if permit holders wish to extend they can submit a request to Permits. The request is then sent to the 	

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	<p>Grounds team to assess the outdoor temperature, and whether use of the field would lead to grass damage. This only applies to permit holders seeking an extension and not to new groups.</p> <ul style="list-style-type: none"> ○ Question: Was the Summer construction disruptive to permits? Did the planned process work? Were there permits that were impacted by construction or sites where construction did not end in time and interrupted Fall permits? <ul style="list-style-type: none"> ■ Answer: There was no major impact to Fall Permits. Assessment of construction impact on schools is usually quite conservative, however the Permit Unit worked closely with Design and Renewal to ensure there was more safe access to schools than was provided in the past. However, it is very challenging to do construction projects in 2-months in the current environment. We are now tendering projects that won't begin construction until 2024, and we can't have students in the building so we will need access in the Summer to the full building with hopes that rough/dirty construction work has all occurred in an unoccupied building, and then ensure that work can be done in a more contained environment by the Fall. ○ Question: In terms of Fall permits, were there any delayed from starting because of ongoing construction? <ul style="list-style-type: none"> ■ Answer: If there any were any permits that were delayed, Ndaba would have already 	<p>ACTION: TDSB to provide another update on the planned work for Summer 2024 in November</p>

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	<p>communicated out to permit holders. However, Ndaba noted that we haven't been notified on any projects that did not end according to schedule. In October, the Permit Unit will communicate with permit holders if a post-construction inspection is scheduled and may impact the permit.</p> <ul style="list-style-type: none"> ● Update on new Principal communication <ul style="list-style-type: none"> ○ There were some permits in July where the permit holders were unable to connect with the schools regarding increased fees and for program planning due to Principals being off. ○ Question: What further steps can be taken to increase communications with Principals/school leadership to avoid last minute changes? <ul style="list-style-type: none"> ■ Answer: There was effort by the Permit Unit to maximize everything to improve onboarding, but there are a few factors to consider for these situations. Permits are to be booked during June so that classroom requests can be looped in with the Principals, as they do not work during July and August. To better understand individual situations, the permit office would have to review the submitted permit. ○ Question: For soccer organizations it was very troubling not having a point of contact. Is there a better way to communicate concerns during Summer months? <ul style="list-style-type: none"> ■ Answer: TDSB continues to have internal discussions with Senior Team about the issue, and 	

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	<p>are reviewing PR666 and considering changes as to whether or not changes should be considered to broaden what is covered between 3 and 6 p.m. As per the Education Act, the responsibility of everything up to 6 p.m. is up to the individual principals. It has been raised as a topic of concern among TSAA, who have seen tremendous increase in their workload over the last few years. We are hoping to find middle ground to support the community use of schools while not burdening the Principals. For special requests or concerns, the Permit Unit recommends to ensure that the permit comments are updated accordingly.</p> <ul style="list-style-type: none"> ■ The Committee notes that the example provided highlights why the Superintendent of Education (SOE) is critical for the purposes of consistency and Summer communication. ○ Question: Does the Education Act stipulate that it has to be the Principal or Principal designate overseeing permit groups between 3 and 6? Could it work if it was a parent who teaches at the TDSB? <ul style="list-style-type: none"> ■ Answer: It has to be someone associated with the school, whether a Vice-Principal, Principal, or teacher, or potentially a teacher as agreed by the school/Principal. ■ The Committee recommends that Principals should be strongly encouraged to reach out to permit holders if there is intent to make changes to permits or if there are concerns about the permit. 	<p>ACTION: TDSB to confirm for October meeting if the SOE is the appropriate Summer contact for permit holders' concerns at schools.</p>

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	<ul style="list-style-type: none"> ○ Question: The committee understands that there is a cycle/schedule for the Grounds team to maintain grass at sites, however if there is concern from permit holders about the state of grass needing maintenance, is there a way to communicate this to have it cut? <ul style="list-style-type: none"> ■ Answer: If an extra cut is needed outside of the weekly cut, the permit holder can identify to the Permit Unit who will provide an estimated cost. Once the permit holder agrees, the Permit Unit will arrange for the extra cut. All outdoor permitters are provided a communication with this process identified. If the permit holder believes the 7-day cycle/schedule for cutting has been missed by the TDSB, the TDSB can explore internally. The Permit Unit does appreciate feedback to ensure standards are maintained. If there are operational issues with permits, please reach out to the Permit Unit who can assist with responding to those concerns. ● Update on communication flowcharts for after school permits <ul style="list-style-type: none"> ○ The Committee seeks clarity around timelines for implementation and understood that the Permit Unit was going to provide clear communication on the path requests from permit holders needed to go. ○ TDSB advised that the flow chart was reviewed by Jonathan (TDSB) and Ndaba (TDSB). A rough draft has 	<p>ACTION: The committee requested for this item to remain on the agenda for</p>

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	<p>been submitted to the TDSB Policy department to ensure nothing is missed. Once the Policy department is done with it, we will then bring it to TSAA for confirmation and approval.</p>	<p>follow up as we move forward.</p>
<p>Outstanding Action Items</p>	<ul style="list-style-type: none"> ● Pools Working Group <ul style="list-style-type: none"> ○ Question: Can community users use funds for repair? Is this committee outside of the meeting/team that can report back in on this item? What is the timeline that makes sense to look at this? Pools are a necessity and the TDSB is the largest provider in the area, and there has been a TLC representative who has attended these meetings in the past. ○ Answer: TDSB will reach out to TLC (Toronto Lands Corporation), who handle real estate and development projects to schedule a meeting with Judy (Co-Chair) and Trustee King. We are able to undertake major retrofits of pools funded through SCI (School Condition Improvement), so funding is available, the TDSB concern is simply the volume of work it deals with while also trying to complete other projects in a timely manner. Where we do have challenges is that the funding is very prescribed to critical building renewal, such as repairing existing components and systems. The funding won't allow us to add new accessibility features to a building, such as an elevator or ramp, or additional features to a building. ● Exterior Facilities Working Group Update <ul style="list-style-type: none"> ○ Question: There appears to be a cycle of mechanical and weather related concerns. Will permit holders seeking to 	<p>ACTION: TDSB to set up a meeting with TLC and Co-Chairs to discuss community funding of pool repairs and maintenance.</p>

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	<p>request a field or ball diamond be informed/ communicated in advance if they have requested those spaces?</p> <ul style="list-style-type: none"> ■ Answer: The information is provided to permit holders when they initiate the permit as part of the first communication provided to them. ■ Question: There used to be agreement between CUSCAC and trades for emergency repairs and lining. Does an agreement of this style still exist where immediate work could be performed for weekend events? ■ Answer: The agreement is pre-existing and remains in place. If the TDSB can't fulfill the request within 2 days, the TDSB will advise the permit holder and a request for emergency grass cut, for example, could be allowed. This information is also available on the website with a list of fields not available and a fee schedule for extra services and maintenance. An email is distributed about opening of fields even before applications for that space can continue. The TDSB does not have immediate onsite repairs unless it is something that happens during school hours. <ul style="list-style-type: none"> ● Communication and website Working Group Update <ul style="list-style-type: none"> ○ Did not meet over the Summer but do have a scheduled meeting next Thursday. ○ Questions: Can we review FAQs online, as PSI still listed and there are those who may seek to apply? <ul style="list-style-type: none"> ■ Answer: This will be discussed amongst the 	<p>ACTION: Communications Work Group to review online FAQs.</p>

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	<p style="text-align: center;">Communications Working Group.</p> <ul style="list-style-type: none"> ● AGM Planning: Nov 28, 2023 <ul style="list-style-type: none"> ○ AGM is scheduled for November 28th, which will take place at 5050 Yonge St. in the Boardroom from 7 p.m. to 9 p.m. ○ In terms of who is up this year for election, it is Year A positions: Susan Fletcher (Community Advocacy), Patrick Rutledge (Additional member For-Profit), Jonathan Wood (Persons with Disabilities), Alex Viliansky (For-Profit – 1 Year term), and Graham Welsh (For-Profit – 1 Year term), with 3 vacancies (Children, Parent, Seniors). <ul style="list-style-type: none"> ■ Question: It is recommended to recruit people, but would it be possible to know if there is a recruitment vehicle for distributing communication? Is it through Michelle Munroe? Could we add something to Trustee Weekly to encourage/remind people who qualify to run? ■ Answer: Yes, we could post through Trustee’s Weekly and through System Leader’s bulletin. We also reach out to our Communications department. ○ The Committee suggests that there is capacity to do it virtually, but recommends for it to be in-person. ○ As part of announcement of this event, we want to make sure that if accommodation is required to let TDSB staff know in advance, as barrier-free access is only available through North York Civic Centre (NYCC). <ul style="list-style-type: none"> ■ Question: When communication for AGM is sent, could we have the text sent separate from the 	

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	<p>attachment as well?</p> <ul style="list-style-type: none"> ■ Answer: Yes. <ul style="list-style-type: none"> ● Committee Goals for 2023-24 <ul style="list-style-type: none"> ○ Committee is looking to motion to approve goals for the year (circulate ahead of the meeting), which can then be approved by Board and made official. These goals will give direction and focus for our activities and help us be accountable. ○ Heather Mitchell moved motion for approval of goals <ul style="list-style-type: none"> ■ Graham Welsh seconded ■ All in favour - Motion carried 	<p>ACTION: TDSB Staff to post communication regarding AGM to Trustee's Weekly and System Leader's bulletin before the end of September. TDSB will also seek to connect with the Communications department regarding additional distribution routes. TDSB will distribute both attachment and text to the committee.</p> <p>MOTION: CUSCAC approved to motion the approval of Committee Goals for 2023-2024</p> <p>ACTION: Committee Goals to remain on agenda.</p>
Trustee Report	<ul style="list-style-type: none"> ● The Board was on hiatus through the Summer, with exception of some special meetings; Board resumed as of August 30th ● Next Board meeting is scheduled for September 27th, Trustee King will provide an update at the October meeting. ● The People For Education report was circulated; it reported on the inequities of extra curricular, clubs, and activities relative to funding across Ontario. The report identified disparities in low income neighbourhoods, where there is less capacity for 	

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	<p>fundraising and types of activities available compared to higher income areas. Higher income neighbourhoods were more likely to pay attention to competition, art clubs, and eco programs. Low income neighbourhood funding typically went to field trip participation and nutrition programs. The report highlighted the availability and breadth of access for programs.</p> <ul style="list-style-type: none"> ● Link to report: https://peopleforeducation.ca/report/inequities-persist-extracurriculars-clubs-activities-and-fundraising-in-ontarios-publicly-funded-schools/ 	
Other Business	<ul style="list-style-type: none"> ● Other Business <ul style="list-style-type: none"> ○ Patrick Rutledge is embarking on a partnership with Jay Cares foundation about fundraising tied to ALS (Lou Gehrig's disease). They are going to try to set up a reading challenge in partnership with schools across the GTA to read 2130 books within a specified time frame to raise money and awareness for ALS. ● Microsoft Teams <ul style="list-style-type: none"> ○ Question: Is there a way to add pronouns to your profile or are you able to change your name? <ul style="list-style-type: none"> ■ Answer: You will have to register with Microsoft Teams, go in through your profile, and adjust your name and pronouns through there. ● There will be a follow up at the November Meeting about the tendering process for artificial fields ● There was a request that a 'Teams for Dummies' type documents be produced to support the transition from Zoom to Teams. This is the responsibility of Michelle Monroe's office. 	

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Adjournment	9:42	Jessica Murphy
Next Meeting Date	October 10, 2023, 8:00 a.m. via Microsoft Teams Microsoft Teams Link: Click here to join the meeting	

Acronyms

PSI – Provincial School Initiative
 LNSP – Local School Neighbourhood Program
 PPF – Priority partnership funding
 PPC – Planning and Priority Committee
 TLC – Toronto Lands Corporation

FOY – Focus on Youth
 FBEC – Finance Board Enrolment Committee
 GSN – Grant for Student Needs
 PSSC – Program School Services Committee