MEETING OF THE STANDING COMMITTEE ON
OPERATIONS and FINANCE

Tuesday, June 4, 2019
Upon adjournment of Education Committee Meeting
Board Room
451 Park Street West, Windsor, Ontario

AGENDA

A. CALL TO ORDER

B. ATTENDANCE

C. APPROVAL OF AGENDA
   C.1 Agenda

D. DECLARATION OF CONFLICT OF INTEREST

E. APPROVAL OF MINUTES
   E.1 Minutes of May 7, 2019 Operations & Finance Committee Meeting  Attachment 1

F. BUSINESS ARISING FROM THE MINUTES

G. PRESENTATIONS

H. DELEGATIONS

I. SPEAKER’S LIST

J. NEW BUSINESS

K. REPORTS
   K.1 2019-2020 Budget – Update  Oral

L. TRUSTEE QUESTION PERIOD

M. NOTICES OF MOTION

N. ANNOUNCEMENTS

O. ADJOURNMENT

P. CONVENE INTO PUBLIC BOARD MEETING
DISTRIBUTION
A. **CALL TO ORDER**

Chairperson Halberstadt assumed the Chair and called the meeting to order at 8:09 p.m.

B. **ATTENDANCE**

Chairperson Halberstadt noted that everyone was present.

C. **APPROVAL OF AGENDA**

Moved by Trustee Sartori
Seconded by Trustee Higgison

THAT THE AGENDA BE APPROVED AS PRESENTED.

CARRIED UNANIMOUSLY

D. **DECLARATION OF CONFLICT OF INTEREST**

Nil
E.  APPROVAL OF MINUTES

E.1  Moved by Trustee Sartori
     Seconded by Trustee Hatfield

     THAT THE MINUTES OF THE APRIL 2, 2019 OPERATIONS and FINANCE
     MEETING BE APPROVED.

             CARRIED UNANIMOUSLY

F.  BUSINESS ARISING FROM THE MINUTES

     Responding to a request for clarification of funding for the Summer Learning Program,
     Director Kelly noted that information is still forthcoming however, funding is expected to
     be reduced.

G.  PRESENTATIONS

G.1  2019-20 Grants for Student Needs Update
     Using a PowerPoint presentation, Superintendent Armstrong provided an overview of the
     Grants for Student Needs.

     Responding to a question, Superintendent Armstrong noted that despite the Ministry delay
     of budget information, the board is expected to meet the budget deadline.

H.  DELEGATIONS
     Nil

I.  SPEAKER'S LIST
     Nil

J.  NEW BUSINESS

J.1  Short Term Financing of Capital Projects

     Moved by Trustee Hatfield
     Seconded by Trustee Sartori

     THAT THE BOARD APPROVE THE ATTACHED BORROWING BY-LAW #36
     (MAY 2019)

             CARRIED UNANIMOUSLY
K. REPORTS

K.1 Community Planning and Partnerships – Report on Potential Spaces Available

It was questioned if any new requests for partnerships have been received since the November 21, 2018 Community Planning and Partnerships Meeting. Superintendent Armstrong noted she will look into this and provide further information.

It was questioned if more spaces in classrooms will become available with budgetary constraints. Superintendent Armstrong noted this is not yet known.

Responding to a question, Superintendent Armstrong noted that rental costs for shared space is on a cost recovery basis including capital funding.

It was questioned which schools received Community Hubs Capital funding. Superintendent Armstrong noted that funding was used at Belle River District High School to renovate office space for the partnership with Assisted Living Southwestern Ontario and two classrooms were renovated at John Campbell Public School to provide office space for the Sundowners partnership. Ford City Public School will be renovated for accessibility to the front entrance.

L. TRUSTEE QUESTION PERIOD

Nil

M. NOTICES OF MOTION

Trustee LeClair noted that he would move, or cause to be moved at the next public board meeting:

THAT ADMINISTRATION EXPLORE ALL MEASURES TO ELIMINATE OR REDUCE THE USE OF PLASTIC STRAWS AND OTHER SINGLE USE PLASTICS IN THE GREATER ESSEX COUNTY DISTRICT SCHOOL BOARD FACILITIES AND OPERATIONS AND REPORT BACK TO THE OPERATIONS AND FINANCE COMMITTEE ON JUNE 4, 2019.

N. ANNOUNCEMENTS

Nil

O. ADJOURNMENT

There being no further business before the Committee, the Chairperson adjourned the meeting at 8:36 p.m.

P. CONVENE INTO PUBLIC BOARD MEETING
DATE: May 7, 2019

TO: The Chairperson and Trustees of the
Greater Essex County District School Board

FROM: E. Kelly
Director of Education

S. Armstrong
Superintendent of Business

S. Maheux
Manager of Financial Services

SUBJECT: Short Term Financing of Capital Projects

AIM:

To gain Board approval for a by-law authorizing the short-term borrowing of $20,000,000 from the Royal Bank of Canada for the period July 1, 2019 to June 30, 2020 at the prevailing Bankers Acceptance Rate plus 50 basis points.

BACKGROUND:

Short-term interest costs on approved capital projects are funded by the Ministry of Education. This borrowing is due to the construction costs related to a new Giles Public School, a new North Shore French Immersion Public School, a new Kingsville K-12, a new Prince Andrew Public School, a new Dual Campus High School in Amherstburg, an addition at Queen Elizabeth Public School, a new school consolidation of Eastwood Public School and Parkview Public School, School Condition Improvement projects, child care retrofits and additions, and Full-Day Kindergarten capital costs that have not yet been funded or debentured. Short-term borrowing is required until the costs can be financed through the Ministry of Education. The Board's current short-term financing arrangement expires June 30, 2019.

RECOMMENDATION:

THAT THE BOARD APPROVE THE ATTACHED BORROWING BY-LAW #36 (MAY 2019).

Attachment
Greater Essex County District School Board  
Borrowing By-Law # 36

Under the provisions of Board Policy BA-2, Borrowing and Investing of Funds, the undersigned is authorized to make provisions for temporary financing for the following capital projects – a new Giles Public School, a new North Shore French Immersion Public School, a new Kingsville K-12, a new Prince Andrew Public School, a new Dual Campus High School in Amherstburg, an addition at Queen Elizabeth Public School, a new school consolidation of Eastwood Public School and Parkview Public School, School Condition Improvement projects, child care retrofits and additions, and Full-Day Kindergarten capital expenditures, in the amount of $20,000,000, interest rate of prevailing Bankers Acceptance plus 50 basis points.

WHEREAS, the Greater Essex County District School Board in the Province of Ontario (herein called “the Board”), deems it necessary to borrow the sum of $20,000,000 to temporarily finance capital expenditures for a new Giles Public School, a new North Shore French Immersion Public School, a new Kingsville K-12, a new Prince Andrew Public School, a new Dual Campus High School in Amherstburg, an addition at Queen Elizabeth Public School, a new school consolidation of Eastwood Public School and Parkview Public School, School Condition Improvement projects, child care retrofits and additions and Full-Day Kindergarten capital expenditures until such a time as permanent financing is provided by the Ministry of Education.

AND WHEREAS, the amount authorized to be borrowed by this agreement together with any borrowings heretofore made by the Board under Section 243 of the Education Act that have not been repaid does not exceed the amount of the estimated current revenues (excluding such revenues derivable or derived from the sale of assets, current borrowings or issues of debentures or from a surplus including arrears of taxes and proceeds from the sale of assets or revenues from education development charges) of the Board as set forth in the estimates for the year 2019-2020 less the amount of the current revenue for the current year already received or collected.

THEREFORE:

1. For the purposes aforesaid the Board borrow from ROYAL BANK OF CANADA (herein called “the Bank”) the sum of $20,000,000 by way of Bankers Acceptance loans or other banking facilities with borrowings under this facility payable by the Board not later than June 30, 2020, and bearing interest at the rate of prevailing Bankers Acceptance rates plus 50 basis points, as well after as before maturity, default and judgment, with interest on overdue interest at the same rate as the principal.

2. The Treasurer of the Board, together with the Chairperson of the Board or Vice-Chairperson of the Board be and are authorized and empowered for and on behalf of the Board to sign such promissory notes as may be necessary and to affix thereto the Board’s corporate seal;

3. The Treasurer of the Board is authorized and directed to apply in the payment of all or any sums borrowed as aforesaid, together with interest thereon, all or any of
the current revenues (as hereinbefore defined) of the Board collected or received by the Board and all or any monies which may lawfully be applied for such purpose;

4. The Treasurer of the Board is authorized and directed to furnish to the Bank at the time any amount is borrowed under this agreement a statement showing the amount of the estimated revenues of the current year not yet collected, or where the estimates for the current year have not been adopted, a statement showing the estimated revenues of the Board as set forth in the estimates adopted for the next preceding year and the amount of the revenues of the current year already collected, and also showing the total of any amounts borrowed under Section 243 of the Education Act in the current year that have not been repaid; and

5. The Bank shall not be bound to establish the necessity of the borrowings authorized by this agreement or their application for the purposes aforesaid and may rely on a certified copy of this agreement as proof that the borrowing is validly authorized and on any statement furnished by the Treasurer of the Board under paragraph 4 of this agreement as proof of the facts stated therein.

As witness the corporate seal of the Board this ____________ (date).

Erin Kelly
Director

Jessica Sartori
Chairperson of the Board
DATE: May 7, 2019

TO: The Chairperson and Trustees of the Greater Essex County District School Board

FROM: E. Kelly
Director of Education

S. Armstrong
Superintendent of Business

SUBJECT: Community Planning and Partnerships - Report on Potential Spaces Available

AIM:

To inform the Board of potential unused spaces that could be available for cost recovery/lease in compliance with Policy and Regulation Community Planning and Partnerships P-BA-30 and R-BA-30.

In compliance with the policy and regulation, the Board must annually hold a public meeting and notify certain organizations and groups of any unused space suitable for third party use, on a cost recovery basis, that is expected to be available for a number of years. The criteria for availability are that a school has, for two years or more, been operating at 60% or less of on the ground capacity and/or has 200 or more unused pupil places for two years or more.

A Community Planning and Partnership Meeting was held on November 21, 2018 at the Board office. This information session provided municipalities and community partners an opportunity to review the list of schools with available space in which a community partnership could be considered. Invitations were emailed to the list of entities in Attachment 1. The public meeting was advertised through the local media, an email was sent to the organizations listed in Attachment 1 and the inclusion of the information was posted on the Board’s website. This information session provided municipalities and community partners an opportunity to review the list of schools with available space in which a community partnership could be considered, while also providing an overview of the current state of the Board with respect to surplus space, aging infrastructure and the Board’s fiscal responsibility.

The presentations from this meeting and resources related to community partnerships can be found on the Board’s website at www.publicboard.ca/Community/Community-Partnerships/Pages/Community-Planning-and-Partnerships.aspx

The annual meeting for the 2019-2020 school year will be held in the fall of 2019.

Funding of $858,000 to assist with renovations required for community partnerships in schools was announced in October 2016. Additional funding of $773,000 was announced for 2017/18. As noted in Ministry of Education memorandum 2016: B18, Community Hubs Capital Funding: Minor Retrofits and Accessibility:

School boards are encouraged to work with their community partners to explore mutually advantageous opportunities to share space in schools that would benefit both the board and the broader community as explained in the Community Planning and Partnerships Guideline. The Ministry recognizes that in many cases, when a community partners is prepared to occupy available school space in an operating school, some minor retrofits may be required to allow the partner to operate most effectively in the space.
School boards are reminded that community partners are still expected to fully cover the operating and administrative costs to the board of the space occupied by the partner.

The objectives of this funding are to remove capital cost barriers to community use of available school space and to create or improve space for community partners that provide services or supports that satisfy the requirements of Section 234 of the Education Act. Those requirements can be generalized as promoting the care and/or development of children (emotional, social or physical) or promoting student success.

Opportunities for partnership are reviewed by administration on an ongoing basis and organizations are contacted to further explore ideas.

During the previous school year, Board staff approached one organization and was approached by another organization, specifically with respect to using school space and utilizing the above funds for minor renovations (separate entrance, renovating classrooms, etc.). Renovations were completed at two schools in the summer of 2018, totaling approximately $670,000.

Since the start of this school year, no other appropriate organizations have approached the Board with respect to using school space.

Information about community partnerships remains on the Board’s website and the community is encouraged to contact the Board to discuss any potential partnerships.

Exclusions from the current list of available schools

The following schools have been excluded from this year’s report of schools with available space as follows:

- General Amherst High School, Kingsville District High School, Western Secondary School and Giles Public School due to confirmed funding for replacement schools.
- W. F. Herman Academy due to specialized programs and the overcapacity in elementary which is taking up space in secondary.
- Westview Freedom Academy and Mason Centre due to specialized programs.
- Tecumseh Vista Academy due to the overcapacity in elementary which is taking up space in secondary.

Available sites:

Schools currently available are noted in Attachment 2.

Existing Partnerships in Schools:

The Board already has a number of long-term agreements for space with a variety of organizations. Attachment 3 lists the current partnerships.

Attachments:
- 1 - Community Planning and Partnership Meeting Invitees – November 21, 2018
- 2 - Community Planning and Partnerships Policy – Annual Report for 2019
- 3 - Existing Facility Partnerships in Schools – 2019
COMMUNITY PLANNING AND PARTNERSHIPS MEETING INVITEES –
November 21, 2018

- Windsor-Essex Catholic District School Board
- Conseil scolaire catholiques Providence
- Conseil scolaire Viamonde
- Cégep Boréal d'arts appliqués et de technologie
- St. Clair College of Applied Arts & Technology
- University of Windsor
- Public Works and Government Services Canada - Ontario Region (2 contacts)
- Infrastructure Ontario - Realty Disposal Publication Section
- The Corporation of the City of Windsor (2 contacts)
- The Corporation of the City of Windsor - Consolidated Municipal Service Manager
- The Corporation of the Town of Amherstburg (3 contacts)
- The Corporation of the Town of Essex (3 contacts)
- The Corporation of the Town of Kingsville (2 contacts)
- The Corporation of the Town of Lakeshore (3 contacts)
- The Corporation of the Town of LaSalle (3 contacts)
- The Municipality of Pelee Island
- The Corporation of the Town of Leamington (3 contacts)
- The Corporation of the Town of Tecumseh (3 contacts)
- The County of Essex (2 contacts)
- City of Windsor Housing and Children's Services - District Social Services Administration Board (DSSAB)
- Access County Community Support Services
- Canadian Mental Health Association - Windsor/Essex County Branch
- Children First - Essex County
- Erie-St. Clair Local Health Integration Network
- Hotel Dieu Grace Healthcare
- Hotel Dieu Grace Healthcare - Regional Children's Centre
- The Inn of Windsor
- John McGivney Children's Centre
- Maryvale Adolescent and Family Services
- New Beginnings
- Windsor-Essex County Health Unit (2 contacts)
- United Way/Centraide Windsor-Essex County
- Métis Nation of Ontario
- Windsor-Essex Métis Nation of Ontario
- Chiefs of Ontario
- Ontario Federation of Ontario Indigenous Friendship Centres
- Can-Am Indian Friendship Centre of Windsor
- Association of Iroquois and Allied Indians
- Nishnawbe Aski Nation
- Grand Council Treaty #3
- Union of Ontario

May 7, 2019
• Community Support Centre of Essex County
• Essex County Library
• Windsor Library
• Children's Aid Society – Windsor-Essex
• Belle River On the Lake Business Improvement Area
COMMUNITY PLANNING AND PARTNERSHIPS POLICY  
- ANNUAL REPORT FOR 2019 -

Possible available schools with space as of 2018/19 and projected 2019/20

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<thead>
<tr>
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</thead>
<tbody>
<tr>
<td>Centennial Central</td>
<td>Elementary</td>
<td>464 spaces</td>
<td>220 spaces</td>
<td>209 spaces</td>
<td>Yes</td>
</tr>
<tr>
<td>Belle River DHS</td>
<td>Secondary</td>
<td>1,066 spaces</td>
<td>395 spaces</td>
<td>305 spaces</td>
<td>Limited 1st floor</td>
</tr>
<tr>
<td>Riverside SS</td>
<td>Secondary</td>
<td>1,302 spaces</td>
<td>534 spaces</td>
<td>494 spaces</td>
<td>Yes</td>
</tr>
</tbody>
</table>
## EXISTING FACILITY PARTNERSHIPS IN SCHOOLS – 2018-2019

### Day Care/Before and After School - Current

<table>
<thead>
<tr>
<th>School</th>
<th>Facility Partner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Centennial Central PS</td>
<td>Audrey’s Clubhouse Latchkey &amp; Early Learning Centre</td>
</tr>
<tr>
<td>Margaret D. Bennie PS</td>
<td></td>
</tr>
<tr>
<td>Coronation PS</td>
<td>Delta Chi Beta Early Childhood Centre (Windsor) Inc.</td>
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<tr>
<td>Hetherington PS</td>
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<tr>
<td>Queen Victoria PS</td>
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<tr>
<td>West Gate PS</td>
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<tr>
<td>Kingsville PS</td>
<td>Discovery School-Based Child Care Program of Kingsville Inc.</td>
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<tr>
<td>Jack Miner PS</td>
<td></td>
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<tr>
<td>Queen Elizabeth PS</td>
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<tr>
<td>Gosfield North PS</td>
<td></td>
</tr>
<tr>
<td>Lakeshore Discovery School</td>
<td>Lakeshore Township Community Daycare Centre</td>
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<tr>
<td>A.V. Graham PS</td>
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<tr>
<td>East Mersea PS</td>
<td>Latchkey Day Care &amp; Learning Centre</td>
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<tr>
<td>McWilliam PS</td>
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<tr>
<td>Parkview PS</td>
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<tr>
<td>Prince Andrew PS</td>
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<tr>
<td>Sandwich West PS</td>
<td></td>
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<tr>
<td>Bellewood PS</td>
<td>Montessori School of Windsor</td>
</tr>
<tr>
<td>Gosfield North PS</td>
<td>Once Upon A Time Child Care Centre (until June 28, 2018)</td>
</tr>
<tr>
<td>Anderdon PS</td>
<td>Paula’s Playhouse Childcare Inc.</td>
</tr>
<tr>
<td>Maxwell PS</td>
<td>Ska-Na Family Learning Centre</td>
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<tr>
<td>Essex PS</td>
<td>Story Book Early Learning Centre</td>
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<tr>
<td>Hugh Beaton PS</td>
<td>Sundowners Day Care and Resource Centre</td>
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<tr>
<td>John Campbell PS</td>
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<tr>
<td>Dr. David Suzuki</td>
<td></td>
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<tr>
<td>Dougall PS</td>
<td></td>
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<tr>
<td>Forest Glade Primary Learning Centre</td>
<td></td>
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<tr>
<td>General Brock PS</td>
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<tr>
<td>Glenwood PS</td>
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May 7, 2019
<table>
<thead>
<tr>
<th>School</th>
<th>Facility Partner</th>
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<tbody>
<tr>
<td>King Edward PS</td>
<td>Sundowners Day Care and Resource Centre</td>
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<tr>
<td>LaSalle PS</td>
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<tr>
<td>Northwood PS</td>
<td></td>
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<tr>
<td>Princess Elizabeth PS</td>
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<tr>
<td>Roseland PS</td>
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<tr>
<td>Talbot Trail PS</td>
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<tr>
<td>Tecumseh Vista Academy</td>
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<tr>
<td>Giles Campus French Immersion PS</td>
<td></td>
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<tr>
<td>Herman Academy Elementary</td>
<td>The Toybox Early Education Centre</td>
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<tr>
<td>Malden Central PS</td>
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<tr>
<td>Amherstburg PS</td>
<td>YMCA of Windsor &amp; Essex County</td>
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<tr>
<td>Belle River PS</td>
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<tr>
<td>Central PS</td>
<td></td>
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<td>Colchester North PS</td>
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<tr>
<td>D. M. Eagle PS</td>
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<td>Eastwood PS</td>
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<td>Gore Hill PS</td>
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<td>Harrow PS</td>
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<tr>
<td>Marlborough PS</td>
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<tr>
<td>Southwood PS</td>
<td></td>
</tr>
</tbody>
</table>

**Access County Community Support Services**
- Margaret D. Bennie PS

**EarlyON Child & Family Centres**
- Amherstburg PS
- F.W. Begley PS
- General Brock PS
- Harrow PS
- John Campbell PS
- Lakeshore Discovery School
- Margaret D. Bennie PS
- Princess Elizabeth PS
- Queen Elizabeth PS
- Roseville PS
- Talbot Trail PS
- West Gate PS
Talk 2 Me
- Amherstburg PS
- Lakeshore Discovery School
- Margaret D. Bennie PS
- Princess Elizabeth PS
- Talbot Trail PS

The YMCA Kids' Club
- Dougall PS
- F.W. Begley PS
- Marlborough PS
- Prince Edward PS
- Roseville PS
- Wm. G. Davis PS
Other Partnerships:

<table>
<thead>
<tr>
<th>School</th>
<th>Facility Partner</th>
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</thead>
<tbody>
<tr>
<td>All Schools</td>
<td>WE Tech Alliance</td>
</tr>
<tr>
<td>Amherstburg New Build Land</td>
<td>Town of Amherstburg</td>
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<tr>
<td>Belle River DHS</td>
<td>Assisted Living Southwestern Ontario</td>
</tr>
<tr>
<td>General Brock PS</td>
<td>Windsor Police Services</td>
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<tr>
<td></td>
<td>Sandwich Public Library</td>
</tr>
<tr>
<td>Essex District HS &amp; Essex Centre for Arts, Aquatics and Recreation</td>
<td>Town of Essex</td>
</tr>
<tr>
<td>Sun Parlour</td>
<td>Essex Food Bank</td>
</tr>
<tr>
<td></td>
<td>Storybook Early Learning Centre</td>
</tr>
<tr>
<td>John Campbell PS</td>
<td>Sundowners Office</td>
</tr>
<tr>
<td>Kennedy Collegiate Institute - Windsor Stadium</td>
<td>Elite Training Systems (Windsor) Inc.</td>
</tr>
<tr>
<td>Kingsville District HS / Migration Community Hall</td>
<td>Town of Kingsville</td>
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<tr>
<td>LaSalle PS</td>
<td>Town of LaSalle</td>
</tr>
<tr>
<td>Pelee Island PS</td>
<td>Township of Pelee (separate building on site)</td>
</tr>
<tr>
<td>Prince Andrew PS</td>
<td>Town of LaSalle</td>
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<tr>
<td>Prince Edward PS</td>
<td>Ontario Student Nutrition Program (office space)</td>
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<tr>
<td>Sandwich Secondary School Track</td>
<td>The Town of LaSalle</td>
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<tr>
<td>Sandwich West PS</td>
<td>The Town of LaSalle</td>
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<tr>
<td>West Gate PS</td>
<td>Bridgeview Library (separate building on school site)</td>
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</tbody>
</table>