

INFORMATION REPORT

ITEM 10.6

MINISTRY RESPONSE TO THE 2017 CAPITAL PRIORITIES BUSINESS CASES AND REQUEST FOR EARLY YEARS CAPITAL PROGRAM (EYCP) SUBMISSIONS

PURPOSE:

The purpose of this report is to provide the Board with an update on Ministry Responses to the 2017 Capital Priorities Business Cases and EYCP Submission.

BACKGROUND INFORMATION:

- 1) Action Report Item 8.1, “UPDATED 2017 Capital Priorities Business Cases and Request for Early Years Capital Program (EUCP) Submissions” from the September 5, 2017, Regular Board Meeting.
- 2) Action Report Item 8.17, “UPDATED 2017 Capital Priorities Business Cases and Request for Early Years Capital Program (EUCP) Submissions” from the June 20, 2017, Regular Board Meeting.

HISTORY:

On June 20, 2017, the Board approved through resolution 149/17 the Capital Priorities Business Cases and Request for Early Years Capital (EYCP) Submission for September 8, 2017.

Given increased demands for child care centre spaces in the Town of Milton, On September 5, 2017, the Board of Trustee approved through resolution 161/17 the addition of one (1) Early Years Capital (EYCP) Child Care project to the Bishop P. F. Reding Catholic Secondary School project.

Ministry Memo 2017: B06 – Request for Early Years Capital Program Funding Submissions:

On August 4, 2017, staff submitted one (1) business case to the Ministry of Education requesting capital funding for the construction of a five (5) room stand-alone Child Care Centre at St. Peter Catholic Elementary School. Below represents the project submitted to the Ministry.

Note, the Ontario Early Years Centre/Family Centre (OEYCFC - now referred to as EarlyON rooms) room was not approved by the Consolidated Municipal Services Manager (CMSM), and was therefore not submitted.

Figure 1: 2017 Early Years Capital Program Submission (August 4, 2017)

| TENTATIVE RANKING | 2016 EARLY YEARS CAPITAL PROGRAM | CONSTRUCTION START YEAR | EFFECTIVE SCHOOL YEAR |
|-------------------|--|-------------------------|-----------------------|
| 1 | St. Peter Catholic Elementary School – Child Care/HUB/OEYCFC | 2017-18 | 2018-19 |

On December 21, 2017, The Ministry of Education sent a communication to the office of the Director advising the Board it was successful in receiving funding on its Priority #1 stand-alone Child Care project, with a five (5) room Child Care Centre. The Ministry communication is attached as Appendix A.

Ministry Memo 2017: B07 – Request for Capital Priorities Project Funding Submissions

On September 8, 2017, staff submitted eight (8) business cases to the Ministry of Education requesting capital funds for four (4) new growth projects; three (3) school addition projects; and one (1) partial rebuilt project. A total of four (4) Child Care Projects were also requested as part of the aforementioned projects. The full projects list submitted to the Ministry is outlined in Figure 2 below.

The Ministry of Education has yet to send a communication to the Board on the status of these projects. Staff anticipates that the Ministry will communicate funding approvals within the first quarter of 2018.

Figure 2: 2017 Capital Priorities Business Case Submission (September 8, 2017)

| TENTATIVE RANKING | 2017 CAPITAL PROJECT DESCRIPTION | CONSTRUCTION START YEAR | EFFECTIVE SCHOOL YEAR |
|--------------------------|--|--------------------------------|------------------------------|
| 1 | Bishop P.F. Reding Catholic Secondary School Permanent Classroom Addition, with potential Child Care/HUB/OEYCFC | 2017-18 | 2018-19 |
| 2 | Boyne Milton Secondary #3 Catholic Secondary School | 2017-18 | 2020-21 |
| 3 | St. Michael Catholic Elementary School, Renovation and classroom retrofit (PAR Approved March 7, 2017), with potential Child Care/HUB/OEYCFC (TBC) | 2017-18 | 2018-19 |
| 4 | Oakville South Central Catholic Elementary School – St. Dominic Partial Rebuild (MPAR Approved on April 19, 2016) | 2018-19 | 2019-20 |
| 5 | Georgetown Catholic Elementary School – Holy Cross Rebuilt project, with Child Care/HUB/OEYCFC | 2018-19 | 2020-21 |
| 6 | St. Marguerite Catholic Elementary School 6 Classroom Addition (PAR Approved March 7, 2017) | 2019-20 | 2020-21 |
| 7 | Boyne Secondary Plan Milton #10 ‘Cobben’ Catholic Elementary School, with Child Care/HUB/OEYCFC | 2019-20 | 2020-21 |
| 8 | North Oakville CE#4 or CE#5 Catholic Elementary School (preferred site to be determined) | 2019-20 | 2020-21 |

CONCLUSION:

The Ministry has confirmed that the Board was successful in receiving funding for its one (1) stand alone child care project at St. Peter Catholic Elementary School.

Staff is still awaiting a Ministry response to the remaining eight (8) priorities submitted as part of the 2017 Capital Priorities Business Case Submission. A response is anticipated in the next few weeks, and will be relayed to the Board of Trustees as soon as the information is available.

REPORT PREPARED BY: F. THIBEAULT
ADMINISTRATOR OF PLANNING SERVICES

SUBMITTED BY: R. NEGOTI
SUPERINTENDENT OF BUSINESS SERVICES AND TREASURER OF THE BOARD

REPORT APPROVED BY: P. DAWSON
DIRECTOR OF EDUCATION AND SECRETARY OF THE BOARD

Ministry of Education**Office of the ADM**

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December 21, 2017

Ms. Paula Dawson
Director of Education
Halton Catholic District School Board
802 Drury Lane, PO Box 5308
Burlington, ON L7R 3Y2

Dear Ms. Dawson,

I am writing to inform you that the Ministry of Education has completed our review of the stand-alone child care and child and family program joint submissions submitted for capital funding for school-based early years capital construction projects. These projects were submitted for consideration under the 2017-18 Early Years Capital Program (EYCP) announced in the **Memorandum 2017: B06 – Request for Early Years Capital Program Funding Submissions**.

Eligible child care capital projects being funded will support the government's announcement to create access to licensed child care for 100,000 more children aged 0 to 4 years old over the next five years. Demand was significant; 53 school boards and 39 Consolidated Municipal Service Managers/District Social Services Administration Boards (CMSMs/DSSABs) submitted 285 eligible requests for early years capital funding, worth approximately \$293.5 million, for funding consideration.

As noted in Memorandum 2017:B06, the ministry used the following criteria to assess and prioritize eligible projects:

- child care replacement due to school closure/accommodation review;
- age groupings (program serving infants are a priority);
- accommodation pressures/service gaps;
- cost effectiveness and school viability; and
- equitable geographic disbursement of new child care spaces.

After careful review of your joint submission, I am pleased to confirm that the ministry has approved funding to support one (1) project identified by your board and CMSM. In total, your board will be allocated \$2,571,270 to undertake this project. Should your school board continue to see denied early years capital projects as a priority then your school board may submit them during future rounds of the EYCP.

School boards who have not expended their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been approved for capital funding consideration under the EYCP.

Please be aware that the ministry has funding available to address costs related to unique site costs, acquisition and/or demolition and will consider providing additional funding to the board based on the submission of a detailed estimate of these costs.

Please note this funding is conditional upon amendments to the 2018-19 Grants for Student Needs (GSN) regulation by the Lieutenant Governor in Council.

Appendices

Appendix A provides a complete list of EYCP projects submitted by your board and CMSM/DSSAB. The ministry's decisions were based upon the needs identified in the joint submission form submitted by your school board and CMSM/DSSAB.

If your board chooses to address these projects with a project other than the ones outlined in the EYCP business case your board must receive the ministry's approval prior to retaining an architect. In some cases, this may require your board to forfeit their project approvals and resubmit their requests in a future round of EYCP funding.

Any changes to approved child care or child and family program capital projects will require approval from your local CMSM/DSSAB.

Payment

EYCP operates on a grant payment process, where cash flow is based on school board spending. There are two annual reporting periods these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the board's March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the board's financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry's School Facilities Inventory System (SFIS), including child care and child and family programs.

Board Responsibilities

Your board is responsible and will be held accountable for implementing appropriate measures to ensure that the project cost and scope are within the approved funding and does not exceed the ministry's cost and space benchmarks. The EYCP funding allocation you have received can only be used to address capital costs related to the creation of child care and/or child and family program rooms.

Your board should ensure that all tender documents and contracts are completed in such a way to identify the costs associated to each type of ministry funding source, including but not limited to early years spaces.

Accountability and Reporting Process

School boards are required to follow the capital construction approval process for the new construction and/or renovations of child care rooms. As per the Ministry's Capital Accountability Requirements, school boards will be required to submit a space template before designing the project, where applicable. School boards will require an ATP before the project can be tendered.

School boards and CMSMs/DSSABs are required to provide the Ministry with a floor plan approval letter issued by the Ministry of Education's Child Care Quality Assurance and Licensing Branch as part of their ATP request.

Rooms must be built in accordance with the *Child Care and Early Years Act, 2014* (CCEYA).

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in child care, child and family programs and/or the publicly funded education system are joint communications opportunities for the provincial government, the school board, the CMSM/DSSAB, and/or community partners.

Public Communications

School boards, CMSMs/DSSABs, and/or community partners should not issue a news release or any other media-focused public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and/or community partners should contact the Ministry of Education to receive additional content for media-focused public communications, such as quotes from the Minister(s).

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards, CMSMs/DSSABs, and/or community partners. If the ministry chooses to do so, school boards,

CMSMs/DSSABs, and/or community partners will be contacted to get quotes, as appropriate.

The intent of this protocol is to secure as much attention and media coverage for these events as possible. By doing so, it will help promote the role of all involved including the Ministry of Education, school boards, CMSMs/DSSABs, and/or community partners in bringing exciting new capital projects to benefit local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Minister of Education and the Minister Responsible for Early Years and Child Care must be invited as early as possible to the event. Invitations should be sent to information.met@ontario.ca. Where appropriate, the Ministry's Regional Manager, Field Services Branch, in your area should be copied.

School boards, CMSMs/DSSABs, and/or community partners are not to proceed with their public events until they have received a response from the office of the Minister of Education or the office of the Minister Responsible for Early Years and Child Care regarding the invitation. School boards, CMSMs/DSSABs, and/or community partners will be notified within 15 business days of their opening event as to the Ministers' attendance. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please advise us of the change at the same e-mail address above.

If the Minister of Education or the Minister Responsible for Early Years and Child Care is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and/or community partner to coordinate the details (e.g., a joint announcement).

Note: School boards, CMSMs/DSSABs, and/or community partners are not expected to delay their announcements to accommodate the Ministers or a Member of Provincial Parliament (MPP). The primary goal is to make sure that the Ministers are aware of the announcement opportunity.

Other Events

For all other media-focused public communications opportunities that are not major events, such as sod turnings for example, an invitation to your local event must be sent to the Minister of Education and the Minister Responsible for Early Years and Child Care by e-mail (see above) with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area, where appropriate. Please note that if the date of your event changes at any time after the Ministers have received the invitation, please confirm the change at the same e-mail address above.

School boards, CMSMs/DSSABs, and/or community partners are not expected to delay these “other” events to accommodate the ministers. Only an invitation needs to be sent; a response is not mandatory to proceed.

This communications protocol does not replace school boards’ existing partnership with the Ministry of Education’s regional offices. Regional offices should still be regarded as school boards’ primary point of contact for events and should be given updates in accordance with existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focused communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, etc. where there is a tight restriction on content, government acknowledgement is not required. The same applies to reactive communications (e.g., media calls); however, if possible, such an acknowledgement is appreciated.

Signage

For all capital construction projects that exceed \$100,000, school boards will be required to order and display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage in a prominent location. This should be done in a timely manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards.

Should you have any communications-related questions, please contact Dylan Franks at (416) 325-2947 or Dylan.Franks@ontario.ca.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your school board.

Should you have any questions about the EYCP funding allocation, please contact your Capital Analyst, Sarosh Yousuf, at Sarosh.Yousuf@ontario.ca or (416) 325-8059.

For any questions related to the child care and/or child and family programs, please contact your regional Early Years and Child Care Division representative.

Original signed by:

Joshua Paul
Assistant Deputy Minister
Capital and Business Support Division

Original signed by:

Shannon Fuller
Assistant Deputy Minister
Early Years and Child Care Division

Attached: Appendix A – Complete List of EYCP Submissions for School Board

- c: Roxana Negoï, Superintendent of Business and Treasurer
Anna Prkacin, Early Years Lead
Sandy Palinski, Director of Children's Services, Regional Municipality of Halton
Paul Bloye, Director, Capital Program Branch
Colleen Hogan, Director, Capital Policy Branch
Julia Danos, Director, Early Years and Child Care Programs and Service Integration Branch
Holly Moran, Director, Child Care Quality Assurance and Licensing Branch
Dylan Franks, Senior Information Officer, Communications Branch
Dolores Cascone, Early Years Education Officer, Early Years and Child Care Programs and Service Integration Branch
Isilda Kucherenko, Early Years Advisor, Early Years and Child Care Programs and Service Integration Branch
Sarosh Yousuf, Capital Analyst, Capital Program Branch

| Halton Catholic DSB | | | | | | | | | | | | | |
|---------------------|---------------------------------|--------|---------|-----------|------------------|-------|--------|---------|-----------|------------------|-------|-----------------|----------|
| Child Care Projects | CMSM/DSSAB Name | Rooms | | | | | Spaces | | | | | Capital Funding | Comments |
| | | Infant | Toddler | Preschool | Family Age Group | Total | Infant | Toddler | Preschool | Family Age Group | Total | | |
| | | | | | | | | | | | | \$ 2,571,270 | |
| St. Peter CES | Regional Municipality of Halton | 1 | 2 | 2 | 0 | 5 | 10 | 30 | 48 | 0 | 88 | \$ 2,571,270 | Approved |

*Note: School boards who did not fully expend their Schools-First Child Care Capital Retrofit Policy (SFCCCRP) funding by August 31, 2017 are expected to utilize their uncommitted SFCCCRP allocation towards approved child care capital projects supporting additions and renovations that have been submitted for capital funding consideration under the EYCP.