

City-School Boards Advisory Committee
City Council-Approved Terms of Reference
for the 2022 - 2026 Term
(October 11 and 12, 2023 – MM11.34)

A. Purpose

The City of Toronto and local School Boards are important locally-elected governments that share constituencies, and are partners in achieving important public policy goals.

The City of Toronto recognizes the vital role that education programs and schools play in building healthy and complete communities. School facilities and lands are integral to neighbourhoods, and changes in ownership or use can have significant impacts on community cohesion and longer-term city-wide service strategies.

The City of Toronto provides many public services in school facilities, and is committed to improving shared-use of these important community spaces and public assets through closer collaboration with local School Boards.

B. Mandate

The City-School Boards Advisory Committee, through a joint decision-making process with appointed representatives from Toronto City Council and local School Boards, will provide advice to City Council in order to:

- improve information-sharing and coordination between School Boards and the City at both the staff and political level;

- identify issues of common concern, propose solutions and strategies, and advance joint initiatives, including advocacy with communities and other levels of government;
- coordinate program planning, improve efficiency of shared-use facilities, and streamline administrative processes between the City and School Boards;
- continue to develop a “community asset” strategy that supports local priorities in the utilization and disposition of School Board buildings and lands; and considers social infrastructure needs for growing economic disparity, population growth and building complete communities in the City of Toronto;
- provide advice to City Council on the best ways to ensure schools are safe spaces for learning and development; and
- provide advice to City Council on the best ways to foster community leadership and youth employment opportunities that serve the needs of students.

1. The City-School Boards Advisory Committee is a Council Advisory Body. It may not direct City staff or make binding decisions on behalf of Toronto City Council or the City of Toronto. Any City-School Boards Advisory Committee recommendation that requires action by City officials or City Council must first be considered by the appropriate Council Committee and, when necessary, approved by City Council.

C. Membership and Term

1. The City-School Boards Advisory Committee will be composed of elected representatives from the City and the School Boards.
2. The Committee will be composed of up to eight (8) members:
 - Four (4) Members of City Council (one as Chair), with each of Toronto's four Community Councils represented;
 - Two (2) Trustees appointed by the Toronto District School Board;
 - One (1) Trustee appointed by the Toronto Catholic District School Board; and
 - One (1) Trustee appointed jointly by the Conseil scolaire Viamonde and the Conseil scolaire catholique MonAvenir.
3. The Members of City Council, including the Chair, will be appointed by City Council on the recommendation of the Striking Committee. School Trustees will be appointed by the School Boards.
4. The Chair will be a Member of City Council, appointed by City Council and, at its first meeting or as soon as possible after, the City-School Boards Advisory Committee will elect a Trustee member as Vice-Chair.
5. Trustees are appointed for a term coincident with the term of City Council and the Council Members are appointed for a two-year term coincident with the half term of Council.

The City-School Board Advisory Committee will meet until the completion of its mandate or the end of the current City Council term, whichever comes first.

6. Membership is voluntary and a public service. Members will not be remunerated or receive an honoraria. Expenses may be reimbursed pursuant to the Toronto Remuneration Policy.

D. Governance

1. The City-School Boards Advisory Committee will provide its advice to City Council through the Executive Committee and annually report to the Executive Committee on its progress including key achievements, challenges and activities.
2. The City-School Boards Advisory Committee will operate in accordance with the Simplified Rules for Advisory Bodies.
3. All meetings of the City-School Boards Advisory Committee will be open to the public and comply with the Open Meeting Requirements of the City of Toronto Act, 2006.
4. The Committee will meet a minimum of three times per year at the discretion of the Chair.
5. The City Clerk's Office will provide meeting management support to the Committee.

6. The Social Development, Finance and Administration, alongside Parks, Forestry and Recreation, Children's Services, City Planning, and Corporate Real Estate Management of the City of Toronto will provide policy-related staff support to the Committee, in collaboration with staff from the Toronto District School Board, the Toronto Catholic District School Board, the Conseil scolaire catholique MonAvenir and the Conseil scolaire Viamonde.