

**Memorandum**

To: Chair and Members  
Administration and Finance Committee

From: Chair  
Co-Management Committee

Date: November 6, 2006

Re: Co-Management Status Report #1

---

**Background**

On October 10, 2006, the Minister of Education appointed a co-management team to oversee the financial affairs of the Board. The team consists of a chair and two trustees to be nominated by the Board. The chair has been delegated to assume control over the exercise and performance by the Board of its powers and duties and obligations related to financial and other matters. The other members are appointed to assist, advise and work with the chairperson in fulfilling the mandate of the co-management team. The terms of reference are attached as Appendix A.

In order to ensure that the Board is apprised of all activities of the co-management team and has the opportunity to provide advice on all matters, a monthly status report will be presented to the Administration and Finance Committee.

**Structure and Process for Co-Management**

Co-management is a collaborative process intended to sound financial position for the board by the end of 2007-08. To ensure that their knowledge and passion for community concerns informs the decision-making process, trustees were invited to nominate two representatives to the team. As the current term is near its end, trustees agreed at the Special Board meeting of October 16, 2006 to defer the nomination of members to the newly elected board.

In order to respect the important role that trustees play in public education all board committees and board meetings will continue to be held. On those issues where the board retains decision-making power, the recommendations of the board will be final. On all other matters the board will be provided staff reports in the normal fashion and be requested to debate the issues and provide its recommendation to the co-management team. The Co-management team will normally provide its decision on the matter prior to the following Administration and Finance Committee where such decision will be tabled as part of the monthly status report.

The chair of the co-management team will attend all regular and special meetings, the Administration and Finance Committee and the Faith and Programs Committee and the Board. Attendance at other meetings will be on an as needed or invitation basis.

All staff committees will continue to function in their normal fashion. The chair of the co-management team will attend the bi-weekly Executive Committee meetings and the monthly Administrative Council meetings as an ex-officio member. Staff efforts in the co-management process will be co-ordinated through these committees.

## **Reports to Committees and Board**

All decisions within the purview of the co-management team will be presented to the appropriate staff and trustee committee. Where a cost-saving measure is proposed for implementation, an implementation profile will be provided for information and advice. This profile will contain:

- description of the initiative
- rationale for the proposal
- alternatives considered
- stakeholders affected
- advantages of proceeding
- risks of proceeding
- risk mitigation strategies
- timing
- financial implications
- consultation process
- communication plan

The advice and recommendation of the committee will be brought to the Board for recommendation prior to consideration by the co-management team.

All elements of Plan "B" are being reviewed to determine which items:

- can be implemented in the short term
- have immediate-term potential, and
- require further study and/or consultation.

Departments are being requested to also develop alternatives that could be considered by the co-management team

## **Co-Management Jurisdiction**

Plan "B" was developed for the consideration and approval of the Board which has all elements of its operation within its purview.

The Terms of reference for the co-management team require it to respect denomination rights and the provisions of all collective agreements. The plan is being reviewed to ensure that it does not contain elements which are beyond its jurisdiction.

The results of this review will be presented to the next meeting of the Administration and Finance Committee.

## **Staff and Community Liaison**

During the next two months, the co-management team will meet with the executive of all federations, unions and staff associations and school councils to seek their advice on the co-management process.

Liaison meetings with all local MPPs are also being arranged. One has been held to date.

## **2006-07 Negotiations**

The Board is currently in contract negotiations with three of its support groups. The normal processes for developing board proposals will be followed. Table negotiations will be conducted by board staff and all issues will be brought forward to the appropriate committee for advice and recommendation.

## **TDSB Budget Approval**

Press reports on the contents of the TDSB "Balanced Budget Plan" caused considerable concern among DPCDSB trustees. Meetings were held with TDSB and Ministry of Education staff to determine the nature of the reductions and the rules being applied.

The majority of the reductions in the TDSB plan relate to administrative and operational items. The single largest item is a \$40M reduction in the school operations budget, which represents the amount that the Board is overspent in this area. Administrative downsizing, discretionary budget reductions, a hiring freeze and deferral of spending in technology initiatives make up most of the balance.

The Ministry of Education has assured that all the TDSB budget proposals are within existing guidelines and regulations. If any special approvals are granted they will be applied to all other boards. A letter offering this assurance is contained in Appendix B

## **Decisions**

The Ministry of Education requires the decision on trustee honoraria to be made by October 31, 2006. The co-management team's decision on the matter is attached as Appendix C.

Norbert Hartmann  
Chair  
Co-Management Committee