

# Toronto District School Board

Policy P024

Title: **EDUCATIONAL PROGRAMMING PARTNERSHIPS**

Adopted: October 27, 1999

Effectuated: October 27, 1999

Revised: April 17, 2013, June 17, 2014, **October 26, 2016**

Reviewed: April 15, 2015, October 26, 2016

Authorization: Board of Trustees

## 1.0 RATIONALE

This policy defines the rules by which the Board engages in educational partnerships and stewards public education resources in those collaborations.

## 2.0 OBJECTIVE

To govern TDSB educational programming partnerships with the communities, health, arts, social service, education, labour, small business, and corporate sectors; both locally and internationally.

## 3.0 DEFINITIONS

*Board* is the Toronto District School Board, which is also referred to as “TDSB”.

*Educational Partnership Office (EPO)*: The Educational Partnership Office (EPO) is the office through which proposals for educational programming or services from external agencies are received; assessed; accepted or declined as partnerships; documented; monitored, renewed and/or closed. The EPO redirects external agencies with facility interests or business initiatives to the appropriate administrative departments and application processes through which they are to be working in TDSB.

*Educational Programming Partnerships*: Educational Programming Partnerships are formal arrangements with external agencies that support student engagement, well-being, and achievement through the provision of services or programs that enhance curriculum and help students expand their learning opportunities. These arrangements shall not be interpreted as forming legal partnerships under the Partnership Act or any Canadian jurisprudence.

*International Partnerships*: International Partnerships are educational partnerships between TDSB and any of its schools and a foreign government or international agency (excluding recruitment agencies for international students).

*Partnership Agreement:* A partnership agreement is a document defining the terms for educational programming or services implemented by external agencies at TDSB sites.

#### **4.0 RESPONSIBILITY**

The Director of Education holds primary responsibility for the implementation of this Policy.

Within the Director's Office, the responsibility for coordination, day-to-day management of the Policy is assigned to the Associate Director, School Operations and Service Excellence.

#### **5.0 APPLICATION AND SCOPE**

This policy applies to any staff who engages in educational partnerships for the provision of educational programs or services.

#### **6.0 POLICY**

- 6.1 Partnership activities shall be consistent with TDSB Mission and Values, Policies, Procedures, and Strategic Directions.
- 6.2 Partnership proposals will be accepted or declined through a central partnership governance process using a standard set of criteria; whether operating at a single or multiple sites; and, whether operating locally or internationally.
- 6.3 Partnership activities shall not market products, or commercially exploit students, staff or school communities.
- 6.4 Partnerships shall be with agencies that demonstrate a commitment to public education and foster positive local and/or international relations.
- 6.5 The primary objectives of partnerships shall be to support curriculum, student engagement, school-to-work opportunities, professional development, and to enhance the quality and relevance of learning.
- 6.6 Recognition and promotion of partners and partnership programming shall be governed by the TDSB Communications, Advertising, Distribution of Materials policies, and any other applicable policies and procedures. A list of current educational programming partnerships will be publicly available on the TDSB website.
- 6.7 Partnerships shall be evaluated at least once a year, and on a regular basis as per the terms of each agreement, to ensure the monitoring of ongoing mutual benefit and value to students and to the Board.
- 6.8 Principals shall keep School Council and Student Council informed about all current partnerships in the school, and invite feedback on them. School Council and/or Student council, as appropriate, shall be involved in approving proposed

single-site partnerships, specific to their particular school.

6.9 Partnerships requesting exclusive space shall be approved by the Board of Trustees, through Executive Council and the appropriate standing committee, prior to the execution of the partnership agreement.

6.10 International partnerships shall be approved by the Board of Trustees, through Executive Council and the appropriate standing committee, prior to execution of the partnership agreement.

6.11 Partnerships exceeding funding thresholds, as outlined in the Delegation of Authority Procedure (PR711), shall be approved by the Board of Trustees, through Executive Council and the appropriate standing committee, prior to execution of the partnership agreement.

## **7.0 SPECIFIC DIRECTIVES**

The Director of Education has authority to issue operational procedures to implement this policy.

## **8.0 EVALUATION**

This policy will be reviewed every four (4) years after the effective date.

## **9.0 APPENDICES**

Appendix A: List of TDSB Policies, Procedures, Guidelines referenced in Partnership Governance Process during each phase of proposal assessment.

## **10.0 REFERENCE DOCUMENT**

### Operational Procedures

- Delegation of Authority Procedure (PR711)
- Educational Partnerships: Supplemental Student Services (PR578)
- Employee and Community Partners Conflict of Interest (PR673)
- Educational Programming Partnership Criteria (PR700)
- Educational Programming Partnerships Procedure (PR667)



**TDSB policies, procedures, guidelines  
Referenced in Partnership Assessment Process**

**During Initial Partner Assessment (IPAS):**

**Policies & Procedures:**

- P.002** Mission and Values
- P.024** Educational Programming Partnerships
  - PR.667** Educational Programming Partnerships Procedure
  - PR.700** Educational Programming Partnership Criteria
- P.031** Human Rights
- P.037** Equity Foundation
- P.057** Employee Conflict of Interest
  - PR.673** Employee and Community Partners Conflict of Interest
- PR.711** Delegation of Authority

**Guidelines:**

- Police Records Check and Annual Offence Declaration

**During Academic Assessment (AAS):**

**Policies & Procedures:**

- P.023** Parent and Community Involvement
  - PR.558** Parent and Community Involvement
- P.057** Employee Conflict of Interest
  - PR.673** Employee and Community Partners Conflict of Interest
- PR.531** Selection and Approval of Learning Resources
- PR.532** Handling Concerns about Learning Resources and Controversial Issues
- PR.572** Educational Partnerships: Supplemental Support
  - PPM No.149** (Policy/Program Memorandum, Ministry of Education) Protocol for partnership with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessionals
- PR.605** Use of Support Persons by the General Public
  - PR.605A** Parent and Community Involvement – Consent Form
- PR.692** Child Care: Information Sharing and Confidentiality Agreement
  - PR.692A** Information Sharing Consent Form

**During Operations Assessment (OAS):**

**Policies & Procedures:**

- P.006** Advertising
- P.010** Leasing of Surplus School Properties
- P.011** Community Use of Board Facilities (Permits)
  - PR.666** Community Use of Board Facilities (Permits)
- P.021** Fundraising
  - PR.609** International Disaster Relief
- P.033** Excursions
  - PR.511** Excursions
- P.068** Accommodation and Program Review
  - PR.598** Pupil Accommodation Review
- P.076** Community Planning and Partnerships
  - PR.587** Allocating Space Within Schools for Program Delivery by the Board and Partners

**PR.529** Official and/or High-Profile Visits and Events  
**PR.529B** Student Media Release Consent Form  
**PR.591** Activities During Election Campaign Periods

**Guidelines:**

- Design and Construction Guideline (GU.FAC.009)
- Requesting Work for Partnership Projects (GU.FAC.51)
- External Research Review Committee: Guidelines/Application
- School Activities (Excursions) Directory
- Ministry of Education Fundraising Guidelines
- Ontario Broader Public Sector Procurement Directive
- Purchasing Policy and Administrative Procedures