



## **TOWN OF MINTO**

**DATE:** January 18<sup>th</sup>, 2018

**REPORT TO:** Mayor and Council

**FROM:** Matthew Lubbers, Recreation Services Manager

**SUBJECT:** After School Program

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### **STRATEGIC PLAN:**

9.4 Provide strong community development policies and practices that support a family friendly environment, attract family oriented businesses, and enhance Minto as a welcoming, attractive, and safe location.

### **BACKGROUND:**

The Provincial Government mandated that beginning in September 2017, school boards across Ontario need to ensure the provision of before-and-after school programs in each elementary school for students in Kindergarten – Grade 6 where there is sufficient demand. Mayor Bridge and County staff had spoken to Recreation Services about whether the Town could facilitate a program.

The Upper Grand District School Board issued a request for proposal for the provision of before and/or after school programs on January 5<sup>th</sup>, 2018 for the 2018-19 school year. The closing date is February 14<sup>th</sup> 2018. If the Town is interested in pursuing this kind of program in partnership with the School Board and County a response to the RFP is required.

### **COMMENTS:**

As a municipal entity, the Town is eligible to apply to run an authorized recreational program, which can be run after school for kids in Grades 1-6 (aged 6 or older). The Town is not eligible to run any before school programming or programming for children aged 5 and under. The County of Wellington will likely apply to run that program in their facility at Palmerston Public School this fall.

This leaves a potential need for after school programming for kids of an age Town staff works with in summer programs. School Boards need qualified partners willing to provide quality programming. The Town could offer the program in the schools in Palmerston and/or Harriston. One challenge with moving locations is getting children from one site to another during the work day. Staff suggests phasing in a program starting in Palmerston (where County daycare and before school program will be) and then expanding to Harriston in future years if demand is apparent.

Staff is looking to visit a couple of nearby after school programs before attending a meeting with officials from the School Board and County in Guelph on Friday January 26<sup>th</sup>. This will help with a submission on the RFP if Council is interested in pursuing.

Depending on the success of the program and number of participants and locations, it is likely the Town will need to look at staffing. It may be a requirement that there be at least one staff at each location with social work/child care education and experience. It is unlikely students could be hired (like summer programs) to run the after school program with a staff supervisor available if needed. The Town has some existing staff with social work/child care background, but they are not necessarily available every weekday from 330 pm to 6. Any staff costs would need to be funded by the program.

**FINANCIAL CONSIDERATIONS:**

There is no cost to submit a proposal. If the RFP is accepted, staff would need to develop a business plan for the service for Council consideration. It would look at potential revenue based on need and anticipated expenses to run the program. Some of the planning resources required to run this type of program are already on hand from summer day camp. Day camp ran a modest surplus in 2016 and 2017 and a surplus in 2018 could be earmarked to this new initiative. There would need to be an agreement regarding cost of facility. It would be preferable to run the program from the two schools in that necessary services are in place (gym, library, restrooms) and children do not need to be relocated. However facility costs could greatly increase the program cost.

**RECOMMENDATION:**

That Council receives the January 18<sup>th</sup>, 2018 report from the Recreation Services Manager entitled After School Program, and that a proposal to run an after school program at local schools be submitted to the Upper Grand District School Board subject to Council having a chance to review the business plan for the program that addresses partnership, need, standards of care, revenue and expenses

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Matthew Lubbers  
Recreation Services Manager