

Ministry of Education

Ministère de l'Éducation

Capital and Business Support
Division

Division du soutien aux
immobilisations et aux affaires

315 Front Street West
15th Floor
Toronto ON M7A 0B8

315, rue Front Ouest
15^e étage
Toronto (Ontario) M7A 0B8

2024:B15

Date: October 22, 2024

Memorandum to: Directors of Education
Secretaries/Treasurers of School Authorities
Senior Business Officials
Facility Managers

From: Didem Proulx
Assistant Deputy Minister
Capital and Business Support Division

Subject: **School Ventilation Guidance and
Public Reporting of Renewal Projects**

School boards are reminded that they **must continue to improve school ventilation as per 2023: B11 School Ventilation 2023-24**, building on the significant action taken to date to support modern and healthy learning environments and recognizing the impact indoor air quality has on the well-being of students and staff.

To support ventilation improvement measures, \$29.5 million has been included in the School Operations Allocation of Core Education Funding on an ongoing basis and boards can leverage the \$1.4 billion allocated annually for school renewal.

Ontario led the way in deploying HEPA units in schools and they continue to be required in:

- Every kindergarten class; and
- All learning spaces in schools without mechanical ventilation; and
- All mechanically ventilated learning spaces that are not supported by MERV-13 filters.

Please contact Supply Ontario through sco.cse@supplyontario.ca when Ministry-provided units require replacement filters.

School boards are also expected to continue sharing ventilation information on their website, updating prior year standardized ventilation measures reports, including school-level measures.

School boards should continue to consult the latest information provided by the American Society of Heating, Refrigerating and Air-conditioning Engineers (ASHRAE), Public Health Ontario, Health Canada and other relevant sources. The following documents were previously referenced:

- [Heating, Ventilation and Air Conditioning \(HVAC\) Systems in Buildings](#)
- [Use of Portable Air Cleaners](#)
- [Indoor Air Quality Resources](#)

NEW: School Renewal Investment Report

To provide a broader understanding of the ongoing work that is taking place to renew and improve school facilities, school boards are also now required to publicly post information about renewal projects in a prominent place on their websites. This includes:

- Renewal projects completed over the previous school year; and
- Renewal projects underway or planned using existing SCI and/or SRA funds.

Example:

School Name	Project Description	Start Date	Completion Date or Anticipated Date for Completion	Percent Complete
Example School 1	Roof Replacement	05/15/2024	08/15/2024	100%
Example School 2	Window Replacement	03/01/2024	11/25/2024	70%
Example School 3	HVAC System Upgrade	01/01/2024	12/30/2024	0%

Both the ventilation-specific and broader renewal reports are required to be posted on school board websites by December 15, 2024, and kept updated by the board. Prior to posting, please submit a copy of the ventilation dashboard and a link to your School Renewal Investment Report to capital.policybranch@ontario.ca.

Thank you for your ongoing commitment to supporting modern and healthy learning environments for students and staff.

Sincerely,

Didem Proulx
 Assistant Deputy Minister
 Capital and Business Support Division

- c. Executive Director, Association des conseils scolaires des écoles publiques de l'Ontario (ACÉPO)
- Executive Director, Association franco-ontarienne des conseils scolaires catholiques (AFOCSC)
- Executive Director, Ontario Catholic School Trustees' Association (OCSTA)

Executive Director, Ontario Public School Boards' Association (OPSBA)
Executive Director, Council of Ontario Directors of Education (CODE)
Executive Director and Secretary-Treasurer, Association des enseignantes et des enseignants franco-ontariens (AEFO)
General Secretary, Ontario English Catholic Teachers' Association (OECTA)
General Secretary, Elementary Teachers' Federation of Ontario (ETFO)
General Secretary, Ontario Secondary School Teachers' Federation (OSSTF)
Chair, Ontario Council of Educational Workers (OCEW)
Chair, Education Workers' Alliance of Ontario (EWAO)
Co-ordinator, Canadian Union of Public Employees – Ontario (CUPE-ON)
Executive Director, Association des directions et directions adjointes des écoles francoontariennes (ADFO)
Executive Director, Catholic Principals' Council of Ontario (CPCO)
Executive Director, Ontario Principals' Council (OPC)