



May 30, 2018

St. Gerald Catholic School
200 Old Sheppard Avenue
Willowdale, ON
M2J 3L9

Attention: Anna Garibotti, Principal

Re: St. Gerald Catholic School – Child Care Retrofits
Status of the Capital Project for April/May 2018

The Board's Capital Development Department has begun to work on the development of a child care facility at St. Gerald Catholic School. The status of the project is as follows:

- The proposed child care addition will consist of 3 playrooms - 1 room for 10 infants (plus sleep room), 1 toddler room for 15 toddlers, and 1 preschool room for 24 preschoolers, plus support and administration areas;
- A Request for Proposals for Architectural Services will be issued at the end of May and consultant award for this project is expected in July;
- A project start up meeting will be scheduled at the school in September;
- A Local Design Committee (LDC), comprising the school principal, parent and teacher representatives, the area superintendent and the trustee will be formed for consultation throughout the design process.

Please share this information with your school community. For updated information on the project, please also advise parents to check the Board website at:

<https://www.tcdsb.org/schools/stgerald/News/Pages/new-child-care-centre.aspx>

Yours truly,

Milka Zlomislic, *B.E.S., B.Arch, OAA, LEED AP*
(Acting) Senior Coordinator of Capital Development

Copy: J. Volek, Acting Comptroller, Planning & Development
D. Friesen, Acting Executive Superintendent of Facilities Services
M. Rodrigues-Wright, Senior Manager, Child Care Services
K. Elgharbawy, Senior Coordinator, Maintenance & Energy
J. Yan, Senior Coordinator, Communications
M. Lavrisa, Project Supervisor

A. Kennedy, Trustee
K. Malcolm, Superintendent, Early Years
P. Aguiar, School Superintendent
C. Marchetti, Coordinator, Early Years
A. Rashid, Senior Coordinator, Operations
E. Szekeres Milne/A. Winterhoff, Communications