

GOVERNANCE AND POLICY COMMITTEE REGULAR VIRTUAL MEETING Public Session

AGENDA
September 8, 2020

Nancy Crawford, Chair
Trustee Ward 12

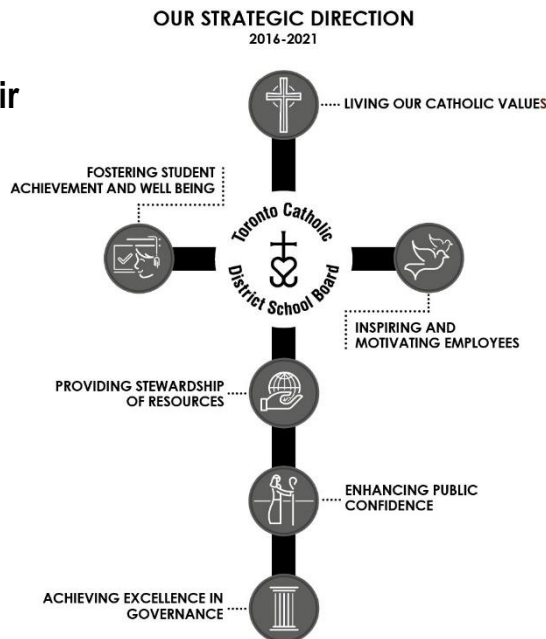
Joseph Martino
Ex-Officio

Michael Del Grande, Vice-Chair
Trustee Ward 7

Angela Kennedy
Ex-Officio

Teresa Lubinski
Trustee Ward 4

Norman Di Pasquale
Trustee Ward 9



MISSION

*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.
We educate students to grow in grace and knowledge to lead lives of faith, hope and charity.*

VISION

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Recording Secretary: Sophia Harris, 416-222-8282 Ext. 2293
Assistant Recording Secretary: Skeeter Hinds-Barnett, 416-222-8282 Ext. 2298
Assistant Recording Secretary: Sarah Pellegrini, 416-222-8282 Ext. 2207

Dr. Brendan Browne
Director of Education

Joseph Martino
Chair of the Board

TERMS OF REFERENCE FOR GOVERNANCE AND POLICY COMMITTEE

The Governance Framework Committee is responsible for:

A. Ensuring that governance structures, policies, protocols, processes and performance metrics:

- i) advance the vision of the TCDSB, rooted in Catholic values and teachings.
- ii) support the achievement of our Multi-Year Plan.
- iii) conform to best practices.
- iv) provide strategic cohesion and consistency.
- v) comply with the Education Act and other pertinent legislation.

B. Providing a meta policy framework to ensure all policy formation, monitoring and evaluation follow a standard process that reflects exemplary practices in policy development.

C. Carrying out a continuous review of the roster of existing policy to ensure conformity and advancement of (A) above.

D. Identifying the supports (e.g. capacity training) needed to implement the governance framework.

E. Ensuring ongoing governance reviews of the Board.

F. Ensuring that the TCDSB By-laws and the Trustee Code of Conduct reflect the vision and mission of the Board and adhere to good governance practices, the Education Act and other pertinent legislation.

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AGENDA THE REGULAR MEETING OF THE GOVERNANCE AND POLICY COMMITTEE

PUBLIC SESSION

Nancy Crawford, Chair

Michael Del Grande, Vice Chair

Tuesday, September 8, 2020

7:00 P.M.

Pages

1. Call to Order
2. Opening Prayer
3. Roll Call & Apologies
4. Approval of the Agenda
5. Declarations of Interest
6. Approval and Signing of the Minutes of the Meeting Held August 25, 2020 1 - 14
7. Delegations
8. Presentation
9. Notices of Motion
10. Consent and Review
11. Unfinished Business

12. Matters referred or deferred	
13. Staff Reports	
13.a Delegations and Public Participation Policy T.14	15 - 26
13.b Board Recognized Charitable Foundations A.09	27 - 32
14. Listing of Communications	
15. Inquiries and Miscellaneous	
16. Updating of Pending List	
16.a Monthly Pending List	33 - 38
16.b Annual Policy Priority Schedule	39 - 40
17. Adjournment	

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MINUTES OF THE REGULAR VIRTUAL MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION

HELD TUESDAY, AUGUST 25, 2020

PRESENT:

Trustees:

N. Crawford, Chair – In Person
M. Del Grande, Vice-Chair
N. Di Pasquale
A. Kennedy - Ex-Officio
T. Lubinski

Non-Voting Trustees:

I. Li Preti
M. Rizzo

Staff:

D. Koenig
C. Fernandes
P. Matthews
J. Wujek
C. Caldwell
M. Sequeira

S. Harris, Recording Secretary
S. Hinds-Barnett, Assistant Recording Secretary

4. Approval of the Agenda

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that the Agenda, as amended to include the Addendum, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

5. Declarations of Interest

There were none.

6. Approval and Signing of the Minutes

MOVED by Trustee Kennedy, seconded by Trustee Del Grande, that the Minutes of the Meeting held March 2, 2020 be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

13. Staff Reports

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that Item 13a) be adopted as follows:

13a) Update to Catholic Schools Parent Councils Policy S.10 received.

MOVED in AMENDMENT by Trustee Di Pasquale, seconded by Trustee Del Grande, that the Governance and Policy Committee recommend to Board:

1. That the revised Catholic School Parent Councils (S.10) Policy in Appendix A of the report be adopted; and
2. That Appendices B and C of this report to the policy be approved and any further changes to the appendices be created through collaboration with staff, CPIC and OAPCE – Toronto.

MOVED in AMENDMENT to the AMENDMENT by Trustee Di Pasquale, seconded by Trustee Kennedy, that Regulation 7, page 23, be retained (i.e. remove strike out).

Results of the Vote taken on the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Di Pasquale, seconded by Trustee Del Grande, that */or* be removed from Regulation 14, page 25.

Results of the Vote taken on the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Del Grande, seconded by Trustee Di Pasquale, that the following recommendations from the Catholic Parent Involvement Committee (CPIC) / Ontario Association of Parents in Catholic Education (OAPCE) be incorporated in the policy:

1. Regulation 7, page 23: *That the principal respond in a reasonable time back to CSPC if the matter cannot be addressed immediately* be added;
2. Regulation 10.2, page 24: *That Responsibilities of Chairs of any additional sub-committees, and if the Chairs are considered part of the Executive Members of CSPC* be added;
3. Effects of COVID-19 and other potential unforeseeable events: That the following new Regulation be added for clarity: *CSPC meetings including the Annual General Meeting (AGM) may be held virtually where access to school premises is not available or to increase participation of parents; and*
5. Bylaws, Page 30, Appointed Voting Members 5.2: *That Should be selected from examples: representative from a local business association/community group, City Councillor's office etc.)* be added.

Trustee Del Grande requested that the Question be split.

Results of the Vote taken on Part 1 of the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale

Kennedy
Lubinski

Part 1 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 2 of the AMENDMENT to the
AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

Part 2 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 3 of the AMENDMENT to the
AMENDMENT, as follows:

In Favour

Opposed

Trustees Del Grande	Crawford
Di Pasquale	Kennedy
Lubinski	

Part 3 of the AMENDMENT to the AMENDMENT was declared

CARRIED

Results of the Vote taken on Part 5 of the AMENDMENT to the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

Part 5 of the AMENDMENT to the AMENDMENT was declared

CARRIED

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Del Grande, that CPIC's/OAPCE's Recommendation 4 to add *Supporting selection of photographers for student photos and school ceremonies*, Bylaws, Role and Responsibility of the Principal, Article 5.5, page 32, be revised as follows:

School Principals shall consult with the CSPCs in the selection of any photographer for student photographs and school ceremonies.

Results of the Vote taken on the AMENDMENT to the AMENDMENT regarding Recommendation 4, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy

The AMENDMENT to the AMENDMENT regarding Recommendation 4, was declared

CARRIED

Trustee Lubinski abstained due to prior technical difficulties.

MOVED in AMENDMENT to the AMENDMENT by Trustee Kennedy, seconded by Trustee Del Grande, that Part 2 of the Staff Recommendations be revised as follows: That Appendices B and C of this report to the policy *and CPIC recommendations*, as amended, be approved and any further changes to the appendices be created through collaboration with staff, CPIC, OAPCE and CSPCs– Toronto.

Results of the Vote taken on the AMENDMENT to the AMENDMENT regarding Part 2 of the Staff Recommendations, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale

Kennedy
Lubinski

The AMENDMENT to the AMENDMENT regarding Part 2 of the Staff Recommendations was declared

CARRIED

Results of the Vote taken on the AMENDMENT regarding Part 1 of the Staff Recommendations, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The AMENDMENT regarding Part 1 of the Staff Recommendations was declared

CARRIED

Results of the Vote taken on the Motion, as amended, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion, as amended was declared

CARRIED

13. Staff Reports

MOVED by Trustee Di Pasquale, seconded by Trustee Del Grande, that Item 13b) be adopted as follows:

- 13b) Performance Appraisal: Director of Education H.C.06** that the revised Policy on Performance Appraisal: Director of Education H.C.06 and Guiding Principles provided in Report Appendix A be adopted.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Del Grande, that Item 13c) be adopted as follows:

- 13c) Update to Trustee Code of Conduct T.04** that this policy be deferred until such time as it is updated with language from the Integrity Commissioner and legal staff.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Di Pasquale, that Item 13d) be adopted as follows:

- 13d) Updates to Policy Priority Schedule** that the International Languages (Elementary) Policy and Permits Policy be deferred to November 2020.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

16. Updating of Pending List

MOVED by Trustee Di Pasquale, seconded by Trustee Kennedy, that Item 16a) be adopted as follows:

16a) Monthly Pending List received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

16b) Annual Policy Priority Schedule refer Item 13d).

MOVED by Trustee Kennedy, seconded by Trustee Lubinski, that the Governance and Policy Committee recommend to Board that the Parliamentarian attend all future meetings of the Governance and Policy Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

17. Adjournment

MOVED by Trustee Del Grande, seconded by Trustee Kennedy, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Del Grande
Di Pasquale
Kennedy
Lubinski

The Motion was declared

CARRIED

SECRETARY

CHAIR



REPORT TO

GOVERNANCE AND POLICY
COMMITTEE

DELEGATIONS AND PUBLIC PARTICIPATION
POLICY T.14

So the Lord gave Solomon wisdom, as he promised him. There was peace between Hiram and Solomon; and the two of them made a treaty. – 1 King 5:12

Created, Draft	First Tabling	Review
January 2, 2020	March 2, 2020	Click here to enter a date.
C. Caldwell, Legal Counsel M. Eldridge, General Legal Counsel (Acting) C. Fernandes, Superintendent of Education, Area 4 and Policy Development		

RECOMMENDATION REPORT

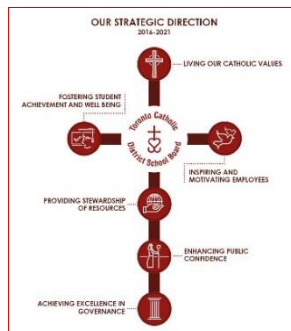
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Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

L. Noronha
Associate Director of Facilities,
Business and Community
Development, and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report provides an update to the Delegation Policy (T.14).

The cumulative staff time required to prepare this report was 5 hours

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as per request of Regular Board on December 12, 2019.

The revisions to the Delegation policy have been updated to reflect a Trustee motion requesting that “a review of the policies and their implementation should be conducted at the Governance and Policy meeting.”

C. BACKGROUND

1. The policy on Delegations T.14 was first approved on November 10, 2010 and was last amended in August 2016.
2. Changes to this policy reflect the request made by a trustee motion on December 12, 2019 to address delegates who may breach the delegation policy.
3. The policy was reviewed at the January 2020 Governance meeting and has been updated with recommendations of the committee.
4. The policy was reviewed at the March 2nd Governance and Policy meeting and has been updated to reflect recommendations.

D. EVIDENCE/RESEARCH/ANALYSIS

This policy has been amended in consultation with staff from the Field Superintendents and Legal Services.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff.

2. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

1. The updated policy as approved will be posted on the TCDSB policy register, and will be communicated to parents and the general communities via the TCDSB website.
2. The Communications Department will provide messaging to principals for the purpose of placing the information about the Delegations Policy in school newsletters.

G. COMMITTEE RECOMMENDATION

That Board accept the recommendation of the Governance and Policy Committee and that the revised policy on Delegations (T.14) provided in Appendix A be adopted.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC PARTICIPATION

POLICY NO: T.14

Date Approved: November 10, 2010- Board	Date of Next Review: August 2021 January 2025	Dates of Amendments: November 24, 2011- Board December 13, 2012- Board August 25, 2016- Board
Cross References: TCDSB Code of Conduct Policy, S.S.09 TCDSB Operating By-Law Number 175		
Appendix: Delegation Registration Form		

Purpose:

This Policy affirms and promotes the process by which students, parents and community members can present their views and concerns to the Trustees of the Toronto Catholic District School Board.

Scope and Responsibility:

The policy extends to students, parents and community members making deputations to the Board or its committees, **including public Statutory Committees, Standing Committees, Ad-Hoc Committees and Sub-Committees (“Committee(s)”) in accordance with the TCDSB By-Laws.** The Director of Education, with the assistance of the Recording Secretary, is responsible for this policy.

Alignment with MYSP:

- Living Our Catholic Values
- ~~Strengthening~~ **Enhancing** Public Confidence
- Achieving Excellence in Governance



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

Policy:

The TCDSB is committed to advocacy for students, parents, and communities. In recognition of the need to hear the concerns of the TCDSB community and of individuals to have a voice in the decision-making process, **delegations delegates** may be heard at **any** meetings of the Board of Trustees or **Standing** Committees, as stipulated in, and limited by, the regulations outlined below. **This Policy is subject to and will be interpreted in accordance with TCDSB By-Law Number 175, as amended from time to time.**

Regulations:*Appropriate Forums for Delegations*

1. Given the current division of work between **the** Board meetings and Committee meetings, **delegations delegates** will be accepted at the discretion of the Director and Chair of the Board at **public** regular Board **meetings** only if:
 - a) ~~A new item/report or new information has been placed on the agenda that has not been dealt with at a Standing committees.~~
a) in exceptional circumstances; or
 - b) **if** the matter is deemed to be time sensitive.

~~Delegations will **may** be heard at **public** Standing Committees of the Board concerning matters within its terms of reference. The topic of the deputation will determine at which Standing Committee the delegation will be heard.~~
The Director of Education, in consultation with the Committee's Chair, retains discretion to reasonably determine whether or not a delegate will be received.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

2. **Delegations Delegates** may be heard at **public** Special Board meetings at the discretion of the Director and Chair of the Board.
3. **Delegations Delegates** will **may** be heard at **public** Standing Committees of the Board concerning matters within **it's the Committee's** terms of reference. The topic of the deputation will determine at which Standing Committee the **delegation delegate** will be heard. **The Director of Education, in consultation with the Committee's Chair, retains discretion to reasonably determine whether or not a delegate will be received.**

~~Given the current division of work between the Board meetings and Committee meetings, delegations will be accepted at the discretion of the Director and Chair of the Board at **public** regular Board **meetings and** only if:~~

- ~~a) A new item/report or new information has been placed on the agenda that has not been dealt with at a Standing committees.~~
- c) in exceptional circumstances; or**
- ~~d) **if** the matter is deemed to be time sensitive.~~

~~Delegations heard at regular Board meetings may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff. (By-Laws Section 10.9.11)~~

4. **Delegations Delegates** heard at regular Board meetings may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff. (By-Laws Section 10.9.11)



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

5. Delegates may not be received from employees on matters over which their union or association has exclusive jurisdiction (see Regulation 26).

Procedure for Making a Deputation

6. Those wishing to make a deputation can ~~receive~~ **obtain** further information and details on the delegation protocol by contacting the Recording Secretary at 416-222-8282 ext. 2293, or by visiting the TCDSB portal site at www.tcdsb.org.
7. ~~Delegations~~ **Delegates** are to register with the Recording Secretary of the Board no later than 11:00 a.m. on the day of the ~~Standing~~ Committee meeting by submitting the Delegation Registration Form to the Recording Secretary and the local Trustee will be notified immediately, **if the matter is Ward specific**.
8. Where the Board has initiated community engagement with respect to any matter, ~~delegations~~ **delegates** will be referred to that consultation process and may not be registered to appear before a ~~Standing~~ Committee meeting.
9. A Delegate may only speak once at a particular meeting.
10. There may be up to a maximum of ten (10) deputations per meeting.
11. ~~Delegations~~ **Delegates** will be listed on the agenda of the meeting or in an addendum, and their topic and point of view, **subject to the following**, shall be included in the documentation.



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

- a. Any visual or written presentation or materials a delegate intends to provide or project on screen during the deputation must be provided 72 hours in advance of the meeting to the Recording Secretary of the Board. The Board reserves the right to accept, reject or modify such materials, with notice of same provided to the delegate at least 24 hours before the meeting. Personal or private information included in the delegate's materials will be removed.

12. First priority will be given to delegations delegates speaking to a specific item on the meeting's agenda and those who have not yet spoken to the issue. Next priority will be given to delegations delegates speaking to time-sensitive topics. A delegate who has already made a deputation on a specific matter or topic may not be permitted to delegate again on the same matter, without the permission of the Director, in consultation with the Committee's chair.

~~10. Delegates who want to show their deputation on the screen in the Boardroom must provide an electronic copy before the meeting.~~

13. ~~Delegations~~ Delegates who are from TCDSB employees shall verbally disclose this information at the time of registration and at the beginning of their deputation.

Time Parameters

14. ~~Delegations~~ Delegates who have registered by the specified time deadline may speak for a maximum of three (3) minutes.

~~15. Delegations who have not registered by the specified time may speak for a maximum of three (3) minutes if approved by 2/3 votes of the members~~



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

~~of the Board or Standing Committee. The chair shall put the question at the conclusion of the registered delegate. The question will be put immediately without any debate.~~

Up to two delegates who have not registered by the deadline may speak in special circumstances for a maximum of three minutes if approved by 2/3 of all members of the Board or Committee. The delegate must also complete the Registration Form.

16. Delegation period shall be limited to a maximum of 60 minutes ~~at the discretion of the Chair~~. The maximum time limit may be amended by 2/3 ~~majority present and eligible to vote~~ of all members of the Board or Committee.

17. ~~Each~~ Trustees may ask questions of the ~~delegation delegate~~. ~~for a maximum A total of not more than 3 minutes will be allocated to address both the Trustee's questions and the delegate's answers to same.~~

18. Questions asked by Trustees are limited to clarifying questions only. No questions of staff shall be permitted.

Format & Content of Deputations

19. ~~Delegations Delegates~~ will are requested to:

- a) present concerns in a positive and constructive manner;
- b) maintain a level of decorum which will allow meetings to proceed effectively; and
- c) refrain from the use of abusive or derogatory language.

20. During a deputation in public session of a regular or special Board meeting, ~~or Standing Committee meeting~~, should the delegate use the



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC
PARTICIPATION

POLICY NO: T.14

name/title/position of any person in a negative, critical or derogatory fashion, directly or indirectly, the Chair of the meeting shall advise the **delegation delegate** to limit comments to non-personal references. Should personal references continue to be made, the Chair has the authority to stop the **delegation delegate** from proceeding.

21. The Board may decide to move a public deputation to a private session.

During a deputation in a private session of a regular or special Board meeting, **or** Standing Committee **meeting**, should a situation arise where a delegate intends to refer to someone in a negative way then the following will apply:

- a) **Delegations Delegates** intending to use the name/title/position of any person in a negative, **or** critical **or derogatory** fashion must indicate this intention at the time of registration, and, prior to presenting, **the delegate** will be requested to address the Standing Committee **or Board** in private session.
- b) The Board shall inform staff if a **delegation delegate** intends to speak of them at a Standing Committee **or Board** meeting, in a negative, **or** critical **or derogatory** fashion. The staff member has the right to be present during the deputation and be represented by the agent of their choice.

22. The Chair of the meeting may expel or exclude a delegate from any the meeting should they engage in any person who engages in conduct contrary to the TCDSB Code of Conduct, or Respectful Workplace Guidelines, or fail to comply with this Policy.

23. No one may display signs or placards, applaud debating participants or engage in conversations or other behaviour that may disrupt a meeting.

24. If a gross misrepresentation on a factual issue is made by a delegate



POLICY SECTION: TRUSTEES

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC

PARTICIPATION

POLICY NO: T.14

during their deputation, the Chair of the Committee or Chair of the Board, as applicable, may correct the record from a factual perspective at the meeting where the misrepresentation is made. If the Chair is absent when the gross misrepresentation is made or should the Chair be the subject of the gross misrepresentation, then the Vice-Chair of the Committee or the Vice-Chair of the Board may correct the record, as per above. The Chair or Vice-Chair may request the delegate to apologize in the moment.

25.If it's not readily apparent to the Chair or Vice-Chair, as the case may be, whether or not a comment is a gross misrepresentation of the facts, the Chair or Vice-Chair and the Director of Education will determine whether an investigation should be conducted. If an investigation is conducted and the investigation determines that a gross misrepresentation was made, the Chair or Vice-Chair may correct the record from a factual perspective at the next meeting. A delegate who makes a public and misleading statement against a Trustee and refuses to apologize shall not be allowed to delegate until such time as a public apology is made.

26.In respect of TCDSB employees delegating to a the Standing Committee where the topic:

- a) is personal to the speaker, the restrictions are the same as any delegation delegate.
- b) is or may be dealt with under a Collective Agreement to which the Board is a party, such submission shall be dealt with in accordance with the provisions of such Collective Agreement.

27.The public session of ~~Standing Committee~~, Board and Special Board meetings are recorded and broadcast live. The recording is retained as a public record of the proceedings. Other Committees may be recorded. Delegations



POLICY SECTION: TRUSTEES

Report Appendix A

SUB-SECTION:

POLICY NAME: DELEGATIONS AND PUBLIC

PARTICIPATION

POLICY NO: T.14

Delegates that are part of the recorded proceedings are so advised and consent to being recorded.

28. At the conclusion of the deputation the Chair will advise the delegate as to how the matter will be processed.

29. Where an item has been referred to staff, staff will communicate follow-up actions to the **delegations delegate**.

Definitions:

Delegation

A **delegation** may include: (1) an individual speaking on his or her own behalf;

(2) an official representative of a TCDSB committee; (3) an official representative of student government; or (4) a spokesperson for another group or organization.

Deputation

A formal talk made to the whole Board or **Standing** Committee or in a private session of the Board or **Standing** Committee relating to a specific issue or concern.

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

1. Trustees and the Director shall review the process of delegation every three (3) years to ensure that it was fair, equitable and supported the goals of the TCDSB the Multi Year Strategic Plan
- ~~2. Staff will develop an assessment tool to determine the efficacy of the policy and administer it after the first year of policy implementation to evaluate the policy.~~



REPORT TO

GOVERNANCE AND POLICY
COMMITTEEBOARD RECOGNIZED CHARITABLE
FOUNDATIONS A.09

“He rules the world with righteousness; he judges the peoples with equity.” Psalm 9:8

Created, Draft	First Tabling	Review
Sept 2, 2020	September 8, 2020	

P. De Cock, Comptroller for Business Services & Finance
P. Matthews, General Counsel
C. Fernandes, Superintendent of Education, Area 4 and Policy

RECOMMENDATION REPORT

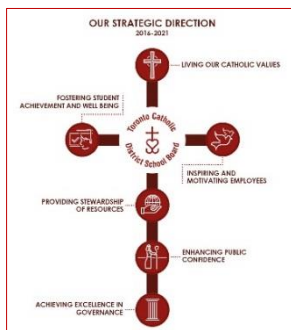
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Brendan Browne
Director of Education

D. Koenig
Associate Director
of Academic Affairs

L. Noronha
Associate Director of Facilities,
Business and Community
Development, and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends updating the current Board Recognized Charitable Foundations A.09 to conform to current practice and policies.

The cumulative staff time required to prepare this report was 3 hours.

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy revision.

C. BACKGROUND

1. The Policy on Policy was first approved in May 2016 and has not been amended since.
2. Changes to this policy reflect current practice and alignment with related policy Donation F.F.02

D. EVIDENCE/RESEARCH/ANALYSIS

This policy has been amended in consultation with staff from the Facilities and Field Superintendents and Legal Services.

E. METRICS AND ACCOUNTABILITY

1. Recommendations in this report will be monitored by policy development staff
2. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

The updated policy, as approved, will be posted on the TCDSB policy register.

G. STAFF RECOMMENDATION

Staff recommends that the revised Board Recognized Charitable Foundations A.09 provided in Report Appendix A be adopted.



SUB-SECTION:

POLICY NAME: Board Recognized Charitable Foundations

POLICY NO: A.09

Date Approved: May 2016	Date of Next Review: January 2020	Dates of Amendments:
Cross References: Donation F.F. 02 <i>Rescinding: ShareLife A.09; Collections On Board Premises A.14</i>		

Purpose:

This policy highlights the Toronto Catholic District School Board's support of charitable foundations, and recognizes both ShareLife and the Angel Foundation for Learning as the official charitable foundations for the TCDSB.

Scope and Responsibility:

This policy applies to the entire TCDSB Community. The Director is responsible for this policy.

Alignment with MYSP:Living Our Catholic ~~W~~Values~~Strengthening~~ **Enhancing** Public Confidence

Fostering Student Achievement and Well-Being

Providing Stewardship of Resources

Inspiring and Motivating Employees

Achieving Excellence in Governance



SUB-SECTION:

POLICY NAME: Board Recognized Charitable Foundations

POLICY NO: A.09

Policy:

The Toronto Catholic District School Board supports ShareLife and the Angel Foundation for Learning.

Other charitable organizations may request approval from the Board of Trustees for system-wide access for their cause or charity.

Regulations:

1. In support of the ShareLife program, TCDSB employees may apply to have an amount deducted from their pay. The amount deducted will be reflected on the employee's T4 slip.
2. In support of the Angel Foundation for Learning, the TCDSB participates in the "Cents-Off" program, available to all TCDSB employees. Employees may apply to donate cents or a flat amount from their pay. The amount deducted will be reflected on the employee's T4 slip.
3. Approval for access to board premises may be given by the Director of Education.



SUB-SECTION:

POLICY NAME: Board Recognized Charitable Foundations

POLICY NO: A.09

Definitions:**Angel Foundation for Learning**

A charitable organization that serves the needs of students in the Toronto Catholic District School Board. Through the generosity and compassion of donors, the foundation supports students by nurturing their body, mind and soul through nutritional, educational, and spiritual programs ([Angel Foundation for Learning website](#)).

ShareLife

ShareLife is the Catholic community's response to providing care and outreach to those in need through its social services agencies and grant recipients, by raising and allocating funds effectively, and fulfilling its obligations to respect life at all stages ([ShareLife website](#))

Evaluation and Metrics:

The effectiveness of the policy will be determined by measuring the following:

1. Employee participation in the payroll deduction services offered.
2. The ongoing positive impact charitable foundations have on the TCDSB community.
3. Assess the impact of the policy when evaluating the Living Our Values pillar of the MYSP.

GOVERNANCE AND POLICY COMMITTEE

PENDING LIST TO SEPTEMBER 8, 2020

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
1	Mar-2017 Governance and Policy	TBC	Governance and Policy	Report regarding consultations with CLSIT and conversations with the Archdiocese in regards to the content of the policy (Update to Chaplaincy Program Policy)	Superintendent Fernandes
2	June-2017 GAP	TBC	Governance and Policy	Staff to bring back after the Ministry of Education's Transportation report is considered (Update to Transportation Policies S.T.01, 03, 04 and 05)	Superintendent Fernandes
3	Mar-2018 Regular Board	TBC	Governance and Policy	That the matter be referred to the Governance and Policy Committee (Photographing and Filming of Individuals at Board and Committee Meetings)	Superintendent Fernandes
4	May-2018 Governance and Policy	TBC	Governance and Policy	Staff was requested to add the policy to the Governance and Policy Committee work plan for the development of an Omnibus policy (Update to School Events Communications and Invitee Protocols Policy (S.02).)	Superintendent Fernandes

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
5	Jun-2018 Corporate Services	TBC	Governance and Policy	That the Pupil Accommodation Review Policy and Operating Procedures be referred to the Governance and Policy Committee to be updated to reflect changes to the Pupil Accommodation Review Guidelines with extensive community and Section E Implementation, Strategic Communications and Stakeholder Engagement Plan (Ministry Memo 2018: B10 – Final Pupil Accommodation Review Guidelines and Updated on Integrated Planning and Supports for Urban Education)	Superintendent Fernandes
6	Jan-2019 Governance and Policy	TBC	Governance and Policy	That all existing and new policies be reviewed to reflect the Ontario Human Rights Commission (OHRC) Accessible Education for Students with Disabilities Policy Document and that once completed, that they be brought back to GAP Committee; and That staff develop a policy reflective of the OHRC Accessible Education for Students with Disabilities Policy Document (SEAC Minutes, 2018-09-19, Item 9g) Ontario Human Rights Commission (OHRC) Policy Document Article on Special Education Inclusion)	Superintendent Fernandes

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
7	Mar-2019 Special Board	TBC <i>Subject to NEW Ministry policy/regulation dealing with student exclusions</i>	Governance and Policy	<p>That the TCDSB establish a comprehensive policy regarding the refusal to admit special education students and those with special needs and disabilities to school; and</p> <p>That a refusal to admit policy should depend on the TCDSB ensuring that students excluded from attending school are provided an equivalent educational program; and</p> <p>That students should not be excused unless it can be demonstrated that the student presents an imminent risk to health or safety; and</p> <p>That the policy include:</p> <p>Circumstances when a refusal to admit is permitted, and when it is not permitted;</p> <p>Procedures that must be followed when refusing to admit a student;</p> <p>Timelines dictating the maximum number of consecutive days a student can be excused from school;</p>	Superintendent Fernandes

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
8				<p>An appeal process; and</p> <p>Data documentation and process for reporting to SEAC and Board.</p> <p>That the policy should include where the TCDSB refuses to accommodate students with special education disabilities in regular classrooms without needed supports or services, the principal be required to provide written notice and rationale of this to the family and that the Superintendent be copied; and</p> <p>That a refusal to admit policy be referred to the Governance and Policy Committee; and that staff prepare a comprehensive report on the implementation of a refusal to report policy.</p>	
	Apr-2019 Student Achievement	TBC	Governance and Policy	That staff create a policy regarding Forms of Acceleration for Gifted and Talented Students and that it be presented to the Governance and Policy Committee for consideration	Superintendent Fernandes
	February 2020 Governance & Policy	Date changed to October due to interruption to GAP as a result	Governance and Policy	That the Policy be provided to the Catholic Schools Parent Council (CSPC) Chairs and invite their feedback by March 30, 2020, and that feedback be shared by Staff at the	Superintendent Fernandes

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
10		of COVID-19 emergency pause		April 14, 2020 Governance and Policy Meeting (New Policy on Age Appropriate Placement - Curriculum and Program Supports).	
	March 2020 Regular Board	TBC	Governance and Policy	That the Permits Policy (Policy B.R.05) be referred to the next Governance and Policy Meeting to revise the policy as set out above (From Trustee Di Pasquale regarding Support for Local School events)	Superintendent Fernandes
	July 2020 Special Board	TBC	Governance and Policy	That the Strategic Reserves Policy be directed to the Governance and Policy Committee to consider a revision to this policy to allow for increased funding of the playground Reserve (2020-21 Budget Estimates Overall and Instructional)	Superintendent Fernandes
12	August 2020 Regular Board	October 2020	Governance and Policy	That the draft documents in Appendix A and Appendix B of the report be referred to the Governance Committee and Policy Committee and the By-Law Committee for their consideration (Revision of Toronto Catholic District School Board (TCDSB) By-Law #175 to Include the Authority of the Integrity Commissioner in the Governance Model)	Superintendent Fernandes

#	Date Requested & Committee/Board	Report Due Date	Destination of Report Committee/Board	Subject	Delegated To
13	August 2020 Governance and Policy	October 2020	Governance and Policy	That this policy be deferred until such Time as it is updated with language from the Integrity Commissioner and legal staff (Update to Trustee Code of Conduct T.04)	Superintendent Fernandes
14	August 2020 Governance and Policy	November 2020	Governance and Policy	That the International Languages (Elementary) Policy and Permits Policy be deferred to November 2020 (Updates to Policy Priority Schedule)	Superintendent Fernandes

Governance and Policy Committee
2020 Policy Priority Schedule
Policy titles are linked to policy documents

GAP Date	Policy	Policy #	Key Contact (s)
January 7	Trustees Code of Conduct	T.04	M. Eldridge/C. Caldwell
	Delegations	T.14	M. Eldridge/C. Caldwell
	Catholic Parent Involvement Committee	P.04	J. Wujek
	Caretaker Deployment (Rescindment)	H.S.03	C. Fernandes/C.Caldwell
February 11	Strategic Reserves Policy (NEW)	F. M.09	L.Noronha/P.De Cock
	Acceleration and Retention of Students (NEW)	S.P.03	L.Maselli-Jackman
	Catholic School Parent Councils	S.10	J. Wujek
	International Languages (Elementary)	S.P.05	L.DiMarco
	Trustees Code of Conduct	T.04	M. Eldridge/C. Caldwell
March 2	International Languages (Elementary)	S.P.05	L. DiMarco
	Delegations	T.14	M. Eldridge/C. Caldwell
	Trustees Code of Conduct	T.04	M. Eldridge/C. Caldwell
April 14	Cancelled Due to COVID-19		
May 12	Cancelled Due to COVID-19		
June 2	Cancelled Due to COVID-19		
August 25	Update to By-Laws to Address Integrity Commissioner		P. Matthews
	Catholic School Parent Councils	S.10	J. Wujek
	Performance Appraisal: Director of Education	H.C.06	P.Matthews/C. Caldwell
	Trustees Code of Conduct	T.04	P.Matthews/C. Caldwell
September 8	Board Recognized Charitable Foundations	A.09	P. De Cock
	Delegations	T.14	P.Matthews/C. Caldwell
	International Languages (Elementary)	S.P.05	L. DiMarco
October 6	Meta-Policy	M.01	P.Matthews/C. Caldwell
	Acceleration and Retention of Students (NEW)	S.P.03	M. Meehan

	<u>Electronic Communication System- Acceptable Use</u>	A.29	S. Camacho
	<u>Trustees Code of Conduct</u>	T.04	P. Matthews/C. Caldwell
	Update to By-Laws to Address Integrity Commissioner		P. Matthews
	<u>Permits</u>	B.R.05	M. Loberto
November 10	<u>Guidelines For Trustees, Parents and Staff in Address</u>	A.33	J. Wujek
	<u>Alcohol, Cannabis and Other Drugs</u>	S.S.03	L.DiMarco/M. Caccamo
	ICod Policy (NEW)	TBD	M. Eldridge/C. Caldwell
	<u>Complaint Against a Staff Member</u>	H.M.30	A. Della Mora
	<u>Harassment and Discrimination</u>	H.M.14	A. Della Mora
	<u>International Languages (Elementary)</u>	S.P.05	L. DiMarco
December 7	<u>Pupil Accommodation Review</u>	S.09	M. Loberto
	<u>Accessibility Standards for Services and Facilities</u>	A.36	C. Caldwell/F.Cifelli
	<u>Workplace Accommodation for Employees with Disab</u>	H.M.38	C. Caldwell/A. Della Mora