



REPORT TO

GOVERNANCE AND POLICY
COMMITTEEUPDATE TO FAIR PRACTICE IN HIRING AND
PROMOTION POLICY (H.M.40)

*For our sake he made him to be sin who knew no sin, so that in him we might become the righteousness of God.
2 Corinthians 5:21*

Created, Draft

April 9, 2018

First Tabling

May 8, 2018

Review

Caitlin Kavanagh, Coordinator, Employee Relations & Policy Development
Mark Moffett, Sr. Coordinator, Academic Services—Human Resources

RECOMMENDATION REPORT**Vision:**

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

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.



Rory McGuckin
Director of Education

D. Koenig
Associate Director
of Academic Affairs

T.B.D.
Associate Director
of Planning and Facilities

L. Noronha
Executive Superintendent
of Business Services and
Chief Financial Officer

A. EXECUTIVE SUMMARY

This report recommends updates to the current Fair Practice in Hiring and Promotion policy (H.M.40) with an Operational Procedures document.

The cumulative staff time required to prepare this report was 8 hours

B. PURPOSE

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

C. BACKGROUND

The Fair Practice in Hiring and Promotion policy (H.M.40) was approved on September 26, 2013 and last amended on November 19, 2015. The Operational Procedures document has been under review since that time.

D. EVIDENCE/RESEARCH/ANALYSIS

1. Within the policy, suggested revisions address clarifying the employment or promotion of relatives as well as providing feedback to unsuccessful applicants.
2. The suggested revision with respect to the provision of feedback is consistent best practice within Human Resources management. Amendments to the Operational Procedures document also reflects this approach.
3. The annual report in the Evaluation and Metrics section has been removed as the report has not been completed and would not accurately reflect the policy objectives.

E. METRICS AND ACCOUNTABILITY

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

F. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

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

G. STAFF RECOMMENDATION

Staff recommend that Fair Practice in Hiring and Promotion policy (H.M.40) provided in APPENDIX A be adopted including the Operational Procedures (APPENDIX B).