



REPORT TO

REGULAR BOARD

ELECTRONIC PARTICIPATION OF TRUSTEES AT MEETINGS OF THE BOARD OR COMMITTEES

Not neglecting to meet together, as is the habit of some, but encouraging one another, and all the more as you see the Day approaching... Hebrews 10:25

Created, Draft	First Tabling	Review
July 5, 2018	August 23, 2018	Click here to enter a date.

P. Matthews, General Legal Counsel

INFORMATION 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. Robins
Acting Associate Director
of Planning and Facilities

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

A. EXECUTIVE SUMMARY

At TCDSB, Board and Committee meetings are held on a monthly basis. The Education Act and TCDSB policy T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board permit Trustees to participate electronically. This report will provide information on the percentage of Trustees who participated electronically during the 2017-2018 school year at the following meeting types:

- a. Regular Board
- b. Special Board
- c. Corporate Services, Strategic Planning and Property Committee
- d. Student Achievement and Well Being, Catholic Education and Human Resources Committee
- e. Governance and Policy Committee
- f. Special Education Advisory Committee
- g. Executive Compensation Ad Hoc Committee

The cumulative staff time required to prepare this report was 16 hours.

B. PURPOSE

1. This report fulfils the policy metric for T.19 Electronic Participation in Meetings of the Board, Committees of the Board, and Committee of the Whole Board requiring information about electronic participation at meetings of the Board.

C. BACKGROUND

1. Information about Trustees who participate electronically at meetings or committees of the Board is tracked by the Recording Secretaries.
2. **June 30, 2018** – The Recording Secretary collated information about Trustees' participation in meetings or committees of the Board using electronic means (conference-bridging).
3. **August 23, 2018** - As per the Annual Calendar of Reports and Policy Metrics, the report is scheduled to be presented to Regular Board.

D. EVIDENCE/RESEARCH/ANALYSIS

1. *The following rationale was used to assess the electronic participation in meetings by Trustees:*
 - a. Where a Trustee participated in the entire meeting electronically, they were counted in the aggregate data presented in this report.
 - b. Where an urgent Special Board meeting was called as a Teleconference meeting (it was expected that the majority of Trustees would participate electronically), this data is excluded from the report.
 - c. Where a Trustee initially participated in the meeting electronically, but later showed up to the meeting in person, the electronic participation was not counted for the purposes of this report.
 - d. Where a trustee initially participated in the meeting in person, but later left the meeting and then participated electronically, the electronic participation was not counted for the purposes of this report
2. The number of Board and Committee meetings held in the 2017-2018 school year is shown in Table 1:

Table 1 2017-2018 School Year

Meeting Type	Number of Trustees per Board/Committee	Number of Meetings
Board	12	11
Special Board	12	6
Corporate Services	12	10
Student Achievement	12	10
Governance and Policy	6	8
SEAC	3	9
Audit	3	5
**Executive Compensation	5/4	12

3. *Due to the resignation of a Trustee from the Audit Committee, the April 24 meeting only had 2 Trustees. A new Trustee member was selected for the Committee meeting of May 23, and the percentage of Trustees participating electronically has been appropriately calculated.

4. **Due to the resignation of two Trustees from the Executive Compensation Ad Hoc Steering Committee on April 4, and the addition of 1 Trustee to the Committee for the April 23 meeting, the percentage of Trustees participating electronically has been appropriately calculated.
5. The number of Trustees who participated electronically in Board and Committee meetings in the 2017-2018 school year is found in **Appendix A**.
The percentage was calculated in the following manner:

$$\frac{\text{\# Trustees participating electronically}}{\text{\# of meetings} \times \text{\# Trustees per Board/Committee}} = \text{\% of electronic participation}$$
6. The *aggregate percentage of Trustees participating electronically* in meetings throughout the school year is shown in Table 2, and as listed in Appendix A:

Table 2

Meeting Type	Aggregate Electronic Participation	% of Trustees
Board	11	8.3%
Special Board	19	26.3%
Corporate Services	14	11.6%
Student Achievement	9	7.5%
Governance & Policy	6	14.6%
SEAC	6	22.2%
Audit	0	0
Exec. Comp.	7	13.2%

E. CONCLUDING STATEMENT

This report is for the consideration of the Board.