



REPORT TO

REGULAR BOARD

## ELECTRONIC PARTICIPATION OF TRUSTEES AT MEETINGS OF THE BOARD OR COMMITTEES 2018-2019

*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 2, 2019   | August 22, 2019 | Click here to enter a date. |

R. McGuckin, Director of Education

### INFORMATION REPORT

**Vision:**

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

**Mission:**

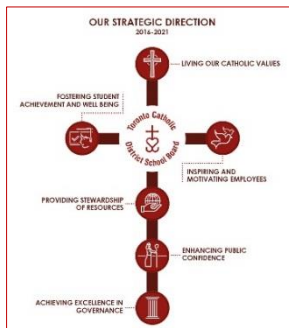
*The Toronto Catholic District School Board is an inclusive learning community uniting home, parish and school and rooted in the love of Christ.*

*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

L. Noronha  
Associate Director of Facilities,  
Business and Community  
Development, 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 permits Trustees to participate electronically.

The following factors were considered in aggregating the data:

- i. One Trustee resigned on September 20, 2018;
- ii. A municipal election occurred in October 2018, resulting in five (5) new Trustees elected to the Board. This report will include information **about all Trustees** (former and new) in relation to the percentage of Trustees who participated electronically during the 2018-2019 school year at the following meeting types:
  - a. Regular Board
  - b. Special Board
  - c. Corporate Services, Strategic Planning and Property Committee (10)
  - d. Student Achievement and Well Being, Catholic Education and Human Resources Committee
  - e. Governance and Policy Committee
  - f. Special Education Advisory Committee

*The cumulative staff time required to prepare this report was 12 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 26, 2019** – The Recording Secretary collated information about Trustees’ participation in meetings or committees of the Board using electronic means (conference-bridging).
3. **August 22, 2019** - As per the Annual Calendar of Reports and Policy Metrics, the report is presented to Regular Board in August.

**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 and 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 were as follows:

**2018-2019 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* | 7                                      | 8                  |
| SEAC                   | 3                                      | 10                 |

\*GAP Meetings in November, December 2018 were cancelled.

3. The number of Trustees who participated electronically in Board and Committee meetings in the 2018-2019 school year is found in **Appendix A**. The percentage was calculated in the following manner:

$$\frac{\text{\# Trustees participating electronically}}{\text{\# of meetings} \times \text{\# Trustees per Board/Committee}} = \% \text{ of electronic participation}$$

4. The aggregate percentage of Trustees participating electronically in meetings throughout the school year is calculated as follows:

| <b>Meeting Type</b> | <b>Aggregate Electronic Participation</b> | <b>% of Trustees</b> |
|---------------------|---|----------------------|
| Board               | 4   | 3%                   |
| Special Board       | 12  | 16%                  |
| Corporate Services  | 5   | 4%                   |
| Student Achievement | 7   | 6%                   |
| Governance & Policy | 9   | 16%                  |
| SEAC                | 2   | 7%                   |

## **E. CONCLUDING STATEMENT**

This report is for the consideration of the Board.