



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

UPDATE TO ELECTRONIC COMMUNICATION SYSTEM – ACCEPTABLE USE A.29

The name of the Lord is a strong tower; the righteous run into it and are safe. - Proverbs 18:10

Created, Draft	First Tabling	Review
September 28, 2020	Click here to Enter Date First appearance at Standing Committee or Board	

Steve Camacho – Chief Information Officer
 Bryan Shannon – Sr. Manager, Archives, Records Management, Freedom of Information

RECOMMENDATION REPORT

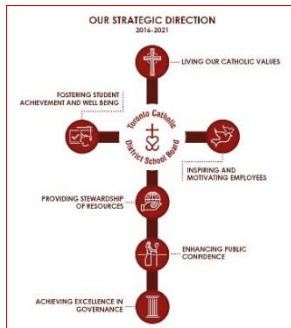
Vision:

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.



Brendan Browne, PhD.
 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 policy on Policy A.29 to conform to current practice and policies.

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 policy revision.

C. BACKGROUND

1. This policy was first approved in January 2000 and has not been amended since April 2012. (Appendix A)
2. There has been a significant change in the use of technology in the last 20 years since this policy was first introduced. As such, staff have taken the approach of rebuilding the policy from the ground up instead of making minor changes to content.
3. The current version of the policy can be difficult to understand and follow as some sections apply to students and others apply to employees. To make the policy easier to understand and adhere to, we consolidated many of the policy regulations into simpler regulations that apply to everyone. This avoids duplication and significantly shortens the policy length.
4. Changes to this policy reflect current practice and alignment with related policies: Board Code of Conduct S.S.09, Harassment and Discrimination Policy H.M.14, Municipal Freedom of Information and Protection of Privacy Policy A.38 and Records Management and Archives Policy A.20. (see side-by-side comparison of current and proposed policy, Appendix C)

D. EVIDENCE/RESEARCH/ANALYSIS

1. This policy has been amended through significant consultation with representatives from the Toronto Elementary Catholic Teachers (TECT),

Toronto Secondary Unit (TSU), the Toronto Catholic Principals and Vice Principals Association, the Secondary Schools Principals Association, the Secondary School Vice Principals Association, and field superintendents, as well staff from Legal Services, Records and Privacy, Curriculum Leadership and Innovation, 21st Century Learning, and Technical Services.

2. Staff conducted a review of examples of up-to-date acceptable use policies from other Ontario school boards, as well as those of Ontario post-secondary institutions.
3. Staff conducted a review of relevant practice resources from the Information and Privacy Commissioner of Ontario, the Ontario Colleges of Teachers and OECTA.
4. A draft of the proposed policy was provided to the CPIC and OAPCE committees for comment.

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. Schools and departments will be made aware of the changes using internal communication channels.

G. STAFF RECOMMENDATION

Staff recommends that the revised Acceptable Use of Technology Policy A.29 provided in Report Appendix B be adopted.