



REPORT TO

**CORPORATE SERVICES, STRATEGIC PLANNING AND PROPERTY COMMITTEE**

**ASSOCIATE DIRECTOR SEARCH PROCESS UPDATE AND TRUSTEE APPOINTMENTS TO SELECTION COMMITTEE**

*“I can do all things through HIM who strengthens me.”  
Philippians 4:13 (NRSVCE)*

Created, Draft	First Tabling	Review
January 15, 2021	January 21, 2021	

B. Browne, Director of Education

**RECOMMENDATION REPORT**

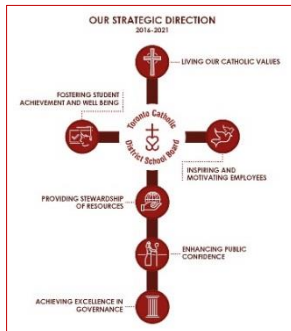
**Vision:**

*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.*



- Dr. Brendan Browne  
Director of Education
  
- D. Koenig  
Associate Director  
of Academic Affairs
  
- S. Camacho  
Acting Associate Director of  
Facilities, Business and  
Community Development, and  
Chief Financial Officer

## **A. EXECUTIVE SUMMARY**

The Associate Director of Business, Facilities and Community Development and Chief Financial Officer (“AD of Business”) has resigned from the Board. The recruitment/search process has begun lead by the Four Corners Group.

The Four Corners group will be providing an overview of the search process, which is outlined in the chart in Appendix A. This update provides an overview of the process and next steps in the recruitment and interview process, as well as the time commitment and expectations for trustees who will support the interview process.

According to TCDSB Operating By-Law 2.3.8, the Director of Education is responsible for establishing the process for the hiring of any Associate or Deputy Director, and that process shall include participation of the Chair of the Board of Trustees and up to two other Trustees chosen by the Board of Trustees.

The selection of the trustees to participate in this process will be discussed and confirmed at the Corporate Services Committee meeting on Thursday January 21<sup>st</sup>, 2021.

*The cumulative staff time required to prepare this report was 2 hours*

## **B. PURPOSE**

This report provides information and update to trustees regarding the on-going search process, next steps, and obligations and expectations for trustees participating in the process.

## **C. BACKGROUND**

1. *The Associate Director resigned effective January 1<sup>st</sup>, 2021.* Former Associate Director Lloyd Noronha resigned, creating a vacancy. Chief Information Officer Steve Camacho has assumed the role of Acting Associate Director while the search continues.
2. *Four Corners Group was retained to lead the recruitment process to find a new Associate Director.* Four Corners Group has consulted with staff and

trustees regarding the candidate profile and posting. The posting and recruitment process began before the Christmas holidays and continues at the moment. Four Corners Group continues to seek, recruit, and vet potential candidates for this important position in the TCSDB.

3. ***Four Corners Group has provided an overview of the process and next steps.*** Appendix A to this report provides a process overview of the recruitment and selection process for the Associate Director position. Four Corners Group will walk through this overview at the Corporate Services Committee meeting and will be available to answer any further questions about process and next steps.
4. ***Two Trustees are required to serve on the selection committee.*** The identification of the two trustees who will participate in the Associate Director selection process, as per Operating By-Law 2.3.8 will be determined in the public session of the Corporate Services Committee meeting.

#### **D. STAFF RECOMMENDATION**

1. Trustees confirm two trustees to participate on the Associate Director selection committee, along with the Chair of the Board as per Operating By-Law 2.3.8 at the Corporate Services Committee meeting.
2. Selected trustees, along with the Chair, participate in the selection process of the Associate Director search with the support of Four Corners Group and staff.