

## **OUR 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.*

## **OUR VISION**

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



# **MINUTES OF THE REGULAR VIRTUAL MEETING OF THE GOVERNANCE AND POLICY COMMITTEE PUBLIC SESSION**

**HELD TUESDAY, MARCH 2, 2021**

## **PRESENT:**

### **Trustees:**

M. de Domenico, Chair – In Person  
N. Di Pasquale, Vice-Chair  
N. Crawford - Ex-Officio  
I. Li Preti  
T. Lubinski

### **Non-Voting Trustees:**

A. Kennedy  
M. Rizzo

### **Staff:**

B. Browne  
C. Fernandes  
M. Loberto  
P. Matthews  
M. Meehan  
C. Onyia

S. Harris, Recording Secretary  
S. Hinds-Barnett, Assistant Recording Secretary

### **External Guest:**

A. Robertson, Parliamentarian

## **4. Roll Call and Apologies**

Trustee Martino was absent.

**5. Approval of the Agenda**

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that the Agenda, as amended to include the Addendum, be approved.

The Motion was declared

CARRIED

**6. Declarations of Interest**

There were none.

**7. Approval and Signing of the Minutes**

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that the Minutes of the Meeting held February 2, 2021 be approved.

The Motion was declared

CARRIED

**8. Delegations**

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that Item 8a) be adopted as follows:

- 8a) From Paolo De Buono regarding Delegations and Public Participation Policy T.14** received and referred to Staff.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti  
Lubinski

The Motion was declared

CARRIED

**14. Staff Reports**

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that Item 14a) be adopted as follows:

- 14a) Update to Delegations and Public Participation Policy (T.14)** that the report along with the following list of recommendations from Trustee Rizzo be referred to Staff:

Policy

Add:

Delegates may be heard at all Committees of the Board including Standing, Regular Board, Advisory and Ad-hoc;

Members of the public are welcome to bring issues or concerns through a delegation addressing a Committee or Board (by speaking or submitting a written communication);

The objective of the Delegation Policy is to set out an understandable process for the public to address Committees and Board through delegations (i.e. by speaking in person or through written submission).

## Add Section on Confidentiality

### Confidential Matters

The Director, Board Chair or Chair of a Committee may determine at the Committee Agenda setting meeting to schedule a delegation in closed session if the matter is deemed to be of a confidential nature as per the Education Act.

Private Session means a meeting of the Board or any Committee of the Board which is closed to the public in accordance with the Education Act, when the subject matter under consideration involves:

- (a) the security of the property of the Toronto Catholic District School Board (TCDSB);
- (b) the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, an employee or prospective employee of the TCDSB or a pupil or his or her parent or guardian;
- (c) the acquisition or disposal of a school site;
- (d) decisions in respect of negotiations with employees of the TCDSB;
- (e) litigation affecting the TCDSB; or
- (f) an ongoing investigation under the Ombudsman Act respecting the Board of Trustees

This is now in Act and needs updating (f):

Addressing a Committee: Delegation Procedures (consider revising title from Appropriate forums for Delegates)

Add:

This Delegation Procedure is intended to ensure that members of the public can provide information and perspectives to Trustees and Staff.

Given the current division of work between the Board meetings and Committee meetings – Strike out.

Rationale: Policies should not reflect circumstances of today as they should stand on own over time. Current division of work irrelevant to policy.

Add: private to public

a) A new item/report or new information has been placed on the agenda that has not been dealt with at a Standing Committee.

Retain:

Rationale: If a report has not been dealt with at Standing Committee and is on Board Agenda as a new Item/Addendum for example, there is no opportunity for public input.

Possible Consideration:

If an Agenda is posted after the deadline, or is new the public will be notified on the website and additional time will be provided to submit delegation requests.

Add:

If a delegate is denied opportunity to speak, the Director/Chair or Chair of Committee will provide a valid reason for denying the delegation based on TCDSB policies and inform the delegate through the Recording Secretary.

Rationale: The delegate does not get clarity at the present time on why they are denied opportunity to speak leading to potential criticism. Provides transparency and accountability fostering public confidence.

Send To Bylaw Ad Hoc Committee For Amendment

The Director of Education, in consultation with the Committee's Chair, retains discretion to reasonably determine whether or not a delegate will be received.

All of above seems to have been struck out.

Retain And Add:

If a delegate is denied opportunity to speak the Director/Chair must provide a valid reason for denying the delegation based on TCDSB policies and inform the delegate.

Add:

Private to public

If a delegate is denied opportunity to speak, the Director/Chair must provide a valid reason for denying the delegation based on TCDSB policies and inform the delegate

Add:

Private to public

The topic and delegation form will determine at which Committee.

If a delegate is denied opportunity to speak, the Director/Chair must provide a valid reason for denying the delegation based on TCDSB policies and inform the delegate

Only receipt and referral to the appropriate Committee or to Staff. (By-Laws Section)

Delegation only receipt and referral to staff as above.

This needs clarity:

No definition of what this means.

Board never hears about it again when referred to Staff unless a report is requested although it is Board practice to allow requests of Staff.

Change to clearly define referral to Staff and action requested.

Or allow reports in special circumstances and define circumstances.  
It seems that too many reports are generated and this may be cut down if clarity is provided.

It may be appropriate to allow Director to make decision for a report.

Or simply amend to allow reports if approved by Board.

Suggestion: If the delegation addressed a matter not an item on the Agenda for that meeting, a Trustee may move a motion requesting consideration of the matter at another meeting. Discussion of the matter addressed by the delegation will then take place at that regular meeting of the Committee or Board.

Send To Bylaw Ad Hoc Committee to Amend

Add:

A request for delegation can be submitted via email, by phone, by fax, through regular mail or in person to the Recording Secretary.

Comment: Contact numbers may change. Perhaps just website should provide address, fax, email, phone etc.

Add:

The Recording Secretary will notify the local Trustee immediately, if the matter is Ward specific and if the delegate identifies as a resident of a specific Ward.

Change:

Delegates are requested to provide a written copy of their intended delegation in full by 11a.m on the day of the meeting.

Add:

Or may be denied opportunity to delegate. If accommodations are required this may be waived.

Suggestion:

The delegation requests are expected to be received by 2:00 p.m. two working days before the meeting. Every effort will be made to post the meeting agendas on the public website five) working days before a meeting. If an agenda is posted after the said deadline, the public will be notified and additional time will be provided to submit delegation requests.

Add:

Delegates are will be expected to present their remarks as submitted through the application process. Upon receipt of a delegation request, the Recording Secretary will consult with the Director or designate and assist the delegate in accommodating the delegate's concerns. The issue may be referred to be heard at a different Committee/Board or to a Staff member for direct follow-up.

There may be up to a maximum of ten (10) deputations per meeting.

Add:

The Director, Board Chair or Chair of the Committee will consider hearing late delegation requests while taking into account the number of delegations already received by the deadline and/or by approval by members at the time of approval of the agenda.

When there are several delegates registered to speak on the same topic affecting the same school, and there are other delegates registered or wishing to register to speak to different topics on the Agenda or of a time-sensitive nature, the Director and the Chair of the Committee may restrict the number of delegates on the same topic affecting the same school to three delegates, or if the issue is significant a special meeting may be called to hear delegates and deal with the issue of importance.



And:

If the number of oral delegation requests is high, the Recording Secretary in consultation with the Director or designate may request that delegates be contacted and propose that the delegate submit a written delegation instead of an oral delegation

If a Special Meeting is called to hear delegations, the corresponding agenda item will be deferred. The Recording Secretary will contact delegates as soon as possible informing them about the change in their delegation meeting time.

Change to:

A delegation may be made on a topic only once within a 12-month period, unless the subject matter of the delegation has changed substantially.

Consider leaving this:

Delegates who want to present their deputation on the screen in the Boardroom must provide an electronic copy two days prior to the meeting.

Add:

Delegations /Delegates who are from TCDSB employees shall verbally disclose this information at the time of registration and at the beginning of their deputation. No employees/former employees will be able to delegate on issues the union has jurisdiction. The employee who delegates must comply with TCDSB Employee Conflict of Interest Policy and confirm that they have read and adhere to the Employee Conflict of Interest Policy.

Add Section:

Subject Matter

Delegates may address a Committee on an item of the Agenda or on another matter relevant to the mandate of the Committee.

Time Parameters.

Delegations /Delegates who have registered by the specified time deadline may speak for a maximum of three (3) minutes.

Change To:

Delegations who may not have registered in time may speak for two minutes

If the Chair determines that the number of expected delegates/delegations far exceeds ten, he/she may recommend to the Director to call a Special Board meeting to hear all delegates/delegations. Alternatively, by a majority vote of trustees a special meeting dealing with the significant issue may be held.

Delete:

Delegates may opt to delegate remotely or via a written deputation to be read by staff

Very confusing to public if differing views from staff recommendation as an example.

Three minutes will be allocated to address both the Trustee's questions and the delegate's answers to same.

Add:

The Chair shall state at the onset that answers and questions must be within the three- minute timeline for each Trustee/delegate responses.

Questions asked by Trustees are limited to clarifying questions only. No questions of Staff shall be permitted unless approved by Trustees on a majority vote.

Rationale: to clarify factual information as an example.

Format and Content of Deputations

Delegates will be requested to:

Add: Delegates are expected to provide input:

Follows Add:

Delegates are encouraged to voice concerns but avoid negative or derogatory personal references or cross debate with other delegates, Staff or Trustees.

Remove:

No one may display signs or placards, applaud debating participants or engage in conversations or other behaviour that may disrupt a meeting;

The Chair or Vice-Chair may request the delegate to apologize in the moment;

A delegate who makes a public and misleading statement against a Trustee and refuses to apologize shall not be allowed to delegate until such time as a public apology is made.

Remove except for (Governance and Policy Committee) from Appendix B form.

Trustee de Domenico relinquished the Chair to Trustee Di Pasquale.

MOVED in AMENDMENT by Trustee de Domenico, seconded by Trustee Li Preti:

BE IT RESOLVED THAT: Delegates to the Board may not specifically use the name of a Trustee or refer to a Trustees Ward number at any point in their delegation.

Results of the Vote taken on the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti

Lubinski

The AMENDMENT was declared

CARRIED

Results of the Vote taken on the Motion, as amended, as follows:

In Favour

Opposed

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti

Lubinski

The Motion, as amended, was declared

CARRIED

Trustee de Domenico reassumed the Chair.

MOVED by Trustee Di Pasquale, seconded by Trustee Li Preti, that Item 14b) be adopted as follows:

- 14b) Update to Permits Policy (B.R.05)** that the Governance and Policy Committee recommend to Board that the changes to the procedures of Permits Policy B.R.05 outlined in the body of this report, including Appendix A and Appendix C of the report, be approved.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti

Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that Item 14c) be adopted as follows:

- 14c) Age-Appropriate Placement: Curriculum/Program Supports** that the Governance and Policy Committee recommend to Board that the newly created Policy on Age-Appropriate Placement: Curriculum/Program Supports, provided in Report Appendix A, and the accompanying TCDSB Operational Procedures, provided in Report Appendix B, be adopted.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti  
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee LiPreti, seconded by Trustee Di Pasquale, that Item 14d) be adopted as follows:

- 14d) Update to Delegation and Public Participation Policy (T.14) (With Appendix C- Delegation Registration Quick Fact Sheet) (Refer Item 14a) that this Item be referred back to Staff.**

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti  
Lubinski

The Motion was declared

CARRIED

**17. Updating of Pending List**

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that Item 17a) be adopted as follows:

- 17a) Monthly Pending List** received.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti  
Lubinski

The Motion was declared

CARRIED

MOVED by Trustee Di Pasquale, seconded by Trustee Crawford, that Item 17b) be adopted as follows:

**17b) Annual Policy Priority Schedule** received.

Results of the Vote taken, as follows:

**In Favour**

**Opposed**

Trustees Crawford  
de Domenico  
Di Pasquale  
Li Preti  
Lubinski

The Motion was declared

CARRIED

**18. Adjournment**

MOVED by Trustee Li Preti, seconded by Trustee Di Pasquale, that the meeting be adjourned.

The Motion was declared

CARRIED

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SECRETARY

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CHAIR