



REPORT TO

GOVERNANCE AND POLICY
COMMITTEE

RECOGNITION OF EMPLOYMENT SERVICE AND RETIREMENT H.M.04

*“And God said, “Let the waters bring forth swarms of living creatures,
and let birds fly above the earth across the dome of the sky.” (Gn 1:20)*

Drafted

April 11, 2022

Meeting Date

April 19, 2022

Margherita di Fonzo Senior Coordinator Academic Services, Human Resources
Lynda Coulter, Executive Superintendent, Human Resources, Equity and Leadership

RECOMMENDATION REPORT

Vision: *IN GOD'S IMAGE: Growing in
Knowledge, with Justice and Hope.*

Mission: *Nurturing the faith development and academic
excellence of our Catholic learning community through the
love of God, neighbour, and self.*



MULTI-YEAR STRATEGIC PLAN
2022 - 2025

IN GOD'S IMAGE: Growing in Knowledge, with Justice and Hope



Brendan Browne
Director of Education

Adrian Della Mora
Associate Director of Academic
Affairs & Chief Operating Officer

Derek Boyce
Associate Director of Facilities,
Business & Community Development

Ryan Putnam
Chief Financial Officer & Treasurer

A. EXECUTIVE SUMMARY

This report recommends the rescindment and combination of two Board policies: Twenty-Five Year Recognition Program H.M.09 and Retirement Ceremonies H.M. 10 into one new policy, Recognition of Employment Service and Retirement H.M.04.

The cumulative staff time required to prepare this report was 7 hours.

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance and Policy Committee as it recommends policy rescindment.

C. BACKGROUND

1. Policy H.M. 09 Twenty-Five Year Recognition Program and Policy H.M. 10 – Retirement Ceremonies were reviewed by the Board on January 17, 2007.
2. Both policies identify the Board's practices regarding the recognition of employees with long service to the Board and/or upon retirement from employment. The recommended policies for rescindment (H.M.09 and H.M.10) are included as Appendices B and C respectively.
3. Since the start of the COVID-19 pandemic, Human Resources has continued to recognize employees with long service and upon retirement in accordance with the province's health and safety measures.
4. The proposal to rescind and combine the two policies into a new policy will highlight the Board's renewed focus on recognizing employees with long service as well as celebrating employees upon their retirement.

D. EVIDENCE/RESEARCH/ANALYSIS

The new draft policy, Recognition of Employment Service and Retirement H.M.04 received input through consultation with Equity, Legal and Employee Relations staff.

E. METRICS AND ACCOUNTABILITY

Human Resources staff will monitor the recommendations in this report. Further reports will be brought to Board in accordance with the policy review schedule.

F. IMPLEMENTATION

Policies H.M. 09 and H.M. 10, once rescinded, will be removed from the TCDSB policy register; while the new policy H.M. 04, as approved, will be posted on the TCDSB policy register.

G. STAFF RECOMMENDATION

Staff recommends that Policy H.M. 04 Recognition of Employment Service and Retirement provided in Appendix A be adopted.