



REPORT TO

REGULAR BOARD

RECOMMENDATION TO RESCIND CONTINUING EDUCATION INSTRUCTORS POLICY H.M. 07

Day to day pours forth speech, and night to night declares knowledge. Psalm 19:2

Created, Draft	First Tabling	Review
December 13, 2022	January 26, 2023	

Lynda Coulter, Executive Superintendent, Human Resources, Leadership and Equity
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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.



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 Director of Education

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 Associate Director of Academic Affairs and
 Chief Operating Officer

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A. EXECUTIVE SUMMARY

This report recommends rescinding the Continuing Education Instructor Policy (H.M.07).

The cumulative staff time required to prepare this report was 6 hours.

B. PURPOSE

This Recommendation Report is on the Order Paper of the Regular Board as it recommends policy rescindment.

C. BACKGROUND

1. The TCDSB Adult English as a Second Language Program has operated since the 1960s.
2. The purpose of the program is to provide non-credit English as a Second Language instruction to adult new Canadians.
3. The program is not funded by the Ministry of Education; instead, it is funded federally through Immigration, Refugees and Citizenship Canada and provincially through Ministry of Labour, Immigration, Training and Skills Development.
4. The TCDSB Adult English as a Second Language Program is located at 17 sites throughout Toronto and there are approximately 150 English as a Second Language Instructors. These instructors have English as a Second Language Qualifications, but the majority are not Ontario Certified Teachers.
5. This year the program is serving approximately 7000 adult learners.
6. Recommendations in this report were reviewed at the January 10, 2023, meeting of the Governance and Policy Committee.

D. EVIDENCE/RESEARCH/ANALYSIS

1. The Fair Practice in Hiring Policy H.M. 40 applies to the hiring of all TCDSB staff.
2. The Continuing Education Instructor Policy (H.M.07) was approved in October 1977 and last reviewed on January 25, 2018. The policy directs that all instructors who are hired must have Teacher of English as a Second Language (TESL) qualification. It also directs that when hiring instructors who have TESL qualifications, preference is given to those who also have Ontario Certified Teacher (OCT) Qualifications. OCT qualification, however, is not a requirement.

3. Funding for the program requires all instructors to be certified English language instructors making the content of H.M.07 redundant and unnecessary.
4. The content H.M.07 is outdated. The new designation required for new hires is now Ontario Certified English Language Teacher (OCELT).
7. The hiring of all TCDSB staff is governed by H.M. 40 and the content of the Continuing Education Instructor Policy (H.M.07) is operational in nature. A separate policy for the hiring of adult English as a second language instructors is not necessary.

E. GOVERNANCE AND POLICY COMMITTEE RECOMMENDATION

The Governance and Policy Committee recommends that Continuing Education Instructor Policy (H.M.07) provided in REPORT APPENDIX A be rescinded.