

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 BY-LAWS REVIEW AD HOC MEETING
PUBLIC SESSION**

WEDNESDAY, SEPTEMBER 18, 2024

Trustees:

J. Martino, Chair
M. Rizzo, Vice-Chair – Virtual and In Person
N. Crawford – Ex-Officio
A. Kennedy
G. Tanuan – Virtual

Staff:

B. Browne
A. Ceddia
L. Kinkartz

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

4. Roll Call and Apologies

Trustee de Domenico was absent.

5. Approval of Agenda

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that the Agenda be approved.

The Motion was declared

CARRIED

7. Declarations of Interest

There were none.

8. Approval and Signing of Minutes of the Previous Meeting

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that the Minutes of the previous meeting held May 15, 2024 be approved.

The Motion was declared

CARRIED

12. Unfinished Business from Previous Meetings

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Item 12a) be adopted as follows:

- 12a) Extract of Item From May 15, 2024 Report to Committee (Continued Review of Toronto Catholic District School Board Operating By-Law 175) that the Committee adopt the Staff and the Integrity Commissioner**

recommendation not to create a separate Code of Conduct for Student Trustees.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Tanuan

The Motion was declared

CARRIED

Trustee Rizzo joined the virtual room at 6:52 pm.

Trustee Rizzo joined the horseshoe at 6:59 pm.

15. Reports Requiring Action of the Board of Trustees

15a) Continued Review of Toronto Catholic District School Board Operating By-Law 175 - A. Ceddia, Executive General Counsel

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that Sub-Item 15a.1(1) be adopted as follows:

15a.1) Article 1 – Interpretation: (1) Add Definition of Advisory Committee received and that the following definition be adopted:

11.7 “Community Advisory Committee” is a committee established by the Board of Trustees to provide community advice to the Board of Trustees on specific policies or programs. It does not deliver services, direct staff, or make decisions binding on the Board, and is not a “Committee” within the meaning of Article 1.1.6.

MOVED in AMENDMENT by Trustee Rizzo, seconded by Trustee Tanuan, that the following be deleted from the definition of Community Advisory Committee, Article 1.1.7 :

It does not deliver services, direct staff, or make decisions binding on the Board, and is not a “Committee” within the meaning of Article 1.1.6.

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

In Favour

Trustees Rizzo
Tanuan

Opposed

Crawford
Kennedy
Martino

The AMENDMENT was declared

FAILED

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

In Favour

Trustees Crawford
Kennedy
Martino
Tanuan

Opposed

Rizzo

The Main Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.1(2) be adopted as follows:

15a.1) Article 1 – Interpretation: (2) Review and Revise Definitions Section to Make By-law Easier to Understand received.

MOVED in AMENDMENT by Trustee Kennedy, seconded by Trustee Crawford, that the following definitions be approved, with the revision to Student Trustee definition, as follows:

1.1.6 "Committee" includes any committee or subcommittee of the Board of Trustees established under this By-law or the Education Act, including Standing Committees, Statutory Committees, and Ad-Hoc Committees, but not Community Advisory Committees;

1.1.4 "Ad-Hoc Committee" means a committee established by the Board of Trustees to fulfill a specific task or objective. Ad-Hoc Committees are established for a limited duration and are dissolved in accordance with the provisions of Article 5.4.4.1 (i.e. the earlier of the delivery of its final report to the Board of Trustees, a resolution of the Board of Trustees to dissolve the Committee; or at the end of the Year);

1.1.22 "Standing Committee" means any permanent committee established by the Board of Trustees, other than Statutory Committees. Community Advisory Committees and Ad Hoc Committees are not Standing Committees;

1.1.25 "Sub-Committee" means a committee that is established by a Committee of the Board to work on a specific issue within that Committee's mandate. A Sub-Committee reports to the Committee that established it;

1.1.24 "Student Trustee" means a secondary school student who is elected by a student body in accordance with the Education Act, any related regulations, and Board policies, to represent the interests of students at the Board. A Student Trustee must be a full-time pupil in grades 11 or 12 at a school of the Board at all times during their term of office; and

1.1.29 "Year" means, (unless qualified by the word "calendar", "school", or other such modifier) the period commencing on November 15 and ending on fourteenth (14th) day of the next November.

Trustee Rizzo requested that the votes be seriatim.

Results of the Vote taken on Article 1.1.6 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

Results of the Vote taken on Article 1.1.4 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

Results of the Vote taken on Article 1.1.22 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

Results of the Vote taken on Article 1.1.25 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

The Chair declared the Vote on Article 1.1.24 tabled.

Results of the Vote taken on Article 1.1.29 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

The Chair declared the vote on Article 1.1.24 lifted from the table.

Results of the Vote taken on Article 1.1.24 of the AMENDMENT, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The AMENDMENT was declared

CARRIED

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

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion, as amended, was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.2(1) be adopted as follows:

15a.2) Article 3 –Inaugural Meeting (1) Update of First Meeting to Reflect Amendments to Municipal Elections Act and s.208 Education Act that the following be approved:

3.1. Date of Inaugural Meeting

Subject to any statutory requirement, the Board of Trustees shall, at or before the last regular meeting in October in each calendar year that is not an election year and in September in each calendar year that is an election year, fix a day and time for an Inaugural Meeting of the Board of Trustees for the following year.

3.1.1 - In the calendar years in which all Trustees are elected or acclaimed at the regular election under the Municipal Elections Act, the Inaugural Meeting shall be held not earlier than November 15 and not later than November 22. However, on the petition of a majority of members of the newly elected Board of Trustees, the Director may provide for the calling of the Inaugural Meeting at some other date and time, provided that the Inaugural Meeting remains the first meeting of the newly elected Board of Trustees;

3.1.2. In the calendar years that are not election years, the Inaugural Meeting shall be held at the first meeting on or after November 15; and

3.1.3. The Director will plan the Inaugural Meeting in consultation with the Chair of the Board of Trustees. The Inaugural Meeting is a regular Meeting of the Board of Trustees.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Sub-Item 15a.2 (2) be adopted as follows:

15a.2) Article 3 –Inaugural Meeting (2) Clarify that Self-Nomination is Permitted that the following be approved:

3.12.1. Nominations (including self-nominations) shall be sought, each of which shall be moved and seconded.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Sub-Item 15a.3 (1) be adopted as follows:

15a.3) Article 4 – Meetings: (1) Improve Language about Electronic Participation to Refer to Toronto Catholic District School Board (TCDSB) policy that the following be approved:

4.2 Electronic Attendance at Meetings

Trustees may participate electronically in meetings in accordance with the requirements for electronic attendance in the Education Act, related regulations, and TCDSB policy.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.3 (2) be adopted as follows:

15a.3) Article 4 – Meetings: (2) Remove Reference to “Special” Motions in the By-law that the following be approved:

4.3. Regular Meetings – Time, Place & Attendance

Unless otherwise ordered by motion, the regular Meeting of the Board of Trustees shall be held at the business office of the TCDSB ... [remainder of this Article remains unchanged];

4.5. Meetings of Committees – Time & Place

Unless otherwise ordered by motion of the Board of Trustees, Meetings of Standing or Statutory Committees: ... [remainder of this Article remains unchanged]; and

4.8. Automatic Cancellation by Inaugural Meeting

Unless otherwise ordered by motion of the Board of Trustees, the holding of the Inaugural Meeting of the Board of Trustees as prescribed ... [remainder of this Article remains unchanged].

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

Opposed

The Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee Kennedy, that Sub-Item 15a.3 (3) be adopted as follows:

15a.3) Article 4 – Meetings: (3) Update Meeting Attendance Provisions to Refer to Pregnancy/Parental Leave and to Update the Start Date of the Annual Period for the Purpose of Counting Trustee Attendance that the following be approved:

4.3.1. Frequency of Attendance at Regular Meetings

Attendance at regular meetings shall be as prescribed by the Education Act and regulations.

4.3.1.1. A Trustee vacates their seat if they absent themselves from three consecutive regular meetings of the Board of Trustees, without being authorized by resolution entered in the minutes. This rule does not apply to a Trustee who is absent for 20 consecutive weeks or less as a result of the Trustee’s pregnancy, the birth of the Trustee’s child, or the adoption of a child by the Trustee; and

4.3.1.2. A Trustee must be physically present in the meeting room of the Board of Trustees for at least three regular meetings of the Board of Trustees in each 12-month period beginning November 15.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino

Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Tanuan, that Sub-Item 15a.3 (4) be adopted as follows:

15a.3) Article 4 – Meetings: (4) Amend “Special Meeting” Provision to i) Require That Person Seeking a Special Meeting Provide An Explanation For Its Urgency and ii) Make Explicit That Items Must Be Urgent To Be Added To Agenda Of Special Meeting that the following be approved:

4.4. Special Meetings

Special Meetings of the Board of Trustees shall be held only to consider Urgent Matters. The person calling the Special Meeting or requesting that the Special Meeting be called must indicate why the matter(s) to be considered is/are Urgent Matter(s). A Special Meeting may be held:

4.4.1. at the call of the Director; or

4.4.2. at the call of the Chair of the Board of Trustees; or

4.4.3. at the written request to the Director from five Trustees, on a date fixed by the director that is within seven days of receipt of the request.

Where the Chair of the Board of Trustees and the Director agree that a Special Meeting will be held, such meeting may be held with twenty-four (24) hours’ notice delivered to each Trustee.

4.6. Notice of Other Than Required Regular Monthly Meetings

Subject to the provisions of Article 4.4 and Article 10, written or electronic notice of every Special Meeting of the Board of Trustees and of every Meeting of every Committee shall:

4.6.1. be communicated to each Trustee at least one-hundred-and twenty (120) hours before the start time of a Committee Meeting and at least twenty-four (24) hours before the start time of a Special Meeting;

4.6.2. state all business to be considered; and

4.6.3. for Special Meetings, a matter that is not included on the agenda may be considered at a Special Meeting of the Board only if the following criteria are met:

- it is an Urgent Matter;
- all members of the Board are present at the meeting; and
- all members of the Board unanimously agree to consider the matter.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Sub-Item 15a.3 (5) be adopted as follows:

15a.3) Article 4 – Meetings: (5) Make clear that Director (in consultation with Chair) has general discretion to cancel a meeting that the following be approved:

4.7. Cancellation of Meetings

A Meeting for which a notice is required may be cancelled:

4.7.1. in the case of a Special Meeting of the Board of Trustees called by the Director under Article 4.4.1 or 4.4.3, or by the Chair of the Board of Trustees under Article 4.4.2, if the Director or Chair of the Board of Trustees, respectively, deems that the need for such Special Meeting no longer exists;

4.7.2. in the case of a Special Meeting of the Board of Trustees called under Article 4.4.3, if not less than half of the Trustees at whose request the Special Meeting was called, give a further written request that such Special Meeting be cancelled; or

4.7.3. in the case of any regular or Special Meeting of the Board or Committee:

- where a polling of Trustees indicates that quorum will not be reached at the scheduled time; or
- in extraordinary circumstances, by the Director in consultation with the Chair of the Board of Trustees or Chair of the Committee.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Craford, that Sub-Item 15a.4(1) be approved, as follows:

15a.4) Article 5 –Committees (1) Add General Rules Regarding Advisory Committees To Provide How They Can Begin/End And How Their Membership Is Populated that the following, with the addition of a fixed number of Trustees not to exceed two (2) in the membership on each Community Advisory Committee, be approved:

5.14. Community Advisory Committees

From time to time, the Board may establish one or more Community Advisory Committees, as defined in Article 1.1.7.

5.14.1. Establishment of Community Advisory Committees

Community Advisory Committees may be established by resolution of the Board of Trustees, consistent with the Board of Trustees' obligations under the Education Act and these By-Laws.

5.14.2. Composition of Community Advisory Committees

Membership on each Community Advisory Committee shall be as follows:

- A fixed number of Trustees, not to exceed two (2) Trustees;
- One or more members of staff, as determined by the Director; and
- One or more students, parents, and/or members of the community, as determined by the Board of Trustees from time to time. The Board shall establish criteria for the selection of the student, parent, and/or community members of the Community Advisory Committee, and shall choose member(s) based on those criteria.

5.14.3. Terms of Reference of Community Advisory Committees

The terms of reference for each Community Advisory Committee shall be set out in the Board resolution establishing the committee, consistent with the following requirements:

- The terms of reference shall state that the Community Advisory Committee does not deal with or advise on the day-to-day management of the TCDSB; and
- The terms of reference shall require the Community Advisory Committee to report as required directly to the Board of Trustees, unless otherwise provided by resolution.

5.14.4. Dissolution of Community Advisory Committees

5.14.4.1. A Community Advisory Committee shall be dissolved on the earliest of:

- at any time upon a resolution of the Board of Trustees; or
- at the end of the Year.

5.14.4.2. A Community Advisory Committee that has been dissolved under Article 5.14.4.1 may be reconstituted in a subsequent Year.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
Kennedy
Martino
Tanuan

Opposed

Rizzo

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Tanuan, that Sub-Article 5.7 be adopted, as follows:

5.7. Ex-Officio Status of Chair and Vice-Chair of the Board & Effect on Quorum that the following be approved with the deletion of “Community Advisory Committees” throughout:

The Chair and Vice-Chair of the Board of Trustees have ex-officio status on Standing Committees and Ad-Hoc Committees.

If eligible by law to vote, the Chair and Vice-Chair of the Board of Trustees who are attending as an ex-officio member of a Standing Committee or Ad-Hoc Committee shall:

5.7.1. not be counted in determining how many Trustees are required to constitute quorum;

5.7.2. be counted in determining whether quorum is met; and

5.7.3. have the right to vote at the Meeting.

For clarity, Articles 5.7.1 -5.7.3 apply in the case of Statutory Committees only when the Chair or Vice Chair of the Board, as the case may be, is a member of such Committee.

MOVED in AMENDMENT by Trustee Crawford that Sub-Committees be added to the list.

There was no seconder.

The Chair called for the Vote on the Main Motion.

Trustee Tanuan seconded the AMENDMENT.

The Chair ruled it out of order.

Trustee Crawford challenged the Chair's Ruling.

Results of the Vote taken on the Chair's Ruling, as follows:

In Favour

Trustees Kennedy
Martino
Rizzo

Opposed

Crawford
Tanuan

The Chair's Ruling was upheld.

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

In Favour

Trustees Kennedy
Martino
Rizzo
Tanuan

Opposed

Crawford

The Main Motion was declared

CARRIED

MOVED by Trustee Tanuan, seconded by Trustee Kennedy, that Sub-Item 15a.4 (2) be approved, as follows:

15a.4) Article 5 –Committees: (2) Revisions to Article 5, About Committees, To Make It Easier To Navigate And To Ensure The Same Information Is Provided About Each Committee that the following be approved:

5.1. General Requirements & Types of Committees

5.1.1. To the extent possible, the Board of Trustees shall ensure equitable distribution of Trustees on Committees;

5.1.2. There are three types of Committees of the Board:

- Statutory Committees – permanent committees that the Board is required by law to establish;
- Standing Committees – permanent committees established by the Board but that are not required by law; and
- Ad-Hoc Committees – committees established for a limited duration and a specified purpose.

5.1.3. Each Committee, regardless of its type, may establish one or more Sub-Committees in accordance with Article 5.5.

5.2. Statutory Committees

5.2.1. Establishment of Statutory Committees

The following Statutory Committees shall be established as prescribed by the Education Act and its Regulations:

- Audit Committee;
- Special Education Advisory Committee (SEAC);
- Catholic Parent Involvement Committee (CPIC);
- Suspension and Expulsion Committee; and
- Supervised Learning Committee.

5.2.2. Composition of Statutory Committees

The composition of each Statutory Committee shall be as prescribed by the Education Act and its Regulations.

5.2.3. Terms of Reference of Statutory Committees

The terms of reference for each Statutory Committee shall be as prescribed by the Education Act and its Regulations.

5.3. Standing Committees

5.3.1. Establishment of Standing Committees

Standing Committees may be established by resolution of the Board of Trustees, consistent with the Board of Trustees' obligations under the Education Act and these By-Laws to consider policy issues for the Board of Trustees.

The resolution establishing a Standing Committee must be consistent with the requirements in Article 5.3.3, below.

5.3.2. Composition of Standing Committees

Membership of the following Standing Committee(s) shall include all members of the Board of Trustees:

- Corporate Services Committee; and
- Student Achievement Committee.

Membership of the following Standing Committee shall include five (5) members of the Board of Trustees:

- Governance and Policy Committee.

5.3.3. Terms of Reference of Standing Committees

The terms of reference for each Standing Committee shall be as prescribed and otherwise shall be set out in detail in the Board resolution establishing the Standing Committee, consistent with the following requirements:

- The terms of reference shall not include dealing with the day-to-day management of the TCDSB;

- If the Education Act or its Regulations set out requirements for the terms of reference of a Standing Committee, the terms of reference shall be as prescribed;
- If the Education Act or its Regulations do not contain requirements for the terms of reference of a Standing Committee, they shall be determined by the Board of Trustees from time to time;
- The terms of reference of a Standing Committee shall be modified from time to time if required by Article 5.4.3.2; and
- Terms of reference for each Standing Committee shall be published on the TCDSB website with the By-Laws and shall appear on the agenda of the Standing Committees.

5.4. Ad-Hoc Committees

5.4.1. Establishment of Ad-Hoc Committees

Ad-Hoc Committees of the Board of Trustees may be established by resolution of the Board of Trustees, consistent with the Board of Trustees' obligations under the Education Act and these By-Laws. The resolution establishing an Ad-Hoc Committee must be consistent with the requirements in Article 5.4.3.1, below.

5.4.2. Composition of Ad-Hoc Committees

To the extent possible, each Trustee shall sit on a maximum of three Ad-Hoc Committees. Membership on each Ad-Hoc Committee shall be composed of:

- A fixed number of Trustees, not to exceed one-third of the Board of Trustees. Trustees will be appointed by the Board when the Ad-Hoc Committee is established or may be appointed at a later time;
- Specified TCDSB staff, as determined by the Director; and
- Other appropriate individuals as determined by the Board of Trustees from time to time.

5.4.3. Terms of Reference of Ad-Hoc Committees

5.4.3.1. The terms of reference for each Ad-Hoc Committee shall be set out in detail in the Board resolution establishing the committee, consistent with the following requirements:

- The terms of reference shall not include dealing with the day-to-day management of the TCDSB; and
- The terms of reference shall require the Ad-Hoc Committee to report as required directly to the Board of Trustees, unless otherwise provided by resolution.

5.4.3.2. If relevant and permitted by law – and unless otherwise provided by resolution – where an Ad-Hoc Committee’s terms of reference overlap with those of a Standing Committee, matters within the Ad-Hoc Committee’s terms of reference shall be removed from appropriate Standing Committee’s terms of reference until the Ad-Hoc Committee is dissolved.

5.4.4. Dissolution of Ad-Hoc Committees

5.4.4.1. An Ad-Hoc Committee shall be dissolved on the earliest of:

- the delivery of its final report to the Board of Trustees;
- at any time upon a resolution of the Board of Trustees; or
- at the end of the Year

5.4.4.2. An Ad-Hoc Committee that has been dissolved under Article 5.4.4.1 may be reconstituted in a subsequent Year.

5.5. Sub-Committees

5.5.1. Establishment of Sub-Committees

Sub-Committees may be established by resolution of a Committee to consider any matter within the terms of reference of that Committee.

5.5.2. Composition of Sub-Committees

Membership of a Sub-Committee shall be determined by the appointing Committee and may include persons who are not members of the Committee.

5.5.3. Dissolution of Sub-Committees

A Sub-committee shall be dissolved on the earlier of:

- the delivery of its final report to the Committee; or
- at any time upon a resolution of the Board or of the appointing Committee;
or
- at the end of the Year

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Sub-Item 15a.5 (1) be adopted as follows:

15a.5)Article 10 – Agenda and Order Paper: (1) Require Addendums To Be Posted At Least 24 Hours Before The Meeting, Unless It Is An Urgent Matter that the following language be approved:

10.3 Posting of Agendas

The Draft agendas of any regular meeting will be posted electronically on the Board website one-hundred-and-twenty (120) hours (5 days) before the meeting.

10.3.1. An item that is added to the Agenda after the 120- hour deadline must be publicly posted a minimum of twenty-four (24) hours in advance of the meeting, unless it is an Urgent Matter.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.5(2) be adopted:

15a.5) Article 10 – Agenda and Order Paper (2) Require Agenda Items to be Consistent with Education Act and By-laws that the following language be approved:

10.4. Items on Agenda or Order Paper of a Meeting of a Board of Trustees

No matter shall be placed on the draft Agenda or Order Paper of a Meeting of the Board of Trustees unless:

10.4.1. it is consistent with the requirements of the Education Act, its regulations, and the Board's by-laws;

10.6. Items on Agenda or Order Paper of a Committee

No matter shall be placed on the draft Agenda or Order Paper of a Meeting of a Committee unless the matter is within the terms of reference of the Committee, and unless:

10.6.1. it is consistent with the requirements of the Education Act, its regulations, and the Board's by-laws;

10.7 Notice of Motion for a Board of Trustees Meeting

A Trustee may place a Notice of Motion, regarding any matter with respect to which the Trustee has a right to vote, upon the Draft Agenda and Order Paper of a Meeting of the Board of Trustees; such Notice of Motion:

10.7.1. shall be consistent with the requirements of the Education Act, its regulations, and the Board's by-laws;

10.8. Member of a Committee Placing Matter/Notice of Motion on Agenda of Meeting

A Trustee, or member of a Committee who is not a Trustee, may place on the Draft Agenda of a Meeting of a Committee any matter within the terms of reference of such Committee, and with respect to which the Trustee, or member of a Committee who is not a Trustee, has a right to vote at a Meeting of the Committee; such Notice of Motion:

10.8.1. shall be consistent with the requirements of the Education Act, its regulations, and the Board's by-laws.

Results of the Vote taken, as follows:

In Favour

Trustees Crawford
Kennedy
Martino

Opposed

Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Sub-Item 15a.5(3) be adopted:

15a.5) Article 10 – Agenda and Order Paper (3) Impose Minimum 7-Day Notice Requirement Between Giving Notice Of Motion And The Date That Motion Is Debated; and, Change Required Timeline For Submission Of Notices Of Motion To The Secretary To 72 Hours Before Notice Is Given (For Both Board, Student Achievement and Corporate Services Committees) that the following language be approved:

10.7 Notice of Motion for a Board of Trustees Meeting

A Trustee may place a Notice of Motion, regarding any matter with respect to which the Trustee has a right to vote, upon the Draft Agenda and Order Paper of a Meeting of the Board of Trustees; such Notice of Motion:

10.7.5. shall be delivered to the Secretary of the Board of Trustees seventy-two (72) hours before the Board of Trustees Meeting;

10.7.8. shall not be the subject of any debate or comment at the Meeting at which it is introduced or at any other meeting that occurs within seven (7) days thereafter.

10.8 Member of a Committee Placing Matter/Notice of Motion on Agenda of Meeting

A Trustee, or member of a Committee who is not a Trustee, may place on the Draft Agenda of a Meeting of a Committee any matter within the terms of

reference of such Committee, and with respect to which the Trustee, or member of a Committee who is not a Trustee, has a right to vote at a Meeting of the Committee; such Notice of Motion:

10.8.5. in the case of Notices of Motion to be brought at either Corporate Services or Student Achievement Committee Meetings, they shall be delivered to the Secretary of the Board of Trustees seventy-two (72) hours before the Committee Meeting.

10.8.7. in the case of Notices of Motion to be brought at either Corporate Services or Student Achievement Committee Meetings, they shall not be the subject of any debate or comment at the Meeting at which it is introduced or at any other meeting that occurs within seven (7) days thereafter.

Trustee Crawford left the horseshoe at 8:57 pm.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Kennedy
Martino
Rizzo

Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.5(4) be adopted:

15a.5) Article 10 – Agenda and Order Paper: (4) The Committee Voted to Make Several Changes To The Provisions On The Order Paper that the following language be approved:

10.9. Order Paper for Regular Meetings of the Board of Trustees

Subject to the provisions of Article 10.4, the order of business for regular Meetings of the Board of Trustees that are open to the public shall be as follows:

10.9.1. Call to Order;

10.9.2. Memorials and Prayer;

10.9.3. Land Acknowledgement;

10.9.4. Singing of O Canada;

10.9.5. Roll Call and Apologies;

10.9.6. Approval of the Agenda;

10.9.7. Reports from Private Session;

10.9.8. Notices of Motions;

10.9.9. Declarations of Interest;

10.9.10. Approval and signing of the Minutes of the Previous Meetings;

10.9.11. Member Statements, with each Trustee entitled to make one (1) Member Statement not to exceed one (1) minute in length, and which may not be subject to any comment, motion or debate;

10.9.12. Presentations, not to exceed 15 minutes, given with the approval of the Chair of the Board of Trustees and the Director, which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff;

10.9.13. Delegations made in accordance with the Board's policy on delegations and public participation (attached as Appendix X), which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff;

10.9.13.1. A report may be requested following a delegation only in special circumstances, on a majority vote, when: (i) an item is deemed urgent; (ii) the Director of Education recommends it; or (iii) the topic is time-sensitive.

10.9.14. Consideration of Motions for which previous notice has been given;

10.9.15. Unfinished Business from Previous Meetings;

10.9.16. Matters referred/deferred from Committees /Board;

10.9.17. Reports of Officials for the information of the Board of Trustees;

10.9.18. Reports of Officials Requiring Action of the Board of Trustees which have not been Reviewed by Committee;

10.9.19. A recommendation or report from a statutory committee established under the Education Act and OCSTA;

10.9.20. Listing of communications, which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff;

10.9.21. Inquiries that are Urgent Matters, which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff.

10.9.21.1. Any Inquiry that is not dealt with at the Meeting shall automatically fall off the Order Paper and must be re-introduced to the Order Paper if the Trustee wishes to raise it at a future meeting;

10.9.22. Updating of Pending Items List;

10.9.23. Closing Prayer; and

10.9.24. Adjournment.

10.10. Items on Order Paper of Committee Meetings of Board of Trustees

A matter shall be placed on the draft Agenda and Order Paper of a Meeting of a Committee of the Board of Trustees as follows:

10.10.1. Call to Order;

10.10.2. Opening Prayer (Chair or designate);

10.10.3. Land Acknowledgement;

10.10.4. Singing of O Canada;

10.10.5. Roll Call and Apologies;

10.10.6. Approval of the Agenda;

10.10.7. Report from Private Session;

10.10.8. Declarations of Interest;

10.10.9. Approval and Signing of Minutes;

10.10.10. Delegations;

10.10.11. Member Statements, with each Trustee entitled to make one (1) Member Statement not to exceed one (1) minute in length, and which may not be subject to any comment, motion or debate;

10.10.12. Presentations, not to exceed 15 minutes, given with the approval of the Chair of the Committee of Trustees and the Director, which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff;

10.10.13. Notices of Motion;

10.10.14. Consent and Review;

10.10.15. Unfinished Business;

10.10.16. Matters referred or deferred;

10.10.17. Staff reports;

10.10.18. Listing of communications, which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff:

10.10.18.1. A communication shall be delivered to each Trustee electronically at least 24 hours prior to the meeting and included on the addendum prior to the meeting;

10.10.19. Inquiries (which must be Urgent Matters if they are raised at Corporate Services or Student Achievement Committee meetings), which may be the subject only of a motion for receipt, or a motion of referral to the appropriate Committee or to Staff, or a motion of both receipt and referral to the appropriate Committee or to Staff;

10.10.19.1. Any Inquiry that is not dealt with at the Meeting shall automatically fall off the Order Paper and must be reintroduced to the Order Paper if the Trustee wishes to raise it at a future meeting;

10.10.20. Updating of the Pending List;

10.10.21. Closing Prayer; and

10.10.22. Adjournment

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

Trustee Crawford returned to the horseshoe at 9:02 pm.

MOVED by Trustee Rizzo, seconded by Trustee Kennedy, that Sub-Item 15a.6 (1) be adopted:

15a.6) Article 11 – Motions: (1) Clarify that when Subsidiary Motion is Brought, Consent of the trustee who Brought the Main Motion is NOT Required that the following language, as revised, be approved and that “previous” prior to “Notice of Motion” be deleted :

11.3 Subsidiary Motions regarding Notice of Motion

When a motion that was the subject of a Notice of Motion is on the floor for debate, a subsidiary motion (including but not limited to an amending motion, or motion to defer consideration to a subsequent Meeting, or a motion to lay on the table), may be brought by any Trustee, and the consent of the Trustee who delivered the original Notice of Motion is not required.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy seconded by Trustee Rizzo, that Sub-Item 15a.7 (1) be adopted:

15a.7) Article 12 – Protocol for Debate: (1) Create separate rules outlining Notices of Motion and debate on a motion, and apply the same rules to both Board and Committees that the following be approved:

12.4. Notice of Motion

12.4.1. A Member who wishes to bring a motion must provide a written Notice of Motion.

12.4.2. When providing the Notice of Motion, the Member may read the Notice of Motion in whole or in part, but in any case, the Member shall have no more than three (3) minutes to do so.

12.4.3. There shall be no comment or debate on a Notice of Motion until the applicable seven-day notice period found in Article 10.7.8 or 10.8.7 has expired.

12.4.4. A Notice of Motion may not be amended until the motion is being debated.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Sub-Article 12.5) be adopted, as follows:

12.5. Debating a Motion

A motion that originates by Notice of Motion shall not be debated until at least seven (7) days have passed since the date on which the Notice of Motion is given, in accordance with Article 10.7.8 or 10.8.7 (whichever applies).

12.5.1. Order of Discussion & Time Limit for Each Speaker

12.5.1.1. The mover of the motion shall speak first.

12.5.1.2. The seconder may speak second.

12.5.1.3. Each person wishing to speak, will have the opportunity to speak once before any member shall speak for the second time.

12.5.1.4. The mover of the motion may deliver reply comments as the last speaker during the debate.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that Sub-Article 12.5.2 be adopted, as follows:

12.5.2. Time Limit on Each Speaker

Debate shall adhere to the order and time limits set out below. Time expended in staff responses and/or procedural discussions shall not count towards a member's time limit.

12.5.2.2. Each subsequent speaker may speak for a maximum of three (3) minutes.

12.5.2.3. No member, including the mover of the motion and subsequent speakers, shall speak more than once on the same motion, or for longer than the applicable time in Articles 12.5.2.1 and 12.5.2.2, without leave of the Meeting, except as provided in Article 12.5.2.4.

12.5.2.4. If the mover of the motion chooses to deliver a reply, such reply shall have a maximum of two (2) minutes and shall be delivered at the end of debate.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that Sub-Article 12.5.2.1 be adopted, as follows:

12.5.2.1. At the outset of debate, the mover of the motion shall introduce the motion and thereafter will have no more than five (5) minutes to introduce and speak to the motion.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy seconded by Trustee Crawford, that Sub-Item 15a.7 (2) be adopted, as follows:

15a.7) Article 12 – Protocol for Debate: (2) Combine Or Clarify Wording Of Current Articles 12.6 (Time Limit For Debate) And 12.7 (Procedure When Time Limit Expires) that the following be approved:

12.5.3. Time Limit for Debate & Extension of Debate on a Matter

No matter, including any subsidiary motions, points of information, and answers related to it shall be debated longer than 30 minutes after the matter has been stated by the Chair.

12.5.3.1. At the expiration of time for debate, and notwithstanding Article 12.7, the Chair shall put the question, “Is it the will of the meeting to extend debate for 15 minutes?”

The vote shall be taken immediately without debate.

12.5.3.2. No more than two extensions of debate shall be permitted.

12.5.4. Procedure When Time Limit Expires or is Not Extended

If a vote to extend debate under Article 12.5.3.1 does not pass or a matter has not been disposed of at a meeting after the two extensions of time permitted by Article 12.5.3.2, then, notwithstanding anything in the by-laws, the Chair shall call for a motion to call the question, and if such a motion:

- is not moved; or
- if moved, is not seconded; or
- if moved and seconded, is not passed;

the matter shall stand referred to the appropriate Committee or Board meeting.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy seconded by Trustee Rizzo that Sub-Item 15a.7 (3) be adopted, as follows:

15a.7) Article 12 – Protocol for Debate: (3) Move Article on Calling The Question (Current Article 11.3) To A More Logical Place In The By-laws that the move of the following to a more logical place in the By-laws be approved:

12.6. Calling the Question A motion to call the question shall not be in order on a main motion until all members wishing to speak have spoken once.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy seconded by Trustee Crawford, that Sub-Item 15a.8 be adopted, as follows:

15a.8 Article 16 – Amendments to By-laws: Insert Language Confirming That Required Notice Period For A Notice Of Motion Proposing To Amend The By-Laws Cannot Be Waived that the following be approved:

16.2. No Waiver of Notice The required notice period in Article 16.1 for a notice of motion proposing to amend the By-laws of the Board may not be waived or shortened.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that Sub-Item 15.a.9(1) be adopted, as follows:

15.a.9 Clarification Required on Three Approved Motions: (1) Time For Debate -Whether Staff Time To Introduce Report And/Or Board Questions And Staff Answers Should Be Counted In Time For Debate received.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Rizzo, seconded by Trustee Crawford, that the following be approved:

The By-law could be amended to provide a brief period of additional time for Staff to introduce their report, and that time would not count towards the 30-minute time for debate. For example, staff could be limited to introduce their report for no more than five minutes, after which the Chair would state the matter and the 30-minute debate period would begin.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Staff present a report and Trustees ask questions within a fifteen-minute time period and at the end of that time, the debate starts with a motion on the floor.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Crawford, seconded by Trustee Rizzo, that Sub-Item 15a.9(2) be adopted, as follows:

15a.9) Clarification Required on Three Approved Motions: (2)) Inquiries – Stand Alone Rule that the Committee not create a stand-alone rule on Inquiries.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that Sub-Item 15.a.9(3) be adopted, as follows:

15a.9) Clarification Required on Three Approved Motions: (3) Changes to Policies, Programs or Services that Staff's understanding regarding changes to Policies, Programs or Services be confirmed.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

MOVED by Trustee Kennedy, seconded by Trustee Crawford, that Item 15a) be adopted as follows:

15a) Continued Review of Toronto Catholic District School Board Operating By-Law 175 - A. Ceddia, Executive General Counsel that:

1. The Committee review and discuss the draft amendments below and either approve them or provide direction as to how they should be further revised;
2. The Committee provide guidance on the questions posed in this report, including those contained in Section E – Clarification Required on Three Approved Motions; and
3. The Committee allow Executive General Counsel time to draft and incorporate the remaining changes to the By-law for the Committee’s review at the next Committee meeting in October, and that a date be set for that meeting.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

20. Adjournment

MOVED by Trustee Kennedy, seconded by Trustee Rizzo, that the meeting be adjourned.

Results of the Vote taken, as follows:

In Favour

Opposed

Trustees Crawford
Kennedy
Martino
Rizzo
Tanuan

The Motion was declared

CARRIED

SECRETARY

CHAIR