

Appendix A

The Director of Education recommends that the Board amend By-Law 175 by:

- 1) Deleting and replacing current Article 6.2 with the rewritten Article 6.2 set out below; and
- 2) Making minor amendments to current Articles 6.3, 8.1, 9.4, and 9.9 dealing with how committee reports move to the Board agenda, as set out below, to make them consistent with the revised Article 6.2 (additions shown in highlight and deletions in strikethrough)

6.2. Reports from Standing Committees to Board – Governance and Policy, Corporate Services, and Student Achievement

Reports and matters from the Governance and Policy Committee, Corporate Services Committee, and Student Achievement Committee, will stand referred to the next regular meeting of the Board for approval provided that:

6.2.1. At the regular meeting of the Board, reports and matters from Committees whose membership Includes all Members of the Board of Trustees (that is Corporate Services Committee and Student Achievement Committee) will be adopted and approved by the Board on consent, unless they are held for debate subject to, and in accordance with, Article 6.2.2 below.

6.2.2 In order to be held for debate, as per Article 6.2.1 above, reports and any other matters referred to the regular Board meeting from the Corporate Services Committee or the Student Achievement Committee will be held for debate only if two-thirds of all members of the Board of Trustees vote to hold the item for debate.

6.3 ~~Other~~ Special Meetings – Requirements for Calling & Notice

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 are Urgent

Matters. A Special Meeting may be held:

- 6.3.1 at the call of the Director; or
- 6.3.2 at the call of the Chair of the Board of Trustees; or
- 6.3.3 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.

8.1 General

Every Committee (~~excluding the Standing Committees~~) shall report to the Board of Trustees after each of its Meetings, by way of written reports containing recommendations for action.

9.4 Requirements for Placing Items on the 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:

- 9.4.1 it is consistent with the requirements of the *Education Act*, its regulations, and the Board's by-laws;
- 9.4.2 it is a matter that is referred to the Board of Trustees by a Committee, including reports and matters that have been referred to the Board for approval under Article 6.2;
- 9.4.3 the Committee having cognizance of the matter has delivered its written reports containing recommendations for action as prescribed by Article 8.1, and the reports have been sent electronically to each Trustee not less than one-hundred-and-twenty (120) hours (5 days) before the meeting, with hard copies to be sent to each Trustee not less than 72 hours (3 days) before the

meeting;

- 9.4.4 it is a recommendation or report from a statutory committee established under the *Education Act* or the Ontario Catholic School Trustees' Association (OCSTA);
- 9.4.5 it is a Notice of Motion as prescribed in Article 9.7;
- 9.4.6 the matter is one for which Notice of Motion has been given at a prior Meeting of the Board of Trustees;
- 9.4.7 it is a presentation given with the approval of the Board of Trustees, which approval shall be determined without debate;
- 9.4.8 it is a communication for receipt, referral, or both receipt and referral, and a written copy thereof has been delivered to each Trustee not less than one- hundred-and-twenty (120) hours before the Meeting;
- 9.4.9 it is an Inquiry as prescribed in Article ~~9.9.21~~ 9.9.22 or a Member Statement as prescribed in Article ~~9.9.11~~ 9.9.12;
- 9.4.10 upon the affirmative vote of a majority of all Trustees eligible to vote on the matter; or
- 9.4.11 it is a matter that, in the opinion of the Director, requires action by the Board of Trustees as an Urgent Matter.

9.9 Order Paper for Regular Meetings of the Board of Trustees

Subject to the provisions of Article 9.4, the order of business for regular Meetings of the Board of Trustees that are open to the public shall be as follows:

- 9.9.1 Call to Order;
- 9.9.2 Memorials and Prayer;
- 9.9.3 Land Acknowledgement;
- 9.9.4 Singing of O Canada;

- 9.9.5 Roll Call and Apologies;
- 9.9.6 Approval of the Agenda;
- 9.9.7 Reports from Private Session;
- 9.9.8 **Consent Agenda**
- 9.9.9 Notices of Motions;
- 9.9.10 Declarations of Interest;
- 9.9.11 Approval and signing of the Minutes of the Previous Meetings;
- 9.9.12 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;
- 9.9.13 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;
- 9.9.14 Delegations made in accordance with the Board's policy on delegations and public participation, 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;
 - 9.9.14.1 ~~9.9.13.1~~ 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.
- 9.9.15 Consideration of Motions for which previous notice has been given;
- 9.9.16 Unfinished Business from Previous Meetings;
- 9.9.17 Matters referred/deferred from Committees /Board;

9.9.18~~17~~ Reports of Officials for the information of the Board of Trustees;

9.9.19~~18~~ Reports of Officials Requiring Action of the Board of Trustees which have not been Reviewed by Committee;

9.9.20~~19~~ A recommendation or report from a statutory committee established under the *Education Act* or the Ontario Catholic School Trustees' Association (OCSTA);

9.9.21~~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;

9.9.22~~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.

9.9.22.1~~9.9.21.1~~ 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;

9.9.23~~22~~ Updating of Pending Items List;

9.9.24~~23~~ Closing Prayer; and

9.9.25~~24~~ Adjournment.