



REPORT TO

REGULAR BOARD

PERFORMANCE APPRAISAL: DIRECTOR OF EDUCATION POLICY

Examine yourselves to see whether you are living in the faith. Test yourselves. Do you not realize that Jesus Christ is in you? unless, indeed, you fail to pass the test. - 2 Corinthians 13:5

Drafted

May 21, 2025

Meeting Date

June 12, 2025

Derek Luk, Senior Policy Advisor

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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.*



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 Corporate
Services and Chief Commercial Officer

Ryan Putnam
Chief Financial Officer and Treasurer

A. EXECUTIVE SUMMARY

The report provides Board with an updated Performance Appraisal – Director of Education Policy that aligns with the direction outlined in Ontario Regulation 83/24: Director of Education Performance Appraisal.

The cumulative staff time required to prepare this report was 17 hours.

B. PURPOSE

The proposed updated Performance Appraisal: Director of Education Policy and supporting documents update language and processes to ensure compliance with the Ministry of Education’s direction outlined in Ontario Regulation 83/24: Director of Education Performance Appraisal.

More specifically, these include a proposed updated Performance Appraisal: Director of Education Policy (Appendix A - Tracked and Appendix B – Clean) and converting the Director of Education Performance Review Process supporting document into the Director of Education Performance Appraisal Guiding Principles (Appendix C - tracked and Appendix D - Clean).

C. BACKGROUND

1. In June 2024, Ontario Regulation 83/24: Director of Education Performance Appraisal was introduced. The regulation requires all publicly funded school boards to conduct an annual performance appraisal of their Director of Education.
2. The policy formerly known as H.C.06 was last updated in 2018.
3. At the April 1, 2025 GAP meeting, the committee raised that a resolution related to the Director’s Performance Appraisal (DPA) process would be addressed at the Ontario Catholic Trustees’ Association (OCSTA) AGM & Conference in May 2025 (Appendix F).
4. As a result, GAP approved the following motion at their April 1, 2025 meeting: *That the Performance Appraisal - Director of Policy be postponed to the June 3, 2025 Governance and Policy Committee Meeting.*
5. At OCSTA’s May 1-3 AGM & Conference, the resolution was discussed, approved and referred to OCSTA’s Political Advocacy Committee for review and implementation.
6. On June 3, 2025 GAP amended guiding principal nine to read: *The Performance Review will focus on the seven goals which include six goals outlined in O. Reg 83/ 24 and an additional goal from Ontario Catholic School Trustees’ Association (OCSTA) promoting*

identity by Nurturing our Catholic Community, Culture and Christian service in the Board, and approved the updated policy and supporting documents.

D. EVIDENCE/RESEARCH/ANALYSIS

1. While ongoing advocacy via OCSTA continues, boards are expected to continue to follow Ontario Regulation 83/24.
2. Updates to the policy include:
 - i) New cross-references added to reflect updated DPA resources.
 - ii) New Regulation 3 to reflect a requirement to develop a Performance Plan.
 - iii) Updated Regulation 4 to include the goals outlined in O.Reg. 83/24 for the Director as well as the additional goal of promoting Catholic identity by nurturing our Catholic community, culture and service in the Board.
 - iv) New Regulation 5 to reflect a requirement for a report and timing for additional feedback required for the DPA.
 - v) Updated Regulation 9 to reflect a requirement to provide the Minister of Education with an update that the performance appraisal evaluation cycle has been conducted, and that the final performance appraisal report has been adopted by Board resolution.
3. Converting the previous Director of Education Performance Review Process document into a standalone Director of Education Performance Guiding Principles which includes:
 - i) Keeping the current guiding principles within the document and making additions to reflect the Ministry's requirements and reflect Catholic values.
 - ii) New guiding Principle 2 to reflect the collaborative appraisal process.
 - iii) New guiding Principle 3 adding language from the Pastoral Plan.
 - iv) New Guiding Principle 8 to note the additional goal of promoting Catholic identity.
 - v) Process language has been removed as a new process resource provided by the Ministry is included as a proposed supporting document, as well as two new OCSTA developed resources are now cross-referenced in the policy (Ontario Catholic School Trustees' Association – DPA Placemat and Ontario Catholic School Trustees' Association – Dates for Director Performance Appraisal).

E. METRICS AND ACCOUNTABILITY

1. The Policy will be reviewed every five years, or earlier if the province makes any legislative changes that impact the DPA process.

F. GAP RECOMMENDATION

1. GAP recommends to Board that the proposed Performance Appraisal: Director of Education Policy provided in Appendix A (tracked) and Appendix B (clean), and the Director of Education Performance Appraisal Guiding Principles (Appendix C – tracked and D - clean) be approved.