



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

APPENDIX C REVISED COMMUNICATION REGARDING ROLES AND RESPONSIBILITIES OF TRUSTEES MAR 2015.DOCX

Where there is no guidance, a people falls, but in an abundance of counsellors there is safety. Proverbs 11:14

Created, Draft	First Tabling	Review
February 9, 2015	February 17, 2015	March 10, 2015
Loretta Notten, Superintendent Governance, Policy and Strategic Planning John Yan, Senior Coordinator of Communications		

RECOMMENDATION REPORT

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



G. Poole
Associate Director of Academic Affairs

A. Sangiorgio
Associate Director of Planning and
Facilities

Angela Gauthier
Director of Education

A. EXECUTIVE SUMMARY

On January 28th, 2015 the Board approved a staff report that presented *Considerations and a Proposed Plan for Effective Governance*. Amongst the recommendations in the report was the development of a Communication “Trustee Mailer” that would highlight the role of Trustees and what TCDSB aspires to when we use the term “Good Governance”, consistent with our Multi-Year Strategic Plan priority of “*Excellence in Governance*”. At the February 17th, 2015 meeting of the Governance Committee trustees offered a wide array of commentary on the communication tool and staff were directed to incorporate the input received. The revised Communication Tool is appended to this report.

B. PURPOSE

1. Excellence in Governance is one of six strategic priorities in our TCDSB Multi-Year Strategic Plan. Sound understanding of the roles and responsibilities of Trustees and of staff is integral to a good governance model. Arising from a staff report on Governance Considerations, trustees gave the following direction:

Trustees in conjunction with staff develop a communication to all TCDSB stakeholders outlining the roles and responsibilities of trustees, to be posted to the TCDSB website and highlighted in communication to parents with Winter 2015 report cards.

2. At the February 17th, 2015 meeting of the Governance Committee staff were directed to incorporate all input from trustees. Staff were directed to:

a. Include the City Wards and the Trustee Wards

b. Include the Board logo at the top

C. BACKGROUND/ANALYSIS

1. In the Governance Plan Part 1, priorities that were identified included the implementation of new TCDSB By-Laws, the development and implementation of a new Multi-year Strategic Plan, policy development and revision, as well as clear and effective management of various Board committees.

2. Our current TCDSB Multi-Year Strategic Plan identifies “*Achieving Excellence in Governance*” as one of its six key strategic priorities. In the comprehensive system report card that was completed in 2014, this priority emerged as one where there was room for growth. Areas for improvement that were identified included enhanced clarity around roles and responsibilities.
3. In sharing and examining practices from Catholic Boards across our province, those which clearly delineate the role of trustees and communicate the same to their stakeholders were identified as a best practice at the OCSTA/Ministry of Education Trustee Orientation. One such sample was shared from York Region Catholic District School Board. (See Appendix A)
4. TCDSB trustees approved the co-development of a communication to TCDSB stakeholders on the roles and responsibilities of trustees. The item was referred to the Governance Committee for consideration and development.
5. Feedback was received and suggestions made at the February 17th, 2015 governance Committee meeting and as a result, staff have revised the communication tool.

D. VISION

VISION	PRINCIPLES	GOALS
The call to be a Catholic trustee is one that calls each trustee to be a prophetic voice, which serves the good of the whole, informed by our Catholic Social Teachings and Gospel values. TCDSB aspires to be a model of excellence in governance and a proud	Excellence in Governance	1. Clear understanding by all TCDSB stakeholders regarding the roles and responsibilities of our Board of Trustees, complemented by an equally clear understanding of the roles and responsibilities of staff.

VISION	PRINCIPLES	GOALS
representative of Catholic Education in the province of Ontario.		2. Open lines of communication.

E. ACTION PLAN

1. A communication to all TCDSB stakeholders had been drafted for the consideration and input of trustees for the February meeting of the Governance Committee. It has since been revised to reflect Trustee input. The communication clarifies the trustee role and proper communication channels. (See Appendix B)
2. Winter report cards across TCDSB schools have for the most part been distributed at the beginning of February, so a modified distribution to TCDSB stakeholders must be contemplated.
3. The “Trustee Mailer”, once approved, can be posted to the TCDSB website and schools can be directed to include a reference to the link in their monthly newsletter and messaging. Further it can be highlighted in the regular distribution tools used by our TCDSB Communication department. At the beginning of the new school year, the Trustee Mailer could be included in new school year communications, to introduce parents to the Trustees and to clarify their roles and responsibilities.

F. METRICS AND ACCOUNTABILITY

1. The MYSP metrics and report card provide feedback on results achieved.
2. The Board of Trustees is accountable to the TCDSB system stakeholders and to the Ministry of Education.

G. IMPLEMENTATION, STRATEGIC COMMUNICATIONS AND STAKEHOLDER ENGAGEMENT PLAN

1. The TCDSB “Trustee Mailer” will be posted to the TCDSB Website and profiled in TCDSB communications department electronic correspondence, including Twitter, e-News, It Starts in the Schools, etcetera.

2. The TCDSB “Trustee Mailer” will be included in fall communications from local schools as the new school year begins.

H. STAFF RECOMMENDATION

That the Board approve for distribution the revised TCDSB “Trustee Mailer” as presented in Appendix B.

APPENDIX C