



REPORT TO

REGULAR BOARD

ADHOC EXECUTIVE SEARCH COMMITTEE

I have chosen the way of faithfulness;
I have set my heart on your laws.
Psalm 119:30 |

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Dan Koenig, Superintendent of Human Resources/Labour Relations		

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.



R. McGuckin

Associate Director of Academic Affairs

A. Sangiorgio

Associate Director of Planning and Facilities

C. Jackson

Executive Superintendent of Business Services and Chief Financial Officer

Angela Gauthier

Director of Education

A. EXECUTIVE SUMMARY

Since the current Director of Education's "Extended Term" contract will expire on July 31, 2017 and since Director Gauthier has expressed her intention to retire, it is recommended that an Adhoc Executive Search Committee be struck to conduct a full internal and external search for a new Director of Education and Secretary to the Board.

B. PURPOSE

To strike an Adhoc Executive Search Committee to conduct a search for a new Director of Education.

C. BACKGROUND

In the past, the Board of Trustees has struck an Adhoc Executive Search Committee to coordinate and organize a process for the selection of a new Director of Education.

D. ACTION PLAN

Once the Board forms an Adhoc Executive Search Committee, according to the ByLaws of the TCDSB, the work of the committee will include (but not limited to):

1. Hire an Executive Search Firm (if this approach is decided) which will include:
 - Draft a Request for Proposal (RFP)
 - Interview Components
 - Recommend the highest scoring firm to the full Board of Trustees
 - Contract with the Executive Search Firm (ESF)
 - Manage the contract from start to finish
2. Work with the ESF on the following:
 - Consult with Stakeholders and Stakeholder Groups
 - Generate the ad and candidate profile
 - Review the long list of applicants and reduce it to a short list

- Prepare the interview process
 - Interview the short list of candidates
 - Present the recommended candidate(s) to the full Board of Trustees
 - Select the successful applicant
3. Subject to Board approval, make an offer to the successful applicant and establish the contract which will include performance expectations and review process.
 4. Establish the Performance Review Process
 5. Monitor the Onboarding of the new Director of Education

E. STAFF RECOMMENDATION

That an Adhoc Executive Search Committee be struck as soon as possible to carry out the above noted tasks/mandate.