



REPORT TO

GOVERNANCE AND POLICY COMMITTEE

RECOMMENDATION TO RESCIND CREDIT COURSES OUTSIDE OF CANADA POLICY S.P.11

If I rise on the wings of the dawn, if I settle on the far side of the sea, even there your hand will guide me, your right hand will hold me fast. Psalm 139:9-10

Created, Draft

October 30, 2017

First Tabling

November 7, 2017

Review

Peter Aguiar, Superintendent of Education and Student Well-Being, Area 4
Caitlin Kavanagh, Coordinator, Employee Relations & Policy Development

RECOMMENDATION REPORT

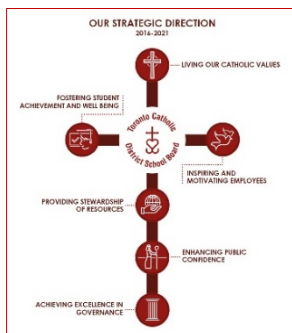
Vision:

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 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.



Rory McGuckin
Director of Education

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T.B.D.
Executive Superintendent
of Business Services and
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A. EXECUTIVE SUMMARY

The current Credit Courses Outside of Canada Policy (S.P. 11) was created in 1988 and has not been revised since 1992. Since then there have been significant changes to the Ontario Curriculum and to how credit courses outside of Canada are chosen and delivered.

All credit courses delivered outside of Canada are currently approved, delivered and administered by the Continuing Education Department.

The cumulative staff time required to prepare this report was 5 hours

B. PURPOSE

This Recommendation Report is on the Order Paper of the Governance Policy Committee as it recommends a policy be rescinded.

C. BACKGROUND

1. The Credit Courses Outside of Canada Policy (S.P. 11) was approved at the March 17, 1988 Board and revised at the November 19, 1992 Board. There have been no further revisions.
2. Since the last revision to the policy there have been numerous changes in Ontario curriculum including the addition of Interdisciplinary Studies, introduced in 2002. Interdisciplinary Studies allows for greater flexibility in the delivery of credits or partial credits outside of Canada.
3. Since the last revision to the policy there have also been great advances in technology which allows for even flexibility in the delivery of credits outside of Canada.
4. The practice for approving, delivering and administering credit courses outside of Canada has evolved.
5. All credits delivery, either fully or partially delivered outside of Canada, is currently administered through the Continuing Education Department. These credits are delivered according to one of the following models:
 - a) Summer School: 3-4 weeks outside of Canada experience.
Students from various high schools combine to create the class.
 - b) Central: 1 week outside of Canada during March break or Christmas break combined with evening or weekend instruction

- before and after leaving Canada. Students from various high schools combine to create a class.
- c) School: 1 week out of Canada during March break or Christmas break combined with evening or weekend instruction before and after leaving Canada. Students from one school or pairing of schools combine to create a class.
 - d) Semester: first semester 4 credit program
6. Proposals to teach credit courses outside of Canada are reviewed and approved by the Program Coordinator for Continuing Education and the Superintendent in charge of the department. All credits delivered adhere to the Ontario Curriculum.
 7. The credits associated with models 5a, b and c listed above are usually, but not exclusively, Grade 11 or 12 Interdisciplinary Studies. The hours for these course is divided into three sections, prior to departure, during the excursion and post excursion.
 8. All credits delivered outside of Canada must follow the guidelines outlined in the TCDSB Excursion Handbook. The international travel excursion package must be completed by the staff and administration overseeing the credit. This package must be approved by the Director's Office.

D. METRICS AND ACCOUNTABILITY

1. The Continuing Education Department is responsible for administering and overseeing all credit course delivery outside of Canada.
2. All programs offering credit delivery outside of Canada must adhere to the current TCDSB Excursion Handbook.
3. The Director's office must approve all credit delivery outside of Canada.

E. STAFF RECOMMENDATION

1. The regulations in the Credit Courses Outside of Canada Policy (S.P. 11) have been incorporated into the regular operations of the Continuing Education Department or are no longer relevant.
2. Staff recommends that the Credit Courses Outside of Canada Policy (S.P. 11) provided in APPENDIX A be rescinded.
3. Staff recommends that the procedures currently in use by the Continuing Education Department to approve, deliver and administer credit courses outside of Canada be posted on the Department's Intranet site.

TCDSB Policy Register
Credit Courses Outside Canada S.P.11

Policy

The Toronto Catholic District School Board supports the offering of summer credit courses outside Canada.

Regulations:

1. The Director of Education shall appoint a steering committee, including up to two Board appointed Trustees, yearly with the following mandate:
 - a) to discern the need for credit courses outside Canada and invite submissions from interested organizing parties to assist the Toronto Catholic District School Board in the delivery of these programs;
 - b) to review the proposals from organizing parties to offer credit courses and recommend approval of suitable submissions to the Board; and
 - c) to monitor proposals which are approved.
2. All arrangements with respect to summer credit courses outside Canada must conform to Ministry of Education regulations and Toronto Catholic District School Board guidelines.
3. All credit courses delivered outside Canada shall have a minimum of one week (thirty hours) of in-class instruction in Toronto.
4. All excursions and field trips must be in keeping with the stated educational aims and objectives of the courses as outlined in the courses of study and will form a requirement of the course hours.
5. Students are eligible for the credit program if they are enrolled in a secondary school at time of application and if their applications are supported by a recommendation from their secondary school principal.
6. A student code of behaviour shall be published and discussed with participating students and parents.
7. The selection of teachers and appointment of the principal shall be the responsibility of the Director.
8. Selected teachers shall be responsible for the supervision of students as in any other excursion or field trip.
9. Teachers shall be paid the appropriate summer school rate but shall not be expected to incur additional costs for air fare, accommodation, meals and transportation.
10. Where an on-site inspection of accommodation, menu and facilities is required, the full costs of such inspection shall be borne by the organizing group.

11. On-site supervision of students, staff and program, if required, shall be the responsibility of a Toronto Catholic District School Board supervisory officer as determined by the Director.

BM p 646, 19 Nov 92; BM p 76, 17 Mar 88.

APPENDIX A