

# **POLICIES REQUIRING REPORTS TO BOARD** (AS OF JAN 2018)

## **APPENDIX B**

| <b>NAME</b>  | <b>NO.</b> | <b>Evaluation &amp; Metrics + Reports to Board</b>   |
|--|------------|--|
| Development Proposals, Amendments of Official Plans and Bylaws | A.18       | The Director of Education will report responses referred to in Regulation 1 [responses to all development proposals, official plan amendments and zoning by-law changes] annually to the Board of Trustees for information.  |
| Accessibility Standards  | A.35       | <ol style="list-style-type: none"> <li>1. The TCDSB's Annual Accessibility Report will serve as an assessment and overview of the Board's achievements and status in working to provide barrier-free facilities, services, employment and instruction to our staff, students, parents, volunteers and Catholic community.</li> <li>2. Recommendations from the Accessibility Working Group or any advice provided to the Director of Education will be assessed, monitored and considered for implementation.</li> <li>3. <b>The Director of Education will annually update and attest compliance</b> to the statutory obligations under the Accessibility for Ontarians with Disabilities Act to the Board of Trustees including any major initiatives to meet compliance or address efficiencies.</li> </ol> |
| Communications Policy  | A.37       | This effectiveness of this policy in supporting comprehensive best practice communications across the Toronto Catholic District School Board (TCDSB) will be evaluated annually. The highlights, <b>analysis and findings will be documented and published in a formal annual report</b> and presented to the Board of Trustees in September of each year for review.  |
| Facilities Management  | B.B.01     | <ol style="list-style-type: none"> <li>1. Facilities Budget Report, outlining Capital Services, School Renewal, School Operation &amp; School Maintenance, will be provided annually to the Board of Trustees.</li> <li>2. Capital Program Status Update Report will be provided annually or twice a year as required to the Board of Trustees.</li> </ol>   |

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|  |        | 3. School Renewal Program will be provided every two years to the Board of Trustees.   |
| Smoke & Vapour Free Space                      | B.B.04 | A report will be brought to Board by staff on an annual basis detailing compliance and infractions of this policy.   |
| Rental of Surplus School Space & Properties    | B.R.01 | Staff to report back annually in January as to percentage of surplus space rented and/or leased out.   |
| Harassment and Discrimination in the Workplace | H.M.14 | <ol style="list-style-type: none"> <li>1. There will be an annual review of with the Joint Occupational Health and Safety Committees comprised of employee and board representatives of this policy and related procedures with a report to the Board every year.</li> <li>2. There will be an annual report to the Student Achievement committee on the statistics, number of complaints lodged by group and the status of complaints.</li> </ol> |
| Fair Practice in Hiring and Promotion          | H.M.40 | <ol style="list-style-type: none"> <li>1. The Director of Education will monitor and review hiring and promotion procedures.</li> <li>2. An annual report will be provided to the board about employment statistics, and be added to the rolling calendar.</li> </ol>  |
| Catholic School Parent Councils                | S.10   | <ol style="list-style-type: none"> <li>1. The <b>annual report of CSPC activities</b> will serve as an assessment of the Council's work to support student achievement and well-being at the school.</li> <li>2. The utilization of parent involvement funds and Parent Reaching-Out (PRO) grants will be monitored.</li> </ol>  |
| Research Conducted in the TCDSB                | S.19   | An annual report on approved external research projects shall be presented for the information of the Board. This will include a summary of findings from completed projects.  |

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| Religious Accommodation                               | S.22   | <ol style="list-style-type: none"> <li>1. Implementation of the religious accommodation policy is the responsibility of the school principal in consultation with the Area Superintendent.</li> <li>2. The consistent application of religious accommodation requests will be monitored and reported in an annual report to the Board of Trustees.</li> <li>3. TCDSB staff will consult with other Catholic school boards in Ontario with respect to their implementation of religious accommodation policies.</li> </ol> |
| Combined (Split) Grade Classes for Elementary Schools | S.24   | An annual information report on the number of combined (split) classes in TCDSB elementary schools shall be presented to the Board of Trustees. Staff will survey elementary principals in June to gather feedback regarding the implementation of the new policy and report back to the Student Achievement and Well Being Committee. A parent pamphlet outlining the procedures and policies related to combined grades will be created and shared with all school communities.   |
| Elementary Admission and Placement Policy             | S.A.01 | An annual report of elementary student enrolment will be provided to the Board as per the Rolling Calendar of Annual Standard Reports.  |
| Special Education Programs and Services               | S.P.01 | An annual report, “Accountability Framework for Special Education” is brought to the Board of Trustees.”  |
| Opening or Closing Exercises                          | S.S.02 | <ol style="list-style-type: none"> <li>1. Implementation of the Opening and Closing Exercises policy is the responsibility of the school principal, in consultation with the Area Superintendent.</li> <li>2. The consistent application of religious accommodation requests will be monitored and reported in an annual report to the Board of Trustees.</li> </ol>  |
| Fresh Start   | S.S.12 | Safe Schools metrics will be shared by staff in the annual Safe Schools Report to Trustees.   |

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| Transportation--<br>English Language<br>Schools  | S.T.01 | <ol style="list-style-type: none"> <li>1. Transportation statistics ranging from operational performance to policy adherence will be included in the Toronto Student Transportation Group's 'Annual Report'.</li> <li>2. Key performance indicators are collected on a monthly basis and provided to the TSTG Operations Committee for review.</li> </ol>  |
| Community<br>Engagement  | T.07   | <ol style="list-style-type: none"> <li>1. Catholic schools and the TCDSB are accessible and welcoming to parents and other community members;</li> <li>2. Community members and the general public have open access to information and a growing understanding of educational policies, programs and services;</li> <li>3. Predefined and Board approved metrics for each community engagement and feedback solicited from stakeholders on the process and participation.</li> <li>4. A report of community engagement process as reported by staff to be reviewed by the Board annually.</li> </ol> |
| Trustee Services and<br>Expenditures   | T.17   | Financial reporting and public disclosure of trustee services and expenditures will be disclosed as required by this Board Policy on a quarterly basis.  |
| Electronic<br>Participation in<br>Meetings of the<br>Board, Committees<br>of the Board, and the<br>Committee of the<br>Whole Board | T.19   | An annual Information Report about participation at meetings of the Board and its committees will be presented to Trustees for consideration.  |