



Draft Provisions for Information Flow Protocol – New Governance Procedure

To: Governance and Policy Committee

Date: 2 June, 2020

Report No.: 06-20-3894

Strategic Directions

- Transform Student Learning
- Create a Culture for Student and Staff Well-Being
- Provide Equity of Access to Learning Opportunities for All Students
- Allocate Human and Financial Resources Strategically to Support Student Needs
- Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being

Recommendation

It is recommended that the provisions (Appendix A) for the development of the Information Flow Protocol, as presented in this report, be approved.

Context

On June 19, 2019, the TDSB Integrity Commissioner presented to the Board of Trustees the 2018 Annual Report. In the report, the Integrity Commissioner noted a need for clear communication about Trustee access to information under the custody or control of the TDSB.

The Integrity Commissioner recommended that the Board identify which records may be provided to the public and individual Trustees outside of the Freedom of Information process or through an approved access protocol.

On January 27, 2020, Trustees participated in information session - Information Flow for Effective Governance. The Trustees, the Director of Education and the Executive staff discussed legislative framework related to an effective information flow as well as the best practices.

In response to the Integrity Commissioner's recommendation, staff prepared draft provisions for the development of the Information Flow Protocol (Appendix A).

The objective of the Information Flow Protocol is to establish a clear, transparent, fair and efficient process for accessing and requesting information by Trustees.

The draft provisions are aligned with the legislative requirements, including the *Education Act* and the *Municipal Freedom of Information and Protection of Privacy Act*, and are consistent with

best practices of other school boards and municipalities on information flow between elected officials and staff. The provisions are also aligned with the TDSB's Governance Policy (P086), Board Member Code of Conduct (P075), and the Parent Concern Protocol (PR505).

The draft is reflective of suggestions and comments provided by the Trustees and Executive staff during the information session on January 27, 2020.

Action Plan and Associated Timeline

Subject to the Committee's directions and input, the staff will prepare, in consultation with the TDSB Integrity Commissioner, the draft Information Flow Protocol, consistent with the TDSB's standard governance procedure template. The draft Protocol will be presented at a subsequent Governance and Policy Committee meeting for consideration and then provided to the Board of Trustees for final approval.

Resource Implications

No additional resources will be required for implementation of the Protocol.

Communications Considerations

The Protocol will be communicated to the system through the System Leaders' Bulletin, shared with Trustees through Director's Weekly Update, and posted on the TDSB's public website. In addition, the Trustee orientation package will be updated to incorporate the Protocol.

Board Policy and Procedure Reference(s)

- Board Member Code of Conduct (P075)
- Governance Policy (P086)
- Open Data Policy (P091)
- Parent Concern Protocol (PR505)

Appendices

- Appendix A: Draft Provisions for Information Flow Protocol

From

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