



## **Board Self-Assessment Committee Report No. 03**

Tuesday, July 7, 2020  
4:00 p.m.  
Electronic Meeting

Members Present Trustees Parthi Kandavel (Chair), Alexander Brown, Rachel Chernos Lin, Stephanie Donaldson, Trixie Doyle, David Smith and Anu Sriskandarajah

Regrets Trustee James Li

Trustees participated by electronic means in accordance with [amendments to Section 7 of Ontario Regulations 463/97, Electronic Meetings.](#)

### Part A: Committee Recommendations

No matters to report

### Part B: For Information Only

#### **1. Call to Order and Acknowledgement of Traditional Lands**

The meeting was called to order at 4:00 p.m. via WebEx teleconference, with Trustee Parthi Kandavel presiding.

#### **2. General Discussions: Agenda, General Questions and Conernns**

Trustee Kandavel (Chair of Committee) welcomed everyone and started by providing an overview of the last and the purpose of this meeting: define scope of Board Self-Assessment Tool in RFP and in general, discuss requirements/possible specifications for RFP (including scoring rubric for vendor selection), review best practices (e.g. YRDSB) and go through examples with committee members, and discuss next steps, and possible timelines/commitment associated with the selection process.

### **3. Discussion on Development of Requirements for RFP/Determine Scope of Work**

#### **Discussion on Development of Requirements for RFP/Determine Scope of Work**

The Committee discussed the level of detail needed in the RFP. Staff advised that the Board Self-Assessment RFP will be similar to the Executive Search Services RFP in terms of length/details and types of information needed.

#### **Discussion on the Role of Integrity Commissioner (IC)**

The Committee discussed including working with the TDSB Integrity Commissioner be part of the RFP process.

#### **Review of Annual Board of Trustees' Assessment and Governance – Appendix C (YRDSB Trustees Assessment)**

Trustees agreed that further discussions to enhance draft RFP will take place at next meeting.

Further discussions and review of RFP/scoring rubric will also be discussed at the next meeting on July 14, 2020.

### **4. Adjournment**

The meeting adjourned at 5:40 p.m.

#### Part C: Ongoing Matters

Trustees were asked to provide feedback related to the Development of Requirements for Request for Proposal and Scope of Work in a shared Google Doc and to confirm the role of the Integrity Commissioner in the Board Self-Assessment Process

Staff were asked to connect with other School Boards in order to determine best practices for self-assessment and to develop a draft RFP based on Committee recommendations.

Submitted by: Parthi Kandavel, Committee Chair