
POLICY DEVELOPMENT WORK PLAN

Date: [March 17, 2021](#)

All policies will be developed to ensure consistency with the TDSB's Mission, Values and Goals Policy (P002), the Equity Policy (P037) and the Board's Multi-Year Strategic Plan.

POLICY INFORMATION

Proposed Policy Title: [Teacher Hiring Policy](#)

Director's Council member responsible for development of the new Policy:
[Associate Director, Leadership, Learning and School Improvement and Executive Superintendent, Employee Services](#)

Phase I. APPROVAL OF POLICY RATIONALE

The rationale for the new Policy: [This Policy is required to comply with the Ministry of Education's Policy/Program Memorandum 165: School Board Teacher Hiring Practices \(PPM 165\). PPM 165 was issued on February 22, 2021 and is effective as of March 31, 2021. PPM 165 replaces Ontario Regulation 274/12: Hiring Practices which was revoked on October 29, 2020.](#)

This Policy Development Work Plan has been discussed with the Policy Coordinator:

- ☒ Yes
☐ No

Phase II. OBTAINING TRUSTEES' DIRECTIONS AND DRAFTING POLICY

This Policy Development Work Plan will be discussed at the Governance and Policy Committee meeting held on: [March 24, 2021](#).

Creating the Draft Policy

The draft Policy will be created and aligned with the current Policy Template (see Operational Procedure PR501, Policy Development and Management, Appendix B):

- ☒ Yes
☐ No

Detailed information on the proposed policy provisions, including findings of the policy equity assessment:

- See attached draft Teacher Hiring Policy (Appendix B)

Phase III. INTERNAL REVIEWS AND SIGN-OFFS

The draft Policy includes input from TDSB departments affected by the Policy:

- ☒ Business Operations and Service Excellence
- ☒ Equity, Well-Being and School Improvement
- ☒ Human Rights and Indigenous Education
- ☒ Leadership, Learning and School Improvement

In addition, the following departments will be required to sign-off on the proposed draft Policy:

- ☒ Legal Services
- ☒ Policy Services
- ☒ Government, Public and Community Relations
- ☒ Director of Education

Phase IV. EXTERNAL CONSULTATIONS

Are external consultations applicable to this Policy?

- ☐ Yes
- ☒ No (*Ministry of Education mandated policy or corporate policy without external stakeholders*) Ministry of Education mandated policy

Mandatory external consultations will include, at minimum: N/A

1. Posting of the working draft Policy on the TDSB website for public feedback (45 days minimum) N/A

2. Extending invitations for consultation to:

☐ Student Senate

and

all Community Advisory Committees of the Board and conducting consultations with the Community Advisory Committees that expressed

interest (either individually with each interested committee or collectively with representatives of all interested committees):

- ☐ Alternative Schools Community Advisory Committee
- ☐ Black Student Achievement Community Advisory Committee
- ☐ Community Use of Schools Community Advisory Committee
- ☐ Early Years Community Advisory Committee
- ☐ Environmental Sustainability Community Advisory Committee
- ☐ Equity Policy Community Advisory Committee
- ☐ French-as-a-Second-Language Community Advisory Committee
- ☐ Inner City Community Advisory Committee
- ☐ LGBTQ2S Community Advisory Committee
- ☐ Parent Involvement Advisory Committee (PIAC)
- ☐ Special Education Advisory Committee (SEAC)
- ☐ Urban Indigenous Community Advisory Committee

In addition to mandatory consultations, other external participants and projected dates of consultation(s) include:

- ☐ School Councils
- ☐ Professional Associations and Unions
- ☐ Other:

The following methods will be applied in the external virtual consultations: Not Applicable

- ☐ Public meeting
- ☐ Facilitated focus group
- ☐ Call for public delegations
- ☐ Expert panel discussion
- ☐ Survey
- ☐ Posting on the TDSB website
- ☐ Other: email correspondence and Virtual Consultations/Webinar

Phase V. COMMITTEE/BOARD APPROVALS

The working draft Policy will be presented to the Governance and Policy Committee on the following date: [March 24, 2021](#).

Following recommendation by the Governance and Policy Committee, the new Policy will be presented to the Board on the following date: [April 21, 2021](#).

Once approved, the new Policy will be added to the TDSB website.

Phase VI. IMPLEMENTATION

Following Board approval, the new Policy will be communicated through:

- ☒ Posting of the new Policy on the TDSB website through the Policy Coordinator
- ☒ Sharing with staff through the System Leaders' Bulletin
- ☒ Informing departments at staff meetings and channeling information to the school principals through respective superintendents
- ☒ Implementation of a broad communication plan for internal and external audiences, include summary of policy provisions and expected outcomes

Policy implementation will include:

- ☒ Conducting information/training sessions to TDSB staff affected by the Policy

The projected time period for conducting information/training sessions to staff will be: [Summer/Fall 2021](#)

- ☒ Initiate development of new procedures or review of associated procedures
[An associated Teacher Hiring Procedure will be developed to support implementation of the Policy.](#)