



Sharing Information on New and Revised Operational Procedures

To: Governance and Policy Committee

Date: 27 October, 2021

Report No.: 10-21-4185

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 Option one or Option two, as presented in the report, be selected as the new process for sharing information on new and revised Operational Procedures.

Context

In accordance with PR501, Policy Development and Management governance procedure, s. 6.3, and PR502, Operational Procedures, s. 6.9, information about substantive revisions to operational procedures is communicated to the Board of Trustees through the Governance and Policy Committee on a timely basis.

New and revised operational procedures are submitted to the Governance and Policy Committee for receipt.

In order to enhance efficiency of the Governance and Policy Committee operations and at the same time ensure that all Trustees are fully informed on the changes to operational procedures, staff are recommending alternative options for sharing information on new and revised procedures:

Option 1: Operational procedures will be included in the Committee agenda package for information only and would not be presented by staff during the meeting. Should Trustees wish to discuss any revisions to procedures this would be done at the end of the meeting to ensure that all agenda items are completed.

Option 2: Information about operational procedures will be shared with all Trustees through Trustee Weekly. Questions regarding new/revised operational procedures can be directed to and will be responded to by appropriate staff.

Action Plan and Associated Timeline

Subject to Committee's and Board's directions and approval, PR502, Policy Development and Management governance procedure, and PR502, Operational Procedures, will be amended accordingly.

Resource Implications

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

Communications Considerations

Following approval by the Board of Trustees, the revised PR502, Policy Development and Management governance procedure, and PR502, Operational Procedures, will be posted on the TDSB public website and communicated to the system.

Board Policy and Procedure Reference(s)

- Policy Framework (P001)
- Policy Development and Management (PR501)
- Operational Procedures (PR502)

Appendices

- N/A

From

Craig Snider, Associate Director, Business Operations and Service Excellence at 416-397-3188 or craig.snider@tdsb.on.ca

Vitaliy Plotnikov, Policy Coordinator, Policy Services at 416-397-3164 or vitaliy.plotnikov@tdsb.on.ca