



DURHAM DISTRICT SCHOOL BOARD

NOTICE OF MEETING

**GOVERNANCE AND POLICY COMMITTEE
PUBLIC SESSION**

Chair: Kelly Miller
Vice Chair: Mark Jacula

DATE: Wednesday, December 11, 2024
TIME: 6:00 p.m.
LOCATION: Hybrid
ATTACHMENTS: Agenda

Copies to:
All Trustees and Student Trustees
Director of Education
All Superintendents

AGENDA - GOVERNANCE AND POLICY COMMITTEE MEETING
Wednesday, December 11, 2024
6:00 p.m.

Verbal

PAGE

- | | |
|---|---------|
| 1. <u>Call to Order</u> | Verbal |
| | |
| 2. <u>Land Acknowledgement</u> | Verbal |
| <p>The Durham District School Board acknowledges that many Indigenous Nations have longstanding relationships, both historic and modern, with the territories upon which our school board and schools are located. Today, this area is home to many Indigenous peoples from across Turtle Island. We acknowledge that the Durham Region forms a part of the traditional and treaty territory of the Mississaugas of Scugog Island First Nation, the Mississauga Peoples and the treaty territory of the Chippewas of Georgina Island First Nation. It is on these ancestral and treaty lands that we teach, learn and live.</p> | |
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| 3. <u>Declarations of Interest</u> | Verbal |
| | |
| 4. <u>Motion to Approve Agenda</u> | Verbal |
| | |
| 5. <u>Minutes</u> | |
| (a) DRAFT minutes of the Governance and Policy Committee meeting of October 30, 2024 | 1 – 3 |
| | |
| 6. <u>Recommended Actions</u> | |
| (a) Revised Board Member Code of Conduct – Complaints Protocol
(General Counsel Patrick Cotter) | 4 – 21 |
| | |
| 7. <u>Information Items</u> | |
| (a) Bylaws – Public Question Period
(General Counsel Patrick Cotter) | 22 – 33 |
| (b) Board Motions: November 20, 2023 to November 4, 2024
(Senior Manager Dervla Kelly) | 34 – 51 |
| | |
| 8. <u>Other Business</u> | Verbal |
| | |
| 9. <u>Adjournment</u> | Verbal |



**DRAFT Minutes – Governance and Policy Committee Meeting
Wednesday, October 30, 2024 7:00 p.m., Hybrid**

1. Call to Order

Trustee Kelly Miller, Committee Vice Chair, called the meeting to order at 7:04 p.m.

Members Present: Trustees Michelle Arseneault (virtual), Tracy Brown, Donna Edwards, Mark Jacula, Stephen Linton, Carolyn Morton, Deb Oldfield, Christine Thatcher, Student Trustees Kayla Hoare (virtual), Nitishan Poopalasundaram (virtual), Shampavi Vijayakumar (virtual)

Regrets: Trustee Emma Cunningham, Shailene Panylo

Staff Present: Director of Education Camille Williams-Taylor, Associate Director Jim Markovski, General Counsel Patrick Cotter, Senior Manager Dervla Kelly

Recording Secretary: Gillian Venning

2. Land Acknowledgment

Trustee Kelly Miller gave the Land Acknowledgement: the Durham District School Board acknowledges that many Indigenous Nations have longstanding relationships, both historic and modern, with home to many Indigenous peoples from across Turtle Island (North America). We acknowledge that the Durham Region forms a part of the traditional and treaty territory of the Mississaugas of Scugog Island First Nation, the Mississauga Peoples and the treaty territory of the Chippewas of Georgina Island First Nation. It is on these ancestral and treaty lands that we teach, learn and live.

3. Declarations of Interest

There were no declarations of interest.

4. Approval of Agenda

MOVED by Trustee Mark Jacula

THAT THE AGENDA BE APPROVED.

CARRIED

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5. Minutes

(a) Draft minutes of the Governance and Policy Committee meeting of September 25, 2024

Trustee Donna Edwards requested that a minor amendment be made to the draft minutes to indicate that OPSBA members are elected at the Annual General Meeting, which does not always take place in June and may take place in July.

MOVED by Trustee Tracy Brown

THAT THE REVISED DRAFT MINUTES OF THE SEPTEMBER 25, 2024 GOVERNANCE AND POLICY COMMITTEE MEETING BE APPROVED.

CARRIED

6. Recommended Actions

(a) Revised Director of Education Performance Appraisal Policy

General Counsel Patrick Cotter provided an overview of the report, which proposes a minor amendment to the Director of Education Performance Appraisal Policy to ensure the language of the policy more closely aligns with applicable regulations.

Trustee questions were answered.

MOVED by Trustee Deb Oldfield

THE GOVERNANCE AND POLICY COMMITTEE APPROVE THE REVISIONS TO THE DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL POLICY AS NOTED IN APPENDIX A, AND THAT THE MATTER PROCEED TO THE BOARD OF TRUSTEES FOR CONSIDERATION AT ITS NEXT MEETING.

CARRIED

(b) Revised Complaints Protocol

General Counsel Patrick Cotter provided an overview of the report, which proposes amendments to the Complaints Protocol of the Board Member Code of Conduct in response to legislative changes that will come into effect on January 1, 2025 to ensure alignment.

A recess was called at 7:20 p.m. due to technical difficulties.

7. Adjournment

MOVED by Trustee Tracy Brown

THAT THE MEETING ADJOURN AND AGENDA ITEM 6(b) BE DEFERRED TO THE DECEMBER 11, 2024 MEETING OF THE GOVERNANCE AND POLICY COMMITTEE.

CARRIED

The meeting adjourned at 7:38 p.m. due to technical difficulties.

**DURHAM DISTRICT SCHOOL BOARD
ADMINISTRATIVE REPORT****REPORT TO:** Governance and Policy Committee**DATE:** December 11, 2024**SUBJECT:** Revised Complaints Protocol**PAGE:** 1 of 2**ORIGIN:** Patrick Cotter, General Counsel

The Durham District School Board recognizes Indigenous rights are distinct. In the exercise of those rights, Indigenous staff and students shall not be subjected to actions with the aim or effect of depriving these distinct rights.

The Durham District School Board is committed to providing learning and working environments that centre human rights and equity and are safe, welcoming, respectful, equitable, accessible, inclusive, and free from all forms of discrimination, oppression, harassment, and harm.

1.0 Abstract

This report provides proposed amendments to the Complaints Protocol of the Board Member Code of Conduct in response to recent legislative changes, which will come into force on January 1, 2025. It is recommended that the Governance and Policy Committee approve the proposed revisions and recommend that they be adopted by the Board of Trustees at its next meeting.

2.0 Purpose

The purpose of this report is to recommend amendments to the Complaints Protocol of the Board Member Code of Conduct, to ensure that it aligns with new legislative requirements that come into force on January 1, 2025.

3.0 Background & Analysis

In July 2024, significant changes were made regarding the legislated requirements for Code of Conduct issues involving trustees. There are three significant changes:

- The changes require that all school boards make use of an experienced Integrity Commissioner to investigate complaints. Of course, this was something that this Board has had in place for many years;
- The changes also removed the power of school boards to impose sanctions. Instead, the Integrity Commissioner will impose the sanction (with a right of appeal); and
- Finally, the changes increased the number and severity of sanctions that may be imposed for violations of the Code of Conduct.

Proposed revised language for the Complaints Protocol is attached as Appendix A.

4.0 Communication/Implementation Plan

Once adopted, updates to the Code of Conduct will be communicated to all trustees and relevant staff and will be posted on the DDSB website.

5.0 Conclusion/Recommended Action

It is recommended that the Governance and Policy Committee approve the revisions to the Complaints Protocol as noted in Appendix A to ensure alignment with the new legislative framework which takes effect on January 1, 2025, and that the matter proceed to the Board of Trustees for consideration at its next meeting.

6.0 Appendices

Appendix A - Proposed Revised Complaints Protocol (clean copy)

Appendix B - Current Complaints Protocol

Appendix C - Current and Proposed Complaints Protocol Flowcharts

Report reviewed and submitted by:



Patrick Cotter, General Counsel

Appendix 2 – Complaints Protocol – Integrity Commissioner

1.0 RATIONALE

The Board has established a Board Member Code of Conduct (“Code of Conduct or “Code”) to govern the conduct of Trustees and to provide transparency, accountability, and public confidence in its governance. This Complaints Protocol supports the implementation of the Code of Conduct, particularly as related to the complaints process, including the reporting, investigation and resolution of complaints.

2.0 OBJECTIVE

To outline the processes for making, investigating, resolving and reporting on the outcomes of complaints made under the Code of Conduct.

3.0 DEFINITIONS

Terms are as defined in the Code of Conduct.

4.0 COMPLAINT PROTOCOL

This Complaint Protocol describes informal and formal ways for addressing allegations of breach of the Code of Conduct. The Complaint Protocol is intended to ensure that there is an opportunity to resolve complaints as fairly, expeditiously and meaningfully as possible.

4.1 Allegations of Breach made by Non-Members

- 4.1.1 A DDSB community member (i.e. DDSB staff member, a parent/guardian of a minor DDSB student, or a DDSB student that is at least 18 years of age) may bring forward an alleged breach of the Code of Conduct by submitting to the Integrity Commissioner a properly completed copy of an Inquiry Request Form located on the DDSB website.
- 4.1.2 All Inquiry Request Forms shall be completed and signed by an identifiable individual.
- 4.1.3 The Integrity Commissioner shall know the identity of the requestor but where the safety of the requestor is an issue, or the identity of the requestor could impact the functioning of the Board and/or professional working relationships, the Integrity Commissioner can maintain the anonymity of the requestor, provided that the Integrity Commissioner is satisfied that the failure to identify the requestor does not and will not have a material impact on the fairness of the process to the member(s) against whom the allegations are made. Further, where the identity of the requestor is not disclosed, Trustees may consider the fairness of the process to the member(s) against whom the allegations are made in considering the allegations.
- 4.1.4 All properly completed Requests for Inquiry shall be reviewed by the Integrity Commissioner. The review shall be undertaken as follows:

1. At the first stage, the Integrity Commissioner shall undertake a threshold assessment of the completed Inquiry Request Form to determine if it raises a timely and serious question regarding non-compliance with the Code of Conduct. If it does not, the Integrity Commissioner shall advise the requestor in writing of the determination and the matter shall be closed.
2. In the event that the Integrity Commissioner determines that the Request for Inquiry raises a timely and serious question regarding non-compliance with the Code of Conduct, then the Integrity Commissioner shall proceed to the second stage of the review. During this second stage of the review, the Integrity Commissioner may speak with the requestor and shall speak to the member about whom the allegations have been made. No further inquiry is to be made by the Integrity Commissioner at this stage.
3. If after the completion of stage two of the review, the Integrity Commissioner determines that the Request for Inquiry does not raise a timely and serious issue regarding non-compliance with the Code of Conduct, the Integrity Commissioner shall advise the requestor in writing of the determination and the matter shall be closed. The Integrity Commissioner, in consultation with the Chair of the Board, may report to the Board of Trustees that a specific Request for Inquiry has been closed but shall not disclose information that could identify the complainant.
4. If after the completion of stage two of the review, the Integrity Commissioner determines that the Request for Inquiry raises a serious issue regarding non-compliance with the Code of Conduct, the Integrity Commissioner shall report to the members during a closed-session meeting of the Committee of the Whole. The member against whom the allegations are made is entitled to be present. Any member may then choose whether to bring the matter forward in accordance with the standard process outlined in section 4.2 below. The Integrity Commissioner may advise the requestor of the status from time-to-time, as the Integrity Commissioner may deem appropriate.

4.2 Allegations of Breach Brought Forward by Members

- 4.2.1 A member who has reasonable grounds to believe that a member has breached the Code of Conduct may notify the following persons in writing of the alleged breach, together with any other notification that may be prescribed by regulation:
- i) The Director of Education and the vice-chair of the Board, if the notice relates to the conduct of the Chair of the Board;
 - ii) Another member of the Board who is neither the complainant nor the subject of the complaint, if the notice relates to the conduct of both the chair and vice-chair, with a copy to the Director of Education; and
 - iii) In all other situations, the Chair of the Board with a copy to the Director of Education.

- 4.2.2 Notice of an alleged breach of the Code of Conduct shall include,
- i) the name and contact information of the member alleging the breach;
 - ii) the name and contact information of the member whose conduct is the subject of the notification;
 - iii) the date of the alleged breach;
 - iv) a description of the alleged breach; and
 - v) the provision of the code of conduct that was allegedly breached.
- 4.2.3 If such a notification of an alleged breach is delivered, the person receiving the notice shall:
- i) immediately provide a copy of the written notice to the member whose conduct is the subject of the alleged breach and to the other members; and
 - ii) if the matter is not resolved within 20 business days after the member received the notice, or within such other time period as may be prescribed by regulation, refer the matter to the Integrity Commissioner for investigation.
 - iii) in attempting to resolve the matter within the 20-business day timeframe, the member(s) receiving the notice may request that the Director of Education retain an external professional to assist. The Director retains the discretion to hire external assistance and, if so, whom.

4.3 Integrity Commissioner Investigation

- 4.3.1 If the Integrity Commissioner receives a referral for investigation, the Integrity Commissioner shall commence an investigation no later than 14 days after receiving the referral or within such other time period as may be prescribed by regulation and shall provide the member with the opportunity to respond to the allegations, as well as a right of reply, where appropriate.
- 4.3.2 The integrity commissioner may refuse to commence an investigation into an alleged breach if:
- (a) the complaint was made more than 60 days after the day the alleged breach occurred or was discovered, whichever is later, unless the integrity commissioner is satisfied the delay was incurred in good faith and no substantial prejudice will result to any person affected by the delay; or
 - (b) in the opinion of the integrity commissioner, the complaint is made in bad faith or is frivolous or vexatious.
- 4.3.3 The Integrity Commissioner shall calculate the time periods based on the rules set out in the Education Act and any applicable regulations thereunder, including the rules on discoverability.
- 4.3.4 The integrity commissioner shall provide written notice of a refusal to commence an investigation to the member who is the subject of the complaint and to the board.

- 4.3.5 In conducting an investigation, the Integrity Commissioner may:
- i) require the production of any records that may in any way relate to the investigation;
 - ii) examine and copy any records required under clause; and
 - iii) require any officer of the board or any other person to appear before him or her and give evidence, on oath or affirmation, relating to the investigation.
- 4.3.6 The Integrity Commissioner shall make a determination with respect to a complaint of an alleged breach no later than 90 days after commencing the investigation, or within such other time period as may be prescribed by regulation, unless the Integrity Commissioner notifies the board and the member who is the subject of the complaint that an extension is necessary and of the reasons for the extension.

4.4 Sanctions

- 4.4.1 If the Integrity Commissioner determines, following an investigation, that the member has breached the Code of Conduct, the Integrity Commissioner may impose one or more of the following sanctions:
- i) Censure of the member.
 - ii) Requiring the board to reduce the member's honorarium by an amount not exceeding the prescribed amount, requiring the member to return any excess already paid to the member and authorizing the board to recover the excess from the member.
 - iii) Barring the member from attending all or part of one or more meetings of the board or one or more meetings of a committee of the board, for the period of time specified by the integrity commissioner up to a maximum of 90 days or the balance of the member's term of office, whichever is less.
 - iv) Barring the member from sitting on one or more committees of the board, for the period of time specified by the integrity commissioner, up to a maximum of 90 days or the balance of the member's term of office, whichever is less.
 - v) Barring the member from becoming the chair or vice-chair of the board or of any committee of the board, or removing the member from any of those positions.
 - vi) Barring the member from exercising the privileges of a board member or acting as a board representative, or removing the member from a position the member holds as a board representative.
 - vii) Subject to any other limits set out in paragraphs (i) to (vi) above, any other sanction that, in the opinion of the Integrity Commissioner, is reasonable and appropriate in the circumstances.
 - viii) Subject to any other limits set out in paragraphs (i) to (vi) above, any other sanction that, in the opinion of the Integrity Commissioner, would promote compliance with the Code of Conduct.

- 4.4.2 The imposition of a sanction that bars a member from attending all or part of one meeting of the board shall be deemed, for the purpose of clause 228 (1) (b) of the *Education Act*, to be authorization for the member to be absent from the meeting.
- 4.4.3 A member who is barred from attending all or part of a meeting of the board or a meeting of a committee of the board is not entitled to receive any materials that relate to that meeting or that part of the meeting and that are not available to members of the public.

4.5 Appeal

- 4.5.1 The Integrity Commissioner shall provide the member whose conduct was the subject of the complaint and the board written notice of a determination that the member has or has not breached the board's code of conduct and of any sanctions imposed. The written notice must include,
- i) the reasons for the determination;
 - ii) the reasons for any sanctions; and
 - iii) information about the right to appeal under section 218.3.2. of the Education Act.
- 4.5.2 If a sanction is varied or overturned on appeal under section 218.3.2 of the Education Act, that result shall be deemed to be effective as of the date that the original determination was made by the Integrity Commissioner.

4.6 Public Information

- 4.6.1 The Chair of Board shall ensure that the following records are maintained and published on the Board's website:
- i) A summary of any matter referred to an Integrity Commissioner for investigation (except those under section 4.1);
 - ii) A summary of the decision of the Integrity Commissioner to refuse to commence an investigation (except those under section 4.1);
 - iii) A summary of the determination of the Integrity Commissioner following investigation (except those under section 4.1)
 - iv) A determination of an appeal panel.
- 4.6.2 Where the alleged breach of the Code of Conduct or the determination regarding the breach involves any of the matters described in clauses 207 (2) (a) to (e) of the Education Act, the Board shall publish only such information as is appropriate.

Appendix 2 – Complaints Protocol – Integrity Commissioner

1.0 RATIONALE

The Board has established a Board Member Code of Conduct (“Code of Conduct or “Code”) to govern the conduct of Trustees and to provide transparency, accountability, and public confidence in its governance. This Complaints Protocol supports the implementation of the Code of Conduct, particularly as related to the complaints process, including the reporting, investigation and resolution of complaints.

2.0 OBJECTIVE

To outline the processes for making, investigating, resolving and reporting on the outcomes of complaints made under the Code of Conduct.

3.0 DEFINITIONS

Terms are as defined in the Code of Conduct.

4.0 COMPLAINT PROTOCOL

This Complaint Protocol describes informal and formal ways for members of the public, staff members and members of the Board of Trustees to address complaints concerning the Code of Conduct and members of the Board. The Complaint Protocol provides a number of ways to resolve complaints in addition to the process described in section 218.3(2) of the *Education Act*. Nothing in this Code of Conduct impacts the ability of a member to elect to bring a complaint directly to the Board of Trustees under section 218.3 of the *Education Act*, rather than to the Integrity Commissioner.

The Complaint Protocol is intended to ensure that there is an opportunity to resolve complaints as fairly, expeditiously and meaningfully as possible.

4.1 Informal Complaint Process

Individuals (including staff members of the Board, members of the public, or members of the Board) may elect to pursue an informal process to address conduct prohibited by the Code of Conduct. With the consent of the complainant and the Trustee, the Integrity Commissioner may be a part of any informal process.

Individuals (including staff members of the Board, members of the public, or Trustees) who have identified or witnessed conduct by a Trustee that they believe is in contravention of the Code of Conduct may wish to consider addressing the conduct in an informal way including one or more of the following:

- (a) advise the Trustee that the conduct contravenes the Code of Conduct with an explanation as to why;
- (b) encourage the Trustee to stop the prohibited conduct;
- (c) keep a written record of the incident(s) including dates, times, locations, other persons present, and any other relevant information; advise the Integrity Commissioner about the concerns related to the Trustee and any response of the Trustee;
- (d) if applicable, confirm to the Trustee the satisfaction with the response of the Trustee; or, if applicable, advise the Trustee of the dissatisfaction with the response;
- (e) speak to the Chair of the Board to see if the matter can be resolved;
- (f) if the parties agree, the Integrity Commissioner can participate in resolving or attempting to resolve the issues; and
- (g) consider the need to pursue a formal complaint under this Complaint Protocol.

Delay in making a formal or informal complaint to the Integrity Commissioner and any prejudice to the Trustee against whom the complaint is made as a result of such delay, shall be considered by the Integrity Commissioner and may, at the discretion of the Integrity Commission, be a sufficient basis for not proceeding with an investigation. In no case, shall a complaint be investigated if it is not made within 1 year of the events at issue.

The informal complaint process is encouraged; however, it is not required prior to beginning the formal complaint process.

Anonymous complaints will not be considered by the Integrity Commissioner, but the Integrity Commissioner has the discretion to hide the identity of a complainant where the safety of the complainant is an issue or where the disclosure could have a material impact on the functioning of the Board and/or professional working relationships within the Board.

If an informal complaint is brought to the attention of the Integrity Commissioner during the pre-election period described in subsection 4.2(f), the Integrity Commissioner shall not participate in the informal process until after a new Board is deemed organized under section 6 of the *Municipal Elections Act*.

4.2 Formal Complaint

Requests for Inquiries

- (a) A request for an inquiry into a complaint that a Trustee has contravened the Code of Conduct (the “Formal Complaint”) may be made to the Integrity Commissioner and if so, shall be made in writing on the prescribed form.
- (b) All written complaints shall be signed by an identifiable individual.
- (c) The Integrity Commissioner shall know the identity of the complainant but where the safety of the complainant is an issue, or the identity of the complainant could impact the functioning of the Board and/or professional working relationships, the Integrity Commissioner can maintain the anonymity of the complainant, provided that the Integrity Commissioner is satisfied that the failure to identify the complainant does not and will not have a material impact on the fairness of the process to the member(s) against whom the allegations are made. Further, where the identity of the complainant is not disclosed to the Board of Trustees, the Board of Trustees may consider the fairness of the process to the member(s) against whom the allegations are made in considering the alleged breach and any sanction.
- (d) A Formal Complaint shall set out reasonable and probable grounds for the allegation(s) that a Trustee has contravened the Code of Conduct. The complaint should include the name of the alleged violator, the provision allegedly contravened, the facts constituting the alleged contravention, the names and contact information of witnesses, and contact information for the complainant during regular business hours.
- (e) Where a complaint is brought forward by way of a Board decision under s. 218.3(a) of the *Education Act*, it may be referred to the Integrity Commissioner and, in that case, the Board shall direct whether the Integrity Commissioner is to treat the matter as a Formal Complaint or pursue informal inquiry and potential resolution. In any such matter where the Board has directed the Integrity Commissioner to pursue an informal inquiry and potential resolution, the Integrity Commissioner shall advise the Board in the event that the Integrity Commissioner has determined that the informal process is not likely to resolve the matter. Upon receipt of such advice, the Board may then direct that the Integrity Commissioner to treat the matter as if it were a Formal Complaint; otherwise, the Board shall make inquiries into the matter and shall, based on the results of the inquiries, determine whether the member has breached this Code of Conduct and, if so, it shall consider whether to sanction the

member under section 218.3(3) of the *Education Act*.

- (f) In a municipal election year, a Code of Conduct complaint respecting a Trustee who is seeking re-election will not be received by the Integrity Commissioner and any open complaint investigation shall be suspended during the period starting on Civic Monday and ending when a new Board is deemed organized under section 6 of the *Municipal Elections Act*.

4.3 Classification of Complaints by the Integrity Commissioner

- (a) An original written Formal Complaint shall be filed with the Integrity Commissioner for initial classification to determine if the matter is a complaint with respect to non-compliance with the Code of Conduct or whether it is covered by other legislation or other policies.
- (b) If the complaint is not a complaint with respect to non-compliance with the Code of Conduct or the complaint is covered by other legislation, the Integrity Commissioner shall advise the complainant in writing as follows:
- I. if the complaint is an allegation of a criminal nature consistent with the *Criminal Code of Canada*, the complainant shall be advised that if the complainant wishes to pursue any such allegation, the complainant must pursue it with the appropriate police force;
 - II. if the complaint is with respect to non-compliance with the *Municipal Conflict of Interest Act*, the complainant shall be advised to review the matter with the complainant's own legal counsel;
 - III. if the complaint is with respect to non-compliance with the *Municipal Freedom of Information and Protection of Privacy Act*, the complainant shall be referred to the Board's General Counsel;
 - IV. in other cases, the complainant shall be advised that the matter, or part of the matter, is not within the jurisdiction of the Integrity Commissioner to consider, with any additional reasons and referrals as the Integrity Commissioner considers appropriate.
- (c) The Integrity Commissioner shall undertake a threshold assessment of any Formal Complaint and shall determine whether the complaint is outside the timelines stipulated herein or is frivolous, vexatious, or not made in good faith, or whether there are no grounds or insufficient grounds for an investigation, in which case the Integrity Commissioner shall not initiate an investigation, or, where that becomes apparent in the course of an investigation the Integrity

Commissioner shall terminate the investigation. The complainant and Trustee, as appropriate, shall be advised of the decision with a rationale. Where the complainant breaches the integrity of an investigation by sharing the details on social media, or in the public arena, the Integrity Commissioner may terminate the investigation.

In assessing whether a complaint is frivolous, vexatious, or not made in good faith, the Integrity Commissioner shall consider whether the complainant is advancing a concern, issue or complaint that is consistent with the purpose of the Code of Conduct and also whether the complaint is, in essence, in the nature of a private interest.

4.4 Reports from the Integrity Commissioner: No Jurisdiction or Inquiry

- (a) The Integrity Commissioner may report to the Board of Trustees that a specific complaint is not within the jurisdiction of the Integrity Commissioner, but shall not disclose information that could identify the complainant.
- (b) The Integrity Commissioner shall report annually to the Board of Trustees on complaints not within the jurisdiction of the Integrity Commissioner, but shall not disclose information that could identify a person concerned.
- (c) Other than in exceptional circumstances, the Integrity Commissioner will not report to the Board of Trustees on any complaint described in subsections 4.3(b) and (c) except as part of an annual report.

4.5 Formal Complaint Inquiries by the Integrity Commissioner

- (a) If a complaint has been classified as being within the Integrity Commissioner's jurisdiction, the Integrity Commissioner shall proceed with an investigation as follows:
 - I. provide the complaint and supporting material to the Trustee whose conduct is in question with a request that a written response to the allegation be provided within ten days; and
 - II. Provide a copy of the response to the complainant with a request for a written reply within ten days.
- (b) If necessary, after reviewing the written materials, delivered under subsection 4.5 (a) the Integrity Commissioner may speak to anyone he or she deems relevant to the complaint, access and examine any of the information, documents or electronic materials and may enter any Board work location relevant to the complaint for the purposes of investigation and/or settlement, provided that the Board's General Counsel has pre-approved the release of any information, documents or materials to the Integrity Commission in accord with the Board's legal obligations.

- (c) The inquiry will be conducted in private and will remain confidential, save and except as may be disclosed in any report by the Integrity Commissioner to the Board of Trustees or as necessary for the conduct of the investigation.
- (d) The Formal Inquiry may involve both written and/or oral statements by any witnesses, persons with relevant information to the complaint, the complainant or the Trustee alleged to have breached the Code.
- (e) The Statutory Powers Procedure Act does not apply.
- (f) Subject to the provisions of 4.5(g), at any time following receipt and review of a Formal Complaint or at any time during the Formal Inquiry, where the Integrity Commissioner believes there is an opportunity to successfully resolve the matter without a formal investigation, and both the complainant and the Trustee alleged to have breached the Code agree, an informal resolution may be pursued. If this process leads to a result that is satisfactory to the Complainant and the Trustee alleged to have breached the Code, then the complaint shall be deemed withdrawn.
- (g) Section 4.5(f) shall not be engaged unless the parties consent and unless the Integrity Commissioner is of the view that it is unlikely, on a balance of probabilities, that there would be a finding of a breach of the Code of Conduct.
- (h) A Formal Complaint may be withdrawn by the Complainant at any time prior to the Board making a determination on the alleged breach(es) under section 218.3 of the *Education Act*.

4.6 Reports to the Board of Trustees

- (a) The Integrity Commissioner shall report to the complainant and the Trustee generally no later than 90 days after the receipt of the Formal Complaint unless the Integrity Commissioner determines that a longer period of time is required to complete the final report and the reason is explained in the final report. The Board of Trustees and the complainant shall be advised of the need for the extension of time with an expected date of delivery of the report.
- (b) The Integrity Commissioner may make interim reports to the Board of Trustees where necessary and to report on any instances of interference, obstruction or retaliation encountered during an investigation.
- (c) Where a Formal Complaint is sustained in whole or in part, the Integrity Commissioner shall report to the Board of Trustees outlining the findings of the investigation. The report shall make recommendations as to sanction with reference to section 218.3 of the *Education Act* together with any relevant decisions of other Boards that the Integrity Commissioner believes may be of assistance to the Board in considering sanction.
- (d) A report following an investigation into of a Formal Complaint will be delivered to the Board of Trustees for consideration in

accordance with the provisions of sections 218.3 and 207 of the *Education Act*. Where the Integrity Commissioner's investigation into a Formal Complaint concludes that there has been no breach of the Code of Conduct, the Integrity Commissioner's investigative report shall not be delivered to the Board of Trustees, but a summary of the investigation shall be provided to the Board of Trustees.

- (e) Where the Integrity Commissioner determines that a contravention of Code of Conduct occurred although the Trustee took all reasonable measures to prevent it, or that a contravention occurred through inadvertence or an error of judgment made in good faith, the Integrity Commissioner shall so state in the report.
- (f) The Integrity Commissioner shall give a copy of the report to the complainant and the Trustee whose conduct is concerned.
- (g) The Integrity Commissioner shall bring the report before the next available meeting of the Board of Trustees.
- (h) The Board of Trustees shall consider and make a decision in response to the Integrity Commissioner's report in a timely manner, and shall comply with the provisions of section 218.3 of the *Education Act* in considering and making a determination as to whether a breach has occurred and, if so, any sanction.
- (i) The Board of Trustees shall consider the report of the Integrity Commissioner and the Board of Trustees shall make its own assessment and determination of whether there has been a breach of the Code of Conduct and, if so, may accept, reject or amend the Integrity Commissioner's recommendation, if any, as to sanction.
- (j) The Integrity Commissioner may attend at the meeting at which the Board of Trustees will be considering the final report to answer questions of members of the Board of Trustees.
- (k) Where a matter is being handled by the Integrity Commissioner, individual Trustees shall not undertake their own investigation of any matter, including questioning a complainant, the Trustee who is alleged to have breached the Code or any witnesses or persons participating in any investigation.

4.7 Payment of Costs

- (a) Subject to subsection 4.7(e), a member of the Board who is a respondent to a formal complaint under this procedure shall be reimbursed by the Board for actual and reasonable legal and related expenses up to a maximum of \$5,000.
- (b) Subject to subsection 4.7(e), in the case of an application under the *Judicial Review Procedure Act* for judicial review of actions taken on a

complaint against a member of the Board by the Integrity Commissioner,

- I. where a member of the Board made the judicial review application, the member is eligible for reimbursement of legal costs, including additional legal costs in a successful application, that are not recovered by any costs awarded by the court, up to a maximum of \$20,000.
 - II. a member of the Board is entitled to reimbursement of the legal costs of intervention in a judicial review application where the member's interests are at stake, up to a maximum of \$20,000.
- (c) Subject to subsection 4.7(e), the Board of Trustees may consider the reimbursement of costs above the limit in subsections 4.7(b)(i) and (ii) on a case-by-case basis.
 - (d) The Board may consider an advance payment to a Trustee for legal expenses prior to completion of an investigation for a maximum amount of \$5,000. While the Trustee must return to the Board all unused funds upon completion of an investigation, the Trustee will not be required to reimburse the spent funds if, upon completion of the investigation, either subsection 4.8(e)i or ii, apply. Otherwise, all advanced funds must be returned to the Board immediately upon conclusion of the investigation.
 - (e) Costs shall only be reimbursed under this section to the member of the Board:
 - I. if the Integrity Commissioner concludes that there has been no contravention of the Code of Conduct by the member or that the member is not blameworthy, and the Integrity Commissioner's conclusion is not overturned on judicial review; or
 - II. if the member is successful, in whole or in part, on any judicial review application either as an applicant or intervenor.
 - (f) Any request for costs under subsection 4.7 shall be made in writing to the General Counsel who shall report to the Board of Trustees.

4.8 Confidentiality and Formal Complaints

A Formal Complaint will be processed as follows:

- (a) The Integrity Commissioner and every person acting under the Integrity Commissioner's instructions shall preserve confidentiality with respect to all Code of Conduct matters except as required by law or in accordance with the provisions of the Code of Conduct and the *Education Act*. The following persons involved in any aspect of a Code

of Conduct complaint, including any investigation, shall preserve confidentiality:

- i. the complainant;
- ii. individual Trustees;
- iii. witnesses;
- iv. the Integrity Commissioner, and
- v. staff.

Except that the Integrity Commissioner may disclose relevant information in a public report but only to the extent that the Integrity Commissioner deems it appropriate to do so and provided same has been pre-approved by the Board's General Counsel as being in accord with the Board's legal obligations.

- (b) All reports from the Integrity Commissioner to the Board of Trustees will be made available to the public. The report may be redacted appropriately to reflect the requirements of section 207(2) of the *Education Act*.
- (c) Any references by the Integrity Commissioner in an annual or other periodic report shall not disclose confidential information that could identify the Trustee concerned, except where the Trustee's name has been disclosed in the public sphere, or the Integrity Commissioner deems it necessary to identify the person concerned.
- (d) The Integrity Commissioner, in a report to the Board of Trustees on whether a member of the Board has violated the Code of Conduct, shall only disclose such matters as in the Integrity Commissioner's opinion are appropriate for the purposes of the report.

5.0 EVALUATION

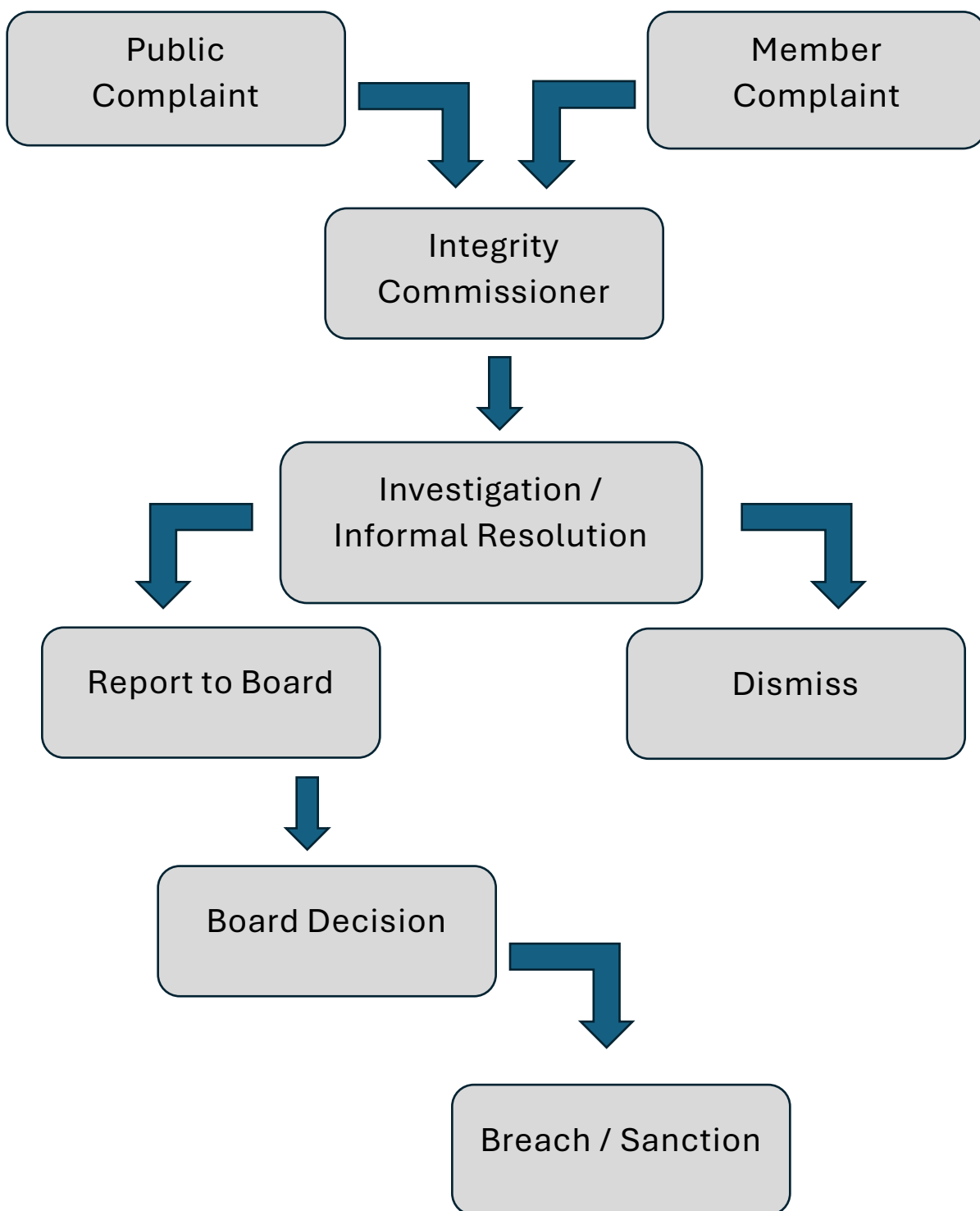
This code of Conduct is to be reviewed and updated as required but at a minimum every four (4) years.

6.0 APPENDICES

Appendix A: Complaint Form

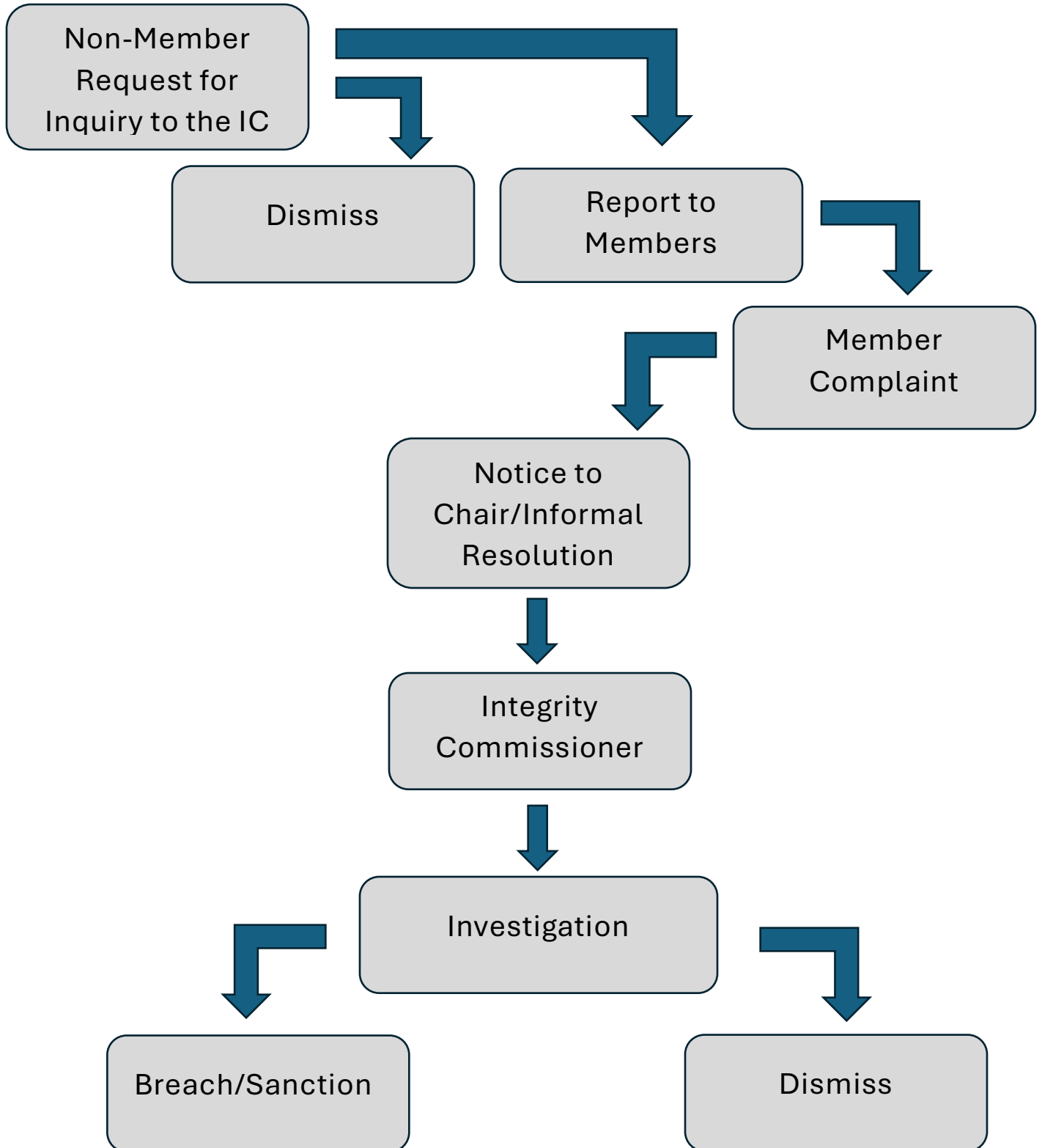
Summary: Current and Proposed
Integrity Commissioner Complaint Protocol

Flowchart 1: Current Process



Summary: Current and Proposed
Integrity Commissioner Complaint Protocol

Flowchart 2: Proposed Process



DURHAM DISTRICT SCHOOL BOARD ADMINISTRATIVE REPORT

REPORT TO: Governance and Policy Committee

DATE: December 11, 2024

SUBJECT: Bylaws – Public Question Period

PAGE: 1 of 4

ORIGIN: Patrick Cotter, General Counsel
Dervla Kelly, Senior Manager, Public Affairs

The Durham District School Board recognizes Indigenous rights are distinct. In the exercise of those rights, Indigenous staff and students shall not be subjected to actions with the aim or effect of depriving these distinct rights.

The Durham District School Board is committed to providing learning and working environments that centre human rights and equity and are safe, welcoming, respectful, equitable, accessible, inclusive, and free from all forms of discrimination, oppression, harassment, and harm.

1.0 **Abstract**

This report provides an overview of the legislative and policy requirements related to public participation at the Durham District School Board (DDSB) and is being presented in response to an October 21, 2024 Resolution of the Board of Trustees. The Resolution was adopted in response to proposed amendments to the Bylaws which sought to remove the sections applicable to Public Question Period. This report is provided for information.

2.0 **Purpose**

The purpose of this report is to provide the Governance and Policy Committee with information on defined rights to public participation in response to an October 21, 2024 Resolution of the Board.

3.0 **Background**

At the Governance and Policy Committee meeting of September 25, 2024, the Committee recommended that the Board of Trustees amend the Bylaws by removing sections 5.13.13 through 5.13.16, applicable to Public Question Period. The matter was considered at the October 21, 2024 Regular Board meeting. The recommendation failed to pass, and the following Resolution was adopted:

THAT THE MATTER BE REFERRED TO THE GOVERNANCE AND POLICY COMMITTEE FOR FURTHER CONSIDERATION AND THAT THE DIRECTOR DELIVER A REPORT TO THE COMMITTEE THAT ADDRESSES THE ISSUE OF A DEFINED RIGHT TO PUBLIC PARTICIPATION.

4.0 Analysis

Defined Right of Public Participation

The recent passage of [Bill 98](#) provided for greater transparency and parental engagement. Further to that legislation, the Minister of Education delivered PPM 170 to school boards. The Board amended its procedure regarding public/parental concerns to ensure compliance with PPM 170 (see attached: Appendix A, PPM 170 and Appendix B, DDSB Procedure: Public Concerns and Engagement).

In the result, there is no change in the legal framework governing the conduct of board and committee meetings. As always, these meetings must be open to the public (subject to the ability to conduct certain committee meetings in closed session in accordance with section 207 of the Education Act).

Opportunities for Meaningful Public Participation

As has been previously reported to this Committee, a jurisdictional scan has taken place of similar school boards, and no other school board reviewed provides for public questions by members of the public at Board meetings.

Members of the DDSB community have the opportunity to engage with the DDSB in many different forms and formats. Below is a highlight of some of the key forms of engagement:

- The DDSB engages students, staff, community members and families in a variety of feedback approaches including, but not limited to facilitated sessions, pop-up events, surveys, virtual webinars, sketchnotes, working groups, Thoughtexchanges, emails, conversations, and focus groups.
- Parents/Guardians often access the classroom educator(s) as their first point of contact to answer educational and/or operational questions at the classroom or school level.
- School supports teams (which includes but is not limited to Special Education Resource Teacher, Librarian, office staff, etc.) and school administrators are available to answer any questions that may require additional attention.
- Parents/Guardians may participate in local School Community Council Meetings to present questions of a general nature pertaining the system or school matters as local participants of the School Board.
- Parents/Guardians may reach out to the Family of Schools Superintendent's Office, which is supported by a Family of Schools System Lead, for additional support, whether on school or system issues.
- Parents/Guardians may submit emails to the DDSB General Inquiries inbox. The Communications Department reviews the emails and directs them to the appropriate department for a response.

- Parents/Guardians may add comments and direct messages to the various DDSB social media platforms (Instagram, X, Facebook). On average, we receive 170 direct messages per week from the public via our social channels.
- The DDSB conducts public consultations and surveys (Thoughtexchanges) to support strategic planning, policy development, and for other key District initiatives.
- DDSB's Public Concerns and Engagement Procedure provides a transparent process through which parents/guardians and community members can bring forward concerns or matters to be addressed, with different pathways available whether an issue concerns matters in the classroom, school or across the system.

The Board of Trustees is also uniquely and directly involved in community engagement in many ways, including:

- The Standing Committee meetings permit presentations to the Committee by members of the public.
- The Board has established Advisory Committees, namely – the Anti-Black Racism Advisory Committee and Human Rights Advisory Committee to provide input and advice to the Board of Trustees.
- There are a number of statutory Advisory Committees which engage trustees directly with members of the public on key issues of public interest. These committees include the Special Education Advisory Committee, the Parent Involvement Committee, the Supervised Alternative Learning Committee, amongst others.
- Members of the DDSB community may always connect with and raise issues of concern with their local Trustee.

Legislative Commitment

The DDSB is committed to maintaining transparency, inclusiveness, and opportunities for public engagement, in compliance with provincial governance frameworks.

Regulatory Requirement

While transparency and public engagement are encouraged under the Education Act and further addressed in PPM 170, there is **no mandate for public question period during any meeting of the Board of Trustees**. As outlined above, the DDSB engages with the public in a variety of ways and in a manner consistent with its legislative requirements.

5.0 Financial Implications

N/A

6.0 Strategic Links

The DDSB carries out its Multi-Year Strategic Plan commitment to Ignite Connection through engagement with students, families, staff and community members as valued

contributors, building trust and shared purpose through listening, communication and action, and fostering opportunities to meet, learn from and inspire each other and this is demonstrated in many different forms and formats as noted throughout the report.

7.0 Communication/Implementation Plan

If any revisions to the Bylaws are adopted that would impact the current format of Public Question Period, updates will be communicated to all relevant staff, education partners and the broader community and the revised Bylaws will be posted on the DDSB website.

8.0 Conclusion

This report is provided to the Governance and Policy Committee for information.

9.0 Appendices

Appendix A – PPM 170

Appendix B – DDSB Public Concerns and Engagement Procedure

Report reviewed and submitted by:



Patrick Cotter, General Counsel



Dervla Kelly, Senior Manager, Public Affairs

Date of Issue: June 6, 2024

Effective: Start of the 2024/25 school year

Subject: School board communication with parents

Application:

Directors of Education
Supervisory Officers and Secretary-Treasurers of School Authorities
Principals of Elementary Schools
Principals of Secondary Schools
Director of Education, Consortium Centre Jules-Léger

Introduction

The purpose of this memorandum is to outline requirements and provide direction to school boards on communication with parents^[1], to strengthen service standards and ensure consistent and reliable information is provided and made available to a parent for greater transparency and accountability in the education system across the province.

By establishing standardized guidelines, the Ministry of Education enhances communication and the overall engagement between parents and school boards.

School boards are required to:

- provide parents with information to support their active engagement in their child's education.
- develop and comply with a protocol setting out standards for acknowledging and responding to parent inquiries.

This memorandum applies in respect of parents of children enrolled in publicly funded elementary and secondary schools.

Legislative authority

Paragraph 27.3 of subsection 8 (1) of the *Education Act* (<https://www.ontario.ca/laws/statute/90e02>) provides the Minister of Education with the authority to establish a policy governing board communications with parents and require boards to comply with such a policy.

Context

In Ontario's education system, all partners acknowledge the positive impact of parent engagement on student achievement. Students are supported and inspired to learn in a culture of high expectations in which parents:

- are welcomed, respected and valued by the school community as partners in their child's learning and development
- have choices about how to be involved in the educational community to support student success

- are engaged through ongoing communication and dialogue with other educational partners to support a positive learning environment at home and at school
- are supported with the information and tools necessary to participate in school life

Parent engagement includes:

- providing a positive learning environment at home, actively working with children to support what they are learning in school and making learning an important part of the day
- having conversations with teachers so that there is clear communication between the school and the home
- becoming involved in school activities and volunteering to help with school events, trips and other activities
- participating in a school council at the school level and parent involvement committee (PIC) at the school board level, to provide perspective

When parents feel connected and informed, they are more likely to be actively involved in their child's learning. Increased involvement strengthens the parent-school partnership, fostering a sense of community and shared responsibility for the child's education. By responding promptly and effectively to parent inquiries, school boards, and educators can positively influence and encourage parent engagement. Parents develop confidence in the school board and school's ability to meet their child's educational needs when they feel that their inquiries are acknowledged and addressed.

Requirements for School Boards

Parent Information

School boards must make parents of students enrolled in publicly funded schools aware of the information available to them to support their active involvement in their child's education, and how to access it. This information must be made publicly available on the school board's website. Information on school board websites must, at minimum, reflect the information outlined in the Ministry of Education's *Your child's education: A parent guide to our school system* (<https://www.ontario.ca/page/your-childs-education-parent-guide-our-school-system>).

At a minimum, school boards must ensure parents are aware of this information and how to access it:

- upon registration of a new pupil.
- at the start of each school year.

School boards should also:

- communicate directly with its PIC chair/co-chairs and chair/co-chairs of each of its school councils on where to access this information and encourage its PIC and school councils to communicate this information to their parent communities.
- provide the information in various formats and languages.
- ensure the information on the school board's website is reviewed and updated regularly.

Communication Protocol for Responding to Parent Inquiries

School boards must develop, and comply with, a protocol that sets out standards for acknowledging and responding parent inquiries. The protocol must include the components set out below.

Protocol Components

School boards must include the following components in their communication protocol:

- **Purpose/Objective:** an overview of the communication protocol/procedure, including intended goals and outcomes.
- **Process:** the step-by-step process school boards will take in acknowledging and responding to parent inquiries about matters pertaining to their child's education, and information about the types of inquiries parents can have addressed at the:
 - Classroom level
 - School level
 - Board level

- **Timelines and Report Back:** expected timelines for an acknowledgement and response. At minimum, boards must ensure the acknowledgement of a parent inquiry within 2 business days. Boards shall make best efforts to provide an estimated date of response if a parent inquiry cannot be fully addressed within 5 business days of receipt.

School boards should also take action to ensure that responses to parent inquiries:

- are conducted in a clear manner that is easily understood by a parent.
- include relevant and accurate information that addresses the specific inquiry.

School boards may also wish to outline any relevant policies, procedures, or regulations that may apply to the situation, ensuring transparency and accessibility.

Communications protocols may include special procedures, including procedures that deviate from the guidance above, to address parent inquiries that are threatening, abusive, or otherwise inappropriate.

Development and Monitoring

In developing and reviewing its communication protocol, school boards are encouraged to consult broadly with parent organizations, for example, PIC, school councils, Indigenous Education Council, Special Education Advisory Committee, as well as representative organizations such as the board's equity and access body, and community organizations, to identify the diversity of parent needs.

School boards are encouraged to conduct regular reviews of their protocols and make updates as necessary.

Implementation

Any existing school board policies or guidelines related to communication with parents must be in accordance with this memorandum. The ministry recognizes that there may be differences in approaches and implementation at the local level.

School boards are required to post the protocol on their public website and must make parents aware of the protocol and how to access it:

- upon registration of a new pupil.
- at the start of each school year.

The requirements set out in this memorandum take effect at the start of the 2024-25 school year.

This PPM, and the communication protocols made pursuant to it, shall not be interpreted as to impose requirements on board employees that are inconsistent with the *Education Act* (<https://www.ontario.ca/laws/statute/90e02>), regulations, or collective agreements. Where any direction of the PPM or a communications protocol conflict with these requirements, the applicable laws and collective agreement provisions prevail.

School Board Reporting

In accordance with paragraph 27.1 of subsection 8(1) of the *Education Act* (<https://www.ontario.ca/laws/statute/90e02>), school boards may be required to report to the Minister of Education, upon implementation and upon request thereafter, on their activities to achieve the requirements outlined in this memorandum.



PROCEDURE

COMMUNITY

Public Concerns and Engagement

1.0 Objective

- 1.1 The Public Concerns and Engagement Procedure outlines the processes through which concerns are brought forward to staff or the Board of Trustees and how they are addressed. Depending on the nature or specific topic/subject matter of the concern raised, the concern may be most effectively and appropriately addressed through another applicable DDSB policy or procedure.
- 1.2 It is not the intention of this Procedure to duplicate or supersede other dispute resolution or complaint processes identified in other DDSB Policies, Procedures, or Guidelines (e.g., Accommodation Review Committee, Identification, Placement and Review Committee, discipline processes, Human Rights Inclusive Design and Accommodation Procedure, Student/Family Human Rights Issue, Incident and Complaint Resolution Procedure, etc.) or those established by law.
- 1.3 This procedure is to be interpreted and applied in accordance with the District's commitment to promoting and upholding Indigenous rights and human rights in all of its learning and working environments. This includes anti-colonial, anti-discriminatory and anti-racist approaches and actions to provide services and employment that are safe, welcoming, respectful, inclusive, equitable, accessible and free from discrimination and harassment consistent with the DDSB's Indigenous Education Policy, the Human Rights, Anti-Discrimination and Anti-Racism Policy (the "Human Rights Policy"), the Safe and Respectful Workplace and Harassment Prevention Policy and related procedures.

2.0 Definitions

In this procedure,

- 2.1 **Parent** will refer to parent, guardian, or caregiver.

3.0 Procedure

3.1 School or Classroom Based Concerns:

If a parent/guardian has a concern about a school matter, the following procedures for review of the issue are available to the parent/guardian:

Step 1: Review of the Issue with the Child's Teacher

The parent/guardian should review a concern or issues with the classroom teacher at a mutually convenient time.

Step 2: Review by the School Principal

- 3.2 If the parent/guardian and the teacher are not able to resolve the issue, the parent/guardian may request that the matter be reviewed by the school principal (or designate). The principal (or designate) will review the issue, including all available facts and circumstances, and work to resolve the matter as quickly as possible. To support a good faith effort at resolution of the issue, the principal may consult with the Superintendent of Equitable Education, or other Board staff as applicable to assist. The principal will communicate the outcome to the parent/guardian that made the request with a plan for restorative action if the Principal determines that restorative action is appropriate in the circumstances.

Step 3: Review by the Superintendent of Equitable Education

- 3.3 If the parent/guardian and the school principal are not able to resolve the issue, the parent/guardian may request that the matter be reviewed by the school's Superintendent of Equitable Education. The Superintendent (or designate) will review the matter as it relates to established policies and procedures and will respond to the parent/guardian about their concern. The Superintendent may consult with the principal, Associate Director, or other employees to assist in resolving the concern. The Superintendent of Equitable Education will render a decision on the matter and will also take appropriate action to address school or classroom based concerns that may have system/systemic implications.

Step 4: Review by Director of Education

School matters that are brought to the Director's office will be reviewed by the Director (or designate, such as an Associate Director) and referred to the appropriate Superintendent for resolution.

3.4 System Based Concerns:

If a parent/guardian has a concern about a system matter that may have broader implications than at the school level, the following procedures for review of the issue are available to the parent/guardian:

Step 1: Review by the Superintendent of Education:

If the parent/guardian and the school principal are not able to resolve the issue, the parent/guardian may request that the matter be reviewed by the school's Superintendent of Equitable Education. The Superintendent (or designate) will review the matter as it relates to the established policies and procedures of the Board and will respond to the parent/guardian regarding the concern.

Step 2: Review by the Director of Education

If the parent/guardian and the Superintendent are not able to resolve the issue, the parent/guardian may request the matter be reviewed by the Director of Education. The Director of Education (or designate such as an Associate Director) will review the matter and refer the matter to the appropriate Superintendent of Equitable Education and/or appropriate internal staff for examination and response.

Step 3: Presentation to Board of Trustees

The concerned individual may seek to present to the Board of Trustees on matters of system importance, subject to the provisions as outlined in DDSB By-Laws. Trustees are responsible for Governance, Policies, and Budget decisions. The Director of Education, Superintendents, and staff are responsible for day to day operational issues.

3.5 Accommodation and Accessibility in the Issue/Concern Resolution Process:

The DDSB is committed to meeting its responsibilities under the Ontario Human Rights Code (the Code) and the Accessibility for Ontarians with Disabilities Act (AODA). If a parent/guardian or community member requires an accommodation or has an accessibility need (for example, an interpreter) under the Code or the AODA to raise a concern or to take part in an issue resolution process under this procedure, the DDSB will work with the parent/guardian/family or community member to provide appropriate accommodation.

4.0 Parent/Guardian(s) Support:

- 4.1 From time to time the parent/guardian may believe or feel that they need support in order that they can adequately address their concern. This support may be necessary while parents/guardians are attending meetings with the staff employed by the Board.
- 4.2 Parents/Guardians have the right to have a representative or support person such as a community advocate of their choosing in attendance at meetings with staff, subject to any limitations established in DDSB procedures. Any costs/expense associated with such a representative are the responsibility of the parents/guardians.
- 4.3 Principals, staff and parents/guardians will be informed by the parent/guardian in advance of a meeting as to who is anticipated to be in attendance with them. The parent/guardian shall also be informed which DDSB staff will be in attendance including staff acting as a note taker.
- 4.4 A representative supporting the parents/guardians must agree, at the outset of or in advance of the meeting, to respect and maintain the confidentiality of any matter discussed at a meeting between parents/guardians and board staff.
- 4.5 If legal counsel is initiated by the parent/guardian, the school board staff must be informed 24 hours in advance of the meeting. Presence of legal counsel may impact the context or timing of the meeting.

5.0 Matters which Should Not be Discussed at Meetings of Parents/Guardians with Staff

- 5.1 Although the subject matter of meetings between parents/guardians and staff (including meetings at which a representative of a parent/guardian is present) may be fairly broad, these meetings will generally relate to the education of the students(s) at the school in question. However, there are certain matters that staff are unable to discuss with parents/guardians.

Such matters that normally cannot be discussed include: personal details or disciplinary measures concerning other student(s), and staff personnel matters.

In the event that discussion cannot be limited to the subject matter that led to the meeting (generally the education of the parents'/ student(s) at the school in question), as necessary, staff will bring closure to any meeting which becomes a discussion of personal details concerning other students or staff personnel matters.

6.0 Role of Trustees:

- 6.1 Parents/guardians or community members may choose to contact trustees at any time. Trustees will facilitate the communication process between the parent/guardian and appropriate DDSB staff. Trustees may also direct the parent/guardian to the appropriate DDSB process or resource to support their needs. Trustees are responsible for Governance, Policies, and Budget decisions. The Director of Education, Superintendents and Staff are responsible for day to day operational issues.

Parents/guardians may seek to present to Board of Trustees on matters of system importance, subject to provisions in the DDSB By-Laws.

7.0 Role of School Community Councils

- 7.1 In accordance with the School Community Councils Policy and Procedure, School Community Councils were established to advise principals on matters such as the school curriculum and code of student behavior. They are not forums to discuss individual parent/guardian-teacher-student issues or any matter subject to individual privacy legislation (e.g. MFIPPA, PHIPA). Any of these matters brought to a school community council member or any school community council meeting will be referred immediately to the principal.

8.0 Guidelines For Effectively Addressing Public Concerns

- 8.1 In addressing parent/guardian's concerns staff will strive to:
- Foster a climate of dignity, respect, and trust which focuses on issues, problem solving, and working towards reasonable and appropriate solutions;
 - Ensure that the parent/guardian with a concern has an adequate opportunity to express the concern fully, and that the concern will be taken seriously, and handled with sensitivity and care;
 - Encourage the parent/guardian to address the concern at the level at which the concern is related, except where circumstances warrant otherwise;
 - Conduct a process for addressing a concern that is accessible, fair, transparent, and accountable by the parent/guardian and by all other parties directly involved in addressing the concern;
 - Maintain a written record of the concern(s) where necessary;
 - Provide the parent/guardian with timely updates, as needed, about the progress made in resolving the concern, and the outcome;
 - Adhere to the relevant procedures governed by legislation or Board policy where the concern relates to such legislation or policy including the Indigenous Education Policy, Human Rights Policy, Safe and Respectful Workplace and Harassment Prevention Policy, and Code of Conduct. Any form of discrimination, harassment, or disrespectful conduct throughout the resolution process is unacceptable and will not be condoned.

9.0 Reference Documents

- 9.1 Public Concerns Policy
School Community Councils and Parent Involvement Committee Policy
Indigenous Education Policy
Human Rights, Anti-Discrimination and Anti-Racism Policy
Safe and Respectful Workplace and Harassment Prevention Policy
- 9.2 Human Rights Inclusive Design and Accommodation Procedure
Student/Family Human Rights, Issue, Incident, and Complaint Resolution Procedure
School Community Councils Procedure
- 9.3 Ontario Human Rights Code

Appendix:
DDSB Public Concern Protocol Flowchart

Effective Date
2018-06-26

Amended
2023-11-28

DURHAM DISTRICT SCHOOL BOARD ADMINISTRATIVE REPORT

REPORT TO: Governance and Policy Committee **DATE:** December 11, 2024
SUBJECT: Motions of the Board of Trustees: **PAGE:** 1 of 3
November 20, 2023 to November 4, 2024
ORIGIN: Patrick Cotter, General Counsel
Dervla Kelly, Senior Manager, Public Affairs

The Durham District School Board recognizes Indigenous rights are distinct. In the exercise of those rights, Indigenous staff and students shall not be subjected to actions with the aim or effect of depriving these distinct rights.

The Durham District School Board is committed to providing learning and working environments that centre human rights and equity and are safe, welcoming, respectful, equitable, accessible, inclusive and free from all forms of discrimination, oppression, harassment and harm.

1.0 **Abstract**

In accordance with the Board's Bylaws, ongoing recording and maintenance of resolutions passed is required. Staff record all motions moved at Board and Committee meetings. On an annual basis, a report is presented to the Governance and Policy Committee which includes all motions of a material nature from public sessions of Regular, Special, and Organizational Board meetings and Standing Committee meetings, including the outcome of each (i.e., carried, defeated, failed to be seconded, whether on recorded vote and if actions required as a result of an adopted resolution have been completed, etc.). The current annual report covers the period of November 20, 2023 through November 4, 2024 and is provided to the Governance and Policy Committee for information.

2.0 **Purpose**

This purpose of this report is to provide the Committee with information on motions moved at public Board and Standing Committee for the period of November 20, 2023 through to November 4, 2024.

3.0 **Background and Analysis**

In accordance with the terms of section 5.6 of the Board's Bylaws (Recording Decisions), a record of resolutions passed, including any recorded votes and any declarations of interest is to be maintained.

On an ongoing basis to ensure good governance, staff maintain a detailed record of all motions proposed at Board and Standing Committee meetings, noting important information such as the date, subject matter, exact wording of the motion and the outcome. The record of motions of a material nature for the period of November 20, 2023 to November 4, 2024 is attached as Appendix A.

The Bylaws also stipulate in detail the process through which motions are to be brought forward and dealt with by the Board of Trustees.

Whenever possible, trustees are encouraged to prepare motions ahead of time and submit them to the Trustee Services Coordinator through e-mail so that they can be accurately recorded and shared on the screen at Board and Committee meetings.

Trustees also have the option to work with the General Counsel on a confidential basis to ensure that proposed motions not only meet their intent but fit within the governance and policy framework for school boards.

4.0 Financial Implications

N/A

5.0 Strategic Links

The Ignite Connection priority of DDSB's Multi-Year Strategic Plan is defined in part by the commitment to increasing transparency around decision and policy making at the Board level. Providing this report publicly on an annual basis supports the District's work of promoting connected communities, building trust and shared purpose.

6.0 Communication/Implementation Plan

Staff have developed and maintain an internal tracking mechanism to ensure resolutions requiring action are monitored and completed, with follow-up presented to the Board of Trustees as required. This information is presented annually to the Governance and Policy Committee and covers the period of the preceding year between each Organizational Board meeting.

7.0 Conclusion

This report is provided to the Governance and Policy Committee for information.

8.0 Appendices

Appendix A – Motion Tracker, November 20, 2023 – November 4, 2024

Report reviewed and submitted by:

A handwritten signature in blue ink, appearing to read "Patrick Cotter", written over a horizontal line.

Patrick Cotter, General Counsel

A handwritten signature in blue ink, appearing to read "Dervla Kelly", written over a horizontal line.

Dervla Kelly, Senior Manager, Public Affairs

Appendix A: Motions, November 18, 2023 to November 4, 2024

Date	Meeting	Item	Motion	Outcome	Status
20-Nov-23	Special Board	Financial Process and the 2022-2023 Financial Statements	IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE 2022-2023 AUDITED FINANCIAL STATEMENT OF THE DURHAM DISTRICT SCHOOL BOARD, INCLUDING TRANSFERS TO AND FROM INTERNALLY RESTRICTED FUNDS.	Carried	Completed
20-Nov-23	Organizational Board	Election of the Chair of the Board of Trustees	TRUSTEE KELLY MILLER NOMINATED TRUSTEE DONNA EDWARDS FOR THE POSITION OF CHAIR OF THE BOARD OF TRUSTEES FOR THE DURHAM DISTRICT SCHOOL BOARD. TRUSTEE DONNA EDWARDS ACCEPTED THE NOMINATION.	Not Elected	No further action required
20-Nov-23	Organizational Board	Election of the Chair of the Board of Trustees	TRUSTEE TRACY BROWN NOMINATED CHRISTINE THATCHER FOR THE POSITION OF CHAIR OF THE BOARD OF TRUSTEES FOR THE DURHAM DISTRICT SCHOOL BOARD. TRUSTEE CHRISTINE THATCHER ACCEPTED THE NOMINATION.	Elected	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Board of Trustees	TRUSTEE EMMA CUNNINGHAM SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF THE BOARD OF TRUSTEES.	Not Elected	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Board of Trustees	TRUSTEE KELLY MILLER NOMINATED TRUSTEE CAROLYN MORTON FOR THE POSITION OF VICE CHAIR OF THE BOARD OF TRUSTEES. TRUSTEE CAROLYN MORTON ACCEPTED THE NOMINATION.	Not Elected	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Board of Trustees	TRUSTEE TRACY BROWN NOMINATED TRUSTEE DEB OLDFIELD FOR THE POSITION OF VICE CHAIR OF THE BOARD OF TRUSTEES. TRUSTEE DEB OLDFIELD ACCEPTED THE NOMINATION.	Elected	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Committee of the Whole, Standing Committee	TRUSTEE EMMA CUNNINGHAM SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF THE STANDING COMMITTEE.	Not Elected	No further action required

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20-Nov-23	Organizational Board	Election of the Vice Chair of the Committee of the Whole, Standing Committee	TRUSTEE CAROLYN MORTON SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF THE STANDING COMMITTEE.	Not Elected	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Committee of the Whole, Standing Committee	TRUSTEE TRACY BROWN SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF THE STANDING COMMITTEE.	Elected	No further action required
20-Nov-23	Organizational Board	Election of the Chair of the Education Finance Committee	TRUSTEE CAROLYN MORTON SELF-NOMINATED FOR THE POSITION OF CHAIR OF EDUCATION FINANCE COMMITTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Education Finance Committee	TRUSTEE DONNA EDWARDS SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF THE EDUCATION FINANCE COMMITTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Election of the Chair of the Governance and Policy Committee	TRUSTEE EMMA CUNNINGHAM SELF-NOMINATED FOR THE POSITION OF CHAIR OF GOVERNANCE AND POLICY COMMITTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Election of the Chair of the Governance and Policy Committee	TRUSTEE KELLY MILLER NOMINATED TRUSTEE DONNA EDWARDS FOR THE POSITION OF CHAIR OF GOVERNANCE AND POLICY COMMITTEE. TRUSTEE DONNA EDWARDS DECLINED THE NOMINATION.	Not Applicable	No further action required
20-Nov-23	Organizational Board	Election of the Vice Chair of the Governance and Policy Committee	TRUSTEE KELLY MILLER SELF-NOMINATED FOR THE POSITION OF VICE CHAIR OF GOVERNANCE AND POLICY COMMITTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Special Education Advisory Committee Trustee Members	TRUSTEE DONNA EDWARDS SELF-NOMINATED FOR THE POSITION OF SEAC TRUSTEE MEMBER.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Special Education Advisory Committee Trustee Members	TRUSTEE KELLY MILLER SELF-NOMINATED FOR THE POSITION OF SEAC TRUSTEE MEMBER.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Special Education Advisory Committee Trustee Members	TRUSTEE DEB OLDFIELD SELF-NOMINATED FOR THE POSITION OF SEAC TRUSTEE MEMBER.	Acclaimed	No further action required

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20-Nov-23	Organizational Board	Supervised Alternative Learning Trustee Members	TRUSTEE CAROLYN MORTON NOMINATED TRUSTEE MICHELLE ARSENEAULT FOR THE POSITION OF SUPERVISED ALTERNATIVE LEARNING TRUSTEE MEMBER. TRUSTEE MICHELLE ARSENEAULT ACCEPTED THE NOMINATION.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Supervised Alternative Learning Trustee Members	TRUSTEE MICHELLE ARSENEAULT NOMINATED TRUSTEE CAROLYN MORTON FOR THE POSITION OF SUPERVISED ALTERNATIVE LEARNING TRUSTEE MEMBER. TRUSTEE CAROLYN MORTON ACCEPTED THE NOMINATION.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Supervised Alternative Learning Alternate Trustee Members	TRUSTEE KELLY MILLER SELF-NOMINATED FOR THE POSITION OF ALTERNATE SUPERVISED ALTERNATIVE LEARNING TRUSTEE MEMBER.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Supervised Alternative Learning Alternate Trustee Members	TRUSTEE DONNA EDWARDS SELF-NOMINATED FOR THE POSITION OF ALTERNATE SUPERVISED ALTERNATIVE LEARNING TRUSTEE MEMBER.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Parent Involvement Committee Trustee Member	TRUSTEE TRACY BROWN NOMINATED TRUSTEE MICHELLE ARSENEAULT FOR THE POSITION OF PARENT INVOLVEMENT COMMITTEE TRUSTEE MEMBER. TRUSTEE MICHELLE ARSENEAULT ACCEPTED THE NOMINATION.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Parent Involvement Committee Trustee Member	TRUSTEE EMMA CUNNINGHAM NOMINATED TRUSTEE STEPHEN LINTON FOR THE POSITION OF PARENT INVOLVEMENT COMMITTEE TRUSTEE MEMBER. TRUSTEE STEPHEN LINTON DECLINED THE NOMINATION.	Not Applicable	No further action required
20-Nov-23	Organizational Board	Parent Involvement Committee Alternate Trustee Member	TRUSTEE KELLY MILLER SELF-NOMINATED FOR THE POSITION OF ALTERNATE PARENT INVOLVEMENT COMMITTEE TRUSTEE MEMBER.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Ontario Public School Boards' Association (OPSBA) Trustee Voting Member	TRUSTEE CAROLYN MORTON NOMINATED TRUSTEE DONNA EDWARDS FOR THE POSITION OF OPSBA VOTING TRUSTEE. TRUSTEE DONNA EDWARDS ACCEPTED THE NOMINATION.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Ontario Public School Boards' Association (OPSBA) Non-Voting Trustee Member	TRUSTEE CAROLYN MORTON NOMINATED TRUSTEE KELLY MILLER FOR THE POSITION OF OPSBA TRUSTEE NON-VOTING MEMBER. TRUSTEE KELLY MILLER ACCEPTED THE NOMINATION.	Acclaimed	No further action required

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20-Nov-23	Organizational Board	Ontario Public School Boards' Association (OPSBA) Alternate Member	TRUSTEE MICHELL ARSENEAULT SELF-NOMINATED FOR THE POSITION OF ALTERNATE OPSBA TRUSTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Ontario Public School Boards' Association (OPSBA) Alternate Member	TRUSTEE CAROLYN MORTON SELF-NOMINATED FOR THE POSITION OF ALTERNATE OPSBA TRUSTEE.	Acclaimed	No further action required
20-Nov-23	Organizational Board	Draft Board and Committee Meeting Dates 2024	THAT THE DRAFT BOARD AND STANDING COMMITTEE MEETING DATES BE APPROVED AS PRESENTED.	Carried	Completed
04-Dec-23	Board Meeting	Report and Adoption of Any Resolutions: Standing Committee Meeting of November 6, 2023 (Re Anti-Black Racism)	I MOVE THAT THE BOARD APPROVE THE MINUTES OF NOVEMBER 6, 2023 AND ADOPT THE ABOVE RESOLUTION: THE CREATION BY THE BOARD OF TRUSTEES OF AN ANTI-BLACK RACISM ADVISORY COMMITTEE. UNDER THE DDSB BYLAWS, AN ADDITIONAL ADVISORY COMMITTEE CAN BE INITIATED BY A RESOLUTION OF THE BOARD OF TRUSTEES. ADVISORY COMMITTEES PROVIDE PUBLIC RECOMMENDATIONS TO THE BOARD ON MATTERS OF POLICY AND CAN INCLUDE TRUSTEE AND/OR STAFF AND COMMUNITY REPRESENTATION/ STUDENT VOICE AT THE DISCRETION OF THE COMMITTEE. SUCH A COMMITTEE MAY INVOLVE A SIGNIFICANT TIME COMMITMENT OF ANY DESIGNATED TRUSTEE(S).	Carried	Completed
08-Jan-24	Standing Committee	IDLF Charity of Choice	THAT THE DDSB BOARD OF TRUSTEES RECOGNIZE IGNITE DURHAM LEARNING FOUNDATION (IDLF) AS THE CHARITY OF CHOICE FOR THE DDSB. THE DDSB WILL PROMOTE THE IDLF AS THE CHARITY OF CHOICE TO STAFF, STUDENTS AND ITS COMMUNITY MEMBERS WHEREVER POSSIBLE.	Carried	Completed

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08-Jan-24	Standing Committee	Pickering Creekwood School	<p>THAT THE BOARD OF TRUSTEES ASK STAFF TO DEVELOP A PUBLIC MEMO ABOUT THE CREEKWOOD SCHOOL RELOCATION TO ANSWER THE FOLLOWING QUESTIONS:</p> <ul style="list-style-type: none"> • WHAT CONCERNS DID THE MINISTRY OF THE ENVIRONMENT RAISE ON THE MOST RECENT REPORT? • WHY CAN'T WE WAIT FOR THE NEXT SET OF RESULTS BEFORE COMMITTING TO THE RELOCATION? • HOW WILL THIS REDUCE CROWDING AT NEIGHBOURING SCHOOLS? • PROJECTED TIMELINES. 	Carried	Completed
22-Jan-24	Board Meeting	Adoption of Resolutions of January 8, 2024 Standing Committee	<p>THAT THE BOARD APPROVE THE MINUTES OF JANUARY 8, 2024 AND ADOPT THE FOLLOWING RESOLUTIONS:</p> <p>1: THAT THE DDSB BOARD OF TRUSTEES RECOGNIZE IGNITE DURHAM LEARNING FOUNDATION (IDLF) AS THE CHARITY OF CHOICE FOR DDSB. THE DDSB WILL PROMOTE THE IDLF AS THE CHARITY OF CHOICE TO STAFF, STUDENTS AND ITS COMMUNITY MEMBERS WHEREVER POSSIBLE.</p> <p>2: THAT THE BOARD OF TRUSTEES ASK STAFF TO DEVELOP A PUBLIC MEMO ABOUT THE CREEKWOOD SCHOOL RELOCATION TO ANSWER THE FOLLOWING QUESTIONS:</p> <ul style="list-style-type: none"> • WHAT CONCERNS DID THE MINISTRY OF THE ENVIRONMENT RAISE ON THE MOST RECENT REPORT? • WHY CAN'T WE WAIT FOR THE NEXT SET OF RESULTS BEFORE COMMITTING TO THE RELOCATION? • HOW WILL THIS REDUCE CROWDING AT NEIGHBOURING SCHOOLS? • PROJECTED TIMELINES. 	Carried	Completed
22-Jan-24	Board Meeting	Rescission of Advocacy Policy	THAT THE BOARD OF TRUSTEES RESCIND THE ADVOCACY POLICY.	Carried	Completed
22-Jan-24	Board Meeting	Revised Public Concerns Policy and Rescission of Regulation	THAT THE BOARD OF TRUSTEES AMEND THE PUBLIC CONCERNS POLICY IN ACCORDANCE WITH THE TERMS OF THE REPORT PRESENTED TO THE GOVERNANCE AND POLICY COMMITTEE ON DECEMBER 13, 2023 AND THAT THE REGULATION BE RESCINDED.	Carried	Completed

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22-Jan-24	Board Meeting	Revised Consolidated Bylaws - Advisory Committees	THAT THE BOARD OF TRUSTEES AMEND SECTIONS 4.5.1 AND 4.5.2 OF THE CONSOLIDATED BYLAWS IN ACCORDANCE WITH THE TERMS OF THE REPORT PRESENTED TO THE GOVERNANCE AND POLICY COMMITTEE ON DECEMBER 13, 2023.	Carried	Completed
22-Jan-24	Board Meeting	Revised Consolidated Bylaws - Agenda Planning	THAT THE BOARD OF TRUSTEES AMEND SECTION 5.5.4 OF THE CONSOLIDATED BYLAWS TO INCLUDE THAT THE CHAIR OF THE BOARD HAS THE DISCRETION TO INVITE CHAIRS OF ANY COMMITTEE OF THE BOARD TO ATTEND ALL OR PART OF AN AGENDA PLANNING MEETING.	Carried	Completed
22-Jan-24	Board Meeting	Ignite Learning Multi-Year Strategic Plan 2024-2028	THAT THE BOARD OF TRUSTEES ADOPT THE DDSB'S NEW IGNITE LEARNING MULTI-YEAR STRATEGIC PLAN FOR THE PERIOD OF 2024-2028.	Carried (Recorded Vote)	Completed
22-Jan-24	Board Meeting	Potential Renaming of Lord Elgin Public School	THAT THE BOARD OF TRUSTEES CHANGE THE NAME OF LORD ELGIN PUBLIC SCHOOL.	Carried (Recorded Vote)	Completed
22-Jan-24	Board Meeting	Potential Renaming of Lord Elgin Public School	THAT THE BOARD OF TRUSTEES SELECT THE FIRST CHOICE OF THE SCHOOL NAMING COMMITTEE, ONTARIO STREET PUBLIC SCHOOL AS THE NEW NAME OF THE SCHOOL.	Carried (Recorded Vote)	Completed
22-Jan-24	Board Meeting	Potential Renaming of Lord Elgin Public School	THAT THE BOARD OF TRUSTEES REFER THE SCHOOL NAMING POLICY TO THE GOVERNANCE AND POLICY COMMITTEE TO CONSIDER PROVIDING MORE FLEXIBILITY TO THE BOARD OF TRUSTEES WHEN A RECOMMENDATION FROM THE SCHOOL NAMING COMMITTEE COMES FORWARD.	Carried	Completed
22-Jan-24	Board Meeting	School Year Calendar: April 2024 PA Day	THAT THE BOARD OF TRUSTEES APPROVE MOVING THE SCHEDULED PROFESSIONAL ACTIVITY DAY FROM APRIL 19, 2024 TO APRIL 8, 2024.	Carried	Completed
20-Feb-24	Board Meeting	Education Finance Committee Meeting Dates: 2024-2025 Budget	THAT THE SCHEDULE OF PUBLIC EDUCATION FINANCE COMMITTEE MEETINGS AS NOTED IN THE REPORT BE AMENDED SO THAT THE MEETING OF APRIL 4, 2024 STARTS AT 7:00 P.M. INSTEAD OF 6:00 P.M.	Carried	Completed
20-Feb-24	Board Meeting	Education Finance Committee Meeting Dates: 2024-2025 Budget	THAT THE SCHEDULE OF PUBLIC EDUCATION FINANCE COMMITTEE MEETINGS AS NOTED IN THE REPORT BE AMENDED SO THAT THE MEETING OF APRIL 4, 2024 BE MOVED TO APRIL 11, 2024, SUBJECT TO THE DISCRETION OF THE CHAIR.	Carried	Completed

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20-Feb-24	Board Meeting	Education Finance Committee Meeting Dates: 2024-2025 Budget	THAT THE BOARD OF TRUSTEES APPROVE THE AMENDED 2024-2025 MEETING SCHEDULE AS OUTLINED IN TABLE 1 OF THE REPORT FOR THE EDUCATION FINANCE COMMITTEE.	Carried	Completed
20-Feb-24	Board Meeting	Unnamed North Oshawa Public School Boundary Recommendation	THAT THE BOARD OF TRUSTEES APPROVE THE STAFF RECOMMENDED BOUNDARY FOR UNNAMED NORTH OSHAWA PS, EFFECTIVE SEPTEMBER 2024, AS OUTLINED IN APPENDIX A.	Carried	Completed
20-Feb-24	Board Meeting	Vincent Massey PS, Gordon B Attersley PS, Pierre Elliot Trudeau PS Boundary Recommendation	THAT THE BOARD OF TRUSTEES APPROVE THAT GROWTH BOUNDARIES BE ESTABLISHED FOR THE NEW DEVELOPMENT AREA SOUTH OF ELDORADO AVENUE, NORTH OF SHANKEL ROAD, EAST OF FLEETWOOD DRIVE AND WEST OF TOWNLINE ROAD NORTH AND THE NEW DEVELOPMENT AREA SOUTH OF THE GOLDMAN WOODLOT, NORTH OF WADEBRIDGE CRESCENT, AND WEST OF AUTUMNWOOD TRAIL. THE NEW DEVELOPMENT AREA SOUTH OF THE GOLDMAN WOODLOT AND PART OF THE NEW DEVELOPMENT SOUTH OF ELDORADO AVENUE INCLUDING FLEETWOOD DRIVE SOUTH OF ELDORADO AVENUE, LELAND ROAD AND SHANKEL ROAD WOULD BE PARTNERED WITH GORDON B. ATTERSLEY PS WHILE THE OTHER PART OF THIS AREA, INCLUDING APOLLO STREET, BRADENTON PATH, AND DOUG FINNEY STREET WOULD BE PARTNERED WITH HARMONY HEIGHTS PS.	Carried (Recorded Vote)	Completed
20-Feb-24	Board Meeting	Vincent Massey PS, Gordon B Attersley PS, Pierre Elliot Trudeau PS Boundary Recommendation	THAT THE BOARD OF TRUSTEES APPROVE THAT THE BLOCK LOCATED SOUTH OF TAUNTON ROAD, INCLUDING THE STREETS: MACINALLY COURT, GLENBOURNE DRIVE AND BENSON STREET (AS IDENTIFIED IN APPENDIX A2), BE ADDED TO THE PIERRE ELLIOTT TRUDEAU PS BOUNDARY FOR THE 2024-2025 SCHOOL YEAR. STUDENTS AND THEIR SIBLINGS CURRENTLY RESIDING WITHIN THIS AREA AND ATTENDING GORDON B ATTERSLEY PS WILL BE GIVEN THE OPTION TO REMAIN AT GORDON B. ATTERSLEY PS OR ATTEND PIERRE ELLIOTT TRUDEAU PS AS OF SEPTEMBER 2024. ANY NEW FAMILIES REGISTERING, PENDING BOARD OF TRUSTEE APPROVAL, WILL ATTEND PIERRE ELLIOTT TRUDEAU PS.	Carried (Recorded Vote)	Completed
20-Feb-24	Board Meeting	School Year Calendar 2024-2025	THAT THE BOARD OF TRUSTEES APPROVE THE PROPOSED 2024-2025 SCHOOL YEAR CALENDARS (APPENDICES A-D). THE 2024-2025 SCHOOL YEAR CALENDARS WILL THEN BE FORWARDED TO THE MINISTRY OF EDUCATION ENSURING THAT THE DURHAM DISTRICT SCHOOL BOARD IS COMPLIANT WITH REQUIREMENTS OUTLINED IN REGULATION 304.	Carried	Completed

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20-Feb-24	Board Meeting	Motion: DDSB Support of Toronto Youth Cabinet Statement	THAT THE BOARD OF TRUSTEES ENDORSE THE TORONTO YOUTH CABINET'S CALLS FOR A PROVINCE-WIDE SCHOOL BREAKFAST AND LUNCH PROGRAM, AND THAT THE CHAIR OF THE BOARD WRITE A LETTER TO THE MINISTER OF EDUCATION AND OTHER RELEVANT PARTIES, INCLUDING LOCAL MPPS AND THE TORONTO YOUTH CABINET, EXPRESSING THE BOARD'S SUPPORT FOR THIS PROGRAM.	Carried (Recorded Vote)	Completed
04-Mar-24	Standing Committee	Motion: Modified School Year Calendars	THAT STAFF PREPARE AN INFORMATION REPORT ON MODIFIED SCHOOL YEAR CALENDARS AS SOON AS POSSIBLE FOR TRUSTEE CONSIDERATION AT A STANDING COMMITTEE MEETING.	Carried	Completed
04-Mar-24	Standing Committee	Letter to Ministry of Education Re EDC Cap	THAT THE CHAIR WRITE AN OPEN LETTER TO THE MINISTER OF EDUCATION SEEKING A CHANGE TO THE EDUCATION DEVELOPMENT CHARGE CAP WHICH WAS ESTABLISHED IN 2019, EMPHASIZING THE GROWTH IN DURHAM AND THE NEGATIVE IMPACT OF THE CAP ON OUR FINANCIAL POSITION.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 1	THAT TRUSTEE OLDFIELD HAS CONTRAVENED THE CODE OF CONDUCT, SPECIFICALLY SECTIONS 6.3, 6.4, 6.5, 6.8, 6.11, 6.49 IN MAKING THE SOCIAL MEDIA POSTS LISTED AS 1, 2, 4 AND 9 IN THE REPORT.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 1	THAT THE BOARD OF TRUSTEES CENSURE TRUSTEE OLDFIELD.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 2	THAT TRUSTEE CUNNINGHAM HAS CONTRAVENED THE CODE OF CONDUCT, SPECIFICALLY SECTIONS 6.3, 6.4, 6.5, 6.8, AND 6.49 IN MAKING THE SOCIAL MEDIA POSTS AS OUTLINED IN THE IC REPORT.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 2	THAT THE BOARD IMPOSE A SANCTION OF CENSURE ON TRUSTEE CUNNINGHAM.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 3	THAT TRUSTEE STONE VIOLATED SECTIONS 6.3 and 6.8 OF THE CODE OF CONDUCT BY MAKING SOCIAL MEDIA POSTS 3, 4 AND 5.	Carried	Completed

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04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 3	THAT THE BOARD IMPOSE THE FOLLOWING SANCTIONS ON TRUSTEE STONE: 1. THAT THE BOARD OF TRUSTEES CENSURE TRUSTEE STONE; AND, 2. THAT TRUSTEE STONE BE BOARDED FROM ALL OF THE BOARD MEETING OF MARCH 18, 2024.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 4	THAT TRUSTEE STONE HAS CONTRAVENED SECTIONS 6.49 AND 6.52 OF THE CODE OF CONDUCT BY MAKING THE SOCIAL MEDIA POST SET OUT IN THE IC REPORT AND ALSO BY PUBLICIZING THE COMPLAINT AGAINST HER ON OR ABOUT OCTOBER 27, 2023.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 4	THAT THE BOARD IMPOSE THE FOLLOWING SANCTIONS ON TRUSTEE STONE: 1. THAT THE BOARD OF TRUSTEES CENSURE TRUSTEE STONE 2. THAT TRUSTEE STONE BE BARRED FROM ALL OF THE BOARD MEETING OF APRIL 15, 2024 3. THAT THE BOARD OF TRUSTEES BAR TRUSTEE STONE FROM SITTING ON ALL COMMITTEES OF THE BOARD, FOR AN ADDITIONAL THREE MONTHS.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 5	THAT TRUSTEE STONE HAS BREACHED SECTIONS 6.49 AND 6.51 OF THE CODE OF CONDUCT BY FAILING TO MEET THE STANDARD OF RESPECTFULNESS AND IN BREACHING THE TERMS OF THE DDSB'S HUMAN RIGHTS POLICY.	Carried	Completed
04-Mar-24	Special Board	Consideration of Integrity Commissioner Reports - Report 5	THAT THE BOARD IMPOSE THE FOLLOWING SANCTIONS ON TRUSTEE STONE: 1. THAT THE BOARD OF TRUSTEES CENSURE TRUSTEE STONE 2. THAT TRUSTEE STONE BE BARRED FROM ALL OF THE BOARD MEETING OF MAY 21, 2024 3. THAT THE BOARD OF TRUSTEES BAR TRUSTEE STONE FROM SITTING ON ALL COMMITTEES OF THE BOARD FOR THE PERIOD OF APRIL 1 TO JUNE 30, 2025	Carried	Completed

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18-Mar-24	Board Meeting	Report and Adoption of Any Resolutions: Standing Committee Meeting of March 4, 2024 (Re Modified School Year Calendars and Letter to Ministry Re EDC Cap)	<p>RESOLUTION 1: THAT STAFF PREPARE AN INFORMATION REPORT ON MODIFIED SCHOOL YEAR CALENDARS AS SOON AS POSSIBLE FOR TRUSTEE CONSIDERATION AT A STANDING COMMITTEE MEETING.</p> <p>RESOLUTION 2: THAT THE CHAIR WRITE AN OPEN LETTER TO THE MINISTER OF EDUCATION SEEKING A CHANGE TO THE EDUCATION DEVELOPMENT CHARGE CAP WHICH WAS ESTABLISHED IN 2019, EMPHASIZING THE GROWTH IN DURHAM AND THE NEGATIVE IMPACT OF THE CAP ON OUR FINANCIAL POSITION.</p>	Carried	Completed
18-Mar-24	Board Meeting	Motion: OPSBA Policy Resolution	<p>THAT THE DDSB PUT FORWARD THE FOLLOWING MOTION AT OPSBA: BE IT RESOLVED THAT OPSBA TAKE A LEADERSHIP ROLE IN ADDRESSING ACCESSIBILITY BARRIERS FOR STUDENTS AND THEIR FAMILIES IN THE PUBLIC EDUCATION SYSTEM BY:</p> <ul style="list-style-type: none"> • ENDORSING IN PRINCIPLE THE RECOMMENDATIONS IN THE 4TH LEGISLATIVE REVIEW OF THE AODA. • REVIEWING THE RECOMMENDATIONS IN THE 4TH LEGISLATIVE REVIEW TO IDENTIFY HOW OPSBA CAN BECOME A LEADER AND ROLE MODEL IN ADDRESSING THE ACCESSIBILITY BARRIERS AND MISSED OPPORTUNITIES IN PUBLIC EDUCATION. • BEING ACCOUNTABLE AND ENSURING THAT, WHERE APPLICABLE AND POSSIBLE OPSBA ADDRESSES AND ADVOCATES FOR THE ELIMINATION OF ACCESSIBILITY BARRIERS IN PUBLIC EDUCATION WHEN IT RESPONDS TO THE GOVERNMENT OR MINISTRY OF EDUCATION DURING PUBLIC CONSULTATION. 	Carried	Completed
27-Mar-24	Special Board	Trustee Resignation	THAT THE BOARD OF TRUSTEES ACCEPT THE RESIGNATION OF TRUSTEE LINDA STONE.	Carried (Recorded Vote)	Completed

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02-Apr-24	Special Board	Adoption of Resolutions of April 2, 2024 Committee of the Whole, In Camera	<p>THAT THE BOARD OF TRUSTEES ADOPT THE FOLLOWING RESOLUTION OF THE APRIL 2, 2024 COMMITTEE OF THE WHOLE CLOSED SESSION MEETING:</p> <p>THAT THE BOARD OF TRUSTEES RATIFY THE LOCALLY NEGOTIATED MEMORANDUM OF SETTLEMENT DATED MARCH 21, 2024 UNDER THE SCHOOL BOARD COLLECTIVE BARGAINING ACT AND THE ONTARIO LABOUR RELATIONS ACT WHICH PROVIDES FOR A RENEWED COLLECTIVE AGREEMENT BETWEEN THE DURHAM DISTRICT SCHOOL BOARD AND THE OSSTF DISTRICT 13 OCCASIONAL TEACHERS BARGAINING UNIT.</p>	Carried	Completed
02-Apr-24	Special Board	Establishing a Vacancy Committee	THAT THE BOARD OF TRUSTEES ESTABLISH A VACANCY COMMITTEE AS PER PAGE 2 OF THE REPORT IN ACCORDANCE WITH SECTION 6 OF THE BYLAWS.	Carried	Completed
15-Apr-24	Board Meeting	Consent Items (b)	<p>ADOPTION OF RESOLUTIONS FROM THE GOVERNANCE AND POLICY COMMITTEE MEETING OF MARCH 27, 2024 WHICH THE COMMITTEE RECOMMEND TO THE BOARD:</p> <ul style="list-style-type: none"> • RESOLUTION #1: THAT THE BOARD ADOPT THE BOARD SELF-ASSESSMENT POLICY. • RESOLUTION #2: THAT THE BOARD RESCIND THE ACCESSIBLE CUSTOMER SERVICE POLICY AND REGULATION. • RESOLUTION #3: THAT THE BOARD RESCIND THE CHILD CARE, EARLY YEARS AND AFTER-SCHOOL RECREATION PROGRAMS REGULATIONS AND CONSOLIDATE THE POLICIES. • RESOLUTION #4: THAT THE BOARD ADOPT THE HUMAN RIGHTS ADVISORY COMMITTEE: SELECTION CRITERIA, RECRUITMENT STRATEGY AND NUMBER OF COMMITTEE MEMBERS. • RESOLUTION #5: THAT THE BOARD ADOPT THE ANTI-BLACK RACISM ADVISORY COMMITTEE: SELECTION CRITERIA, RECRUITMENT STRATEGY AND NUMBER OF COMMITTEE MEMBERS. 	Carried on Consent	Completed
15-Apr-24	Board Meeting	Election of Special Education Advisory Committee Trustee Member	TRUSTEE DEB OLDFIELD NOMINATED TRUSTEE MICHELLE ARSENEAULT FOR THE POSITION OF SEAC TRUSTEE MEMBER OF THE DURHAM DISTRICT SCHOOL BOARD. TRUSTEE MICHELLE ARSENEAULT ACCEPTED THE NOMINATION AND WAS ACCLAIMED TO THE POSITION OF SEAC TRUSTEE MEMBER.	Acclaimed	No further action required

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15-Apr-24	Board Meeting	Request for Easement - 400 Taunton Road East	THAT THE BOARD OF TRUSTEES APPROVE THE GRANTING OF AN EASEMENT IN FAVOUR OF THE REGION OF DURHAM FOR AN AREA OF 0.126 ACRES ALONG TAUNTON ROAD EAST FOR A SUM OF \$173,250 TO FACILITATE ROAD WINDENING ACTIVITIES.	Carried	Completed
15-Apr-24	Board Meeting	Request for Easement - 400 Taunton Road East	THAT THE BOARD DOES NOT REQUIRE FOR ITS PURPOSES THE INTEREST THAT THE EASEMENT WOULD CREATE.	Carried	Completed
15-Apr-24	Board Meeting	2024 Education Development Charges By-Law	THE BOARD RESOLVES THAT NO FURTHER PUBLIC MEETING, WITH RESPECT TO THE PROPOSED EDUCATION DEVELOPMENT CHARGES BY-LAW, IS NECESSARY; AND, THE BOARD APPROVES THE 5-YEAR EDUCATION DEVELOPMENT CHARGES BY-LAW IN THE FORM PROVIDED AS APPENDIX A, TO COME INTO FORCE ON MAY 1, 2024, WITH AN EDC RATE OF:\$3,749.00 PER DWELLING UNIT INCREASING ANNUALLY BY \$300.00 ON MAY 1ST; AND \$0.10 PER SQUARE FOOT OF NON-RESIDENTIAL GFA INCREASING ANNUALLY BY \$0.10 ON MAY 1ST.	Carried	Completed
15-Apr-24	Board Meeting	Integrity Commissioner Annual Report	THAT THE BOARD OF TRUSTEES WRITE A LETTER TO THE MINISTRY OF EDUCATION TO ENSURE THE GRANTS FOR STUDENT NEEDS COVERS THE FUNDING OF THE MANDATED INTEGRITY COMMISSIONER COSTS UNDER THE PROPOSED REGULATION.	Carried	Completed
06-May-24	Special Board	Approval of Trustee Professional Development Conference	THAT THE BOARD OF TRUSTEES APPROVE THE USE OF TRUSTEE DISCRETIONARY FUNDS TO COVER THE COST OF DDSB BLACK TRUSTEE CAUCUS MEMBERS TO ATTENDTHE CONGRESS OF BLACK PARLIAMENTARIANS CONFERENCE IN OTTAWA SUBJECT TO THE BOARD'S TRUSTEE EXPENSE POLICY AND PROCEDURE WHICH ENTITLES A TRUSTEE TO REIMBURSEMENT OF UP TO A TOTAL OF \$1,000 PER YEAR.	Carried	Completed
21-May-24	Board Meeting	Consent Items (b)	ADOPTION OF THE FOLLOWING RESOLUTION FROM THE GOVERNANCE AND POLICY COMMITTEE MEETING OF APRIL 24, 2024 WHICH THE COMMITTEE RECOMMEND TO THE BOARD: RESOLUTION #1: THAT THE BOARD ADOPT THE REVISED NAMING OF SCHOOLS POLICY.	Carried on Consent	Completed

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Appendix A: Motions, November 18, 2023 to November 4, 2024

21-May-24	Board Meeting	Consent Items (d)	ADOPTION OF THE SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MOTION: ALTERNATE MEMBER, EASTER SEALS	Carried on Consent	Completed
21-May-24	Board Meeting	Director of Education Performance Appraisal Policy	THAT THE BOARD OF TRUSTEES CONSIDER AND APPROVE THE DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL POLICY AS INCLUDED IN APPENDIX A.	Carried	Completed
28-May-24	Special Board	Trustee Vacancy	THAT THE BOARD OF TRUSTEES FILL THE EXISTING TRUSTEE VACANCY BY APPOINTING MARK JACULA SUBJECT TO CONFIRMATION OF A SATISFACTORY CRIMINAL BACKGROUND CHECK AND THAT MARK JACULA IS WILLING TO ACCEPT THE APPOINTMENT AND CAN ATTEND THE JUNE 17, 2024 BOARD MEETING TO BE SWORN IN.	Carried	Completed
03-Jun-24	Standing Committee	Schools Utilizing Modified School Year Calendar	I MOVE THAT STAFF INITIATE A REVIEW OF THE MODIFIED SCHOOL YEAR CALENDAR AT THE THREE SECONDARY SCHOOLS BROCK HIGH SCHOOL, MAXWELL HEIGHTS SECONDARY SCHOOL AND HENRY STREET HIGH SCHOOL. INPUT IS REQUIRED FROM THE COMMUNITY - STAFF, STUDENTS, AND PARENTS, AND A REPORT IS TO COME BACK TO THE BOARD OF TRUSTEES NO LATER THAN JANUARY 2025.	Carried	Ongoing
17-Jun-24	Board Meeting	Consent Items (b)	ADOPTION OF RESOLUTIONS FROM THE GOVERNANCE AND POLICY COMMITTEE MEETING OF MAY 29, 2024 WHICH THE COMMITTEE RECOMMEND TO THE BOARD: RESOLUTION #1: THAT THE FACILITIES SERVICES POLICIES AND REGULATIONS INCLUDED IN APPENDIX A OF THE REPORT INCLUDED IN THE MAY 29 AGENDA PACKAGE BE RESCINDED., RESOLUTION #2: THAT THE EQUITY AND INCLUSIVE EDUCATION POLICY AND REGULATION BE RESCINDED., RESOLUTION #3: THAT THE CRIMINAL BACKGROUND CHECKS POLICY BE REVISED AS SET OUT IN APPENDIX A OF THE REPORT INCLUDED IN THE MAY 29 AGENDA PACKAGE. RESOLUTION #4: THAT THE CURRENT HIRING OF SUPERINTENDENTS POLICY AND REGULATION BE RESCINDED AND THE SUPERVISORY OFFICER RECRUITMENT POLICY BE ADOPTED., RESOLUTION #5: THAT THE STUDENT TRUSTEE POLICY BE ADOPTED AND THE APPLICABLE SECTIONS OF THE CONSOLIDATED BYLAWS BE AMENDED AS SET OUT IN THE MAY 29 AGENDA	Carried on Consent	Completed

Appendix A: Motions, November 18, 2023 to November 4, 2024

17-Jun-24	Board Meeting	Consideration of the 2024-2025 Draft Budget	THAT THE BOARD OF TRUSTEES ADOPT THE RESOLUTION OF EDUCATION FINANCE COMMITTEE OF JUNE 5, 2024, APPROVING THE DRAFT BUDGET SUCH THAT THE 2024-2025 BUDGET AT APPENDIX A, CONTAINING TOTAL REVENUES OF \$1,220,903,513 AND TOTAL EXPENSES OF \$1,220,903,513 IS APPROVED.	Carried on Recorded Vote	Completed
17-Jun-24	Board Meeting	Election of Two Trustee Members for the Anti-Black Racism Advisory Committee	TRUSTEE TRACY BROWN SELF-NOMINATED FOR THE ANTI-BLACK RACISM ADVISORY COMMITTEE TRUSTEE MEMBER.	Acclaimed	No further action required
17-Jun-24	Board Meeting	Election of Two Trustee Members for the Anti-Black Racism Advisory Committee	TRUSTEE SHAILENE PANYLO NOMINATED TRUSTEE STEPHEN LINTON FOR THE ANTI-BLACK RACISM ADVISORY COMMITTEE TRUSTEE MEMBER.	Acclaimed	No further action required
17-Jun-24	Board Meeting	Election of Two Trustee Members for the Human Rights Advisory Committee	TRUSTEE KELLY MILLER NOMINATED TRUSTEE EMMA CUNNINGHAM FOR THE HUMAN RIGHTS ADVISORY COMMITTEE TRUSTEE MEMBER.	Not Elected	No further action required
17-Jun-24	Board Meeting	Election of Two Trustee Members for the Human Rights Advisory Committee	TRUSTEE SHAILENE PANYLO SELF-NOMINATED FOR THE HUMAN RIGHTS ADVISORY COMMITTEE TRUSTEE MEMBER.	Elected	No further action required
17-Jun-24	Board Meeting	Election of Two Trustee Members for the Human Rights Advisory Committee	TRUSTEE EMMA CUNNINGHAM NOMINATED TRUSTEE KELLY MILLER FOR THE HUMAN RIGHTS ADVISORY COMMITTEE TRUSTEE MEMBER.	Elected	No further action required
17-Jun-24	Board Meeting	2024-2025 Inclusive Student Services/Special Education Plan	IT IS RECOMMENDED THAT THE BOARD OF TRUSTEES APPROVE THE INCLUSIVE STUDENT SERVICES SPECIAL EDUCATION PLAN FOR THE 2024-2025 SCHOOL YEAR.	Carried	Completed
24-Jun-24	Special Board Meeting	Naming of Unnamed North Oshawa PS	THAT THE BOARD OF TRUSTEES SELECT THE FIRST CHOICE OF THE NAMING COMMITTEE, MAAMAWI IYAAWAG PUBLIC SCHOOL, AS THE OFFICIAL NAME OF THE CURRENTLY UNNAMED NORTH OSHAWA PUBLIC SCHOOL.	Carried	Completed

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03-Sep-24	Special Board Meeting	Amendments to Bylaws	THAT THE BOARD OF TRUSTEES ADOPT THE PROPOSED AMENDMENTS TO THE BYLAWS AS SET OUT IN THE AGENDA, SUBJECT TO THE ADDITIONAL CHANGES SHOWN ON-SCREEN BROUGHT FORWARD BY TRUSTEE EDWARDS.	Carried	Completed
03-Sep-24	Special Board Meeting	Amendments to Bylaws	THAT THIS BOARD REQUEST ITS OPSBA REPRESENTATIVES TO RAISE OUR CONCERNS AND TO REQUEST THAT OBSPA SURVEY MEMBER BOARDS FOR ANY ISSUES THEY FORESEE COMING OUT OF THESE NEW REGULATIONS.	Carried	Completed
03-Sep-24	Special Board Meeting	Amendments to Board Member Code of Conduct	THAT THE BOARD OF TRUSTEES ADOPT THE PROPOSED AMENDMENTS TO THE BOARD MEMBER CODE OF CONDUCT AS NOTED IN THE APPENDIX B OF THE REPORT	Carried	Completed
16-Sep-24	Board Meeting	Short-Term Borrowing Resolution	THAT THE BOARD OF TRUSTEES APPROVE THE BORROWING RESOLUTION FOR THE 2024-2025 SCHOOL YEAR, AS NOTED IN APPENDIX A.	Carried	Completed
16-Sep-24	Board Meeting	Short-Term Borrowing Resolution	THAT THE BOARD OF TRUSTEES, WITH THE SUPPORT OF THE DIRECTOR, WRITE TO AND CONNECT WITH MPPS ACROSS THE REGION OF DURHAM OVER THE COMING TWO MONTHS TO DISCUSS THE PRESSURES, CHALLENGES, LIMITATIONS AND IMPACTS THE DDSB AND ALL THE FAMILIES AND COMMUNITIES WITHIN IT WILL AND ARE FACING BECAUSE OF THE ARBITRARY MONETARY CAP THAT THE PROVINCE HAS PLACED ON EDUCATION DEVELOPMENT CHARGES (EDCS) SINCE 2019.	Carried	Completed
21-Oct-24	Board Meeting	Revised Bylaws - Public Question Period	THAT SECTIONS 5.12.13 THROUGH TO 5.12.16 OF THE DDSB BYLAWS BE DELETED IN ORDER TO REMOVE PUBLIC QUESTION PERIOD FROM THE BOARD AGENDA.	Failed to be seconded	Completed
21-Oct-24	Board Meeting	Revised Bylaws - Public Question Period	THAT THE MATTER BE REFERRED TO THE GOVERNANCE AND POLICY COMMITTEE FOR FURTHER CONSIDERATION AND THAT THE DIRECTOR DELIVER A REPORT TO THE COMMITTEE THAT ADDRESSES THE ISSUE OF A DEFINED RIGHT TO PUBLIC PARTICIPATION.	Carried	Ongoing