



## Governance and Policy Committee Meeting Minutes

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**Date:** October 17, 2023  
**Location:** Lindsay Education Centre  
**Time:** 1:30pm

### 1 Call to Order

Director Hahn called the meeting to order at 1:45 p.m.

### 2 Roll Call

Director Hahn recognized that five Committee members (Trustees Childs, Clodd, Reain, Saunders, and Wilcox) were present in-person.

Director Hahn and Executive Assistant Jen Andreasen were in attendance as staff support.

### 3 Declaration of Possible Conflict of Interest

There were no declarations of possible conflict of interest.

### 4 Approval of Agenda

Moved by Trustee Clodd, seconded by Trustee Reain, that the agenda be approved.  
Carried.

### 5 Overview of Governance and Policy Committee

#### 5.1 Purpose of Committee- Overview

Director Hahn provided an overview of the purpose of the Governance and Policy Committee. The Governance and Policy Committee provides input and leadership into governance matters related to the Board and the role of the trustees. The committee is responsible for development and review of Board policy.

#### 5.2 Committee Terms of Reference Development

Director Hahn introduced a Draft of the Governance and Policy Committee Terms of Reference and requested committee member input on the draft by November 30, 2023. A final draft for ratification will be brought forward to the December 2023 Governance and Policy Committee Meeting.

### 5.3 Election of a Committee Chair

Director Hahn presided over the election of a Committee Chair.

- Chair Reain nominated Trustee Saunders for Chair of the Governance and Policy Committee.
- Trustee Saunders accepted the nomination.
- There were no further nominations for Chair of the Governance and Policy Committee.

Trustee Saunders was acclaimed as the Chair of the Governance and Policy Committee for 2023-2024 and presided over the remainder of the meeting.

## 6 Administrative Reports

### 6.1 For Action- Written

#### 6.1.a Governance and Policy Committee Proposed Dates 2023-2024

Director Hahn shared the proposed Governance and Policy Dates for 2023-2024

Moved by Trustee Wilcox, seconded by Trustee Clodd, that the 2023-2024 schedule for the Governance and Policy Committee Meetings be approved as presented, and that meetings be scheduled for December 12, 2023, February 13, 2024 and April 16, 2024.

Carried.

#### 6.1.b BD-2010 Trustee Associations Policy

Director Hahn shared the recommended changes to the BD-2010 Trustee Associations Policy with the Governance and Policy Committee for consideration.

Moved by Trustee Childs, seconded by Trustee Wilcox, that the changes to the BD-2010 Trustee Associations Policy be accepted, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

#### 6.1.c BD-2015 Trustee Attendance at Conferences and Seminars Policy

Director Hahn shared the recommended changes to the BD-2015 Trustee Attendance at Conferences and Seminars Policy with the Governance and Policy Committee for consideration.

Moved by Trustee Reain, seconded by Trustee Childs, that the changes to the BD-2015 Trustee Attendance at Conferences and Seminars Policy be accepted as amended, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

#### 6.1.d BD-2007 District School Council/ Parent Involvement Committee

On behalf of Superintendent Goldring, Director Hahn shared the recommended changes to the BD-2007 District School Council/ Parent Involvement Committee with the Governance and Policy Committee for consideration.

Moved by Trustee Clodd, seconded by Trustee Wilcox, that the BD-2007 District School Council / Parent Involvement Committee Policy be accepted, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

6.1.e OP-6539 Emergency Response Plan- Lockdown Policy

On behalf of Superintendent Goldring, Director Hahn shared the recommended changes to the OP-6539 Emergency Response Plan- Lockdown Policy with the Governance and Policy Committee for consideration.

Moved by Trustee Willcox, seconded by Trustee Childs, that the the changes to the OP-6539 Emergency Response Plan - Lockdown Policy be accepted, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

6.1.f OP-6519 Emergency Response Plan- Schools and Worksites Policy

On behalf of Superintendent Goldring, Director Hahn shared the recommended changes to the OP-6519 Emergency Response Plan- Schools and Worksites Policy with the Governance and Policy Committee for consideration.

Moved by Trustee Clodd, seconded by Trustee Reain, that the changes to the OP-6520 Emergency Response Plan- Schools and Worksites Policy be accepted, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

6.1.g OP-6120 Voluntary Self Identification for FNMI Students Policy

Superintendent Johnston reviewed the changes to the OP-6120 Voluntary Self Identification for FNMI Students Policy with the Governance and Policy Committee for consideration. There were a number of changes recommended to this policy to ensure that there was clarity regarding the use of the data and the privacy considerations associated with the Voluntary Self Identification process.

Moved by Trustee Clodd, seconded by Trustee Childs, that the changes to the OP-6210 Voluntary Self-identification for First Nation, Métis, and Inuit Students Policy be accepted, and that the policy be advanced to the next public meeting of the Board of Trustees for ratification.

Carried.

6.1.h Board Self-Assessment Exercise

Director Hahn shared a recommendation for Trustees to engage in a Board self-assessment exercise to assess the effectiveness of the Board.

The Governance and Policy Committee Members engaged in a discussion regarding the benefits of self-assessment and potential formats and roll out. Key recommendations included:

- Board of Trustees self-assessment on effectiveness in alignment with and achievement of strategic plan goals;
- Request the input of the Senior Team regarding effectiveness of Trustees as a Team and in leading Board governance
- Survey format; 5-point scale that is specific to each question where '5' helps user understand what a well-functioning board should be doing
- Include questions regarding:
  - Interactions with community members
  - Interactions with Board
  - Leading governance and not operations
  - Preparation for meetings

- Examine what other Boards are doing as part of an assessment exercise

Moved by Trustee Reain, seconded by Trustee Clodd, that the Governance and Policy Committee support the proposal to develop a Board Self-Assessment Tool by February 2024, with the intention to engage all members of the Board of Trustees in a self-assessment exercise in early Spring 2024, and report outcomes to a public meeting of the Board in May 2024.

Carried.

## **7 Other Business**

### **7.1 Good Governance Discussion**

#### **7.1.a Overview of the purpose of Good Governance Discussions**

Director Hahn shared a proposal for the Committee to engage in Good Governance discussions at each Governance and Policy Meeting.

The Committee recommended that these modules are reviewed at Trustee Learning Session in February with the entire Trustee Team.

#### **7.1.b Discussion: [Trustee Professional Development Program Module 2: Effective Governance for Student Achievement and Well-Being: Boards Matter](#)**

Further planning regarding which modules to focus on at the February Trustee Learning Session will occur at the next Governance and Planning Committee Meeting.

## **8 Next Meeting**

Date: Tuesday, December 12, 2023  
Location: Muskoka Education Centre  
Time: 1:00 p.m.

## **9 Adjournment**

Moved by Trustee Reain, seconded by Trustee Clodd, that the meeting be adjourned at 3:30p.m.  
Carried.

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