

POLICY AND GOVERNANCE BY-LAW COMMITTEE	
Committee Classification	Standing Committee
Composition:	Three (3) Trustees Board Chairperson is Ex Officio Member
Report Structure:	Reports directly to the Board
Term:	2 years
Administrative Support:	Director of Education or Designate Executive Assistant to the Director or Designate

#### **Authority Bylaw - Section 4**

#### **Appointment of Committee Members**

Members are appointed by Board motion based on recommendation as per Bylaw 3.6.1

#### **Selection of Committee Chair and Vice-Chair**

Chair and Vice-Chair of the Policy and Governance Bylaw Committee are elected annually at the first meeting of the Committee.

#### **Annual Schedule of Meetings**

The Policy and Governance Bylaw Committee will generally meet the first Tuesday of the month at 5:00 p.m. unless otherwise indicated in the Committee's Annual Schedule of Meeting.

All trustees will receive notice of Standing Committee meetings and may attend as observers. All trustees will also receive the Committee meeting package.

#### **Terms of Reference and Mandate**

- Receive reports with recommendations from Director's Council regarding policy development and/or review and revisions.
- Review and provide input regarding all new and revised board policies and Governance by-laws.
- Ensure that new and revised policies are subject to system review, as required or appropriate.
- Make recommendations to the Board of Trustees regarding the approval of new or revised board policies.
- Make Recommendations to the Board of Trustees regarding the rescinding of board policies.
- Entrust the implementation of Board policy, through operational procedures, to the Director of Education.
- Ensure that the Committee's work is conducted in an open and transparent manner (within the confidentiality of the Education Act).
- Ensure the Committee's deliberations are undertaken with the intent to achieve the goals of decolonization, equity, inclusion, anti-racism, anti-oppression and accessibility and in compliance with its obligations under the Ontario Human Rights Code and related policies and related legislation, regulations and policies.
- Ensure the Committee's work supports the goals in the Board's Multi-Year Strategic Plan and the boards mission and vision.
- If a vacancy occurs the Chair and Vice-Chair of the Board, and/or designate in consultation with the Director will bring forward a Member recommendation for approval.