

Committee Meeting Agenda

Governance Document Review Standing Committee

Public Session

April 27, 2023

J.W. Singleton Education Centre, 2050 Guelph Line, Burlington, ON

Trustee Room

12:00 p.m.

1. Routine Matters

- 1.1. Call to Order and Attendance
- 1.2. Acknowledgement of Traditional Lands
- 1.3. Approval of the Agenda
- 1.4. Approval of Minutes from [April 13, 2023](#)
- 1.5. Declarations of Possible Conflict of Interest

2. Presentations

3. Committee Items

- 3.1. Code of Conduct - Legal Feedback (10 minutes)
- 3.2. [Board Governance By-law](#) - Minor changes (20 minutes)
 - 3.2.1. Insert hyper-links to all policies, procedures, and external documents
 - 3.2.2. 4.5.1 Notice of Meetings - Add 4.5.1 d. The Director, or delegate, shall notify the public of a Special Board Meeting of the Board of Trustees by posting the agenda on the HDSB's website, no less than 48 hours before the time of the meeting.
 - 3.2.3. 4.5.6 Minutes - Add 4.5.3 b.(h) the attendance of Student Trustees.
 - 3.2.4. Appendix A - Regular Board Meeting Agenda - Public Session
 - 3.2.4.1. Consider using the template Jeanne currently uses
 - 3.2.4.2. Add OPSBA Update as item 5.7
 - 3.2.5. Appendix B - Special Board Meeting Agenda - Public Session.
 - 3.2.5.1. Consider using the template Jeanne currently uses
- 3.3. [Policy and Procedure Framework Policy](#) - continue cyclical review (60 minutes)
 - 3.3.1. Ed Act reference to the Board's duty to consult with school councils
 - 3.3.2. Workflow section

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- 3.3.3. Process for review of documents with no material changes
 - 3.3.4. Add Policy and Procedure Template
 - 3.3.5. Create Appendix for Definitions
 - 3.3.6. Add Equity statement (currently in the Equity policy, to be crafted by Jennie, Pardeep and Curtis)
 - 3.4. Next Meeting Date - May 11, 2023

4. Documents for Future Review

- 4.1. Delegation Governance Procedure: delegators who don't follow the rules; verbatim delegations
- 4.2. Student Health and Safety Policy - Sari
- 4.3. Governance By-law
 - 4.3.1. Board Initiated Reports - clarify Policy, GP, By-law adoption
 - 4.3.2. Public Questions
- 4.4. Committees and Appointments Governance Procedure
 - 4.4.1. Add procedure for Trustee member determination of ad hoc committees and ad hoc appointments

5. Adjournment