



## REPORT TO BOARD OF TRUSTEES

### February 19, 2019

Deb Crawford, Director of Education

**SUBJECT:** Establishment of a Policy Review Committee

**PREPARED BY:** Deb Crawford, Director of Education

#### **BACKGROUND:**

Over the past several years, the process for vetting and approving policy at the St. Clair Catholic District School Board has undergone a number of changes. The current practice is that policy is brought to the Board of Trustees for review and discussion at a Regular Meeting; then returns at a subsequent meeting, usually the next month, for approval.

There is some thought that this process does not permit fulsome discussion, as sometimes due to a heavy agenda, time is limited. Therefore, Executive Council is proposing an alternate process which is the establishment of a Policy Review Committee.

The Policy Review Committee would be a standing committee of the Board. Membership would include up to three trustees and those members of Executive Council, or any additional staff, as determined by the policy which is under review before the committee. The chair of the committee will be a trustee and would be selected by consensus of the trustee members of the committee. Meetings would be held at the call of the chair, as policies are prepared for review. Typically, meetings would be held on the same days as Regular Board Meetings, beginning at 2:00 p.m. and ending by 5:00 p.m.

The goal would be that policies emerge from the committee with a recommendation to be approved by the Board of Trustees, much the same as our audited financial statements come to Board from the Audit Committee. This should reduce the amount of time needed at Regular Board meetings for policy discussions.

I believe this new process, which has the support of Executive Council, offers an opportunity for full and free discussion of policies, while at the same time guarding against over-length Regular Board Meetings when multiple policies are under review.

#### **RECOMMENDATIONS:**

**That the St. Clair Catholic District School Board receive the report: *Establishment of a standing Policy Review Committee*, for information.**

**That the St. Clair Catholic District School Board appoint Trustees (three) to serve as members of the Policy Review Committee for 2019.**