



REPORT TO BOARD OF TRUSTEES

November 12, 2019

Deb Crawford, Director of Education

SUBJECT: Policy Review – Procedural By-Laws – Preamble and Procedures

PREPARED BY: Deb Crawford, Director of Education

BACKGROUND:

In January 2019, the Policy Review Committee was established to consider revisions and provide feedback on policies of the Board that are up for review. The Policy Review Committee then recommends any policy changes for approval to the full Board at the next Board meeting, in much the same way as our audited financial statements come to Board from the Audit Committee.

There is however one exception to this process – and that is with regard to the *Procedural By-Laws*. Sec. 3.3 of the Board’s *Procedural By-Laws* explicitly states that any changes to the By-Laws Preamble or Procedure must come to the full Board in advance of the meeting at which it is presented for approval:

Sec. 3.3 – Rules of Order

No amendment, alteration or addition to this By-Law shall be made unless due notice thereof, in writing, setting forth the proposed amendment, alteration or addition, shall have been given at a Board meeting previous to that in which the same comes up for consideration, and unless a majority of all members present of the Board vote in favour of such amendment, alteration or addition.

In accordance with Sec. 3.3, the proposed changes to the Preamble and Procedures of the Board’s *Procedural By-Laws* are presented to the Board of Trustees for review and consideration. They were also presented to the Policy Review Committee at its October 22, 2019 and November 12, 2019 meetings.

The documents will be brought back to the January meeting for approval.

RECOMMENDATION:

That the St. Clair Catholic District School Board receive the report: *Policy Review – Procedural By-Laws – Preamble and Procedures*, for information.