



St. Clair Catholic
District School Board



Enclosure 16

Revisions to Procedural By-Laws

Prepared by: **Scott Johnson, Director of Education & Secretary of the Board**

Date: **March 29, 2022**

Background

Changes to the Municipal Elections Act (1996) and the Ontario Education Act have required revisions to the Board's Procedural By-Laws. Specifically, the changes relate to the first meeting of the new Board, following a Municipal Election. In the past, the Inaugural Board Meeting was held on the first Tuesday of December. However, changes to Sec. 208 of the Education Act now direct that the four year term of office for the new Board shall begin on November 15 in the year of a Municipal Election; and further that the new Board shall hold its first meeting not later than seven (7) days after the day on which the term of office commences.

There is an additional change to the Act, which requires a revision to our practice for electing the Chair of the Board at the Inaugural Meeting. In the past, the Secretary of the Board has been the presiding official during the election of the Chair. However, under changes to the Act, the presiding official for the Inaugural Meeting must be selected from among the Members of the Whole Board.

There is no change to the process for election of the Chair at Initial Meetings of the Board.

There is also a change to the By-Laws in Sec. 6.4 that standardizes the appointment of Scrutineers to be two individuals from among the Director of Education & Secretary of the Board; the Associate Director & Treasurer; and the Executive Manager – Human Resources Services, with the senior from among the two to act as Chief Scrutineer.

The recommended changes to the Board's Procedural By-Laws can be found in Sec. 6 at 6.1, 6.2, 6.3 and 6.4 and are attached to this report.

The revisions to the Procedural By-Laws have been reviewed by the Policy Vetting Committee at its March 22, 2022 meeting and are recommended for approval by the full Board. However, per Sec. 3.3 of the Procedural By-Laws, any amendment, alteration or addition to the By-Laws must be presented in writing at a Board meeting previous to that in which the change comes up for consideration. Therefore, this report will be brought back to the April 19, 2022 Regular Board Meeting for approval.

Recommendation

That the St. Clair Catholic District School Board receive the report: *Revisions to Procedural By-Laws*, for information.