



Date: **March 28, 2023**
Prepared by: **Scott Johnson, Director of Education**
Subject: **Policy Approval – Procedural By-Laws**

Background

Revisions to the Procedural By-Laws of the Board were reviewed by the Policy Vetting Committee at its January 31, 2023 meeting; and recommended for approval by the full Board. The revisions to the By-Laws were presented at the February 28, 2023 Regular Board Meeting; however, under the provisions of Sec. 3.3 of the By-Laws, any revisions are required to be presented at two meetings before amendments can be considered. Therefore, the revisions are presented again this evening.

If approved however, this will be the final time this extra step is required, as it is recommended that Sec. 3.3 be removed.

Following is a summary of the most significant changes recommended for the Procedural By-Laws:

- Removes the requirement that changes to By-Laws must come to two Board meetings before approval by the full Board;
- Clarifies Conflict of Interest rules in alignment with the most up-to-date guidance;
- Clarifies issue of quorum with respect to conflict of interest in alignment with the most up-to-date guidance;
- Changes one year term to four year term for Special Education Advisory Committee, in alignment with current legislation;
- Changes Chair of Parent Involvement Committee from Trustee to Parent, in alignment with current legislation;
- Clarifies occasions when the Whole Board may meet without the Director of Education/Secretary of the Board being present;
- Changes time limit on delegation presentations from 15 minutes to five minutes;
- Updates and expands definitions.

Recommendations

That the St. Clair Catholic District School Board receive the report: *Policy Approval – Procedural By-Laws* for information.

That the St. Clair Catholic District School Board approve *Sec. A Preamble – Procedural By-Laws*, effective March 28, 2023.