



Date: **November 11, 2025**
Prepared by: **Lisa Demers, Director of Education**
Subject: **Trustee Attendance and Electronic Meetings**

Background

At the March 29, 2005 Regular Board Meeting, trustees approved Motion O-055-2005, which required a public report on trustee attendance at all Regular Board Meetings, trustee workshops and assigned committee meetings. It has since been the practice of the Board to provide the report annually in September.

Effective September 1, 2025, the requirement for annual attendance reports is no longer necessary. Ontario Regulation 313/24 (amending O. Reg. 463/97) sets out new rules for trustee attendance and participation in meetings electronically. The changes are captured in revisions to both *Sec. A – Trustee Code of Conduct (Procedures)* at Sec. 1.5 through 1.5.7 and *Sec. A – Procedural By-Laws (Procedures)* at Sec. 8.9 through 8.9.6.

As the terms and intent of Motion O-055-2005 are made redundant due to the provisions of O. Reg. 313/24, a motion to rescind is in order.

The changes to *Sec. A – Procedural By-Laws (Procedures)* require ratification by the Board of Trustees. The revisions are captured in the document attached to this report, for information.

The changes set out in O. Reg. 313/24 also require a revision to *Sec. A Procedures – Trustee Code of Conduct*. The changes are included in the document, which is attached to this report for information.

The changes were presented to the Policy Vetting Committee on October 28, 2025 and are now recommended to the full Board for adoption.

Recommendations

Motion: That the St. Clair Catholic District School Board receive the report: *Trustee Attendance and Electronic Meetings*, for information.

Motion: That the St. Clair Catholic District School Board rescind Motion O-055-2005.

Motion: That the St. Clair Catholic District School Board ratify the changes to *Sec. A – Procedural By-Laws*, as required by O. Reg. 313/24, effective November 11, 2025.