

REPORT TITLE: **Board Policy Review: Board Procedural Bylaw & Governance and Planning**
REPORT NUMBER: 8.2) BD-04-2021
DESTINATION: Board Meeting #04
DATE: February 3, 2021
AUTHOR OF REPORT: Frances Bagley, Director of Education
TYPE OF REPORT: **ACTION**

Background:

1. The Board Procedural Bylaw, Section 16.01 states that the procedural bylaw of the board shall be reviewed annually.
2. At the first 2015 Board Policy Review (BPR) Committee meeting it was determined that Education Leadership Council and Trustees would review Board policies in sections.

Comments:

1. At the Board Policy Committee meeting of January 27th, the BPR committee reviewed revisions to the Board's Procedural Bylaw as noted in ***italics and boldface*** in the following sections:

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Updated Year

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1:00

Renumbered accordingly

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Updated Year in Header

Section 1:00 Inaugural Meeting / Initial Meeting

1:02

1:04

1:05

1:06

Section 2:00 Election of Board Chair

2:01

2.04(c)

2:05

2:06

2:08

Section 3:00 Election of Board Vice Chair

3:01

Section 5:00 Duties of Board Chair

5:04

5:06

5:07

5:09
Renumbered

Section 8:00 Board Committees

8:01
8:06
8:07 – Removal of the term “student trustee elect”
8:08
8:11

Section 9:00 Regular Board Meetings

9:01
9:03
9:05
9:06

Section 10:00 Board Agendas

10:01
10:02
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Section 11:00 Board Delegations

11:01
11:03
11:08
11:13
Renumbered

Section 12:00 Special Board Meetings

12:01

Section 13:00 Access to Board Meetings

13:02

Section 14:00 Committee of the Whole

14:01
14:03
14:04
14:05

Section 18:00 Electronic Meetings

18:01 – Removal of the term “student trustee elect”
18:03
18:04
18:05
18:06
18:07 – Removal of the term “student trustee elect”
18:08 – Removal of the term “student trustee elect”

2. At the Board Policy Committee meeting of January 27th, the BPR committee reviewed policies under the Governance and Planning section that do not require further revision as follows:

- GP-01 Guideline Principles
- GP-03 Electronic Meetings
- GP-05 Trustees' Association
- GP-07 Purchasing
- GP-08 Banking Agent
- GP-09 Auditors
- GP-11 Contractor Pre-Qualification
- GP-12 Architectural Services Selection
- GP-13 Transportation
- GP-14 Trustee Honorarium
- GP-15 School Boundaries and Boundary Exemptions
- GP-16 Policy Resolution Governance
- GP-21 Reimbursement of Trustee Legal Expenses
- GP-22 Director of Education Performance Appraisal

3. At the Board Policy Review Committee meeting on January 27th, the BPR committee reviewed policies under the Governance and Planning section that require revisions as noted in *italics and boldface* in the following policies:

- GP-04 Signing Authorities
- GP-06 Bursaries
- GP-10 Solicitors
- GP-17 Anonymous Correspondence
- GP-19 Student Trustee Representation on the Board (removal of the term "student trustee elect" and transitional election procedures to bring the policy into compliance with the Education Act)

4. The BPR Committee recommended that an Ad Hoc committee be appointed to review the SMCD SB Director of Education and Secretary-Treasurer of the Board's Performance Appraisal form.

Recommendations:

1. That the Board approve revisions to the Board's Procedural Bylaw as presented in the following sections:

- 1:00 Inaugural Meeting / Initial Meeting
- 2:00 Election of Board Chair
- 3:00 Election of Board Vice Chair
- 5:00 Duties of Board Chair
- 8:00 Board Committees
- 9:00 Regular Board Meetings

10:00 Board Agenda
11:00 Board Delegations
12:00 Special Board Meetings
13:00 Access to Board Meetings
14:00 Committee of the Whole
18:00 Electronic Meetings

2. That the Board approve revisions to the policy statements as presented in the following policies:

GP-04 Signing Authorities
GP-06 Bursaries
GP-10 Solicitors
GP-17 Anonymous Correspondence
GP-19 Student Trustee Representation on the Board

3. That the Board approve an Ad Hoc committee be appointed by resolution of the Board as per section 8:02 of the Board's Procedural Bylaw for the purpose of reviewing the Director of Education and Secretary-Treasurer of the Board's Performance Appraisal form.