



Board Governance By-Laws

Revised November 13, 2



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ARTICLE 2 - NAME

Name	2:00	The name of this organization shall be the Greater Essex County District School Board, which may hereinafter referred to as GECDSB.
Governing Body	2:01	The Board is the governing body of the GECDSB. All actions of the Board of the GECDSB shall be in accordance with these Bylaws, Appendices, as well as the Education Act of Ontario and any other GfECDB. applicable statutes.





Review of the Bylaws	3:25	The Board shall appoint a Committee at least every five years to review the Bylaws, special rules, and standing rules and recommend revisions for Board approval.
Amendments to items in Appendices	3:30	Any provision contained in the Appendices, excluding special rules, may be amended at any regular or special meeting of the Board by a majority vote provided notice and the specific proposed amendment has been presented as a Notice of Motion at the previous Regular Meeting of the Board of Trustees.
Suspension of the items in Appendices	3:35	Any provision contained in the Appendices, excluding special rules, may be suspended by a majority vote with such suspension in effect only for that meeting.

ARTICLE 4 – DUTIES AND POWERS OF THE BOARD



ARTICLE 5 – DUTIES OF EXECUTIVE OFFICERS

Chairperson

5:00

In addition to any other duties under the Education Act, the Chairperson of the Board shall:

- a) Preside and conduct board meetings in accordance with the board's Policies and Bylaws;
- b) Establish agendas for board meetings in consultation with the Director;
- c) Ensure that members of the board have the information needed for informed discussion of the agenda items;
- d) Act as spokesperson to the public on behalf of the Board unless otherwise determined by the Board;
- e) Be deemed an ex-officio member of all committees, having the right, and not the obligation to participate in the proceedings of the committee, ee8 (he)10.6 (002 Tc 0.002 Tw -4.565 -1.9t(e8





Director of Education	6:10	<p>The Responsibilities of the Director are defined in the Education Act and include, but are not limited to:</p> <ul style="list-style-type: none">a) Developing and maintaining an effective organization within policies established by the board and the programs required to implement such policies;b) Implementation, annual review and reporting to the Board on the multiyear plan which establishes measures that will enhance student achievement;c) Bringing to the attention of the Board any act or omission by the Board that may result in a contravention of the Education Act, andd) Advising the Ministry if the Board fails to respond appropriately to notification by the Director of acts or omissions in contravention of the Education Act.
Signing Officers	6:15	<p>Signing Officers for the Board shall be determined in accordance with the terms as specified in Appendix 1.</p>

ARTICLE 7 – ROLE OF INDIVIDUAL TRUSTEE

Role of Individual Trustee	7:00	<p>The responsibilities of Members of the Board are defined in the Education Act and include but are not limited to:</p> <ul style="list-style-type: none">¾ Declaration of an oath or affirmation of allegiance, before the Secretary of the Board, prior to entering a new term of service.¾ Assisting the Board with carrying out its duties as assigned by the Education Act.¾ Attending and participating in meetings of the Board including assigned committee meetings¾ Maintaining confidentiality of all matters discussed in Private Session.¾ Confirming regrets with reason to the Director's office at least three hours prior, if possible to any Board or committee meeting.
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		<ul style="list-style-type: none">¾ Consulting with parents, students, rate-payers and community partners on the Board's multiyear plan.¾ Bringing concerns of parents, students and the public to the attention of the Board.¾ Upholding the implementation of any Board resolution after it is passed by the Board.¾ Entrusting the day to day management of the Board to its staff through the Director.¾ Maintaining focus on student achievement and well-being.¾ Complying with the Board's Code of Conduct
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ARTICLE 8 – THE ANNUAL ORGANIZATIONAL MEETING OF THE BOARD

Annual Organizational Meeting

8:00

The Annual Organizational Meeting of the Board shall be held November 15th or on such date and at such time as agreed by a majority of Board members provided the date is not later than November 22nd, or as may be prescribed in legislation or by regulation. 5N





Election of Vice-Chairperson	8:40	An election for Vice-Chairperson shall be conducted in the same manner as that of the Chairperson.
Additional Elections	8:45	Any further elections required by the agenda shall be conducted in the same manner as outlined above.
Destroy Ballots	8:50	By Board motion, the ballots shall be destroyed at the conclusion of the elections required during the Annual Organizational Meeting.
Order of Business	8:55	The order of business for the Annual Organizational Meeting shall be as set out in Appendix 2 "Order of Business and Definitions".
	8:56	The Annual Organizational Meeting shall not be used to transact regular or routine business of the Board





		notice may be waved so long as every effort is made to contact all trustees and a quorum is achieved.
Electronic Meeting	9:20	Trustees may participate electronically at any meeting of the Board or Standing Committee in accordance with Ontario Regulation 463/97 and Board policy. Use of electronic meetings should be the exception at Regular Board Meetings. In accordance with the Education Act, a Trustee must be physically present in the meeting room of the board for at least three regular meetings of the Board in each twelve-month period beginning December 1.
Voting	9:21	A trustee may vote when attending a meeting held through electronic means
	9:22	A trustee may choose to wave total secrecy when a ballot vote is required. Such a vote will be cast by phone calling directly to the scrutineers at a number provided. The scrutineer will cast the ballot on behalf of the trustee(s) attending electronically.
Private Session	9:25	Meetings of any Committee of the Board may hold entire meetings, or portions thereof, closed to the public in accordance with the Education Act which states that a meeting of a committee of a Board, including a committee of the whole Board, may be closed to the public when the subject matter under consideration involves: <ul style="list-style-type: none">a) The security of the property of the Board;b) The disclosure of intimate, personal or financial information in respect of a member of the Board or committee, an employee or prospective employee of the Board or a pupil or his or her parent or guardian;c) The acquisition or disposal of a school site;d) Decisions in respect to negotiations with employees of the Board;e) Litigation affecting the Board, orf) A matter in which the Board appointed legal counsel has advised a strong indication of probable litigation or an investigation by the Ontario Ombudsman, which may affect the Board;



		g) An ongoing investigation by the Ontario Ombudsman affecting the Board.
	9:26	Regular Private Session meetings when required are scheduled on those dates that regular meetings of the board and Standing Committees are held
	9:27	Actions decided in Private Session will be reported according to the agenda item and subject matter during the Public Session of the Board and voted upon without debate.
Quorum	9:30	The presence of a majority of all Trustees is necessary to form a quorum for all Board meetings and must be maintained throughout the meeting. Should a quorum at any meeting not be present at the time appointed for the start of the meeting, or the

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Delegations

- 9:45: In order to meet the published or posted agenda deadline, a delegation to a Board or Standing Committee meeting is any person or group wishing to address the Board with regard to a specific agenda item.
- 9:46 Delegations must notify the Director's Office by noon on Monday prior to the meeting and provide specific information with regard to the nature of the presentation and the related agenda item. When the Monday prior to the meeting is a holiday, delegations must notify the Director's Office by 4:00 p.m. on the Friday prior to the meeting. Approved delegations will be limited to 10 minutes each on the agenda and must provide a written summation of their remarks no later than the time of the meeting. Time limits will be







ORDER OF BUSINESS AND DEFINITIONS

BOARD MEETINGS
PUBLIC SESSION
First Tuesday of the Month
Start Time 5:00 p.m.

BOARD MEETINGS

- A. CALL TO ORDER
- B. ATTENDANCE
- C. APPROVAL OF AGENDA
- D. CONVENE TO PRIVATE SESSION

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- E. DECLARATION OF CONFLICT OF INTEREST
- F. ACTION OF BOARD MEETING PRIVATE SESSION
- G. APPROVAL OF MINUTES
- H. BUSINESS ARISING FROM THE MINUTES
- I. _____

- J. NOTICES OF MOTION
(9:50 p.m. to 9:55 p.m.)
- K. ADJOURNMENT



Greater Essex County District School Board

APPENDIX 2

Greater Essex County District School Board





APPROVED BOARD COMMITTEES

STANDING COMMITTEES

<p>The Education Committee meets at 7:00 p.m. on the first Tuesday of each month except January, March, July, August, September and December.</p>	<p>The purpose of the Education Committee is to provide transparent communication and celebrate programming opportunities and supports available to students in the GECD SB.</p> <p>The Education Committee shall receive, consider and make recommendations to reports regarding:</p> <ul style="list-style-type: none">a) Program related issues and Program outcomes from staff;b) Building broader public awareness of the curriculum and programs provided and available in the Greater Essex County District School Board schools; andc) Other matters as deemed appropriate by the Director with notification to the committee Chairperson, when possible.
<p>The Operations and Finance Committee meets upon adjournment of the Education Committee on the first Tuesday of each month except January, March, July, August, September and December.</p>	<p>The Operations and Finance Committee shall consider and make recommendations to the Board on finance and operations matters, including:</p> <ul style="list-style-type: none">a) operational and capital budgetsb) stewardship of Board resourcesc) other matters as deemed appropriate by the Director with notification to the committee Chairperson, when possible.

PERMANENT COMMITTEES

<p>Immediate Past Chairperson, current Chairperson, Vice-Chairperson of the Board and Director of Education</p>	<p>The Striking Committee appoints Trustees to Special Purpose Committees and determines the Trustee of the Month schedule.</p>
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Greater Essex County District School Board

APPENDIX 3





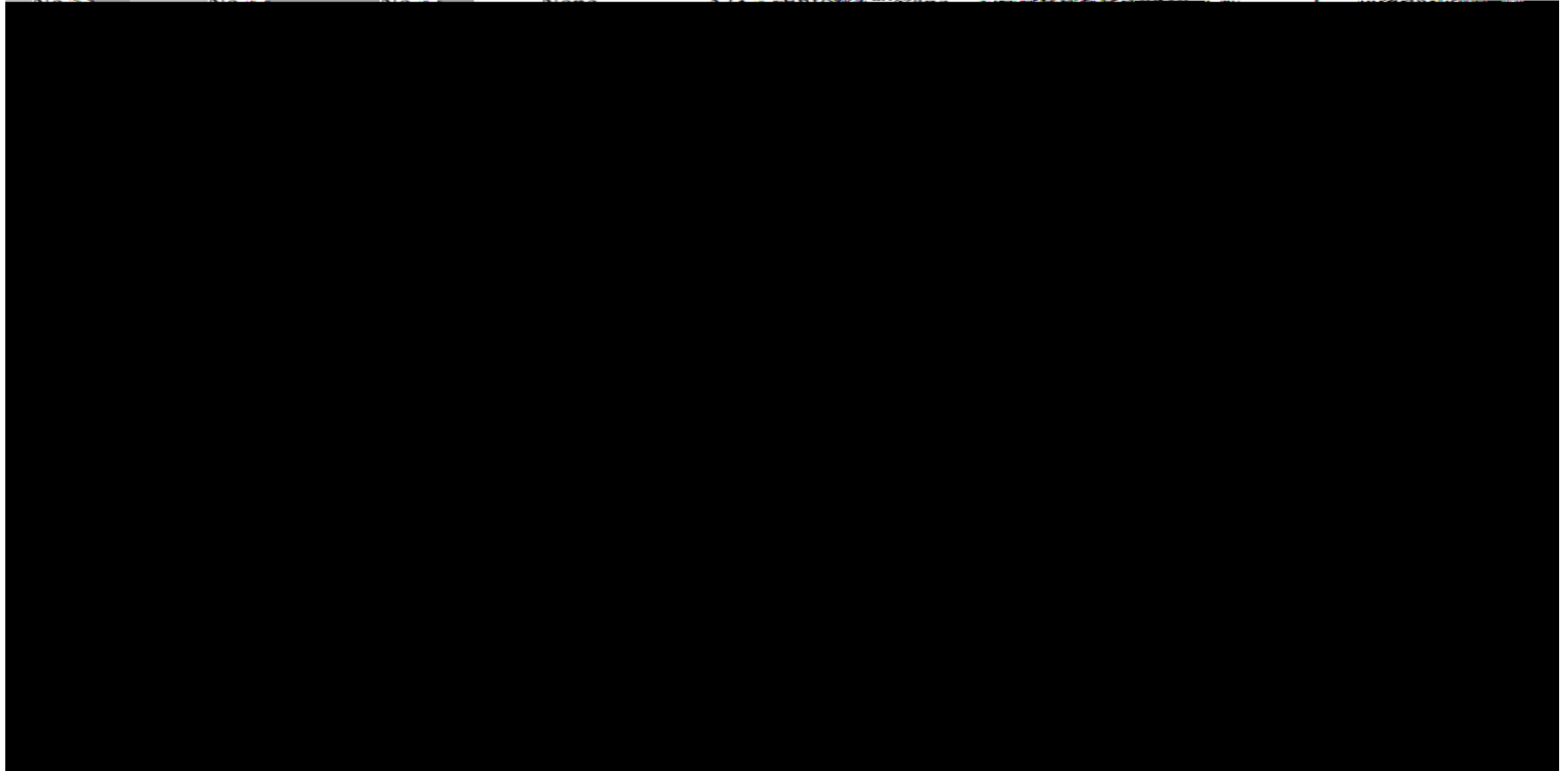
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Appendix 4

Motions Guide *Practical Considerations*

... *Incidental Matters - No order of precedence. Arise incidentally and etc*

... *acted immediately.*



Greater Essex County District School Board
Appendix 4

“Building Tomorrow Together!”