

## REPORT OF THE BOARD GOVERNANCE AND BYLAW REVIEW COMMITTEE

2021 February 16  
5:01 p.m. – 6:44 p.m.

### MEMBERS

A. Morell (Chair) B. McKinnon  
S. Polhill J. Skinner

### ADMINISTRATION AND OTHERS

A. Chahbar B. Williams

#### 1. Call to Order

On motion, the meeting was called to order at 5:01 p.m.

#### 2. Approval of Agenda

On motion, the agenda was approved.

#### 3. Conflicts of Interest - None declared

#### 4. Report of Previous Meeting

The report of the previous meeting was provided for information.

#### 5. Business Arising from the Minutes

Committee Chair Morell referenced the materials posted in One Drive for committee members.

#### 6. Bylaw Amendments

##### a. Review and Prioritize Sections

A draft work plan for reviewing the Board Bylaws was reviewed. It was agreed to review the Leave of Absence (Section 14.0) of the Bylaws first.

It was noted that Section 14.0: Leave of Absence of the Board Bylaws requires an update. During the last Bylaw review the content was removed pending review of changes to the Education Act.

Through discussion, the following recommendation was moved and carried:

**That Section 14.0 of the Board Bylaws be amended as follows:**

**To meet the provisions of Section 228 (1)(b) of the Education Act, a Board Member applying for leave of absence shall make the request directly to the Board.**

**Any action on a request for leave of absence must be recorded as a motion of the Board.**

Through discussion it was determined a policy regarding leave of absence of Trustees would be helpful and necessary noting the requirements of the Education Act.

The following recommendation was moved and carried:

**That the Policy Working Committee be asked to create a Trustee Leave of Absence policy to address section 170(1) of the Education Act with respect to pregnancy leaves and parental leaves of members of the Board; and to cover general leaves of absences per section 14.0 of the Board Bylaws.**

Committee members discussed potential items to be included in a policy; information will be shared with the Policy Working Committee.

The committee agreed to review Public Input and Notice of Motion/Motions at the next meeting.

**b. Advisory Committee Mandates**

A. Morell provided an overview of the calendar of reports generally presented to Trustees through the Advisory Committee meetings. It was noted most reports are presented as necessary rather than annually. Examples were outlined.

Discussion considered whether Advisory mandates need to be included in the Board Bylaws.

There was a suggestion that departmental updates at Advisory meetings may be a helpful tool in the future noting departmental updates were done in the past. B. Williams was asked to search historical records for these reports. It was agreed to defer this to a later date.

**7. Governance Action Plan**

Committee members reviewed a "wordle" created out of words related to board governance as a way of framing the work of the committee in this area.

A. Morell advised she sent Trustees links to OPSBA virtual workshops that were recorded this year noting the work of the committee involves offerings of professional learning in the area of governance.

Further discussion on the governance work plan was deferred to a future meeting.

**8. 2021 Meeting Dates**

The schedule of future meeting dates are: March 16, 5 pm; April 20, 5 pm; May 18, 5 pm; and June 15, 5 pm.

**9. Adjournment**

On motion, the committee adjourned at 6:44 p.m.

**Recommendations:**

**That Section 14.0 of the Board Bylaws be amended as follows:**

**To meet the provisions of Section 228 (1)(b) of the Education Act, a Board Member applying for leave of absence shall make the request directly to the Board.**

**Any action on a request for leave of absence must be recorded as a motion of the Board.**

**That the Policy Working Committee be asked to create a Trustee Leave of Absence policy to address section 170(1) of the Education Act with respect to pregnancy leaves and parental leaves of members of the Board; and to cover general leaves of absences per section 14.0 of the Board Bylaws.**

**ARLENE MORELL**  
Committee Chair