



Policy Review Schedule for 2021/2022 – 2024/25 School Years

To: Governance and Policy Committee

Date: 27 October, 2021

Report No.: 10-21-4184

Strategic Directions

- Transform Student Learning
- Create a Culture for Student and Staff Well-Being
- Provide Equity of Access to Learning Opportunities for All Students
- Allocate Human and Financial Resources Strategically to Support Student Needs
- Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being

Recommendation

It is recommended that the Policy Review Schedule for the 2021/22-2024/25 School Years, as presented in Appendix B to this report, be approved.

Context

In accordance with the *Education Act*, s. 169.1 (1) (d) and (e):

Every board shall,

- (d) develop and maintain policies and organizational structures that, promote student achievement and well-being, deliver effective and appropriate education programs to its pupils, and encourage pupils to pursue their educational goals;
- (e) monitor and evaluate the effectiveness of policies developed by the board under clause (d) in achieving the board's goals and the efficiency of the implementation of those policies;

Pursuant to the TDSB's Policy Framework (P001) and the Policy Development and Management governance procedure (PR501), Board policies are required be reviewed at a minimum every four years. Certain policies are legislatively mandated to be reviewed on an annual basis.

The Board currently has seventy-five (75) active policies and seven (7) policies under development. There are 165 operational and governance procedures that support implementation of the policies.

Policy reviews are carried out in accordance with the Policy Review Schedule that is approved by the Board of Trustees and updated annually upon recommendation by Executive Council and the Governance and Policy Committee.

The policy reviews in the 2020/21 school year (September 1, 2020 – August 31, 2021) were conducted in accordance with the Policy Review Schedule approved by the Board of Trustees on February 3, 2021. During the school year, the Board completed review and development of ten (10) policies and thirteen (13) operational and governance procedures. As a result of policy reviews, two (2) policies were consolidated and rescinded. The lists of completed policies and procedures is presented in Appendices A and B.

The process and progress of policy reviews and development during the 2020/21 school year was significantly impacted by the COVID-19 pandemic. At the request of the Board's school communities and community advisory committees, public policy consultations have been put on hold in April 2020 and resumed in February 2021. The Virtual Consultations Procedure (PR731) was adopted to facilitate public consultations via electronic means.

In preparation for the next 4-year cycle, staff prepared the 2021/22– 2024/25 Policy Review Schedule. The Schedule is consistent with the priorities identified in the Multi-Year Strategic Plan, legislative requirements, directives of the Ministry of Education, and the Board's decisions. The draft Policy Review Schedule was reviewed and approved by Executive Council on October 19, 2021.

The revised Policy Review Schedule for the 2021/22 – 2024/25 school years (Appendix C) is presented for Committee's consideration and approval.

Action Plan and Associated Timeline

Subject to Committee's approval, the Policy Review Schedule for the 2021/22 – 2024/25 school years will be submitted to the Board of Trustees for final approval.

Resource Implications

No additional resources will be required for implementation of the Policy Review Schedule.

Communications Considerations

Following approval by the Board of Trustees, the 2020/21 – 2024/25 Policy Review Schedule will be communicated to the system, posted on the Board's public website, and communicated to the Board's community advisory committees, the Student Senate, and unions/professional associations.

Board Policy and Procedure Reference(s)

- Policy Framework (P001)
- Policy Development and Management (PR501)

Appendices

- Appendix A – Policies Completed During 2019/20 School Year
- Appendix B – Procedures Completed During 2019/20 School Year
- Appendix C – Policy Review Schedule (2021/22 – 2024/25)

From

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POLICIES
reviewed and developed during 2020/21 school year
 (September 1, 2020 – August 30, 2021)

	Title	No.	Type of Document	Status	Adoption Date	Latest Review Date
1	Advertising and Distribution of Materials	P006	Policy	Active	12-Jun-02	10-Mar-21
2	Distribution and Display of Materials for Students and Parents from External Groups	P041	Policy	Archived	28-Apr-99	10-Mar-21
3	Honoraria for Trustees	P074	Policy	Active	7-Sep-10	11-Nov-20
4	Human Rights	P031	Policy	Active	3-May-00	30-Jun-21
5	Occupational Health and Safety	P048	Policy	Active	26-Aug-98	26-May-21
6	Records and Information Management	P097	Policy	Active	3-Feb-21	3-Feb-21
7	Respectful Learning and Working Environment	P073	Policy	Archived	23-Jun-10	10-Mar-21
8	Teacher Hiring	P098	Policy	Active	21-Apr-21	21-Apr-21
9	Workplace Harassment Prevention for Non-Human-Rights-Code Harassment Policy	P034	Policy	Active	7-Nov-02	30-Jun-21
10	Workplace Violence Prevention	P072	Policy	Active	23-Jun-10	26-May-21
TOTAL:		10				

OPERATIONAL AND GOVERNANCE PROCEDURES
reviewed and developed during 2020/21 school year
 (September 1, 2020 – August 30, 2021)

	Title	No.	Type of Document	Status	Adoption Date	Latest Review Date
1	Access to School Board Premise (formerly Trespass to Property)	PR523	Operational Procedure	Active	2-Nov-00	10-Jan-21
2	Community Use of Board Facilities	PR666	Operational Procedure	Active	24-May-06	4-Dec-20
3	Excursions	PR511	Operational Procedure	Active	24-Jun-04	2-Feb-21
4	French Immersion/Extended French	PR597	Operational Procedure	Active	14-Dec-09	15-Jan-21
5	Information Flow Protocol	PR733	Governance Procedure	Active	26-May-21	26-May-21
6	Promoting a Positive School Climate	PR697	Operational Procedure	Active	15-Mar-04	22-Sep-20
7	Records and Information Management	PR677	Operational Procedure	Active	1-Sep-06	10-Nov-20
8	Remote Working	PR732	Operational Procedure	Active	11-Nov-20	11-Nov-20
9	Reporting and Responding to Racism and Hate Incidents Involving or Impacting Students in Schools	PR728	Operational Procedure	Active	17-Dec-19	22-Sep-20
10	Trustee Expense	PR582b	Governance Procedure	Active	14-May-14	11-Nov-20
11	Virtual Consultations	PR731	Operational Procedure	Active	29-Jan-21	29-Jan-21
12	Voice Mail	PR574	Operational Procedure	Archived	21-Nov-00	12-Mar-21
13	Workplace Harassment Prevention and Human Rights	PR515	Operational Procedure	Active	7-Nov-02	11-Dec-20
TOTAL:		13				

	Title	No.	Adoption Date	Latest Review Date	Division	2020/21 Schedule	Proposed 2021/22 Schedule	2020/21 Status	Note	GPC Target Date
1	Anti-Sex Trafficking	NEW			Equity, Well-Being and School Improvement		2021/22		Requirement under PPM166.	Jan-22
2	Human Rights	P031	3-May-00	30-Jun-21	Human Rights and Indigenous Education	2020/21	2021/22		Annual review is required by legislation.	Jan-22
3	Occupational Health and Safety	P048	26-Aug-98	26-May-21	Business Operations and Service Excellence	2020/21	2021/22		Annual review is required by legislation.	Jan-22
4	Optional Attendance	P013	27-Oct-99	15-Dec-04	Business Operations and Service Excellence	2020/21	2021/22	In Progress, Phase 5		Jan-22
5	Specialized Schools and Programs	NEW	N/A	N/A	Business Operations and Service Excellence	2020/21	2021/22	In Progress, Phase 4		Jan-22
6	Workplace Harassment Prevention for Non-Human-Rights-Code Harassment	P034	7-Nov-02	30-Jun-21	Human Rights and Indigenous Education	2020/21	2021/22		Annual review is required by legislation.	Jan-22
7	Workplace Violence Prevention	P072	23-Jun-10	26-May-21	Business Operations and Service Excellence	2020/21	2021/22		Annual review is required by legislation.	Jan-22
8	Electronic Participation in Board Meetings	P039	28-Jun-00	6-Feb-19	Business Operations and Service Excellence	2021/22	2021/22		To be reviewed to align with Bylaws.	Feb-22
9	Remote Working	NEW	N/A	N/A	Business Operations and Service Excellence		2021/22			Feb-22
10	Transportation of Students	P020	16-Dec-98	27-Oct-05	Business Operations and Service Excellence	2021/22	2021/22	In Progress, Phase 2		Feb-22
11	Communications	NEW			Government, Public and Community Relations	2020/21	2021/22	In Progress, Phase 2		Mar-22
12	Naming Schools and Special Purpose Areas	P047	29-Aug-01	31-Mar-12	Business Operations and Service Excellence	2021/22	2021/22	In Progress, Phase 2		Mar-22
13	Student Attendance and Safe Arrival	P085	18-Jun-14	N/A	Human Rights and Indigenous Education	2021/22	2021/22	In Progress, Phase 2		Mar-22
14	Teacher Hiring	P098	21-Apr-21	21-Apr-21	Leadership, Learning and School Improvement	2020/21	2021/22		Board decision to review the policy within the first year of adoption.	Mar-22
15	Trustee Constituency Communications	P018	24-Feb-99	31-Dec-12	Government, Public and Community Relations	2021/22	2021/22	In Progress, Phase 2		Mar-22
16	Architect Selection	P026	24-Nov-98	26-Oct-16	Business Operations and Service Excellence	2020/21	2021/22	In Progress, Phase 2		Apr-22
17	Employment Equity	P029	23-Jun-04	31-Mar-12	Human Rights and Indigenous Education	2020/21	2021/22	In Progress, Phase 2		Apr-22

	Title	No.	Adoption Date	Latest Review Date	Division	2020/21 Schedule	Proposed 2021/22 Schedule	2020/21 Status	Note	GPC Target Date
18	Enterprise Risk Management	NEW			Business Operations and Service Excellence	2021/22	2021/22		Recommendation to keep it in 2021/22.	Apr-22
19	Purchasing	P017	24-Oct-01	17-Jun-15	Business Operations and Service Excellence	2020/21	2021/22	In Progress, Phase 3		Apr-22
20	Allegations of Sexual Harassment and Misconduct	NEW	N/A	N/A	Human Rights and Indigenous Education	2020/21	2021/22	In Progress, Phase 2		May-22
21	Accountability for Student Achievement	P040	26-Aug-98	N/A	Leadership, Learning and School Improvement	2021/22	2021/22		Board decision to review in 2021/22.	Jun-22
22	Dealing With Abuse and Neglect of Students	P045	27-Oct-99	14-May-14	Equity, Well-Being and School Improvement	2021/22	2021/22			Jun-22
23	Honoraria for Trustees	P074	7-Sep-10	11-Nov-20	Business Operations and Service Excellence	2023/24	2021/22	Complete	Annual update is required.	
					Subtotal for 2021/22:		23			
24	Arts Foundation	P005	4-Oct-00	N/A	Leadership, Learning and School Improvement	2021/22	2022/23			
25	Alternative Schools	P062	27-Jun-07	31-Mar-12	Human Rights and Indigenous Education	2021/22	2022/23	In Progress, Phase 2		
26	Budget Approval	P012	29-Mar-00	N/A	Business Operations and Service Excellence	2021/22	2022/23	In Progress, Phase 2		
27	Community Engagement	P078	20-Jun-12	N/A	Equity, Well-Being and School Improvement	2022/23	2022/23			
28	Community Planning and Partnerships	P076	5-Oct-11	20-Apr-16	Business Operations and Service Excellence	2021/22	2022/23			
29	Continuing Education	P019	23-Jun-99	28-Feb-13	Human Rights and Indigenous Education	2021/22	2022/23			
30	Educational Programming Partnerships	P024	27-Oct-99	26-Oct-16	Human Rights and Indigenous Education	2021/22	2022/23			
31	Employee and Trustee Expenses	P016	6-Mar-03	14-May-14	Business Operations and Service Excellence	2021/22	2022/23			
32	Employee Conflict of Interest	P057	23-Jun-04	30-Jan-08	Business Operations and Service Excellence	2021/22	2022/23			
33	Executive Signing Authority	P082	13-Nov-13	N/A	Business Operations and Service Excellence	2021/22	2022/23	In Progress, Phase 2		
34	Fair Dealings (Copyright)	P079	12-Dec-12	N/A	Business Operations and Service Excellence	2021/22	2022/23	In Progress, Phase 2		

	Title	No.	Adoption Date	Latest Review Date	Division	2020/21 Schedule	Proposed 2021/22 Schedule	2020/21 Status	Note	GPC Target Date
35	French as-a-Second Language Programs	P080	17-Apr-13	N/A	Equity, Well-Being and School Improvement	2021/22	2022/23			
36	Fundraising	P021	28-Mar-01	26-Jun-03	Business Operations and Service Excellence	2021/22	2022/23	In Progress, Phase 2		
37	Gender-based Violence	P071	14-Apr-10	N/A	Human Rights and Indigenous Education	2021/22	2022/23			
38	Hiring of Students	P015	13-Apr-05	1-Jan-13	Business Operations and Service Excellence	2021/22	2022/23			
39	Homework	P036	24-Nov-99	16-Apr-08	Leadership, Learning and School Improvement	2021/22	2022/23			
40	Learning Opportunities Index (LOI)	P067	11-Feb-09	17-Jun-15	Equity, Well-Being and School Improvement	2021/22	2022/23			
41	Leasing of Surplus School Properties	P010	10-May-00	28-Nov-01	Business Operations and Service Excellence	2021/22	2022/23			
42	Nutrition Foundation	P035	4-Oct-00	N/A	Business Operations and Service Excellence	2021/22	2022/23			
43	Parent and Community Involvement	P023	25-Nov-98	3-Feb-10	Equity, Well-Being and School Improvement	2020/21	2022/23	In Progress, Phase 2		
44	Performance Management: Director of Education	P049	17-May-00	11-Mar-15	Business Operations and Service Excellence	2021/22	2022/23			
45	Policy Framework	P001	25-Feb-98	17-Jun-15	Business Operations and Service Excellence	2022/23	2022/23			
46	Pre-Examination Moratorium On Major Assignments and Activities	P063	27-Jun-07	N/A	Leadership, Learning and School Improvement	2021/22	2022/23			
47	Recognition of Culturally Significant Observances Policy	NEW	N/A	N/A	Human Rights and Indigenous Education	2021/22	2022/23	In Progress, Phase 2		
48	Selection, Promotion and Placement of School Principals and Vice-principals	P052	27-Oct-99	27-Jan-15	Leadership, Learning and School Improvement	2021/22	2022/23			
49	Student Leadership (and Student Engagement)	P070	23-Sep-09	31-Mar-12	Equity, Well-Being and School Improvement	2021/22	2022/23			
50	Student Trustee and SuperCouncil Communications	P053	14-Feb-01	N/A	Leadership, Learning and School Improvement	2021/22	2022/23			
51	The Environment	P028	28-Jun-00	31-Mar-12	Business Operations and Service Excellence	2021/22	2022/23			

	Title	No.	Adoption Date	Latest Review Date	Division	2020/21 Schedule	Proposed 2021/22 Schedule	2020/21 Status	Note	GPC Target Date
					Subtotal for 2022/23:		28			
52	Acceptable Use of Information Technology Resources	P088	15-Apr-15	22-Mar-17	Business Operations and Service Excellence	2022/23	2023/24			
53	Accommodation and Program Review	P068	27-May-09	28-Nov-18	Business Operations and Service Excellence	2023/24	2023/24			
54	Anti-Fraud Measures	P081	29-Nov-12	28-Nov-18	Business Operations and Service Excellence	2023/24	2023/24			
55	Community Use of Board Facilities	P011	31-May-00	24-Oct-18	Business Operations and Service Excellence	2023/24	2023/24			
56	Concussions	P087	11-Mar-15	5-Feb-20	Equity, Well-Being and School Improvement	2023/24	2023/24			
57	Early Learning and Care	P022	28-Oct-98	7-Feb-18	Equity, Well-Being and School Improvement	2023/24	2023/24			
58	External Auditor Independence	P089	17-Jun-15	N/A	Business Operations and Service Excellence	2022/23	2023/24			
59	Governance Policy	P086	10-Feb-15	N/A	Business Operations and Service Excellence	2022/23	2023/24			
60	Open Data	P091	20-Jun-18	N/A	Government, Public and Community Relations	2022/23	2023/24			
61	Professional Development for Trustees	P090	7-Feb-18	N/A	Business Operations and Service Excellence	2023/24	2023/24			
62	Reporting of Suspected Wrongdoing (Whistleblowing)	P066	29-Oct-08	22-Jun-16	Leadership, Learning and School Improvement	2022/23	2023/24			
63	Staff Changes	P014	6-Mar-03	18-Oct-17	Leadership, Learning and School Improvement	2023/24	2023/24			
64	Student Health Support	P092	24-Oct-18	N/A	Equity, Well-Being and School Improvement	2023/24	2023/24			
65	Students Without Legal Immigration Status	P061	16-May-07	N/A	Business Operations and Service Excellence	2022/23	2023/24			
66	Supervisory Officer Selection	P055	3-Feb-99	18-Oct-17	Leadership, Learning and School Improvement	2023/24	2023/24			
67	Voluntary First Nation, Métis And Inuit Self-Identification	P077	5-Oct-11	N/A	Human Rights and Indigenous Education	2022/23	2023/24			
					Subtotal for 2023/24:		16			

	Title	No.	Adoption Date	Latest Review Date	Division	2020/21 Schedule	Proposed 2021/22 Schedule	2020/21 Status	Note	GPC Target Date
68	Accessibility Policy	P069	23-Sep-09	22-May-19	Human Rights and Indigenous Education	2023/24	2024/25			
69	Advertising and Distribution of Materials	P006	12-Jun-02	10-Mar-21	Business Operations and Service Excellence	2020/21	2024/25			
70	Board Member Code of Conduct	P075	21-Sep-05	22-May-19	Business Operations and Service Excellence	2023/24	2024/25			
71	Caring and Safe Schools	P051	23-Jun-99	19-Jun-19	Human Rights and Indigenous Education	2023/24	2024/25			
72	Equity	P037	23-Jun-99	18-Apr-18	Equity, Well-Being and School Improvement	2023/24	2024/25			
73	Excursions	P033	26-Jun-03	19-Jun-19	Business Operations and Service Excellence	2023/24	2024/25			
74	Freedom of Information and Protection and Privacy	P094	17-Apr-19	N/A	Business Operations and Service Excellence	2023/24	2024/25			
75	Home Instruction	P060	25-May-05	19-Jun-19	Leadership, Learning and School Improvement	2023/24	2024/25			
76	Mission, Values and Goals	P002	29-Apr-98	28-Nov-18	Director's Office	2023/24	2024/25			
77	Records and Information Management	P097	3-Feb-21	3-Feb-21	Business Operations and Service Excellence	2020/21	2024/25			
78	Restrictions on Alcohol, Drug and Tobacco Use	P095	17-Apr-19	N/A	Business Operations and Service Excellence	2023/24	2024/25			
79	Student Dress	P042	10-Apr-02	22-May-19	Business Operations and Service Excellence	2023/24	2024/25			
80	Student Use of Service Animals	P096	30-Oct-19	N/A	Human Rights and Indigenous Education	2023/24	2024/25			
81	Transforming Student Learning in Literacy and Mathematics	P038	24-Feb-99	30-Oct-19	Leadership, Learning and School Improvement	2023/24	2024/25			
82	Trustee Pregnancy and Parental Leave	P093	20-Mar-19	N/A	Business Operations and Service Excellence	2023/24	2024/25			
					Subtotal 2024/25:		15			
TOTAL:		82								

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