

1. Inner City Advisory Committee

The Inner City Advisory Committee (ICAC) is a Community Advisory Committee recognized by the Board of Trustees in June 2005.

The ICAC was created as an integral part of the *Model Schools for Inner Cities Taskforce Report (2005)*.

2. Mandate

The Inner City Advisory Committee's mission is to close the opportunity gap and raise achievement for all students facing barriers within the TDSB.

ICAC advocates for appropriate community investments using an equity focus, and draws on the rich expertise and support of academic, institutional and community partnerships.

Members of ICAC are invested in common goals of equity, opportunity, and poverty reduction.

3. Membership and Composition

Membership of the ICAC includes:

- Minimum of three (3) TDSB Trustees;
 - TDSB staff representatives;
 - Minimum of four (4) TDSB parent and community members;
 - Representatives from Employee Groups, Federations, and Unions;
 - Representatives from post-secondary institutions; public institutions, departments of the City of Toronto, and representatives from foundations and community agencies.
-
- The Superintendent responsible for the Model Schools for Inner Cities program acts as the senior staff advisor to ICAC, supported in that role by the Coordinating Principal, Model Schools for Inner Cities.
 - The Committee is supported by a part-time Coordinator.

- Co-Chairs:
 - A Trustee member of ICAC serves as co-chair
 - A Community co-chair is elected by ICAC for a term of two years.
- New members may be nominated by an ICAC member, and confirmed by the membership, at any monthly meeting.
- ICAC engages in outreach to actively encourage the membership, participation and leadership of TDSB parents and students.

4. Term of Membership

- At the time of Nomination as a member of ICAC, each member (individual community member or new agency member) will commit to a term of two years. Members may be reconfirmed for subsequent terms upon agreement of the Committee.

5. Quorum

- Quorum is constituted when 50% plus one (rounded down) of confirmed members are present.
- Guests of ICAC do not participate in the adoption of motions.
- If the Committee fails to meet quorum, the Committee will continue to meet, and discuss.

6. Meetings

- The ICAC meets monthly throughout the academic year (September - June).
- In an effort to encourage participation from all members, the Committee will vary its meeting times and locations.
- Meeting dates will be set in June for the upcoming academic year. Meeting dates will be posted to the ICAC web page on the TDSB web site, and will be submitted for publication in the TDSB System Calendar.
- The Coordinator will provide a minimum of two weeks' notice of an upcoming meeting.

- The Co-chairs will create a draft Agenda for each meeting, to be approved by the membership present at the meeting.
- The senior staff representative, designated as the Superintendent, Model Schools for Inner Cities, **or** the Central Coordinating Principal, Model Schools for Inner Cities, must attend each meeting to advise and update the committee.
- The Co-chairs will share the duties of chairing the meetings.
- Decisions are made by voting members. Meetings will follow the principles of Robert's Rules of Order.
- The Coordinator will record the minutes of the meeting.
- Minutes of the meetings will be posted to the ICAC web page on the TDSB web site (www.tdsb.on.ca) once approved by the Committee.

7. Elections

- In the absence of the sitting Trustee Co-Chair (see section 3), an alternate Trustee Co-Chair will be appointed by the membership present for the duration of that absence.
- The Community Co-Chair must be elected from among the confirmed parent and community members of the Committee. The Community Co-Chair will be elected for a term of two years.
- Candidates for Community Co-Chair may self-nominate or be nominated by a confirmed member of ICAC.
- The election for Community Co-Chair will be held at the April meeting of alternate years. The election of co-chair will take place within the regular ICAC meeting.
- The Coordinator will provide three months' notice of the election.
- The Governance sub-committee will oversee the election of the Community Co-Chair.

8. Evaluation and Review

- ICAC has adopted a standing Governance sub-committee to review promising practices on an ongoing basis. This sub-committee reports to the ICAC membership at each Committee meeting.
- ICAC reviews its goals and governance every two years to ensure alignment with the mandate of the Committee and the priorities of the TDSB.

9. Reporting

- The Inner City Advisory Committee reports to the Program and School Services Committee (PSSC) or other appropriate Committees of the Board.
- The Committee may request the opportunity to provide a report to any meeting of the PSSC or other appropriate Committees of the Board.
- Minutes will be forwarded to the PSSC for their reference, and will be posted to the ICAC web page on the TDSB web site once they are approved by the Committee.

10. Code of Conduct

- All members will adhere to TDSB's Board Code of Conduct (PR585), and all policies and procedures pertaining to that Code of Conduct.
- Failure to do so may result in a mediation process and/or dismissal from the Committee following a Committee motion.