

YORK REGION DISTRICT SCHOOL BOARD

MINISTER'S DIRECTION 3 TO THE YORK REGION DISTRICT SCHOOL BOARD

GOVERNANCE TRAINING FOR THE DIRECTOR AND SENIOR ADMINISTRATION

Background:

On January 26, 2017 Minister of Education M. Hunter appointed two external investigators to conduct an expedited review of the performance of the York Region District School Board under the authority of the Provincial Interest in Education Regulation.

On April 11, 2017 the Minister of Education submitted a letter with a list of 22 Directions to the York Region District School Board. Timelines and deliverables were outlined.

Rationale:

In response to Direction Three (Appendix 1) from the Minister of Education regarding governance training for the Director and senior administration to better understand and fulfil their responsibility to provide elected leadership with pertinent information in accordance with relevant legislation, the following plan has been developed.

Step 1: Repeat Governance Training Session

Board Services staff have arranged for a repeat of the governance training provided to trustees and senior staff members on April 3, 2017 for those who were not able to attend the original session. A summary of training provided is outlined in Appendix 2. A complete copy of the presentation materials and resources will be provided to the Minister for reference.

A training session has been scheduled on June 19, 2017.

Step 2: Self-Directed Governance Learning

In order to ensure that the Director and senior staff understand governance, they will confirm completion of the following Ontario Education Services Corporation (OESC) online modules by June 30, 2017.

- Module 1: Effective Governance through Ethical Leadership
- Module 2: Effective Governance for Student Achievement and Well-being - Boards Matter!
- Module 3: Right from the Start - Roles and Responsibilities

The Director and senior staff members will be asked to complete the remaining modules at their own pace.

All future, newly appointed superintendents will be required to complete all of online modules.

The Director and Corporate Secretariat and Trustee Services will support ongoing learning in the area of governance, as required.

Step 3: Privacy and Information Access Training

A further training session has been arranged with corporate counsel to clarify privacy legislation and the obligation of staff to share pertinent information with trustees. Although not required, a similar training will be offered to trustees so that there is consistent understanding.

A training session for senior staff members has been scheduled on June 19, 2017.

A report confirming completion of training will be shared with trustees at the July 10, 2017 Special Board Meeting and submitted to the Minister of Education no later than July 11, 2017.

Relationship to Board Priorities:

Reports on the Minister's direction to the York Region District School Board support student achievement and well-being, delivery of effective and sustainable educational programs and the stewardship of Board resources.

Estimated Cost:

To be determined.

Timeline:

Immediate

Recommendation:

That the York Region District School Board approve the following recommendations.

- 1) That the Board receive the plan for governance training for the Director and senior administration for information.
- 2) That in accordance with the timelines outlined in Direction 3 from the Minister of Education, Board Chair L. Carruthers be authorized to submit this report to the Minister of Education by April 28, 2017.

Communications Implementation Plan:

Chair's Committee Meeting	April 25, 2017
Special Board Meeting	April 27, 2017

Appended Data:

Appendix 1: Deliverables, Timelines and Status Report (Direction 3)
Appendix 2: Summary of Training Topics from April 3, 2017

Respectfully submitted,

April 25, 2017

For further information, please contact Board Chair L. Carruthers or the Director of Education.

Minister's Direction to the York Region District School Board**Direction 3**

That the Board ensure that the Director and senior administration undertake governance training to better understand and fulfil their responsibility to provide elected leadership with pertinent information in accordance with relevant legislation.

Staff Coordinator: Director

Staff Support: Scott Yake, Lisa Reinhardt, Jeff Fair

Final Completion Date: July 11, 2017

Deliverables, Timing and Status

Deliverable	Timing	Status
April 28, 2017 submit a plan	<ul style="list-style-type: none">- Chair's Committee Meeting - April 25, 2017- Special Board Meeting - April 27, 2017- Report to Minister April 28, 2017	Complete
July 11, 2017 submit a report confirming completion of training	<ul style="list-style-type: none">- Chair's Committee Meeting - June 20, 2017- Special Board Meeting - July 10, 2017- Report to Minister July 11, 2017	

SUMMARY OF TRAINING

APRIL 3, 2017

The following topics were outlined at the Governance Training Session provided to trustees and senior staff on April 3, 2017

- Legal Framework for Education in Ontario
- Role of Trustee
- Dignity of the Office
- Duties of a School Board
- Powers of a School Board
- Financial Affairs
- Collective Bargaining
- Conflict of Interest
- Duties of Trustees
- Duties of the Chair
- Duties of the Director of Education
- Effective Communication
- Meetings (including in Camera Meeting requirements and confidentiality)
- Resignation of Trustees
- Vacancies
- Records - Disclosure and Privacy
- Safe Schools
- Equity and Inclusive Education
- Honoraria and Expenses
- Other Legislation
 - Human Rights Code,
 - Occupational Health and Safety Act,
 - Employment Standards Act,
 - Pay Equity Act,
 - Occupiers' Liability Act,
 - Workplace Safety and Insurance Act,
 - Child and Family Services Act,
 - Youth Criminal Justice Act,
 - Municipal Conflict of Interest Act,
 - Municipal Freedom of Information and Protection of Privacy Act