



YORK REGION DISTRICT SCHOOL BOARD

Policy #237.0, Appointment of Community Members to Board Committees

Executive Summary

The Appointment of Community Members to Board Committees policy outlines a transparent process for the appointment of community members to Board committees in accordance with applicable legislation and operational by-laws.

What has Changed?

Major changes to the document: Inclusion of Indigenous Education Advisory Committee (IEAC).

Reason for review: Four-year cyclical review.

Who is affected by these changes and what is the impact on current practice?

Implementation timelines: Immediate.

Lead Superintendent(s)/Subject Matter Expert(s): T. Dungey, T. Sterling, CSTS Manager.

Stakeholder Groups with Responsibilities under this Policy

- Board of Trustees
- Chair's Committee
- Director of Education
- The superintendent identified to support Board committees
- Corporate Secretariat and Trustee Services

Relationship to Board Priorities

This policy supports positive relationships among students, staff, parents/guardians and community members and supports their engagement in public education. It demonstrates professionalism and accountability for high standards of practice in all Board operations.

Timelines and Next Steps

This policy was scheduled for second review at the May 10, 2022 Policy and By-Law Committee meeting.

Providing Feedback

Questions about this policy and/or procedure should be raised with your principal, manager or supervisor. If additional clarification is required, principals, managers and supervisors may contact the lead superintendent and/or subject matter expert through Trustee Services.

In accordance with Board Policy #285.0, [Board Policies, Procedures and Supporting Documents](#), the Board welcomes all comments and suggestions on Board policy.

Input is an important component of the review process. If you feel a policy and/or procedure needs to be revised, feedback may be submitted through the school council or by submitting the on-line form. In your response please;

- outline clearly the specific section(s) of the policy and/or procedure in which you are not comfortable,
- suggest specific alternate wording to reflect your position, and
- identify the reason(s) for your concern(s).

Specific recommendations or questions about the review process should be submitted using the on-line form or sent to the Policy Officer via email at policy.committee@yrdsb.ca, or via telephone at 905-727-0022 extension 2570 or in hard copy at [The Education Centre – Aurora](#).

Legislative Context

[Education Act](#)

Related Documents

[York Region District School Board Operational By-Law](#)

It is the expectation of the York Region District School Board that all employees, students and persons invited to or visiting Board property, or partaking/volunteering in Board or school-sponsored events and activities, will respect the policies and procedures of the Board.



Board Policy #237.0

Appointment of Community Members to Board Committees

1. Policy Statement

The York Region District School Board values and promotes input and involvement from members of the community. This policy outlines a transparent process for the appointment of community members to Board committees.

2. Responsibilities

2.1 The Board of Trustees is responsible for:

- a) reviewing the Appointment of Community Members to Board Committees policy in accordance with the approved policy review cycle;
- b) understanding the Appointment of Community Members to Board Committees policy and communicating the policy with members of the community;
- c) considering all recommended appointments of community members to Board committees by Chair's Committee in accordance with the operational by-law for each Board committee;
- d) postponing the appointment of community members to Board committees until after election day in a municipal election year, when possible.

2.2 Governance and Board Organization Committee is responsible for:

- a) considering all recommendations for committee appointments in accordance with the Operational By-law of each Board committee.

2.3 The Director of Education is responsible for:

- a) implementing the Appointment of Community Members to Board Committees policy;
- b) providing Chair's Committee with relevant legislation and background information about community appointments to Board committees;
- c) ensuring compliance with appropriate legislation and the York Region District School Board Operational By-Law; and
- d) ensuring that public advertisements, where applicable, comply with existing legislation.

2.4 The senior staff member identified to support Board committees is responsible for:

- a) the committee appointment process in accordance with all applicable legislation and the York Region District School Board Operational By-Law; and
- b) communicating the decision of the Board to all applicants.

2.5 Administrative, Legal, and Trustee Services is responsible for:

- a) scheduling, for Board approval, the names of community members who have been recommended to serve on Board committees by Chair's committee.

3. Definitions

Board Committees (outlined in Section 3:00:01 of the [York Region District School Board Operational By-Law](#)):

- Audit Committee
- Equity and Inclusivity Advisory Committee
- Parent, Family and Community Engagement Advisory Committee
- Special Education Advisory Committee

Additional Board Committee:

- Indigenous Education Advisory Committee

4. Contact

Director's Office

5. History

Approved: 1998, June 2022

Revised: 2003, 2009, 2011, 2016, 2021

Working Document: October 2021