

16.2 (a)

Board Meeting, May 25, 2022

# Directive 6 – Trustee Annual Learning Plan

**Strategic Alignment:**

Ministry Directive 6 – Trustee Annual Learning Plan

**Report Type:**

For Information

*Prepared by:* Kathryn Lockyer, General Counsel & Governance Officer

*Submitted by:* Rashmi Swarup, Director of Education

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## Overview

### Objective:

To advise that the Ministry Directive 6 – Trustee Annual Learning Plan has been completed.

### Highlights:

- Ministry Directive 6 provides that the Board shall establish and implement a mandatory annual learning plan for members of the Board.
- The Directive provides that all members of the Board shall complete the annual learning plan.
- The first annual learning plan has been implemented and completed.
- The requirement of an annual learning plan will be embedded in the By-laws to ensure training and learning opportunities for Trustees on an ongoing basis.

### Background:

On November 27, 2019, the Minister of Education commenced a review of the Peel District School Board (PDSB) to address concerns about systemic discrimination, specifically, anti-Black racism, and serious issues related to governance, leadership, and human resources practices at PDSB. Based on the Reviewers' Report and Recommendations, the Minister of Education issued 27 binding Directives to the PDSB on March 13, 2020. Directives #1-8 and 13 are governance related directives.

The purpose of this report is to provide information on Directive #6:

*The Board shall establish and implement a mandatory annual learning plan for members of the Board. All members of the Board, whether current or newly elected, shall complete the annual learning plan which shall include the following topics:*

- obligations and responsibilities under the Education Act and all other relevant legislation, including the Municipal Freedom of Information and Protection of Privacy Act, the Canadian Charter of Rights and Freedoms and the Ontario Human Rights Code;*
- the By-laws of the PDSB;*
- appropriate use of the PDSB Trustee Code of Conduct; and*
- PDSB governance and other key policies including but not limited to policies concerning Trustee conduct, conflict of interest, equity and inclusive education, and human rights.*

## Evidence

The first Trustee Annual Learning Plan (Plan) was established and communicated to Trustees. The first Plan includes:

- Training on statutory duties and responsibilities of Trustees;
- Conducting suspension and expulsion hearings;
- Budget development and planning; and,
- Trustee Code of Conduct.

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Training on statutory duties and responsibilities was provided to Trustees on February 8, 2022. The program was delivered by the Integrity Commissioners, Cenobar Parker and Morgan Sims together with Kathryn Lockyer, Governance Officer. The session was recorded so that those Trustees that could not attend the original session could view the session at a later time. All Trustees have completed this program. This program included Trustee obligations and responsibilities under the *Education Act*, *Occupational Health and Safety Act*, *Municipal Freedom of Information Act and Protection of Privacy Act*, *Municipal Conflict of Interest Act*, *Municipal Elections Act*, *Accessibility for Ontarians with Disabilities Act*, and the *Ombudsman Act* as well as the Trustee Code of Conduct.

Training on conducting suspension and expulsion hearings was provided to Trustees on December 8<sup>th</sup>, 2021. The program was delivered by Nadya Tymochenko from the law firm of Miller Thomson. The session was recorded so that those Trustees that could not attend the original session could view the session at a later time. All Trustees have completed this program.

Training on budget development and planning was provided to Trustees on March 24, 2022. The program was delivered by Tania Alatishe-Charles, PDSB Controller – Finance Support Services.

In addition to the above listed training that was outlined in the Plan, Trustees have attended three additional sessions:

- i. Anti-Racism – Policy review – March 8, 2022 – presented by Yonnette Dey, Superintendent – Equity, Community Leadership, Partnerships & Engagement
- ii. Caring and Safe Schools – Policy review – March 23 – presented by Phiona Lloyd-Henry, Co-ordinating Leader – Leadership, Capacity Building & School Partnerships
- iii. Human Rights – Policy review – April 20 – presented by Jessica Jesudasan, Executive Lead – Human Rights

Training specifically on the Trustee Code of Conduct will be completed after the new Trustee Code of Conduct is completed and approved. The Trustee Code of Conduct is being developed by the Integrity Commissioner together with the Legal & Governance Services team. The Trustee Code of Conduct was to be informed by the work that the Province has been doing on codes of conduct generally for municipalities and local boards (including school boards); but, that work has been delayed due to the upcoming provincial election. Work on the new Trustee Code of Conduct will continue and is expected to be completed and in place for the new term of the Board in November 2022. There was training provided on the existing Trustee Code of Conduct at the statutory duties and responsibilities of trustees training held earlier this year.

Further, work is being done to review and update the By-laws and Governance Directives of PDSB. It is expected that the revised By-laws and Governance Directives will be in place for the new term of the Board in November 2022. There will be training provided on the revised By-laws and Governance Directives for the new term of the Board of Trustees. A robust orientation and training plan, including a Trustee Manual/Handbook is being developed for the new term of the Board of Trustees.

The obligation for an annual trustee learning plan will be embedded in the revised By-laws. Training and learning opportunities are an ongoing obligation for the Trustees and each year a plan will be developed and implemented with a minimum of three sessions per year. Provisions

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for attendance at training sessions will be included in the revised By-law. Some sessions will be mandatory, and all Trustees must attend or view the recorded session. Attendance records will be maintained to track all training sessions, both mandatory and voluntary, attended by Trustees.

Training on the topics outlined in Directive #6 have been addressed in the learning opportunities to date and will be ongoing topics for each successive term of the Board of Trustees for both new Trustees as well as returning Trustees.

## **Impact Analysis**

### **Equity & Human Rights Review:**

Continuous training and learning will help to eliminate systemic inequities and positively assist with equitable decision-making. Continuous training and learning will positively impact student achievement and well-being. Embedding the commitment to training and learning will uphold the legal and mandated commitment to equity, anti-racism and anti-oppression at PDSB.

### **Board or Ministry Policy Alignment:**

This work is in satisfaction of Ministry Directive #6.

### **Resource/Financial Implications:**

The resource implications include trainer/instructor and staff time to develop and deliver training and learning to the Trustees on an ongoing basis.

### **Legal implications:**

The completion of this work aligns with the obligation to complete the Ministry Directives. It is also in keeping with statutory obligations and responsibilities of Trustees.

### **Community Impact:**

Requiring and completing Trustee training and learning opportunities will increase the public trust and confidence in the PDSB.

## **Next Steps**

### **Action Required:**

Advise the Minister of the work done to complete Directive #6.

Include the ongoing obligation of establishing and completing an annual learning plan in the By-laws of the Board of Trustees.

### **Success Measures:**

Completion of the annual learning plan will be a key performance indicator for the Board of Trustees.