

**NANAIMO LADYSMITH PUBLIC SCHOOLS
BUSINESS COMMITTEE
PUBLIC MEETING
ACTION SHEET**

DATE: June 8, 2022
TO: Business Committee
FROM: Mark Walsh, Secretary-Treasurer
SUBJECT: Revised Draft Policy 2.5 Board Committees Representation and Annual Workplan and
Revised Draft Policy 2.6 Board Meeting Procedures

Recommendation:

The Business Committee recommends that the Board of Education of School District No. 68 (Nanaimo-Ladysmith) receive the revised Draft Policy 2.5 - Board Committees Representation and Annual Workplan and revised Draft Policy 2.6 – Board Meeting Procedures and circulate as a notice of motion for 30 days, utilizing the consultation process as per Board Governance, Section 1, 2.7 – Policy Development.

Background:

As the Policy Committee begins to wrap up its work for the school year, as well as the trustee term, it has completed a major recommended revision to the Board's governance processes. This Action Sheet is intended to highlight the changes for consideration for the Board prior to the Policies being put to the public for comment. The goal is for the Board to incorporate the policy changes in time for the new Board so that Board orientation will be focused on the new policies.

Discussion:

Generally, both policies have been drafted in a manner that matches the current template including a purpose, objective, definitions (if required) followed by the process.

Further, the Board will note that policies 2.6 and 2.5.1p have been merged into a new 2.6. with some items in 2.5.1p being moved to policy 2.5. Current policy 2.5.1p will be deleted upon the adoption of the revised policies 2.5 and 2.6.

Policy 2.5

In addition to the format changes, policy 2.5 has now been drafted to address 3 main themes:

1. It contains the structures of committees, sub-committees, ad hoc committees and how our partners engage with the Board and those committees. This was provided for clarity as it was felt that the best place to encourage participation is at the committee stage where open dialogue and additional changes to decisions are more likely to be made;
2. It has created the requirement for a Board Workplan. Initially, the Policy Committee was contemplating a separate policy. However, Policy 2.5 now creates the requirement to have a work plan and the work plan is referenced throughout policy 2.6 to insure its influence in agenda setting; and
3. The section on Board membership in external committees is maintained.

Policy 2.6

Policy 2.6 has been significantly changed. In addition to the melding of 2.5.1p and 2.6 the following changes should be noted:

1. The policy is significantly shortened. This was accomplished in two main ways:
 - a. The policy has deleted most, in fact almost all, of the repetitive aspects of procedures that are already present by the Board's adoption of Robert's Rules of Order. Further, it has deleted almost all aspects of Board processes that are contrary to Robert's Rule of Order. This was intended to allow for a simplified process for staff, trustees and the community to understand procedural issues without having to reference the policy and Robert's Rules of Order. Some minor differences have been maintained.
 - b. The policy has removed the overlap in procedure between committee procedure and Board procedure and only highlighted where there are differences.
2. The Policy acknowledges its colonial roots and makes a commitment to reducing barriers to participation by our Rights Holders and underrepresented members of our community;
3. The Policy addresses electronic meetings providing some flexibility;
4. The Policy states meeting start times and times when the Board does not meet to align with longstanding practice;
5. The Policy outlines the basis for Agenda items to be addressed in a closed session;
6. The Policy addresses the Board's work plan in agenda setting;
7. The Policy removes the requirement for the printing of significant reports by staff and provides for electronic means of access;
8. The Policy highlights the Board's manner in which correspondence is dealt with;
9. The Policy provides the discretion for the Chair to refuse a presentation that "may harm staff or students";
10. Finally, the Policy highlights the difference between the failure to vote on a motion (an affirmative vote) and an abstention (a negative vote).

Overall, the previous Policy 2.5.1.p appeared to contain a number of shifts away from Robert's Rules of Order or Order that created confusion. Moreover, the length of the Policy inhibited the ability to use the document in a meaningful and quick matter to resolve a procedural concern. While there will now be a slightly increased requirement for knowledge of Robert's Rules the Policy Committee felt that the new brevity will be a benefit.

Appendices:

Appendix A: Draft Revised Policy 2.5 – Board Committees Representation and Annual Workplan

Appendix B: Draft Revised Policy 2.6 – Board Meeting Procedures