



**TITLE: COMMUNITY INVOLVEMENT ON BOARD STANDING COMMITTEES**

**Date Issued: 2 March 1998**

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**Authorization: Board: 25 November 2014**

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**1.0 OBJECTIVE**

To provide the means through which representative groups in the Ottawa-Carleton District School Board can actively participate in Board Standing Committee work.

**2.0 POLICY**

- 2.1 The following organizations shall each have the right to appoint one non-voting representative to each of the Board's Standing Committees:
- a) Ottawa-Carleton Assembly of School Councils (OCASC);
  - b) Ottawa-Carleton Student Presidents' Council or Students Trustees' Advisory Council (OCSPC or STAC);
  - c) Special Education Advisory Committee (SEAC);
  - d) Ottawa-Carleton Elementary Operations Committee (OCEOC);
  - e) Ottawa-Carleton Secondary School Administrators' Network (OCSSAN);
  - f) Elementary Teachers' Federation of Ontario (1 representing Ottawa-Carleton Elementary Teachers' Federation and Ottawa-Carleton Elementary Occasional Teachers' Association);
  - g) Ontario Secondary School Teachers' Federation District 25 (OSSTF – 1 representing both the Teachers Bargaining Unit and the Occasional Teachers' Bargaining Unit);
  - h) Ontario Secondary School Teachers' Federation District 25 (OSSTF Administrative and Support Groups – ESP/PSSU/PSSP/EA/PECCS – 1 representing the groups as determined by the groups);
  - i) Advisory Committee on Equity; and

- j) Indigenous Education Advisory Council.
- 2.2 The following organizations shall each have the right to appoint one non-voting representative to the Committee of the Whole Budget:
- a) Ottawa-Carleton Assembly of School Councils (OCASC);
  - b) Ottawa-Carleton Student Presidents' Council or Students Trustees' Advisory Council (OCSPC or STAC);
  - c) Special Education Advisory Committee (SEAC);
  - d) Ottawa-Carleton Secondary School Administrators' Network (OCSSAN);
  - e) Ottawa-Carleton Elementary Operations Committee (OCEOC);
  - f) Elementary Teachers' Federation of Ontario (1 representative from each of the following bargaining units)
    - (i) Ottawa-Carleton Elementary Teachers' Federation
    - (ii) Ottawa-Carleton Elementary Occasional Teachers' Association;
  - g) Ontario Secondary School Teachers' Federation District 25 (1 representative from each of the following bargaining units)
    - (i) Teachers Bargaining Unit
    - (ii) Educational Support Professionals (ESP)
    - (iii) Plant Support Staff Unit (PSSU)
    - (iv) Professional Student Services Personnel (PSSP)
    - (v) Educational Assistants (EA)
    - (vi) Professional Educators and Child Care Staff Bargaining Unit (PECCS)
    - (vii) Occasional Teachers' Bargaining Unit;
  - h) Union Exempt Staff;
  - i) Advisory Committee on Equity; and
  - j) Indigenous Education Advisory Council.
- 2.3 Organizations may also appoint an alternate to replace the named representative if the representative is unable to attend a meeting. Temporary substitution of a representative by a duly authorized alternate during the course of a meeting shall be allowed.
- 2.4 Annually, each organization is expected to notify the District (Board Services), of the name and contact information of their representative for each committee to which they have named a representative. In the event of a change in the named representative, the organization is expected to notify the District (Board Services), immediately.
- 2.5 Each representative will receive notice of all public meetings of his or her assigned committee, as well as all public agenda documents to be considered by the Committee.

- 2.6 Representatives may participate fully in the debates of the respective Committees on the same basis as a Trustee member, except that only Trustee members may make and vote on motions.
- 2.7 Organizations, as named in section 2.1 of this policy, which have an appointed representative on a committee will participate in discussion on an issue through their representative during the deliberation on the item and shall not appear before the committee as a delegation or as public questioner.

### **3.0 SPECIFIC DIRECTIVES**

- 3.1 In accordance with the *Education Act*, representatives may not receive confidential materials or participate in closed sessions of Committees.

### **4.0 REFERENCE DOCUMENTS**

*The Education Act*, 1998, § 57.1, 171, 200-205  
Ontario Regulation 464/97  
Board By-laws and Standing Rules  
Board Policy P.019.GOV: Special Education Advisory Committee  
Board Policy P.008.GOV: Advisory Committee on Equity