

Toronto District School Board

Policy P090

Title: **PROFESSIONAL DEVELOPMENT FOR TRUSTEES**

Adopted: February 7, 2018
Effected: February 7, 2018
Revised: N/A
Reviewed: N/A
Authorization: Board of Trustees

1.0 RATIONALE

The Professional Development for Trustees Policy (the “Policy”) supports the Toronto District School Board’s (TDSB) strategic direction to build leadership within a culture of adaptability, openness and resilience. Based on the guiding statement approved by the Board of Trustees on April 20, 2016, the Policy promotes and advances the Board’s commitment to professional development for Trustees which will enhance skill, build capacity and support informed decision-making.

This Policy is developed in recognition of the importance of professional development for Trustees in fulfilling their role and responsibilities, and in supporting good governance and organizational effectiveness at the TDSB.

2.0 OBJECTIVE

To set out requirements and processes that will promote and support professional development opportunities for Trustees at the TDSB.

3.0 DEFINITIONS

Board is the Toronto District School Board, which is also referred to as “TDSB”.

Professional Development is internal and external opportunities, available in person or online, which can help to facilitate knowledge advancement and overall effectiveness in the leadership, governance, policy-making and advocacy roles that Trustees perform. These opportunities may include, but are not limited to, courses, conferences, conventions, memberships, seminars or training workshops.

Trustee is a person who is a member of the Board of Trustees and includes student Trustee.

TDSB is the Toronto District School Board, which is also referred to as the “Board.”

4.0 RESPONSIBILITY

The Director of Education holds the primary responsibility for overseeing implementation of the Policy. The responsibility for the day-to-day management and co-ordination of the Policy is assigned to the Executive Officer, Governance and Board Services.

5.0 APPLICATION AND SCOPE

This Policy applies to all Trustees of the Board, including student Trustees, and staff involved in development, management and delivery of professional development activities.

6.0 POLICY

- 6.1.** The TDSB recognizes the importance that professional development can play in helping Trustees in their role as elected representatives. To support leadership, governance, policy-making and advocacy roles, Trustees are encouraged to routinely engage in professional development opportunities, including review of the Ontario Public School Boards Association (OPSBA) Trustee Professional Development Modules.
- 6.2.** Professional development activities, while strongly encouraged, will be voluntary, unless otherwise mandated by applicable legislation.
- 6.3.** Professional development activities shall be consistent with the Board’s Mission and Values (P002), Education Plan (P027), and in accordance with the role of a Trustee as outlined in the *Education Act* and further detailed in the Board’s Governance Policy (P086).
- 6.4.** The TDSB will maintain an annual operating budget for professional development of Trustees.
- 6.5.** Trustees may also use their individual Trustee discretionary budgets for professional development.
- 6.6.** Expenses related to professional development will be reimbursed in accordance with TDSB’s Employee and Trustee Expenses Policy (P016) and the corresponding Trustee Expense Procedure (PR582b).
- 6.7.** Trustees will be encouraged to share information and materials acquired through professional development activities with all members of the Board of Trustees and staff.

6.8. Staff will provide professional development support to Trustees through internal resources and/or the identification of external opportunities.

6.9. Information sessions will be held for newly elected Trustees. The Trustees will be provided with orientation materials related to various aspects of the TDSB operations.

7.0 SPECIFIC DIRECTIVES

The Director of Education is authorized to issue operational procedures to implement this policy.

8.0 EVALUATION

This Policy will be reviewed as required by the Board, at a minimum every four (4) years after its effective date.

9.0 APPENDICES

Not applicable.

10.0 REFERENCE DOCUMENTS

Policies

- Education Plan (P027)
- Employee and Trustee Expenses (P016)
- Governance Policy (P086)
- Mission and Values (P002)

Procedures

- Trustee Expense Procedure (PR582b)

Legislative Acts and Regulations

- *Education Act* - sections 55(7), 169.1, 218.1, 218.2, and 218.4