



KENORA CATHOLIC DISTRICT SCHOOL BOARD

100 General Administration Procedures

AP 104: Monitoring and Responding to Proposed Legislation

It is important that the director of education and system and school leaders who report to the director keep informed about proposed legislation that has implications for students, staff members and programs in the Kenora Catholic District School Board.

It is also a requirement of the board that the director of education bring any new provincial initiatives to the board for initial discussion and determination of the decision-making authority, as noted in *Policy 4: Delegation of Authority*.

1. Monitoring and Responding to Proposed Legislation

- 1.1 The director of education and designate(s) will monitor all new proposed legislation from the time of announcement through to proclamation.
- 1.2 When a Ministry announces new or revised legislative initiatives with implications for education, the director shall inform the staff and board as required and shall monitor activities related to the proposed legislation.
- 1.3 The director shall designate one superintendent as a member of each monitoring team.
- 1.4 The designated superintendent shall be responsible for keeping a log of all communications received and sent, and all action taken by the director, staff and board related to the proposed legislation.
- 1.5 Staff members, the board's solicitor, and trustees, as appropriate, will be provided with a regularly updated copy of the log.
- 1.6 The director or designate shall inform the appropriate staff members and board promptly of the full implications of the proposed legislation, and no later than six weeks after the original announcement.
- 1.7 If the board takes action with regard to proposed legislation, the director, in consultation with the chair, shall inform the following persons of such action as appropriate:
 - a) Minister of Education

- b) Premier
 - c) Local Members of Provincial Parliament
 - d) Executive Director of Ontario Catholic School Trustees Association (OCSTA).
- 1.8** When it is apparent that legislation will be passed, the team shall provide the staff and board with an explanation of the full implications and a plan of action that is designed to respond to the new legislation. This activity shall occur before the first reading in the legislature.
- 1.9** While monitoring proposed legislation, the director of education or designate(s) will:
- a) take part in activities related to the bill as they deem necessary;
 - b) make arrangements to monitor legislative activities through Ontario Catholic Supervisory Officers Association (OCSSOA), OCSTA, other boards or individuals;
 - c) monitor legislative activities directly for matters critical to the Kenora Catholic District School Board;
 - d) provide the staff and board with updates on changes in bills as they pass through the legislative process; and
 - e) advise the staff and board of the bill’s proclamation.
- 1.10** The director of education and designates will respond to any new legislation in the annual strategic planning process.

Legal References:

Education Act S. 8-17 Powers of the Minister
S. 286 Duties of Supervisory Officers

Effective Date: September 2006
Latest Review Date: October 2009, August 23, 2011