

<b>CATEGORY</b>	Governance	<b>DEPARTMENT CODE</b>	07
<b>DOCUMENT #</b>	GOV-07-PL-Board Succession -002	<b>DOCUMENT TYPE</b>	Policy
<b>DESCRIPTION</b>	<b>Board Succession</b>		
<b>DATE APPROVED</b>	May 2025	<b>NEXT REVIEW REQUIRED</b>	May 2028
<b>LOCATION</b>	<a href="#">GOV-07-PL-Board Succession -002.docx</a>		

## 1.0 POLICY STATEMENT

It is the policy of the School Boards' Co-operative Inc. (SBCI) to maintain a broad cross-section of skill sets and geographical representation across our Board of Directors, while ensuring a democratic process for electing Directors to the SBCI Board.

## 2.0 PURPOSE

SBCI needs to manage the breadth of expertise amongst its Board members to ensure that decisions made by the Board are adequately reviewed and discussed.

## 3.0 PARAMETERS

3.1 The Governance Committee shall review the skill sets of Board members within six months of each Annual General Meeting to endeavor to align recruitment strategies with the identified gaps between the composition of the Board and the desired mix of skills and experience.

3.2 At the very least, the Board complement should include one representative from Finance; Human Resources; Health & Safety; and Disability Management (including WSIB).

3.3 At any time that the Board has between 8 and 10 Directors, two of them should be drawn from French language boards. If the number of Directors falls below 8, one of them should be drawn from French language boards.

3.4 Ideally, there should be a balance of representatives from Catholic and Public boards.

## **4.0 RECRUITMENT PROCESS**

- 4.1 Within 6 months of the AGM, the Governance Committee shall survey Directors whose term will expire at the upcoming AGM for an indication of their interest in running for re-election.
- 4.2 Based on anticipated vacancies, the Governance Committee shall develop a profile of desired skills and experiences, taking into account the need to maintain appropriate representation from the English, French and Catholic and Public district school boards.
- 4.3 Within four months of the AGM, the Governance Committee shall notify all members of the opportunity to nominate their designated representative for election as a Director, noting that nominations must be submitted at least three months prior to the AGM. The notice may include a list of skills/experiences that the Board seeks.
- 4.4 Concurrently, the Governance Committee may solicit the nominations of any designated representatives the Committee deems suitable and able to contribute the skills and experience it has identified as beneficial to the Board.
- 4.5 The Governance Committee shall consider the nominations and may contact the nominees to discuss the requirements of the office and the nominee's interest in serving as a Director.
- 4.6 Within two months of the AGM, the Governance Committee shall report to the Board with a list of returning and newly nominated candidates for election.
- 4.7 The Board shall include the list of all eligible candidates in the notice of the AGM.

## **5.0 REFERENCE DOCUMENTS**

None