



GUIDELINE

Member Board Policy Resolution Submission

Policy resolutions should:

- Reflect the corporate position, by way of a passed motion by the Member Board, to address issues that have provincial implications
- Include a written rationale, background information, and data, where applicable
- Clearly identify specific actions to be taken by OPSBA
- Be written as a policy resolution using the [OPSBA Policy Resolution Submission Form](#)
- Be aligned with OPSBA's [Mission and Vision](#) and [strategic priorities](#)

Policy resolutions will be accepted until **4:30 p.m. on Monday, April 13, 2026**. This allows time for the following steps to occur.

- 1) Review of the policy resolution by staff and legal counsel.
- 2) Review of policy resolutions along with staff and counsel input by the Board of Directors. The Board of Directors may make recommendations regarding the disposition of resolutions. This includes, but is not limited to; alternate wording, referral to an OPSBA council, caucus, or work group, or any other appropriate action. Any recommended action beyond approval will be shared with the Member Board that submitted the resolution.
- 3) Proposed policy resolutions, with comments and recommendations from the Board of Directors, will be forwarded electronically to Member Boards for review and consideration prior to the Annual Meeting.

Note: *Resolutions received after 4:30 p.m. on Monday, April 13, 2026, and before noon on Friday, April 24, 2026, will be numbered and printed in the Annual Meeting (AM) Handbook, but will not have an opportunity to be vetted by the Board of Directors. Resolutions received after noon on May 4, 2026, will not be included in the AM Handbook and must be presented to the membership from the floor. Instructions on how to present information from the floor will be outlined in the AM Handbook in accordance with Section 15.03, Policy Resolutions, of [OPSBA General By-Law \(No. 5\)](#).*

- 4) Proposed policy resolutions will be considered at the [Annual Meeting](#) scheduled June 4-6, 2026.

As outlined in [OPSBA General By-Law \(No. 5\)](#), resolutions referred to a work group for study must be reported back to the membership no later than the next AM, at which time the Member Board that originally proposed the resolution is entitled to have it submitted to a full vote of the membership, notwithstanding any position adopted by the work group.

Proposed policy resolutions should be submitted, using the [fillable form](#) or by email:

Lisa Reinhardt, Managing Director of Corporate Affairs
Email: lreinhardt@opsba.org

Submission deadline: Monday, April 13, 2026, at 4:30 p.m.

If you have any questions, please contact: Lisa Reinhardt, Managing Director of Corporate Affairs, at 905-252-7379 or lreinhardt@opsba.org or inquiry@opsba.org.