

GUIDELINE

Member Board Policy Resolution Submission

Input from member boards is important to the ongoing work of the Ontario Public School Boards' Association (OPSBA).

Policy resolutions are actions or priorities that your school board feels are important areas for OPSBA to focus on over the upcoming school year.

Policy resolutions should;

- reflect the corporate position, by way of a passed motion at your 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 (Appendix A – Sample Form), and
- where applicable, reflect alignment with the following existing OPSBA priority areas,
 - [Advocating for the Whole Child and Student Well-Being](#)
 - [Advancing Reconciliation: First Nations, Métis and Inuit Education](#)
 - [Supporting Trustees as Leaders in Public Education](#)
 - [Advocating for Sustainable and Equitable Education Funding](#)
 - [Strengthening Positive Labour Relations](#)

Policy resolutions will be accepted until **4:30 p.m. on Wednesday, April 14, 2021**. This allows time for the following steps to occur.

- 1) Review of the policy resolution by staff and legal counsel.
- 2) Executive Council review of policy resolutions along with staff and counsel input. Where applicable, Executive Council may make recommendations to the Board of Directors regarding the disposition of resolutions. This includes, but is not limited to; alternate wording, referral to an appropriate 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 resolutions, with comments and recommendations from Executive Council, will be forwarded electronically to member boards for review and consideration prior to the Annual General Meeting.

Note: *Resolutions received after 4:30 p.m. on Wednesday, April 14, 2021 and before noon on Friday, April 30, 2021 will be numbered and printed in the Annual General Meeting (AGM) Handbook, but will not have an opportunity to be vetted by Executive Council. Resolutions received after noon on April 30, 2021 will not be included in the AGM 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 AGM Handbook in accordance with Section 16.03 of the OPSBA Constitution and By-Laws.*

- 4) The AGM Handbook, which will include proposed policy resolutions received by Friday, April 30, 2021, along with any relevant materials, will be distributed by Friday, May 7, 2021.
- 5) Proposed policy revisions will be considered by the Board of Directors at the Annual General Meeting scheduled for June 12, 2021.

Resolutions that are passed at the AGM will be incorporated into OPSBA planning for 2021-2022. For more information about priority development, action planning and ongoing management of OPSBA's work, visit: [Priority Development & Action](#).

As outlined in the [OPSBA Constitution and By-Laws](#), any resolution referred to a work group for study must be reported back to the membership no later than the next AGM at which time the member board which 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 available on the [2021 OPSBA Annual General Meeting page](#), by email, fax or mail to:

Lisa Reinhardt, Director of Corporate Affairs
Ontario Public School Boards' Association
439 University Avenue, 18th Floor
Toronto, ON M5G 1Y8
Email: lreinhardt@opsba.org
Fax: 416-340-7517

Submission deadline: Wednesday, April 14, 2021 at 4:30 p.m.

If you have any questions, please contact: Lisa Reinhardt, Director of Corporate Affairs, at 416-340-2540 ext. 108 or lreinhardt@opsba.org or webmaster@opsba.org.

INSERT YOUR BOARD'S LOGO HERE

OPSBA POLICY RESOLUTION SUBMISSION FORM

Insert Title/Subject Area

Rationale

In this section, please explicitly outline, using *Whereas* statements;

- a comprehensive rationale for your resolution,
- all relevant background information or data that supports your position,
- explicit connection to your school board strategic priorities,
- specific provincial implications,
- connections to OPSBA priorities, and
- any other information that is relevant to OPSBA's consideration of your policy resolution.

Example:

Whereas, comprehensive written rationale, and

Whereas, all relevant background information and data, and

Whereas, connection to school board strategic priorities, and

Whereas, connection to OPSBA priorities and work.

**** Include as many *whereas* statements as necessary to support your position.**

Resolution

In this section, please include the resolution you wish OPSBA to consider. This should be bold and written in the following resolution format:

Be it resolved, that OPSBA ... outline specific action(s) to be taken by OPSBA.

Respectfully submitted,

Date of Submission
 Name of Member Board Representative
 Title of Member Board Representative
 Name of Member Board