

ONTARIO STUDENT TRUSTEES'
ASSOCIATION

—

L'ASSOCIATION DES ÉLÈVES
CONSEILLERS ET
CONSEILLÈRES DE L'ONTARIO

By-laws Document – Catholic Board Council
Amended: February 2015

Article I – Objectives

- 1.1 To determine and act upon issues and matters concerning students in Ontario's Catholic schools after presenting it to the Executive Council of OSTA-AECO and all other appropriate organizations.
- 1.2 To work in conjunction with all stakeholders in Ontario's Catholic education system.
- 1.3 To provide a means by which Catholic Student Trustees may gain leadership experience, training and spiritual development.
- 1.4 To promote communication and cooperation amongst Catholic Student Trustees in Ontario.
- 1.5 To promote and enhance the distinctiveness of all Ontario's Catholic Student Trustees, while remaining an entity that upholds and strengthens the concepts and values of the Catholic Church.
- 1.6 To provide a united voice for all Catholic students within Ontario.
- 1.7 The Catholic Board Council will maintain a consistent working relationship with OCSTA through semi annual meetings with CBC Cabinet and OCSTA Executive.
- 1.8 To work towards the continuation and preservation of Catholic education as a publicly funded institution in partnership with the Catholic Church.

Article II – Composition

- 2.1 The elected members that compose the Catholic Board Council Cabinet shall be:
 - a. President
 - b. Vice-President
 - c. Faith Ambassador(s)
 - d. Secretary
- 2.2 Four (4) Regional Representatives, representing the South-western, Golden Horseshoe, Eastern, and Northern regions.
- 2.3 All Student Trustees of Catholic School Boards shall be part of the Catholic Board Council.

Article III – Meetings

- 3.1 The Catholic Board Council shall meet at least three (3) times every year.

- 3.2 All meetings of the Catholic Board Council shall begin and end with a prayer prepared and/or led by any member(s) of the Catholic Board Council Cabinet.
- 3.3 The agenda for each meeting shall be distributed in both official languages to all members of the Catholic Board Council a minimum of five (5) days prior to the meeting date.
- 3.4 Quorum shall be two thirds (2/3) of all Catholic school boards registered and in attendance at the current conference.
- 3.5 A majority vote (50% + 1) of the Board Council shall determine all matters except policy amendments, which shall require the approval of two-thirds of the Board Council members.
- 3.6 The Catholic Board Council will hold an annual faith strengthening event.
- 3.7 The Catholic Board Council recommends the attendance of the council at the minimum of one (1) annual liturgy at a general meeting of OSTA-AECO.

Article IV – Roles and Responsibilities

President

- 4.1 Shall act as the Chair, or shall appoint a Vice-President as Chair for all meetings of the Catholic Board Council and Catholic Board Council Cabinet.
- 4.2 Shall sit on the Senior Executive Council of OSTA-AECO.
- 4.3 Shall be responsible for carrying out the duties of the Catholic Board Council, or delegating them respectively to the Catholic Board Council members.
- 4.4 Shall be the official spokesperson of the Catholic Board Council.
- 4.5 Shall advise and consult frequently with the Ontario Catholic School Trustees' Association, and other Catholic Stakeholders in Catholic Education as deemed appropriate by the Catholic Board Council Cabinet, in order to advise them of issues affecting the students in Ontario's Catholic schools.
- 4.6 Shall work with the Vice President and Faith Ambassador(s) to instil and promote the Catholic faith within members of the Catholic Board Council.

Vice-President

- 4.7 Shall carry out the duties of the President in the absence of the President and shall assume the office of the President should the President cease to be eligible or unable to fulfill his/her mandate.
- 4.8 Shall act as the Vice-Chair for all meetings of the Catholic Board Council and Catholic Board Council Cabinet, or as Chair when appointed by the Catholic Board Council President.
- 4.9 Shall assist the Catholic Board Council President in his/her duties when called upon to do so.
- 4.10 Shall sit on the Senior Executive Council of OSTA-AECO.

The Faith Ambassador(s)

- 4.11 A maximum of two (2) CBC members may be elected as Faith Ambassadors.
- 4.12 Shall be the representative on the Catholic Board Council who facilitates the aspects of Catholicism within the Board Council.
- 4.13 Shall advise the Catholic Board Council regarding the positions of the Church and work with the CBC President and Policy Officer of OSTA-AECO when developing CBC policy.
- 4.14 Shall lead an opening and closing prayer and reading at each meeting of the Catholic Board Council.
- 4.15 Shall work in conjunction with the remainder of the Catholic Board Council Cabinet to establish connections and open communications with the Catholic Church and other Catholic stakeholders concerning issues or Catholic community.
- 4.16 Shall facilitate communication with the Catholic Church to receive input regarding current initiatives of the Catholic Board Council.

Secretary

- 4.17 Shall take minutes at all meetings of the Catholic Board Council.
- 4.18 Shall distribute the minutes to all Catholic Board Student Trustees no later than five (5) days after the Board Council meeting.
- 4.19 Shall be responsible for distributing the agenda for upcoming meetings to all members of the Catholic Board Council a minimum of five (5) days prior to the meeting.

- 4.20 Shall work with the French Relations Officer to translate all Catholic Board Council agendas and minutes to French upon request.
- 4.21 Shall keep an accurate record of the minutes of all meetings of the Catholic Board Council and the Catholic Board Council Cabinet and shall make available the agendas and minutes to the public upon request.
- 4.22 Shall take attendance at every Catholic Board Council and Catholic Board Council Cabinet meeting.
- 4.23 Shall notify the Catholic Board Council and Catholic Board Council Cabinet of all upcoming meetings.
- 4.24 Shall keep an up-to-date contact list of all Catholic Student Trustees in the province, including but not limited to a preferred phone number and e-mail address.

Regional Representatives

- 4.25 There shall be five (5) Regional Representatives (abbreviated as Rep).
 - a. The South-western Rep will be responsible for:
 - a. Huron Perth Catholic DSB
 - b. Bruce Grey Catholic DSB
 - c. St. Clair Catholic DSB
 - d. Brant Haldimand Norfolk Catholic DSB
 - e. Waterloo Catholic DSB
 - f. London District Catholic SB
 - g. Simcoe Muskoka Catholic DSB
 - h. Wellington Catholic DSB
 - i. Windsor-Essex Catholic DSB
 - b. The Golden Horseshoe Rep will be responsible for:
 - a. Halton CDSB
 - b. Hamilton-Wentworth Catholic DSB
 - c. Dufferin Peel Catholic DSB
 - d. Toronto Catholic DSB
 - e. Durham Catholic DSB
 - f. Niagara Catholic DSB
 - g. York Catholic DSB
 - c. The Northern Rep will be responsible for:
 - a. Nippising-Parry Sound Catholic DSB
 - b. Kenora Catholic DSB
 - c. Superior North Catholic DSB
 - d. Huron Superior Catholic DSB

- e. Sudbury Catholic DSB
 - f. Northwest Catholic DSB
 - g. Ontario Northeastern Catholic District School Board
 - h. Thunder Bay Catholic DSB
- d. The Eastern Rep will be responsible for:
- a. Peterborough Victoria Northumberland and Clarington Catholic DSB
 - b. Ottawa-Carleton Catholic DSB
 - c. Eastern Ontario Catholic DSB
 - d. Algonquin Lakeshore Catholic DSB
 - e. Renfrew Country Catholic DSB
- e. The Catholic French Language Representative will be responsible for:
- a. Conseil Scolaire de District Catholique Centre-Sud
 - b. Conseil Scolaire de District Catholique de l'Est Ontarien
 - c. Conseil des écoles Catholique de Langue Française du Centre-Est
 - d. Conseil Scolaire Catholique Providence
 - e. Conseil Scolaire Catholique du Nouvel-Ontario
 - f. Conseil Scolaire Catholique Franco- Nord
 - g. Conseil Scolaire Catholique de District des Grandes Rivières
 - h. Conseil Scolaire de District Catholique des Aurores Boréales
- 4.26 Shall be responsible for contacting all Student Trustees within the region they represent on a regular basis and monitoring their initiatives.
- 4.27 Shall be responsible for maintaining an up to date contact list of all Student Trustees within the regions they represent.
- 4.28 Shall work to promote the Catholic faith amongst the Student Trustees they represent.
- 4.29 In case of the inability or refusal to act or fulfil his/her duties of a CBC Cabinet member, the Cabinet shall select a temporary replacement from applicants from the CBC membership. The new Cabinet member shall continue to occupy the position until such time as the Cabinet approves the return of the original Cabinet member.
- 4.30 Shall report regularly to the Vice President of the Catholic Board Council.
- 4.31 Regional Reps are members of the Catholic Board Council Cabinet

Article V – Election of Cabinet

The Election Chairs

- 5.1 Shall be the incumbent President of the Catholic Board Council.

- 5.2 Shall report regularly to the Vice President of the Catholic Board Council.
- 5.3 A member of the previous serving Catholic Board Council Cabinet shall act as Chair for each Regional Representative election.

Nominations

- 5.4 The Election Chair shall oversee the nomination process.
- 5.5 The Election Chair shall open the floor for nominations. At this time a school board may nominate a candidate.
- 5.6 The Election Chair shall then close the floor to nominations. At this time, the nominated candidates shall accept or decline his/her nomination.

Speeches

- 5.7 All nominated candidates may make a speech up to one (1) minute in length.

Voting

- 5.8 Each Catholic District School Board present shall be entitled to one (1) vote per Catholic District School Board for all motions and election(s) of Cabinet Members.
- 5.9 All boards represented at the election session may be eligible to vote for the Regional Representative in their region and all boards present may vote for other Cabinet positions.
- 5.10 The elected candidate must receive a majority vote (50% + 1) of the votes cast. If no candidates receive a majority of the votes, a second vote will be held and the candidate with the fewest votes shall be dropped from the ballot.
- 5.11 An eligible vote shall be a ballot where the election officials can justifiably determine who the vote is for.
- 5.12 If there is only one (1) candidate for a position, the candidate must receive a vote of confidence from the General Assembly in order for the candidate to take office.
- 5.13 If a candidate cannot be chosen, the Election Chair may be instructed by the voting members in said region to motion to open the voting to the incumbent Senior Executive Council.

Article VI – Amendments to the By-laws Document

- 6.1 Amendments to the Catholic Board Council's By-laws Document may be made at a meeting of the Catholic Board Council at an OSTA-AECO Annual General Meetings, Fall General Meetings, or the Board Council Conferences at the request of any member of the Catholic Board Council.