



BYLAW

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Personnel Matters to be Considered In Camera

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To ensure that all employees can carry out their duties with dignity and assurance, any presentations or delegations at Board or Committee meetings which include statements questioning the personal integrity or professional competence of Board employees shall be treated as personnel matters to be considered in camera.

Presentations and/or Delegations Containing Personal References

All submissions or statements, including those made by delegations, containing personal references questioning the efficiency, judgement or actions of Board employees shall be heard in camera.

The components of the process to hear such reports, presentations and/or delegations include:

a) Informing the Employee

Employees referred to above shall be informed of the matter and shall be given sufficient time to gather data relevant to the issue.

b) Personnel to be Present at the Proceedings

The Board, the Director of Education as Chief Executive Officer, the appropriate Supervisory Officer(s), the Recording Secretary and the individual(s) involved in the matter shall be the only parties at the proceedings.

c) Representation by Counsel or Other Agent

Notwithstanding Clause b above, the Board and the individual(s) involved may be accompanied and represented by counsel or other agent.

d) Excusing Employee(s) and Representatives from the Meeting

After the Board has gathered all the information it deems necessary to clarify and to resolve the issue, using the procedure outlined in Clauses b and c above, the individual(s) involved and their counsellor(s) shall be excused from the meeting.

e) Conveying Decision to Employee(s) Involved

When the Board has reached a decision concerning the resolution of the matter, including the reasons therefore, it shall be conveyed to the individual(s) involved by the Director of Education, in writing.