



**DURHAM CATHOLIC  
DISTRICT SCHOOL BOARD**  
*Learning and Living in Faith*

## **Mandate of the Suspension Appeal Committee**

### **Mandate**

The Suspension Appeal Committee of the Durham Catholic District School Board shall conduct Suspension Appeal proceedings in accordance with Part XIII of the *Education Act*, Regulation 472/07, and the Board's School Conduct and Safety Policies and Procedures.

### **Committee Membership**

The Board's Suspension Appeals Committee shall have no fewer than three (3) trustee members available for each Suspension Appeal proceeding.

### **Meeting Date**

Two (2) dates per month shall be set aside for Suspension Appeal proceedings. The Suspension Appeal Committee will hear suspension appeals on one or both of the pre-scheduled dates, provided that the schedule allows for compliance with Section 309(6) of the *Education Act*, requiring that a suspension appeal hearing be held within fifteen (15) school days of receiving a notice of appeal.

### **Meeting Time and Location**

7:00 p.m. at the Catholic Education Centre in the Board Room, subject to the availability of the Principal and parent/guardian or adult student who are parties to the proceeding.

### **Resource Person**

Director of Education and/or designated Superintendent of Education.

### **Terms of Reference**

1. A Chair and a Vice Chair of the Suspension Appeal Committee will be elected at its first meeting.
2. All applicable sections of the *Education Act* and Regulation 472/07 shall be followed when holding a Suspension Appeal proceeding.
3. All proceedings shall be closed to the public.

4. Decisions made by the Suspension Appeal Committee shall be final and binding. A written copy of the decision of the Suspension Appeal Committee shall be prepared by the Committee with the assistance of the Director or designated Superintendent of Education, and provided forthwith to the Appellant.
5. Presenters at Suspension Appeal shall have the right to be heard only during the Suspension Appeal proceeding.
6. Decisions of the Suspension Appeal Committee may be brought to the full Board for information, on an anonymized basis.
7. Agendas, minutes and supporting documentation of all Suspension Appeal proceedings will be kept by the Director of Education.

Effective June 30, 2021