

Dr. Eric Jackman Institute of Child Study Laboratory School Advisory Board

Terms of Reference

Mandate

The Dr. Eric Jackman Institute of Child Study Laboratory School Advisory Board is intended to provide non-binding advice to the Dean on the mission of, and policies affecting the Laboratory School. These policies pertain to all aspects of the School's operation, including those pertaining to programs, admissions, code of behavior, financial arrangements, relationships with alumni and external constituencies, and relationship to the University of Toronto. In relation to the Master of Arts in Child Study and Education (MA-CSE) program, the Board will advise on the key role of the Lab School especially related to placement opportunities, professional development and research activities for teacher candidates in the School. The Board will assist in giving voice to perspectives of stakeholders in the School and the Dr. Eric Jackman Institute of Child Study and by communicating and advocating regarding those perspectives in dealing with the Dean.

Composition

- Dean, OISE (Chair)
- Associate Dean, Programs
- Director, Dr. Eric Jackman Institute of Child Study
- Principal, Dr. Eric Jackman Institute of Child Study Laboratory School
- 2 current parents
- 2 alumni or parents of alumni of the School
- 1 teacher of the School
- 1 external member
- 1 OISE faculty member external to JICS
- 1 current student in the MA-CSE program

Selection of Members/Terms of Office

Parent, teacher, alumni, external, and student members will be nominated through an open process determined by the Dean. In consultation with the Jackman Institute of Child Study and the Laboratory School leadership, the Dean will make appointments of such members from among those nominated. Parent, teacher, alumni, OISE faculty and external members will serve

for a two or three-year term, and the student members for a one-year term. The Dean reserves the discretion to appoint additional members at large, as well as remove members and appoint replacement members without having to use the nominating process.

Members Responsibilities

Members will endeavor to:

- Attend all meetings of the Board to ensure continuity of the group;
- Fulfill their roles through their integrity, expertise, experience, and openness to the dialogue and deliberation;
- Actively participate in the Board's meetings to ensure an adequate exchange of perspectives and points of view necessary for fruitful discussions; and
- Be champions of the School by communicating key strategic messages, creating awareness for existing and new initiatives, and showcasing the School's achievements.

Meetings

- The ICS Advisory Board will meet semi-annually in November and March.
- In addition to discussion topics of interest to the School community, the Board's meeting agendas will include regular reports from OISE Dean, Principal of the School, Director of the Jackman Institute of Child Study, and from the current parent members of the Board.
- The Board's discussions will be guided by processes that are open, consultative and collaborative in nature.
- Information shared and discussions as the Board's meetings are public unless it is specifically indicated that a particular issue needs to be discussed in confidence.

Duration

The ICS Advisory Board may be discontinued by the Dean at any time and for any reason, notwithstanding the terms of office described above.