



Jay Aspin, Chair

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Craig Myles, Director of Education

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The September 21, 2021 **Public Session Board Meeting** of the Near North District School Board was held via teleconference and videoconference.

**Trustees Present:**

Jay Aspin, Chair  
John Cochrane, Vice-Chair  
Al Bottomley  
Bill Steer  
Donna Breault  
Louise Sargent  
Nichole King  
Student Trustee C. Darling

**Administrative Staff Present:**

Craig Myles, Director of Education  
Deb Bartlett, Communications Officer  
Gay Smylie, Superintendent of Education  
Krista Messenger, Executive Assistant  
Melanie Gray, Superintendent of Education  
Tim Graves, Superintendent of Education  
Seija Van Haesendonck, Superintendent of Business

**Trustee Regrets:**

Rob Learn

**Other:**

Staff, media and community partners

**1.0 Call to Order**

Chair Aspin called the meeting to order at 6:31 pm.

1.1 Land Acknowledgement

Chair Aspin read the land acknowledgement aloud.

1.2 Opening Prayer by Elder

Chair Aspin welcomed elder E. McLeod of the Nipissing First Nation to the Board meeting. Elder McLeod offered a smudge and a prayer aloud in the Nipissing dialect of the (Ojibwe) language.

Chair Aspin thanked Elder McLeod for her words and presence at the meeting.

**2.0 Attendance**

2.1 Confirmation of Quorum

Attendance indicated that nine trustees are present for the meeting, including the Student Trustee.

2.2 Declaration of Conflict of Interest

NIL

### 3.0 Approval of the Agenda

*Motion: 21-09-01, J. Cochrane/ A. Bottomley*

That the agenda for the Board meeting of September 21, 2021 be approved as presented. - **CARRIED.**

### 4.0 Approval of Previous Minutes

#### 4.1 2021 06 15 Regular Meeting minutes

Trustees were referred to the meeting minutes contained in the package. The floor was opened for amendments, questions, or comments with none rose.

*Motion: 21-09-02, D. Breault/ B. Steer*

That the minutes of the Regular Board meeting held on June 15, 2021, be approved. – **CARRIED**

#### 4.2 2021 08 05 Special Meeting minutes

Trustees were referred to the special meeting minutes contained in the package. The floor was opened for amendments, questions, or comments with none rose.

*Motion: 21-09-03, D. Breault/ B. Steer*

That the minutes of the Regular Board meeting held on August 5, 2021, be approved. – **CARRIED**

### 5.0 Student Trustee Welcome

#### 5.1 Motion for Appointment- C. Darling

*Motion: 21-09-04, J. Cochrane/ A. Bottomley*

Be it resolved that Cecilia Darling, of Almaguin Highlands Secondary, be appointed as the Student Trustee for the 2021/2022 school year. – **CARRIED**

#### 5.2 Oath of Allegiance

In the presence of trustees and the Board's Secretary (Director Myles), Chair Aspin read aloud the Oath of Allegiance for Student Trustee Darling. Student Trustee Darling repeated after the Chair to affirm her allegiance.

### 6.0 Communication to the Board

#### 6.1 Information Items

6.1.1 *Monthly Tender Report- September 2021*

6.1.2 *Professional Development Opportunities Calendar*

6.1.3 *2021/2022 Board of Trustees meeting schedule*

6.1.4 *NNDSB 2021 Summer School Report*

6.1.5 *COVID-19 Management Report*

6.1.6 *NNDSB Virtual School Report*

Chair Aspin referred trustees to the board reports submitted for information as part of the agenda package for each item. The floor was opened for questions or comments with none rose.

## 6.2 Director's Update

Opening remarks to welcome the school community back and recognize the significant work that has gone into planning for the 2021/2022 school year. It is noted that NNDSB students have elected to return predominantly to in-person learning. Thanks to staff, union partners, coterminous school boards, and the health unit for their collaborative leadership. As part of his report, the Director highlighted:

- COVID-19 is all encompassing, and our teams have taken on these challenges on top of usual operations. These are very detailed and complex pathways with rapidly changing best practices, expectations, and guidance. The board will continue to take a careful, cautious approach to the operations of the organization based upon the guidance of the Ministries of Education, and Health and adjust accordingly throughout the course of the school year when it is needed.
- In follow-up to the Board's decision in the Spring on the Trout Mills property, the timeline for preferred partners to express interest has closed. The Director's Office is proceeding through the next steps in the regulation to approach the Ministry for approval on the sale. Trustees will continue to be kept apprised of any developments.
- Review of the special recognition days to note the meaningful ways the school community will be honouring the National Day for Truth and Reconciliation on September 30, 2021.
- Closing remarks offer to thank trustees for their continued support of NNDSB's mission vision and values. Board service is one of the toughest volunteer roles, and trustees are recognized for their dedication and commitment throughout the year and particularly in the summer when there has usually been a break.

### MYSP Progress Update:

The Director provided an update on the implementation progress of the Multi-Year Strategic Plan (MYSP), following its approval at the June 2021 Board of Trustee Meeting. Highlights of the verbal report are noted as:

- The August conference for Principals, Vice Principals and Managers marked the official launch of the MYSP to board and school level leaders and reinforced the alignment of improvement plans in all areas of the board to the four priorities of the MYSP.
- A significant piece to the implementation plans is to ensure all staff are aware of the vision, mission and value statements of the MYSP and to understand the alignment of all strategic plans to the four priorities. School administrators and Managers were instructed to share the MYSP with staff. The presentation has been loaded to the staff training platform for any staff who missed the introduction.
- The launch of the MYSP was followed by the introduction of the 2021-26 Board Improvement Plan for Student Achievement and Well-being (BIPSAWB) which was followed by the launch of the new School Improvement Plan for Student Achievement and Well-being (SIPSAWB) format which supports schools in aligning key goals for numeracy, literacy, human rights, equity and well-being and student pathways to the four priorities of the MYSP
- The new Department Improvement Plan for Student Achievement and Well-being (DIPSAWB) was introduced and will be further explored at upcoming

- managers' meetings.
- This focus on coordination and saturation across all levels, together with a systemic rollout ensures that the MYSP will maintain its relevance and effect on all staff.

Chair Aspin thanked the Director for the report and opened the floor for comments, with none rose.

### 6.3 Chair's Remarks

The Chair shared remarks regarding board and community engagement initiatives as part of the conversation following the Director's Remarks. Chair Aspin's remarks centered on:

- Recognition that the board has been mentioned in several meaningful ways in the Ontario Ombudsman's 2020/2021 Annual Report. Trustees referred to the report contained in the package. Note that the Ombudsman's Office acknowledged the progress made by NNDSB regarding the Special Advisor's recommendations. Trustees can also take pride in how NNDSB was one of the boards with the lowest number of cases brought forward- with one.
- Trustees acknowledged for their cooperation with the communication protocol. Forwarding correspondence to the Chair to share with the Director's Office ensures inquires and questions are answered consistently and efficiently.
- Chair Aspin was pleased to meet with MPP Fedeli to recognize the government's investment in ventilation. A photo opportunity was held last week at MPP Fedeli's invitation. Further engagement with MPP Fedeli is planned for tomorrow, noting that trustees have been invited to attend a virtual event with MPP Fedeli and Minister Lecce to recognize the investments in the W.J. Fricker project.
- Trustees referred to the COVID-19 Immunization Disclosure Policy information contained in the agenda package. It is noted in the document that this applies to school board trustees and Chair Aspin advised it is an important demonstration of leadership to the school community that trustees comply. Trustees may reach out to the Director's Office for any support to complete the attestation and contact the Chair with any questions or concerns.

Trustees received Chair Aspin's report with thanks.

### 6.4 OPSBA Report

The Chair invited Trustee Steer to lead the Board through this item. Trustee Steer provided a verbal report to note:

- The OPSBA monthly professional development opportunities will be resuming. Trustees are encouraged to attend.
- Note a letter from OPSBA President Abraham is included in the agenda package, with a recommendation that the Board approves the annual fee.

Director Myles highlighted the contributions from Trustee Steer on behalf of NNDSB mentioned in the OPSBA's Annual Report. It is noted that "environmental" has been added to the mission statement, which was an initiative that began at the Board of Trustee level by Trustee Bottomley.

The Chair thanked Trustee Steer for his report and diligence in continuing to represent NNDSB at the provincial level.

#### 6.5 Student Trustee's Update

The Chair invited Student Trustee Darling to speak to this item. Student Trustee Darling referred trustees to the report shared as part of the agenda package. Highlight shared regarding how schools have begun to show their spirit with themes of school colour days during the first weeks. NNDSB has launched a new "Student Voice" project on the website. This dedicated webpage provides a space for students to share and highlight their work, ideas, thoughts and events with others. Student Trustee Darling has created content in the form of an introduction video to share about the student trustee role and encourage other students to participate.

The Chair thanked the Student Trustee for her report.

### **7.0 Items for Decision**

#### 7.1 Report from Committee of the Whole- Private Session

Chair Aspin provided an overview of the trustee recruitment process that began following the resignation of H. Fry as the NNDSB Trustee in Zone 2. At the August meeting, it was determined that the seat would be filled by appointment and the Board approved the application process, noting preference would be given to in-zone candidates. It is noted that this is consistent with direction from the OPSBA as well.

Candidates were invited into the Board's Private Session meeting to discuss their interest. It is noted that consensus was achieved during the In-Camera session that will be confirmed as a motion.

*Motion: 21-09-05, B. Steer/ A. Bottomley*

Whereas the NNDSB Board of Trustees has confirmed a vacancy in zone 2 as a result of a trustee resignation dated June 30, 2021;

And whereas the NNDSB Board of Trustees engaged in a thorough community engagement to seek applications for a replacement trustee;

Be it resolved that Caren Gagne of Rutherglen be appointed as the trustee representing zone 2 for a term to begin immediately and close on November 14, 2022 in alignment with all elected school board trustees. – **CARRIED UNANIMOUSLY**

Chair Aspin thanked D. Allison for his expression of interest and encouraged him to seek candidacy in the next election. D. Allison congratulated Trustee-Elect Gagne on her appointment. Trustee Elect Gagne accepted the appointment and expressed gratitude to the Board of Trustees for their confidence.

#### 7.2 Administrative Guideline- Expressed Approval

Director Myles was invited to speak to this item. Trustees were referred to the report contained in the agenda package seeking trustee approval to expedite public consultation on administrative guidelines. The floor was opened for questions or comments. Point raised by Trustee Steer that the proposed approach is consistent with the Board's

strategic commitment to excellence in communication. No further questions or comments were noted.

*Motion: 21-09-06, J. Cochrane/ D. Breault*

Be it resolved that the Board of Trustees provides expressed approval to Executive Council to proceed to the public consultation period for all Administrative Guidelines once approved for review by Executive Council. – **CARRIED UNANIMOUSLY**

### 7.3 NNDSB Bylaw BL-122: Extraordinary Circumstances- Approval

Trustees referred to the draft bylaw included in the package. It is noted that the pandemic has highlighted a myriad of unique circumstances that require flexibility in decision-making. The draft bylaw presented for consideration is intended to be a tool that the Board can use in support of efficient governance. Review of similar processes adopted by municipalities and other school boards. The floor was opened for comments:

- Support expressed by Vice-Chair Cochrane, noting he is familiar with this approach from his time as a trustee of Cambrian College.
- Comment from Trustee Sargent to note support, with a suggestion for trustees to be apprised promptly when the bylaw is used in lieu of the decision being presented at a subsequent board meeting.
  - Clarification from Director Myles to note this could be implemented by the communication protocol as an added layer of accountability in addition to the item coming forward for ratification at a subsequent meeting.
  - Acceptance from trustees on this approach.

No further comments or questions to note. With the inclusion of the amendment as discussed, a motion was called.

*Motion: 21-09-07, J. Cochrane/ B. Steer*

Be it resolved, that the NNDSB Board of Trustees approves the addition of Bylaw 122 to the Governance Manual, effective September 21, 2021. – **CARRIED UNANIMOUSLY**

### 7.4 OPSBA Annual Dues

*Motion: 21-09-08, B. Steer/ L. Sargent*

Be it resolved, that the Board of Trustees for the Near North District School Board approve the 2021/22 Ontario Public School Boards' Association membership fees. – **CARRIED.**

### 7.5 Statement by Treasurer ✓

*Motion: 21-09-09, B. Steer/ L. Sargent*

That the Board approves the Statement by Treasurer regarding Borrowing for Current Expenditures. – **CARRIED.**

It is noted that the time is quickly approaching 8:00 PM, therefore as a point of order- Trustee Steer tabled a motion for extension to ensure the remaining agenda items may be discussed.

Chair Aspin accepted the motion and called for a seconder to extend the meeting for an additional 5 minutes.

*Motion: 21-09-10, B. Steer/ D. Breault*

That the Board approves the extension of the meeting to 8:05 PM. – **CARRIED.**

**8.0 Committee Reports**

8.1 Committee Meeting Minutes Presented for Information

8.1.1 SEAC Committee- June 17, 2021

8.1.2 Parry Sound Build Committee- August 3, 2021

8.1.3 W. J. Fricker Build Committee- August 25, 2021

Chair Aspin referred trustees to the committee minutes included for information purposes. The floor was opened for questions or comments with none rose.

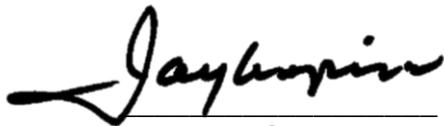
**9.0 Next Meeting Date**

Chair Aspin confirmed the Board of Trustees would meet next on Tuesday, October 12, 2021.

**10.0 Motion to Adjourn**

*Motion: 21-09-11, J. Cochrane/ A. Bottomley*

That we do now adjourn at 8:03 pm. – **CARRIED**



Jay Aspin  
Chair



Craig Myles  
Director of Education

**RESOLUTION SUMMARY**

<b>21-09-01</b> J. Cochrane A. Bottomley	That the agenda for the Board meeting of September 21, 2021 be approved as presented. - <b>CARRIED</b>
<b>21-09-02</b> D. Breault B. Steer	That the minutes of the Regular Board meeting held on June 15, 2021, be approved. – <b>CARRIED</b>
<b>21-09-03</b> D. Breault B. Steer	That the minutes of the Regular Board meeting held on August 5, 2021, be approved. – <b>CARRIED</b>

**Minutes of the Public Session Board Meeting of the Near North District School Board held September 21, 2021**

<p><b>21-09-04</b> J. Cochrane A. Bottomley</p>	<p>Be it resolved that Cecilia Darling, of Almaguin Highlands Secondary, be appointed as the Student Trustee for the 2021/2022 school year. – <b>CARRIED</b></p>
<p><b>21-09-05</b> B. Steer A. Bottomley</p>	<p>Whereas the NNDSB Board of Trustees has confirmed a vacancy in zone 2 as a result of a trustee resignation dated June 30, 2021; And whereas the NNDSB Board of Trustees engaged in a thorough community engagement to seek applications for a replacement trustee;</p> <p>Be it resolved that Caren Gagne of Rutherglen be appointed as the trustee representing zone 2 for a term to begin immediately and close on November 14, 2022 in alignment with all elected school board trustees. – <b>CARRIED UNANIMOUSLY</b></p>
<p><b>21-09-06</b> J. Cochrane D. Breault</p>	<p>Be it resolved that the Board of Trustees provides expressed approval to Executive Council to proceed to the public consultation period for all Administrative Guidelines once approved for review by Executive Council. – <b>CARRIED UNANIMOUSLY</b></p>
<p><b>21-09-07</b> J. Cochrane B. Steer</p>	<p>Be it resolved, that the NNDSB Board of Trustees approves the addition of Bylaw 122 to the Governance Manual, effective September 21, 2021. – <b>CARRIED UNANIMOUSLY</b></p>
<p><b>21-09-08</b> B. Steer L. Sargent</p>	<p>Be it resolved, that the Board of Trustees for the Near North District School Board approves the 2021/22 Ontario Public School Boards' Association membership fees. – <b>CARRIED.</b></p>
<p><b>21-09-10</b> B. Steer D. Breault</p>	<p>That the Board approves the extension of the meeting to 8:05 PM. – <b>CARRIED.</b></p>
<p><b>21-09-11</b> J. Cochrane A. Bottomley</p>	<p>That we do now adjourn at 8:03 pm. – <b>CARRIED</b></p>