

## COMMITTEE OF THE WHOLE

Tuesday, April 12, 2022 | 6:00 PM

Join Zoom Meeting

<https://nearnorthschools-ca.zoom.us/j/85226151024?pwd=NFhOSzFSbTJYZERFY0N3MUJheU1wdz09>

Meeting ID: 852 2615 1024

Passcode: 589730

Dial in: 1 855 703 8985 Canada

## PUBLIC AGENDA

### 1.0 Call to Order

#### 1.1 Land acknowledgement

We would like to open this meeting by acknowledging the traditional territories of the Anishinaabe, on which all schools of the NNDSB are situated. The Board Office is specifically located on the traditional territory of the Nipissing First Nation. We value the cultures, histories and relationships with the Indigenous People of Turtle Island. We are grateful to be gathered here today.

#### 1.2 Attendance

Confirmation of Quorum

#### 1.3 Declaration of Conflict of Interest

### 2.0 Approval of the Agenda and Previous Minutes ✓

Motion: That the agenda for the Committee of the Whole meeting of April 12, 2022, and the minutes of the previous meeting of March 22, 2022, be approved.

### 3.0 In-Camera

Motion: That the Board move into a Committee of the Whole Private Session

### 4.0 Arise and Report

### 5.0 Business Arising

Nil.

### 6.0 New Business

6.1 Review of "Use of Board Resources" procedure ✓

### 7.0 Adjournment

Motion: That on April 12, 2022 we do now adjourn at \_\_\_\_pm.



963 Airport Road North Bay, ON P1B 8H1  
Phone: 705.472.8170  
Website: [www.nearnorthschools.ca](http://www.nearnorthschools.ca)

Craig Myles, Director of Education

---

The March 22, 2022 **Committee of the Whole Public Session** of the Near North District School Board was held via video and/or teleconference.

**Trustees Present:**

Jay Aspin, Chair  
John Cochrane, Vice-Chair  
Al Bottomley  
Bill Steer  
Caren Gagne  
Donna Breault  
Louise Sargent  
Nichole King  
Allen Lewis Trodd, Student Trustee  
Cecilia Darling, Student Trustee

**Administrative Staff Present:**

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

**Other:**

Staff, media and community partners

**Trustees Absent:**

Rob Learn

**1.0 Call to Order**

Chair Aspin called the Committee of the Whole meeting to order at 5:30 pm.

**1.1 Land acknowledgement**

Chair Aspin read the declaration aloud.

**1.2 Attendance**

Attendance indicated that 10 trustees are present for the meeting, including the two student trustees.

**1.3 Declaration of Conflict of Interest**

NIL

**2.0 Approval of the Agenda and Previous Minutes**

Chair Aspin noted a correction to the agenda regarding the date of the meeting. The motion was amended and read aloud.

*Motion: J. Cochrane/ C. Gagne*

That the agenda for the Committee of the Whole meeting of March 22, 2022, and the minutes of the previous meetings of February 15, 2022, be approved - **Carried.**

### **3.0 In-Camera**

At this time, Chair Aspin advised the Committee of the Whole would be moving into a private session. Members of the public were excused and advised they would be permitted back into the meeting once the Board arose in public session.

*Motion: L. Sargent/ D. Breault*

That the Committee of the Whole move into an in-camera session. - **Carried.**

A brief pause was noted to coordinate the appropriate video conference controls.

### **4.0 Arise and Report**

The Committee arose and reported in the public session of Committee of the Whole. A brief pause was noted to coordinate the appropriate video conference controls to permit members of the public to re-enter the virtual meeting.

### **5.0 Business Arising**

Chair Aspin noted this is a nil report this evening.

### **6.0 New Business**

#### **6.1 Review of NNDSB Bylaw Amendments**

Chair Aspin referred trustees to the report contained in the package. It is noted that the board's bylaws require amendments to align with legislative changes made to the next trustee term of office date (November 15, 2022). Further amendments are also suggested to the meeting sequence, given how the Board's practice is to schedule Committee of the Whole meetings to occur on the same date as Board meetings. Chair Aspin noted how these revisions speak to the Board's commitments to excellence in communication, as this work is being completed proactively.

The floor was opened for questions, with none rose. With consensus, the Board will pass a motion in regular session to approve these changes.

#### **6.2 Review of Trustee Distribution and Determination Report**

Trustees were referred to the report contained in the agenda package. It is noted that prior to a municipal election, school boards are required to review and recommend the number of trustees, and the areas they represent. The goal is to ensure fair and equitable representation of all public-school supporters. Director Myles was invited to speak to this item further. Highlights of the information presented are noted as:

- Opening comments from Chair Aspin to confirm that trustee determination refers to the number of elected trustees, which was determined for the board for the 2006 provincial general election. For NNDSB, this number is eight. Boards may elect to pass a resolution to decrease the number of trustees, but it may not be less than five.

## Minutes of the Public Session Board Meeting of the Near North District School Board held March 22, 2022

- Director Myles referred trustees to the population data included in the report from the Municipal Property Assessment Corporation (MPAC). Across the region, NNDSB's population in 2022 has grown slightly from 2018, so the data does not support a recommendation to voluntarily decrease the number of elected trustees.
  - The floor was opened for questions and comments, with none rose.
- Review of the electoral quotients contained in the report. It is noted that boards that have jurisdiction in more than one municipality (such as NNDSB) may consider identifying areas of low population.
- The 2022 electoral distribution is consistent with the calculations from the 2018 boundaries. Based on the data, trustees were presented with a recommendation to approve a "status quo" distribution of trustees, with the lead municipalities for each zone noted within the report.
- The floor was opened for questions and comments.
  - Trustee Sargent raised a suggestion to incorporate a statement in the report regarding the First Nations Trustee. It is noted that the area First Nations will move through their process to appoint their First Nations Trustee, who will be appointed as NNDSB's ninth trustee. Confirmation from the Director's Office to accept this for inclusion.

With no further comments, it is noted that consensus has been achieved on this item. Chair Aspin noted the recommendations for approval regarding 2022 trustee determination and distribution will be presented as part of the Board meeting.

### 6.3 Review of Trustee Initiative Fund application- "Journey into Learning"

Trustees refereed to the application submitted from the Near North Early Years team contained in the agenda package. Director Myles was invited to speak to this item.

Highlights noted as:

- The Trustee Initiative Fund (TIF) application is seeking funding for \$7,520.20 in support of the Journey into Learning initiative.
- As part of the special "welcome to school" kit created for all new students entering kindergarten, the funding is being requested to once again include the Indigenous book, "This is What I've Been Told" to introduce students to Indigenous language and culture.
- Note that the book was selected because of its local context; NNDSB schools are located on the traditional lands of the Anishinaabek and Algonquin people, and it is important to reflect local people and shared treaties.
- Recall trustees supported this request last year as well, and there were many positive comments shared by parents about the inclusion of this special resource.
- This application supports the Calls to Action identified by the Truth and Reconciliation Commission, specifically in the 'Education' and 'Language and Culture' sections, and mirrors NNDSB's commitment to excellence in teaching and learning by supporting equity for all.

Chair Aspin thanked the Director for providing this overview and expressed his support for the application. The floor was opened for comments or questions, with none rose. With consensus achieved, Chair Aspin noted the recommendation for approval would be presented as part of the Board meeting.

6.4 Review of Trustee Initiative Fund application- “The Festival of the Sound”

Director Myles was invited to review the second TIF application included in the agenda package. Highlights of the discussion are noted as:

- NNDSB’s program team worked closely with Festival of the Sound to prepare the application requesting funding for \$7,500 to support the offering of “music scores”, a school music education program in 10 schools over a two-week period.
- This program has been offered in NNDSB’s Parry Sound family of schools since 2005, impacting the lives of thousands of NNDSB students in Grades 4-6.
- This long-standing partnership supports commitments to excellence in relationships, as well as providing a unique opportunity for students, noting how musical training helps develop language, reasoning and memorization skills and fosters a sense of achievement.
- Reflecting on the TIF applications approved by trustees this year, the Director remarked at how well this application complements the other requests to present well-rounded opportunities that support the growth and wellbeing of all learners.

Chair Aspin thanked the Director for reviewing this item and offered his support for this application. The floor was opened for comments and questions:

- Trustee Sargent offered her support for both applications presented and was pleased that Festival of the Sound is resuming. As a long-standing trustee, Trustee Sargent noted the Board’s historic support for this program has always been met with excitement as a very worthy endeavour.
- Vice-Chair Cochrane noted that Festival of the Sound also provides rich volunteer opportunities for students, after they become engaged with the programming offered in schools. Vice-Chair Cochrane noted how proud he is of the Board to support the arts, as this is an area where other organizations have begun to reduce funding.

With no further comments, it is noted that consensus has been achieved and the recommendation for approval will be presented as part of the Board meeting.

Chair Aspin noted that with the STEM proposal approved in February for approximately \$17,000 and the two proposals going forward for approval this evening (together totaling approximately \$15,000), the remaining balance of the TIF fund is approximately \$18,000.

**7.0 Motion to Adjourn**

*Motion: J. Cochrane/ N. King*

That we do now adjourn at 6:05 PM. – **Carried**

<b>Title:</b>	<b>Board Use of Resources Procedure Establishment</b>
<b>Contact:</b>	Craig Myles, Director of Education
<b>Date Submitted:</b>	April 12, 2022
<b>Mandate</b>	<p><b>Excellence in teaching and learning</b> Provide an equitable and inclusive environment that champions learning opportunities for all.</p> <p><b>Excellence in relationships</b> Promote and build connections to foster mutually respectful communication among students, families, staff, and the broader community.</p>
<b>Background</b>	<p>As part of the key dates outlined in the Trustee Determination and Distribution report, it is noted that the Board of Trustees must establish a procedure for the use of Board resources during the campaign period.</p> <p>In accordance with <i>The Municipal Elections Modernization Act, 2016</i>, “Before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period.”</p>
<b>Update</b>	<p>In support of the Board’s strategic commitments to excellence in communication, NNDSB prioritizes ensuring that trustees and staff adhere to accountable and transparent practices relating to the use of operational resources during school board, municipal, provincial and federal elections.</p> <p>Procedures apply to all trustees, registered trustee candidates seeking election (including acclaimed candidates) and staff. It is intended to supplement the provisions of the <a href="#">Trustee Code of Conduct</a> (GP 205).</p> <p>NNDSB is committed to the principles of fairness and nonpartisanship during election campaigns and supports student and community engagement in the political process. However, it is also essential that the learning environment in schools remains impartial.</p>
<b>Recommendation</b>	That the Board of Trustees review and come to consensus on the draft Board Use of Resources procedure.

## **BOARD PROCEDURE**

### **USE OF SCHOOL BOARD RESOURCES DURING THE ELECTION PERIOD**

#### **1. Objective:**

To establish instructions for the use of school board resources by trustees during the Municipal and School Board Election campaign period. Trustees play an important role as they are the only publicly elected official with the direct responsibility for the education of NNDSB students. Near North District School Board actively promotes and supports the role of the local democratically elected trustee.

#### **2. Key Dates:**

- 2.1. The next Municipal and School Board Election will be held on Monday, October 24, 2022. Candidates will be able to register their nomination forms with clerks at their municipal office beginning May 2, 2022, until August 19, 2022, at 2 p.m.
- 2.2. The Campaign Period is from the day nominations are open (May 1) to Election Day (October 24).
- 2.3. The 2022-2026 Term of Office begins on November 15, 2022 and ends on November 14, 2026.

#### **3. Definitions:**

- 3.1. "School Board resources": May include staff time, computer, fax, telephone, cellphone, laptop, tablet, website, newsletter, email, board or school social media accounts. This list is to include any board-issued resource and any other information technology devices given to a trustee for their use as a trustee of the board.

#### **4. Before the Campaign Begins – Prior to May 1, 2022:**

- 4.1. Trustees are expected to continue using their board-issued resources in fulfilling their duties as a member of the Board.

## **BOARD PROCEDURE**

### **5. During the Campaign – After May 1, 2022:**

- 5.1. Trustees will not use their Board office or school board-issued resources for any campaign-related purposes. This includes displaying election-related materials in Board offices, board meetings, board events or school-related events.
- 5.2. Trustees will not distribute or use the Board logo or Board telephone number or other contact information, including any Board branding in any campaign-related material.
- 5.3. Trustees must ensure that all campaign-related material is funded by the trustee in their capacity as a candidate.
- 5.4. Trustees will not use the Board's email system to distribute election-related electronic messages and will not use the board's voicemail system to record election-related messages.
- 5.5. Trustee websites and newsletters that are funded by the Board, are not to include campaign-related material.
- 5.6. Trustees will use their personal information technology resources to create and use social media accounts created for campaign purposes. These are to be separate and distinct from any accounts used by the candidate in their position as a trustee.
- 5.7. Trustees will not distribute (print, electronic or other method) any election-related materials via students or parents/guardians.
- 5.8. Trustees will not use the services of Board staff to assist or advise in the preparation, distribution or communication of any election-related material.

### **6. Other Activities during the Campaign Period:**

- 6.1. School Visits – by Trustees  
Trustees who are seeking re-election may continue to perform their duties which may include their continued participation in local events held in schools while they serve their term of office. Trustees should not participate in activities at school events that could be perceived as campaigning.
- 6.2. School Visits – by Candidates  
Requests for visits by candidates, for the purposes of campaigning, are not considered appropriate. *All Candidates Meetings* are encouraged and may occur on school property. These are sometimes arranged by school councils and community groups and usually held at night during non-school hours.

## **BOARD PROCEDURE**

Consider a minimum of two confirmed candidates before proceeding with the meeting.

### **6.3 School-Related Events**

Candidates are not permitted to campaign at school-related events intended for the students and parents/guardians of that school. Current trustees may continue to attend and participate in school-related activities but shall not campaign or conduct themselves in any way that may be perceived as campaigning.

### **6.4 Campaign Involvement – Student**

Students are encouraged to participate in curriculum-based activities (Civics) and democratic awareness programs such as Student Vote. Secondary students may choose to earn their Community Involvement Hours by participating in a legitimate election campaign. It is strongly recommended that students not volunteer for a candidate seeking election for their local school board. Any campaign or election activities must be done outside of school hours and not on school property.

## **7. Reference Documents:**

- 7.1. Municipal Elections Act
- 7.2. Education Act
- 7.3. NNDSB Trustee Code of Conduct
- 7.4. Other relevant Board policies/procedures