

COMMITTEE OF THE WHOLE

Tuesday, October 11, 2022 | 5:30 PM

Join Zoom Meeting

<https://nearnorthschools-ca.zoom.us/j/89519396967?pwd=SExDSzhYdEV5TU1UaIFaQ09MenVIUT09>

Meeting ID: 895 1939 6967

Passcode: 463251

Dial in: 1 855 703 8985

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 October 11, 2022, and the minutes of the previous meeting of September 13, 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

6.0 New Business

- 6.1 NNDSB Charity Works Report- Structure Update ✓
- 6.2 Governance Policy Report ✓
- 6.3 Dreamcoat Update ✓
- 6.4 Notice of Motion- Trustee Gagne ✓
- 6.5 Notice of Motion- Vice-Chair Cochrane ✓
- 6.6 Notice of Motion- Trustee King ✓

7.0 Adjournment

Motion: That on October 11, 2022 we do now adjourn at ____pm.



Jay Aspin, Chair

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Craig Myles, Director of Education

The September 13, 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

* arrived following the roll call. Attendance noted within the minutes

1.0 Call to Order

Chair Aspin called the Committee of the Whole meeting to order at 6:00 pm.

1.1 Land acknowledgement

Chair Aspin read the declaration aloud.

1.2 Attendance

Attendance indicated that nine trustees are present, including both student trustees.

1.3 Declaration of Conflict of Interest

NIL

2.0 Approval of the Agenda and Previous Minutes

Motion: J. Cochrane/ B. Steer

That the agenda for the Committee of the Whole meeting of September 12, 2022, and the minutes of the previous meetings of June 14, 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: C. Gagne/ L. Sargent

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 the 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.

Trustee Bottomley has joined the meeting.

It is noted that due to inclement weather, connectivity may be disrupted. Meeting participants were advised that the agenda includes telephone information as an alternative measure should their internet connection cause difficulty.

It is noted that Chair Aspin has lost connectivity, and Vice-Chair Cochrane has taken over the chairship.

5.0 Business Arising

5.1 Charity Works Update

Vice-Chair Cochrane invited the Director to speak to this item. A brief update was provided to reflect on the report deferred to the Charity Works Committee in June to seek clarity on refining the organizational structure.

This work has continued over the summer and the Charity Works Committee is looking to bring back a recommendation in October.

At this point in the meeting, Chair Aspin has rejoined and reclaimed the chairship.

6.0 New Business

6.1 Trustee Role Expectations

Vice-Chair Cochrane was invited to speak. It is noted that this item was tabled to take the opportunity to confirm that the current sitting board will continue to hold office until November 14, 2022, which includes the period of time following the election in October and the organization of the new Board.

Trustees were thanked for continuing to serve with the same duties, roles, and responsibilities by ensuring their continued participation in meetings and adherence to the communication protocols.

Director Myles notes that NNDSB is working diligently to ensure the board is meeting expectations regarding the municipal election process. Trustees may recall these tasks were summarized in a report presented in March 2022 as part of the Distribution and Determination Report.

6.2 Governance Policy Development Report

Trustees were referred to the brief in the agenda package. Chair Aspin noted that consensus is being sought regarding the creation of two governance policies, including a Student Trustee policy, and a policy regarding trustee social media etiquette. The development process for policy is outlined in the Board's bylaws and will include a public consultation period of 30 days.

The floor was opened for comments or opposition to this item, with none rose. It is noted that consensus has been achieved, so a motion will be passed in regular session.

7.0 Motion to Adjourn

Motion: J. Cochrane/ C. Gagne

That we do now adjourn at 7:11 PM. – **Carried**

Title:	NNDSB Charity Works Report- Structure Recommendation
Contact:	Board Chair Aspin
Date Submitted:	October 11, 2022
Mandate:	<p>Multi-Year Strategic Plan Objectives:</p> <p>Create opportunities for equitable access to programs and services for students.</p> <p>Provide an equitable and inclusive environment that champions learning opportunities for all.</p> <p>Enhance the safety and well-being of students and staff.</p>
Background:	<p>In February, the Board received a report from the NNDSB Charity Works Committee regarding the intent to investigate the creation of a Foundation. The goal of the investigation was to find the most effective way of enhancing fundraising opportunities and expand the Board's ability to support its schools, students and their families.</p> <p>Through motion, trustees approved the recommendation from the Charity Works Committee to pursue and research the establishment of an NNDSB Foundation to assist and benefit our area students.</p> <p>In the months that followed, the Charity Works Committee met several times to develop a recommendation to present to the Board that is based on the significant evidence gathered through charity research, financial policies, consultations with audit and DSB colleagues and the perspective of an industry expert.</p>
Recommended Next Steps:	<p>It is suggested that NNDSB Charity Works remain as a charitable organization with the following improvements focused on allowing the charity to move forward with increasing and broadening its charitable activities, while reducing the administrative cost and burden to the board:</p> <ol style="list-style-type: none"> 1. Redraft the constitution to align with the Ontario Not-For-Profit Corporation Act (ONCA) requirements. <ul style="list-style-type: none"> • It is noted that this is necessary to maintain compliance with government regulations. • This work must be completed by October 2024, so it is an ideal time to be reviewing the process as a whole.

	<ol style="list-style-type: none"> 2. Develop Charitable Governance Policies <ul style="list-style-type: none"> • With the new constitution established, governance policies will need to be developed to ensure the Charity Works Board of Directors is able to maintain oversight and momentum. 3. Develop a Multi-Year Fundraising Plan <ul style="list-style-type: none"> • The multi-year fundraising plan will organize the charity’s activities by creating a roadmap to ensure momentum is maintained. 4. Develop a timeline to ensure the prioritization of the above-mentioned goals by the incoming Board of Trustees.
Recommendation	<p>That the Board of Trustees approve the recommendations that:</p> <ol style="list-style-type: none"> a. the NNDSB Charity Works remain structured as a registered charity and that; b. the there is agreement to commit the necessary financial resources to revitalize NNDSB Charity Works; and that c. the incoming Board of Trustees set a timetable within the first quarter of the term to meet the goals <p>as recommended by the Charity Works Committee.</p>

Title:	Governance Policy Approval
Contact:	Board Chair Aspin
Date Submitted:	October 11, 2022
Mandate:	Excellence in Communication
Background:	<p>The Board’s governance policies set forth the required criteria for the development and creation of operational policy and guidelines. The process is delineated in Governance Policy 202, which was adopted as part of the Board’s Governance Policy Manual that was approved on June 22, 2020.</p> <p>Currently, the board’s governance policies are updated on a four-year revision cycle. The need for a new policy is identified by the Board of Trustees. Once approved for creation, the draft policy development will follow the same process to seek public consultation for 30 days as the Administrative Guidelines follow. Once the public consultation period is complete, the finalized policy is presented to the Board for approval. Once approved, the policy is added to the governance manual and posted on the website.</p> <p>As part of the September 13, 2022, Board of Trustees meeting, trustees approved the development of two governance policies:</p> <ul style="list-style-type: none"> • Student Trustee roles • Trustee Social Media etiquette
Public Consultation Results	<p>Following the Board meeting, the draft policies were posted on the website for public consultation. Direct invitations were shared with the Student Trustees to encourage their feedback on the Student Trustee Role policy.</p> <p>It is noted that the Director’s Report to the Board each month includes a direct link to where the policies and administrative guidelines are posted for public consultation to bring further attention to these opportunities.</p> <p>The attached drafts are being presented for consensus to approve.</p>
Recommendation:	That the Board of Trustees approve the governance policies regarding Student Trustees and Trustee Social Media Etiquette, conditional on favourable public acceptance.

Governance Manual

GP-215

Approved: TBC

Review:

STUDENT TRUSTEES

1. **Rationale**

The Near North District School Board, by resolution, shall appoint pupil representatives known as Student Trustees to the Board, in accordance with the *Education Act*.

2. **Policy Statement**

It is the policy of the Board to ensure student voice is represented at Board of Trustee meetings. The inclusion of Student Trustees enables the perspectives of students to be considered in Board decisions and provides students with valuable learning experiences.

3. **Election and Terms of Office**

- 3.1. Eligibility is determined by the qualification criteria outlined in *Ontario Regulation 7/07: Student Trustees*.
- 3.2. There are two Student Trustee positions for fulfillment:
 - a. One Student Trustee representing student peers, with selection and election led by the Near North Student Senate; and
 - b. One Indigenous Student Trustee representing Indigenous student peers, with selection and election led by the Indigenous Youth Circle.
- 3.3. Student Trustees may be elected to serve a one- or two-year term.
- 3.4. The term of office begins on August 1 of the year in which the Student Trustee is elected.
- 3.5. The Board shall appoint the nominated Student Trustees by resolution. The appointment shall occur not later than April 30 in any school year where a term will conclude, to take effect with respect to the following school year.

4. **Responsibilities**

- 4.1. The responsibilities of the Student Trustee include the following:
 - a. Attend all public meetings of the Board;
 - b. Conform to the Code of Ethics and communication protocols required of all Trustees;
 - c. Provide reports and make recommendations where appropriate;
 - d. Organize and take a leadership role in Student Senate and/or Indigenous Youth Circle meetings;
 - e. Communicate and represent student matters and interests; and
 - f. Other responsibilities as assigned through the Board Chair.

5. **Scope of Authority**

- 5.1. In accordance with the *Education Act*, the Student Trustee is not a member of the Board and so is not permitted to attend closed sessions of the Board.

- 5.2. A student trustee is not entitled to move a motion but is permitted to suggest a motion on any matter at a public meeting of the Board.
- 5.3. Access to resources and training such as professional development opportunities and conferences which may be provided to the Trustees are also available to Student Trustees.
- 5.4. The Student Trustee shall be subject to disqualification in accordance with the By-Laws and policies of the Board.

6. Renumeration

- 6.1. The Student Trustee is entitled to an honorarium of \$2,500 for each complete year that the student holds office. Where a student holds office for a portion of the year, this amount will be prorated.
- 6.2. The Student Trustee is entitled to reimbursement for out-of-pocket expenses in accordance with the by-laws and policies of the Board.

7. Reference Documents

Education Act, R.S.O. 1990, c. E.2
Ontario Regulation 7/07: Student Trustees
Near North Student Senate Constitution
Indigenous Youth Circle Governance Practices

Governance Manual

GP-216

Approved: TBC

Review:

SOCIAL MEDIA ETIQUETTE

1. **Rationale**

It is recognized that social media platforms have significantly influenced the manner and mechanism by which individuals communicate. Trustees may utilize social media in both their professional and personal capacity and the line between private, personal and professional can become confused.

2. **Policy Statement**

It is the policy of NNDSB to provide trustees with parameters for communication via social media platforms to ensure that they are aware of, and remain compliant with, ethical standards and professional obligations when utilizing such platforms.

3. **Professional Conduct**

- 3.1. Trustees are responsible for their conduct when using social media platforms and therefore expected to always act in a professional manner in order to safeguard their online reputation and image of NNDSB.
- 3.2. Trustees are personally responsible for all comments and information they publish online.
- 3.3. Maintaining professional boundaries on social media is critical to sustaining public trust and ensuring relationships remain professional. Disclaimer statements (such as "Tweets are my own and do not reflect the views of NNDSB") will not be viewed with merit.

4. **General Principles of Social Media Engagement**

The following principles apply to all trustees, regardless of whether they have identified themselves as a trustee of Near North District School Board:

- 4.1. Trustees must not post comments or materials that may damage the NNDSB brand, or be considered defamatory, libelous, vulgar, obscene, abusive, profane, threatening, racially/ethnically hateful, or otherwise offensive or illegal as determined by the Board.
- 4.2. The Chair of the Board is the sole spokesperson for the Board of Trustees. All other trustees may not speak on behalf of NNDSB or the Board of Trustees.
- 4.3. Trustees must refrain from using social media channels for evaluating the performance of staff, students, NNDSB, or fellow trustees.
- 4.4. Trustees are prohibited from using social media channels to publicly criticize or complain about the behavior or actions of students, staff, parents, community partners, vendors, suppliers or other members of the broader school community.

5. Specific Principles of Social Media Engagement

Where a trustee has identified themselves as a trustee of Near North District School Board, the following principles of professional use apply:

- 5.1. Online behavior should reflect the same standards of professionalism, respect, integrity and consideration that would otherwise be applied using face to face communications or interactions.
- 5.2. Comments related to a school or NNDSB should always meet the highest standards of professional discretion. When posting, even with privacy settings, trustees should act on the assumption that all posts are in the public domain.
- 5.3. Before posting personal photographs, trustees should ensure the photos selected reflect a professional image.
- 5.4. Social media may be viewed as an extension of the boardroom. What is inappropriate in the boardroom should be deemed inappropriate online.

6. Confidentiality

- 6.1. It is the responsibility of trustees to manage and protect confidential information. Disclosure of confidential information may result in legal fines, damages to reputation and/or consequences applied through the Code of Conduct.
- 6.2. External social media channels should not be used for internal business communications among trustees.

7. Reference Documents

Education Act, R.S.O. 1990, c. E.2

OPSBA Trustee Development Program- Social Media Module

Title:	Dreamcoat Update
Date Submitted:	October 11, 2022
Mandate:	Provide clarity to the community about the expired NNDSB-Dreamcoat Lease agreement
Background:	<p>While many NNDSB staff can attest to the incredible opportunities Dreamcoat Fantasy Theatre (DFT) provides to our students and our community, remaining in a lease agreement is unfavorable to NNDSB.</p> <p>The most current DFT lease agreement expired in 2018. It is recognized that COVID-19 and other priorities for both NNDSB and DFT have taken precedent, though action was taken to begin the process incrementally. As a long-standing partner, NNDSB has made efforts to ensure the separation was handled respectfully.</p>
Considerations:	<p>Much consideration has gone into the decision to not continue the partnership. It is noted that it is no longer sustainable from the perspectives of:</p> <ul style="list-style-type: none"> • The Ministry's number one guiding principle for the community use of schools is that school activities take priority. • The space occupied at West Ferris Secondary School (WFSS) is needed by WFSS. With programs like the SHSM Arts and Culture and Arts Nipissing programming, WFSS requires as much space as possible for instructional use and resource storage. • Financial costs to NNDSB. There is a spillover effect on the TOROS program, which requires NNDSB to rent auditorium space at the Capital Centre for performances. NNDSB has incurred costs for lighting, heat, custodial staff, maintenance, and theatre bulb replacement etc. in the last 4 years with no cost offset. • Health and Safety concerns. The space currently occupied by DFT has grown since signing of the lease in 2013. Health and safety concerns have been expressed. <p>It is noted that there has been an outpouring of support from the community. NNDSB wishes Dreamcoat well and trusts another partner will be found.</p>
Recommendation:	That the Board of Trustees continue to support administration's work to conclude the partnership as stated.

Title:	Notice of Motion
Contact:	Trustee Caren Gagne
Date Submitted:	Committee of the Whole meeting- October 11, 2022
Mandate:	<p>In alignment with NNDSB Bylaw 102, Trustee Gagne provided notice to the Secretary of the Board, Director Myles, requesting an item be placed on the agenda for discussion during the October Committee of the Whole meeting.</p> <p>Upon review of the timeline, the Notice was accepted for discussion.</p>
Background:	<p>Across Ontario, there have been many media reports regarding school bus driver shortages and resulting route delays and cancellations. It is noted that these challenges have persisted for many years but have become exacerbated by the pandemic. In reviewing some provincial data:</p> <ul style="list-style-type: none"> • In Ottawa, nearly 2,500 students have been affected, and the Ottawa Student Transportation Authority said it may take months to fully resolve a shortage of drivers. • The Toronto Student Transportation Group, which provides transportation services to Catholic and public-school boards, said nearly 50 out of 1,800 routes are without drivers, which is directly impacting nearly 1,500 of 45,000 students. <p>Unfortunately, NNDSB is not immune from these challenges. For many rural and remote families across the NNDSB, school transportation is the only way students can get to school. Many families are not able to travel great distances to drop their students off or adjust their morning routines in time when their bus route is cancelled. The result is that students miss school at a delicate time in their learning journey when they are working hard to get back on track.</p>
Resolution:	<p>Through this Notice of Motion, it is proposed that NNDSB work with partners at Nipissing Parry Sound Student Transportation Services to understand the impacts locally. With this knowledge, NNDSB will write a letter to the Ministry of Education addressing those items to ensure NNDSB students have the best chance to succeed. Consensus is sought on the following resolution:</p> <p>" BE IT RESOLVED, that the NNDSB will write a letter to the Ministry of Education advocating for a stronger commitment to student transportation supports, following consultation with the NPSSTS to discuss local impacts."</p>

Title:	Notice of Motion
Contact:	Vice-Chair John Cochrane
Date Submitted:	Committee of the Whole meeting- October 11, 2022
Mandate:	<p>In alignment with NNDSB Bylaw 102, Vice-Chair Cochrane provided notice to the Secretary of the Board, Director Myles, requesting an item be placed on the agenda for discussion during the October Committee of the Whole meeting.</p> <p>Upon review of the timeline, the Notice was accepted for discussion.</p>
Background:	<p>On September 16, 2022, the Town of Parry Sound issued a letter to Minister Lecce requesting a reconsideration of the building plans and budget for the Parry Sound JK-12 school with a copy to NNDSB. Vice-Chair Cochrane was invited to a meeting with town officials regarding the content of the letter, which was immediately accepted. At its heart, the letter expressed concerns about area population growth as it relates to the building size, amenities, and recognized the role of schools as beacons of healthy community infrastructure.</p> <p>As the local elected trustee for Zone 4, Vice-Chair Cochrane wishes to bring forward a Notice of Motion to the Board on behalf of area constituents for the Board’s consideration regarding this matter so the Board can take action to consider the information.</p>
Resolution:	<p>Through this Notice of Motion, it is proposed that the Board of Trustees refer this matter to administration for a thorough review. Consensus is sought on the following resolution:</p> <p>" BE IT RESOLVED, that the NNDSB request administration review the letter issued by the Town of Parry Sound and develop a thorough report regarding the information stated and correct any misinformation circulating. Once prepared, this report is to be presented to the Board in open session and available for the public to view, consistent with the Board’s commitments to accountability and transparency".</p>

Title:	Notice of Motion- Relationship Building
Contact:	Trustee Nichole King
Date Submitted:	Committee of the Whole meeting- October 11, 2022
Mandate:	<p>In alignment with NNDSB Bylaw 102, Trustee King provided notice to the Secretary of the Board, Director Myles, requesting an item be placed on the agenda for discussion during the October Committee of the Whole meeting.</p> <p>Upon review of the timeline, the Notice was accepted for discussion.</p>
Background:	<p>In May 2022, NNDSB became aware of two incidents where the Teaching Lodge at Parry Sound High School (PSHS) was damaged. The first incident was discovered on May 20, 2022. Damage was discovered in the morning by the class as they entered the Teaching Lodge. The second incident was discovered on May 24, 2022, by the board's Indigenous Education Special Projects Lead at the time, who was in the company of two students. The Ontario Provincial Police were contacted by the PSHS Principal. During the investigation, the Indigenous Education Lead spoke on behalf of the Shapatuan.</p> <p>The Shapatuan is a culturally responsive and relevant learning space for youth. It is to be a safe space. Youth, staff and community were devastated by the damage that occurred to the Shapatuan. The school community continues to process this loss and work towards reconciliation and rebuilding of this essential safe space</p> <p>First Nations Trustee, Trustee King, is overseeing the progress toward building relationships with local First Nation communities affected by the acts of racism. Trustee King corresponded with First Nation Chiefs and Elders to recognize the impact the incidents had on our youth and our communities.</p> <p>In August, Wasauksing First Nation organized and hosted a Talking Circle. Trustee King, Director Myles, Board Chair Aspin, Vice-Chair Cochrane, Superintendent Melanie Gray and essential staff supporting Indigenous Education were in attendance.</p> <p>At that time, it was recognized that NNDSB would continue supporting further opportunities to strengthen relationships with open communication. The board's intention is to support the planning to ensure the board's resources are leveraged in the best way possible.</p>

	<p>Trustee King wishes to bring forward a Notice of Motion to the Board on behalf of First Nations rightsholders so the Board can be apprised of the next steps in the students' healing process and the work of NNDSB.</p>
<p>Resolution:</p>	<p>Through this Notice of Motion, it is proposed that the Board of Trustees refer this matter to administration to develop a report. Consensus is sought on the following resolution:</p> <p>" BE IT RESOLVED, that the NNDSB request administration to provide an updated report regarding the actions taken and continued next steps to support the healing process following the damage to the PSHS Shapatuan. This update is to be presented to the Board in open session and available for the public to view, consistent with the Board's commitments to accountability and transparency".</p>