

## COMMITTEE OF THE WHOLE

Tuesday, September 12, 2023 | 6:00 PM

Virtual:	In-Person:
<a href="#">Join zoom meeting</a> Meeting ID: 899 1167 8742 Passcode: 859936 Dial in: 1 855 703 8985	North Bay Boardroom  NNDSB Head Office 963 Airport Rd., North Bay, ON.

## 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 In-Camera

### 3.0 Approval of the Agenda ✓

Motion: That the agenda for the Committee of the Whole meeting of September 12, 2023, be approved.

### 4.0 Review of Previous Minutes ✓

#### 4.1 2023 06 27 Committee of the Whole Minutes

Motion: That the minutes for the Committee of the Whole meeting of June 27, 2023, be approved.

**5.0 New Business**

- 5.1 OSBIE Director Nomination ✓
- 5.2 2023-24 Board Meeting Schedule ✓

**6.0 Adjournment**

Motion: That on September 12, 2023 we do now adjourn at \_\_\_\_pm.



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Phone: 705.472.8170  
Website: www.nearnorthschools.ca

Erika Lougheed, Chair

Craig Myles, Director of Education

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The June 27, 2023 **Committee of the Whole Public Session** of the Near North District School Board was held in person at the Head Office and via a Zoom video and/or teleconference.

**Trustees Present:**

Erika Lougheed, Chair  
Howard Wesley, Vice-Chair ®  
Ashley St. Pierre ®  
Bill Steer ®  
Chantal Phillips  
Jeanie Fuscaldo ®  
Julie Bertram ®  
Louise Sargent  
Shane Hall ®

**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 ®  
Timothy Graves, Superintendent of Education ®

**Other:**

Staff, media and community partners

**Trustees Absent:**

Allen Lewis Trodd, Student Trustee  
Cecilia Darling, Student Trustee

® attended remotely via Zoom video or audio conference  
\* arrived following roll call. Attendance noted within the minutes

**1.0 Call to Order**

Chair Lougheed called the Committee of the Whole meeting to order at 2:01 p.m.

**1.1 Land acknowledgement**

Chair Lougheed read the declaration aloud.

**1.2 Attendance**

Attendance indicated that nine trustees are present.

**1.3 Declaration of Conflict of Interest**

Nil.

**2.0 In-Camera**

At approximately 2:05 PM, Chair Lougheed 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/ C. Phillips*

That the Board move into a Committee of the Whole Private Session in order to discuss items pertaining to The Education Act R.S.O. 1990, c. E.2 section 207(2) clause (a). - **Carried.**

A brief pause was noted to coordinate the appropriate video conference controls and allow staff and community members time to exit the meeting room. Trustees attending virtually were reminded to secure their space as well to ensure confidentiality.

### **3.0 Arise and Report**

At approximately 4:25 PM, 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 and open the physical meeting space for in-person guests to re-enter.

### **4.0 Approval of the Agenda**

Trustees were referred to the agenda included in the agenda package. The floor was opened for comments or corrections, with none rose.

*Motion: H. Wesley/ C. Phillips*

That the agenda for the Committee of the Whole meeting of June 27, 2023, be approved. - **Carried.**

### **5.0 Review of Previous Minutes**

#### **5.1 2023 05 09 Committee of the Whole**

Trustees were referred to the minutes included in the agenda package. The floor was opened for comments or corrections, with none rose.

*Motion: C. Phillips/ J. Bertram*

That the minutes for the Committee of the Whole meeting of May 9, 2023 be approved. – **Carried.**

#### **5.2 2023 05 29 Committee of the Whole**

Trustees were referred to the minutes included in the agenda package. The floor was opened for comments or corrections, with none rose.

*Motion: j. Fuscaldo/ A. St. Pierre*

That the minutes for the Committee of the Whole meeting of May 29, 2023 be approved. – **Carried.**

### **6.0 Business Arising**

It is noted that there is no business arising brought forward for discussion.

## 7.0 New Business

### 7.1 Summer Committee Work

Item presented for information to note that while traditionally the Board of Trustees recesses for the summer, it may be that trustees will be called upon to convene in July or August. Every effort will be made to give ample notice and with respect for scheduling availability. Chair Lougheed thanked trustees for their commitment to supporting the work of the NNDSB and continuing to monitor board email.

### 7.2 Split Meetings Discussion- Presentation by Trustee Sargent

It is recognized that this item was added to the agenda at the request of Trustee Sargent, following a motion passed on May 9, 2023. Introductory comments were provided by Chair Lougheed to review discussion highlights previously raised on this topic since January 2023 to present. Trustees were advised the floor would be turned to Trustee Sargent for two minutes, and then opened for a full discussion. Highlights are noted as:

- Trustee Sargent noted the current meeting pace provides support for hosting separate meetings, as it would avoid running overtime or feeling rushed in discussions. Fulsome discussions are required as a Board of Trustees to ensure it remains proactive in addressing the multitude of items faced by NNDSB.
- Comment reminding trustees of the various experts who have recommended NNDSB refrain from amending its bylaws outside of the four-year revision cycle.
- Discussion culminated in a motion put forward by Trustee Sargent that, *“We go back to the original bylaw as stated by Mr. Joudrie, where the fourth Tuesday was the Board meeting and the Committee of the Whole did not have a definite time.”* (seconded by Trustee Bertram)
  - Chair Lougheed noted that a two-thirds majority is required to carry the motion, as it involves a bylaw amendment and is a rescission of a previous Board decision.
  - It is further recognized that should the motion be carried, exact wording for the amended bylaw sections would be required. Trustee Sargent suggested the language proposed in the Notice of Motion from January 10, 2023 be put forward.
  - Clarity was offered to confirm the Board is strictly looking at hosting the Board and Committee meetings on separate occasions, and this would not prompt additional meetings.

With no further trustee comments to note, Chair Lougheed noted a recorded vote will be called to determine if consensus is achieved. Recorded vote results are noted as:

<b>Trustee:</b>	<b>In Favor</b>	<b>Against</b>	<b>Abstain</b>	<b>Absent</b>
Bertram, Julie	X			
Fuscaldo, Jeanie	X			
Hall, Shane		X		
Phillips, Chantal	X			
Sargent, Louise	X			
St. Pierre, Ashley		X		
Steer, Bill		X		
Wesley, Howard	X			
Lougheed, Erika		X		

<b>TOTAL:</b>	5	4	0	0

It is noted that the motion has not achieved the required threshold of a two-thirds majority (which requires six trustees on the prevailing side). Chair Lougheed thanked trustees for their participation in this conversation and noted the motion has been defeated.

**8.0 Motion to Adjourn**

*Motion: C. Phillips/ J. Fuscaldo*

That we do now adjourn at 4:53 PM. – **Carried**

Unofficial

<b>Title:</b>	<b>2023/2024 Board of Trustee Meeting Schedule Discussion</b>
<b>Contact:</b>	Craig Myles, Director of Education
<b>Date Submitted:</b>	September 12, 2023
<b>Background</b>	<p>In accordance with <i>The Education Act</i>, the Board of Trustees must fix the times and places for the meetings of the Board and the mode of calling and conducting them.</p> <p>In accordance with Bylaw BL-102, the NNDSB Board of Trustees will normally meet on the second Tuesday of the month from September through June.</p> <p>In accordance with BL-107, regular meetings of the Board in Public Session will normally be called to order at 6:30 p.m.</p>
<b>Regular Meeting Dates</b>	<p>The following outlines the regular meeting dates for the Board of Trustees for the 2023-2024 year:</p> <ul style="list-style-type: none"> <li>• Tuesday, September 12, 2023 at 6:30 PM</li> <li>• Tuesday, October 10, 2023, at 6:30 PM</li> <li>• Tuesday, December 12, 2023, at 6:30 PM</li> <li>• Tuesday, January 9, 2024, at 6:30 PM</li> <li>• Tuesday, February 13, 2024, at 6:30 PM</li> <li>• <i>Tuesday, March 12, 2024, at 6:30 PM * (for discussion- see below)</i></li> <li>• Tuesday, April 9, 2024, at 6:30 PM</li> <li>• Tuesday, May 14, 2024, at 6:30 PM</li> <li>• Tuesday, June 11, 2024, at 6:30 PM</li> </ul> <p>* It is recognized that the March meeting date overlaps with March Break. Trustees have previously recognized the value of rescheduling this meeting and the importance of deciding the date at the beginning of the year.</p>
<b>Annual Organizational Meeting Date</b>	<p>In alignment with NNDSB bylaw, the Board conducts an annual organizational meeting in November when not immediately after a regular Municipal Election.</p> <p>The 2023 organizational meeting of the Board of Trustees will be held on Tuesday, November 14, 2023.</p>
<b>Special Meeting Dates</b>	<p>NNDSB bylaws state special meetings may be called. Notice will be provided to trustees and the public in the same manner as for regular meetings.</p>

<b>Meeting location</b>	Meetings will be hosted in person at the Head Office of the Near North District School Board, located at 963 Airport Road, North Bay  At this time, NNDSB Board of Trustee meetings will continue to operate virtually using the Zoom videoconference and teleconference platform.
<b>Recommendation</b>	That the NNDSB Board of Trustees reviews the material presented to confirm the 2023-24 Board Meeting Schedule.



**OSBIE**

ONTARIO SCHOOL BOARDS'  
INSURANCE EXCHANGE

August 28, 2023

**Subject: Call for Nominations, OSBIE Board of Directors 2024  
Northeast Region**

Have you ever considered running for the OSBIE Board of Directors? Serving on the Board is a great way to strengthen your strategic and corporate governance skills and build your network in the sector at the same time. OSBIE's focus is to continue providing long term value for our members, and the board supports this through their strong governance.

To qualify to serve on OSBIE's Board of Directors, an individual must be an employee or trustee of a Subscribing School Board. The attached **Profile of an OSBIE Director**, provides a description of the skills and competencies the board is looking for. Also included is the Regional Alignment document to help you identify boards in your region.

In the Northeast Region, OSBIE is seeking nominees for one directorship commencing January 1, 2024, and ending December 31, 2027 (a 4 year term)

**Do you have an interested candidate?**

If anyone from your Board is interested in running for the OSBIE Board of Directors, please complete Sections A & B of the attached Nomination Form and submit the signed form by **Thursday October 5, 2023.**

**Please Submit a voting delegate for your Board.**

Please complete the Voting Delegate form to identify your board's voting delegate. **We require the name of the Board's voting delegate, even if the Board is not making a nomination. Please return the Voting Delegate form by Thursday October 5, 2023.**

The election process, if required will take place on November 8<sup>th</sup> and 9<sup>th</sup>, 2023. You will be advised of the details of the election process when the ballots are sent out in November.

If you have any questions regarding the OSBIE Board, please do not hesitate to contact me.

Yours sincerely,

Sandra Taylor, CPA CMA  
Chief Financial Officer

info@osbie.on.ca  
**osbie.on.ca**

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Guelph, Ontario N1H 5J2  
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## Profile of a Member of the Board of Directors of OSBIE

The Board of Director's role is to ensure that OSBIE provides value added insurance at stable cost.

The Board governs OSBIE through strategic leadership, by applying a framework of governance principles and by holding itself accountable for governance performance with an emphasis on the intended long-term value for Subscribers. The Board shall direct and inspire the organization through careful establishment of policies reflecting the board's values and perspectives.

### Criteria

- Regional Directors or Board members must be either an employee or a trustee of a member school board
- Regional Directors are elected by the subscriber boards by defined region for a four-year term.

### Skillset and knowledge required

- Strong leadership
- Sound understanding in corporate governance and policy development
- Ability to assimilate large amounts of information (financial, legal, investment and insurance)
- Proficiency in risk management and loss control
- Understanding of actuarial reports
- Competencies in monitoring and evaluating the effectiveness of the Board
- Excellent communication skills
- Honesty and integrity
- Ability to think strategically
- Understanding of school board and public sector environments
- Demonstrated ability to operate effectively as part of a team of elected directors to help achieve expected Board performance

### Responsibilities of board members

- Participate in board orientation and training sessions
- Acquire an understanding of the organization's activities and to keep informed about the issues affecting the organization
- Understand Director and Board accountability with respect to legal, fiduciary and duty of care responsibilities
- Attend and participate actively in board and committee meetings
- Provide leadership to the Board or committee
- Represent and be accountable to member boards (subscribers)
- Support board decisions and act as an advocate for the organization



**OSBIE DIRECTOR NOMINATION FORM**  
**Northeast Region**

**Instructions:**

- Box A to be completed and identify the nominee from your Board. Authorized signature(s) are those of the nominator, or nominators. Only one authorization signature is required.
- A Board can only nominate one person for the available term.

**A) NOMINATION**

\_\_\_\_\_  
(NAME OF NOMINEE (A TRUSTEE OR AN EMPLOYEE OF A SUBSCRIBER BOARD))

\_\_\_\_\_  
(TITLE)

**IS HEREBY NOMINATED AS A CANDIDATE FOR A POSITION ON THE BOARD OF DIRECTORS OF OSBIE.**

NAME OF MEMBER SCHOOL BOARD \_\_\_\_\_

AUTHORIZED SIGNATURE(S)  
(cannot be nominee)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**B) ACCEPTANCE**

I, \_\_\_\_\_ ACCEPT THE NOMINATION TO SIT ON THE BOARD OF DIRECTORS OF OSBIE AND  
AGREE TO STAND FOR ELECTION.

DATE: \_\_\_\_\_ Nominee Signature: \_\_\_\_\_

Signed nomination forms should be submitted by fax or email to OSBIE by **Thursday Oct 5, 2023** to:  
Attention: Sandra Taylor, CFO, OSBIE, [sandrat@osbie.on.ca](mailto:sandrat@osbie.on.ca) Fax: 519-767-0281