

BOARD MEETING

Tuesday, October 8, 2024 | 6:30 pm

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.

2.0 Request for Leaves of Absence

Motion: In accordance with BL-102, be it resolved that Trustee(s) _____ be granted a leave of absence from the October 8, 2024 Board meeting, as confirmation of regrets was provided in advance of the meeting.

3.0 Attendance

- 3.1 Confirmation of Quorum
- 3.2 Declaration of Conflict of Interest

4.0 Approval of the Agenda ✓

Motion: That the agenda for the Board meeting of October 8, 2024 be approved.

5.0 Approval of Previous Minutes ✓

Motion: That the minutes of the regular Board meeting of September 10, 2024, be approved.

6.0 Communication to the Board

6.1 Information Items

- 6.1.1 Monthly Tender Report - nil report
- 6.1.2 Professional Development Opportunities Calendar ✓
- 6.1.3 Monthly Meeting Calendar ✓
- 6.1.4 Community Partnership and Planning: Available Space Process ✓
- 6.1.5 Elementary Class Size Compliance Report ✓
- 6.1.6 Enrolment Report ✓

6.2 Director's Update- Director Myles to lead this item. ✓

6.3 Chair's Remarks- Chair St. Pierre to lead this item.

6.4 OPSSBA Report- Trustee Steer to lead this item.

6.5 Student Trustees' Update

- 6.5.1 Indigenous Youth Circle Update ✓
- 6.5.2 Student Trustee Report

6.6 Community Involvement

- 6.6.1 Scheduled Delegations
- 6.6.2 Question Period

7.0 Items for Decision

7.1 Report from Committee of the Whole Public Session

7.2 Ontario Student Trustees Association Fall General Meeting

Motion: That the Board approves the attendance of Student Trustee Trudeau and Student Trustee Sidhu to attend the Fall 2024 OSTA conference in Toronto November 7-10, 2024.

7.3 Levying Education Taxes Bylaw 2025 ✓

Motion: Whereas subsection 257.7(1) of the *Education Act* requires the Board to levy the tax rates prescribed under section 257.12 of the Act;

And whereas Ontario Regulation 400/98 prescribes the tax rates under subsection 257.12 of the Act;

Be it resolved that the NNDSB Board of Trustees enacts that the rates set out in Ontario Regulation 400/98 for 2025 are levied in localities within the area of jurisdiction of the Board on the property indicated in section 257.7 of the Act.

7.4 Trustee Honorarium ✓

That the Near North District School Board approves the trustee honoraria for 2024-2025 as presented, effective November 15, 2024.

8.0 Committee Reports

8.1 Audit Committee Report ✓

Motion: That the Board of Trustees approves the Multi-Year Internal Audit Plan as presented, as recommended by the Audit Committee.

8.2 Finance Committee Report ✓
Quarterly Report

8.3 Committee Meeting Minutes Presented for Information
Audit Committee – September 30, 2024 (unofficial) ✓

10.0 Next meeting Date: November 12, 2024

11.0 Adjournment

Motion: That on October 8, 2024 we do now adjourn at _____ pm.



963 Airport Road North Bay, ON P1B 8H1
Phone: 705.472.8170
Website: www.nearnorthschools.ca

Ashley St. Pierre, Chair

Craig Myles, Director of Education

The September 10, 2024 **Public Session Board Meeting** 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:

Ashley St. Pierre
Bill Steer
Caren Gagne
Chantal Phillips
Howard Wesley
Jeanie Fuscaldo ®
Julie Bertram
Louise Sargent
Nanak Sidhu, Student Trustee
Riley Trudeau, Student Trustee

Administrative Staff Present:

Craig Myles, Director of Education
Gay Smylie, Superintendent
Mel Gray, Superintendent ®
Timothy Graves, Superintendent of Education ®
Seija Van Haesendonck, Superintendent of Business
Deb Bartlett, Communications Officer
Glenn Morrison, Manager
Maureen Egan, Executive Assistant ®

Regrets: n/a

Other:

Staff, in-coming student trustees, media

Trustees Absent: S. Hall

® attended remotely via Zoom video or audio conference

1.0 Call to Order

Chair St. Pierre called the meeting to order at 6:36 pm. Members of the public were welcomed in person and virtually.

1.1 Land Acknowledgement

Vice Chair Wesley read the Land Acknowledgement.

Chair St. Pierre thanked everyone for attending and kindly asked that we all treat each other with respect during the meeting. The Board will be hosting a question period later in the agenda for members of the public to ask questions of trustees related to anything on the Board's agenda this evening. Guests joining in person can find the form on the front table. Once complete, please pass it to the Executive Assistant at the front to confirm submission. Guests joining virtually can find a link to a virtual survey located in the meeting chat. Please complete this survey and your question will be submitted to the Executive Assistant automatically. Members of the public can submit questions freely in alignment with the Board's By-law regarding question period (BL-114) up until this item arises on the agenda.

2.0 Requests for Leaves of Absence

Motion: 24-09-01 L. Sargent/C. Gagne

That in accordance with BL-102, be it resolved that Trustee Hall be granted a leave of absence from the September 10, 2024 board meeting as confirmation of regrets was provided in advance of the meeting. - CARRIED

3.0 Attendance

3.1 Confirmation of Quorum

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

3.2 Declaration of Conflict of Interest n/a

4.0 Approval of the Agenda

Motion: 24-09-02, L.Sargent/C.Gagne

That the agenda for the Board meeting of September 10, 2024 be approved as amended. The amendment being the addition of Chippewa school rebranding update requested by Trustee Sargent. – CARRIED

5.0 Student Trustee Welcome

Chair St. Pierre and Director Myles welcomed incoming Student Trustees Sidhu and Trudeau to the Board and administered the oaths of office.

5.1 Motions for Appointment

Motion: 24-09-03, C. Phillips/J. Bertram

That Nanak Sidhu of Chippewa Secondary School be appointed as Student Trustee for the 2024/25 school year as recommended by the NNDSB Student Senate. – CARRIED

Motion: 24-09-04, B. Steer/C.Gagne

That Riley Trudeau of Secondary School be appointed as Indigenous Student Trustee for the 2024/25 school year as recommended by the NNDSB Indigenous Youth Circle. – CARRIED

5.2 Declarations of Office

Director Myles led Student Trustee Sidhu and Student Trustee Trudeau through the Declaration of Office to complete the formal swearing-in process.

5.3 Honour Song

Superintendent Gray introduced Zachary Beaudette who performed the honour song in celebration of the new student trustees.

6.0 Review of Previous Minutes

Motion: 24-09-05, C. Phillips/J.Bertram

That the minutes of the June 11, 2024 regular board meeting be approved. – CARRIED.

Motion: 24-09-06, C.Gagne/H.Wesley

That the minutes of the July 15, 2024 special board meeting be approved. – CARRIED.

7.0 Communication to the Board

7.1 Information Items

7.1.1 Presentation – School Climate Survey Report

Director Myles clarified the nature of the survey report and thanked SO Smylie and her team for their extensive work on it. SO Smylie noted that we have implemented the survey since the passing of the *Safe Schools Act* in 2012. The anonymous survey provides schools data for bullying prevention plans and for plans to promote a positive school environment. Principal Emily Samuel spoke about how the data is used and also new ways to look at the data. She noted the value of this survey as a tool that helps us measure how the community feels about their school experience. Trustees were provided the opportunity to ask questions surrounding the survey. Trustee Fuscaldo asked about vaping detection in schools. SO Smylie responded that a small section on the subject is provided in the report and that we have purchased vaping detectors which will be installed in schools shortly. She expects that the next time we present results we will see a finer level of data. Trustee Phillips asked about anonymity and SO Smylie advised that it is a very strict condition of the survey. Trustee Steer commented that he was pleased to hear the reference to our MYSP in the report. Trustee Fuscaldo asked about safeguards to protect identify in small schools. SO Smylie noted we are very cautious on how the data is presented and the results are only shared back with the school administrator to disseminate that data and use for future planning. It is not shared between schools.

7.1.2 Monthly Tender Report June-August 2024

It was noted that August was a nil report.

7.1.3 Outdoor Learning Administrative Guideline

The guideline has completed the consultation phase and was provided for information.

7.1.4 CW and Board meeting dates 2024-25

Consensus was reached to move the March meeting to March 18, 2025 due to the March break. Trustee Fuscaldo asked about virtual attendance at PSHS. Manager Glenn Morrison noted that virtual meetings can be attended from any venue. Regarding PSHS, we would have to consider extra IT and support measures including: whether a meeting room is available, having staff there to support the meeting and to accept the public. The Director also noted these constraints and was pleased that zoom allows the freedom to attend from anywhere.

7.1.5 Chippewa Re-Branding Update

Trustee Sargent asked for an update having expected the process would be completed last spring. She emphasized the intent of the motion and expressed concern that other things were being considered. Superintendent Smylie acknowledged Trustee Sargent's concern that the Rebranding Process was not completed last spring. She explained that the process was not bound by a timeline and the extensive planning and steps taken by the Chippewa Rebranding Committee as outlined in the June Report did not allow time for the consultation

and final voting to occur before the end of the school year. Superintendent Smylie explained that since the June board report, the consultation process has been completed, there are five names and over the next period of time, voting will be upcoming to select two of the names of the five and then one of the two and an announcement made via an assembly. This will be followed by a report to the Board in November.

7.2 Director's Update

Director Myles welcomed everyone back to the new school year noting many changes ie new Minister of Education. He extended a special welcome to our new student trustees Nanak Sidhu and Riley Trudeau. Nanak has been appointed president of the OSTA. He also noted how proud we are of other NNDSB provincial representation including: Trustee Steer the chair of OPSBA northern caucus, SBO Van Haesendonck on the OSBIE board of directors, Lisa Lamoureux, past president of OPC, and Emily Samuel member at large OPC. Media interviews provincially with Nanak Sidhu and Principal Krause also occurred. Director Myles provided a short summary of the upcoming PA Day staff learning. He noted his confidence in all our staff whose efforts are always focused on student achievement and well-being.

Motion: 24-09-07, L.Sargent/C.Gagne

That the meeting be extended meeting to 8:30 pm. - CARRIED

7.3. Chair's Remarks

Chair St. Pierre hoped everyone had a restful and refreshing summer. As we gather this evening to begin another school year, I am filled with optimism. We are in a very important role and we have much to accomplish. As we navigate the year I encourage all of us to remain adaptable and innovative. Change is constant and how we respond to it will define our success. Let us stay open to new ideas, embrace diverse perspectives and be proactive in addressing the challenges that come our way. I look forward to working alongside you this year and am confident that together with our administration we further student success in Near North DSB.

I was pleased to attend and give opening remarks at the Leadership conference in August to our principals, vice-principals, managers and administrators. We should be very proud of our strong team. I also attended the Indigenous Trustees' Council Annual August meeting with OPSBA where we collaborated and shared best practices. The new Minister of Education was present and answered many questions.

7.4 OPSBA Report

Trustee Steer reported that the Board's proposed Living Consciously resolution was recently passed and congratulated our Board on making this significant impact. Trustee Steer also noted that he was appointed Northern Caucus Chair.

7.5 Student Trustee Reports

Student Trustees Sidhu and Trudeau provided brief introductory remarks highlighting their enthusiasm on the Student Senate and the Indigenous Youth Circle.

7.6 Community Involvement and Question Period n/a

8.0 Items for Decision

8.1 Report from Committee of the Whole Public Session

Motion: 24-09-08 J. Bertram/J.Fuscaldo

That the Board of trustees are in favour of establishing an Environmental Sustainability Advisory committee. – CARRIED

8.2 OPSBA Annual Dues

Motion: 24-09-09 C.Gagne/C.Phillips

That the Board of Trustees for Near North District School Board approve the 2024/25 Ontario Public School Boards' Association membership fees. – CARRIED

8.3 OPSBA Northern Conference

Motion: 24-09-10 J.Bertram/C. Phillips

That the Board of Trustees approve the following trustees to attend the OPSBA Northern Regional meeting in Thunder Bay October 26 and 27, 2024: Bill Steer, Jeanie Fuscaldo, Caren Gagne, Howard Wesley. – CARRIED

8.4 Statement by Treasurer

Motion: 24-09-11 H.Wesley/B.Steer

That the Board approve the Statement by Treasurer regarding Borrowing for Current Expenditures. - CARRIED

Trustee Sargent asked for clarification on this item and how it relates to the spring financial motions that were passed. SBO Van Haesendonck advised that this is an annual process when our bank requires an approved motion.

8.5 Code of Conduct (School Community) Administrative Guideline

Trustee Sargent commented that this AG required discussion and asked if we could hear from our union president, who was present in the meeting, if they had any concerns on their part re cell phone use. She requested it be tabled to the next Committee of the Whole for timely review by her. Director Myles advised that this is a Ministry mandated approval with a deadline. SO Smylie reviewed the revision, consultation and implementation dates. She also explained the extensive consultation phase which was provided in blue on the copy. SO Smylie also explained that the amendments and direction are from PPM 128 and is currently implemented in our schools. No issues have been brought to her attention. PD has been provided to implement PPM 128. Trustee Sargent asked for the union president in the audience to speak on the matter. Chair St. Pierre ruled that asking a guest to speak at a meeting is out of order and not part of our board table. SO Smylie stated that all of our union partners were individually asked to provide feedback and it was incorporated into the final document. Trustee Phillips suggested tabling this item.

Motion: 24-09-12 J.Bertram/B.Steer

That the Board extend the meeting to 8:45 pm. CARRIED

Motion: 24-09-13, L.Sargent/C.Phillips

That the Board defer the approval of the Code of Conduct as and table it at the October meeting. – DEFEATED

Trustee Fuscaldo suggested that later in the school year Director Myles could reach out to our union partners for an update. Director Myles concurred and will dialogue with the union presidents further into the school year.

Trustee Phillips asked for a recorded vote.

	YEA	NAY	ABSTAIN	ABSENT
Bertram, Julie	x			
Fuscaldo, Jeanie			x	
Gagne, Caren	x			
Hall, Shane				x
Phillips, Chantal	x			
Sargent, Louise			x	
St. Pierre, Ashley	x			
Steer, Bill	x			
Wesley, Howard	x			

Motion: 24-09-14 H.Wesley/J.Bertram

That the Board approve the changes to the Code of Conduct (School Community) Administrative Guideline as per PPM 128. - CARRIED

8.6. SEAC Membership

Motion: 24-09-15, C.Phillips/L.Sargent

That the Board appoint Leigh Armstrong and alternate Tricia Bain to the NNDSB Special Education Advisory Committee for the term of the current school board.- CARRIED

9.0 Committees

9.1 Parent Involvement Committee Report Year End Report

Motion: 24-09-16, C.Gagne/J.Bertram

That the Parent Involvement Year-End Report is received as presented, as recommended by the Parent Involvement Committee. -CARRIED

9.2 SEAC Minutes Official Minutes - May 23, 2024

10.0 Next meeting Date: October 8, 2024

11.0 Adjournment

Motion: 24-09-17 CP/CG

That on September 10, 2024 we do now adjourn at 8:44 pm. – CARRIED

Ashley St. Pierre
Chair

Craig Myles
Director

RESOLUTION SUMMARY

24-09-01 L.Sargent C. Gagne	That in accordance with BL-102, be it resolved that Trustee Hall be granted a leave of absence from the September 10, 2024 board meeting as confirmation of regrets was provided in advance of the meeting. - CARRIED
24-09-02 L.Sargent C.Gagne	That the agenda for the Board meeting of September 10, 2024 be approved as amended. The amendment being the addition of Chippewa school rebranding update requested by Trustee Sargent. – CARRIED
24-09-03 C.Phillips J.Bertram	That Nanak Sidhu of Chippewa Secondary School be appointed as Student Trustee for the 2024/25 school year as recommended by the NNDSB Student Senate. – CARRIED
24-09-04 B.Steer C.Gagne	That Riley Trudeau of Secondary School be appointed as Indigenous Student Trustee for the 2024/25 school year as recommended by the NNDSB Indigenous Youth Circle. – CARRIED
24-09-05 C.Phillips J.Bertram	That the minutes of the June 11, 2024 regular board meeting be approved. – CARRIED.
24-09-06 C.Gagne H.Wesley	That the minutes of the July 15, 2024 special board meeting be approved. – CARRIED.
24-09-07 L.Sargent C.Gagne	That the meeting be extended meeting to 8:30 pm. - CARRIED
24-09-08 J.Fuscaldò C.Phillips	That the Board of trustees are in favour of establishing an Environmental Sustainability Advisory committee. – CARRIED
24-09-09	That the Board of Trustees for Near North District School Board

Minutes of the Public Session Board Meeting of the Near North District School Board held September 10, 2024

C.Gagne C.Phillips	approve the 2024/25 Ontario Public School Boards' Association membership fees. – CARRIED
24-09-10 J.Bertram C.Phillips	That the Board of Trustees approve the following trustees to attend the OPSBA Northern Regional meeting in Thunder Bay October 26 and 27, 2024: Bill Steer, Jeanie Fuscaldo, Caren Gagne, Howard Wesley. – CARRIED
24-09-11 H.Wesley B.Steer	That the That the Board approve the Statement by Treasurer regarding Borrowing for Current Expenditures. - CARRIED
24-09-12 J.Bertram B.Steer	That the Board extend the meeting to 8:45 pm. CARRIED
24-09-13 L.Sargent C.Phillips	That the Board defer the approval of the Code of Conduct as and table it at the October meeting.– DEFEATED
24-09-14 H.Wesley J.Bertram	That the Board approve the changes to the Code of Conduct (School Community) Administrative Guideline as per PPM 128. - CARRIED
24-09-15 C.Phillips L.Sargent	That the Board appoint Leigh Armstrong and alternate Tricia Bain to the NNDSB Special Education Advisory Committee for the term of the current school board.- CARRIED
24-09-16 C.Gagne J.Bertram	That the Parent Involvement Year-End Report is received as presented, as recommended by the Parent Involvement Committee. -CARRIED
24-09-17 S.Hall H. Wesley	That on September 10 , 2024 we do now adjourn at 8:44 pm. – CARRIED

PD Opportunities Report

Title:	October 2024 Trustee Professional Development Opportunities Report
Ongoing Opportunities and Resources	<ul style="list-style-type: none"> • Ontario Public School Board Association’s “Trustee Development Program” modules https://modules.ontarioschooltrustees.org/ • Ontario Public School Board Association’s “Guide to Good Governance” https://www.opsba.org/wp-content/uploads/2023/01/EN_Good-Governance-Guide-2022-2026_en_aoda_final.pdf • Ministry of Education Governance Resources http://www.edu.gov.on.ca/eng/policyfunding/leadership/govern_resources.html • Canadian School Boards Association (CSBA) Governance Resources https://www.cdnsba.org/governance-resources
Scheduled Opportunities	<p>OPSBA Northern Regional Conference October 26 and 27 Thunder Bay</p> <p>OPSBA Public Education Symposium January 24 and 25 Toronto</p>
Registration Support	Trustees may reach out to the Director’s Office for registration support if they are unsuccessful in self-registering.

BOARD REPORT

Title:	Board of Trustees Committee Meeting Calendar October November 2024
Board Committees	<p>It is noted that the Board of Trustees has structured committees for the purposes of conducting its work more effectively. Committees of the Board of Trustees are comprised of:</p> <ul style="list-style-type: none"> • Statutory Committees- which are established under Provincial Regulations and have mandates, composition, and terms of reference as required by the Regulations; • Ad Hoc Committees- which are formed to assist the Board by doing “pre-Board work” to address a specific topic or project. <p>The NNDSB Board of Trustees welcomes members of the public to attend as observers to public Board of Trustee committee meetings. In support of this commitment, upcoming committee dates are listed below.</p>
Currently Scheduled Meetings	<p><u>Audit Committee</u> (contact Lesley Marshall) November TBC</p> <p><u>MYSP</u> (contact Maureen Egan) October TBC November (Parent meeting TBC)</p> <p><u>FNAC</u> (contact Heidi McMillian) October 23</p> <p><u>PIC</u> (contact Krista Holmes) November 6</p> <p><u>SEAC</u> (contact Krista Holmes) October 17 November 21</p>
Participation Support	<p>Trustees and members of the public are encouraged to view the website for the most current committee meeting information.</p>

Title:	Community Partnership and Planning: Available Space Process
Contact:	EOCA Blaskievich SBO Van Haesendonck
Date Submitted:	October 8, 2024
Mandate:	<p>According to the Ministry of Education Document <i>Community Planning and Partnerships Guideline, March 2015</i>:</p> <p><i>The School Boards' primary responsibility is to support the achievement and safety of students. (Ministry of Education, Community Planning and Partnership Guideline, March 2015.)</i></p> <p>Thus, Near North District School Board mandate is the same. Any and all decisions made are solidly based in this ethos.</p> <p><i>Within that context, the intent of the Community Planning and Partnerships Guideline is to:</i></p> <ul style="list-style-type: none"> • <i>Reduce facility operating costs for school boards and government;</i> • <i>Improve services and supports available to students;</i> • <i>Strengthen relationships between school boards and community partners and the public;</i> • <i>Maximize the use of public infrastructure through increased flexibility and utilization; and</i> • <i>Provide a foundation for improved service delivery for communities.</i> <p><i>It is the role and responsibility of school boards to determine what facilities are suitable and not suitable for facility partnerships, what entities are suitable and not suitable partners, and when to enter into a partnership. When developing criteria regarding the eligibility of partners, boards are expected to consider the value of the partnership to students. Boards, in compliance with local bylaws, may consider both for-profit and non-profit entities, as they see fit.</i></p> <p><i>Boards will also incorporate the following requirements:</i></p> <ul style="list-style-type: none"> • <i>Health and safety of students must be protected.</i> • <i>Partnership must be appropriate for the school setting.</i> • Partnership must not compromise the student achievement strategy. • <i>Entities that provide competing education services such as tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government-funded, are not eligible partners. (Ministry of Education, Community Planning and Partnership Guideline, March 2015.)</i>

	<p>The CPP Guideline ensures that these decisions are made in a way that is well-informed, well-coordinated, transparent, and consistent with student achievement and safety. GP 212 of the NNDSB Governance Manual describes the same process.</p> <p>Eligible partners will be considered based on the following criteria:</p> <ul style="list-style-type: none"> • protection of student health and safety; • appropriateness for school setting; and, • partnerships that compliment student achievement and well-being strategy <p>GP 212 identifies the following eligible partners:</p> <ul style="list-style-type: none"> • Co-terminus school boards; • Local municipalities within the Near North District School Board Region; • Local Colleges and Universities; • First Nations Partners; • Provincial & Federal Government; • Child Care operators approved by the Board; • Hands; • Agencies providing section 23 programs (Now ECPP) • Local Health Integration Networks; • Social Service Organizations; • Literacy agencies; • Members of Children’s Mental Health Ontario; and • Other partners as determined by the Board <p>The Board will reach out to community organizations and First Nations partners to share planning information on a regular basis and prior to commencing an accommodation review. Stakeholders will be invited to participate in an information sharing meeting.</p> <p>The Board will ensure that facility partnership opportunities shall be made available to the public through established communication channels including, but not limited to, the Board website and/or newspaper ads.</p>
<p>Progress Summary:</p>	<p>Ministry of Education CPP Guideline states <i>“Boards will continue to identify which schools will or will not be suitable for facility partnerships based on board-determined criteria.”</i></p> <p>1) NNDSB has determined the schools in NNDSB where space is currently available for consideration for community partnerships.</p>

Britt Public School	1400 square feet
Whitestone Lake Central School	700 square feet
Argyle Public School	700 square feet
Mattawa District Public School	700 square feet
South Shore Education Centre	1400 square feet
Phelps central School	1400 square feet

2) NNDSB has determined the yearly process as follows:

November: By November each year, NNDSB will notify partners of space available for possible partnership agreements. Interested partners will be required to download the application form found under the Reference and Proposal Application Documents tab of the Capital Planning Available Space subpage. Please note that in addition to the Proposed Partnership Application mentioned above, potential partners will be expected to provide relevant planning information (e.g., population projections, growth plans, community needs, land use and green space/park requirements etc.).

Before completing this application and accompanying planning information, interested parties are reminded to ensure that they meet the criteria for partner selection by accessing the Criteria for Selection tab on the Available Space page.

January:

The last day of the first week of January each year is considered the due date for all applications to be sent to NNDSB contact listed on the Capital Planning Available Space subpage. All proposals will be carefully reviewed by Capital and Facilities staff who will collaborate with interested partners to identify possible facilities partnerships.

February:

By the end of February each year, the board will endeavor to hold a public meeting for discussion of current changes to Capital plans and to review presentations put forth for available space. The meeting may be face to face and/or virtual. If there are no available spaces or one application or less per site, the applications will be managed on a one-to-one basis and announced at a public meeting. If there are multiple proposals for any site, these may be presented at the annual meeting for discussion.

All changes will be updated on the NNDSB webpage.

	<p>March-June: The SBO, Capital and Facilities staff will contact approved partners to begin planning and lease discussions to determine if a mutually agreeable lease agreement can be negotiated. An annual report will be generated and presented to the Board by the end of June confirming what (if any) partnership agreements were finalized.</p> <p>3) The above-mentioned subpage to the Capital Planning page has been created. This page will provide current and archived information, explain the process and provide downloadable resources for partners to apply and create a proposal to lease available space.</p> <p>4) The current available space table has been posted to the new webpage.</p> <p>5) Deadlines for proposal submission and applicable dates are provided on the webpage.</p> <p>Immediate Next Steps</p> <ul style="list-style-type: none"> • Before the end of November 2024, eligible community partners across the board as listed in GP212, will be notified of current available space via direct email. The email provides a link to information stored on the new webpage and resources and staff contact information. • Yearly meeting date and format will be dependent upon interest and the completion of the current capital plan.
<p>Conclusion and Next Steps</p>	<p>NNDSB will follow the process as described for the available spaces on the included table above. An update is planned for February 2025 regarding partner proposals and public meeting requirements.</p> <p>Notwithstanding the above information, any decision regarding potential sharing partnerships must first and foremost prioritize student achievement, health, safety and wellbeing.</p>

BOARD REPORT

Title:	Elementary Class Size Reporting for 2024-2025
Contact:	Superintendent of Business Seija Van Haesendonck
Date Submitted:	October 8, 2024
Mandate:	Excellence in Communication – We are committed to promoting public confidence and community support in public education through timely, accurate, effective, and transparent communication of Board initiatives, vision and goals.
Background:	<p>As per Memo 2024: SB15, dated August 30, 2024, the Board is required to submit the 2024-2025 Elementary Class Size Reporting Form by October 31, 2024, attesting to compliance with Ontario Regulation 132/12 - <i>Class Size</i>.</p> <p>As per the regulation, the Board is required to maintain 100% of its primary classes at or below 23, and 90% at or below 20. The Board’s average class size for Full Day Kindergarten (FDK) classes must not exceed 26, with a maximum of 29 pupils per class for the 2024-25 school year.</p> <p>The Board must also maintain a maximum board-wide average class size for grades 4 to 8 of 23.30.</p> <p>As per the attached 2024-25 Elementary Class Size statistics report, the Board meets the class size requirements as follows:</p> <ul style="list-style-type: none"> % primary classes 20 and under – 97% % primary classes 23 and under – 100.0% Average junior/intermediate class size – 22.9 % grade 3/4 combined classes at or below 23 – 100.0% Average kindergarten class size – 21.0 Number of kindergarten classes at or below 29 – 100.0%

2024-2025 Board Statistics

(This section is for information purposes only and does not require user input.

Statistics will populate automatically when data is entered in "3. Class Size Data".

Please ensure your Excel calculation mode is set to automatic - see instructions Guide for details)

Board Name

Near North DSB

Board Number

B28037

Number of Reporting Errors in DATA

0

Key Statistics

Percentage Primary Classes 20 and Under	97%
Number of Primary Classes Over 23	-
Average Junior/Intermediate (grades 4-8) Class Size	22.9
Number of Primary/Junior Combined Classes Over 23	-
Average Kindergarten Class Size	21
Number of Kindergarten Classes (Pure) At or Below 29	55
Number of Kindergarten Classes (Pure) Between 30 and 32	-
Number of Kindergarten Classes (Pure) Above 32	-
Percentage Kindergarten Classes (Pure) Between 30 and 32	0%

General Statistics

TOTAL Number of Classes Reported	328
TOTAL Number of Schools Reported	30
TOTAL Enrolment of All Classes Reported	6794

Information on Kindergarten Classes

Number of Kindergarten Classes (Pro-rated)	56
Kindergarten Enrolment	1,159

Information on Primary Classes

Percentage of Primary Classes

20 and under	97%
21	1%
22	1%
23	1%
24	0%
25 and more	0%

Number of Primary Classes

20 and under	96
21	1
22	1
23	1
24	-
25 and more	-
Total Number of Primary Classes	99

Information on Junior/Intermediate (grades 4-8) Classes

Number of Junior/Intermediate (grades 4-8) Classes	162
Enrolment in Junior/Intermediate (grades 4-8) Classes	3,711

Information on Self-Contained Special Education Classes

Number of Self-Contained Special Education Classes	12
Self-Contained Special Education Enrolment	70

Title:	Preliminary Enrolment information																														
Contact:	Superintendent Van Haesendonck																														
Date Submitted:	October 8, 2024																														
Mandate	<p>Multi-Year Strategic Plan Objectives:</p> <p>Become a data-driven, strategically managed organization.</p> <p>Ensure that the NNDSB is managed efficiently and is financially sustainable year over year and for the long term. Make decisions that are sustainable.</p>																														
Current	<p>A preliminary elementary enrolment count was taken as of September 10, 2024 for the purposes of completing the elementary class size reporting, and related reorganization. To be consistent, a secondary enrolment count was taken from the system as of the same date, but as with the elementary enrolment, the secondary numbers are very preliminary and will change as at the first 2024-2025 official count date of October 31. The numbers could adjust up or down as student registrations are reviewed, students enter or leave the school board, and secondary students adjust their schedules, potentially changing their FTE. The enrolment count is also an “all pupils” count, meaning that students are not separated between “pupils of the board” and “other pupils of the board” in this count.</p> <p>The preliminary count shows a decrease from projected enrolment for the board as a whole, although there are variances at individual schools. As a regular part of the projection process, variances in projections are reviewed and discussed. More recent counts have shown an improvement in the elementary enrolment, and Core Ed funding is based on the enrolment as at the formal count dates of October 31 and March 31 each school year.</p> <table border="1" data-bbox="435 1457 1101 1881"> <thead> <tr> <th colspan="3">Secondary Panel with projected ADE</th> </tr> <tr> <th></th> <th>Proj</th> <th>Act</th> </tr> </thead> <tbody> <tr> <td>Almaguin</td> <td>551</td> <td>583</td> </tr> <tr> <td>Chippewa</td> <td>789</td> <td>778</td> </tr> <tr> <td>F.J. McElligott Secondary</td> <td>106</td> <td>121</td> </tr> <tr> <td>Laurentian</td> <td>61</td> <td>61</td> </tr> <tr> <td>Northern</td> <td>159</td> <td>171</td> </tr> <tr> <td>Parry Sound HS</td> <td>598</td> <td>582</td> </tr> <tr> <td>West Ferris Secondary</td> <td>815</td> <td>762</td> </tr> <tr> <td>Board Total</td> <td>3,079</td> <td>3,058</td> </tr> </tbody> </table>	Secondary Panel with projected ADE				Proj	Act	Almaguin	551	583	Chippewa	789	778	F.J. McElligott Secondary	106	121	Laurentian	61	61	Northern	159	171	Parry Sound HS	598	582	West Ferris Secondary	815	762	Board Total	3,079	3,058
Secondary Panel with projected ADE																															
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Board Total	3,079	3,058																													

Elementary Panel		
	Proj	Act
Alliance	443	457
Argyle	74	64
Britt	32	31
Chippewa Intermediate	457	439
Evergreen Heights	272	265
F.J. McElligott Intermediate	49	50
Ferris Glen	213	212
Humphrey	208	211
Land of Lakes	339	315
M.T. Davidson	156	165
MacTier	94	97
Magnetawan	74	82
Maple View	375	400
Mapleridge	284	284
Mattawa	125	115
McDougall	178	178
Nobel	196	190
Parry Sound Int	113	105
Parry Sound Public	444	441
Phelps	106	100
Silver Birches	218	202
South River	182	172
South Shore	124	130
Sundridge	261	248
Sunset Park	403	377
Vincent Massey	405	378
West Ferris Intermediate	275	260
White Woods	302	288
Whitestone	64	53
Woodland	533	485
Board Total	6,999	6,794

All Panels

Elementary		Secondary		Total	
Pro	Act	Pro	Act	Pro	Act
6,999	6,794	3,079	3,058	10,078	9,852

Title:	Director's Update
Contact:	Craig Myles, Director of Education
Date Submitted:	Board Meeting October 8, 2024
Welcome	<p>Welcome everyone. The first month of the school year is already complete. It has been tremendously busy with schools engaged in early assessment and responsive teaching practice. Clubs and teams have resumed, and schools are alive with activity.</p> <p>NNDSB was proud to welcome Assistant Deputy Minister Clayton La Touche from September 18-20. ADM La Touche visited NNDSB Special Education and "Education and Community Partnership Program" (ECP) classrooms across our district. The ADM relayed that he was thrilled with his opportunities to visit the many programs in the district and was very impressed with our educators and the spirit of true collaboration between board, school and educational partners that he witnessed in each location. Thank you to those administrators and educators who participated in these tours. You represented NNDSB with professionalism and pride.</p> <p>The collaborative spirit is strong in NNDSB. The ADM was highly impressed with the partnership between One Kids Place and NNDSB. We are fortunate to share this type of collaboration with many community partners. We are grateful for our NNDSB community who help us to maintain the MYSP priority of Excellence in Relationships.</p> <p>NNDSB collaborative relationships continue to gain us highly positive attention. FJ McElligott SS was featured on the Friday, September 20 segment of CBC's Morning North. Host Markus Schwabe broadcast his show from the cafeteria of FJ McElligott SS, interviewing principal Tracy Bellaire, teachers, students and Trustee Bill Steer.</p> <p>They discussed the school's greenhouse, sports, the outdoor education program, Student Senate, family connections and more. A pancake breakfast drew students to the school early, creating a fantastic backdrop to the broadcast. Listeners were texting in during the show to say how much they were enjoying it, and some reminisced about their days in high school. Thanks goes out to the FJ McElligott staff, students and our partners who contributed to the show.</p>
Program Updates	West Ferris Secondary School continues to meet the priority of Excellence in Innovation . West Ferris Secondary School has once again been recognized by Apple as an Apple Distinguished School for the 2024–2027 program term. Schools apply and are selected for this distinction based on

	<p>their commitment to continuous innovation in education and using Apple products to inspire, imagine, and impact teaching and learning.</p> <p>Exemplifying the MYSP priority of Excellence in Teaching and Learning, The Level Up! Skilled Trades career fair is coming to North Bay on Wednesday, October 16 at Nipissing University. NNDSB's OYAP-PAJO recruiters will co-host breakout information sessions at the event. Plans are in the works for several schools to send more than 300 students to the event. For families who would like to learn more, there is an evening open house from 3:00 pm to 7:30 pm.</p>
<p>Administrative Guidelines for Consultation</p>	<p>Draft Administrative Guidelines (AG) are placed on the website for the public consultation phase. Feedback will be collected for 30 days. Currently there are no AGs open for comments/feedback. As a reminder, invitations for feedback are located here along with the full inventory of NNDSB administrative guidelines: https://www.nearnorthschools.ca/board/administrative-guidelines/</p>
<p>Event updates</p>	<p>Special Recognition Days This Month NNDSB is pleased to acknowledge special recognition days for their educational value and connection to the Board's mission, vision, and strategic plan. The following are a few examples noted this month, in addition to those shared as part of other NNDSB communications.</p> <p>October is Cyber Awareness Month and NNDSB will be sharing tips and information on the board's social media accounts to help people stay safe online. This information will be for everyone - students, staff and families. NNDSB is grateful to our partner the Educational Computing Network of Ontario (ECNO) for their coordination and guidance on this important issue.</p> <p>Other days of Special Recognition include but are not limited to: Learning Disabilities Month Dyslexia Awareness Month Women's History Month Canadian Autism Awareness Month National Custodian Day (Oct. 2) International Walk to School Day (Oct. 2) World Teacher's Day (Oct. 5) World Mental Health Day (Oct. 10) Local Government Week (Oct. 20-26) Take Me Outside Day (Oct. 23) Child Care Worker and Early Childhood Educator Appreciation Day (Oct. 24) School Bus Safety Week (Oct. 21-25) School Bus Driver Appreciation Day (Oct. 23) Dress Purple Day (children's rights) (Oct. 25)</p>

Indigenous Youth Circle Report 1: October 8, 2024

Good evening . During the month of September IYC has focused on Truth and Reconciliation as well as our future events

Truth and Reconciliation events at schools including Northern, Almaguin Highlands, West Ferris and Chippewa have been taking place including planning for Walk for Wenjack event as well as selling crafts, shirts, pins and keychains to donate to the Gord Downie and Chanie Wenjack Fund.

NNDSB students have been taking part in other Truth and Reconciliation events like Orange shirt Day, with reflections by students, lessons in class as well as exhibits. Some schools had to push events further due to scheduling and time management with the new school year.

Plans for Indigenous students include Beading workshops (West Ferris and Northern), Ribbon Shirt and Skirt making (West Ferris and Northern), School assemblies with guest speakers (FJ McElligott), Hunt camp and hide camp (Parry Sound), and Pizza lunch in the Indigenous center (Chippewa). Indigenous Youth Circle members have recruited many new members and are excited to start the new school year with lots of plans and lots of great activities to come!

This year's IYC initiative is a partnered "Stuff the Cruiser" event for this December. The Anishinabek Police Service has partnered with us to start planning this event. We are still in the early stages of planning but hope to donate new toys, and money to the Indigenous Friendship Center with the goal to give back to families in need at Christmas. Each school will fundraise and carry out different activities to support these plans.

We are excited to make these things possible during this school year and we are thankful for all the support in these activities and initiatives. Thank you.

BOARD REPORT

Title:	By-law Levying Education Taxes for 2025 Subsection 257.7(1) of the <i>Education Act</i>
Contact:	Seija Van Haesendonck, Superintendent of Business
Date Submitted:	Board Meeting October 8, 2024
Mandate:	School boards are responsible for levying taxes at the rates set out in Ontario Regulation 400/98 made under the <i>Education Act</i> and are required to pass by-laws annually for that purpose.
Background:	<p>In accordance with subsection 257.11 of the Act, the Ministry of Finance will pay out to school boards the amounts levied annually in respect of Education taxes.</p> <p>These payments will be made in 2025 on or before the regular installment dates of:</p> <ul style="list-style-type: none"> ▪ March 28th ▪ June 30th ▪ September 30th ▪ December 15th <p>To be eligible to receive installment payments as described above, the by-law levying the tax must be passed, and evidence of same must be received by the Ministry no later than December 31, 2024.</p>
Recommendation:	<p>That the Board approve the following:</p> <p>Whereas subsection 257.7(1) of the <i>Education Act</i> (Act) requires the Board to levy the tax rates prescribed under section 257.12 of the Act;</p> <p>And whereas Ontario Regulation 400/98 prescribes the tax rates under subsection 257.12(1) of the Act;</p> <p>Now therefore the Board enacts as follows:</p> <p>The rates set out in Ontario Regulation 400/98 for 2025 are hereby levied in localities within the area of jurisdiction of the Board on the property indicated in section 257.7 of the Act.</p>

Ministry of Finance

Compliance Branch
Provincial Land Tax
PO Box 625
33 King Street West
Oshawa ON L1H 8H9
Tel: 1 905 431-8564
Fax: 905 433-5770

Ministère des Finances

Direction de l'observation fiscal
L'impôt foncier provincial
C.P. 625
33, rue King Ouest
Oshawa ON L1H 8H9
Tél: 1 905 431-8564
Télééc: 905 433-5770



September 3, 2024

Sent via email only: Seija.VanHaesendonck@nearnorthschools.ca

Near North District School Board

Attention: Seija Van Haesendonck
963 Airport Road
PO Box 3110
North Bay ON P1B 8H1

Re: By-law Levying Education Taxes for 2025
Subsection 257.7(1) of the *Education Act* (Act)

School boards are responsible for levying tax at the rates set out in Ontario Regulation 400/98 made under the Act and are required to pass by-laws annually for that purpose. Attached is sample wording that can be used for the purposes of passing the said by-law.

In accordance with subsection 257.11 of the Act, the Ministry of Finance will pay out to the school boards the amounts levied annually in respect of Education Taxes.

These payments will be made on or before the regular installment dates of:

- March 28th
- June 30th
- September 30th
- December 15th

To be eligible to receive installment payments as detailed above, your by-law levying the tax must be passed, and evidence of the same must be received by the ministry, no later than December 31, 2024.

Please forward an originally signed by-law to my attention at the above noted address.

If you wish, you may also e-mail an electronic version of your signed by-law to michelle.spellen@ontario.ca, however, the original must be submitted prior to December 31, 2024.

If you have any questions regarding this letter, please feel free to contact the writer directly.

Yours truly,

A handwritten signature in cursive script that reads "M L Spellen".

Michelle Spellen
Provincial Land Tax Program Analyst
Ministry of Finance

enclosure

BOARD REPORT

Title:	Trustee Honoraria 2024																							
Contact:	Superintendent of Business Seija Van Haesendonck																							
Date Submitted:	October 8, 2024																							
Mandate:	Excellence in Communication – We are committed to promoting public confidence and community support in public education through timely, accurate, effective, and transparent communication of Board initiatives, vision and goals.																							
Background:	<p>Ontario Regulation 357/06 Honoraria for Board Members outlines the process through which school boards shall calculate the limits on honoraria paid to trustees under section 191 of the <i>Education Act, R.S.O. 1990, c. E.2</i>. Attached is a copy of Ontario Regulation 357/06 for your reference.</p> <p>The trustee honorarium is calculated taking into consideration the following components as defined by O. Reg. 357/06: base amount, enrolment amount, attendance amount, and distance amount. The components and amounts of the honorarium are established by policy by the board of trustees in office (predecessor board), on or before October 15 of the calendar year in which the term of office begins for the newly elected trustees. The board may change the policy at any time during the year in such a manner that a component may not be paid, the amount of the component is lowered or the percentage applied in calculating the enrolment is reduced for a year. If the policy is changed for a year, the original policy may be reinstated at any time during the term to which the policy applies.</p> <p>In 2024, the third year of a member’s term of office begins November 15 and ends on November 14, 2025.</p> <p>The enrolment portion of the honorarium is calculated annually for the beginning of each new term of office. This is calculated using the estimate of the board’s day school average daily enrolment of the fiscal year that ends in the calendar year in which the year of a term of office begins. This year the average daily enrolment for day school was obtained from the 2023-2024 estimates (fiscal year ending August 31, 2024).</p> <p>For 2024, Trustee honoraria is calculated as follows, effective November 15, 2024 (the first pay deposit will fall on November 22, 2024):</p> <table border="1" data-bbox="423 1732 1576 1915"> <thead> <tr> <th>Member:</th> <th>Base Amount:</th> <th>Enrolment Amount:</th> <th>Attendance Amount:</th> <th>Total Amount:</th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>\$ 10,900.00</td> <td>\$ 2,453.73</td> <td>NIL</td> <td>\$ 13,353.73</td> </tr> <tr> <td>Vice-Chair</td> <td>\$ 8,400.00</td> <td>\$ 2,202.78</td> <td>NIL</td> <td>\$ 10,602.78</td> </tr> <tr> <td>Trustee</td> <td>\$ 5,900.00</td> <td>\$ 1,951.83</td> <td>NIL</td> <td>\$ 7,851.83</td> </tr> </tbody> </table>				Member:	Base Amount:	Enrolment Amount:	Attendance Amount:	Total Amount:	Chair	\$ 10,900.00	\$ 2,453.73	NIL	\$ 13,353.73	Vice-Chair	\$ 8,400.00	\$ 2,202.78	NIL	\$ 10,602.78	Trustee	\$ 5,900.00	\$ 1,951.83	NIL	\$ 7,851.83
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	<p>As outlined by O. Reg. 357/06, the distance amount cannot exceed \$50.00, and may be paid to a member for attending in person at any meeting of the board or of a committee of the board that is required to be established by an Act or a regulation made under an Act. On the day of the meeting, the distance between the member's residence and the place where the meeting is held must be more than 200 kilometres, for the member to be eligible to receive the amount, and the member may only receive the distance amount once in respect of any day. The distance amount per meeting for each eligible member is paid separately. Given that the distance amount may be paid to the member for attending any meeting of the board or a committee of the board that is required to be established by an Act or a Regulation under an Act, a list of actual meetings that this distance amount is calculated on should be confirmed.</p>
<p>Recommendation:</p>	<p>That the Near North District School Board approves the trustee honoraria for 2024-2025 as presented, effective November 15, 2024.</p>

Education Act

ONTARIO REGULATION 357/06 HONORARIA FOR BOARD MEMBERS

Consolidation Period: From July 29, 2024 to the [e-Laws currency date](#).

Last amendment: 311/24.

Legislative History: 163/07, 190/10, 164/11, 57/12, 81/14, 190/14, 292/18 (as am. by 436/18), 436/18, 311/24.

This is the English version of a bilingual regulation.

Purpose

1. This Regulation sets out the method for calculating the limits on honoraria paid under section 191 of the Act. O. Reg. 357/06, s. 1; O. Reg. 57/12, s. 1.

Components of honorarium

2. (1) For a term of office beginning in 2006 or later, the honorarium for a member of a district school board, in respect of any year of his or her term of office, shall consist of such of the following components as the board determines, subject to section 4;

1. The base amount for the year.
2. The enrolment amount for the year.
3. The attendance amounts payable to the member for the year.
4. The distance amounts payable to the member for the year. O. Reg. 357/06, s. 2 (1).

(2) In 2018, 2019 and 2020, the year of a member's term of office begins on December 1 and ends on the following November 30. O. Reg. 292/18, s. 2.

(3) In 2021, the year of a member's term of office begins on December 1 and ends on the following November 14. O. Reg. 292/18, s. 2.

(4) Beginning in 2022, a year of a member's term of office begins on November 15 and ends on the following November 14. O. Reg. 292/18, s. 2.

3. REVOKED: O. Reg. 190/10, s. 1.

Policy re honorarium components

4. (1) For a term of office beginning in 2006 or later, the board shall establish a policy, on or before October 15 of the calendar year in which the term of office begins, with respect to,

- (a) which components listed in paragraphs 1 to 4 of subsection 2 (1) it will pay during the term of office;
- (b) for the base amount, the attendance amount and the distance amount, if the component will be paid, the amount of the component to be paid to a member for each year of the term of office, determined in accordance with sections 5, 7 and 8; and
- (c) for the enrolment amount, if it will be paid, the percentage to be applied in calculating the enrolment amount limit for a member for each year of the term of office. O. Reg. 357/06, s. 4 (1); O. Reg. 163/07, s. 2 (1); O. Reg. 190/10, s. 2 (1).

(2) The board may, at any time, change its policy under subsection (1) such that a component is not paid for a year, the amount of a component to be paid is lowered for a year, or the percentage to be applied in calculating the enrolment amount limit is lowered for a year. O. Reg. 163/07, s. 2 (2).

(3) If the board changes its policy for a year under subsection (2), it may restore the original policy made under subsection (1) at any time before the end of the period to which the policy applies. O. Reg. 163/07, s. 2 (2).

(4) REVOKED: O. Reg. 190/10, s. 2 (2).

Base amount

5. (1) The base amount for a member for a year of a term of office is an amount that does not exceed the base amount limit determined under subsection (2), (3) or (4), as the case may be. O. Reg. 357/06, s. 5 (1).

(2) For a member other than the chair or vice-chair, the base amount limit for the year is \$5,900. O. Reg. 436/18, s. 1.

(3) For the chair, the base amount limit for the year is determined by adding \$5,000 to the amount determined under subsection (2). O. Reg. 357/06, s. 5 (3).

(4) For the vice-chair, the base amount limit for the year is determined by adding \$2,500 to the amount determined under subsection (2). O. Reg. 357/06, s. 5 (4).

Enrolment amount

6. (1) The enrolment amount for a member for each year of a term of office is an amount determined for that year that does not exceed the enrolment amount limit. O. Reg. 163/07, s. 4 (1).

(1.1) The enrolment amount shall be calculated anew in each year of a member's term of office. O. Reg. 163/07, s. 4 (1).

(1.2) The enrolment amount limit is determined by multiplying the percentage determined by the board for the year under clause 4 (1) (c) or subsection 4 (2) or (3), as the case may be, by the amount determined for the member under subsection (2), (3) or (4), as the case may be. O. Reg. 163/07, s. 4 (1).

(2) For a member other than the chair or vice-chair, determine an amount as follows:

1. Multiply the enrolment of the board for the year as determined under section 9, by \$1.75.
2. Divide the number determined under paragraph 1 by the number of members determined for the board under subclause 58.1 (2) (k) (i) or subsection 58.1 (10.1) of the Act, as the case may be. O. Reg. 357/06, s. 6 (2); O. Reg. 163/07, s. 4 (2).

(3) For the chair, add the amount determined under subsection (2) to the amount determined as follows:

1. Multiply the enrolment of the board for the year as determined under section 9 by 5 cents.
2. Determine the greater of,
 - i. the amount determined under paragraph 1, and
 - ii. \$500.
3. Determine the lesser of,
 - i. the amount determined under paragraph 2, and
 - ii. \$5,000. O. Reg. 357/06, s. 6 (3); O. Reg. 163/07, s. 4 (3).

(4) For the vice-chair, add the amount determined under subsection (2) to the amount determined as follows:

1. Multiply the enrolment of the board for the year as determined under section 9 by 2.5 cents.
2. Determine the greater of,
 - i. the amount determined under paragraph 1, and
 - ii. \$250.
3. Determine the lesser of,
 - i. the amount determined under paragraph 2, and
 - ii. \$2,500. O. Reg. 357/06, s. 6 (4); O. Reg. 163/07, s. 4 (4).

Attendance amount

7. (1) The attendance amount is an amount that does not exceed the attendance amount limit of \$50. O. Reg. 357/06, s. 7 (1).

(2) The attendance amount may be paid to a member for attending any meeting of a committee of the board that is required to be established by an Act or a regulation made under an Act. O. Reg. 357/06, s. 7 (2).

Distance amount

8. (1) The distance amount is an amount that does not exceed the distance amount limit of \$50. O. Reg. 357/06, s. 8 (1).

(2) For a board member described as follows, the distance amount may be paid to the member for attending in person at any meeting of the board or of a committee of the board that is required to be established by an Act or a regulation made under an Act:

1. The board member is a member of a board that has,
 - i. a board area greater than 9,000 square kilometres, as set out in Table 1 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards) made under the Act, as that regulation reads on the day that the board makes its determination under section 4, or

- ii. a dispersal factor of greater than 25, as set out in Table 5 of Ontario Regulation 412/00 (Elections to and Representation on District School Boards) made under the Act, as that regulation reads on the day that the board makes its determination under section 4.
- 2. On the day of the meeting, the distance between the member's residence and the place where the meeting is held is more than 200 kilometres. O. Reg. 357/06, s. 8 (2); O. Reg. 163/07, s. 5; O. Reg. 292/18, s. 4.
- (3) A board member may receive the distance amount only once in respect of any day. O. Reg. 357/06, s. 8 (3).

Enrolment

9. For the purposes of section 6, the enrolment of the board for a year of a term of office is the estimate of the board's day school average daily enrolment that was,

- (a) determined for the purposes of the regulation made under section 234 of the Act in respect of calculating average daily enrolment for the school board fiscal year that ends in the calendar year in which the year of the term of office begins; and
- (b) submitted to the Ministry together with the estimates required by clause 232 (6) (c) of the Act. O. Reg. 163/07, s. 6; O. Reg. 164/11, s. 1.

Service for a partial year

10. (1) The honorarium for a board member who serves for a partial year is determined in accordance with this section. O. Reg. 357/06, s. 10 (1); O. Reg. 190/10, s. 3.

(2) The base amount is an amount that does not exceed the base amount limit for the partial year, which is determined by prorating, according to the time served, the base amount for a board member who serves for a full year. O. Reg. 163/07, s. 7.

(2.1) The enrolment amount is an amount that does not exceed the enrolment amount limit for the partial year, which is determined by prorating, according to the time served, the enrolment amount for a board member who serves for a full year. O. Reg. 163/07, s. 7.

(3) The attendance amount and the distance amount are determined in accordance with sections 7 and 8, with necessary modifications. O. Reg. 357/06, s. 10 (3).

11. REVOKED: O. Reg. 190/10, s. 4.

Honorarium for members of school authorities

12. (1) A school authority may pay to its members an honorarium at the same rate and on the same conditions as the allowance being paid to its members on December 1, 1996. O. Reg. 357/06, s. 12 (1).

(2) If a school authority was paying an amount as an additional allowance to its chair or vice-chair on December 1, 1996, the school authority may pay that amount as an additional honorarium to its chair or vice-chair, at the same rate and on the same conditions as applied on December 1, 1996. O. Reg. 357/06, s. 12 (2).

PART II (s. 13) REVOKED: O. Reg. 292/18, s. 6.

Note: On the day section 24 of Schedule 2 to the *Better Schools and Student Outcomes Act, 2023* comes into force, the Regulation is amended by adding the following section: (See: O. Reg. 311/24, s. 1)

Reduction for breach of code of conduct

13. For the purposes of paragraph 2 of subsection 218.3.1 (1) of the Act, the maximum amount of a reduction from a member's honorarium for a breach of the board's code of conduct is 25 per cent of the member's combined base and enrolment amount for the year of the term of office in which the breach occurred. O. Reg. 311/24, s. 1.

TABLE 1 REVOKED: O. Reg. 190/10, s. 5.

Français

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Trustee Honorarium Calculation for November 2024 - Year 3 of 4 Year Term

Basic Information:	
2023/2024 ADE (Average Daily Enrolment) *(as per 2023/2024 Estimates)	10,038.00
Elected Trustees	9
Distance: 10 Board Meetings	10

		Effective: November 15, 2024	Effective: November 15, 2023
Trustees:			
Base Amount	Max. \$5,900	5,900.00	5,900.00
Funding per ADE/9 elected Board Members	Max. \$1.75/ADE	1,951.83	1,903.71
Attendance at any meeting of a committee established by an Act or Regulation	Max. \$50 per meeting	0.00	0.00
Distance greater than 200Km - based on circumstance ***	Max \$50/board mtg.		
Total Per Trustee Remuneration		7,851.83	7,803.71
Chair:			
Base Amount (max. increase \$5,000)	Max. \$5,900+\$5,000	10,900.00	10,900.00
Greater of \$500 or Funding per A.D.E (by \$0.05) to a maximum of \$5,000		2,453.73	2,403.71
Attendance at any meeting of a committee established by an Act or Regulation	Max. \$50 per meeting	0.00	0.00
Distance greater than 200Km - based on circumstance ***	Max \$50/board mtg.		
Total Chair Remuneration		13,353.73	13,303.71
Vice-Chair:			
Base Amount (max. increase \$2,500)	Max. \$5,900+\$2,500	8,400.00	8,400.00
Greater of \$250 or Funding per A.D.E (by \$0.025) to a maximum of \$2,500		2,202.78	2,153.71
Attendance at any meeting of a committee established by an Act or Regulation	Max. \$50 per meeting	0.00	0.00
Distance greater than 200Km - based on circumstance ***	Max \$50/board mtg.		
Total Vice-Chair Remuneration		10,602.78	10,553.71
Grand Total for Board Remuneration=7 trustees, 1 chair, 1 vice-chair		78,919.32	78,483.39

Assumptions:			
Trustees:			
Base Amount		5,900.00	5,900.00
Base funding Per ADE divided by 9		1.75	1.75
Attendance at Meetings (other than Board)		0	0
Distance Travelled		50	50
Chair:			
Base Amount		10,900.00	10,900.00
Greater of \$500 or Funding per ADE (by \$0.05) to a maximum of \$5,000		0.05	0.05
Attendance at Meetings (other than Board)		0	0
Distance Travelled		50	50
Vice-Chair:			
Base Amount		8,400.00	8,400.00
Greater of \$250 or Funding per A.D.E (by \$0.025) to a maximum of \$2,500		0.025	0.025
Attendance at Meetings (other than Board)		0	0
Distance Travelled		50	50

Distance:

The distance amount only applies to a Board member that on the day of a meeting, if the distance between the member's residence and the place where the meeting is held is more than 200 kilometres. A Board member may only receive the distance amount once in respect of any day.

Attendance:

Based on attendance at statutory meetings other than regular board and/or committee meetings (for meetings such as SEAC, Audit, etc). To be paid bi-yearly (June & December) based on attendance from (December-May, June-November). At the January 22, 2008 board meeting a motion was passed to discontinue the \$50/meeting compensation for trustees attending any such meetings but approved the \$50 distance amount for each member eligible.

2024/2025

Audit Area	Safe and Inclusive Schools	Manage Communications	Follow Up
Rationale	Medium Risk Rating	Board Level	
Status		Carried Forward	

2025/2026

Audit Area	Records Management	Repairs and Maintenance	Follow Up
Rationale	Consultant	Medium Risk Rating	
Status			

Other areas identified during Risk Assessment:

- Budget Planning
- School Generate Funds
- Records Management
- Data Security
- Staff Recruiting/Hiring/Succession Planning

Ashley St. Pierre, Chair

Craig Myles, Director of Education

Audit Committee

Monday September 30, 2024, 1:00PM
Zoom Meeting

Committee Members Present

Shane Hall, Trustee
Theresa Graham, External Member
Judy Kleinhuis, External Member
Chantal Phillips, Trustee
Howard Wesley, Trustee

Staff Present

Craig Myles, Director of Education
Seija Van Haesendonck, Superintendent of Business
Wende Proulx, Manager of Finance
Lesley Marshall, Executive Assistant

External Participants

Melissa Dodge, Regional Internal Audit Team
Sara Lingenfelter, KPMG

1. Call to Order

The meeting was called to order at 1:02pm.

Following the roll call, it was noted that the meeting had quorum.

2. Election of Chair

Superintendent Van Haesendonck reminded committee members that this committee is governed by Ontario Regulation 361/10. This regulation requires the election of a Chair at its first meeting of the new fiscal year. Any of the committee members can act as Chair of this committee. The first meeting of the new fiscal year must also take place no later than September 30th.

Superintendent Van Haesendonck put forward a call for nominations for the Chair of the Audit Committee for the 2024/2025 fiscal year.

Judy Kleinhuis nominated Trustee Hall for the position of Chair.

Trustee Hall noted his appreciation for the nomination, however cited concerns about his availability to perform the full duties of the Chair due to the requirements of his employment.

Trustee Wesley nominated Trustee Phillips. Trustee Phillips thanked Trustee Wesley for the nomination but also noted a concern regarding whether she would be able to act as Chair for the full fiscal year.

SBO Van Haesendonck expressed appreciation for the details provided by both Trustees nominated and reiterated the willingness of staff and members to accommodate schedules for either of the two standing nominations for the 4 quarterly meetings, should they agreeably take on the role.

A final call for nominations was put forth, with Trustee Phillips inquiring as to whether external member Judy Kleinhaus would consider the Chair position, to which she offered similar concerns regarding her availability.

SBO Van Haesendonck advised two nominations were open, Trustees Hall and Phillips. Trustee Phillips accepted the nomination, and subsequently Trustee Hall declined the nomination.

No further nominations were received.

Motion: Moved by Trustee Hall, and seconded by Trustee Wesley, that nominations be closed. CARRIED

Motion: Moved by Theresa Graham, and seconded by Trustee Wesley, that Trustee Chantal Phillips be acclaimed Chair of the NNDSB Audit Committee for the period of September 30, 2024 to September 30, 2025 at the latest. CARRIED

Trustee Phillips took the Chair.

2. Declaration of Conflict of Interest

The floor was opened for declarations of conflict of interest, with none declared.

3. Approval of Agenda

Moved by Trustee Hall, and seconded by Judy Kleinhuis, that the agenda for the September 30, 2024, Audit Committee be approved as presented. – CARRIED.

4. Approval of Minutes from Previous Meeting

Moved by Theresa Graham, and seconded by Trustee Hall that the minutes of the Audit Committee meeting held on July 3, 2024, be approved. - CARRIED

5. Business Arising

5.1 Revised Multi-year Internal Audit Plan – Melissa Dodge

Melissa Dodge was invited to present the revised Multi-year Internal Audit plan. It was noted that changes were made after the July meeting of the Audit Committee to include feedback from Committee members.

This plan ensures good use of both internal audit team and staff resources to focus on areas of potential risk. Many of the risks identified are common across all school boards. Anything flagged as moderate or high will form part of the audit plan for the coming years.

- Safe and Inclusive Schools 2024/25
- Manage Communications – carried forward from a previous year. 2024/25
- Records Management – a consultation engagement 2025/26
- Repairs and Maintenance – 2025/26

Trustee Hall – left the meeting at 1:18pm

Superintendent Van Haesendonck advised that in her conversations with staff it was noted they welcome the internal audit of safe and inclusive schools, specifically to ensure the board is compliant with all relevant legislation.

Trustee Phillips requested further details regarding the processes used during the audit. Melissa advised that PPM and legislation are the key starting points, with high-level detailed conversation taking place with all parties to define the scope of the process. A heavy focus on compliance will limit the scope and process owners identify the areas of focus. A copy of the Engagement letter can be provided prior to the beginning of the process.

SBO Van Haesendonck noted that while engagement on the items to understand the process is beneficial, RIAT determines its audit plan in order to meet internal audit standards.

Motion: Moved by Judy Kleinhaus, Seconded by Theresa Graham that the annual audit plan for the year ended August 31, 2025, be recommended to the Board of Trustees for approval. – CARRIED

6. New Business

6.1 2024-25 Audit Planning Report – KPMG

SBO Van Haesendonck introduced Sara Lingenfelter, Senior Manager on file for the KPMG external audit who presented the Audit Planning Report for the fiscal year ending August 31, 2024. The report identifies the approach to the annual audit, as well as the identified risks and the timing of the processes involved.

As part of the audit engagement, the audit team has queries for the audit committee members. The committee determined it would utilize the Microsoft Forms feature to provide feedback to KPMG as this method has been used successfully with this committee, and it was noted that names should be attached to responses for follow-up, and additionally that responses be sent directly to KPMG staff.

Melissa Dodge exited meeting.

6.3 Evaluation of Regional Internal Audit Team Assessment

Chair Phillips opened the floor to questions, and seeing none concluded the item.

7. The next meeting will be held around timing of the financial statement audit completion, approximately mid November via Zoom. It was noted the earlier start time of 1:00pm is preferable for Chair Phillips.

8. Adjournment

With no further business to note, Committee Chair Phillips tabled the following motion:

Motion: Moved by Trustee Wesley, and seconded by Theresa Graham that the Audit Committee meeting adjourn at 1:57 PM. -CARRIED.

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