

Ashley St. Pierre, Chair

Craig Myles, Director of Education

Director's Performance Appraisal Committee Minutes

Tuesday, June 25, 2024

Virtual Meeting

Committee Members PresentAshley St. Pierre, Board Chair
Bill Steer, Trustee
Caren Gagne, TrusteeStaff Resources PresentCraig Myles, Director of Education
Maureen Egan, Executive Assistant
Liana Blaskievich, Corporate Affairs Officer**1.0 Call to Order**

Interim Chair Steer called the meeting to order at 9:00 am. Attendance was noted to confirm the meeting had quorum.

1.1 Adoption of the Agenda

Moved by Chair St. Pierre and seconded by Trustee Steer that the agenda for the Director's Performance Appraisal Committee meeting of June 25, 2024 be approved as presented. – CARRIED

2.0 Review of Minutes**2.1 DPA meeting minutes- November 6, 2023 and May 15, 2024**

Moved by Trustee Steer and seconded by Trustee Gagne that the minutes for the Director's Performance Appraisal Committee meeting of November 6, 2023 and May 15, 2024 be approved. – CARRIED

3.0 New Business**3.1 Election of Chair**

Director Myles asked for nominations: Trustee Steer nominated A. St. Pierre.
Moved by Trustee Steer and seconded by Trustee Gagne that Ashley St. Pierre be elected chair of the DPA committee.

3.2 Overview of New DPA Process

CM reviewed history of establishing DPA in NNDSB noting its similarities with the Ministry process. The Ministry has recently released its technical paper outlining changes and NNDSB is very much in alignment. The Ministry has been working with the Council of Directors of Education on the changes this year and recently released the updated process. The Director noted that we have been compliant to date.

3.3 Director's Plan and Assessment

L. Blaskievich reviewed the changes that were included in the agenda package including the evaluation cycle, marker dates we have to comply with and the draft performance appraisal plan. This will be shared with trustees at the Special Board meeting and then to the Ministry. The committee was asked to provide any feedback to M. Egan by Friday June 28 for final revisions before going to the Board in July.

3.4 Director's Compensation

Director Myles referred the Committee to the report in the agenda package and explained the historical compensation of the executive council and lack of appropriate salary adjustments. Although the previous board made adjustments, the senior team was below average. The Director suggested that appropriate compensation can be made now that most collective agreements are completed. Once approved, he would then move to appropriate remuneration for the supervisory officers.

Trustee Steer concurred with the historical data noting that the former chair and director had missed a significant deadline and that's why EC is underpaid. He can take data and and verify with OPSBA.

Trustee Gagne asked how the suggested percentage increase was determined and suggested the appropriate increase should be at least 30% rather than 25%. Trustee Gagne asked for feedback from Chair St. Pierre and Trustee Steer. Both were supportive.

With no further comments the Director asked the committee to review the compensation and DPA plan and provide comments to M. Egan by Friday June 28 and asked Trustee Steer to research when he is at the OPSBA AGM. A final draft will be completed for the board in July.

Moved by Trustee Steer and seconded by Trustee Gagne that the DPA Committee present to the Board on July 15, 2024 and recommend the Director's salary increase of at least 30% to the Board. – CARRIED

4.0 Next Meeting Date

August 2024

5.0 Adjournment

With no further business to note, the committee moved to adjournment.

Moved by Trustee Steer and seconded by Trustee Gagne that the DPA Committee stands adjourned at 9:47 am. – CARRIED.