

# ORGANIZATIONAL BOARD MEETING

Tuesday, November 18, 2025 | 5:00 pm

## AGENDA

**1.0 Call to Order** – As Secretary of the Board the Director of Education will be the Presiding Officer of the meeting up until the election of the Board Chair.

1.1 Land acknowledgement – Director of Education

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 Approval of Agenda ✓

Motion: That the agenda for the organizational Board meeting of November 18, 2025 be approved.

1.4 Naming of the Scrutineers

Motion: That the following two individuals be appointed as scrutineers:

1. Seija Van Haesendonck, Superintendent of Business
2. Gerri Cicciarelli, Executive Assistant to the Director of Education

**2.0 Election of Chair**

2.1 Call for nominations

Motion: That nominations be closed.

Following the close of nominations, nominees will be asked to confirm their willingness to stand for office. The nominators will be given an opportunity to comment on the nominations. Trustees nominated will have an opportunity to address trustees. A vote by secret ballot will be conducted.

2.2 Announcement of the Chair

Motion: That \_\_\_\_\_ be elected (or acclaimed) as the Chair of the NNDSB Board of Trustees for a one-year term, effective immediately and lasting until the next annual organizational meeting.

### 2.3 In-Coming Chair's Remarks

The Chair assumes the meeting.

### 2.4 Out-Going Chair's Remarks if necessary.

## 3.0 **Election of Vice-Chair**

### 3.1 Call for Nominations

Motion: That nominations be closed.

Following the close of nominations, nominees will be asked to confirm their willingness to stand for office. The nominators will be given an opportunity to comment on the nominations. Trustees nominated will have an opportunity to address trustees. A vote by secret ballot will be conducted.

### 3.2 Announcement of the Vice-Chair

Motion: That \_\_\_\_\_ be elected (or acclaimed) as the Vice-Chair of the NNDSB Board of Trustees for a one-year term, effective immediately and lasting until the next annual organizational meeting.

### 3.3 In-Coming Vice-Chair's remarks

### 3.4 Out-Going Vice-Chair's remarks if necessary.

## 4.0 **OPSBA Delegate and Alternate**

### 4.1. OPSBA Director - Call for nominations

Motion: That nominations be closed.

Motion: That \_\_\_\_\_ be declared Near North DSB's voting Director to the Ontario Public School Board's Association.

### 4.2 OPSBA Alternate - Call for nominations

Motion: That nominations be closed.

Motion: That \_\_\_\_\_ be declared Near North DSB's voting alternate to the Ontario Public School Board's Association.

### **5.0 Membership on Standing Board Committees ✓**

Motion: That the membership on the standing Board Committees be approved.

### **6.0 Destruction of Ballots**

Motion: That the ballots/electronic messages used for the selection of Chair and Vice-Chair be destroyed immediately.

### **7.0 Adjournment**

Motion: That the NNDSB Annual Organizational meeting of November 18, 2025 be adjourned at \_\_\_\_pm.

## BOARD COMMITTEE TRUSTEE MEMBERSHIP

**November 18, 2025**

*(Chair is ex officio & voting member on all ad hoc committees)*

COMMITTEE	MEMBERS	REQUIRED #	Alternates
Audit*	Caren Gagne Shane Hall vacant	3 trustees	n/a
Director's Performance Appraisal*	Caren Gagne Ashley St. Pierre Bill Steer	2 or 3 trustees	n/a
First Nations Advisory*	vacant Ashley St. Pierre Louise Sargent	3 trustees 2 alternates	Shane Hall vacant
Parent Involvement Advisory Committee*	Caren Gagne Vacant	2 trustees	
Supervised Alternative Learning*	Shane Hall - primary, east-west region  vacant - secondary, east-west region  vacant - north region	1 trustee	
Special Education Advisory Committee*	Louise Sargent vacant	2 trustees 1 alternate	Ashley St. Pierre
Suspension/Expulsion*	All trustees	3 trustees	
Governance Review Committee**	Caren Gagne Krista Messenger Louise Sargent Ashley St. Pierre	<i>tbd</i>	n/a
Environment ** (no terms of reference confirmed)	vacant vacant Bill Steer Howard Wesley	<i>tbd</i>	n/a
Equity Advisory Circle**	Ashley St. Pierre Louise Sargent Howard Wesley	3 trustees	n/a
Finance**	Caren Gagne Bill Steer Howard Wesley	No less than 2 No more than 4	n/a

Mapleview Build **	Louise Sargent Bill Steer		
Multi Year Strategic Planning**	Ashley St. Pierre Jay Aspin Bill Steer	Chair 2 trustees	n/a
North Bay Consolidation**	Jay Aspin Shane Hall Bill Steer	2 trustees	n/a
Parry Sound Build**	Shane Hall Ashley St. Pierre Howard Wesley vacant	4 trustees	n/a
Transportation Appeals**	All trustees	3 trustees	

*\*statutory under the Education Act*

*\*\*ad hoc*

## **BL-108 – Board Committees**

### Statutory Committees

Statutory Committees are required in accordance with the relevant regulation. Trustee representation on these advisory committees is required. The five statutory committees are:

- Special Education Advisory Committee (Ontario Regulation 464/97)
- Audit Committee (Ontario Regulation 361/10)
- School Councils and Parent Involvement Committee (Ontario Regulation 612/00)
- Supervised Alternative Learning Committee (Ontario Regulation 374/10)
- First Nations Advisory Committee (Ontario First Nation, Métis, and Inuit Education Policy Framework 2007)
- *Director's Performance Appraisal (Ontario Regulation 83/24) (currently not included in BL language but is in regs.)*

### Ad Hoc Committees

Ad hoc committees may be formed to assist the Board by doing “pre-board work”.

All ad hoc committees shall have terms of reference determined and approved by the Board.

Where a Chair has not been named, the ad hoc committee shall appoint a Chair.

A quorum shall be a majority of the appointed members of the ad hoc committee.

The Chair shall be an “ex-officio” voting member of all ad hoc committees and the Director of Education or designate shall attend all meetings of the ad hoc committees.

Minutes will be recorded at all ad hoc committee meetings which will include: meeting date, time and location, attendance and an itemized list of all actions of the committee that are decided by consensus or formal vote.

Ad hoc committees shall provide regular progress reports to the Board.

## **QUORUM**

1. At all meetings of the Board the presence of a majority of all the members constituting the Board shall be necessary to form a quorum.
  2. Should there be no quorum present within thirty (30) minutes after the time appointed for the meeting, the Secretary of the Board shall record the names of those members present and the Board shall forthwith stand adjourned until the next regular meeting of the Board.
  3. When a quorum is no longer in attendance, no business can be legally transacted, and it shall be the responsibility of the presiding Chair and the recording secretary to note the lack of a quorum and have the fact recorded in the minutes. The presiding Chair may then adjourn the meeting or declare a recess.
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