

RAINBOW DISTRICT SCHOOL BOARD
STRATEGIC PLANNING COMMITTEE MEETING
to be held in the Ernie Checkeris Boardroom
Centre for Education, 408 Wembley Drive, Sudbury
on Tuesday, April 9, 2019 at 5:00 pm

**AGENDA
AND RECOMMENDED MOTIONS**

- A. **APPROVAL OF AGENDA** *Chair
Motion:
That the agenda for the Strategic Planning Committee meeting for April 9, 2019 be approved.

- B. **PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST** *Chair

- C. **PRESENTATIONS** *Director
 - 1. Lasalle Secondary School Multi-Use Sports Facility – Fabio Belli Foundation
 - 2. Lasalle Secondary School Multi-Use Sports Facility – Lasalle Students

- D. **OLD BUSINESS** *Chair
 - 1. Minutes
Motion:
That the minutes of the Strategic Planning Committee meeting held on March 5, 2019 be approved.

 - 2. Lasalle Secondary School Multi-Use Sports Facility – Update *SBO

- E. **NEW BUSINESS** *Chair
 - 1. Board of Trustee Procedures
 - a. Motion:
That revisions made to the *Board of Trustee Procedure: Trustee Attendance*, as attached, be recommended to the Board for approval.

 - b. Motion:
That revision made to the *Board of Trustee Procedure: Trustee Honoraria*, as attached, be recommended to the Board for approval.

2. Governance By-Law

Motion:

That the changes to *Governance By-Law 4: Regular and Special Meetings of the Board* be recommended to the Board as a Notice of Motion.

F. **FUTURE ITEMS** *Chair

Comprehension

EQAO

Poverty

Policy Review

- Policy No. GOV-05: Code of Conduct: Board Members
- Policy No. GOV-15: Student Accommodation

G. **TRUSTEES' REMARKS** *Chair

H. **FUTURE MEETINGS** *Chair

May 7, 2019

June 11, 2019

I. **ADJOURNMENT** *Chair

Motion:

That the meeting be adjourned ().

RAINBOW DISTRICT SCHOOL BOARD
Minutes of the
STRATEGIC PLANNING COMMITTEE MEETING

held in the Ernie Checkeris Boardroom
408 Wembley Drive, Sudbury
on Tuesday, March 5, 2019 at 5:00 pm.

Present: Trustees: D. Morrison (chair), B. Clement, D. Dewar, A. Gibson, J. Hunda, K. St. Jean, M. Stringer (via Google Hangout)
Absent: J. Kosmerly, Student Trustee H. Golden,
Officials: N. Blaseg – Director and Secretary of the Board
D. Bazinet – Superintendent of Business
B. Bourget, J. Noble, K. Wachnuk – Superintendents
Staff: N. Charette, H. Thirkill, D. Kitching, C. McDonald,
T. Batchilder

A. **APPROVAL OF AGENDA**

Motion: J.Hunda/K.St.Jean

That the agenda for the Strategic Planning Committee meeting for March 5, 2019 be approved. - **Carried**

B. **PRELIMINARY DECLARATIONS OF PECUNIARY INTEREST** NIL

C. **PRESENTATIONS**

Supervised Alternative Learning (SAL)

Superintendent Noble shared information with trustees about Supervised Alternative Learning (SAL), one more pathway for students who cannot manage in a regular classroom. Every board is mandated to have a SAL committee to re-engage students between the ages of 14 and 17.

Superintendent Noble shared the history of SAL, the membership of the SAL committee, the process for selecting students, students that would benefit from SAL, some activities that a student might take part in and additional SAL data including a video testimonial from a previous SAL student.

Trustees appreciated the information and had the opportunity to discuss and ask questions.

D. **OLD BUSINESS**

1. Minutes

Motion: D.Dewar/J.Hunda

That the minutes of the Strategic Planning Committee meeting held on February 5, 2019 be approved. - **Carried**

Amendment: A.Gibson/K.St.Jean

That the minutes of the Strategic Planning Committee meeting held on February 5, 2019 be approved as amended. - **Defeated**

2. Interim Report - Superintendent Bazinet

Superintendent Bazinet spoke to the report provided to trustees. This interim report was a recommendation from the internal audit and was brought forward from the Audit Committee after their December 2018 meeting.

Absenteeism data was shared. This is a topic of concern within the Rainbow District School Board as well as throughout the province. The report provided data from various work groups regarding employees who were on paid sick leave and the costs associated with replacement of these employees.

Trustees had an opportunity to ask questions and comment. Superintendent Bazinet welcomed feedback, as this is the initial interim report to the Board.

E. **NEW BUSINESS**

Motion: D.Dewar/A.Gibson

That the changes to *Governance By-Law-13 Conflict of Interest* be recommended to the Board as a Notice of Motion. - **Carried**

F. **FUTURE ITEMS**

Comprehension

EQAO

Poverty

Policy Review

- Policy No. GOV-05: Code of Conduct: Board Members
- Policy No. GOV-15: Student Accommodation

G. **TRUSTEES' REMARKS**

Chair Morrison reminded trustees of the upcoming Student Senate led conference "Stand Up For Positivity" scheduled for Thursday, March 21, 2019 from 9:00 AM to 3:00 PM here in the Ernie Checkeris Boardroom.

H. **FUTURE MEETINGS**

April 9, 2019
May 7, 2019
June 11, 2019

I. **ADJOURNMENT**

Motion: J.Hunda/D.Dewar
That the meeting be adjourned (6:30 pm). - **Carried**

**BOARD OF TRUSTEES
PROCEDURES**

| | |
|--------------|-------------------|
| Adopted | November 25, 2014 |
| Last Revised | |
| Board Motion | 14-R106 |

TRUSTEE ATTENDANCE

1. Trustees are to attend Board and Committee meetings (of which they are members) in order to fulfill their mandate.
2. Trustees who are unable to attend Board meetings must inform the Director's office prior to the meeting in order to have the leave of absence recorded in the minutes.
3. Trustees who are unable to attend committee meetings (of which they are members) must make every effort to contact the Director's office prior to the meeting in order to assure a quorum.
4. **Trustee Pregnancy and Parental Leave:**
 - 4.1 School boards are required to allow a trustee to take a pregnancy or parental leave for up to 20 weeks without authorization from their board.
 - 4.2 The Trustee will notify the board as soon as reasonably possible to inform it regarding an upcoming leave.
 - 4.3 The Trustee will indicate the purpose for the leave: trustee pregnancy, birth of member's child or the adoption of a child by the member.
 - 4.4 The Trustee will provide an expected date the leave is to begin and conclude provided the leave does not exceed 20 consecutive weeks and begins no later than the date of a third consecutively missed regular board meeting.
 - 4.5 The Trustee will provide relevant medical documentation (this could include medical certificates confirming pregnancy, proof of birth date, or adoption agency statements).
 - 4.6 Trustee Honoraria for base and enrolment amounts continue to be provided during the leave period.
 - 4.7 Relevant Trustee expenses will continue to be reimbursed (i.e. cellphone, computer).

4.8 The Trustee will continue to receive board-related material and have access to information during the leave.

REFERENCE DOCUMENTS

Legal:

Education Act, Section 169.1 Duties and Powers of Boards
Education Act, Section 229 Board Members: Attendance Required
Municipal Elections Act
Education Act
Other relevant Board policies/procedures/by-laws

draft



| BOARD OF TRUSTEES PROCEDURES | |
|------------------------------|-------------------|
| Adopted | November 25, 2014 |
| Last Revised | 2019 |
| Board Motion | 14-R108 |

TRUSTEE HONORARIA

1. The Board will determine the amount of annual allowances or honoraria to be paid to trustees in accordance with provincial legislation.
2. The honorarium for each of the nine trustees, excluding the student trustee, of the Rainbow District School Board will be calculated as follows:
 - a) Base amount: \$5,900.00; plus
 - b) Enrolment amount: Multiply the Average Daily Enrolment (ADE) from the previous school year by \$1.75. Divide that number by the number of elected trustees. This represents the maximum amount that each trustee who is not a chair or vice-chair may receive, excluding the attendance and distance amounts.
3. The additional honorarium for the Chair and Vice-Chair of the Board will be calculated as follows:
 - a) Base amount: \$5,000 chair, \$2,500 vice-chair; plus
 - b) Enrolment amount:
 - For the chair: ADE from the previous school year multiplied by \$0.05 with a minimum of \$500 and a maximum of \$5,000.
 - For the vice-chair: ADE from the previous school year multiplied by \$0.025, with a minimum of \$250 and a maximum of \$2,500.
4. Trustees will receive a distance amount of \$50 per meeting attended when the trustee travels more than 200 kilometers (one-way) from his or her residence to attend a meeting of the Board or its committees required to be established by an Act or a regulation made under an Act i.e.; Special Education Advisory Committee (SEAC), Supervised Alternative Learning Committee (SAL), Parent Involvement Committee (PIC), and Audit Committee.
5. In the event that a trustee is absent from all of the meetings in two successive months (i.e. Board and Committee meetings), the trustee will be deducted the

amount of honorarium paid for that period (exception – Trustee Pregnancy and Parental Leave).

6. The application of this section may be dispensed with by leave of the Board when a physician's certificate is submitted certifying the trustee's inability to attend the required meetings.

REFERENCE DOCUMENTS

Legal:

Education Act, Section 169.1 Duties and Powers of Boards

Education Act, Section 229 Board Members: Attendance Required

Ontario Regulation 357/06—Honoraria for Board Members

Education Act, Section 228 (2.1) Board Members: Pregnancy or Parental Leave

4. Governance By-Law 4: Regular and Special Meetings of the Board

- 4.1. There will be one Regular meeting of the Board per month during the school year and one Regular meeting of the Board in August.
 - 4.2. The Chairperson and the Director will be responsible for developing an annual schedule of Board meeting dates for the following school year. Meeting dates shall be presented to the Board at or before the June meeting each year.
 - 4.3. The Secretary will ensure that notice of all meetings of the Board will be sent to each member by courier, by mail, or by electronic means at least seventy-two (72) hours before the time of the meeting.
 - 4.3.1. Until a member of the Board shall notify the Secretary in writing of his/her official address, all notices or communications delivered or mailed to the member at his/her address, as set out in his/her nomination paper, shall be deemed to have been received by the member.
 - 4.4. Whenever possible, copies of reports to be presented at any meeting of the Board shall be included with the notice of such meeting.
 - 4.5. Copies of reports to be presented at any meeting of the Board, which are sent subsequent to the sending of the notice of such meeting, may be deferred until a future meeting of the Board by recorded motion.
 - 4.6. At all meetings of the Board, a QUORUM consisting of a majority of all the elected members shall be necessary in order for any business to be legally transacted.
 - 4.6.1. Should there be no quorum present within thirty (30) minutes after the time appointed for the meeting, the Secretary shall record the names of those members present and the Board shall forthwith stand adjourned until the next regular or special meeting.
 - 4.6.2. Should a quorum no longer exist during a meeting of the Board, no business can be legally transacted. It shall then be the responsibility of the presiding Chairperson and the Secretary to note the lack of a quorum and have the fact recorded in the minutes.
 - 4.6.3. Where any member declares a conflict of interest pursuant to the *Municipal Conflict of Interest Act*, the presence of the majority of those entitled to vote shall then constitute a quorum.
 - 4.7. Any meeting of the Board shall not remain in session later than 11:00 P.M. unless so determined by a vote of two-thirds of the members present.
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- 4.8. Meetings of the Board shall be open to the public, and no person shall be excluded from a meeting that is open to the public except for improper conduct.
- 4.9. A meeting of a committee of the Board, including a Committee of the Whole Board may be closed to the public when the subject matter under consideration involves:
- a) the security of the Board's property;
 - b) the disclosure of intimate, personal or financial information in respect of a member of the Board or Committee, an employee or prospective employee of the Board or a pupil or his/her parent or guardian;
 - c) the acquisition or disposal of a school site;
 - d) decisions in respect of negotiations with employees of the Board; or
 - e) litigation affecting the Board.
- 4.10. SPECIAL MEETINGS of the Board may be held at the call of the Chairperson, or on the written request of five members of the Board, made to the Chairperson, or in his/her absence, the Vice-Chairperson, or, in his/her absence, the Secretary or in his/her absence the Treasurer.
- 4.10.1. The notice of SPECIAL MEETINGS shall be sent at least 48 hours before the time of the meeting.
- 4.10.2. The agenda of every SPECIAL MEETING of the Board shall state all business to be transacted or considered. No other business shall be considered unless all the members of the Board are present and agree unanimously by recorded motion.
- 4.10.3. The requirement for 48 hours' notice may be dispensed with if the Special Board meeting is scheduled at a Board meeting and within a period of time less than 48 hours, subject to approval of two-thirds of the trustees present.
- 4.11. Attendance of members at Board meetings shall be recorded.
- 4.12. To meet the provisions of *The Education Act* when applying for leave of absence, members shall make such request directly to the Board convened in regular session and such approval must be by recorded motion (exception – Trustee Pregnancy and Parental Leave).
- 4.13. Only the media or persons that have the express consent of the Director may film/videotape the proceedings of the Board and/or committee meetings.