



**THE MINUTES OF THE
ORGANIZATION MEETING OF THE BOARD**

BOARD ROOM – EDUCATION CENTRE
6:15 p.m.

DECEMBER 4, 2018

ATTENDANCE:

Board: Kate Baggott, Sue Barnett, Nancy Beamer, Alex Bradnam, Lora Campbell, Jonathan Fast, Elizabeth Klassen, Kevin Maves, Shannon Mitchell, Doug Newton, Dave Schaubel

Student Trustees: Amal Qayum and Keylee Smith

Officials: Warren Hoshizaki (Director of Education), Lora Courtois, John Dickson, Wesley Hahn, Helen McGregor, Kelly Pisek, Marian Reimer Friesen, JoAnna Roberto, Leanne Smith, Michael St. John, Stacy Veld, Jennifer Feren, Kim Yielding, Karen Bellamy, Cheryl Morgan

Recording Secretary: Christina Dero

1. CALL TO ORDER

The meeting was called to order at 6:15 p.m. by Warren Hoshizaki, Director of Education and Secretary of the Board, who conducted the meeting until the election of the Chairperson.

Director Hoshizaki opened the meeting with an Acknowledgement of Traditional Territory of the Haudenosaunee and Anishinaabe peoples.

Director Hoshizaki welcomed guests who were in the gallery.

Director Hoshizaki noted that Trustee Fast would be participating electronically.

2. READING APPLICABLE BY-LAW PROCEDURES FOLLOWING THE ELECTION OF A NEW BOARD

DSBN By-Law F-4 states “When a new Board has been elected, the Secretary shall first read the returns of the elections of the members of the Board, as supplied by the clerk of the municipality.”

Director Hoshizaki, as Secretary of the Board, read the official Trustee election returns from the October 22, 2018, Municipal Elections.

3. DECLARATION OF OFFICE AND OATH/AFFIRMATION OF ALLEGIANCE

In Accordance with DSBN By-Law F-4, the Secretary shall certify that the newly elected members of the Board have filed their Declaration of Office and Oath/Affirmation of Allegiance.

Director Hoshizaki, as Secretary of the Board, requested that all Trustees stand and join together in reading and signing the Declaration of Office and Oath/Affirmation of Allegiance. Director Hoshizaki noted that Trustee Fast has already taken the Declaration of Office and Oath/Affirmation of Allegiance.

Director Hoshizaki, as Secretary of the Board, requested that Trustees sign the School Board Code of Conduct.

Karen Bellamy, Executive Assistant to the Director, collected the signed documents.

4. READING APPLICABLE BY-LAW PROCEDURES FOR THE ELECTION OF NEW CHAIRPERSON AND VICE-CHAIRPERSON

Director Hoshizaki, as Secretary of the Board, read DSBN By-Law F-6 and DSBN By-Law 6.2 Voting.

5. APPOINTMENT OF SCRUTINEERS

Director Hoshizaki, as Secretary of the Board, read DSBN By-Law F-5 which states “The Secretary shall name two scrutineers appointed for the election of the Chairperson and Vice-Chairperson. At the request of a Trustee, the Board may by majority vote, also approve the appointment of a disinterested party to serve as a third scrutineer for the election of Chairperson and/or Vice-Chairperson.”

In accordance with DSBN By-Law F-5, Warren Hoshizaki, Director of Education and Secretary of the Board, named Stacy Veld, Superintendent of Business, and Jennifer Feren, Board Lawyer, as scrutineers for the election of a new Chairperson and Vice-Chairperson.

6. ELECTION OF CHAIRPERSON

The process for the election of a Chairperson was carried out in accordance with DSBN By-Laws F-6.1 and F-6.2.

Director Hoshizaki, as Secretary of the Board, reported that Trustees Sue Barnett and Nancy Beamer were nominated for the position of Chairperson.

ELECTION OF CHAIRPERSON – continued

**Moved by Kate Baggott
Seconded by Shannon Mitchell**

“That audience member Emily Beth Spanton be appointed as an impartial third scrutineer and that the vote be recorded.”

CARRIED UNANIMOUSLY

In response to a question from a Trustee, Emily Beth Spanton shared the reason she was in attendance and why she qualifies as an impartial third party.

Each nominee was given an opportunity to address the Board.

Karen Bellamy, Executive Assistant to the Director, distributed the ballots for the position of Chairperson.

Director Hoshizaki, as Secretary of the Board, advised that Trustee Fast would vote electronically.

Following the voting, the scrutineers collected the ballots.

Director Hoshizaki, as Secretary of the Board, received the count for Chairperson and announced that Trustee Barnett received a clear majority of the votes cast and was elected to the position of Chairperson for 2018-2019. Trustee Barnett accepted the position of Chairperson.

7. ELECTION OF VICE-CHAIRPERSON

The process for election of a Vice-Chairperson was carried out in accordance with DSBN By-Law F-7.

Chair Barnett reported that Trustees Kate Baggott, Nancy Beamer, and Dave Schaubel were nominated for the position of Vice-Chairperson.

Trustee Baggottt requested that her name be removed from the ballot.

Trustee Beamer and Trustee Schaubel were given the opportunity to address the Board.

Karen Bellamy, Executive Assistant to the Director, distributed the ballots for the position of Vice-Chairperson.

Following the voting, the scrutineers collected the ballots.

Chair Barnett received the count and announced that Trustee Schaubel received a clear majority of the votes cast and was elected to the position of Vice-Chairperson for 2018 - 2019. Trustee Schaubel accepted the position of Vice-Chairperson.

8. DESTRUCTION OF BALLOTS

**Moved by Lora Campbell
Seconded by Nancy Beamer**

DESTRUCTION OF BALLOTS – continued

“That the ballots be destroyed.”

CARRIED

Chair Barnett requested that Jennifer Feren destroy the ballots.

9. COMMITTEE MEMBERSHIP (December 1, 2018, to August 31, 2020)

Director Hoshizaki, as Secretary of the Board, read DSBN By-Law L-4, Standing and Statutory Committees.

“Board members will indicate their preference for committees to the Nominating Committee. The membership of the Nominating Committee shall be comprised of the Chairperson, the Vice-Chairperson, one Board member selected at large by the Chairperson. The mandate of the Nominating Committee is to receive each Board member’s preference for committees, preferably electronically, and subsequently allocate committee assignments to each Board member.”

These committee allocations will remain in effect from December 1, 2018 until August 31, 2020, save and except the Special Education Advisory Committee (SEAC) and the Code of Conduct Investigation Committee (COCI) which are both four (4) year commitments.

Chair Barnett advised that the Nominating Committee will meet directly following the Regular Meeting of the Board to review each Board member’s preference for committees and to allocate committee assignments.

Char Barnett requested Trustee Klassen stand on the committee along with herself and Vice Chair Schaubel. Trustee Klassen accepted.

Chair Barnett noted that because the Parent Involvement Committee is scheduled to meet on December 5, 2018, Superintendent Hahn will be in contact with Trustees assigned to the committee to confirm attendance and provide the agenda.

10. ELECTION OF COMMITTEE CHAIRS

Committee Chairs will be elected at the first meeting of each Committee, save and except the Special Education Advisory Committee (SEAC).

11. SIGNING AUTHORITY

**Moved by Doug Newton
Seconded by Alex Bradnam**

“That the Chairperson or the Vice-Chairperson of the Board, and the Secretary or Treasurer of the Board, be the signing officers of the Board”;

AND

“That for the payment of the accounts, automatic cheque signing equipment be

SIGNING AUTHORITY – continued

used bearing the signature of the Chairperson and Treasurer of the Board.”

CARRIED

12. BORROWING AUTHORITY

A resolution authorizing the borrowing of money to meet current expenditures of the District School Board of Niagara (“the “Board”).

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the Act), the Board considers it necessary to borrow the amount of up to 45 million dollars (\$45,000,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2019 and ending on December 31, 2019 (“the Period”).
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution, together with the total of any similar borrowings and any accrued interest on those borrowings, is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education from time to time.

Moved by Kate Baggott

Seconded by Nancy Beamer

1. **“That the Chairperson or Vice-Chairperson and the Secretary/Treasurer are authorized on behalf of the Board to borrow in accordance with section 243 of the Education Act from time to time by way of promissory note, or overdraft, or bankers acceptance from the Bankers of the Board or from any other approved lender a sum or sums not exceeding in the aggregate 45 million dollars (\$45,000,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period and to give to the Bankers of the Board or to any other approved lender promissory notes or bankers acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chairperson or Vice-Chairperson and the Secretary or Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with the Bankers of the Board or any other approved lender; and**

BORROWING AUTHORITY – continued

2. The interest charged on all sums borrowed pursuant to this Resolution, plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing; and
3. The Secretary or Treasurer is authorized and directed to apply in payment of all sums borrowed, plus interest, all of the moneys collected or received in respect of the current revenues of the Board.”

CARRIED

Trustee Fast left the meeting at 6:48 p.m.

13. **ONTARIO PUBLIC SCHOOL BOARDS’ ASSOCIATION (OPSBA) VOTING DELEGATE AND ALTERNATE**

Moved by Nancy Beamer
Seconded by Alex Bradnam

“That Trustee Kate Baggottt be appointed to serve as OPSBA Director and to hold the position of Voting Delegate for the Annual General Meeting and Regional Council meetings for the remainder of the 2018-2019 term.”

“That Trustee Shannon Mitchell be appointed to serve as OPSBA Alternate Director and to hold the position of Alternate Voting Delegate for the Annual General Meeting and Regional Council meetings for the remainder of the 2018-2019 term.”

CARRIED

14. **DATE AND LOCATION OF INAUGURAL MEETING**

The Inaugural Meeting of the District School Board of Niagara will be held on Tuesday, January 22, 2019 at the Education Centre, 191 Carlton Street, St. Catharines, Ontario.

Chair Barnett noted that Educational Showcasing will begin at 5:30 p.m. on January 22, 2018 and will highlight some of the outstanding work and activities that are happening in DSBN schools.

15. **RATIFICATION OF BUSINESS CONDUCTED IN THIS ORGANIZATION MEETING**

Moved by Kevin Maves
Seconded by Doug Newton

“That the business transacted by the Board of Trustees at its Organization Meeting held on December 4, 2018 be now ratified by the Board.”

“That the Chair and proper officials of the District School Board of Niagara are hereby authorized and directed to do all things necessary to give effect to the business as decided by the Board of Trustees this day.”

CARRIED

16. ADJOURNMENT

**Moved by Elizabeth Klassen
Seconded by Shannon Mitchell**

“That the Organization Meeting of the District School Board of Niagara be now adjourned.”

CARRIED

The meeting adjourned at 6:53 p.m.

SUE BARNETT, Chair

**WARREN HOSHIZAKI, Director of Education
and Secretary**