# SPECIAL MEETING MINUTES

MONDAY, JUNE 22, 2026

Public Session: 7:30 pm

**ATTENDANCE**

(*denotes approval received to attend electronically)

**BOARD**

Kate Baggott (Chair), Sue Barnett, Nancy Beamer, Mike Brousseau, Helga Campbell, Jonathan Fast, Elizabeth Klassen (Vice Chair), Deanne MacIntosh*, Shannon Mitchell, Owen Riel

**ADMINISTRATION**

Kelly Pisek (Director of Education), Stacy Veld (Associate Director), Jennifer Feren (General Counsel), Karen Bellamy

**RECORDING SECRETARY**

Kerry Baker

**TECHNICAL SUPPORT**

Nate Burns, Lyka Yako

## 1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY

Chair Baggot advised that the Land Acknowledgement would not be repeated, noting that it had been provided at the regular Board Meeting and should not be diminished through repetition.

## 2. CALL TO ORDER AND NOTING OF MEMBERS ABSENT

Chair Baggott called the Special Meeting of the Board to order at 7:31 p.m.

## 3. GOVERNANCE MODERNIZATION AND AMENDMENTS TO BY-LAWS AND RULE OF ORDER REPORT

**Moved by Helga Campbell**
**Seconded by Sue Barnett**

"That the revised By-Laws and Rules of Order that follow in the table be approved."
**CARRIED**

<table>
<tr><td></td><td></td><td>Topic Reference</td></tr>
<tr><td>L- 1</td><td>Trustees are elected to a four (4) year term of office on the Board. At the start of the term and approximately two (2) years into the term of office there will be opportunities to change Trustee membership on Statutory Committees, save and except for the Special Education Advisory Committee (SEAC), which requires a four (4) year term commitment.<br><br>(a) At the Organization Meeting in an election year the Trustees will submit their committee preferences to the Director's Office and, thereafter, the Director and the Nominating Committee (as set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign Trustees to serve on Statutory Committees. The selection of Committee Chairs will occur in accordance with By-Laws O - 23 and O - 24.<br><br>(a) Nineteen (19) months after the newly elected Trustees take office, the Trustees shall again submit their committee preferences to the Director's Office by the first Board meeting in June and, thereafter, the Director and the Nominating Committee (as set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign, in draft, the Trustees to serve on Statutory Committees effective September 1st of that same year. The Nominating Committee shall circulate a draft of the Committee assignments prior to the Nominating Committee's final approval of committee assignments. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O - 24.</td><td>Committee Restructure</td></tr>
<tr><td>L- 3</td><td>Intentionally omitted</td><td>Committee Restructure</td></tr>
<tr><td>L- 6</td><td>There shall be the following committees of the Board with each Board member required to sit on two (2) Statutory Committees.<br><br><table>
<tr><td>Statutory (s. 253.1 & Reg. 361/10)</td><td>• Audit Committee......................</td><td>3 Board Members</td></tr>
<tr><td>Statutory (Reg 83/24)</td><td>• Director's Performance Appraisal Committee (DPAC)............................................</td><td>5 Board Members</td></tr>
<tr><td>Statutory<br><br>(s. 57.1 & Reg. 464/97)</td><td>• Special Education Advisory Committee (SEAC)..........</td><td>2 Board Members plus 2 appointed Board Member Alternates (this is a legislated four (4) year term)</td></tr>
<tr><td>Statutory<br><br>(Reg 374/10)</td><td>• Supervised Alternative Learning Committee (SAL).......</td><td>1 Board Member</td></tr>
</table></td><td>Committee Restructure</td></tr>
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| Statutory<br><br>(Reg. 612/00) | • Parent Involvement Committee............................ | 2 Board Members |
| Statutory – Ad Hoc<br><br>(S.311.3(10) ) | • Ad Hoc Student Discipline Committee........................ | 3 Board Members (legislated minimum) |
| | | |
| | • Student Trustee Senate............................................ | 3 Student Trustees (one of which shall be an Indigenous Student Trustee) |

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| L- 11 | Specific meeting dates for Statutory Committees shall be scheduled on a regular basis as determined by the Board. | **Committee Restructure** |
| O- 7 | (a) All Board members who are not official members of a Statutory Committee as listed in By-Law L – 6 may attend all or any committee meetings in the capacity of an observer or to participate in discussions but, if in attendance, the observing Trustee shall not be counted in arriving at quorum, shall not move any motions, and shall not be allowed to vote.<br><br>(b) Notwithstanding (a), a Board member assigned to a Statutory Committee may designate an alternate Board member as a replacement voting member in their absence in accordance with Board Policy A-2 (Attendance at Board and Committee Meetings) for the purpose of arriving at a quorum, and such designated alternate shall be allowed to vote. | **Committee Restructure** |
| O- 9 | It is the policy of the Board that meetings of the committees of the Board shall be open to the public except:<br><br>(a) Committee of the Whole Board<br>(b) Finance Committee when it is considering the lease or acquisition of property<br>(c) Ad Hoc Student Discipline Committee<br>(d) Audit Committee when it is considering a matter permitted under section 207 of the *Education Act*<br>(e) Other committees as designated from time to time by the Board. | **Committee Restructure** |
| G-1 | The regular meetings of the Board shall be held on:<br>• the fourth Tuesday of each month in August, October, February, April and June; and<br>• the third Tuesday in November<br>Should any scheduled meeting fall on a statutory or civic holiday, the Board shall meet on the evening of the following day at the same hour, or as otherwise decided by the Board. The regular Board meeting, public session, shall commence at 6:00 p.m. and where Committee of the Whole, closed session is required, it shall commence immediately after the conclusion of the business of the regular Board meeting. | **Frequency of Board Meetings** |

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| G- 10 | Replace current order of business with the following:<br><br>The order of business for regular meetings of the Board shall be:<br><br>1. ACKNOWLEDGEMENT OF TRADITIONAL TERRITORY<br>2. CALL TO ORDER AND NOTING OF MEMBERS ABSENT<br>3. DECLARATION OF CONFLICT OF INTEREST<br>4. SINGING OF O'CANADA<br>5. ADOPTION OF THE AGENDA<br>6. APPROVAL OF BOARD MINUTES<br>7. DELEGATIONS<br>8. CEO REPORT TO BOARD<br>9. BUSINESS OF THE BOARD<br>10. STAFF REPORTS TO BOARD<br>11. QUESTIONS ASKED OF AND BY BOARD MEMBERS<br>12. CORRESPONDENCE AND COMMUNICATIONS<br>13. FUTURE MEETINGS<br>14. COMMITTEE OF THE WHOLE (when required)<br>a) Motion To Move to Committee of the Whole (Closed Session)<br>b) Motion To Return to Open Board (Public Session)<br>15. RATIFICATION OF BUSINESS CONDUCTED IN COMMITTEE OF THE WHOLE (when required)<br>16. RATIFICATION OF BUSINESS CONDUCTED IN THIS REGULAR MEETING<br>17. ADJOURNMENT | **Order of Business** |
| G- 7 | The Secretary shall cause to have delivered or mailed a "BOARD AGENDA" and a copy of all reports (committee minutes or staff reports) to each member of the Board seven (7) business days prior to the meeting at which the same are to be considered. The "BOARD AGENDA" shall contain a brief notice of all such matters as may come regularly before the Board meeting and shall set out in full all notices of motion, where available at the time of the publication of the Board agenda. | **Timing of Delivery of Agenda** |
| G- 9 | (a) The Board will post the Board agenda with supplementary materials, where available at the time of publication of the Board agenda on the Board's website seven (7) business days prior to the Board meeting, exclusive of matters to be considered in Committee of the Whole - Closed Session, for access by the public.<br><br>(c) The Board will post the Committee meeting agenda with supplementary materials on the Board's website seven (7) business days prior to Statutory Committee meeting, exclusive of matters to be considered in a Closed Session, for access by the public. | **Timing of Delivery of Agenda** |
| O- 15 | Every meeting of a committee shall be called by a notice mailed or emailed (to the member's DSBN email address) by the Secretary of the committee to reach each Board member seven (7) business days before such meeting. | **Timing of Delivery of Agenda** |
| R-7 | Such notice shall be in the hands of the Secretary on or before 12:00 noon five (5) business days prior to the Board meeting which the delegation wishes to attend. Before acceptance is granted, the Secretary shall confer with the Chair or the Vice-Chair to agree on the urgency of the request and the manner of effecting the necessary arrangements. | **Timing of Delivery of Agenda** |

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| R-8.2 | To reduce the possibility of any misunderstanding, written copies of presentations must be received by the Director's Office by noon two (2) business days prior to the Board meeting which the delegation wishes to attend. Failure to do so would result in not speaking at that Board meeting. | **Timing of Delivery of Agenda** |

CEO Pisek presented the report and highlighted proposed governance and meeting structure changes, noting that the recommendations support effective and efficient governance practices.

The floor was opened for comments and questions from each of the Trustees. Trustees discussed the importance of transparency, public engagement, local representation, and flexibility to call additional meetings as needed.

## 4. RATIFICATION OF BUSINESS CONDUCTED IN THIS SPECIAL MEETING

**Moved by Trustee Helga Campbell**
**Seconded by Trustee Shannon Mitchell**

"That the business transacted by the Board of Trustees at its Special Meeting held on June 22, 2026, 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**

## 4. ADJOURNMENT

The meeting adjourned at 8:04 p.m.

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**KATE BAGGOTT**
Chair

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**KELLY PISEK**
Chief Executive Officer and Secretary