

## EDUCATION, POLICY AND OPERATIONS COMMITTEE MEETING MINUTES – APRIL 28, 2021

### PUBLIC MEETING

#### Roll call:

<b>Trustees:</b>	<b>Staff:</b>
J. Brown G. Elliott L. French T. Gingrich (Vice-Chair) B. Godkin R. Hutcheon K. McGregor J. Morning S. Ruttan (Chair) A. Putnam (Student Trustee) N. Quadir (Student Trustee) Q. Traviss (Student Trustee)	M. Babcock, Superintendent of Education K. Burra, Director of Education S. Gillam, Associate Superintendent S. Hedderson, Associate Superintendent S. McWilliams, Superintendent of Human Resources A. McDonnell, Superintendent of Education S. Sartor, Associate Superintendent J. Silver, Superintendent of Education L. Strange, Records Management Coordinator C. Young, Superintendent of Business Services
<b>Guests:</b>	<b>Recorder:</b>
L. Lukinuk, Parliamentarian	W. Moore, Executive Assistant to the Director and Trustee Liaison

Chair Gingrich stated: “Good evening Trustees, Senior Staff and the viewing public. Welcome to the Limestone District School Board’s Education, Policy and Operations Committee Meeting. My name is Tom Gingrich. I am Vice-Chair of the Board, and act as Chair for this meeting.”

“As was the case with the earlier special meeting, tonight Trustees and Staff are meeting remotely. All Trustees in attendance at the Special Board Meeting, prior to this meeting, are still in attendance for our EPOC meeting.

We normally begin with the Indigenous Acknowledgement of Territory, so thank you to Trustee Brown for providing that earlier this evening.”

Chair Gingrich called the meeting to order.

## 1. Adoption of Agenda

*MOVED BY: Trustee French that the agenda, as presented, be approved. Carried.*

## 2. Declaration of Conflict of Interest

Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards, and LDSB. Trustee Elliott declared a conflict as his wife is an employee of LDSB, and member of ETFO.

## Section A – Matters Requiring Action at the Meeting

### 3. Reports for Action

#### 3.1 Policy/Bylaws Review

Chair Gingrich stated that tonight Trustees will continue the work on the bylaws and will work through the three remaining articles and three remaining appendices to approve. Thank you to the Trustees who provided their feedback for amendments to these articles and appendices. He welcomed Lori Lukinuk, Parliamentarian, to the meeting.

L. Lukinuk thanked Chair Gingrich and advised Trustees that her role tonight was to help Trustees get to the point of voting and will then hand it back to the Chair who will put the motions to Trustees for the vote. L. Lukinuk will assist Trustees in going through the remaining articles and ask for any amendments and will then move on to the next article and ask for amendments. Once that process is completed, Trustees will look at the bylaws as a whole and Trustees will vote on those. She noted that an amendment in one area may influence another area, so we may have to go back and amend another area. Once the bylaws are completed, Trustees will move on to the appendices and work through those in the same manner, and vote on the appendices. The Chair will then have a motion that will ask Trustees to connect those as one document. At that point, there will be a motion that will allow Trustees to send that document to the Board for approval.

**Article III – Board of Trustees.** Section 3.2.4: ‘The Selection Committee shall establish its operating practices.’ It was suggested that because the proviso is in the document, and Trustees still need to amend the Selection Committee piece within Policy, including Policy 10, which talks about Committees, it is not advisable to put in a sentence in here now, dictating the urban and rural ratio, as the potential unintended consequences of that are unknown. It would be best if Trustees went away and talked about that Selection Committee and established those practices, at their August 2021 Meeting, when they will be discussing Trustee Distribution. If it is determined at that point that the bylaws do need a clause to stipulate the rural representation, then Trustees could amend the bylaws to reflect what has been decided. Based on this suggestion, Trustee Ruttan withdrew her amendment for the sentence on rural/urban distribution.

**Article IV – Meetings.**

*MOTION Moved by Trustee Godkin that in Section 7, in the sentence: ‘...the Board may add an item by a two-thirds (2/3) vote of the entire board,’ strike out the words ‘two-thirds (2/3)’ and insert the word ‘majority.’*

Chair Gingrich called the question.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Elliott, Trustee Godkin, Trustee Hutcheon, Trustee Morning, (4)  
NAYS: Trustee Brown, Trustee French, Trustee Gingrich, Trustee McGregor, Student Trustee Putnam, Trustee Ruttan, (6)  
Abstain: Student Trustee Quadir, Student Trustee Travis (2)

The binding recorded vote was as follows:

YEAS: Trustee Elliott, Trustee Godkin, Trustee Hutcheon, Trustee Morning, (4)  
NAYS: Trustee Brown, Trustee French, Trustee Gingrich, Trustee McGregor, Trustee Ruttan, (5)

*The motion was defeated.*

*MOTION Moved by Trustee Godkin that in Section 7, in the sentence ‘...shall be approved by the Agenda Setting Committee or require notice of motion at the previous meeting,’ strike out the words “of motion.” Carried.*

*MOTION Moved by Trustee Godkin that the definition of 'time sensitive' be included in the definitions, as follows: "Time sensitive, as it pertains to adding an item to the agenda, means that the item needs immediate attention and cannot wait to be dealt with at a later special board meeting, or regular board meeting. Carried.*

For clarification, Chair Gingrich called upon Director Burra to address the question on distinction of adding something on the agenda that may just need discussion verses a motion that requires a vote. Director Burra stated that this has now been partially addressed with the discussion that occurred earlier in terms of not just a notice of motion, but simply adding an item to the agenda. Ultimately, the Trustee wanting to add an additional item to the agenda would be indicating what the purpose is for, and then at that point, Trustees would then make a decision about where they wanted that added to the agenda at that juncture. The way the language has been adjusted where it is not just a notice of motion, it is notice of that being requested and put forward. Another option would be to put in a request for information as opposed to just a notice of motion. Trustees could provide notice of either to allow for discussion of items, in the moment or requesting information to be brought forward at a later point in time, but it does allow for Trustees to potentially indicate they would like some further information and discussion of this. Trustees could then decide whether they add it to the agenda, either as a notice of motion or as an item that would just simply be for discussion.

**Article VII – Parliamentary Authority and Suspension of Rules.** Trustee Ruttan withdrew her amendment, as Trustees understand the language and clearly understand what L. Lukinuk clarified that Roberts Rules of Order is the default when legislation and policy do not speak to an item or issue.

Chair Gingrich stated that we have gone through all the Articles, and the entire bylaws will be open to amendment. He asked if there were any further amendments to the bylaws?

It was noted that in Article IV, Section 8, in the last sentence, change the word 'noted' to 'notes.'

*MOTION Moved by Trustee Ruttan that in Article VI under 2.2 Standing Committees, include Nominations Committee. Carried.*

*MOTION Moved by Trustee Ruttan that the bylaws be approved as presented and/or*

*amended. Carried.*

Chair Gingrich stated that Trustees will now move to the Appendices.

**Appendix A – Special Rules of Order.**

*MOTION Moved by Trustee Godkin that insert the words ‘a minimum of’ between the words ‘have’ and ‘two’ and strike out the words ‘for no more than three (3) minutes per speech per day.’*

Chair Gingrich called the question.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Godkin, Trustee Hutcheon, (2)

NAYS: Trustee Elliott, Trustee French, Trustee Gingrich, Trustee McGregor,  
Student Trustee Putnam, Student Trustee Quadir, Trustee Ruttan,  
Student Trustee Traviss (8)

Abstain: Trustee Brown, Trustee Morning, (2)

The binding recorded vote was as follows:

YEAS: Trustee Godkin, Trustee Hutcheon, (2)

NAYS: Trustee Elliott, Trustee French, Trustee Gingrich, Trustee McGregor, Trustee  
Ruttan, (5)

Abstain: Trustee Brown, Trustee Morning, (2)

*The motion was defeated.*

*MOTION Moved by Trustee Hutcheon that in ‘1. Speaking to a Motion,’ insert the words ‘each time’ and strike out the words ‘speech per day.’ Carried.*

*MOTION Moved by Trustee Godkin that add number 3. ‘On the demand of an individual trustee a roll call vote shall be taken on main motions.’ Carried.*

*MOTION Moved by Trustee Godkin that 1.2 be inserted in the Special Rules of Order: The limits of debate may be extended or limited by a majority vote. Carried.*

Chair Gingrich called the question.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Student Trustee Putnam, Student Trustee Quadir, Trustee Ruttan, Student Trustee Travis (12)

NAYS: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan (9)

NAYS: (0)

**Appendix C – Thirteen Ranking Motions.** Trustee Godkin noted that this has already been dealt with and withdrew his amendments.

Chair Gingrich indicated that it was 9:55 p.m. and since he did not feel the meeting would be completed by 10:00 p.m., a vote would be required to extend the meeting for thirty more minutes. He asked Trustees if there was any objection to extending the meeting for 30 minutes. Hearing no objections, the meeting was extended to 10:30 p.m.

**Appendix D – Agenda Setting for Board.**

*MOTION Moved by Trustee that Godkin under ‘Section C. Time Sensitive Items,’ insert the words ‘or the next regular board meeting,’ between the words ‘special meeting’ and ‘can,’ and further, strike out the word ‘can’ and replace with ‘may.’ Carried.*

The Student Trustees withdrew from the meeting.

L. Lukinuk stated that with changes to the language in *Section B. At the Previous Meeting*, this language now needs to be aligned.

*MOTION Moved by Trustee that Godkin in ‘Section B. At the Previous Meeting,’ in Section (a) insert the words ‘or agenda item’ between the words ‘motion’ and ‘shall’ and between the words ‘Motion, or’ and ‘which shall’ and between the words ‘motion or’ and ‘shall be permitted.’*

*And further,*

*That in Section (b) insert the words ‘or agenda item’ between the words ‘motions(s)’ and ‘shall be’ and between the words ‘motion or’ and “A noticed motion,’ and between the words ‘motion or’ and ‘out of order.’*

*And further,*

*That in Section (b) insert the words ‘or discussion’ between the words ‘any debate’ and ‘on the motion.’ Carried.*

#### **Appendix E – Regular Meeting.**

*MOTION Moved by Trustee French that under ‘Oder of Business,’ under ‘Section 11. Reports,’ include the reports, ‘(c) OPSBA Report and (d) Student Trustee Report.’ Carried.*

#### **Appendix G – Annual Meeting – Order of Business.**

L. Lukinuk noted that the Board had not landed on a decision regarding a Nominations Committee. The Board will have to create a Nominations Committee, but previous discussions went in two different directions around the process of elections. Basically, there are two options. In Option A, once Trustees create the Nominations Committee, which is used in both options, that Nominations Committee either meets beforehand and the Chair and Vice-Chair nominees are brought forward and presented at the Annual Board Meeting. L. Lukinuk stated that the discussion that she heard was, Trustees were also okay with the committees being decided upon at that same time. It gets a bit complicated because the election of the Chair and Vice-Chair are done at a Board Meeting and while the Nominations Committee receives nominations for the Chair and Vice-Chair, they do not elect the Chair and Vice-Chair. The Committee can bring the names forward, but the Board also allows names to come off the floor, which requires a seconder. L. Lukinuk indicated that it will be up to Trustees to decide how to proceed. In Option B, again, the newly created Nominations Committee, will bring names forward, then the election of Chair and Vice-Chair occur at the Annual meeting and afterwards, the Nominations Committee, with the newly elected Chair and Vice-Chair, create your committees and bring those selections to either a Special Board Meeting or a Regular Board Meeting in January to make the announcements. This would be a cleaner process, but again, Trustees would have to vote on which process they would like to use, Option A or B.

Before calling upon Trustees for comments or questions, Chair Gingrich reiterated that Option A would see, prior to the Annual Meeting, the Nominations Committee bring forward the nominees for Chair and Vice-Chair, to present at the Annual Board Meeting, but also at the same time, conduct the committee selections. L. Lukinuk noted because the Nominations Committee

is only presenting nominations for Chair and Vice-Chair at the Annual Board Meeting, nominations from the floor could change the outcome of the Chair and Vice-Chair elections, which could also affect the selection of the committees, and that process might need to be done again.

Option B would see the Nominations Committee bring forward the names for Chair and Vice-Chair to the Annual Board Meeting and the election would occur. After the meeting is over, the Nominations Committee would select Trustees for the committees, and this would be presented at either a Special Board Meeting or perhaps at the Regular Board Meeting in January.

Chair Gingrich called upon Trustees for comments or questions.

*MOTION Moved by Trustee Brown that the appendices, with the exclusion of Appendix G be approved as presented and/or amended. Carried.*

It was clarified that in Appendix G, the decision of the election process would be brought forward to the August 2021 Board Meeting for further consideration.

Chair Gingrich asked Trustees if there is any objection to attaching the appendices to the bylaws. Hearing no objection, the following motion passed.

*MOTION Moved by Trustee Ruttan That the Limestone District School Board adopt the Limestone District School Board Procedural Bylaws and the attached appendices as presented by the Education, Policy and Operations Committee. Carried.*

## Section B – Information

### 4. Internal Reports and Other Communications

None at this time.

### 5. External Reports and Other Communications

None at this time.



**6. Other Business**

None at this time.

**8. Next Meeting Date**

Education Policy and Operations Meeting: June 2, 2021.

**9. Adjournment**

*MOVED BY: Trustee McGregor that the meeting adjourn.*

The meeting adjourned at 10:40 p.m.