

UPPER GRAND DISTRICT SCHOOL BOARD

The Organizational Meeting of Upper Grand District School Board for the period December 1, 2011 to November 30, 2012 was held on Tuesday, December 6, 2011 in the Board Room at 500 Victoria Road North, Guelph, starting at 7:00 p.m. All members were present, along with Student Trustee Sampson.

MEETING CALLED TO ORDER

The Chief Executive Officer of the Board, Dr. M.C. Rogers, presided and called the meeting to order.

CONFIRMATION OF AGENDA

Trustee Schieck moved, seconded by Trustee Topping, that the agenda be confirmed as printed and amended.

The motion carried.

INAUGURAL PRAYER

Rev. Sandra McLaughlin-Abuja of the Westminster United Church, Orangeville delivered the Inaugural Prayer.

PROCESS AND PROCEDURES FOR CONDUCT OF MEETING

Director Rogers briefly commented on the process and procedures to be used for the conducting of this evening's meeting.

ELECTION OF THE CHAIR OF THE BOARD

Director Rogers and Ms. J. D. Wright were named as scrutineers, if required.

The Board proceeded to the election of the Chair of the Board for the period December 1, 2011 to November 30, 2012, in accordance with Clause 6 of the Board's By-law No. 1.

Trustee Busuttil nominated Trustee Borden as Chair of the Board. Trustee Bailey seconded the nomination.

Trustee Moziar moved, seconded by Trustee Busuttil, that nominations be closed.

The motion carried.

Trustee Borden was declared Chair of the Board for the period December 1, 2011 to November 30, 2012.

Trustee Borden took the Chair of Office and presided for the remainder of the meeting.

Inaugural Address

Trustee Borden thanked Trustee Busuttil for the nomination and for her leadership and support as Vice Chair over the past year. He then provided his inaugural address, a copy of which is attached to the minutes.

ELECTION OF THE VICE-CHAIR OF THE BOARD

The Board proceeded to the election of the Vice-Chair of the Board for the period December 1, 2011 to November 30, 2012, in accordance with Clause 6 of the Board's By-law No. 1.

The Chair called for nominations for the position of Vice-Chair of the Board for the period December 1, 2011 to November 30, 2012.

Trustee Schieck nominated Trustee Busuttil as Vice-Chair of the Board. Trustee Moziar seconded the nomination.

Trustee Topping nominated Trustee Bailey as Vice-Chair of the Board. Trustee Fairbairn seconded the nomination.

Trustee Gohn moved, seconded by Trustee Waterston, that nominations be closed

The motion carried.

Trustee Busuttil and Trustee Bailey then addressed the Board.

A vote by secret ballot was conducted in accordance with Clause 8 of the Board's By-law No. 1. Trustee Bailey was declared Vice-Chair of the Board for the period December 1, 2011 to November 30, 2012.

Trustee Waterston moved that the ballots be destroyed.

The motion carried.

ELECTION OF CHAIRS OF THE TWO STANDING COMMITTEES

Program Committee

The Board proceeded to the election of the Chair of the Program Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Chair of the Program Committee for the period December 1, 2011 to November 30, 2012.

Trustee Gohn nominated Trustee Moziar as Chair of the Program Committee. Trustee Fairbairn seconded the nomination.

Trustee Fairbairn moved, seconded by Trustee Busuttil, that nominations be closed

The motion carried

Trustee Moziar was declared Chair of the Program Committee for the period December 1, 2011 to November 30, 2012.

Business Operations Committee

The Board proceeded to the election of the Chair of the Business Operations Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Chair of the Business Operations Committee for the period December 1, 2011 to November 30, 2012.

Trustee Waterston nominated Trustee Fairbairn as Chair of the Business Operations Committee. Trustee Bailey seconded the nomination.

Trustee Schieck nominated Trustee Busuttil as Chair of the Business Operations Committee. Trustee Cooper seconded the nomination. Trustee Busuttil declined the nomination.

Trustee Waterston moved, seconded by Trustee Topping, that nominations be closed

The motion carried

Trustee Fairbairn was declared Chair of the Business Operations Committee for the period December 1, 2011 to November 30, 2012.

ELECTION OF VICE-CHAIR FOR EACH OF THE TWO STANDING COMMITTEES

Program Committee

The Board proceeded to the election of the Vice-Chair of the Program Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Vice-Chair of the Program Committee for the period December 1, 2011 to November 30, 2012.

Trustee Moziar nominated Trustee Topping as Vice-Chair of the Program Committee. Trustee Busuttil seconded the nomination.

Trustee Bailey moved, seconded by Trustee Cooper, that nominations be closed.

The motion carried.

Trustee Topping was declared Vice-Chair of the Program Committee for the period December 1, 2011 to November 30, 2012.

Business Operations Committee

The Board proceeded to the election of the Vice-Chair of the Business Operations Committee, in accordance with Clause 10 of the Board's By-law No. 1.

The Chair called for nominations for the position of Vice-Chair of the Business Operations Committee for the period December 1, 2011 to November 30, 2012.

Trustee Gohn nominated Trustee Schieck as Vice-Chair of the Business Operations Committee. Trustee Busutil seconded the nomination.

Trustee Moziar moved, seconded by Trustee Topping, that nominations be closed

The motion carried.

Trustee Schieck was declared Vice-Chair of the Business Operations Committee for the period December 1, 2011 to November 30, 2012.

MOTION TO RISE AND SIT IN COMMITTEE OF THE WHOLE

Trustee Topping moved that the Board rise and sit in Committee of the Whole with the Chairperson presiding.

The motion carried.

ROYAL BANK OF CANADA

Trustee Moziar moved that the Royal Bank of Canada continues to be the Banker for Upper Grand District School Board.

The motion carried.

AUTHORIZATION RE: LINE OF CREDIT

Trustee Schieck moved that the Audit Committee be authorized to activate a line of credit or Banker's Acceptances, up to \$10,000,000 if required, at The Royal Bank of Canada.

The motion carried.

AUTHORIZATION TO BORROW FUNDS

Trustee Topping moved that, in accordance with Section 243 of the Education Act, the Board authorize the Chair of the Board and the Director of Education as Secretary-Treasurer to borrow, from time to time, such funds as this Board considers necessary to meet the current expenditures of the Board; further, that the amounts that may be borrowed at any one time, together with the total of any similar borrowings that have not been repaid, shall not exceed the unreceived balance of estimated revenue of the Board for the current year; and that the Chair of the Board and the Director of Education as Secretary-Treasurer be authorized to sign any required forms.

The motion carried.

SIGNING AUTHORITY

Trustee Fairbairn moved

THAT:

- (a) the signing officers for financial transactions be the Chair of the Board and the Director of Education and Secretary-Treasurer.
- (b) the Chair of the Board, Robert J. Borden, and the Director of Education and Secretary-Treasurer, Dr. Martha C. Rogers, be named as the cheque-signing authorities of the Board for the period December 1, 2011 to November 30, 2012, and that they be authorized to sign the required banking forms, including the authority to make use of a mechanical facsimile of their signatures, and
- (c) The Royal Bank of Canada be authorized and directed to pay any and all cheques against the account of the Board which may be presented for payment bearing the facsimile signature impressed thereon by mechanical means, of the Chair of the Board and the Director of Education, as Secretary-Treasurer of the Board, to all intents and purposes as though such cheques had been signed in their own handwriting and duly issued by such signing officers with the authority on behalf of the Board, it is also agreed that, in consideration of the Bank's paying or negotiating cheques issued on behalf of the board and bearing the mechanically imprinted facsimile signature of the Chair of the Board and the Director or Education, as Secretary-Treasurer of the Board, the Board will and hereby does undertake to hold the Bank harmless from, and indemnified against, all losses, costs, damages and expenses arising out of the payment or the negotiation or any cheque on which the facsimile signature has been wrongfully affixed.

The motion carried.

PROVISION FOR ACCUMULATED SURPLUS

Trustee Bailey moved

THAT:

- a) the Board provide for either a Provision for Reserve for Classroom Expenditures or a Transfer from Reserve for Classroom Expenditures,
- b) the Board provide for either a Provision for Reserve for Pupil Accommodation or a Transfer from Reserve for Pupil Accommodation,
- c) the Board provide for either a Provision for Reserve for Special Education or a Transfer from Reserve for Special Education, and
- d) the Board provide for either a Provision for Working Funds Reserve or a Transfer from Working Funds Reserve in its Financial Statements equal to the amount of surplus or deficit as determined after the year end audit.

The motion carried.

ESTABLISHMENT OF THE COMMITTEE ON SUPERVISED ALTERNATIVE LEARNING

Trustee Moziar moved that, in accordance with Ontario Regulation 308/90, the Board appoint a Committee for Supervised Alternative Learning to be composed of a Trustee representative appointed by the Board; a Supervisory Officer who will chair the committee, a Community Representative; and the Attendance Counsellors, with one to be appointed secretary of the Committee; with power to substitute or add, as required.

The motion carried.

AUTHORITY TO CLOSE SCHOOL

Trustee Topping moved that the Director of Education be authorized to act as Agent for the Board on the matter of school closing for a temporary period, in accordance with Section 19 of the Education Act, and that such action be reported to the Board as soon as possible.

The motion carried.

TRUSTEE REPRESENTATION ON COMMITTEES

Director Rogers and Superintendent Wright were named as scrutineers, if required.

The list of Committees and their membership was circulated with the agenda and was updated as follows:

- Trustee Cooper stepped down from the Accessibility Steering Committee and Trustee Schieck volunteered to fill the vacancy.
- Trustee Schieck and Trustee Gohn will serve as member and alternate respectively on the Student Alternative Learning (North) Committee.

- It was clarified that only one Trustee is required to serve on the Parent Involvement Committee. Trustee Fairbairn will be the designated member with Trustees Topping and Cooper acting as alternates.

OPSBA Representatives

Chair Borden noted that, at the November 22, 2011 meeting of the U.G.D.S.B., a motion was adopted calling for a single Trustee to serve as the OPSBA voting delegate and Director. Trustees Fairbairn and Busuttil volunteered for the position. A vote by secret ballot was conducted.

Trustee Busuttil was declared Director and voting delegate for OPSBA and Trustee Fairbairn as alternate.

Trustee Moziar moved that the ballots be destroyed.

The motion carried.

It was clarified that the under the Terms of Reference for the Budget Liaison Committee, membership includes the Vice Chair of the Board, Chair and Vice-Chair of the Business Operations Committee, and one other Trustee. Trustees Cooper and Busuttil indicated an interested in participating in the committee in order to gain a better understanding of the budget process. It was agreed that interested Trustees are able to participate informally on a drop by basis.

Trustee Topping moved that the Committee membership list be accepted as amended.

The motion carried.

MEETING SCHEDULE

Trustee Topping moved that the monthly meeting schedule be as follows:

First Tuesday (of month)	-	Program Committee
Second Tuesday	-	Business Operations Committee
Fourth Tuesday	-	Regular Board Meeting

The motion carried.

The Board By-law No 1 states that Board Meetings start at 7:00 p.m.

Trustee Fairbairn moved that the Board continue the practice of holding a Committee of the Whole meeting in camera (if required) immediately prior to the regular Board meeting, or immediately following the Board meeting.

The motion carried.

REPORT TO BOARD

Trustee Fairbairn moved that the Committee of the Whole rise and report to the Board.

The motion carried.

RATIFICATION OF BUSINESS

Trustee Moziar moved, seconded by Trustee Schieck, that the business transacted by the Committee of the Whole be now ratified by the Board.

The motion carried.

ADJOURNMENT

Trustee Waterston moved, seconded by Trustee Busuttil, that the Board adjourn and this meeting now close at 7:59 p.m.

The motion carried.