

**THAMES VALLEY DISTRICT SCHOOL BOARD**  
**CHAIR'S COMMITTEE**

**June 18, 2024, 1:00 p.m.**  
**Governor Simcoe**

**MEMBERS**

L. Pizzolato      D. Cripps  
B. Mai (Chair)    S. Polhill

Regrets: M. Larsen  
Non-Members: C. Sachs(-1:59)

**ADMINISTRATION AND OTHERS**

M. Fisher                      S. Smith  
R. Culhane                    L. Nicholls  
D. Hancock (-1:59)

**1. Call to Order and Approval of Agenda**

Chair Mai called the meeting to order at 1:08 p.m.

The agenda was approved without objection.

**2. Conflicts of Interest**

None declared.

**3. Minutes of the Previous Meeting**

On motion, the minutes of the 2024 May 15 and May 31 meetings were approved as printed.

**4. Unfinished Business**

None.

**5. Review Upcoming Meeting Agenda (Standing Item)**

The committee reviewed the agendas for the in-camera and public Board meetings of 2024 June 25.

Changes were captured by S. Smith.

The Chair reviewed the reports and identified items that could be included on the consent agenda.

**6. Correspondence (Standing Item)**

**a. Ontario Principals' Council Letter of Support for the Secondary School Resource Officer Program**

Chair Mai provided a summary of the letter, noting the information will be sent to the Trustees.

**7. Trustee Communication (Standing Item)**

**a. July Villager Article - Trustees Mai and Trustee Moore**

A draft of the article submitted by Trustees Mai and Moore was reviewed for approval for inclusion in the July Villager.

**b. July Villager Article - Trustees Pizzolato and Trustee Pohill**

A draft of the article submitted by Trustees Pizzolato and Polhill was reviewed for approval for inclusion in the July Villager.

The following motion was approved without objection.

THAT both articles be approved for inclusion in the Villager.

**8. Public Input (Standing Item)**

None.

**9. Trustee Membership (Standing Item)**

**a. Student Trustee Mentors 2024-2025**

Chair Mai advised that this item will be moved to the Regular Board agenda for approval, as it doesn't fall within the Chair's mandate. This item was identified as a gap in the current process and may be corrected through approval of the Chair's committee the terms of reference at the Board meeting.

**10. Trustee's Office Financial Report (Standing Item)**

The Trustee's monthly financial report was provided in the package for information. It was noted the reporting is approximately one month behind.

**a. Trustees' PD Request**

**1. 2024 CSBA Congress and NTGIE Conference July 3-5**

Chair Mai reviewed a PD request for the 2024 CSBA Congress and NTGIE Conference from Trustees Morell and Smith. The status of the PD budget line item was discussed.

Questions of clarification were addressed about the AGM and the attendance of alternates.

The following motion was moved and DEFEATED:

That funds, up to \$2550, each be approved for Trustee Morell and Smith to attend the 2024 CSBA Congress and NTGIE Conference from 2024 July 3-5, with an understanding that a reflection and/or report be provided be approved.

Additional information was provided regarding the total numbers of Trustees attending.

A motion to reconsider was moved and CARRIED with a two-thirds vote.

The following motion was moved and ADOPTED:

That funds, up to \$2550, each be approved for Trustee Morell and Smith to attend the 2024 CSBA Congress and NTGIE

Conference from 2024 July 3-5, with an understanding that a reflection and/or report be provided be approved.

**2. 2024 Association of Municipalities of Ontario (AMO) Annual Conference August 18-21**

Chair Mai reviewed a PD request to attend the Association of Municipalities of Ontario (AMO) Annual Conference and provided the rationale for the request.

The discussion considered the Trustee's request to make use of unspent fund from their PD line item prior to the pooling of funds as well as the need to reduce spending. No motion was put on the floor.

**11. Committee Draft Mandates Review**

**a. Board Governance and Bylaw Review**

Material was walked into the meeting and sent to members electronically. The Board Governance and Bylaw Review Committee mandate revisions were reviewed and discussed. The importance of aligning with the other committees was discussed.

The following recommendation was moved and CARRIED:

**to strike "the make recommendations to the Board of Trustees."**

**to strike all instances of "the plan" and insert "governance support plan"**

**b. Alignment with Multi-Year Strategic Plan**

Discussion occurred regarding how committee work of the Board aligns with the Multi-Year Strategic Plan (MYSP).

The next steps following the approval of the Board committee terms of reference (TOR) include identifying gaps and potential solutions.

Questions of clarification were addressed by the Chair relevant to refining committee TORs vs an update MYSP and the proper process for completing status updates to the Board on completed work relevant to the plan.

This work will be completed in the fall.

**12. Boards Annual Work Plan**

Discussion occurred regarding the Board's Annual Work Plan, the document outlining the reports that will be brought to the Board to note progress on the MYSP and Board compliance. It was noted a draft will be provided to Trustees annually and an information session will be open for all Trustees to provide input.

**13. Motion Index Update**

A list of motions was provided to the committee in advance of the meeting. The Chair reviewed motions from the previous four years. The Administration committed to reviewing the motions to provide an update on motions that are in progress/not yet actioned.

**14. In-Camera (Standing Item)**

The committee moved in-camera at 2:55 p.m. and reconvened in public session at 3:02 p.m.

**15. Other Business (Standing Item)**

None.

**16. 2024-2025 Meeting Dates/Times**

The 2024-2025 committee meeting dates were provided for information. It was noted any meeting following a statutory holiday will start at 10a.m.

**17. Adjournment**

The meeting was adjourned at 2:05 upon the conclusion of the agenda.

**Recommendations:**

Relevant to the Board Governance and Bylaw Review Committee mandate:

**to strike "the make recommendations to the Board of Trustees."**

**to strike all instances of "the plan" and insert "governance support plan"**

**Beth Mai**  
Committee Chair