

Board of Directors
MINUTES OF January 11, 2016
1:00 p.m. to 3:00 p.m.

GoTo

Nova Scotia School Boards Association
395 – 3 Spectacle Lake Drive, Dartmouth, Nova Scotia

ATTENDANCE

Susan Ritchie
Hank Middleton
Vic Fleury
Dave Wright
Jennifer Naugler
Richelle MacLaughlin
Elizabeth Acker
John Jerome Paul

President
Vice President
Past President
Halifax Regional School Board
South Shore Regional School Board
Strait Regional School Board
Tri-County Regional School Board
Mi'kmaw Kina'matnewey

Staff:

Nancy Pynch-Worthylake
Trish Smith

Executive Director
Executive Assistant/Communications Officer

Regrets:

Jackie Foster
Sandra Margettie
Blair Samson
Mackie Ross

Annapolis Valley Regional School Board
Cape Breton-Victoria Regional School Board
Conseil scolaire acadien provincial
Chignecto-Central Regional School Board

1) Call to Order

The chair called the meeting to order at 1:05 p.m.

2) Record of Attendance

3) Approval of the Agenda

It was **MOVED** and **SECONDED** (FLEURY / MCLAUGHLIN):

that the January 11, 2016 Board of Directors meeting agenda be approved.

MOTION carried.

4) Resolutions Process 2016 - Vic Fleury, Resolutions Committee Chair (Document attached and previously distributed - see appendix E)

Vic Fleury reviewed the NSSBA Resolutions Procedures document with the board. The board discussed each section and offered comments and feedback. The new document also included timelines for the resolutions process, identifying deadlines for each step. Changes discussed by the board were made to the document during the meeting.

Submission of resolutions by boards:

The Board discussed the language in this section extensively. The number of resolutions boards can submit, and the request to prioritize, were debated. The changes are identified in the revised resolution process document.

Annual General Meeting:

The Board of Directors agreed to having the Past President and/or the Executive Director chairing/facilitating the resolutions section of the AGM.

A time limit was added to the resolutions, indicated that approved resolutions are considered valid for five years. The Board of Directors discussed how/when boards can resubmit a resolution. If a board feels their resolution is still relevant after five years, they may resubmit it as one of their two.

The Board of Directors discussed how resolutions from previous years are considered by the Minister after the year they are approved. If a resolution is still relevant for five years, is the Minister considering them after the first year?

They decided to clarify that any past resolution can be resubmitted, regardless of how long ago it was originally submitted.

The Board of Directors also highlighted the need to appoint a parliamentarian for the Annual General Meeting.

Resolutions from the floor:

The Board of Directors approved the changes/updates to the resolutions from the floor process.

Presentation of resolutions to minister:

The Board of Directors discussed the process for ranking the top three resolutions for presentation to the minister. A deadline of two weeks was added for ranking responses from the Board of Directors.

It was MOVED and SECONDED (WRIGHT / MACLAUGHLIN):

That the Board of Directors approve the 2016 NSSBA Resolutions procedures.

MOTION carried.

5) Other - Inspiring Neighbourhoods update

The job description for the executive position is finished. Waiting on funding approval to be signed by the Minister of Education and Early Childhood Development. Still hoping to announce details of this project in the January Month in Review. Furniture for work stations for Inspiring Neighbourhoods staff from government surplus has been picked out and will arrive soon.

6) Date of Next Meeting

The next meeting will be held on:
January 28, 2016 - 12:30pm to 7:00pm
March 3 & 4, 2016

7) Adjournment

It was MOVED and SECONDED (FLEURY / ACKER):
that the meeting be adjourned at 2:30 p.m.
MOTION carried.

RESPECTFULLY SUBMITTED

APPROVED

recorder

chair

Draft #4 January 11, 2016

2016 NSSBA Resolutions Guidelines- Procedures

Submission of Resolutions By Boards

- 1) **Member school** boards will be limited to a maximum of two resolutions, however there is no requirement to submit a resolution. The 2-resolution maximum will be enforced. **The resolutions are to be prioritized.**
- 2) **If a school board submits more than two resolutions, the resolutions committee will consider only the first two resolutions. The Executive Director will inform the board secretary, copied to the board of director, that only the first two resolutions were considered by the resolutions committee.**
- 3) **Resolutions not received by the deadline set by the resolutions committee and communicated to member school boards will not be considered.**
- 4) Resolutions submitted by **school** boards should:
 - be provincial in scope,
 - reflect the goals of the NSSBA,
 - pertain to student achievement and the well-being of students, **and**
 - **be prioritized.**
- 5) Boards are encouraged to seek input from grassroots sources (SACs, communities, schools) when developing their resolutions. Including these perspectives could help draw more attention from government.
- 6) **In the call for resolutions, boards will be advised that their resolutions will be reviewed and vetted by the resolutions committee *moved to number 8 below.***

Role of Resolutions Committee

- 7) The call for resolutions committee members will be made in early January **(at least 4 months** ~~two~~

months prior to the AGM, as per the NSSBA by-laws).

- 8) Each school board is responsible to ensure that there is a representative at the resolutions committee meeting.

The call for resolutions from member school boards will be made no later than 4 months prior to the AGM.

- 9) In the call for resolutions, school boards will be clearly advised of
- the deadline for submissions,
 - the maximum number of resolutions per board,
 - the criteria for resolutions (number 4 above),
 - the role of the resolutions committee in vetting the resolutions, and
 - the process for resolutions from the floor.

The deadline for submission of resolutions will be no later than 2 months prior to the AGM.

The resolutions committee will meet to review the resolutions no later than 1.5 months prior to the AGM.

- 10) The resolutions committee members will ~~take an active role in~~ reviewing each resolution submitted by boards, based on the criteria outlined in number 4 above. The committee will
- amalgamate similar resolutions while ensuring that a board's objective is not lost, and
 - provide commentary/recommendation for each resolution brought forward at the AGM
 - direct the executive director to inform the board secretary in writing of the decision of the resolutions committee related to each resolution, including any changes that were made by the committee and any amendments that are required or recommended, no later than 1.5 months prior to the AGM.

- 11) As per the NSSBA by-laws, if the Resolutions Committee considers a proposed resolution to be out of order or illegal, it will address its concerns with the submitting member board with a view to having the member board withdraw or amend its resolution. If the member board refuses to withdraw or amend such a resolution will be included in the materials for the Annual General Meeting together with a notation of the Resolutions Committee's views with respect to the said resolution. no later than 1.5 months prior to the AGM.

- 12) The resolutions committee shall distribute all approved resolutions to the members, including the recommendation of the resolutions committee for approval or debate, prior to the AGM as

part of the AGM preparation package. no later than one month prior to the AGM.

At the Annual General Meeting

- 13) The resolution section of the AGM will be
 - a. chaired by the Past President; or
 - b. facilitated by the Executive Director, under the direction of the Past-President.

- 14) The business session will encourage extensive debate and differing views. As per the by-laws, all delegates may speak to a resolution. Only voting delegates can vote on each resolution.

- 15) The debate and vote on each resolution is to focus on the content of the resolution, not on criteria already assessed by the Resolutions Committee.

- 16) Approved resolutions are considered valid and in force for five years. In 2010 it was decided that the practice of reaffirming 5-year resolutions would no longer be carried out. If a board feels that a past resolution is still important and relevant, they it may resubmit the resolution.

- 17) ~~Resolutions from the floor require a 2/3 majority to be considered for debate, be emergent in nature and be restricted to one per board. Emergent is defined as based on information which was unavailable at the time of the resolution submission deadline. Resolutions from the floor require a written submission provided to the NSSBA, including rationale for it being an emergent topic.~~

Resolutions from the Floor

- 18) Each board is restricted to a maximum of one resolution from the floor.
- 19) The resolution from the floor must be based on emergent information. That is, information that was not available at the time of the resolution submission deadline.
- 20) At the AGM, one voting delegate will present briefly to explain why the resolution from the floor is emergent and therefore, should be debated at the AGM.
- 21) The motion to consider the resolution from the floor requires a seconder.
- 22) The motion to allow the resolution from the floor is not debatable.
- 23) Immediately following the presentation and seconding, a cote will be called to determine if the resolution from the floor will be debated.
- 24) Approval to debate a resolution from the floor requires a 2/3 majority of voting delegates present at the AGM.
- 25) If the motion to allow the resolution is defeated, the resolution from the floor will not be debated.
- 26) If the motion to allow the resolution from the floor is approved, the resolution from the floor would be debated as per the process for all resolutions.

Presentation of Resolutions to Minister

- 27) Immediately following the AGM, each Director shall rank all approved resolutions to determine the top three.
- 28) The top 3 resolutions will be presented to the Minister of Education and Early Childhood Development minister in depth.
- 29) All **approved** resolutions will be sent to the Minister for comment.

30) School boards will be asked to provide additional information on approved resolutions as deemed necessary by the Executive Committee.

Department Response to Resolutions

- 31) The Department's **Minister's** responses to the resolutions will be
- referred back to the appropriate NSSBA committee, and
 - sent to the respective **all member school** boards.

2016 NSSBA Resolutions Procedures – For the Resolutions Committee Only

Submission of Resolutions By Boards

32) School boards will be limited to a maximum of two resolutions, however there is no requirement to submit a resolution. The 2-resolution maximum will be enforced. The resolutions are to be prioritized.

a. For Resolutions Committee: If a school board submits more than two resolutions, the Executive-Director will inform the board secretary, copied to the board of director, that only two resolutions will be considered by the resolutions committee and confirm which two resolutions are being submitted. (NB This step is for the use of the resolutions committee only and will not for communicated to school boards)

33) Resolutions not received by the deadline set by the resolutions committee and communicated to member school boards will not be considered.

34) Resolutions submitted by school boards should:

- be provincial in scope,
- reflect the goals of the NSSBA, and
- pertain to student achievement and the well-being of students

35) Boards are encouraged to seek input from grassroots sources (SACs, communities, schools) when developing their resolutions. Including these perspectives could help draw more attention from government.

Role of Resolutions Committee

36) The call for resolutions committee members will be made at least 4 months prior to the AGM.

37) Each school board is responsible to ensure that there is a representative at the resolutions committee meeting.

38) The call for resolutions from member school boards will be made no later than 4 months prior to the AGM.

39) In the call for resolutions, school boards will be clearly advised of

- a. the deadline for submissions,
- b. the maximum number of resolutions per board,
- c. the criteria for resolutions (number 4 above),
- d. the role of the resolutions committee in vetting the resolutions, and
- e. the process for resolutions from the floor.

40) The deadline for submission of resolutions will be no later than 2 months prior to the AGM.

41) The resolutions committee will meet to review the resolutions no later than 1.5 months prior to the AGM.

42) The resolutions committee members will review each resolution submitted by boards, based on the criteria outlined in number 4 above. The committee will

- d) amalgamate similar resolutions, while ensuring that a board's objective is not lost,
- e) provide commentary/recommendation for each resolution brought forward at the AGM
- f) direct the executive director to inform the board secretary in writing of the decision of the resolutions committee related to each resolution, including any changes that were made by the committee and any amendments that are required or recommended, no later than 1.5 months prior to the AGM.

43) *As per the NSSBA by-laws, if the Resolutions Committee considers a proposed resolution to be out of order or illegal, it will address its concerns with the submitting member board (no later than 1.5 months prior to the AGM), with a view to having the member board withdraw or amend its resolution. If the member board refuses to withdraw or amend such a resolution will be included in the materials for the Annual General Meeting together with a notation of the Resolutions Committee's views with respect to the said resolution.*

- 44) The resolutions committee shall distribute all approved resolutions to the members, including the recommendation of the resolutions committee for approval or debate, prior to the AGM as part of the AGM preparation package, no later than one month prior to the AGM.

Annual General Meeting

- 45) The resolution section of the AGM will be
- a. chaired by the Past President; and/or
 - b. facilitated by the Executive Director, under the direction of the Past-President, and
 - c. supported by an appointed external parliamentarian.
- 46) The resolutions section of the AGM will encourage extensive debate and differing views. As per the by-laws, all delegates may speak to a resolution. Only voting delegates can vote on each resolution.
- 47) The debate and vote on each resolution is to focus on the content of the resolution, not on criteria already assessed by the Resolutions Committee (as outlined in section 4).
- 48) Approved resolutions are considered valid and in force for five years. If a school board feels that any past resolution is still important and relevant, it may resubmit the resolution.
- 49) The Executive Director will notify each school board of the resolutions that will no longer be in force.

Resolutions from the Floor

- 50) Each school board is restricted to a maximum of one resolution from the floor.
- 51) The resolution from the floor must be based on emergent information. That is, information that was not available at the time of the resolution submission deadline.
- 52) At the AGM, one voting delegate will present briefly to explain why the resolution from the floor is emergent and therefore, should be debated at the AGM.
- 53) The motion to consider the resolution from the floor requires a seconder.

54) The motion to allow the resolution from the floor is not debatable.

55) Immediately following the presentation and seconding, a vote will be called to determine if the resolution from the floor will be debated.

56) Approval to debate a resolution from the floor requires a 2/3 majority of voting delegates present at the AGM.

57) If the motion to allow the resolution is defeated, the resolution from the floor will not be debated.

58) If the motion to allow the resolution from the floor is approved, the resolution from the floor would be debated as per the process for all resolutions.

Presentation of Resolutions to Minister

59) Immediately following the AGM, the Executive Director will send each Director the list of approved resolutions. Each Director will consult with his or her school board and rank approved resolutions to determine the top three. The Director shall submit the ranked resolutions to the Executive Director within two weeks of receiving the list.

60) The top 3 resolutions will be presented to the Minister of Education and Early Childhood Development in depth.

61) All approved resolutions will be sent to the Minister for comment.

62) School boards will be asked to provide additional information on approved resolutions as deemed necessary by the Executive Committee.

Department Response to Resolutions

63) The Minister's responses to the resolutions will be

- referred back to the appropriate NSSBA committee, and
- sent to all member school boards.