



**BOARD (PUBLIC)**  
**Report 24-075**

**28 May 2024**

**Appointments to the Ontario Public School Boards' Association  
(OPSBA) for 2024-2025 Term of Office**

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**PURPOSE:**

1. To confirm the appointments to the Ontario Public School Boards' Association (OPSBA) for the period 4 July 2024 to 14 June 2025, as follows:
  - two directors to the Board of Directors;
  - the voting delegate for the Eastern Regional Council Meetings;
  - the alternate voting delegate for the Eastern Regional Council meetings;
  - the voting delegate for the 2025 Annual General Meeting; and
  - the alternate voting delegate for the 2025 Annual General Meeting (AGM).

**SUPPORTING OUR STRATEGIC PLAN:**

2. Confirming appointments to OPSBA enables the Board to effectively participate in the association that represents public district school boards and public school authorities across Ontario. The appointments align with the Social Responsibility pillar of the 2023-2027 Strategic Plan and help to improve governance practice.

**CONTEXT:**

3. The Ontario Public School Boards' Association (OPSBA) is an advocacy group representing the interests and needs of public district school boards and public school authorities in Ontario. OPSBA advocates on behalf of the best interests and needs of the public school system in Ontario. The Ottawa-Carleton District School Board (OCDSB) is a member of OPSBA and is, therefore, entitled to appoint trustees to various positions on the Board of Directors and as voting delegates at the Eastern Regional Council meetings and at OPSBA's AGM.

OPSBA has prepared a comprehensive document and a series of frequently asked questions (attached as Appendix A and B) for its member boards which provides a summary of the key roles and responsibilities within OPSBA's governance structure. It also outlines the roles and responsibilities of elected positions, such as member board-appointed Board of Directors members and (voting) delegates. The role of the alternate is also outlined. These documents will be helpful for trustees considering nomination for the role(s).

The term of office for the OPSBA Board of Directors for the 2024-2025 school year aligns with scheduling of the OPSBA Annual General Meeting and the school year. The Board must determine which trustees will serve on behalf of the OCDSB for the period for the 2024-2025 term of office (4 July 2024 to mid June 2025).

## **KEY CONSIDERATIONS:**

4. Changes to the Ontario Not-for-Profit Corporations Act (ONCA).  
Changes to the [Ontario Not-for-Profit Corporations Act \(ONCA\)](#) do not permit alternates to act on behalf of absent directors. OPSBA has advised its member boards to take care when selecting their trustee representatives to serve on the OPSBA Board of Directors and to ensure that there is a general understanding of the role and meeting schedule so that the appointed representative can commit to attending all (or most) meetings.

The OPSBA Board of Directors meetings are hybrid. Directors who are unable to attend the meeting in person may participate electronically.

In cases where a Director is unable to participate in person or electronically, the Regional Council Chair will act as a conduit of information between the Board of Directors and the member board Director. If necessary, they can be asked to make comments on agenda items on behalf of the absent director. Proxy voting is not permitted.

5. Meeting dates and Time Commitment  
OPSBA has prepared their 2024-2025 meeting calendar (attached as Appendix C). Aside from the Organizational Meeting held at the Annual General Meeting, the OPSBA Board of Directors meets five times each school year (September, November, February, April and June).

Board of Director meetings are typically held from 7:00 p.m to 9:00 p.m. on Friday evenings and resume at 9:00 a.m. on Saturday morning. Meetings are typically held in the Greater Toronto Area.

6. OCDSB Representation  
Moving forward the OCDSB must appoint representatives for the following positions:
- Two (2) trustees as directors to serve on the OPSBA Board of Directors; and
  - One (1) trustee for each position of voting delegate and alternate voting delegate for the OPSBA Eastern Regional Council Meetings and Annual General Meeting.

It is recommended that the voting delegate and alternate voting delegate responsibilities be assigned to the trustees who are appointed to serve as Directors on the OPSBA Board. While it is possible to appoint different trustees

to the voting delegate position, this should be reserved for situations where the appointed members are unable to attend the AGM.

At the 30 May 2023 Board meeting, the Board made the following appointments to OPSBA:

- Trustees Jennekens and Scott as the two Directors to the OPSBA Board of Directors;
- Trustee Jennekens as voting delegate and Trustee Scott as alternate voting delegate for the OPSBA Eastern Regional Council meetings;
- Trustee Jennekens as voting delegate and Trustee Scott as alternate voting delegate for the July 2023 Annual General Meeting; and
- Trustees Milburn and Nash as alternate Directors.

7. Election of Trustees

In accordance with the Board's By-laws and Standing Rules, in order to make these appointments, the Chair will call for volunteers or nominations (if required) for the various positions. If there is more than one candidate for each position, an election will be held.

## **FINANCIAL CONSIDERATIONS:**

8. Costs incurred by the trustees appointed to represent the Board will be charged to the existing central budget for Board business in accordance with Section 2.5 of [Policy P.005.GOV Board Member Expenses and Support Services](#) or reimbursed by OPSBA.

## **COMMUNICATION/CONSULTATION ISSUES:**

9. There is no consultation required for this report because it relates to the appointment of trustees.

## **RECOMMENDATION:**

Trustees \_\_\_\_\_ and \_\_\_\_\_ be appointed as the two directors to the OPSBA Board of Directors, the voting and alternate delegates for the Eastern Regional Council meetings, and the voting and alternate delegates for the OPSBA Annual General meeting for the 2024-2025 Term of Office.

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Michèle Giroux  
Executive Officer, Corporate Services

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Pino Buffone  
Director of Education

**Appendices**

Appendix A - Guide to OPSBA Roles and Responsibilities

Appendix B - Frequently Asked Questions

Appendix C - OPSBA 2024-2025 Meeting Calendar