



## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

**Our Mission:**

“Working together to engage students through meaningful learning and empower them to build the skills They need to be successful today and in the future”.

**Our Vision:**

“To meet the needs of all learners while Sparking curiosity and joy in learning”.

**Our Motto:**

“Small schools make a difference”.

**Our Values:**

- “Positive, professional relationships & sense of team
- Kindness with expectations
- Learner mindset & dedication to ongoing innovation
- Belief that experience teaches, engages & connects”.

### Special Board Meeting 2024/04 A G E N D A

Monday, September 23, 2024 – 6:30 p.m.

<b><u>Videoconference &amp; Teleconference</u></b>	
Microsoft Teams meeting - <a href="#">Join the meeting now</a>	
1 – 8 0 7 – 7 0 1 – 5 9 8 0 Conference ID: 462 706 117#	

<b>Board Chair:</b> Pinky McRae	<b>Director:</b> Will Goodman
Location: Videoconference & Teleconference	Recorder: G. Christianson

PART I: Special Board Meeting

Section (A): Open Session– (Open to public): 6:30 p.m.

### **1.0 Roll Call**

<b><u>Trustees</u></b>	<i>Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>										
	OS	TC	VC	A	R		OS	TC	VC	A	R
Brunskill, Dr. Megan						Nesbitt, Jason					
Fairservice, Dan						Pristanski, Kal					
Jarvis, Allison						Michano, Julie					
Liscomb, Pat						Krause, Zoey (Student)					
McRae, Pauline (Pinky)						Anthony, Miley (Student)					
First Nation Trustee(Vacant)											

<b><u>Board Administrators</u></b>	<i>Attendance: On-site (OS); Teleconference (TC); Videoconference (VC); Absent (A); Regrets (R)</i>				
	OS	TC	VC	A	R
Goodman, William: <i>Director of Education</i>					
Fredrickson, Eric: <i>Superintendent of Education</i>					
Carole Leroux: <i>Superintendent of Education</i>					
Marton, Alex: <i>Superintendent of Business</i>					
Balog, Tara: <i>Assistant Superintendent</i>					
Brewster, Annick: <i>Assistant Superintendent</i>					
Harris, Brent: <i>Manager of Financial Services</i>					
Muir, Gordon: <i>Manager of Plant Services/Transportation</i>					
Dee, Christine: <i>Team Lead – Payroll Services</i>					
Chouinard, Connie: <i>Team Lead – Business Services</i>					
Nault, Denis: <i>Manager of Human Resources</i>					
Lucas, Jay: <i>Coordinator of Information Technology Services</i>					
Kitchener, Nick: <i>Manager of Information Technology</i>					
Renaud, Deana: <i>Mental Health Manager</i>					
Bartlett, Shy-Anne: <i>Manager of Indigenous Education</i>					
Christianson, Gerrilynn: <i>Executive Assistant &amp; Communications Coordinator</i>					
Zeleny, Lisa: <i>Executive Assistant</i>					

PART I: <i>Special Board Meeting</i>	Section (A): – (open to public): 6:30 p.m.
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**2.0 Special Board Meeting Call to Order**

*That, the Superior-Greenstone DSB Special Board Meeting on Monday, September 23, 2024, be called to order at \_\_\_\_\_ p.m.*

**3.0 Approval of Agenda**

*That, the agenda for the Superior-Greenstone DSB 04-2024 Special Board Meeting, September 23, 2024 be accepted and approved.*

**4.0 Disclosures of Interest re: Open Session**

**5.0 New Business**

Board Chair: Pinky McRae

5.1 Report No. 76  
SGDSB Code of Conduct: Proceedings for Formal Complaint

[\(Attached - P. McRae\)](#)

*That, the Superior-Greenstone DSB receive Report No. 76, SGDSB Trustee Code of Conduct: Proceedings for Formal Complaint, for information and*

*That, the Superior-Greenstone DSB form a Code of Conduct Committee, and appoint the following trustees as members.*

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**6.0 Adjournment**

6.1 ✓ *That, the Superior-Greenstone DSB Special Board Meeting 04-2024 on Monday, September 23, 2024, adjourn at \_\_\_\_\_, p.m.*

<b><u>2024 - Board Meetings</u></b>	
<i>Videoconference and/or Designated Site indicated in schedule. Time 6:30 p.m.</i>	
Monday, October 21, 2024	Monday, November 18, 2024 (1:00 p.m.) *Designate Site: Board Office
Monday, December 2, 2024	



## SUPERIOR-GREENSTONE DISTRICT SCHOOL BOARD

**Report No.:** 76

**Date:** September 23, 2024

**TO:** Members of the  
Superior-Greenstone District School Board

**FROM:** Board Chair, Pinky McRae

**SUBJECT:** SGDSB Trustee Code of Conduct: Proceedings for Formal Complaint

**STRATEGIC PRIORITY:** Meaningful Community Connections & Partnerships, Joy in Learning and Teaching, Culture of High Expectations & Inclusivity

### **Background**

The SGDSB Trustee Code of Conduct requires that a trustee who has reasonable grounds to believe that another trustee has breached the Code of Conduct may bring that breach to the attention of the Board. This is done through a confidential document that outlines the complaint, which is sent to all trustees. A formal inquiry is required, unless the complaint is withdrawn or that it is agreed that the complaint will be dealt with informally.

The Chair or Designate shall convene a Code of Conduct Committee as appointed by the Board. The appointment of committee members is done by the Board.

The Code of Conduct Committee must:

- a) Determine whether the complaint has been made in good faith. If it is deemed to not be made in good faith or is frivolous in nature, the Committee may choose not to proceed with further actions.
- b) Conduct the investigation. This will be conducted in private and involve:
  - a. Obtaining direct statements (oral or written) from the individuals who are named as complainants.
  - b. Obtaining direct statements (oral **and** written) from the trustee who is accused of the breach.
  - c. Interviewing any witnesses (over and above those identified as complainants).
  - d. Making a conclusion about the **facts** of what happened, but not the remedial outcome, by way of a formal written report.
  - e. Providing a draft copy of the report to the complainant and the trustee accused of the breach. Both the complainant and the trustee accused of the breach will have ten days to provide a written response on any factual errors.

The final copy of the report of the Code of Conduct Committee would then be put to all Trustees. The Board of Trustees as a whole will decide on whether the facts amount to a breach and then decide upon whether sanctions will be imposed, and if so, what sanctions. The trustee accused of the breach may not vote on the resolution to determine whether there has been a breach or on the imposition of sanctions. The complainant may vote on both items.

If the accused Trustee refuses to participate in the formal inquiry, the formal inquiry will continue in their absence.

The determination of a breach of the Code of Conduct and the imposition of a sanction with respect to a complaint investigated in accordance with the Formal Complaint Procedure must be done by resolution of the Board at a meeting of the Board, and the vote on the resolution shall be open to the public. The resolutions shall be recorded in the minutes of the meeting. The reasons for the decision shall be recorded in the minutes of the meeting. Both resolutions shall be decided by a vote of at least two thirds (2/3rd) of the Trustees of the Board present and permitted to vote.

If the Board determines that a trustee has breached the Code of Conduct, they have the right to request reconsideration of the determination and sanction within seven business days of receiving the formal notice of determination and sanction.

The trustee who is alleged to have breached the Code of Conduct, shall not, in any way, after the final report has been completed, attempt to influence the vote on the decision of breach or sanction.

**Current Situation**

A formal complaint has been brought by Vice-Chair Allison Jarvis outlining reported breaches of the SGDSB Trustee Code of Conduct by Trustee Dan Fairservice. This complaint was provided in writing to all trustees on Wednesday, September 18, 2024.

Trustee Fairservice may be present during the deliberations regarding the determination of whether a breach has occurred and the imposition of sanctions, but shall not participate in the deliberations, and shall not be required to answer any questions at that meeting.

**Next Steps**

The Board of Trustees are required to determine the members of the Code of Conduct Committee and identify the date of their first meeting. Vice-Chair Jarvis, Trustee Fairservice and the Student Trustees are not eligible to serve as part of this committee.

**Administrative Recommendations**

*That the Superior-Greenstone DSB receive Report No. 76, SGDSB Trustee Code of Conduct: Proceedings for Formal Complaint, for information and that the Superior-Greenstone DSB form a Code of Conduct Committee and appoint the following Trustees as members.*

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Respectfully submitted by:

Pinky McRae  
Board Chair

Reference: SGDSB Trustee Code of Conduct