



AGENDA

- A - 1 **Opening**
 (a) Roll Call
 (b) Declaration of Conflict of Interest
 (c) In Camera Session (**5:30 p.m.**)
 (i) Legal Matters
 (ii) Personnel Matter
 (d) Welcome to Open Session / Land Acknowledgement Statement (**6:30 p.m.**)
 (e) In-Camera Report
- B - 1 * **Trustee Appointment Process**
- C - 1 **Adjournment**



GRAND ERIE DISTRICT SCHOOL BOARD

TO: Trustees of the Grand Erie District School Board
FROM: JoAnna Roberto, Director of Education & Secretary
RE: **Trustee Appointment Process**
DATE: November 16, 2020

Recommended Action: Moved by _____ Seconded by _____
THAT the Grand Erie District School Board approve the interview and decision-making processes to appoint a Trustee.

Background:

On Monday, October 26, 2020, Trustees approved a motion to the Board to appoint a qualified Trustee to the vacant position. J. Roberto, Director of Education & Secretary prepared a report which included a sample advertisement, application form and critical dates for the process. The posting closed on November 10, 2020. The names of the applicants were forwarded to the County of Brant and Norfolk County. To be qualified, a candidate must be over 18, a public-school Board supporter and live in the geographic jurisdiction of the Grand Erie District School Board.

Timelines for Interviews and Appointment Process:

November 16, 2020	Trustees meet to review applications and decide to create a short list or interview all candidates. Interview questions and the interview process will be confirmed. Attached is Appendix A – a list of applicants.
November 17-18, 2020	Applicants are informed about interview process and provided with a pre-question if deemed appropriate by Trustees.
November 25 and/or 26, 2020	<ul style="list-style-type: none">• Application Interviews and selection.• Special Board Meeting to follow for the appointment of the Trustee.
December 7, 2020	Official start date for the appointed Trustee.

Interview Process:

Interviews will take place in the Joseph Brant Learning Centre (open to the public) on **November 25th and/or 26th 2020** beginning at **5:00 p.m.** Each candidate will have a 20-minute timeframe. Candidates will be greeted upon arrival and sequestered until their interview time.

Confirming Decision-Making Process:

All Trustees are part of the interview. The Director of Education & Secretary will attend the interviews as a resource and will appoint two scrutineers. The process for Trustee consideration involves a series of voting rounds lasting until one candidate receives a majority of votes from the attending Trustee voters. The following process could consist of the following rounds:

- Round One - All attending Trustees will receive one ballot to vote for one candidate. Ballots will be tallied by the scrutineers. The applicants with one vote or less will be eliminated from the list and voting will enter round two.
- Round Two - The applicant with the least number of votes in round two will be “eliminated” from the list and voting will enter round three.

- Voting will continue until one applicant has a majority of the attending Trustee votes.
- At the conclusion of the process, the scrutineers will destroy all ballots.

Note: In the event of an equality of votes, lots will be applied, as outlined in the Act.

COVID-19 Screening:

Candidates will be required to complete the following COVID-19 protocols:

- All persons attending the interviews are required to complete the School COVID-19 [online self-assessment tool](#).
- All persons attending the interviews must follow the two metre (6 feet) physical distancing rule at all times.
- All persons must practice proper respiratory etiquette.
- All persons are required to wear proper face masks upon building entry.
- All in attendance must perform hand hygiene upon entry and exit.

Respectfully submitted,

JoAnna Roberto
Director of Education & Secretary

Appendix A

TRUSTEE APPLICANTS

NAME	ADDRESS
John Bradford	741 Colborne Street, East Brantford, ON
Adam Davies	42 Devon Street Brantford, ON
Colleen Goupil	590 Grey Street Brantford, ON
John Harris	175 Maple Street Simcoe, ON
John William (Bill) Leask	122 Aspen Street Paris, ON
Ruth Mills	20 Waxwing Way Brantford, ON
Thomas (Tom) Waldschmidt	32 Charlotte Street Paris, ON
Dale Renout	75 Rawdon Street Brantford, ON