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## CESBA Board of Directors' Meeting – September 26, 2024

The Walton Room: *The Chelsea Hotel*, Toronto

**Time: 12:00 pm – 3:00 pm**

### AGENDA

**DRAFT**

**Global Ends** *(revised as of August 2024)*

**CESBA exists to:**

- a. Support member Ontario School Boards delivering Adult and Continuing Education programs.
- b. Provide advocacy and resources to the members.
- c. Promote the impact of Adult & Continuing Education as part of a 'K to Success' model.

Time	Agenda Items	Presenter
12:00 pm	<b>1. Welcome and Board Education</b> a. Orientation for the new Board members b. Revised CESBA Board of Directors Manual	Chair
12:45 pm	<b>2. Call to order</b>	Chair
12:46 pm	<b>3. Chair's remarks</b>	Chair
12:51 pm	<b>4. Excused absences</b>	Chair
12:52 pm	<b>5. Declarations of conflict of interest</b>	Chair
12:53 pm	<b>6. Identification of other business</b> a.	Chair
12:56 pm	<b>7. Adoption of the agenda</b> ➤ <i>'Motion to approve the agenda as presented'</i>	Chair
1:01 pm	<b>8. Adoption of the Minutes of the June 6, 2024, Board Meeting</b> ➤ <i>'Motion to approve the June 6, 2024 Board Minutes as presented'</i>	Chair
1:06 pm	<b>9. Items under executive Limitations – E.D. – for acceptance</b> a. Report on Communications and Support to the Board (EL7 – E.D. Report) b. Review of EL 1, 3, 4, 7, 8 postponed until November to support Board transitions c. Present the draft Strategic Plan document for discussion (attached)	E.D. Chair

1:31 pm	<p><b>10. Items under Board Management Delegation</b></p> <ul style="list-style-type: none"> <li>a. Linkages Exercise - Orientation for the new Board members – see agenda item #1 of the agenda</li> <li>b. Assign Board member to lead Linkages exercise for the November 21, 2024, Board meeting. <i>Equity and Inclusion</i> Committee may be a possible Linkages exercise here.</li> <li>c. Vote for the CESBA Chair for 2024 - 2025</li> <li>d. Vote for the CESBA Vice-Chair for 2024 - 2025 <ul style="list-style-type: none"> <li>➤ <i>'Motion to accept the Chair and Vice-Chair as voted on by the Board'</i></li> </ul> </li> <li>e. Assign Board members for the Nomination, Governance and Audit Committees <ul style="list-style-type: none"> <li>➤ <i>'Motion to accept the Committee Members as assigned'</i></li> </ul> </li> <li>f. Assign Board members to Review the Board Management Policies for November 21, 2024, meeting and use of template</li> </ul>	Chair
1:51 pm	<p><b>11. Items under Governance</b></p> <ul style="list-style-type: none"> <li>a. Assign Board member to lead Board Education exercise on the November 21, 2024, Board meeting</li> <li>b. CESBA's current Insurance provider (<i>Cooperators</i>) has been invited to the November 21, 2024, meeting to report to the Board.</li> </ul>	Chair
1:55 pm	<p><b>12. Items under Ends - Chair</b></p> <ul style="list-style-type: none"> <li>a. Review/Conduct Ends Exercise</li> <li>a. Assign Board member to lead Ends exercise at the November 21, 2024, Board meeting</li> </ul>	Andrea Chair
2:02 pm	<b>13. Ongoing projects, Emerging needs</b>	Board
2:03 pm	<p><b>14. Information Sharing</b></p> <ul style="list-style-type: none"> <li>a. <i>Audit Committee shares the Q1 Financial reports</i></li> </ul>	Mario
2:13 pm	<p><b>15. Other Business</b></p> <ul style="list-style-type: none"> <li>a. <i>Commitment to Serve</i> form (to be signed by each Board member)</li> <li>b. <i>Board meeting dates for 2024-2025 (attachment)</i></li> <li>c. <i>Board portal login info</i></li> <li>d. <i>Land Acknowledgement in Board meetings</i></li> <li>e. <i>Treasurer's job description (draft in November)</i></li> <li>f. <i>Succession Planning</i></li> <li>g. <i>CESBA Regional meetings: Director coverage</i></li> </ul>	Chair E.D.
2:45 pm	<b>16. Items for required approval</b>	E.D.
2:46 pm	<b>17. Review of actions arising: who, what, when</b>	Chair
2:47 pm	<b>18. Board Meeting Evaluation</b>	Marianne To be assigned
3:00 pm	<p><b>19. Adjourn</b></p> <ul style="list-style-type: none"> <li>➤ <i>'Motion to adjourn the September 26, 2024 Board meeting'</i></li> </ul>	Chair