



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

NOTICE OF MEETING

This notice is to confirm that the next regular meeting of
Hastings and Prince Edward District School Board
will be held on:

Monday, March 28, 2011

at 7:00 p.m.

**in the Board Room of the Education Centre
156 Ann Street, Belleville, Ontario**

The agenda and supporting documents for this meeting are attached to this notice.

If you would prefer to receive an electronic copy of the agenda package, please email
soule@hpedsb.on.ca

Carl Pitman
Chair of the Board

Kathy Soule
Director of Education and
Secretary of the Board

Trustees: *Michael Brant*
Tyendinaga Mohawk Territory
Thelma Goodfellow
Southeast Hastings
Lucille Kyle
North Hastings
Jim Williams
Sidney/Frankford

Samuel J. J. Clements
Trenton/CFB Trenton
Mary Hall
Belleville, Vice-chair
Dave Patterson
Belleville/Thurlow
Carmen Meyette
Student Trustee

Jennifer Cobb
North Prince Edward
Dwayne Inch
South Prince Edward
Carl Pitman
Chair, Centre Hastings
Emily Tetzlaff
Student Trustee



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

BOARD MEETING PUBLIC AGENDA` Regular meeting of March 28, 2011 – 7:00 p.m. Board Room, Education Centre

Section	Item	Report No.	Resp.
A Call to order			
	Board prayer		
	Delegations/presentations – Prince Charles Public School, Belleville – <i>Who is Nobody?</i>		R. McGall
	Approval of agenda		
	Approval of minutes: February 28, 2011	A-1	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
	• School Administrator Placements for 2011-2012	A-2	M. Hall
B Recommendations			
	Report from Executive Committee		
	• Board Policy Review	B-1	C. Pitman
	o Board Policy No. 3-B Electronic Meetings	B-1a	
	o Board Policy No. 3-C Student Representation on Board	B-1b	
	o Board Policy No. 3-D Communications and Media Relations	B-1c	
	o Board Policy No. 11-B Program and Human Resources Committee	B-1d	
	o Board Policy No. 11-J Student Discipline Committee	B-1e	
	Report from Program and Human Resources Committee		
	• Section 23 Programs	B-2	T. Goodfellow
	Report from Staff		
	• Draft Letter to the Honourable Leona Dombrowsky, Minister of Education, re: Growing Success Document	B-3	K. Soule
C Information			
	Calendar of events	C-1	K. Soule
	Report from Chair	Verbal	C. Pitman
	Report from Executive Committee	Verbal	C. Pitman
	Report from Operations and Finance Committee	Verbal	D. Inch
	Report from Program and Human Resources Committee	Verbal	T. Goodfellow
	Reports from staff	Verbal	All
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
D Correspondence			
	OPSBA request for Boards to support, in principle, the Coalition for Children and Youth Mental Health	D-1	K. Soule

Adjournment

Next regular meeting: Tuesday, April 26, 2011 – 7:00 p.m.



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

PUBLIC MOTIONS AND REPORTS March 28, 2011

Report	Info.	Decision	Motion
Approval of agenda		X	That the agenda be approved.
A-1 – Approval of minutes		X	That the minutes of the regular meeting of February 28, 2011 be approved.
Report from Committee of the Whole Board	X		That Hastings and Prince Edward District School Board approve the following information from the March 28, 2011 Committee of the Whole meeting: 1. School Administrator placements for 2011-2012
B-1 a - Policy Review No. 3-B Electronic Meetings		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-B Electronic Meetings, as contained in Board Report No. B-1a, dated March 28, 2011.
B-1b – Policy Review No. 3-C 2 – Student Representation on Board		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-C Student Representation on Board, as contained in Board Report No. B-1b, dated March 28, 2011.
B-1c – Policy Review No. 3-D Communications and Media Relations		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-D Communications and Media Relations, as contained in Board Report No. B-1c, dated March 28, 2011.
B-1d - Policy Review No. 11-B Program and Human Resources Committee		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-B Program and Human Resources Committee, as contained in Board Report No. B-1d, dated March 28, 2011.
B-1e – Policy Review No. 11-J Student Discipline Committee		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-J Student Discipline Committee, as contained in Board Report No. B-1e, dated March 28, 2011.
B-2 Section 23 Programs		X	That Hastings and Prince Edward District School Board approve for 2011-2012 the four (4) special programs in conjunction with the care, treatment and correctional facilities, subject to approval by the Ministry of Education, as contained in Board Report No. B-2 dated March 28, 2011.
B-3 Letter to Minister of Education, The Honourable Leona Dombromsky		X	That Hastings and Prince Edward District School Board approve the letter to the Minister of Education, as contained in Board Report B-3, dated March 28, 2011.
C-1 – Calendar of Events	X		For information only.



Hastings and Prince Edward District School Board

A Great Place to Learn and A Great Place to Work!

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

Report	Info.	Decision	Motion
D-1 OPSOA request to support the Coalition for Children and Youth Mental Health		X	THAT Hastings and Prince Edward District School Board approve, in principle, the Children and Youth Mental Health Statement of Intent as contained in Board Report D-1 dated March 28, 2011 and formally join the Coalition for Children and Youth Mental Health
Adjournment			



HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD PUBLIC MEETING MINUTES

February 28, 2011

DRAFT

Members present: S. Clements, J. Cobb, T. Goodfellow, M. Hall, L. Kyle, D. Patterson, C. Pitman, J. Williams

Student Trustees: C. Meyette and E. Tetzlaff

Regrets: M. Brant, D. Inch, K. Soule

Absent: None

Resource: C. DeMille, K. Donnell, T. FitzGibbon, R. McGall, M. Norton, C. Portt, J. Rogers, D. Rutherford, M. Savery-Whiteway, D. Tregenza

Guests: None

Minutes: C. Reid

Call to order

Chair Pitman called the meeting to order at 7:00 p.m.

Board prayer

Trustee Williams said the Board prayer.

Superintendent McGall was welcomed as Acting Director of Education during Director Soule's absence.

Delegations/presentations

There were no delegations or presentations.

Approval of the agenda

Moved: J. Williams

Seconded: M. Hall

That the agenda be approved.

Carried

Reports from staff

Timed Item: 7:10 p.m. – Full-Day Kindergarten Program Update

Assistant Superintendent Colleen DeMille introduced Curriculum Coordinator Lynn Crawford-Bearé, Teacher Nikki Roy and Early Childhood Educator Wanda Haaima-Bingham from College Street Public School, and Teacher Wendy Bateman and Kathy Latchford, Early Childhood Educator from Madoc Township Public School.

At both schools, students in full-day Kindergarten are involved in play-based learning. The team from College Street Public School highlighted the following classroom strategies: 1) working as a team; 2) creating assessment criteria and developing content vocabulary; 3) opportunities to learn and investigate; 4) opportunities to record their investigations; 5) hands-on activities; and 6) gradual release of responsibility. The team from Madoc Township Public School highlighted the following classroom strategies: 1) using graphs; 2) measuring; 3) sorting; 4) counting strategies; 5) classroom jobs and inventories; and 6) weaving Math throughout the day and with attendance and the daily calendar. As well, a video was shown to further illustrate children's learning. Framed paintings from full-day Kindergarten students at Queen Victoria School were on display for each trustee.

Timed Item: 7:20 p.m. – Leadership Development Strategy

Assistant Superintendent Colleen DeMille introduced Human Resources Officers Karen Fox and Sue Taylor. All three talked about the Board's leadership strategy and newly-developed web pages that focus on mentoring, pathway options, performance appraisal and testimonials for teacher, support staff and school administrators. Hastings and Prince Edward District School Board is considered a leader in this area, especially for support staff. Testimonial videos to encourage employees to get involved in leadership opportunities were shown. The web pages will be live in March 2011.

Approval of minutes

Moved: D. Patterson
Seconded: T. Goodfellow

That the minutes of the regular meeting of January 24, 2011 be approved.

Carried

Business arising from the minutes

It was noted that, on page 7 of the minutes, a letter was to be drafted from the Board to the Ministry of Education expressing appreciation for the Guiding Student Success document. Superintendent McGall indicated that he will follow up on this matter and will have a draft letter ready for review at the March Board meeting.

A comment was made about the approval of the liquor license application for the Grand Tour Village site at Centennial Secondary School and clarification was provided.

Report from the Committee of the Whole Board

The Committee of the Whole Board rose and reported on the following information:

1. Preliminary school administrator placements for 2011-2012.

Report No. A-2 was distributed, containing a preliminary listing of elementary and secondary principal and vice-principal placements for 2011-2012 school year.

Recommendations

Athol-South Marysburgh Integration Committee – school name

Moved: T. Goodfellow

Seconded: M. Hall

That Hastings and Prince Edward District School Board approve the name Athol–South Marysburgh Public School for the Kindergarten to Grade 8 School in Prince Edward County as contained in Board Report No. B-1 dated February 28, 2011.

Trustee Goodfellow commented that it was unanimously recommended by the Integration Committee that the school be named as noted above and she acknowledged the amount of work that went into collecting input into the proposed name. A question was raised regarding the use of a hyphen in the name. It was confirmed that consultation was conducted regarding bringing the names of two locations together. The information received in the consultation, as well as from the communication officer, supported the hyphenated name as presented.

Carried unanimously

Proposed 2011-12 School Year Calendar

Moved: T. Goodfellow

Seconded: L. Kyle

That the Hastings and Prince Edward District School Board approve the 2011-2012 school year calendar as follows:

1. **That the first day of school be Tuesday, September 6, 2011.**
2. **That the Christmas Break be Monday, December 26, 2011 to Friday, January 6, 2012 inclusive;**
3. **That Semester Two begins Friday, February 3, 2012;**
4. **That the Mid-Winter Break be Monday, March 12, 2012 to Friday, March 16, 2012 inclusive;**
5. **That the last day of the school year be Friday, June 29, 2012;**
6. **That the following six dates be designated as professional activity days:**
 - Friday, September 23, 2011**
 - Monday, October 24, 2011**
 - Friday, November 25, 2011**
 - Friday, February 3, 2012**
 - Friday, May 25, 2012**
 - Friday, June 29, 2012 and**
7. **That ten examination days be approved for secondary schools:**
 - Thursday, January 26, 2012 to Wednesday, February 1, 2012**
 - Thursday, June 21, 2012 to Wednesday, June 27, 2012.**

Trustee Goodfellow confirmed that the feedback obtained was positive and very thorough. A question was raised regarding the rationale for the final decision surrounding Christmas break. It was confirmed that the vast majority of respondents indicated that they preferred Christmas Day to be at the front end of the break to allow for more vacation time with family following Christmas.

Student Trustee Meyette indicated the matter was also discussed at Student Senate and support was received for the modified Christmas vacation. A further question was raised regarding the advantage to the school system. It was noted that there is no impact on the number of instructional days, therefore, it is merely a matter of preference of the majority of those surveyed. Further, OPSBA has reported that the majority of other boards in the province are also supporting a modified Christmas break.

Carried

Board Policy No. 11-H Supervised Alternative Learning (SAL) Committee

Moved: J. Williams

Seconded: J. Cobb

That Hastings and Prince Edward District School Board amend by substitution Policy No. 11-H Supervised Alternative Learning (SAL) Committee to replace Policy No. 11-H Supervised Alternative Learning for Excused Pupils (SALEP) Committee as contained in Report B-3, dated February 28, 2011.

Trustee Williams commented that the changes were made to ensure compliance with Ministry directives.

There was discussion regarding the first sentence in section 4.1, which reads: "The Board shall establish Supervised Alternative Learning Committee as required under the *Education Act*." It was noted that the heading of Section 4 is "Powers and Duties", which relates to the powers and duties of the SAL Committee, not the requirement of the Board to establish a SAL Committee.

Superintendents McGall and FitzGibbon indicated that the motion, as tabled, could still be passed as the Board, in establishing its policies, has given senior administration the authority to make minor editorial revisions to policies without seeking Board approval.

A further comment was made regarding the heading of section 4.1, which reads "Exceptions to Compulsory Attendance" which would not accurately reflect the language contained within section 4.1 if the sentence referenced above was to remain in section 4.1.

Moved: D. Patterson

That Policy 11-H be referred back to senior administration for further study and report.

Chair Pitman proposed that the original motion be voted on and any final editing be completed by senior administration before the policy is finalized and published. It was confirmed that the changes noted would not change the overall intent of the policy.

Trustee Patterson called for a point of order noting that the Chair had failed to call for a seconder of the motion to refer. He indicated that he would withdraw the motion if the necessary amendments to the policy could be made and agreed upon at this time.

Superintendent FitzGibbon confirmed that the following amendments to the proposed Policy 11-H would be made:

The first sentence of section 4.1, which reads: "The Board shall establish Supervised Alternative Learning Committee as required under the *Education Act*" will be deleted from section 4.1 and moved to the beginning of Section 3 and will be followed by Section 3.1 SAL Committee Membership.

The motion to refer the policy back to senior administration for review was set aside and the Chair called for a motion to amend the proposed Policy 11-H.

Moved: S. Clements
Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board approve the following amendments to the proposed Policy No. 11-H Supervised Alternative Learning (SAL) Committee:

The first sentence of section 4.1, which reads: "The Board shall establish Supervised Alternative Learning Committee as required under the *Education Act*" will be deleted from section 4.1 and moved to the beginning of Section 3 and will be followed by Section 3.1 SAL Committee Membership.

Carried

Moved: J. Williams
Seconded: J. Cobb

That Hastings and Prince Edward District School Board amend by substitution Policy No. 11-H Supervised Alternative Learning (SAL) Committee, as amended, to replace Policy No. 11-H Supervised Alternative Learning for Excused Pupils (SALEP) Committee as contained in Report B-3, dated February 28, 2011.

Carried

Amendment to Board Policy No. 2: Governance By-Laws and Standing Rules

Moved: D. Patterson
Seconded: L. Kyle

That Hastings and Prince Edward District School Board amend Board Policy No. 2 – By-laws, Article XII, Section 2.5 (I) by striking out the word "shall" and inserting "may" so that it would read as follows:

- l) **Following the election of the chair and vice-chair of the Board, the chair shall bring forward a recommendation to the full Board for approval of trustee representation on standing and other committees. Following the**

approval, elections will be held for the chair and vice-chair of each of the standing committees (in accordance with the elections process identified in 2.5 a-k.) In a municipal election year, the Board shall may also elect the representative to Ontario Public School Boards' Association Board of Directors.

That Hastings and Prince Edward District School Board amend Section 3: Board Policy No. 2 – By-Laws, by striking out “shall” and inserting “may” so that it would read as follows:

The Ontario Public School Boards' Association (OPSBA) Board of Directors representative and alternate shall may be elected at the June Board meeting in non-election years. In an election year, the OPSBA Board of Directors representative and alternate shall may be elected at the initial meeting of the Board. Board policy related to support of the role of the Ontario Public School Boards' Association is found in Board Policy No. 12 Board Representatives on External Committees.

Trustee Patterson reviewed the rationale, as presented in Appendix A to Report No. B-4, commenting that the proposed amendment makes the election action permissive rather than obligatory. It allows the Board to take responsibility for determining the ongoing commitment to belong to OPSBA, rather than automatically endorsing a budgetary commitment of approximately \$40,000. He expressed concern due to economic conditions and declining student enrolment, and indicated that when the Board has an opportunity to review items that make up budget, the Board needs to reflect on all items that are within Board's capability to be analyzed, even though the amount may not be significant in relation to the Board's overall budget.

Trustee Williams commented that the proposed amendments have been discussed at the committee level where all members have heard about the value of OPSBA membership and the significant contributions OPSBA makes throughout the province. He indicated that he would never consider not being a member of OPSBA, however, he does not agree with having chosen by existing policy to predetermine membership and not be presented with the opportunity to voluntarily review membership on an annual basis. He noted that the intent of what is being proposed is significant. He recognizes that the current Board values the relationship with OPSBA but sees it as wrong to tell future Boards what they must do, therefore the motion has value and is supported.

Trustee Goodfellow indicated that she would not support the motion based on the rationale that the Board must maintain membership and not leave any doubt at budget time that membership will continue. She stressed the importance of the expertise of OPSBA in areas of advocacy, professional development, labour relations and communication. She indicated that she will vote against any motion that will jeopardize the Board's ongoing membership. She further commented that policy can be changed at any time if the Board feels that OPSBA is no longer fulfilling its role or is becoming too expensive.

Trustee Clements stated that the motions presented do not accurately represent what is intended. He noted that he would be interested in provincial feedback before recommending any changes to policy. He suggested that the policy could be amended to say something to the

effect that “if the Board is a member of OPSBA, it will elect a member”. In closing, he indicated that he was more in favour of continuing membership with OPSBA than in changing the wording of the policy.

Trustee Kyle indicated that she would support the motion because it demonstrates to the public that the Board is taking responsibility for its expenditures and giving consideration to money being spent. She noted that this amendment does not change the importance of OPSBA membership.

Vice-chair Hall commented that the work that is being done by OPSBA would have to be done by Board staff if the Board were not a member of OPSBA. For the Board, this would mean hiring an additional superintendent. She stated that membership in OPSBA allows the Board to work efficiently and allows access to information.

Chair Pitman noted that, if the proposed motion is passed, the Board will have already paid its annual fee and would not be saving any money if the Board decided to withdraw membership at this point. He noted that the membership fee comes out of administrative funding and does not affect school funds. Further, OPSBA fees have not increased in spite of declining enrolment. He cited some of the benefits of OPSBA membership, as follows: intervenor status with the Ontario Energy Board with any increase for gas or hydro being paid for by the Ontario Energy Board, saving Ontario schools boards over \$43 million over the last two years; leading the fight against copyright cost increases that would result in millions of dollars of additional expenses; emerging and current issues, including labour relations, financial updates, GSN, procedural directives for procurement and expenses, special education funding, declining enrolment funding, economic trade agreements and many other initiatives. He stressed that work is being done for the Board and that the Board could never afford to do. In closing, Chair Pitman also suggested that the timing of the motion was wrong.

Trustee Patterson was asked to respond to the comments made. He indicated that Board members had articulated very well the intent of the motion to give concrete supporting evidence for why membership with OPSBA needs to continue to be supported. However, to be accountable to the public, the motion requires trustees to think about and consider membership on an annual basis and to express with passion and conviction that this is money well spent. The intent of the motion enables the Board to be accountable to the public and to OPSBA that their performance is directly related to ongoing commitment.

Trustee Patterson requested a roll-call vote.

Chair Pitman was reminded that he is entitled to vote on the motion.

Chair Pitman noted that policy change requires a two-thirds majority vote.

Trustee Williams commented further that he feels Board members are commenting in a way that assumes that this motion is calling for a decision as to whether or not to continue to be a member of OPSBA and this is misconstruing the intent of the motion and suggesting that the motion is debating the merits of continued membership. The motion allows the Board to be responsible and accountable on a regular basis and the comments made have given proof to the support of the continuing relationship with OPSBA.

Chair Pitman made the roll-call vote, with results noted as follows:

Trustee Clements – against
Trustee Patterson – for
Trustee Kyle – for
Vice-chair Hall – against
Trustee Cobb – against
Trustee Williams – for
Trustee Goodfellow – against
Chair Pitman - against

With only three votes in favour, the motion was declared defeated.

Defeated

Amendment to Board Policy No. 3-F

Trustee Patterson raised a point of information. He indicated that, based on committee discussion that preceded this motion being presented, a suggestion was made to strike out “in lieu of 3.1.1a)” at the beginning of 3.1.2 and strike out “in place of the home based computer (desktop or laptop)”.

Moved: D. Patterson
Seconded: J. Williams

That Hastings and Prince Edward District School Board amend Board Policy No. 3 – Board Operations, Section 3-F, Clause 3.1.1 by inserting a new 3.1.2 and subsequent renumbering of the current 3.1.2 to 3.1.3:

- 3.1.1 Board members will be provided with the following equipment and associated services throughout their term of office:**
- a) home based computer (desktop or laptop) and printer/fax**
 - b) paper shredder**
 - c) high speed internet service**
 - d) office software**

In addition, the chair of the board will be provided with a wireless communication device.

- 3.1.2 Any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device.**

- 3.1.3 All equipment and services will adhere to board standards and be returned to the board at the end of the member’s term of office.**

Trustee Patterson reviewed the rationale, as provided in Report No. B-4 indicating that it was not the intent of the motion to increase costs of equipment and services being provided to trustees.

A point of clarification was provided regarding the amendments that were discussed at committee meetings.

Moved: M. Hall
Seconded: L. Kyle

That Hastings and Prince Edward District School Board amend the motion above to include “as well as a home based computer (desktop or laptop)” at the end of 3.1.2.

Carried

Moved: D. Patterson
Seconded: J. Williams

That Hastings and Prince Edward District School Board amend Board Policy No. 3 – Board Operations, Section 3-F, Clause 3.11 by inserting a new 3.12 and subsequent renumbering of the current 3.1.2 to 3.1.3:

3.1.1 Board members will be provided with the following equipment and associated services throughout their term of office:

- a) home based computer (desktop or laptop) and printer/fax**
- b) paper shredder**
- c) high speed internet service**
- d) office software**

In addition, the chair of the board will be provided with a wireless communication device.

3.1.2 *Any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device as well as a home based computer (desktop or laptop).*

3.1.3 All equipment and services will adhere to board standards and be returned to the board at the end of the member’s term of office.

Superintendent McGall commented that it is important to have Board equipment because purchasing and using one’s own equipment does not allow access/synchronization with Board systems.

Clarification was requested regarding the cost. It was noted that, for those Board members who chose to request a wireless communication device, the cost to the Board will be approximately \$1,000 per year.

Trustee Goodfellow stated that she would not support the motion because it would add costs at a time when the Board is having to cut back on expenses. She indicated that she relies on senior administration to address urgent matters as required and does not feel there is a need for trustees to have a wireless communication device.

Carried

By-law 13.5 – Capital Borrowing – Good Places to Learn

Report No. B-5 was distributed and reviewed by Superintendent Rutherford. Long term financing is now being arranged for capital construction completed as of August 31, 2010 in the

amount of \$626,024 which represents the balance of funding under the Good Places to Learn program.

Moved: T. Goodfellow
Seconded: M. Hall

That Hastings and Prince Edward District School Board approve the adoption of the attached By-law 13.5 authorizing the borrowing of \$626,024 through the Ontario Financing Authority to finance capital projects of a high and urgent need under Stage IV of the Ministry of Education's Good Places to Learn program as contained in Board Report No. B-5, dated February 28, 2011.

Carried

Information

Calendar of events

The calendar was reviewed and the following items were noted:

- On March 7, 2011, the Operations and Finance Committee meeting will take place at 5:30 p.m.

Report from the chair

Chair Pitman had nothing to report.

Report from Executive Committee

Chair Pitman reported on the following items from the Executive Committee meeting that took place on February 7, 2011:

- Proposed revisions to Board policies
- Tentative trustee retreat scheduled for April 4
- AiM system planning - year 2
- New governance process
- Annual Report
- Proposed changes to name plates
- Public Education Symposium
- Internal Audit Committee

Operations and Finance Committee

Superintendent Rutherford reported on the following items from the Operations and Finance Committee meeting that took place on February 14, 2011:

- Naming of Prince Edward County school
- Trustee expense reimbursement
- Proposed revisions to Board policies
- Status of capital projects
- Presentation from Trenton High School regarding track and field complex

Program and Human Resources Committee

Trustee Goodfellow reported on the following items from the Program and Human Resources Committee meeting that took place on February 22, 2011:

- EDP review and recommended changes to be implemented in September
- CTAP update

Clarification was requested regarding whether the proposed changes to EDP were final or whether there would still be an opportunity to provide feedback on the review process and the proposed recommendations. It was confirmed that an extensive review was conducted and consideration was given to the needs of students. Further, it was noted that the EDP program pre-dates most of the Student Success initiatives when resources and Student Success teachers were not present within the Board. A small number of students will actually not be able to obtain credits in the diploma pathway. Schools will still have the ability to group students according to their needs, but the proposed changes will enable them to be integrated with others in a way that is comfortable. They will be grouped with similar students and matched with the appropriate teachers. The changes, once implemented, will be monitored frequently to determine success.

Reports from Staff

2010-11 Budget Timelines

Superintendent Rutherford reviewed Report No. C-2 and the task analysis and timelines for the 2011-2012 budget process contained in Appendix A. He noted that the tasks reflect the key milestones required to compile revenues and expenditures in order to meet the June 30, 2011 deadline. Administration anticipates a very challenging budget process. Financial restraint measures introduced by the province and the continued decline in enrolment has resulted in an estimated \$1.5 Million operational deficit in 2010-11. Without changes to operations, through either service or program changes, the deficit will increase as another year of provincial restraint and enrolment decline reduces board funding. Clarification was provided regarding the base budget development.

Reports from Trustees – Board committees and events

Trustees provided updates on events they attended:

- SEAC
 - Budget presentation
 - Education Week Shared Solution seminar on May 2 for parents, focusing on dealing with conflict
 - Transition planning for students with ASD and the Connections classes in the Board
- School visits
 - Comments made by the Sophiasburgh School Council regarding the capital priorities submission were read aloud
 - Class visit at Prince Charles (Belleville) that involved “Nobody Somebody”
 - Queen Victoria School – JK class visit
- Information Technology Advisory Committee (ITAC) meeting
 - Group now embracing and developing a new elementary Evergreening program
 - Continuing to provide direction around learning in 21st century
- Queen Victoria School Adventure Class Open House
- Congratulations to Curling Rink from Moira Secondary School, who placed second in provincial championship – the team exemplified all of the Character attributes
- Centennial Secondary School hosted a visit from the Minister of Education and Premier Dalton McGuinty
- OPSBA Labour Relations Symposium taking place at the end of March

-
- OPSBA Annual General Meeting being held in Ottawa in conjunction with CSB Congress
 - Board members were reminded to read their *Fast Reports* and provide feedback to OPSBA where requested

Trustee proposals and queries

There were none.

Correspondence

Adopt Village 37 Foundation letter was included for information only.

Board members were informed about the calendars being sold to support a school in Haiti.

Adjournment

The meeting was adjourned at 9:30 p.m.

Chair

Secretary



Decision _____ **Information** **X**

To: The Chair and Members of the Hastings and Prince Edward District School Board
From: Senior Administration
Re: **Preliminary 2011-2012 elementary and secondary administrative assignments - #2**

Purpose

To provide a preliminary summary of the elementary and secondary principal and vice-principal assignments for the 2011-2012 school year.

Current situation

Attached as Appendices A and B are the preliminary elementary and secondary principal and vice-principal assignments for the 2011-2012 school year. Changes are highlighted in **bold** text.

Appendices

- Appendix A – Preliminary Elementary Administrative Assignments – September 2011
- Appendix B – Preliminary Secondary Administrative Assignments – September 2011

For information only.

Respectfully submitted,

Colleen DeMille
Assistant Superintendent of Education, Curriculum Services

Trish FitzGibbon
Superintendent of Education, Curriculum Services

Rob McGall
Superintendent of Education, Human Resources Support Services

Cathy Portt
Assistant Superintendent of Education, Special Education Services

June Rogers
Superintendent of Education, Special Education Services

Dave Rutherford
Superintendent of Business Services

Mandy Savery-Whiteway
Assistant Superintendent of Education, Human Resources Support Services

Kathy Soule
Director of Education



APPENDIX A

PRELIMINARY ELEMENTARY ADMINISTRATIVE ASSIGNMENTS
SEPTEMBER 2011 - #2

School	Current		September 2011 (unless otherwise noted)	
	Principal	Vice-principal	Principal	Vice-principal
Athol Central Public School – to be renamed to Athol-South Marysburgh Public School effective September 2011	Marg Thompson	David Fry	Marg Thompson	
Bancroft Public School	Kim Reid		School closing June 2011	
Bayside Public School	Michael Prendergast	Cliff Williams	Jan Simpson	Cliff Williams (BSS)
Bird's Creek Public School	Lisa McKenna-Sutherland		Lisa McKenna-Sutherland	
Breadner Elementary School	Ted Ashberry		Martin Smit	
C.M.L. Snider School	Vic Roy		Vic Roy	
Coe Hill School	Kim Reid	Rob Lake	Kim Reid	Rob Lake
College Street Public School	Tina Elliott	Kevin MacLaurin	Tina Elliott	Cathy Speedy (PC-T)
Deseronto Public School	Bill Launderville		Heather Seres	
Earl Prentice Public School #2	William Braund (temp) (Mar-June 2011)		Heather McMaster	
Foxboro Public School	Steven Toffelmire		Steven Toffelmire	
Frankford Public School	Deirdre Gordon	Cassandra Windsor	Deirdre Gordon	Kevin MacLaurin (SP/JS)
Harmony Public School	Rob McFadden	Louise Gunning	Rob McFadden	Louise Gunning (TPS)
Harry J. Clarke Public School #2	Marie Mitchell (March 2011)	Carla Ross	Marie Mitchell	Carla Ross Tonia Shelmerdine
Hermon Public School	Debbie Speck	Marion Wilson	Kim Reid	Lisa Resmer (Acting)
Hillcrest School #2	Cassandra Windsor (Acting) (POW) (Feb 2011)	Earle Wright	Cassandra Windsor (Acting) (POW)	Earle Wright
Kente Public School	Bonnie Lloyd		Bonnie Lloyd	
Madoc Public School	Jan Simpson	Annette Huizinga	Joanne Barry	Michael Mitchell (April-June 2011) Derek Potts
Madoc Township Public School	Joanne Barry		Ted Ashberry	
Marmora Senior Public School	Suzanne Copeland		Suzanne Copeland	
Massassaga-Rednersville Public School	Anne Slager		Anne Slager	
Maynooth Public School	Lisa McKenna-Sutherland	Colette Freeman (Acting)	Lisa McKenna-Sutherland	Marion Wilson (YRPS)

#2



School	Current		September 2011 (unless otherwise noted)	
	Principal	Vice-principal	Principal	Vice-principal
North Trenton Public School	Derek DeLarge	Joanne Nitschke	Derek DeLarge	Joanne Nitschke (QE-T)
Park Dale School #2	Stacey Belanger (March 2011)	Barb Allen	Stacey Belanger	Barb Allen
Pinecrest Memorial Elementary School	Heather Rutherford	Kim Myderwyk	Heather Rutherford	David Fry
Prince Charles School (Belleville)	Gail Brant	Kim Mahoney	Gail Brant	Kim Mahoney
Prince Charles Public School (Trenton)	Anne Whitfield	Cathy Speedy	Anne Whitfield	Cathy Speedy (CSPS)
Prince of Wales Public School #2	Cassandra Windsor (Acting) (HS) (Feb 2011)	Melanie Hornik	Cassandra Windsor (Acting) (HS)	Melanie Hornik
Queen Elizabeth Public School (Trenton)	Derek DeLarge	Joanne Nitschke	Derek DeLarge	Joanne Nitschke (NTPS)
Queen Elizabeth School (Belleville)	Vicki Quinn		Vicki Quinn	
Queen Elizabeth School (Picton)	Heather Seres	Kim Myderwyk	Bill Launderville	Kim Myderwyk
Queen Victoria School	Chad Harvey		Chad Harvey	
S. H. Connor School	Susan Carleton-Maines	Corrina Eberwein	Susan Carleton-Maines	Corrina Eberwein (THSPS)
Sir John A. Macdonald School	Carol Fisher		Carol Fisher	
Sir Mackenzie Bowell Public School	Heather McMaster		School closing June 2011 (temporary PC-B Annex Sept 2011)	
Sophiasburgh Central School	Pooky Scott		Pooky Scott	
South Marysburgh Central School	Marg Thompson	David Fry	School closing June 2011	
Stirling Junior Public School	Nicola Wand	Tonia Shelmerdine	Nicola Wand	Kevin MacLaurin (FPS)
Stirling Primary School	Nicola Wand	Tonia Shelmerdine	Nicola Wand	Kevin MacLaurin (FPS)
Stirling Senior Public School	Suzanne Cholasta		Suzanne Cholasta	
Susanna Moodie Elementary School	Bessie Stelatos		Bessie Stelatos	
Tweed Hungerford Senior Public School	Susan Carleton-Maines	Corrina Eberwein	Susan Carleton-Maines	Corrina Eberwein (SHCS)
Tyendinaga Public School	Sue Case	Derek Potts	Sue Case	Louise Gunning (HPS)
V.P. Carswell Elementary School	Stephanie Taylor-Harvey		Stephanie Taylor-Harvey	
York River Public School, effective September 2011 – formerly NHSES	Debbie Speck		Kim Reid	Marion Wilson (MyPS)



**APPENDIX B
PRELIMINARY SECONDARY ADMINISTRATIVE ASSIGNMENTS
SEPTEMBER 2011 - #2**

School	Current		September 2011 (* takes place April 26, 2011)	
	Principal	Vice-principal	Principal	Vice-principal
Bayside Secondary School	Grant Montgomery	Paul Pickard	Grant Montgomery	Nancy Popovich * Cliff Williams (BPS)
Centennial Secondary School	Ian Press	Todd Hinks Nancy Popovich	Ian Press	Eric Fetterley * Todd Hinks
Centre Hastings Secondary School	Liane Woodley	Joan Bennett	Liane Woodley	Joan Bennett
Moira Secondary School	Kim Sampson	Jill Batchelor Greg Garrett	Kim Sampson	Jill Batchelor Greg Garrett
North Hastings High School	Ken Dostaler (Acting)	Lynn Andrews	Ken Dostaler (Acting)	Lynn Andrews
Prince Edward Collegiate Institute	Shelley MacKenzie-Coates	Eric Fetterley	Shelley MacKenzie-Coates	Paul Pickard *
Quinte Secondary School	Lisa Vincent	Dayna Bons Doug Callaghan	Lisa Vincent	Dayna Bons Doug Callaghan
Trenton High School	Darren McFarlane	Ruth Ellen Cummings Tina Jones	Darren McFarlane	Ruth Ellen Cummings Tina Jones

SYSTEM PRINCIPAL

Michael Prendergast, System Principal, K-12 Student Success and School Effectiveness Lead

DISTRICT PRINCIPAL

Debbie Speck, District Principal – September – December 2011

POOL STATUS

Elementary principal

Marion Wilson, Vice-principal, Hermon Public School

Elementary vice-principal

Jennifer Birt, Curriculum Coordinator, Education Centre
Michael Mitchell, Teacher, Harry J. Clarke Public School

Secondary principal

Paul Pickard, Vice-principal – Prince Edward Collegiate Institute

Secondary vice-principal – Nil

ELEMENTARY ADMINISTRATORS ON LEAVE

Annette Huizinga, Vice-principal
Leanne Pond, Principal
Jamie Robb, Principal
Liz Willott, Principal
Debra Wiggins-Reid, Principal

SECONDARY ADMINISTRATORS ON LEAVE

Ken Manderville, Principal

ELEMENTARY ADMINISTRATORS RETIRING

Debbie Speck, Principal – December 31, 2011

SECONDARY ADMINISTRATORS RETIRING - Nil



Decision X Information _____

To: Members of Hastings and Prince Edward District School Board

From: C. Pitman, Chair, Executive Committee

Re: Board Policy Review

Purpose

Board Policy No. 7- Board Policy Development and Review, Section 7: Policy Review requires the Board to establish a process to examine policies as the review date comes in effect.

This report brings forward the following Board Policies, as reviewed for information at the Operations and Finance and Program and Human Resources Committees and recommended for approval by the Executive Committee:

- a) Board Policy No. 3-B Electronic Meetings
- b) Board Policy No. 3-C Student Representation on Board
- c) Board Policy No. 3-D Communications and Media Relations
- d) Board Policy No. 11-B Program and Human Resources Committee
- e) Board Policy No. 11-J Student Discipline Committee

Background

According to Procedure 110 Board Policy Development and Review, Board Policies are required to be reviewed every three years to ensure they are still relevant and have been implemented effectively. The Director was authorized to review the Board Policies at the meeting held on Monday, January 24, 2011.

Current situation

As contained in Executive Committee Report C-2, dated January 10, 2011, amendments to the above policies were presented at the March 7, 2011 Executive Committee meeting and recommended for approval.

Appendices:

- Appendix A - Revised Board Policy No. 3-B Electronic Meetings
- Appendix B - Revised Board Policy No. 3-C Student Representation on Board
- Appendix C - Revised Board Policy No. 3-C Student Representation on Board
- Appendix D - Revised Board Policy No. 3-D Communications and Media Relations
- Appendix E - Revised Board Policy No. 11-B Program and Human Resources Committee
- Appendix F - Revised Board Policy No. 11-J Student Discipline Committee

- a) **Board Policy No. 3-B Electronic Meetings** – was amended by both strikeout and insertion of language to reflect the current practice and system plan.

Recommendation



**Moved: T. Goodfellow
Seconded: S. Clements**

That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-B Electronic Meetings, as contained in Board Report No. B-1a, dated March 28, 2011.

- b) **Board Policy No. 3-C Student Representation on Board** - was amended to align with *Ontario Regulation 7/07 Student Trustee*.

Recommendation

**Moved: M. Hall
Seconded: D. Inch**

That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-C Student Representation on Board, as contained in Board Report No. B-1b, dated March 28, 2011.

- c) **Board Policy No. 3-D – Communications and Media Relations** – was amended by both strikeout and insertion of language to reflect the current practice and system plan.

Recommendation

**Moved: S. Clements
Seconded: M. Hall**

That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-D Communications and Media Relations, as contained in Board Report No. B-1c, dated March 28, 2011.

- d) **Board Policy No. 11-B Program and Human Resources Committee** - was amended by both strikeout and insertion of language to reflect the current practice and system plan.

Recommendation

**Moved: T. Goodfellow
Seconded: S. Clements**

That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-B Program and Human Resources Committee, as contained in Board Report No. B-1d, dated March 28, 2011.

- e) **Board Policy No. 11-J Student Discipline Committee** - was amended by both strikeout and insertion of language to reflect the current practice and system plan.



**Hastings and Prince Edward
District School Board**

**Board Report No. B-1
Page 3
March 28, 2011**

Recommendation

Moved: M. Hall

Seconded: D. Inch

That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-J Student Discipline Committee, as contained in Board Report No. B-1e, dated March 28, 2011.

Respectfully submitted,

**Carl Pitman
Chair, Executive Committee**

BOARD OPERATIONS

POLICY NO. 3-B	
Adopted	May 26, 2008
Last Revised	May 26, 2008
Review Date	May, 2011

ELECTRONIC MEETINGS

1. OBJECTIVE

Hastings and Prince Edward District School Board recognizes the value of using electronic modes of communication in conducting its business. The Board realizes the need to make provision for the use of electronic means for participation in the meetings of the Board and its committees.

The Board has, as required by Ontario Regulation 463/97 Electronic Meetings made under the *Education Act*, developed and implemented this policy providing for the use of electronic means for the holding of meetings of the Board.

2. DEFINITIONS

Meetings of the Board—The term “meetings of the Board” throughout this policy refers to meetings of the Board and meetings of a committee of the Board, including a committee of the whole Board.

3. PROCEDURE

- 3.1 At the request of a Board member or student trustee, in situations where it is not possible for the member or student trustee to attend a regularly scheduled or special meeting of the Board, the Board shall provide electronic means for participation where the technology and infrastructure to support it are available, (ie., teleconference phone, video conferencing). Except in emergency situations, such requests ~~s~~ must be made to the chair or secretary of the Board at least forty-eight hours before the commencement of said meeting.
- 3.2 The following persons must be physically present in the Board meeting room for any meeting of the Board or committee of the whole:
- the chair of the Board or designate;
 - at least one additional member of the Board; and
 - the director of education or designate.
- 3.3 The following persons must be physically present in the committee meeting room for any meeting of the Board’s committees, except for a committee of the whole:
- the chair of the committee or designate; and
 - the director of education or designate.
- 3.4 The chair of the Board or committee will conduct the electronic meeting as if it were a regular meeting of the Board.
- 3.5 A Board member who participates in a meeting by electronic means is considered to be present at the meeting and will be recorded in the attendance for the meeting. Under section 228 of the *Education Act*, Board members must not absent themselves without being authorized by resolution entered in the minutes from three consecutive regular meetings of the Board. Also, in spite of participation by electronic means, section 229 of the *Education Act* requires a physical presence in

the meeting room of the Board for at least one regular meeting of the Board for each period of four full calendar months.

~~a-~~

~~3.53.6~~ The electronic means used for these meetings shall permit the member(s) to hear and be heard by all other participants in the meeting.

~~3.63.7~~ Student trustees who are participating through electronic means shall not participate in any part of a closed meeting of the Board dealing with the disclosure of intimate, personal or financial information in respect of a member of the Board or committee, an employee or prospective employee of the Board or a pupil or his or her parent or guardian.

~~3.73.8~~ The electronic means shall be provided in a way that ensures compliance with the rules governing conflict of interest of Board members.

~~3.83.9~~ The chair of the Board or secretary of the Board shall have authority to refuse to provide a Board member or student trustee with electronic means of participation in a meeting of the Board where it is deemed impossible to ensure compliance with subsections 3.7 or 3.8 above, or where the technology and infrastructure to support it are not available.

~~3.93.10~~ The Board may provide, at one or more locations within its jurisdiction, electronic means to permit participation in meetings by members of the public. Such participation shall be in accordance with Policy No. 3-A Delegations and Presentations. The extent and manner of public participation shall be determined by the Board chair based on the electronic means available.

~~3.103.11~~ The Board shall ensure that the Board meeting room is open to permit physical attendance by members of the public at every meeting of the Board except a meeting closed to the public.

Legal References:

- *Education Act, section 208.1 Electronic Meetings*
- Ontario Regulation 463/97 Electronic Meetings

Board References:

Board Policy No. 2 - Governance By-Laws and Standing Rules

BOARD OPERATIONS

POLICY NO. 3-C	
Adopted	March 26, 2001
Last Revised	May 26, 2008
Review Date	May, 2011

STUDENT REPRESENTATION ON THE BOARD

1. OBJECTIVE

Hastings and Prince Edward District School Board is committed to involving students in the educational decision-making process and supports student trustees as representatives of the interests of pupils within the Board.

2. DEFINITIONS

None

3. POLICY STATEMENT

3.1 Student Involvement

The Board recognizes the benefits which accrue when students are involved in the educational decision-making process. To enable students to participate in this manner, the position of student trustee is established.

3.2 Student Perspectives

The Board expects that students who serve as student trustees shall bring student perspectives to Board discussions; will develop as student leaders; will bring to the Board an increased awareness of issues of concern to students; will assist the Board in determining student issues and student opinion; and will foster effective communication between the Board and students.

3.3 Parameters for Student Representation

The Board shall provide for the appointment of two student trustees to the Board. This representation shall be within the following parameters:

- 3.3.1 Representation shall be in accordance with the *Education Act* and attendant regulations.
- 3.3.2 Representatives shall be students enrolled in a secondary school within the jurisdiction of the Board for the period of representation.
- 3.3.3 Representatives may participate in all public Board discussions and be recognized by the chair, but shall not be entitled to a binding vote.
- 3.3.4 Representatives may participate in closed meetings of the Board, except when dealing with the disclosure of intimate, personal or financial information in respect of a member of the Board or committee, an employee or prospective employee of the Board or a pupil or his or her parent or guardian.
- 3.3.5 A student trustee is not a member of the Board and is not entitled to exercise a binding vote on any matter before the Board or any of its committees.
- 3.3.6 A student trustee is entitled to require that a matter before the Board or one of its committees on which the student trustee sits be put to a recorded vote, and in that case there shall be:
 - a) a recorded non-binding vote that includes the student trustee's vote; and
 - b) a recorded binding vote that does not include the student trustee's vote.

Board Operations

- 3.3.7 A student trustee is not entitled to move a motion, but is entitled to suggest a motion on any matter at a meeting of the Board or of one of its committees on which the student trustee sits, and if no member of the Board or committee, as the case may be, moves the suggested motion, the record shall show the suggested motion.

3.4 Board and Committee Agenda Packages

The Board shall ensure that student trustees receive and review regular copies of the public session of the Board and Board committee agenda packages in accordance with Board policy and procedures.

4. PROCEDURE

4.1 Student Senate

A student senate, composed of up to eighteen representatives in total, from secondary schools within the jurisdiction of the Board, shall be formed and meet a minimum of four times within their term.

4.2 The Student Senate:

- 4.2.1 shall consist of two representatives from each secondary school unless otherwise provided for within this procedure.

- 4.2.2 shall require students, in order to be eligible for this role, to meet the following criteria:

- a) Students must be sixteen years of age or older and entering or enrolled in year 3 or 4 as a full-time student at the secondary school.
- b) Students should have achieved in a previous school year and maintained a minimum average of 70% in all subjects.
- c) Students should have demonstrated an interest and prior involvement in school and/or community-based activities.

- 4.2.3 is a committee of student representatives responsible for the election of two students from the student senate for appointment by the Board as student trustees for Board consideration by no later than the regular May Board meeting preceding the term of the student trustees.

- 4.2.4 shall be elected on or before May 1 by a method decided upon by each secondary school's student council.

- 4.2.5 shall elect the two student trustees at the first meeting to be held ~~within the first week of May~~ not later than April 30.

- 4.2.6 shall assist the student trustees in determining student issues, gathering student opinion and communicating with students.

- 4.2.7 shall serve for the term of June 1 through to May 31.

4.3 Responsibilities of Student Trustees

Student trustees must be willing to commit the necessary time to attend meetings and perform duties and responsibilities as follows:

- 4.3.1 to regularly attend all public Board meetings;
- 4.3.2 to be knowledgeable about and be willing to comply with Board policies and procedures;
- 4.3.3 to attend and participate in standing committees whenever possible;
- 4.3.4 to serve as the student liaison representatives to the student senate;
- 4.3.5 to consult with and to keep the student senate informed about Board issues of interest and concern to students;
- 4.3.6 to represent the views of the student senate when participating in Board discussions;

Board Operations

- 4.3.7 to demonstrate confidentiality and discretion at all times; and
- 4.3.8 to undertake a mentoring role with the incoming student senate.
- 4.3.9 Even though student trustees are not members of the Board, they will have the same opportunity for participation at meetings of the Board or committees of the Board as granted to elected Board members.
- 4.3.10 If attendance is not possible, the director of education shall be notified. Attendance of the student trustees does not affect the quorum.

4.4 Mentor/Advisor

- 4.4.1 The vice-chair of the Board and the director of education shall serve as mentors/advisors to the student trustees. Further, the director of education and vice-chair shall serve as the mentors/advisors to the student senate.
- 4.4.2 Orientation for the newly-selected student trustees shall be provided by the vice-chair of the Board and the director of education prior to the regular meeting of the Board in September. During their term, student trustees may request additional information or assistance, as required.

4.5 Term of Office

- 4.5.1 The term of office for student trustees shall be the school year (September through June) with the student trustees commencing office following their election by the student senate and approval by the Board.
- 4.5.2 Student trustees shall normally occupy the position for a one-year term only.
- 4.5.3 Notwithstanding paragraph 4.5.2, a student trustee can stand for re-election for one further one-year term providing he/she continues to meet all qualifying requirements.
- 4.5.4 In the event of a student trustee being elected for a second term, the secondary school in which that student is registered will be entitled to name a third representative.

4.6 Vacancies

In the event that one or more of the student trustees is not able to complete the term of office, the student senate shall elect a replacement for Board approval at the next regularly scheduled Board meeting.

4.7 Budget

- 4.7.1 The student senate, at its first meeting shall set the budget for the upcoming year at an amount not exceeding the amount allotted by the Ministry in the student focussed funding model for the purpose of student representation.
- 4.7.2 The setting of the budget will take into account the following: cost of attendance at student senate and Board and committee meetings; membership fee in the Ontario Student Trustees Association; attendance at OSTA meetings and workshops and other related conferences; student senate activities (i.e. Youth Forum) and any other costs associated with the operation of the student senate.

4.8 Reimbursement of Expenses

- 4.8.1 Student trustees shall receive an honorarium of \$2,500.00 to be provided to the student trustee at the June meeting of the Board in the year in which they served.
- 4.8.2 Student trustees and other members of the student senate will be reimbursed for their out-of-pocket expenses reasonably incurred in connection with carrying out their duties and responsibilities. Such reimbursement of expenses shall be in accordance with the same rules that govern the reimbursement of elected Board members' expenses.

4.9 Co-operative/Community Service Credit

Board Operations

- 4.10 Due to the time commitment inherent in the position as student trustee, the student trustees may submit a request to the principal prior to the commencement of their participation to be considered eligible for obtaining a co-operative or community service credit.
- 4.11 The principal, at his/her discretion, will determine such eligibility.

Legal References:

- *Education Act, section 55 Student Trustees*
- *Ontario Regulation 7/07 Student Trustees*

Board References:

Board Policy No. 2 - Governance By-Laws and Standing Rules

BOARD OPERATIONS

POLICY NO. 3-D	
Adopted	November 28, 2000
Last Revised	<u>May 26, 2008</u> <u>March, 2011</u>
Review Date	<u>May, 2011</u> <u>May 2014</u>

BOARD COMMUNICATIONS AND & MEDIA RELATIONS

1. OBJECTIVE

Hastings and Prince Edward District School Board is committed to fostering positive relationships and effective communication within the educational system ~~and with~~ ~~and with~~ the ~~broader community at large~~ public and media. The Board strives to ensure efficient and effective communication founded in Growing with Character to promote ~~of the Board's philosophy, goals, plans and developments.~~ AIM—Achievement in Motion for Student Success System plan, events, activities and legislated requirements.

~~Board members recognize newspapers, radio and television broadcasting stations, the Board website and other information media to be important means of keeping people informed about school services, programs, initiatives, challenges and needs. The Board welcomes the interest and assistance of media representatives.~~

The Board values the assistance of all media in the promotion of Hastings and Prince Edward District School Board as the education system of choice.

2. DEFINITIONS

~~None~~

Stakeholders – include students, parents/guardians, employees, the broader public and the media.

3. PROCEDURE

- 3.1 All communications between the Board ~~and stakeholders, the educational system and the community at large shall endeavour to~~ will be clear, concise and timely to ensure ~~that all stakeholders have~~ access to relevant information ~~as promptly as possible.~~ in a timely manner.
- 3.2 The ~~director of education~~ Director of Education or designate shall be responsible for maintaining effective and consistent channels of communication with all stakeholders. ~~in the educational system and the community at large.~~
- 3.3 The Board shall provide to stakeholders information that reflects current trends in education.
- 3.4 The Board shall provide to stakeholders information that is necessary to build a sense of pride in the success of programs and projects established by the system.
- 3.5 Legislative requirements for communications will be met. All Board communications shall meet the goals set by the Board and the responsibilities as set out in existing legislation and contracts.
- 3.6 The Board recognizes the right of the ~~information~~ media to seek facts that are ~~of special interest~~ pertinent in the conduct of their work and will cooperate with the media in the release of such facts such that they do not violate legislation, contractual obligations and/or Board policy. ~~expects staff co-operation with the media as long as the release of such facts does not violate legislated and contractual obligations and Board policy.~~
- 3.7 ~~Every attempt shall be made to release information in a consistent manner to all appropriate media.~~

~~3.83.7~~ The ~~chair~~ Chair of the Board and the ~~director of education~~ Director of Education, or designate, are the Board's primary spokespersons in all situations where a system level comment or response is required. The ~~chair~~ Chair, as the Board's elected representative, provides comments from a political perspective. The ~~director of education~~ Director of Education, or designate, provides the administrative view as the Board's ~~chief executive officer~~ Chief Executive Officer and Chief Education Officer.

~~3.93.8~~ Agendas, reports and minutes, ~~reports and other documents~~ of public Board and/or standing committee public meetings shall be posted on the website and also made available to ~~the staff;~~ employee group leaders; the media; and, if requested, community associations and municipal representatives in Hastings and Prince Edward counties. stakeholders, if requested.

~~3.103.9~~ News releases shall be written in accordance with the established guidelines.

~~3.113.10~~ News releases may will be posted on the Board website.

Legal References:

- *Education Act, section 207 Access to Meetings and Records*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Charter of Rights and Freedoms*

Board References:

- Board Policy No. 1 - Board Mission and Goals
- Board Policy No. 2 - Governance By-Laws and Standing Rules
- Board Policy No. 4 - Corporate Board Job Description
- Board Policy No. 5 - Director of Education Job Description

- Board Policy No. 7 - Board Policy Development and Review
- Guidelines for News Releases

STANDING COMMITTEE

POLICY NO. 11- B	
Adopted	May 26, 2008
Last Revised	May 26, 2008 Draft: January 11, 2011
Review Date	May, 2011 January 2014

PROGRAM AND HUMAN RESOURCES COMMITTEE

1. PURPOSE

The Program and Human Resources Committee shall review and make recommendations to the Board on matters concerning educational programs, special education services and human resources/personnel issues.

2. POWERS AND DUTIES

- 2.1 The committee shall support the achievement of the Board's major areas of responsibility that relate to educational programs, special education services and human resources issues, as described in Board Policy No. 4 Corporate Board Job Description.
- 2.2 The committee is responsible for reviewing and recommending to the Board the goals in the Board's system plan and the means whereby these goals may be achieved.
- 2.3 The committee will review and monitor, through the director of education, matters relating to the quality of programs and program delivery within the system.
- 2.4 The committee will receive, through the director of education, reports relating to the development of special education programs and make recommendations to the Board concerning the need for and the impact of these special ~~provisions~~ programs.
- 2.5 The committee will review and monitor, through the director of education, matters relating to the use of instructional and assistive technology to expand learning opportunities for all students and provide essential support for students with special education needs.
- 2.6 The committee will receive, through the director of education, presentations and reports relating to the progress of students, student discipline and school safety, and any other matters which influence the effectiveness of the schools.
- 2.7 The committee will monitor that the Board acts in accordance with the *Education Act*, regulations and other statutory requirements to ensure the implementation of provincial education standards and policies.
- 2.8 The committee is responsible for ensuring that all employees of the Board are valued and treated with respect, that the principles of fairness, ~~-and~~ equity and inclusivity are practiced, and that the provisions of all current employment and labour laws and Board agreements are implemented.
- 2.9 The committee will monitor the success of administrative procedures related to the management of the Board's human resources and programs that provide benefits and services to employees.

Committees of the Board

2.10 The committee will discuss with the director any issue about educational programs, special education services, or human resources matters that might require the development of an administrative procedure.

3. MEMBERSHIP

3.1 Membership is appointed each year at the annual meeting held in December.

3.2 Membership shall consist of a minimum of five trustees.

4. MEETINGS

4.1 The Program and Human Resources Committee shall schedule meetings for the third Monday evening of each month in which a regular meeting of the Board is held, with the following exceptions:

- a) There will be no regular committee meeting in December.
- b) In June the meeting shall be held on the second Monday evening.
- c) Where the third Monday of any month falls on a statutory holiday, the meeting shall be held on the Tuesday immediately following the holiday.

4.2 Any change in meeting dates shall require advance notice to be publicly posted at least seventy-two hours in advance.

Legal References:

- *Education Act, sections 170-171 Duties and Powers of Boards; Part XIII Behaviour, Discipline and Safety*
- *Education Quality and Accountability Office Act*
- *Labour Relations Act*

Board References:

- Board Policy No. 1 - Board Mission and Goals
- Board Policy No. 4 - Corporate Board Job Description
- Board Policy No. 5 - Director of Education Job Description
- Achievement in Motion System Plan

LEGISLATED COMMITTEE

POLICY NO. 11- J

Adopted	May 26, 2008
Last Revised	May 26, 2008
Review Date	May, 2011

STUDENT DISCIPLINE COMMITTEE

1. PURPOSE

The Board formally delegates to the Student Discipline Committee the powers set out in the *Education Act*, Regulations under the *Act*, and the *Statutory Powers Procedure Act* to determine appeals of student suspensions and recommendations for expulsion.

Board Policy No. 13 - Appeals and Hearings Regarding Student Matters prescribes the procedures for the conduct of appeals and hearings by the Student Discipline Committee. This Board policy provides a summary of the key responsibilities of the committee.

2. DEFINITIONS

Adult Student—An adult student is 18 years of age or older, or 16 or 17 and has removed himself or herself from parental control.

Board Expulsion—A Board expulsion is an expulsion from all schools of the Board.

Mitigating and Other Factors—These factors are described in Ontario Regulation 472/07 – [Behaviour, Discipline and Safety of Pupils](#) and include, but are not limited to, the student's ability to control or understand the consequences of his or her behaviour; the student's history; the age of the student.

Parent—A reference to ~~the "parent" in this policy means refers to both parents if applicable the custodial parent~~ or ~~to a guardian or guardians. Parent means the custodial parent or guardian~~ of a minor child who is not an adult student.

School Expulsion—A school expulsion is from the school of the Board that the student was attending at the time of the incident.

3. POWERS AND DUTIES

3.1 Conducting a Suspension Appeal

3.1.1 If a superintendent's review of the suspension imposed by the principal does not resolve the issue, the Student Discipline Committee shall hear and determine a suspension appeal within fifteen school days of receiving the notice of intention to appeal.

3.1.2 When making its determination, the Student Discipline Committee shall consider the principal's report and submissions and the submissions and any other information provided by the parent or adult student. The Committee shall also consider the analysis and application of any mitigating and other factors which may or may not be applicable in the circumstances.

3.1.3 The Committee shall determine whether the decision to suspend and the suspension imposed were reasonable in the circumstances.

- 3.1.4 The Student Discipline Committee of the Board shall either:
- a) confirm the suspension and its duration;
 - b) confirm the suspension but shorten its duration and amend the record accordingly;
 - c) quash the suspension and order that the record be expunged;
 - d) confirm the suspension and its duration, but order that the record be removed at some future date if certain conditions are met; or
 - e) make such other appropriate order.

3.1.5 The decision of the Student Discipline Committee regarding the suspension appeal is final.

3.2 **Conducting an Expulsion Hearing**

3.2.1 When a principal, in consultation with the appropriate superintendent, recommends that a student be expelled, the Student Discipline Committee shall conduct an expulsion hearing. The hearing shall be held within twenty school days from the date the principal suspended the student pending a possible recommendation for expulsion.

3.2.2 The Student Discipline Committee shall consider whether the principal considered all relevant criteria and information, including mitigating or other factors, in reaching the decision to expel the student.

3.2.3 If the Student Discipline Committee considers that the student should not be expelled, the Committee shall make a determination to deal with the suspension in one of the ways described in paragraph 3.1.4 above.

3.2.4 The Student Discipline Committee's decision with respect to the suspension is final.

3.2.5 In the event the Student Discipline Committee decides to recommend that the student be expelled, the Committee must decide whether to impose a school expulsion or a Board expulsion. In determining the type of the expulsion, the Student Discipline Committee shall consider:

- a) the mitigating and other factors that apply;
- b) all submissions and views of the parties;
- c) any written response to the principal's report provided before the completion of the hearing; and
- d) such other matters as the Student Discipline Committee considers appropriate.

3.2.6 If the Student Discipline Committee decides to recommend a school expulsion, then the Committee must assign the student to another school.

3.2.7 If the Student Discipline Committee decides to recommend a Board expulsion, then the Committee must assign the student to a program for expelled students.

3.2.8 The Student Discipline Committee shall promptly provide written notice of the decision to expel the student to both parties and to the student, if he or she was not a party. This written notice shall include:

- a) the reason for the expulsion;
- b) a statement indicating whether the expulsion is a school expulsion or a Board expulsion;

- c) information about the school or program to which the student has been assigned; and
- d) information about the right to appeal the expulsion to the Child and Family Services Review Board.

4. MEMBERSHIP

- 4.1 All trustees will be appointed to the Student Discipline Committee annually, to serve on a rotating basis, with a minimum of three trustees required to conduct a suspension appeal or an expulsion hearing.
- 4.2 The Discipline Committee shall elect a chair from among its members.
- 4.3 A member of senior staff will act as secretary to the Student Discipline Committee, and serve in an advisory capacity to the committee on procedural matters.

5. MEETINGS

Committee meetings are called upon receipt of an appeal of a suspension, and upon a request for an expulsion hearing by the Board.

Legal References:

- *Education Act, Part XIII; Statutory Powers Procedure Act*
- Ontario Regulation 472/07 Suspension and Expulsion of Pupils
- Ontario Student Record Guideline
- Policy/Program Memorandum No. 128 The Provincial Code of Conduct and School Board Codes of Conduct
- PPM No. 141 School Board Programs for Students on Long-Term Suspension
- PPM No. 142 School Board Programs for Expelled Students
- PPM No. 145 Progressive Discipline and Promoting Positive Student Behaviour

Board References:

- Board Policy No. 13 - Appeals and Hearings Regarding Student Matters
- Administrative Procedure 145 - District Code of Conduct and School Codes of Conduct;
- Administrative Procedure 378 - Student Discipline, Bullying Prevention and Intervention
- Form F013-1 - Notice of Suspension Appeal
- Form F013-2 - Board Suspension Appeal Decision
- Form F013-3 - Board Expulsion Decision



Decision X Information _____

To: The Chair and Members of the Hastings and Prince Edward District School Board

From: Thelma Goodfellow, Chair, Program and Human Resources Committee
June Rogers, Superintendent of Education - Special Education Services
Cathy Portt, Assistant Superintendent of Education – Special Education Services

Re: **Educational Programs in Care, Treatment and Correctional Facilities (Section 23)**

Purpose

To seek approval for the continuation of four (4) Section 23 agreements for the 2011-2012 school year.

Background

Each year the care, treatment and correctional facilities agreements, in accordance with Section 23 of Ontario Regulation 287/98, are reviewed by ministry and board personnel to determine whether the programs should be continued, modified, or expanded.

Criteria for the establishment and maintenance of these programs include:

- application for a Section 23 educational program must come from an approved facility;
- children and youths have been admitted to a facility for care, treatment or custody;
- ongoing care and treatment are to be provided by the facility's professional staff and supported by the teacher through a multi-disciplinary approach.

During 2010-2011, Hastings and Prince Edward District School Board maintained four Section 23 programs in conjunction with various care, treatment, and correctional facilities. Only the direct costs of the Section 23 programs are fully funded by the Ministry of Education, and the sponsoring Ministry in each case. Indirect costs for administration, clerical, in-service etc., are absorbed by Hastings and Prince Edward District School Board.

Current situation

The Board wishes to continue with four (4) Section 23 agreements for the 2011-2012 school year.

PROGRAM	LOCATION	TEACHERS	EAs	STUDENTS (maximum)
Parent-Child and Youth Clinic (Quinte Healthcare Corp) Children in Grades JK to 3 with mental health needs, involved in individual treatment programs	Sir John A. Macdonald P.S. Belleville	1	1	12
Honeywell House Children's Mental Health Residential (Children's Mental Health Services) Children aged 7 to 17 years with mental health issues	Honeywell House Honeywell Corners, Belleville	1	1	12
Junior Day Treatment Program (Children's Mental Health) Children in Grades 4 to 6 who have difficulty in coping with traditional structures, organization or demands of a regular school environment; behaviour and communication needs	Park Dale P.S. Belleville	1	1	12



PROGRAM	LOCATION	TEACHERS	EAs	STUDENTS (maximum)
St. Leonard's Home (Ministry of Children and Youth Services) Open custody, phase 2, for children aged 12 to 17 years; behavioural needs, mainly secondary school students.	St. Leonard's Home Trenton	1	0	10

Program and Human Resources Committee Report No. B-1 was presented and approved at the meeting of March 7, 2011 and is now being brought forward for Board approval.

Appendices

Nil

Recommendation

Moved: J. Williams
Seconded: J. Cobb

That Hastings and Prince Edward District School Board approve for 2011-2012 the four (4) special programs in conjunction with the care, treatment and correctional facilities, subject to approval by the Ministry of Education, as contained in Board Report No. B-2 dated March 28, 2011.

Respectfully submitted,

**Thelma Goodfellow, Chair
Program and Human Resources Committee**

**June Rogers
Superintendent of Education – Special Education Services**

**Cathy Portt
Assistant Superintendent of Education – Special Education Services**



Hastings and Prince Edward District School Board

**Board Report No. B-3
Appendix A
March 28, 2011**

A Great Place to Learn and A Great Place to Work!

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

March 18, 2010

The Honourable Leona Dombrowsky
Minister of Education
Ontario Ministry of Education
Mowat Block
900 Bay Street
Toronto, Ontario
M7A 1L2

Dear Leona:

On behalf of the Board of Trustees and employees of the Hastings and Prince Edward District School Board, I would like to take this opportunity to commend the Ministry of Education on the release of the outstanding support document – Growing Success: Assessment, Evaluation and Reporting in Ontario Schools 2010.

Hastings and Prince Edward District School Board is a system of character that delivers a quality learning experience to support high levels of achievement for each student and uses resources effectively to support and implement high quality learning programs. The Growing Success document aligns with the system plan goal – Success for Each Student. The document provides teachers with the resources necessary to assist students to reach their full potential to achieve personal growth and development and become responsible young adults.

Sincerely

Kathy Soule
Director of Education

KS/sc



Decision X Information _____

To: Chair and Members of Hastings and Prince Edward District School Board

From: K. Soule, Director of Education

Re: **Letter to the Minister of Education, re: Growing Success: Assessment, Evaluation and Reporting in Ontario Schools 2010 Document**

Purpose

At the Board Meeting of Monday, January 24, 2011, it was requested by Trustee Patterson that a letter be drafted to the Ministry of Education to express appreciation for the Growing Success document.

Background

Growing Success Assessment, Evaluation, and Reporting in Ontario Schools, First Edition, covering Grades 1 to 12, outlines a comprehensive policy for the assessment, evaluation, and reporting of student achievement in Ontario schools from Kindergarten to Grade 12 with the aim of maintaining high standards, improving student learning, and benefiting students, parents, and teachers in elementary and secondary schools across the province.

Current situation

A draft letter is presented to Board for consideration and approval.

Appendix:

Appendix A - Draft Letter to Minister of Education

Recommendation

Moved: D. Patterson

Seconded:

That Hastings and Prince Edward District School Board approve the letter to the Minister of Education, as contained in Board Report B-3, dated March 28, 2011.

Respectfully submitted,

**Kathy Soule
Director of Education and Secretary of the Board.**



Decision _____ Information X

To: The Chair and Members of Hastings and Prince Edward District School Board

From: Kathy Soule, Director of Education and Secretary of the Board

Re: **Calendar of events**

Purpose:

To provide a list of upcoming meetings, conferences and conventions.

Board and Committee meetings			
DATE	TIME	EVENT	LOCATION
Thursday, March 31	5:00 p.m.	Special Education Advisory Committee	Board Committee Room
Monday, April 4	2:30 p.m.	Executive Committee	Board Committee Room
Monday, April 11	7:00 p.m.	Operations & Finance	Board Committee Room
Monday, April 18	7:00 p.m.	Program and Human Resources Committee	Board Committee Room
Tuesday, April 26	6:00 p.m.	Board Meeting	Board Room

Conferences and Conventions			
Thursday, March 31 to Saturday, April 2	Labour Relations Symposium 2011		Sheraton Centre Toronto
Tuesday, April 26 to Friday, April 29	OPSOA 2011 Annual Conference		Hilton Hotel Toronto
Thursday, July 7 to Sunday, July 10	CSBA Congress & OPSBA AGM		Westin Hotel Ottawa

System and School Events			
DATE	TIME	EVENT	LOCATION
Monday, March 28	6:30 p.m.	School Council Meeting	Sir John A. MacDonald Public School
Monday, March 28	6:30 p.m.	School Council Meeting	Harry J. Clarke
Tuesday, March 29	9:15 a.m.	Terrific Kids Assembly	College Street School
Wednesday, March 30	9:30 a.m.	Terrific Kids Assembly	Sophiasburgh Public School
Wednesday, March 30	9:45 a.m.	Breakfast & Bingo	Prince Edward Collegiate Institute
Wednesday, March 30	11:45 a.m.	Celebration Assembly	Stirling Primary Public School
Wednesday, March 30	2:00 p.m.	Terrific Kids Assembly	V.P. Carswell Public School
Wednesday, March 30	6:30 p.m.	School Council Meeting	Deseronto Public School
Wednesday, March 30	6:30 p.m.	School Council Meeting	Hermon Public School
Thursday, March 31	9:00 a.m.	Celebration Assembly	Sir John A. MacDonald Public School
Friday, April 1	9:00 a.m.	Success Awards	Deseronto Public School
Friday, April 1	7:00 p.m.	Semi-Formal	Prince Edward Collegiate Institute
Monday, April 4	12:30 p.m.	Perfect Attendance Assembly	Deseronto Public School



**Hastings and Prince Edward
District School Board**

**Board Report No. C-1
Page 2
March 28, 2011**

Monday, April 4	6:00 p.m.	Information Night - Internet Safety & Effects of Alcohol on Youth	Marmora Senior Public School
Tuesday, April 5	11:20 a.m.	Terrific Kids	Bayside Public School
Tuesday, April 5	6:00 p.m.	School Council Meeting	South Marysburgh Central School
Tuesday, April 5	6:00 p.m.	Bullying Seminar	V.P. Carswell Public School
Tuesday, April 5	7:00 p.m.	School Council Meeting	Centennial Secondary School
Wednesday, April 6	9:30 a.m.	Terrific Kids Assembly	Frankford Public School
Wednesday, April 6	5:30 p.m.	School Council Meeting	Prince Charles School (Belleville)
Thursday, April 7	6:30 p.m.	Math Night	Stirling Primary Public School
Friday, April 8	9:30 a.m.	Terrific Kids Assembly	Pinecrest Memorial Public School
Friday, April 8	10:45 a.m.	Terrific Kids Assembly	Kente Public School
Monday, April 11	11:30 a.m.	Terrific Kids Assembly	Prince Charles School (Belleville)
Tuesday, April 12	6:30 p.m.	School Council Meeting	Frankford Public School
Friday, April 15	8:30 a.m.	Superstar Assembly	Madoc Township Public School
Friday, April 15 - Saturday, April 16	12:00 p.m.	30 hour Famine	Moira Secondary School
Friday, April 15	1:15 p.m.	Anti-Hate Assembly	Prince Edward Collegiate Institute
Friday, April 15	TBD	Jump Rope for Heart	Sir Winston Churchill Public School
Friday, April 15	11:30 a.m.	Terrific Kids Assembly	Sir Winston Churchill Public School
Monday, April 18	6:30 p.m.	School Council Meeting	Madoc Township Public School
Monday, April 18	7:00 p.m.	School Council Meeting	Pinecrest Memorial Public School
Tuesday, April 19	9:00 a.m.	Terrific Kids Assembly	Deseronto Public School
Tuesday, April 19	9:30 a.m.	Terrific Kids Assembly	Susanna Moodie Elementary School
Tuesday, April 19	11:35 a.m.	Jump Rope/Hoops for Heart	Frankford Public School
Tuesday, April 19	6:00 p.m.	School Council Meeting	Centre Hastings Secondary School
Tuesday, April 19	6:30 p.m.	School Council Meeting	Prince Edward Collegiate Institute
Wednesday, April 20	10:35 a.m.	Caring Kids Assembly	Bayside Public School
Wednesday, April 20	11:52 a.m.	Fashion Show	Prince Edward Collegiate Institute
Wednesday, April 20	6:00 p.m.	Family Literacy Evening	Prince Charles School (Belleville)
Wednesday, April 20	6:30 p.m.	School Council Meeting	Kente Public School
Wednesday, April 20	7:00 p.m.	School Council Meeting	Foxboro Public School
Wednesday, April 20	7:00 p.m.	Spring Concert	Sophiasburgh Public School
Thursday, April 21	TBD	Earth Day Celebration	Kente Public School
Thursday, April 21	1:00 p.m.	Al Purdy Library Dedication	Trenton High School



**Hastings and Prince Edward
District School Board**

**Board Report No. C-1
Page 3
March 28, 2011**

Please refer to the System Calendar of Events, school websites and newsletters for a complete listing of school and system activities.

Respectfully submitted,

**Kathy Soule
Director of Education and Secretary of the Board**



Decision X Information _____

To: The Chair and Members of Hastings and Prince Edward District School Board

From: Kathy Soule, Director of Education

Re: OPSBA request for Boards to support, in principle, the Coalition for Children and Youth Mental Health

Purpose

One of OPSBA's key priorities is the Whole Child with a specific focus on Children and Youth Mental Health. To further this priority is OPSBA's leadership in forming a provincial Coalition dedicated to Children and Youth Mental Health and Well Being. OPSBA is requesting Member Boards to pass a formal motion to support, in principle, the Coalition's Statement of Intent and join the Coalition for Children and Youth Mental Health.

Background

The Ontario Public School Boards' Association (OPSBA) convened a meeting on January 18, 2011 to explore the possibility of creating a Coalition dedicated to supporting the full continuum of services for Children and Youth Mental Health. The discussion at the meeting recognized and honoured the many organizations that work to support the conditions which promote children and youth success and well-being in life and in school. It was identified that there has never been a better time to come together to join in dialogue and action to deliver a collectively aligned and consistent message that will have widespread resonance and impact on developing and implementing effective, integrated and sustainable public policy.

There was support from all the representatives of the various organizations that this is an excellent approach and one that each representative is taking back to their respective organizations for formal endorsement.

There is recognition that organizations have different capacities, roles and responsibilities, and as such, will determine the extent to which they can support and participate in the various activities within the Coalition.

Current situation

OPSBA is asking each of its Member Boards to add strength to this priority by becoming a member of the Coalition for Children and Youth Mental Health.

Appendices:

- Appendix A – Children and Youth Mental Health Statement of Intent
- Appendix B – Organizations in Attendance at January 18, 2011 meeting
- Appendix C - Meeting Notes January 18, 2011

Recommendation

Moved:

Seconded:



**Hastings and Prince Edward
District School Board**

**Board Report No. D-1
Page 2
March 28, 2011**

**THAT Hastings and Prince Edward District School Board approve, in principle,
the Children and Youth Mental Health Statement of Intent as contained in Board
Report D-1 dated March 28, 2011 and formally join the Coalition for Children
and Youth Mental Health**

Respectfully submitted,

**Kathy Soule
Director of Education and Secretary of the Board**

The following Statement of Intent is offered for adoption by school boards in relation to their membership in the Coalition for Children and Youth Mental Health.

CHILDREN AND YOUTH MENTAL HEALTH

STATEMENT OF INTENT

The Coalition for Children and Youth Mental Health believes that fostering social and emotional health as a part of healthy child development must be a priority in Ontario schools and a priority for integrated public policy in the province. Nurturing the whole child promotes children's rights. It involves engaging with the entire community of caring adults to provide a full continuum of services that includes mental health literacy, promotion of positive social-emotional development, prevention of mental health problems, intervention services and clear pathways to care. The Coalition advocates for the conditions that promote student success in school and in life and recognizes that this is strongly linked with student mental health and well-being. It is vital to recognize that investing in mental health and well-being of children and youth is an investment in Ontario's future sustainability and prosperity.

The Coalition's work in this area will focus on:

- **Mental Health Literacy and Wellness:** Advocating for funding and support for an effective mental health literacy program for all staff working directly with children and youth in schools as well as promoting mental health literacy and wellness in children and youth themselves
- **Integration, not Fragmentation:** Promoting inter-ministerial collaboration and a multi-sectoral approach to ensure facilitated access to timely, integrated, responsive and equitable mental health services for children and youth across Ontario
- **Integrated Public Policy:** Contributing to the development and implementation of strategic and integrated public policy that will positively transform mental health for children and youth through action that takes into account the impact of the social determinants of health*
- **Partnerships:** Building a network of provincial partners dedicated to children and youth mental health to ensure an alignment of priorities and consolidation of effort for sustained change to mental health services, supports and promotion
- **Student and Parent Voice:** Ensuring that the wisdom and lived experiences of students and parents provide a vital voice in the work of the Coalition.

*Social determinants of health are: "the conditions in which people are born, grow, live, work and age, including the health system." (World Health Organization)

Organizations in Attendance
Children and Youth Mental Health
January 18, 2011 Meeting

ACEPO
AFOCSC
Association of Chief Psychologists with Ontario School Boards
Centre for Addiction and Mental Health - CAMH
Children's Mental Health Ontario
Council of Directors of Education (CODE)
Hospital for Sick Children
Mental Health Commission of Canada
Offord Centre for Child Studies
Ontario Association of Children Aid Societies
Ontario Association of School Board Chief Social Workers
Ontario Association of Social Workers
Ontario Catholic School Trustees Association
Ontario Principals' Council
Ontario Public School Boards' Association - OPSBA
Ontario Student Trustee Association (OSTA-AECO)
Ontario Teachers' Federation
Parents for Children's Mental Health
Provincial Centre of Excellence for Child and Youth Mental Health at CHEO
Provincial Council for Maternal and Child Health
School Based Mental Health and Substance Abuse Consortium

**MEETING NOTES JANUARY 18, 2011
CHILDREN AND YOUTH MENTAL HEALTH
OPSBA BOARDROOM
1:00 pm – 3:30 pm**

Objectives:

- To explore opportunities for developing a collaborative coalition in support of children and youth mental health;
- To engage the coalitions' participation in a June 2, 2011 Summit to publicly highlight issues affecting the full continuum of services supporting children and youth mental health;
- To begin the process of seeking agreement on key messages regarding the full continuum of services supporting children and youth mental health.

1. Welcome, Introductions and Opening Remarks:

Catherine Fife, President of OPSBA, opened the meeting by having representatives from each organization introduce themselves. Her opening remarks spoke to the fact that children and youth mental health has been a priority for OPSBA for a number of years. She affirmed that the issues with children and youth are well known by the organizations represented and there is a shared concern around the need to accelerate action on these issues, particularly now that we are in an election year. She stated that meeting like this gives us an opportunity to share complementary strategies, gather information and establish the good will to collectively champion the work that needs to happen to honour our responsibility to students and children in our communities.

She indicated that the afternoon's agenda included a discussion about political advocacy and what could be accomplished through a June summit. OPSBA's members, the public school boards, want to see an equitable continuum of services; they want to see attention focussed on the issues and evidence of leadership at the provincial level. Our responsibilities in the school board sector are changing and broadening to cover 0-18 years and now incorporate child care.

OPSBA's goal in inviting the various organizations here today is to collaborate, align our messaging and build a coalition in support of students.

Catherine opened the dialogue to see if there was agreement in principle.

Representatives' Comments:

We know the issues and the statistics but we have isolated conversations. We need to combine our perspectives and speak the same language. No one sector will have the solution.

This is complex work and it is good to have partners.

Ensure both a French and English approach in the strategy. Legislative rights for language focus on education and not on other necessary services. People need services in their own language. The current provincial government is supportive in this area.

The Student Support Leadership Initiative demonstrated how much further behind French students are in terms of access to services.

The equity we seek in services includes equity of access in one's own language.

In the Mental Health Commission Report educators are seen as those closest to early identification of children who need mental health services. Educators are deeply concerned about the capacity for response to mental health issues in schools. In Ontario only 1 in 6 children and youth are getting access to the kind of mental health services that they need. There are not enough resources.

How do we work together? We begin a movement to bring in programs that allow us to be preventative, i.e., that promote mental health and resilience. We want to start in Ontario to bring people together and see the issues as our shared concern rather than someone else's problem and, through this, find ways to deliver the highest possible level of services. What do we do in schools to make teachers and students healthier through programs that can be integrated into the system?

The most stressful thing for principals in today's environment is to find ways to help students and families to access services. The wait lists are incredibly long and we are often in crisis. We would welcome programs in schools that will help us; effective programs need to include parents. School boards encompass the community and parents.

School boards want to continually move in the direction of being part of the solution rather than contributing to problems and barriers.

In the school system we default to the holistic and the gamut runs from "highly at risk" to general well-being. When boards raise the need to address issues of mental health they meet with strong support from teacher federations.

There is urgency to show some immediate action on the ground. This urgency is widespread.

Students don't know that their school boards care. Make students part of the solution in developing policy and programs.

There is strong commitment to supporting the connectivity between the health and education sectors regarding children and youth mental health.

2. OPSBA Statement of Intent and Mental Health Strategy

Judith Nyman, Director of Program Policy with OPSBA, provided an overview of the pre-circulated statement of intent

OPSBA's goal is for young people to be successful not just in school but in life. No one organization can do this alone. Recent legislation (Bill 177) reinforces the accountability of school boards for student well-being. There are similarities between the government's focus on Early Learning and what we advocate for with regard to mental health. Both are an investment in the future and in economic prosperity.

The draft statement calls for: mental health literacy for all staff and for students themselves; inter-ministerial collaboration; consistency of services across the province; true sustainable change through public policy.

OPSBA believes in partnerships and coalitions; we want to promote complementary coalitions to reinforce messages of collaborative advocacy. Our inclusion of the social determinants of health points to the need to create a holistic picture that draws in all ministries.

Judith commented that this was OPSBA's internal statement of intent. She posed the question : Is it consistent with your organizational goals?

Representative's comments

Public policy involves much more than the three ministries usually identified. We need to use the term "Integrated Public Policy". This carries more meaning.

Could the document include consideration of milestones and keeping track of the sense of urgency? The issues seem broad and complicated – we could use success stories to "de-complicate" the picture.

It is important to measure outcomes rather than the process.

Outcomes go beyond any one sector. We need to look at functionality – the wellness of students and families. Are more people well as a result of this work?

This work involves a broad social movement to deal with the last frontier of discrimination and marginalization. We have to normalize the conversations around mental health. This coalition has to keep expanding. In the education sector we have the power to ignite the needed conversations – with students and with each other and make sure that includes aboriginal communities.

Principals are not reluctant to look at data collection. Students and families are struggling in our schools. Measuring has done a lot for wait times in the health sector. This is what we need to do to have an impact on wait times for access to mental health services. Although we are told that funding for Special Education has increased by 42% over the last several years, we are not feeling the impact of increased service in our schools. General conversation doesn't move the public – data will.

There are other coalitions in the province doing complementary work. CMHO, for example, is currently working on building community involvement in mental health issues leading up to this year's provincial election and has hired a coordinator to assist with their political action campaign.

In terms of promoting integrated public policy, there is no traction without youth and parent voices.

We should put emphasis on mental health literacy and wellness. As the conversation about wellness becomes the focus, the need to talk in terms of "anti-stigma" is removed.

Equity is a separate component – the challenges are different in different cultures and communities. The concept of equity resonates in the public policy arena. Equity also means that we cannot plan for children and youth without including their wisdom. Canada's record on children's rights is not a good one. We should allow the concept of "rights" to be part of the language of this work.

As a coalition of organizations in different sectors we need a coalition of ministries to talk to.

The 10-year Mental Health Strategy brought together 14 Ministries and kept them working together. The draft report addresses the types of things schools can do.

ACTION ITEM : Catherine noted that the original OPSBA statement of intent will be amended to incorporate the input received.

Additional Comments

There are implications for how the current government conceives things, e.g., the way we create space in schools, how we build relationships.

In terms of measuring our work we should be asking: How will the situation for children and youth look different. How will adults look different? We have to do business differently and provoke the necessary outcomes.

Engage students in the planning – ask their opinion of whether they think their mental health is important in the community.

School boards have many more measures of success than student achievement. They collect qualitative data from students, parents and staff. Every board in the province has that data and it could be our baseline. It is not a good news story but there is some good news in it. Feedback from people who have struggled is so much more useful than the views of those who have the theoretical knowledge.

The Draft Mental Health Strategy statement creates the big picture.

3. OPSBA Political Advocacy

Catherine Fife provided an overview of political advocacy to date. OPSBA has had preliminary conversations with provincial political parties and identified children and youth mental health as a #1 issue. The economic case for mental well-being through early identification and having resources in place has been part of OPSBA's conversation about this issue.

OPSBA's aim is to see a specific strategy for mental health in each party's political platform. OPSBA, through this coalition, wants to ensure that the messages are aligned and respecting every organizations' different roles.

In terms of action on inter-ministry collaboration OPSBA plans to meet with Child and Youth Services, Health, Health Promotion and other ministries. The conversation includes concerns for Aboriginal children – 80% of First Nation students attend provincially-funded schools.

ACTION ITEM : To develop common key messages as we meet with politicians, e.g., a message that includes children's rights.

Additional Comments

A motion that organizations support in principle the content of the strategy as amended met with consensus: "Be it resolved that the coalition endorses in principle that Strategy Statement as presented at the Coalition meeting of January 18, 2011" It is understood that for most organizations this has to go to their decision-making body. It is also understood that some organizations will be supportive of the directions but not have a mandate to engage in advocacy. Each party may support the spirit of the statement but not necessarily every component of the strategy. Members of the coalition agreed to take the amended Statement back to their organizations and recommend that it be supported.

ACTION ITEM: To provide a template motion/statement for each representative organization to consider for adoption at their respective board of directors' meetings or equivalent structure. Endorsing the motion/statement means that the organization is a member of the coalition.

ACTION ITEM : A preamble statement should be developed that identifies that children and youth mental health has been a long-standing issue, that caring for students' well-being is not new but the level of urgency is now at a new place.

4. June 2nd Summit

Judith Nyman outlined an overview of the day with the understanding that the newly established Coalition would help to shape the day. This event will incorporate the voices of students and parents and the voices of professionals in the school system (Social Work, Psychology). It will also incorporate a working meeting component to confirm and highlight the collective commitment statement and to discuss actions and expected outcomes. It would be a very public meeting to underscore the whole spectrum of issues linked to children and youth mental health. This would include having "lived experiences' panels of students and parents. Media would be invited. We could also include a political panel. We need key speakers and key sponsors.

Representatives' Comments

In terms of a political panel, it would be better to have party members who were members of the Select Committee on Mental Health. They understand the issues and the dialogue would not be confrontational.

The summit would not be a culmination of efforts but a commitment to continue this work over the long term.

It is more compelling to have speakers who can talk about how their story would have been different with timely access to mental health services. Where was the moment where a different trajectory was, or could have been, possible?

The summit should incorporate French and English.

ACTION ITEM : To establish a smaller sub-group to work with OPSBA to give this Summit shape.

Wrap-up Comments

Having common key messages about what has to be tackled will be powerful for all of us. They should not be too long or convoluted.

As a coalition it would be helpful to have a protocol around sharing with partner organizations when issues related to mental health come up in any one organizations.

The political action entailed in moving this agenda forward can represent a change for all of us. We have to think about how we handle this and how we work together.

We also have to identify who else should be at the table, e.g., other professional associations, Friendship Centres, Municipalities, NGO's with provincial associations, OCASI, Ontario Psychological Association, faith and culture groups.

How big can the core Coalition group become and still be functional? It will be necessary to have a small nimble sub-group that can act quickly – it would have to have a transparent process for keeping the larger group in the loop.

The terms of reference need to be broad enough to allow the work to get done.

ACTION ITEM : OPSBA will circulate the minutes from today's meeting, draft key messages, updated strategy statement and possible dates for a follow-up meeting within the next month. The content of the agenda for that meeting will determine who needs to be there, e.g. if the main topic is the Summit, participants will be those who can dedicate time and effort to the planning.

OPSBA thanked the representatives of the organizations in attendance for creating a positive first step in working together on this issue.

Meeting Adjourned – 3:30 pm

SUMMARY OF ACTION ITEMS

- Amend the original OPSBA statement of intent to incorporate the input received.
- Develop common key messages as we meet with politicians, e.g., a message that includes children's rights.
- To provide a template motion/statement for each organization to consider for adoption at their respective board of directors' meetings or equivalent structure. Endorsing the motion/statement means that the organization is a member of the Coalition.
- Develop a preamble statement that identifies that children and youth mental health has been a long-standing issue, that caring for students' well-being is not new but the level of urgency is now at a new place.
- Establish a smaller sub-group to work with OPSBA to give the June 2nd Summit shape.
- OPSBA will circulate the minutes from today's meeting, draft key messages, updated strategy statement and possible dates for a follow-up meeting within the next month. The content of the agenda for that meeting will determine who needs to be there, e.g. if the main topic is the Summit, participants will be those who can dedicate time and effort to the planning.