



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
EXECUTIVE COMMITTEE
PUBLIC MEETING MINUTES
Monday, January 5, 2015**

Members present: B. Danes, L. Kyle, M. Hall, L. Whitfield
Regrets: D. Inch, D. Patterson
Guests: None
Resource: M. Savery-Whiteway, Director of Education
Minutes: P. Hoskin, Administrative Assistant

Vice-chair Kyle called the meeting to order at 12:15 p.m. and advised that Chair Inch and Trustee Patterson had sent their regrets.

Delegations/presentations

None

Approval of agenda

Moved: M. Hall
Seconded: B. Danes

That the agenda be approved.

Carried

Approval of minutes

Vice-chair Kyle reminded members that the minutes of the November 3, 2014 meeting were approved at the special Executive Committee meeting held on November 24, 2014.

Business arising from the minutes

None.

Recommendations

None.

Information

Annual Report

Director Savery-Whiteway reminded trustees that each year the ministry requires that we provide a report on work that has been completed during the past year. For the past three years we have attempted to align the annual report with the AiM System Plan and goals of the organization. We are currently in the process of developing the annual report and are aiming to bring the final version to the Public Board meeting on January 26. A draft document will be sent to trustees prior to this meeting. The Director noted that as the Annual Report is posted on the website and available for download, fewer

copies will be printed. Printed copies will be distributed to trustees for their use within their community.

District survey

Director Savery-Whiteway noted that the ministry mandates that each board must have a multi-year system plan. During the past few years we have developed a cycle for input into the system plan through meetings with the community and parents, focus groups and district surveys. Last year the report back from the 10 focus groups held within the district was important in setting the priorities for the 5th and final year of the AiM System Plan.

Two action steps in the AiM System Plan this year are to conduct another district survey and to create a work group to look at what an “Educated Graduate” would look like in Hastings and Prince Edward District School Board.

A draft survey has been developed in collaboration with senior staff and Ellen Cooper, a researcher from Quadra Research. The survey will take approximately 10 minutes to complete. The identified key areas the survey will focus on are:

- core purpose,
- current plan,
- educated graduate,
- communication,
- community use, and;
- customer service.

After looking at what questions were asked in the last district survey, it was agreed that there cannot be too many open ended questions. We are also working to be more precise. A draft of the survey will be sent out today to trustees for their feedback. The survey will be released by mid-January for 2-3 weeks. The data analysis from the researcher, the work at the AiM System Plan meeting in February and input from trustees, senior staff and employees will be used to create the next system plan.

Media Reports

The Director stated that following discussions at an Executive Committee meeting, Communications Officer, Kerry Donnell, developed an in-house system to gather news articles from the internet to share with senior staff and trustees. It has been tested by senior staff and it is her intention to include trustees in the distribution next week.

The Director added that this service will not preclude the habit of sending out links when something is urgent or very important. Trustees currently also receive daily media report emails from OPSBA.

Trustee Honoria

Director Savery-Whiteway advised that trustee honorarium is based on a set amount plus an enrolment amount. The decreased enrolment in 2013-2014 will impact the trustee honorarium this year by a decrease of \$62 for trustees, \$71 for the vice-chair and \$80 for the chair. Superintendent Miller will provide a full report at the Operations and Finance Committee meeting on January 12.

Trustee proposals/queries

- Trustee dinner at Loyalist College Club 213
- Northern Outdoor Studies open house invitation to all trustees
- Request from O'Hara Mills Homestead & Conservation Area volunteers

OPSBA update

In Trustee Patterson's absence, Director Savery-Whiteway provided an update on the following OPSBA legislation:

- *Bill 10, Child Care Modernization Act, 2014*
- *Bill 8, Public Sector and MPP Accountability and Transparency Act, 2014*
- *Bill 20: Ryan's Law (Ensuring Asthma Friendly Schools), 2014*
- *Bill 45: Making Healthier Choices Act, 2014*
- *Bill 43: Learning Through Workplace Experience Act, 2014*
- *Bill 54: Right to Care Act (Children 16 Years of Age and Older), 2014*
- *Bill 50: Highway Traffic Amendment Act, 2014*

Draft agenda review

Operations and Finance Committee

- Reviewed the agenda.

Program and Human Resources Committee

- Reviewed the agenda.

Public Board Meeting

- Reviewed the agenda.

Adjournment

The Executive Committee meeting adjourned at 1:00 p.m.