



Hastings and Prince Edward District School Board

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

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

NOTICE OF MEETING

This notice is to confirm that the regular meeting of the
Executive Committee and interested trustees
will be held on:

Monday, January 16, 2012

at 2:00 p.m.**

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

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

Dwayne Inch
Chair of the Executive Committee

Rob McGall
Director of Education

**** Please note the change in meeting
time from 1:00 p.m. to 2:00 p.m.**

Committee Members
J. Cobb, L. Kyle, D. Inch, D. Patterson, J. Williams



Hastings and Prince Edward District School Board

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

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

**Executive Committee
PUBLIC AGENDA
January 16, 2012
immediately following closed session at **2:00 p.m.**
Board Committee Room**

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations / presentations - none		
	Approval of agenda		
	Approval of the minutes: November 7, 2011	A-1	D. Inch
	Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
	Policy Review Part II – Timelines	C-1	R. McGall
	New schools update	Verbal	R. McGall
	District Long Range Plans - update	(htf)	R. McGall
	Trustee proposals and queries	Verbal	All
D	Draft agenda review		
	Operations and Finance Committee	D-1	D. Patterson
	Program and Human Resources Committee	D-2	J. Cobb
	Public Board	D-3	D. Inch
E	Correspondence		

Adjournment

Next regular meeting: Monday, February 6, 2012

Committee Members

J. Cobb, L. Kyle, D. Inch, D. Patterson, J. Williams



- D R A F T -
HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
EXECUTIVE COMMITTEE
PUBLIC MEETING MINUTES
Monday, November 7, 2011

Members present: S. Clements, T. Goodfellow, D. Inch - chair, D. Patterson

Regrets: M. Hall

Guests: None

Resource: R. McGall, Director of Education

Minutes: S. Cole, Secretary, Director's Office

Chair Inch called the meeting to order at 2:21

Delegations/presentations

None

Approval of agenda

Moved: T. Goodfellow

Seconded: S. Clements

That the agenda be approved.

Carried

Approval of minutes

Moved: D. Patterson

Seconded: T. Goodfellow

That the minutes of the meeting of October 3, 2011 be approved

Carried

Moved: T. Goodfellow

Seconded: S. Clements

That the minutes of the special meeting of October 18, 2011 be approved

Carried

Moved: T. Goodfellow

Seconded: S. Clements

**That the minutes of the special meeting of October 24, 2011 be approved,
as corrected .**

Trustee Patterson noted that he was not present at the above meeting.

Carried

Business arising from the minutes

Director McGall noted that revisions to Board Policies are reflected in colour; the 1st revision being red and the 2nd revision being blue. Any recommended revisions from this point on will be noted in another colour.

Recommendations

None.

Information

Board Policy Review

The Director referred Trustees to the Board Policy Review Handout. He indicated copies of the handout will be distributed to the Operations and Finance and Program and Human Resources Committee at their meetings later today. Director McGall requested that Trustees review the package and advise him of any additional changes. He asked that any suggestions be forwarded to him prior to the next Board meeting. A motion will be going forward to the Board requesting approval of the Board Policies at the regular meeting on November 14, 2011.

Committees of the Board

Director McGall referred Trustees to the committee organizational chart included in their agenda package regarding trustee representation on committees for 2011-2012. He noted that the chart gives an overview of committee membership requirements and a short description of committees. The report also includes cross references to Board Policy, the *Education Act* and *Ontario Regulations* for each committee.

The Director advised that a trustee selection chart will be included in the November 14 Board package for trustees to select their committee choices. Trustee committee selection is requested to be returned by November 25, 2011 to the Director's Office. Respective committee selection will be brought forward to the Annual Board Meeting on December 5, 2011.

AiM System Plan summary

The Director informed Trustees that in previous years, a report card account on Board goals and key priorities for Achievement in Motion for Student Success has been presented. He referred to a draft two page version of the AiM Summary which captures all of the Board's intentions and key priorities. The document is user friendly for principal school teams and the community. Growing with Character attributes, key areas of focus and website presence are incorporated on the two page document.

Director McGall advised that the AiM System Plan summary will go public tomorrow and will replace the previous 4 page document. Trustees can share the report with their municipalities and community, if desired. The summary will be updated each year when the system plan is reviewed.

The Executive Committee reviewed the document and suggested two revisions prior to releasing to the public.

Draft agenda review

Operations and Finance Committee

- Reviewed the agenda.
- Trustee questioned the 2012 OSBI insurance premiums %'s

Program and Human Resources Committee

- Reviewed revised agenda.

Public Board Regular Meeting agenda

- Reviewed the agenda.
- Trustee Clements indicated that the Financial Auditor's report should be an information item on the agenda as it is public information
- Board Improvement Plan for Student Achievement – (handout to follow)

Trustee proposals and queries

None

Correspondence

None.

Adjournment

The Executive Committee adjourned at 2.56 pm.



Decision _____ **Information** X

To: The Chair and Members of the Executive Committee

From: Rob McGall, Director of Education

Re: **Board Policy Review Part II - Timelines**

Purpose

To provide the Executive Committee with timelines for the review and/or revision to the remaining Board Policies up for review in the 2011-2012 school year..

Background

According to Procedure 110 Board Policy Development and Review, board policies are reviewed every three years to ensure they are still relevant and have been implemented effectively.

Remaining Board Policies to be reviewed this year are:

Policy No.	Title
No. 3-E	Trustee Honorarium
No. 3-F	Trustee Expense Reimbursement
No. 3-G	Hospitality
No. 3-H	Filling Vacancies on the Board
No. 3-J	Board review/Self Evaluation
No. 5	Director of Education Job Description
No. 6	Delegation of Authority
No. 8	Board Members' Code of Conduct
No. 9	Role of the Board Member
No. 10	Duties of the Board chair and Vice-chair
No. 13	Appeals & Hearings regarding Student Discipline
No. 15	Student Enrolment/School Capacity Committee
No. 16	Selection of the Director

The following timelines are suggested for review of the policies listed above:

- January, 2012 – Senior Administration to review policies up for review
- February 6, 2012 – Executive Committee members to be distributed a handout containing policies for review of the committee with any suggest changes.
- Mid February, 2012 - A special meeting of the Executive Committee to be held. Members will be given revised policies with a mark-up of suggested changes
- March 5, 2012 – Executive Committee to complete work on board policies under review and prepare a notice of motion to Board for approval.
- March 26, 2012 – Notice of motion to Board for approval of any recommended changes to policies.
- April 23, 2012 – Board motion to Board for recommendation to approve revisions to Board policies.

Respectfully submitted,

Rob McGall

Director of Education and Secretary of the Board



Hastings and Prince Edward District School Board

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

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

Operations and Finance Committee PUBLIC AGENDA

Regular meeting of
January 16, 2012 – 7:00 p.m.
Board Committee Room, Education Centre

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations/presentations		
	Approval of agenda		
	Approval of minutes – November 7, 2011		
	Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
	EarthCARE yearend report	C-1	D. Tregenza
	Capital project update (Stirling & Tweed projects) - verbal		
	Trustee expense reimbursement	C-2	D. Rutherford
	Trustee proposals and queries	verbal	
D	Correspondence		
	None		
	Adjourn to Closed Session		

Next regular meeting: February 13, 2012

Committee Membership: *M. Brant, S. Clements, Vice-chair, T. Goodfellow, D. Inch,
D. Patterson, Chair, Student Trustee A. Martin*



Hastings and Prince Edward District School Board

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

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

DRAFT Program and Human Resources Committee PUBLIC AGENDA

Regular meeting of
Monday, January 23, 2012 - 5:30 p.m.
Board Committee Room, Education Centre

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations / presentations – None Approval of agenda Approval of minutes – November 7, 2011 Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
5:30 p.m.	Mental Health update	C-1	J. Rogers
	Expulsion Program update	C-2	M. Savery-Whiteway
	Trustee Proposals and Queries	Verbal	
D	Correspondence - None		

Move into closed session

Next regular meeting: Tuesday, February 21, 2012

*Committee members: Jennifer Cobb, Bonnie Danes, Thelma Goodfellow, Mary Hall, Lucille Kyle,
Jim Williams, Indigo Christ, Student Trustee*



Hastings and Prince Edward District School Board

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

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

DRAFT
BOARD MEETING
PUBLIC AGENDA
Regular meeting of January 30, 2012 – 7:00 p.m.
Education Centre, Board Room

Section	Item	Report No.	Resp.
A	Call to order		
	Board prayer		
	Delegations/presentations:		
	Character Moment – Earl Prentice Public School		D. Inch
	Approval of agenda		
	Approval of minutes:		
	• Regular meeting - November 14, 2011	A-1	D. Inch
	• Annual meeting – December 5, 2011	A-2	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
B	Recommendations		
	Report from Executive Committee		
	• Director's performance appraisal	B-1	D. Inch
	Report from Operations and Finance Committee		
	• RFP for Tri-Board Transportation Services computer hardware	B-2	D. Rutherford
C	Information		
	Calendar of events	C-1	R. McGall
	Report from the Chair	Verbal	D. Inch
	Report from Executive Committee	Verbal	D. Inch
	Report from Operations and Finance Committee	Verbal	D. Patterson
	Report from Program and Human Resources Committee		
	Report from Student Enrolment/School Capacity Committee	Verbal	T. Goodfellow
	Reports from Staff		
	• Capital project update (Stirling & Tweed projects)	C-2	D. Rutherford
	• Director's Annual Report	C-3	R. McGall
	Questions, reports and proposals from trustees (including "notices of motion")	Verbal	All
D	Correspondence		
	Correspondence to former Minister of Education – L. Dombrowsky	D-1	R. McGall

Adjournment

Next regular meeting: Monday, February 27, 2012 – 7:00 p.m.