



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:

Tuesday, September 6, 2011
at 2:30 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

Membership:
S. Clements, T. Goodfellow, M. Hall, D. Inch, D. Patterson



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
September 6, 2011
immediately following closed session at 2:30 p.m.
Board Committee Room**

| Section | Item | Report No. | Resp. |
|----------|---|------------|---------------|
| A | Call to order | | |
| | Delegations / presentations - none | | |
| | Approval of agenda | | |
| | Approval of the minutes: | | |
| | • June 6, 2011 – regular meeting | A-1 | D. Inch |
| | • August 29, 2011 – special meeting | A-2 | D. Inch |
| | Business arising from the minutes | | |
| B | Recommendations | | |
| | Reports from staff | | |
| | • Location of the November Regular Board meeting | B-1 | R. McGall |
| C | Information | | |
| D | Draft agenda review | | |
| | Operations and Finance Committee | D-1 | D. Patterson |
| | Program and Human Resources Committee | D-2 | T. Goodfellow |
| | Public Board – special meeting September 12, 2011 | D-3 | D. Inch |
| | Public Board – regular meeting September 26, 2011 | D-4 | D. Inch |
| E | Correspondence | | |
| | Adjournment | | |

Next regular meeting: Monday, October 3, 2011

Membership

S. Clements, T. Goodfellow, M. Hall, D. Inch, D. Patterson



- D R A F T -
HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
EXECUTIVE COMMITTEE
PUBLIC MEETING MINUTES
Monday, June 6, 2011

Members present: S. Clements, T. Goodfellow, M. Hall, D. Inch

Regrets: None

Guests: J. Cobb, L. Kyle, J. Williams

Resource: K. Soule, Director of Education
R. McGall, Superintendent of Education – Human Resources

Minutes: P. Hoskin, Administrative Assistant

Vice-chair Hall called the meeting to order at 3:00 p.m.

Delegations/presentations - None

Approval of agenda

Moved: T. Goodfellow
Seconded: D. Inch

That the agenda be approved.

Carried

Approval of minutes

Moved: T. Goodfellow
Seconded: D. Inch

That the minutes of the meeting of May 2, 2011 be approved as corrected.

Carried

Business arising from the minutes

It was noted that the Frink Centre presentation will be shown jointly to the Operations and Finance Committee and Program Human Resources Committee meetings on June 13, 2011.

Recommendations

Filling Vacancies on the Board

Director Soule noted the *Education Act* provides for a 90 day window in which a by-election could be called or an appointment made to replace the trustee vacancy. As Trustee Pitman had been acclaimed there were no running partners to select from. Director Soule referred trustees to Executive Committee Report B-1 which is a

recommendation that the Board advertise in local media for a trustee representative from the electoral districts of Municipality of Centre Hastings, Marmora/Lake and Deloro Township, Madoc Township and Stirling-Rawdon Township, following the timelines described in Appendix A.

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

That the Executive Committee recommend that Hastings and Prince Edward District School Board advertise in local media for a Trustee to represent the electoral districts of Municipality of Centre Hastings, Marmora/Lake and Deloro Township, Madoc Township and Stirling-Rawdon Township, as defined in the *Education Act Part VII Section 221.1 Vacancies*, and in accordance with the timelines outlined in Executive Committee Report B-1 Appendix A, dated June 6, 2011.

Carried

Reports from staff

Policy Review

Board Policy No. 3-A: Delegations and Presentations

**Moved: T. Goodfellow
Seconded: D. Inch**

That the Executive Committee recommend that Hastings and Prince Edward District School Board approve the changes to Board Policy No. 3-A Delegations and Presentations, as contained in Executive Committee Report No. B-1, dated June 6, 2011.

It was agreed that the policy and form should both state *“five business days prior to the meeting date”*.

Carried as amended

Information

Selection of the chair

Director Soule noted that this is a unique situation. After reviewing past processes, the *Education Act* and our governance and bylaws, it was determined that an election will be held at the regular meeting of the board on June 20, 2011. The Committee reviewed the draft agenda for the regular board meeting and agreed that the election should take place after the recess following the celebrations and approval of the agenda.

The Director responded to a question regarding the eligibility of someone currently holding office to run for the position of chair.

Governance training

The Director reminded trustees that the Governance training by Marilyn Gouthro will take place tomorrow, June 7, 2011 from 8:30 a.m. until 2:45 p.m. This training will be a focus on the role of trustee, chair and vice-chair, and corporate board responsibility. Governance training next steps will be discussed at a meeting with trustees on September 19, 2011.

Policy Review

Director Soule suggested that it might be more efficient to bring the remaining policies forward in the fall when there is a full board and governance training has been determined. The committee indicated agreement.

Draft agenda review

Operations and Finance Committee

- Reviewed the agenda.

Program and Human Resources Committee

- Reviewed the agenda.

Public Board Special Meeting agenda

- Reviewed the agenda.

Public Board Regular Meeting agenda

- Reviewed the agenda.

Correspondence

None.

The Executive Committee adjourned at 4:00 p.m.



- D R A F T -
HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
EXECUTIVE COMMITTEE SPECIAL MEETING
PUBLIC MEETING MINUTES
Monday, August 29, 2011

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

Regrets: M. Hall

Guests: M. Brant, J. Cobb, L. Kyle, J. Williams

Resource: R. McGall, Director Designate

Minutes: P. Hoskin, Administrative Assistant

Chair Inch called the meeting to order at 2:30 p.m.

Delegations/presentations – None

Approval of agenda

Moved: D. Patterson

Seconded: T. Goodfellow

That the agenda be approved.

Carried

Recommendations

None.

Information

Policy Review

Summer Update

Director Designate, Rob McGall, updated trustees on the status of construction projects at the four schools under renovation, Athol-South Marysburgh Public School, Prince Charles Belleville, York River Public School and Sir John A. Macdonald School.

Athol-South Marysburgh Public School will be ready for opening on September 6, 2011. A temporary office for the week of August 29 – September 2 has been located at Pinecrest Public School.

Construction at Prince Charles School Belleville is moving faster than anticipated and will be ready to receive students on the first day of school. The school office is temporarily located at the Kirk Building for the week of August 29 – September 2.

The project at Sir John A Macdonald School is behind schedule and will not be ready for the first day of school. Discussions with the contractor have extended completion for approximately four weeks. Classes will be temporarily relocated to Sir Mackenzie Bowell School. Voice messages and letters have been sent to parents to advise them of this situation and offer them the option of a shuttle bus from Sir John A Macdonald School to Sir Mackenzie Bowell during this period.

York River Public School additions are behind schedule but significant progress has been made during the past week. The school will be able to accommodate the Grade 7-8 classes while JK-6 classes will be temporarily located at the former Bancroft Public School. It is anticipated that the JK-6 classes can be moved to York River Public School in approximately four weeks.

Trustee Interview Questions

The Director Designate advised that eighteen letters of application were received for the trustee vacancy. There was a productive discussion by trustees regarding potential interview questions.

Rob McGall advised that he will take into account trustee suggestions when preparing the interview questions. Draft questions will be emailed to trustees in advance of the September 6, 2011 interviews for feedback.

The Executive Committee adjourned to closed session at 3:13 p.m.



Decision X **Information**

To: Chair and members of the Executive Committee

From: Rob McGall, Director of Education and Secretary of the Board

Re: **Location of the November Regular Board meeting**

Purpose

To seek approval to relocate the November 14, 2011 regular meeting of the Board to Sir John A. Macdonald School, Belleville.

Background

Article VII, Meetings of the Board contained in Board Policy 2 - By-laws states that the regular meetings of the Board will be held at the Education Centre unless otherwise determined by resolution of the Board. The Board has determined that it is reasonable to hold one meeting per year at an alternate location.

Current situation

In the past Board meetings have been moved offsite to schools within our district. Sir John A. Macdonald School is located in Belleville within the Centennial School Group area and was one of four schools in Hastings and Prince Edward district to undergo significant renovations over the summer.

Appendices - None

Recommendation

Moved:

Seconded:

That the Hastings and Prince Edward District School Board hold its regular meeting on November 14, 2011 at Sir John A. Macdonald School, Belleville, as outlined in Executive Committee Report B-1 dated September 6, 2011.

Respectfully submitted,

Rob McGall

Director of Education and Secretary to the Board

g:\do\2011-12\executive committee\agenda\september\b-1_relocation_board_mtg.doc



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
September 12, 2011 – 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 – June 13, 2011 Business arising from the minutes | | |
| B | Recommendations | | |
| | Architect selection for Stirling/Tweed schools | B-1 | D. Tregenza/D. Rutherford |
| C | Information | | |
| | Capital projects update (verbal report) Mileage rate of reimbursement Enrolment update (verbal report) Trustee expense report Year 2 AiM System Plan – update | C-1 C-2 C-3 | D. Tregenza D. Rutherford D. Rutherford D. Rutherford R. McGall |
| D | Correspondence | | |
| | OPSBA 2011-2012 membership fee | | D. Rutherford |

Next regular meeting: October 11, 2011

Committee Membership: *M. Brant, S. Clements, Vice-chair, T. Goodfellow, M. Hall, D. Inch, D. Patterson, Chair, student trustee (T.B.D.)*



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, September 19, 2011 - 5:30 p.m.
Board Committee Room, Education Centre

| Section | Item | Report No. | Resp. |
|--------------------------|--|------------|------------------------|
| A | Call to order | | |
| (tent. 5:30 p.m.) | Delegations / presentations - Parent Group re: Trenton Adventure Class | | |
| | Approval of agenda | | |
| | Approval of minutes – June 13, 2011 | A-1 | |
| | Business arising from the minutes | | |
| B | Recommendations | | |
| | Year 2 AiM System Plan update (PR) | B-1 | R. McGall |
| | Textbook/Novel Approval | B-2 | T. FitzGibbon |
| C | Information | | |
| 5:45 p.m. | Hastings and Prince Edward Learning Foundation update | C-1 | R. McGall M. deSnoo |
| | Elementary and Secondary Enrolment | C-2 | D. Rutherford |
| | Police Protocol and Procedure | C-3 | M. Savery-Whiteway |
| | 2010-2011 Suspension and Expulsion Data Report | C-4 | M. Savery-Whiteway |
| | Professional Development and Summer In-service update | C-5 | M. Savery-Whiteway |
| | Special Education Plan update | C-6 | J. Rogers |
| | EQAO update | C-7 | T. FitzGibbon |
| D | Correspondence - None | | |

Move into closed session

Next regular meeting: Monday, October 17, 2011

Committee members: Jennifer Cobb, Thelma Goodfellow, Chair, Lucille Kyle, Jim Williams, Vice-chair



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

**SPECIAL BOARD MEETING
PUBLIC AGENDA
Special meeting of September 12, 2011
Immediately following the closed session at 5:30 p.m.
Board Room, Education Centre**

| Section | Item | Report No. | Resp. |
|----------|---|------------|-----------|
| A | Call to order | | |
| | Delegations/presentations: Approval of agenda Report from Committee of the Whole Board | | |
| | • Trustee representative for Centre Hastings | A-1 | M. Hall |
| | Declaration of Office and Oath of Allegiance – Centre Hastings Trustee | Verbal | D. Inch |
| B | Recommendations | | |
| C | Information | | |
| | Reports from staff | | |
| | • Trustee vacancies on the Audit Committee, Program and Human Resources Committee and Safe Schools Advisory Committee | Verbal | R. McGall |
| D | Correspondence | | |

Adjournment

Next regular meeting: Monday, September 26, 2011 – 7:00 p.m.

g:\do\2011-12\board agenda\september special\special_pbm_9_12_10_agenda.doc.



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

**BOARD MEETING
PUBLIC AGENDA**
Regular meeting of September 26, 2011 – 7:00 p.m.
Board Room, Education Centre

| Section | Item | Report No. | Resp. |
|-----------|---|------------|-------------------------------|
| A | Call to order | | |
| | Board prayer | | |
| | Swearing in of Trustee representative for Centre Hastings | | |
| | Delegations/presentations: | | |
| | Approval of agenda | | |
| | Approval of minutes: | | |
| | • June 20, 2011 – regular meeting | A-1 | D. Inch |
| | • September 12, 2011 – special meeting | A-2 | D. Inch |
| | Business arising from the minutes | | |
| | Report from Committee of the Whole Board | | |
| B | Recommendations | | |
| | Report from Executive Committee | | |
| | • Change in venue for November Board Meeting | B-1 | D. Inch |
| | Report from Operations and Finance Committee | | |
| | • Mileage rate of reimbursement | B- | D. Patterson |
| | Report from Program and Human Resources | | |
| | • AiM – Achievement in Motion for Student Success System Plan Year 2 | B- | T. Goodfellow |
| | • Textbook/Novel approval | B- | T. Goodfellow |
| | Report from Staff | | |
| | • Appointment of a trustee representative to the Audit Committee and to the Program and Human Resources Committee | B- | R. McGall |
| 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 |
| | • Elementary and secondary enrolment update | C- | |
| | Report from Program and Human Resources Committee | Verbal | T. Goodfellow |
| | • Professional development and summer in-service update | | |
| | Reports from staff | | |
| | • Capital projects update | C- | D. Rutherford/D. Tregenza |
| 7:05 p.m. | • First day of school at Athol-South Marysburgh, Sir John A. Macdonald School and York River School | Verbal | C. Portt/C. DeMille/J. Rogers |
| | Questions, reports and proposals from trustees (including “notices of motion”) | Verbal | All |
| D | Correspondence | | |
| | Award “Thank You” notes | Handout | R. McGall |
| | Adjournment | | |

Next regular meeting: Monday, October 24, 2011 – 7:00 p.m.

g:\do\2010-11\board agenda\september\pbm_9_27_10_agenda.doc.