



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

**Executive Committee
PUBLIC AGENDA
January 10, 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: None (Note: Minutes of November 1, 2010 meeting were approved at the Ad Hoc Committee Meeting on November 29, 2010) Business arising from the minutes	A-1	
B	Recommendations		
	None		
C	Information		
	Membership on Board Committees Summary	C-1	K. Soule
	Policy Review Committee	C-2	K. Soule
	Trustee Orientation Schedule	C-3	K. Soule
	Public Education Symposium	Verbal	K. Soule
	February Board and Executive Meetings	Verbal	K. Soule
	Special Operations and Finance meeting (Tender: Prince Charles School – Belleville)	Verbal	K. Soule
D	Draft agenda review		
	Operations and Finance Committee	D-1	D. Inch
	Program and Human Resources Committee	D-2	T. Goodfellow
	Public Board	D-3	C. Pitman
E	Correspondence		

Adjournment

Next regular meeting: Monday, February 7, 2011

Membership

*S. Clements, Fifth Member; T. Goodfellow, Chair – Program and Human Resources;
M. Hall, Vice-chair; D. Inch, Chair – Operations and Finance; C. Pitman, Chair*



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
EXECUTIVE COMMITTEE
PUBLIC MEETING MINUTES
Monday, November 1, 2010**

Members present: S. Clements, M. Hall, H. Marissen, C. Pitman, M. Walker

Regrets: None

Guests: None

Resource: K. Soule, Director of Education

Minutes: P. Hoskin, Administrative Assistant

Chair Pitman called the meeting to order at 3:14 p.m.

Delegations/presentations - None

Approval of agenda

Moved: M. Walker

Seconded: H. Marissen

That the revised agenda be approved.

Carried

Approval of minutes

Moved: M. Hall

Seconded: S. Clements

That the minutes of the meeting of October 4, 2010 be approved.

Carried

Business arising from the minutes

The Director responded to trustee questions regarding the Altus press release and the change in date of the Festive Dinner to November 26, 2010.

Recommendations

Trustee attendance at Public Education Symposium – January 27-29, 2011

The Director discussed the benefits of current and new trustees attending this professional development opportunity.

Moved: M. Walker

Seconded: H. Marissen

That the Executive Committee recommend that Hastings and Prince Edward District School Board support the attendance of trustees at the

Public Education Symposium (PES) in Toronto, January 28-29, 2011 so they may participate in the first four core modules of the Ontario Education Services Corporation (OESC) Professional Development Program for School Board Trustees.

Carried

Trustee Walker left the meeting at 3:38 p.m.

Information

Membership on Board Committees

The Director noted that through revisions to *Ontario Regulation 374/10*, the name of the Supervised Alternative Learning for Excused Pupils (SALEP) has been changed to Supervised Alternative Learning (SAL). A correction to the number of trustees required for Special Education Advisory Committee (SEAC) to two with an alternate for each was noted.

The Director advised that this is the standard format that will be brought to the November Board Meeting for completion by new and returning trustees.

Character moment – Board meeting opening

The Director commented that a recommendation to change the Board meeting opening will be brought to the November Board Meeting from the Ad Hoc Committee. The proposed change to open the meeting with a Character Moment involving students and staff, demonstrates character attributes in action and ensures that this focus remains constant throughout board deliberations.

The five to eight minute Character Moment will follow the call to order by the chair and will be introduced by the Trustee who is bringing the Character Moment. The Director advised that the responsible trustee will be provided with introductory comments ahead of the Character Moment presentation which will focus on modeling our character attributes. The Director will incorporate “guidance” into the comments for the chair.

Travel to Board Meeting at Earl Prentice Public School November 15, 2010

The Director discussed the bus arrangements that have been made to pick up trustees and staff at the Education Centre at 3:30 p.m. on Monday, November 15, 2010 for transportation to Earl Prentice Public School to attend the Board meeting.

Establishment of an Ad Hoc Committee to approve minutes

The Director advised trustees that because a newly elected Board is not able to approve minutes of the previous board, an ad hoc committee comprised of not less than six trustees will be established to approve final minutes of the board and committees meetings.

Moved: S. Clements

Seconded: M. Hall

That the Executive Committee recommend that Hastings and Prince Edward District School Board establish a committee of six trustees to approve all outstanding minutes of the Board, Executive Committee, Operations and Finance Committee and Program and Human Resources Committee.

Carried

Supervised Alternative Learning (SAL)

The Director advised trustees that because of changes to *Ontario Regulation 340/10* effective February 1, 2011, the Supervised Alternative Learning for Excused Pupils (SALEP) will now be known as Supervised Alternative Learning (SAL). Revisions to the regulations reflect a greater emphasis on planning and monitoring a student's SAL pathway and principal involvement in the process.

It was noted that during 2009-2010, the pilot implementation of the refined SALEP process and centralized SALEP Committee model, resulted in significant improvements to the management of SALEP referrals at the school and system level as well as greatly improved parent and student involvement.

The implication of the new SAL regulations in regard to our board's current policy and procedure will continue to be reviewed with amendment recommendations being brought forward to senior administration. Membership on the SAL will involve trustees at the central committee only.

Draft agenda review

Operations and Finance Committee

- Reviewed the agenda for the regular meeting of November 8, 2010 and special meeting of November 15, 2010.
- Move changes to Policy 11: Board Committees to Information.

Program and Human Resources Committee

- Reviewed the agenda.
- Move Board Opening from recommendation to Information.

Public Board agenda

- Reviewed the agenda.
- Add Character Moment presentation by students from Earl Prentice Public School.

Correspondence

Ontario Education Services Corporation (OESC) – Equity and Inclusive Education

The Director advised that this is an invitation to school boards to send representation based on their criteria to this symposium. There is no charge to attend and travel expenses of up to \$300 will be reimbursed.

The Executive Committee adjourned at 4:30 p.m.



**TRUSTEE MEMBERSHIP ON COMMITTEES
2010-2011**

Standing Committees of the Board

Operations and Finance Committee (min. of 5)	<ul style="list-style-type: none">• Mike Brant• Sam Clements (vice-chair)• Thelma Goodfellow• Mary Hall• Dwayne Inch (chair)• Dave Patterson
Program and Human Resources Committee (min. of 5)	<ul style="list-style-type: none">• Jennifer Cobb• Thelma Goodfellow (chair)• Lucille Kyle• Carl Pitman• Jim Williams (vice-chair)
Executive Committee	<ul style="list-style-type: none">• Sam Clements• Thelma Goodfellow• Mary Hall (vice-chair)• Dwayne Inch• Carl Pitman (chair)

Statutory Committees of the Board

Audit Committee (3)	<ul style="list-style-type: none">• Sam Clements• Dwayne Inch• Carl Pitman
Special Education Advisory Committee (SEAC) (2 active & 2 alternates)	<ul style="list-style-type: none">• Thelma Goodfellow (active)• Dwayne Inch (alternate)• Lucille Kyle (active)• Dave Patterson (alternate)
Student Enrolment/School Capacity	<ul style="list-style-type: none">• Thelma Goodfellow (vice-chair)• Jim Williams (chair)
Supervised Alternative Learning (SAL) (2 active & 1 alternate)	<ul style="list-style-type: none">• Mike Brant (active)• Jennifer Cobb (active)• Jim Williams (alternate)



**TRUSTEE MEMBERSHIP ON COMMITTEES
2010-2011**

Administrative Committees of the Board

Aboriginal Education Steering Committee (1 + Aboriginal Representative)	<ul style="list-style-type: none">• Mike Brant• Jennifer Cobb
Accessibility Advisory Committee (1)	<ul style="list-style-type: none">• Mary Hall
Character Development Committee (1)	<ul style="list-style-type: none">• Jim Williams
Equity and Inclusivity Advisory Committee (1 + Aboriginal Representative)	<ul style="list-style-type: none">• Mike Brant• Jim Williams
Great Place Awards Committee (1)	<ul style="list-style-type: none">• Mary Hall
Information Technology Advisory Committee (ITAC) (1)	<ul style="list-style-type: none">• Dave Patterson
Leadership Development Steering Committee (1)	<ul style="list-style-type: none">• Thelma Goodfellow
Marketing Committee (1)	<ul style="list-style-type: none">• Carl Pitman
Parent Involvement Committee (PIC) (1)	<ul style="list-style-type: none">• Jennifer Cobb
Safe Schools Advisory Committee (1)	<ul style="list-style-type: none">• Carl Pitman
Specialist High Skills Majors Advisory Committee (1)	<ul style="list-style-type: none">• Dave Patterson

External Committees of the Board

Food for Learning Committee (1)	<ul style="list-style-type: none">• Lucille Kyle
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REVISED

2011 Policy Review

Policy Number	Title	Review Date
No. 3-A	Delegations and Presentations	May 2011
No. 3-B	Electronic Meetings	May 2011
No. 3-C	Student Representation on the Board	May 2011
No. 3-D	Board Communications and Media Relations	May 2011
No. 3-G	Hospitality	May 2011
No. 3-H	Filling Vacancies on the Board	May 2011
No. 3-I	Indemnification of Board Members	May 2011
No. 3-J	Board Review / Self-Evaluation	May 2011
No. 5	Director of Education Job Description	May 2011
No. 6	Delegation of Authority	May 2011
No. 7	Board Policy Development and Review	May 2011
No. 8	Board Members' Code of Conduct	May 2011
No. 9	Role of the Board Member	May 2011
No. 11-A	Committee of the Whole Board	May 2011
No. 11-B	Program and Human Resources Committee	May 2011
No. 11-D	Executive Committee	May 2011
No. 11-E	The Budget Committee	May 2011
No. 11-F	Student Enrolment/School Capacity Committee	May 2011
No. 11-G	Special Education Advisory Committee	May 2011
No. 11-H	Supervised Alternative Learning for Excused Pupils (SALEP) Committees	May 2011
No. 11-J	Student Discipline Committee	May 2011
No. 11-K	Ad Hoc Committees	May 2011
No. 12	External Committees and Trustee Advocacy	May 2011
No. 14	Hearings on Termination of Teacher Employment	May 2011
No. 16	Selection of the Director	May 2011
No. 17	Transportation of Students	May 2011

Trustee Orientation Sessions 2011

Executive Committee
Report C-3
January 10, 2011

	Date/Time	Orientation Session	Location	Notes	Attending
Session 1	Monday, January 17, 2011 - 3:15 – 4:15 p.m.	Suspension Appeal / Expulsion Hearing	Board Committee Room	Light dinner will be provided at 5:15 p.m. between the ITS and Program and Human Resources presentations. The Program and Human Resources Committee meeting will begin at 7:00 p.m.	T. Goodfellow M. Brant M. Hall L. Kyle D. Patterson D. Inch C. Pitman J. Williams
Session 2	Monday, January 17, 2011 - 4:15 – 5:15 p.m.	Information Technology Services (ITS)	Board Committee Room		
Session 3	Monday, January 17, 2011 – 5:30 – 6:30 p.m.	Human Resources Support Services	Board Committee Room		
Session 4	Monday, January 24, 2011 – 4:00 – 5:00 p.m.	Curriculum Services	Board Committee Room	A special Operations & Finance meeting will be held at 5:00 p.m. A light dinner will be provided at 5:30 p.m. prior to the Committee of the Whole meeting at 6:00 p.m.	J. Cobb T. Goodfellow M. Hall L. Kyle D. Patterson S. Clements D. Inch C. Pitman J. Williams
Session 5	Monday, February 14, 2011 – 5:00 – 6:45 p.m.	Business Services Overview and Budget	Board Committee Room	Light dinner will be provided at the orientation session. The Operations and Finance Committee meeting will begin at 7:00 p.m.	J. Cobb T. Goodfellow M. Hall L. Kyle D. Patterson S. Clements D. Inch C. Pitman J. Williams
Session 6	Tuesday, February 22, 2011 – 5:00 p.m. – 6:00 p.m.	Special Education	Board Committee Room	Light dinner will be provided at 6:00 p.m. prior to the Program and Human Resources Committee meeting at 7:00 p.m.	J. Cobb T. Goodfellow M. Hall L. Kyle D. Patterson S. Clements D. Inch C. Pitman J. Williams
Session 7	Monday, February 28, 2011 – 3:00 – 4:00 p.m.	Facility Services	William R. Kirk Building	To Education Centre for Safe Schools session at 4:15 p.m.	J. Cobb T. Goodfellow M. Hall L. Kyle D. Patterson S. Clements D. Inch C. Pitman J. Williams
Session 8	Monday, February 28, 2011 – 4:15 – 5:15 p.m.	Safe Schools	Board Committee Room	Light dinner will be provided at 5:15 p.m. prior to the Committee of the Whole meeting at 6:00 p.m.	J. Cobb T. Goodfellow M. Hall L. Kyle D. Patterson S. Clements D. Inch C. Pitman J. Williams



Hastings and Prince Edward District School Board

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Operations and Finance Committee PUBLIC AGENDA

Regular meeting of
January 10, 2011 – 7:00 p.m.
Board Committee Room, Education Centre

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations / presentations – CML Snider School track (Lisa Lindsay) Approval of agenda Approval of minutes – November 8, 2010; November 15, 2010 Note: Minutes were approved at the meeting of the Ad Hoc Committee on November 29, 2010. Business arising from the minutes - None		
B	Recommendations		
	Name for Kindergarten to Grade 8 Bancroft School	B-1	J. Rogers
	Community Use: Grand Tour Village site at Centennial Secondary School	B-2	K. Soule/S. Smith
	Capital Priorities	B-3	D. Rutherford
	Athol Central Public School Floor Plan	B-4	D. Rutherford/D. Tregenza
	Coe Hill Geothermal Project	B-5	D. Rutherford
C	Information		
	Policy 11C: Operations and Finance Committee - update		D. Rutherford
	Capital Project Update	C-1	D. Rutherford
	Trustee Expense Reimbursement	C-2	D. Rutherford
	Shared Feasibility Study for Eastern Ontario Boards	C-3	D. Rutherford
D	Correspondence		
	None		

**Special Meeting – January 24, 2011 – Time T.B.D.
Next Regular Meeting – February 14, 2011 – 7:00 p.m.**



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DRAFT Program and Human Resources Committee PUBLIC AGENDA

**Regular meeting of
January 17, 2011 - 7:00 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 – none Business arising from the minutes		
B	Recommendations		
	None		
C	Information		
<u>7:00 p.m.</u>	Skopus update	C-1	M. Norton A. Harvey
	Early Learning update	C-2	T. FitzGibbon
	New Provincial Report Cards/Growing Success	C-3	C. DeMille
	Alternative Report Card	C-4	C. DeMille
	Expulsion Program update	C-5	M. Savery-Whiteway
<u>8:00 p.m.</u>	Adult Education update	C-6	R. McGall J. Jarvis
D	Correspondence		
	None		
	Adjournment		

Next regular meeting: Tuesday, February 22, 2011



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D R A F T
BOARD MEETING
PUBLIC AGENDA`
Regular meeting of January 24, 2011 – 7:00 p.m.
Board Room, Education Centre

Section	Item	Report No.	Resp.
A Call to order			
	Board prayer		
	Delegations/presentations		
	Approval of agenda		
	Approval of minutes: December 6, 2010	A-1	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
B Recommendations			
	Report from Operations and Finance		
	Name for JK-8 Bancroft School	B-1	D. Inch
	Community Use: Grand Tour Village site at Centennial Secondary	B-2	D. Inch
	Capital Priorities	B-3	D. Inch
	Athol Central Public School Floor Plan	B-4	D. Inch
	Coe Hill Geothermal Project	B-5	D. Inch
	Tender approval for Prince Charles School (Belleville)	B-6	D. Inch
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		
Timed Item 7:15 pm	Mural Presentation – Maureen Walton	Verbal	K. Soule
	Director's Annual Report	Handout to follow	K. Soule
	Notices of Motion		
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
D Correspondence			
	Faraday Township – request for reimbursement of election expenses and response	D-1	K. Soule

Adjournment

Next regular meeting: Monday, February 28, 2011 – 7:00 p.m.

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