



NOTICE OF MEETING

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

**Monday, February 7, 2011
at 2:30 p.m.
in the Committee Room, Education Centre
156 Ann Street, Belleville, Ontario**

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

Carl Pitman
Chair of the Executive Committee

Kathy Soule
Director of Education
Secretary of the Board

Committee Members:

Sam Clements
Dwayne Inch

Thelma Goodfellow
Carl Pitman

Mary Hall



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
February 7, 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: January 10, 2011		
	Business arising from the minutes	A-1	
B	Recommendations		
	None		
C	Information		
	Board Policy No. 3-B Electronic Meetings	B-1	K. Soule
	Board Policy 11-J: Student Discipline Committee	B-2	K. Soule
	Trustee retreat	Verbal	K. Soule
	AiM – Achievement in Motion for Student Success	Verbal	K. Soule
	System Plan 2010-2015		
	Governance – next steps	Verbal	K. Soule
	Notices of Motion:		K. Soule
	• Board Policy No. 11-H Supervised Alternative Learning for Excused Pupils Committee	B-3	
	• Board Policy No. 2 Governance By-Laws and Standing Rules	B-4	
	• Board Policy No. 3-F Trustee Expense Reimbursement	B-5	
	Distribution of the Annual Report 2009/10	Verbal	K. Soule
	Nameplate changes	Verbal	K. Soule
D	Draft agenda review		
	Operations and Finance Committee	D-1	D. Inch
	Program and Human Resources Committee	Handout to follow	T. Goodfellow
	Public Board	D-2	C. Pitman
E	Correspondence		

Adjournment

Next regular meeting: Monday, March 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, January 10, 2011**

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

Regrets: None

Guests: None

Resource: K. Soule, Director of Education

Minutes: P. Hoskin, Administrative Assistant

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

Delegations/presentations - None

Approval of agenda

Moved: M. Hall

Seconded: T. Goodfellow

That the agenda be approved.

Trustee Clements asked to have the Director's Address and Student Trustee Voting added to the agenda.

Carried

Approval of minutes

- None – the minutes of the November 1, 2010 meeting were approved at the Ad Hoc Committee meeting on November 29, 2010.

Business arising from the minutes

It was suggested that references to conferences and events in the minutes include the date, time and location.

The Director noted that when possible, presentations that demonstrate our character attributes will be made at Public Board Meeting.

Recommendations

- None

Information

Membership on Board Committees Summary

The Director noted that the chair of the Student Enrolment/School Capacity committee is Trustee Williams and Trustee Goodfellow is vice-chair. Trustee Hall is the representative on Accessibility Advisory Committee.

Policy Review Committee

The Director commented that there are a number of policies coming forward for review in 2011. Some need changes because of regulations and some do not require any changes. It was noted that in the past the Executive Committee has acted as the Policy Review Committee.

Moved: M. Hall

Seconded: T. Goodfellow

That the Executive Committee recommend that Hastings and Prince Edward District School Board authorize the Director to review the policies as contained in Executive Committee Revised Report C-2, dated January 10, 2011, and bring recommendations forward in a timely manner, to the Executive Committee for discussion in accordance with Board Policy No.7 .

Carried

Trustee Orientation Schedule

The Director reviewed the Trustee Orientation Schedule as outlined in Executive Committee Report C-3, dated January 10, 2011 and added that an effort has been made to coordinate the sessions with other Board meetings to reduce travel and time.

Public Education Symposium

The Director advised that all trustees will be participating in the four governance modules either at the pre-symposium or main symposium at the Public Education Symposium on January 27-29, 2011 at the Sheraton Centre in Toronto.

February Board and Executive Meetings

The Director noted that as she will be away on vacation for the February Board meeting, Superintendent McGall is designated to act in her place. He will also attend the February Executive Committee meeting in preparation for the Board meeting.

Special Operations and Finance Committee Meeting (Tender: Prince Charles School – Belleville)

The Director noted that this is a special meeting to approve the tender for renovations and additions to Prince Charles School (Belleville).

Student Trustee Vote

When questioned about Student Trustees voting, the Director advised that according to Board Policy No. 3-C, student trustees can vote on a motion to show their support/non-support of an item/motion but it is a non-binding vote.

Director's Address

Trustee Clements commented on the train analogy used in the Director's address. He also commented on the meaning of initiative to young people in the twenty first century.

Draft agenda review

Operations and Finance Committee

- Reviewed the agenda.

The Director provided trustees with additional information on the Bicycling Tour Company that has requested to use Centennial Secondary School as the site for their "village" during their stop in Belleville August 8-10, 2011.

Program and Human Resources Committee

- Reviewed the agenda.

Public Board agenda

- Reviewed the agenda.

Correspondence

None.

The Executive Committee adjourned at 3:45 p.m.

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 request ~~ss~~ 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.
- 3.5
- 3.6 The electronic means used for these meetings shall permit the member(s) to hear and be heard by all other participants in the meeting.
- 3.7 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.
- 3.8 The electronic means shall be provided in a way that ensures compliance with the rules governing conflict of interest of Board members.
- 3.9 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.
- 3.10 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.
- 3.11 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

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 "parent" in this policy refers to both parents if applicable, 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.

Deleted: the

Deleted: means

Deleted: the custodial parent

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

STATUTORY COMMITTEE 11-H

POLICY NO. 11- H	
<u>Adopted</u>	<u>May 26, 2008</u>
<u>Last Revised</u>	<u>May 26, 2008</u>
<u>Review Date</u>	<u>May, 2011</u>

SUPERVISED ALTERNATIVE LEARNING FOR (SALEP) COMMITTEES

1. PURPOSE

The Board shall establish Supervised Alternative Learning for Excused Pupils (SALEP) Committees as required under the *Education Act*.

2. DEFINITIONS

Parent—A parent includes a guardian and is the parent of the student participating in SAL.

Primary Contact Person— Aan employee of the Board who is assigned to facilitate the development of the Supervised Alternative Learning Plan and to monitor the student's progress.

Principal - Principal of the school where the student is enrolled.

Supervised Alternative Learning Plan (SALP) Program—A SALP program means a supervised alternative learning plan program for a student that is approved by a SALEP Committee. The SALP shall include the pupil's education and life goals and that may include one or more of the following activities:

- a) full-time or part-time employment at an approved work station for such term or period of time as is fixed or determined under the program;
- b) completion of a life-skills course; and
- c) such continuing studies or other activity directed towards the student's needs and interests as may be acceptable to the committee.

[MSOffice3]

Regular contact with the student is maintained by a primary contact person teacher or other staff member to ensure that the student continues to participate in the SALP conform to the program and, therefore, to continue to be excused from attendance at school.

Approved Work Station—An approved work station means the place of work approved by the school principal a SAL Committee where the student is employed during school hours when the student is excused from attendance at school either full-time or part-time. [H4]

3. POWERS AND DUTIES

3.1 Exceptions to Compulsory Attendance

The Board shall establish Supervised Alternative Learning Committee as required under the Education Act. A Supervised Alternative Learning for Excused Pupils Committee decides whether a student may be excused from compulsory school attendance, in accordance with the *Education Act* and Ontario Regulation 374/10308.

3.2 Referral of Student to SAL Committee Parent Application

The principal or parent of a student of compulsory school age, who has attained the age of fourteen years and is not benefiting from existing school programs, may referred the student to the SAL Committee apply

in writing to the principal to have the child to participate in an alternative program, stating the reasons for the application. The principal shall forward the application to the SAL Committee school attendance counsellor. This referral is made in writing by the principal or, parent. If a student is at least 16 years old and has withdrawn from parental control, any authority or right that is vested in, or any obligation that is imposed upon, a parent of a student under this Part is vested in or imposed upon the student[H5].

3.3 Notice of Committee Meeting Consideration

The SALEP Committee for the region where the student is enrolled or has the right to attend shall consider SALP the application and any oral or written submission made by any person in support of the application or in opposition to it. The committee may require the principal and any other staff members to report to the committee regarding the student and to make recommendations in respect of the application. The parent may examine any reports or recommendations made in respect of the student.^[H6]

3.4 Committee Decision

The SALEP Committee shall, after reviewing the SALP and after interviewing the student, his or her parent, and, where the committee considers it appropriate, any other person:

- a) not approve participation by the pupil as described in the plan reject the application, in which case the student shall attend school as required by the *Education Act*; or
- b) approve participation by the pupil as described in the plan the application, in which case the committee shall prescribe a program directed towards the student's needs and interests.
- b)c) modify the plan and approve participation by the pupil in supervised alternative learning as described in the plan as modified^[MSOffice7]

Where the committee considers that it is in the best interests of a student, it may designate a school for the purposes of a program that is not the school where the student is currently enrolled.^[MSOffice8]

If a SALP was not submitted to the committee, the committee shall,

- a) require the principal of the pupil's school to cause a plan to be developed for the pupil, or
- b) not approve participation by the pupil in supervised alternative learning.

3.5 Communication Notification of Decision

Within 5 days of the decision, ^tThe secretary of the committee shall communicate notify in writing to the principal, the school attendance counsellor, the student and the parent of the decision of the committee.

3.6 Request for Reconsideration ^[MSOffice9] Review

If the parent of a student disagrees with the determination of the SALEP Committee and wishes to request reconsideration bring further relevant information to the attention of the committee, the parent must notify the school principal secretary of the committee in writing within 10 days of receiving the SAL Committee's written decision. ^[MSOffice10] **The notification shall describe the reasons for the request for review.**

The committee may review the decision with which the parent disagrees and, as appropriate to the case, with or without hearing the parent:

- a) **approve the application, reverse the original decision, and describe the alternative program;**
- b) **confirm or alter the original decision; or**
- c) **refuse to review the original committee determination.**

3.7 Notification Communication of Reconsideration Review Decision

Within 5 days of the decision, tThe SALEP Committee shall notify communicate in writing to the principal, the school attendance counsellor, the student and the parent of its decision in respect to the request for review reconsideration. The Committee decision is final.

3.8 Final Appeal of Committee Decision

3.93.8

If the parent disagrees with the determination of the committee to refuse to change its decision or to reject the parent's application for review, the parent may notify the provincial school attendance counsellor of the disagreement and provide reasons in writing. The provincial attendance counsellor may inquire into the parent's request and either recommend that the student attend school as required by the *Act* or recommend that the student be excused from attendance and have a program prescribed.

If the provincial attendance counsellor recommends that the student be excused from attendance, a copy of the recommendation shall be delivered to the Board, the principal, the school attendance counsellor, the student and the parent. Where the provincial attendance counsellor remits an application to the SALEP Committee, the committee shall reconsider the application.

[MSOffice11]

3.103.9 The Alternative Program Legal Excusal from School Attendance

The student shall participate conform to the program in the SALP as approved prescribed for the student by the SALEP Committee. The student is excused from attendance at school so long as the student participates in the SALP conforms to this program. A school attendance counsellor shall have the same powers and perform the same duties in respect of pupils enrolled in supervised alternative learning as the counsellor has in respect of other pupils, as may be applicable[H12].

3.11 Modifying Altering the Plan Program After Committee Approval

If the parent of a student or the student wishes to alter the learning program prescribed for the student, the parent may apply in writing to the secretary of the committee for approval of such alteration by the committee. The committee may, after discussion of the application with the student and parent, alter the prescribed program. The committee shall notify in writing the principal, the school attendance counsellor, the student and the parent of the decision of the committee.

3.123.10 [MSOffice13] Reports to the Committee

The key primary contact person staff member responsible for maintaining regular contact with the student shall report on the student's progress to the SALEP Committee when requested by the committee, and to the principal of the school where the student is enrolled.

3.11 Renewal of the SALP

Before the expiry of the plan, if in the opinion of the principal of the pupils student's school it would be in the pupil student's best interests to continue to participate in supervised alternative learning, the principal shall,

(a) submit a recommendation to the committee to renew the plan, with the written consent of the parent student;
or

(b) refer the pupil student to a committee under clause 8 (1) (a).3.2

(2) Within 20 school days after the day a committee receives a recommendation under clause (1) (a),for renewal the committee shall,

(a) renew the pupil's plan;

(b) renew the pupil's plan with specified modifications; or

(c) require the principal to refer the pupil to a committee under clause 3.2.

(3) The committee may only renew the pupil's plan under clause (2) (a) or (b) in accordance with the following:

1. For non-semestered schools, the plan may be renewed for a maximum of one school year in total.

2. For semestered schools, the plan may be renewed for a maximum of one school year or two consecutive semesters in total.

4. **SAL COMMITTEE MEMBERSHIP**

4.1 The SALEP Committee shall be composed of such persons, not fewer than three, as may be appointed by the Board in each year. A quorum of the committee shall consist of:

- a) At least 2 a1 members of the Board and one alternate;
- b) At least one a supervisory officer who is qualified as such as a teacher and is employed by the Board, or designate; and
- c) at least one person who is not a member or an employee of the Board.

4.2 The committee shall designate a member as chair and as secretary. |

[H14]

5. **MEETINGS**

Meetings of a SALEP Committee are held regularly regionally upon receipt of an referrals application for a supervised alternative learning program.

Legal References:

- *Education Act, section 21 Compulsory Attendance*
- Ontario Regulation 374/10 308 Supervised Alternative Learning for Excused Pupils

Board References:

Administrative Procedure 395 - Exceptions to Compulsory School Attendance

PROPOSED by Trustee Patterson, 01/2010:

The following Notice of Motion is being brought forward to strike the word “shall” and insert “may” from the following sections of Board Policy No. 2:

Board Policy No. 2, Article XII, Section 2.5 (I) by striking out the word “shall” and insert “may”.

- 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.

Section 3: Board Policy No. 2 to be likewise altered addressing non-election years.

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.

Rational for the proposed amendment:

In the section titled Role of Board Member under the heading Accountability, is the following statement:

2.3 “Each Board member has a duty to support the corporate Board in providing accountability for the educational, financial and operational performance of the school system. All trustees are responsible for the Board’s mandate as described in Board Policy No. 4 Corporate Board Job Description.”

The proposed amendment replacing “shall” with “may” makes the election action permissive rather than obligatory. It allows us as a Board to take responsibility for determining ongoing commitment to belong to the Ontario Public School Board Association. The act of selection automatically endorses, by association a budgetary commitment of approximately \$40 404.28 (subject to annual correction).

To be accountable requires ownership for action taken. The present wording does not empower the Board to be accountable but requires the Board to comply, or be deemed out of order or noncompliant. a majority of all members of the Board present at that meeting.

PROPOSED by Trustee Patterson, 01/2010:

The following Notice of Motion is being brought forward to insert 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 *In lieu of 3.1.1 (a) any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device in place of the home based computer (desktop or laptop).*

3.1.23 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.

Rational for the proposed amendment:

The presentations at the Director's Meeting, Thursday, December 9, 2010 underscore the significance of 21st century communication. The social communication network of today requires of its leaders the ability to act, as well as promote responsible, responsive communication. All of our school leaders and senior leadership team are equipped with wireless communication devices. Noted below are some fundamental duties of trustees.

COMMUNICATION

2.11 Board members serve large constituencies, and fulfilling the representational role is challenging. A democratic system entitles everyone to a voice but does not ensure that everyone will always be content with decisions that are made. Effective, regular two-way communication will enhance a Board member's ability to represent constituents and help to build understanding and consensus in the community.

2.12 Hastings and Prince Edward District School Board strives to maintain open and fair communication with parents, guardians and members of the school community. In so doing, the Board endorses and follows a fair and consistent process for the handling of issues and concerns.

2.3 "Each Board member has a duty to support the corporate Board in providing accountability for the educational, financial and operational performance of the school system. All trustees are responsible for the Board's mandate as described in Board Policy No. 4 Corporate Board Job Description."

The proposed amendment:

Addresses an inequity of access that presently exists with Policy No 3F. The opportunity to elect what communication device to receive is financially responsible and removes the redundant allocation of resources to Board members, who are in the best position to determine their and personal communication need.



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

Operations and Finance Committee PUBLIC AGENDA

Regular meeting of
February 14, 2011 – 7:00 p.m.
Board Committee Room, Education Centre

Section	Item	Report No.	Resp.
A	Call to order		
	Delegations/presentations – D. McFarlane/D. Armstrong – THS Track Approval of agenda Approval of minutes – January 10, 2011, January 24, 2011 Business arising from the minutes		
B	Recommendations		
	Athol -South Marysburgh Integration Committee school name	B-1	T. FitzGibbon
C	Information		
	Proposed changes to Policy No. 11H: Supervised Alternative Learning for Excused Pupils	C-1	T. FitzGibbon
	Proposed changes to Policy No. 2: Governance By-Laws and Standing Rules	C-2	K. Soule
	Proposed changes to Policy No. 3F: Trustee Expense Reimbursement	C-3	K. Soule
	Auditors memorandum of recommendations	C-4	D. Rutherford
	Revised estimates update	C-5	D. Rutherford
	Capital projects update (verbal report)		D. Tregenza
	2011-2012 budget timelines	C-7	D. Rutherford
	Trustee expense reimbursement	C-8	D. Rutherford
D	Correspondence		
	None		

Next regular meeting: March 7, 2011 – 5:30 p.m.

Membership

*M. Brant, S. Clements, Vice-chair, T. Goodfellow, M. Hall, D. Inch, Chair, D. Patterson,
C. Meyette (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

DRAFT Program and Human Resources Committee PUBLIC AGENDA

Regular meeting of
February 22, 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 – January 17, 2011 Business arising from the minutes	A-1	
B	Recommendations		
	None		
C	Information		
7:00 p.m.	Proposed changes to Policy No. 11H: Supervised Alternative Learning for Excused Pupils	C-1	T. FitzGibbon K. Manderville
	Employment Destinations Program (EDP) update	C-2	J. Rogers
	Leadership Development Strategy	C-3	C. DeMille
	Mid-year Community Threat Assessment Protocol (CTAP) update	C-4	M. Savery-Whiteway
	Policy No. 2: Governance By-Laws and Standing Rules	C-5	K. Soule
	Policy No. 3F: Trustee Expense Reimbursement	C-6	K. Soule
D	Correspondence		
	None		
	Move into closed session		

Next regular meeting: Monday, March 7, 2011

Committee members: *Jennifer Cobb, Thelma Goodfellow, Chair, Lucille Kyle, Carl Pitman, Jim Williams, Vice-chair
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 February 28, 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: January 24, 2011	A-1	
	Business arising from the minutes	A-2	
	Report from Committee of the Whole Board		
B	Recommendations		
	Report from Operations and Finance		C. Pitman
	Athol-South Marysburgh Integration Committee – school name		D. Inch
	Report from staff		
	Revised Board Policy No. 11-H Supervised Alternative Learning for Excused Pupils Committee	B-	T. FitzGibbon T. Goodfellow
	Report from Trustees		
	Amendment to Board Policy No. 2 Governance By-Laws and Standing Rules	B-	D. Patterson
	Amendment to Board Policy No. 3-F Trustee Expense Reimbursement	B-	D. Patterson
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		
	Full-day Kindergarten program update	Verbal	T. FitzGibbon
Timed Item 7:10 pm	Leadership Development Strategy	Verbal	C. DeMille
Timed Item 7:20 pm	2010-11 Budget Timelines		D. Rutherford
	Notices of Motion		K. Soule
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
D	Correspondence		

Adjournment

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

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