



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD  
EXECUTIVE COMMITTEE  
PUBLIC MEETING MINUTES  
Monday, June 2, 2014**

---

**Members present:** B. Danes, T. Goodfellow, D. Inch, L. Kyle, J. Williams

**Regrets:** D. Patterson

**Guests:** None

**Resource:** M. Savery-Whiteway - Director of Education

**Minutes:** P. Hoskin, Administrative Assistant

Chair Inch called the meeting to order at 12:10 p.m.

**Delegations/presentations**

None

**Approval of agenda**

**Moved:** J. Williams

**Seconded:** L. Kyle

**That the agenda be approved.**

Carried

**Approval of minutes**

**Moved:** T. Goodfellow

**Seconded:** B. Danes

**That the minutes of the regular meeting of May 5, 2014 be approved.**

Carried

**Business arising from the minutes**

Director Savery-Whiteway noted that she will be discussing newspaper articles, etc. later on the agenda.

**Recommendations**

None

---

**Information**

**Health and Safety awareness – mandated training**

Director Savery-Whiteway advised that the Occupational Health and Safety Act mandates that all employees, including trustees, receive training in Health and Safety Awareness by July 2014. The director will email trustees the system memo which details the requirements and provides a link to the online 50 minute training video. The director noted that trustees are welcome to join director's office staff to view the video on June 20 at 2:30 p.m. in the Queen Alexandra Room.

**Promoting and engaging with our communities**

The Director discussed local newspaper articles and the OPSBA news updates. She suggested that the news articles could be scanned and emailed to trustees or printed and collected in a folder to be shared.

Trustees agreed online would work best. The director noted that this process would evolve and be refined along the way. A model will be available in September. Copyright rules will be followed to ensure compliance with the Fair Dealing Guidelines.

Trustees suggested that public updates should be provided on the sale of the surplus schools.

**Draft Board and Committee Meeting Dates 2014-2015**

Draft dates for 2014-2015 Board and Committee meetings were reviewed. The Director noted that the date of the November Board meeting has been set although the location has not been discussed. She added that a special meeting will be required to approve the tender for Queen Elizabeth, Trenton as well as a special meeting in November to approve all outstanding minutes before the new Board convenes in December.

**Location of the November Board Meeting**

The Director advised that it would be well-timed to hold the November 2014 Board meeting at Quinte Mohawk School. It was hoped that the tuition agreement with the Department of Indian and Northern Affairs would be in place by now. Trustees agreed to the director's suggestion that after the tuition agreement meeting on Monday, June 9, she would bring a recommendation to Program and Human Resources regarding the location of the November Board meeting.

**Bill C-28, Canada's Anti-Spam Legislation (CASL)**

The director explained that Bill C-28 is anti-spam legislation that comes into effect July 2014. The purpose of this legislation is to discourage electronic means of advertisement through emails, texting, hacking, malware, spywear, phishing, and other electronic means. This legislation will have an impact on the schools and board even if there is no expectation of profit from communications, including any type of fund raising or advertising of these activities. Sandy Smith is following up to ensure that we have measures in place by September 2014 that will allow schools to use email to communicate with parents.

**Trustee proposals/queries**

None.

**OPSBA update**

Trustee Goodfellow updated trustees on the following items:

- How many schools are taking part in student vote – send out to trustees
- Trustee Hall will be attending the OPSBA AGM as the alternate
- Proposed constitutional amendments for review require a 2/3 majority vote to affect change
- Draft paper for EQAO – suggestions will be forwarded to OPSBA shortly
- OPSBA 2014-15 Priorities - interim report and recommendations to be discussed and voted on

**Draft agenda review**

Operations and Finance Committee

- Reviewed

Program and Human Resources Committee

- Reviewed

Public Board Meeting

- Reviewed

**Adjournment**

The Executive Committee meeting adjourned at 12:54 p.m.