



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD  
INITIAL MEETING MINUTES  
DECEMBER 1, 2014**

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**Members present:** T. Biniaris, M. Brant, J. Cobb, B. Danes, M. Hall, D. Inch, L. Kyle, D. Patterson, L. Whitfield, J. Williams

**Student Trustees:** C. Barry, A. Mifflin

**Regrets:** None

**Absent:** None

**Resource:** K. Donnell, M. Fisher, T. FitzGibbon, K. MacQuarrie, L. Miller, N. Pfeiffer, C. Portt, J. Rogers, M. Savery-Whiteway

**Guests:** M. Laurie, Education Officer, Ministry of Education, Ottawa

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

**Call to order**

Director Savery-Whiteway called the meeting to order at 7:00 p.m. She acknowledged Michael Laurie, Education Officer with the Ministry of Education from the Ottawa Regional office, Paul Covert, member of the Parent Involvement Committee, and the new and returning trustees. She welcomed student trustees Cameron Barry and Alyssa Mifflin.

**Reading of the official returns**

Director Savery-Whiteway read into record the official election results of the municipalities:

| <b>Lead Municipality</b>           | <b>Trustee Jurisdiction</b>         | <b>Trustee</b>  |
|------------------------------------|-------------------------------------|---|
| Municipality of Hastings Highlands | Trustee for North Hastings          | Lucille Kyle – re-elected                             |
| Township of Stirling-Rawdon        | Trustee for Centre Hastings         | Bonnie Danes – elected                                |
| Municipality of Tweed              | Trustee for South East Hastings     | Larry Whitfield - elected                             |
| City of Belleville                 | Trustees for the City of Belleville | Mary Hall – re-elected<br>Dave Patterson – re-elected |
| City of Quinte West                | Trustee for Trenton/CFB Trenton     | Tom Biniaris - acclaimed                              |
|                                    | Trustee for Sidney/Frankford        | Jim Williams - acclaimed                              |
| County of Prince Edward            | Trustee for North Prince Edward     | Jennifer Cobb – acclaimed                             |
|                                    | Trustee for South Prince Edward     | Dwayne Inch – acclaimed                               |

In addition, the Mohawks of the Bay of Quinte have appointed Mike Brant as First Nations Representative for another term.

**Declarations and oaths of allegiance**

Director Savery-Whiteway asked trustees to stand together and recite the declaration of office and oath of allegiance. The Director congratulated trustees and welcomed them to Hastings and Prince Edward District School Board. The declarations and oaths were signed by the trustees and Director of Education, and collected.

**Approval of the agenda**

Moved: J. Cobb  
Seconded: B. Danes

**That the agenda be approved.**

Carried

**Review of the election process**

Director Savery-Whiteway referred trustees to Board Report B-1 Board Policy No. 2 Governance By-Laws and Standing Rules and reviewed the election process. She discussed the Standing, Statutory, Legislated, and Ad Hoc committees of the Board and their membership requirements.

**Appointment of the scrutineers**

Director Savery-Whiteway declared:

**That Superintendent FitzGibbon and Superintendent Miller will be scrutineers for the elections.**

**Appointment of the First Nations Representative**

The director stated that according to Ontario Regulation 462/97 and Board Policy No. 2 Article VI Board of Trustees, it is specified that the Board approve the appointment of the First Nations Representative.

Moved: J. Williams  
Seconded: D. Inch

**That Hastings and Prince Edward District School Board appoint Mike Brant as First Nations Representative from the Mohawks of the Bay of Quinte.**

Carried

**Election of the Board chair**

Director Savery-Whiteway called for nominations for the position of chair.

Trustee Cobb nominated Trustee Patterson and Trustee Patterson agreed to let his name stand.

Trustee Williams nominated Trustee Inch and Trustee Inch agreed to let his name stand.

The director called a second and third time for nominations for the position of chair.

An election was held to determine the nominee with the highest number of votes.

The scrutineers reported back to the Director the results of the ballot count.

**The director declared:**

**That the chair of Hastings and Prince Edward District School Board for a period of one year commencing December 1, 2014 will be Trustee Inch.**

**Chair's remarks**

Trustee Inch thanked fellow trustees for consistently showing him their support. He said that when he joined the Board he had never considered running for chair and that it has been a learning experience which he has enjoyed. He thanked everyone and stated that he will continue to serve the Board well.

Chair Inch proceeded with the agenda.

**Election of the vice-chair**

Chair Inch called for nominations for the position of vice-chair.

Trustee Brant nominated Trustee Cobb and Trustee Cobb agreed to let her name stand.

Trustee Danes nominated Trustee Kyle and Trustee Kyle agreed to let her name stand.

Trustee Hall nominated Trustee Patterson and Trustee Patterson agreed to let his name stand.

The chair called a second and third time for nominations for the position of chair.

An election was held to determine the nominee with the highest number of votes.

The scrutineers reported back to the chair the results of the ballot count.

**The chair declared:**

**That the vice-chair of Hastings and Prince Edward District School Board for a period of one year commencing December 1, 2014 will be Trustee Kyle.**

**Vice-chair's remarks**

Trustee Kyle thanked fellow trustees for their support and said that she has really appreciated all she has learned over the past four years as a trustee. She added that she appreciates this opportunity to be vice-chair and will continue to serve the Board to the best of her ability.

**Appointment of members to the Program and Human Resources Committee**

Trustees Biniaris, Cobb, Danes, Hall, Inch, Kyle, Patterson, Whitfield and Williams have declared their interest in sitting on this committee. A minimum of 5 members are required.

Chair Inch asked if any trustees would like to add or remove their names. He asked a second and third time.

**The chair declared:**

**That the membership of the Program and Human Resources Committee for the period of one year commencing December 1, 2014 shall consist of Trustees Biniaris, Cobb, Danes, Hall, Inch, Kyle, Patterson, Whitfield and Williams.**

**Election of chair of Program and Human Resources Committee**

The chair called for nominations to the position of chair of the Program and Human Resources Committee.

Trustee Danes nominated Trustee Williams who declined the nomination.

Trustee Patterson nominated Trustee Cobb who declined the nomination.

Trustee Williams nominated Trustee Hall and she accepted the nomination.

**The chair declared:**

**That the chair of the Program and Human Resources Committee for the period of one year commencing December 1, 2014 will be Trustee Hall.**

**Election of the vice-chair of Program and Human Resources Committee**

The chair called for nominations to the position of vice-chair of the Program and Human Resources Committee.

Trustee Hall nominated Trustee Whitfield who accepted the nomination.

The chair called a second and third time and there were no further nominations.

**The chair declared:**

**That the vice-chair of the Program and Human Resources Committee for the period of one year commencing December 1, 2014 will be Trustee Whitfield.**

**Appointment of members to the Operations and Finance Committee**

Trustees Brant, Danes, Hall, Inch, Patterson and Whitfield have declared their interest in sitting on this committee. A minimum of 5 members are required.

Chair Inch asked if any trustees would like to add or remove their names.

The chair called a second and third time for nominations.

**The chair declared:**

**That the membership of the Operations and Finance Committee for the period of one year commencing December 1, 2014 shall consist of Trustees Brant, Danes, Hall, Inch, Patterson and Whitfield.**

**Election of chair of Operations and Finance Committee**

The chair called for nominations to the position of chair of the Operations and Finance Committee.

Trustee Williams nominated Trustee Danes who accepted the nomination.

The chair called a second and third time for nominations.

**The chair declared:**

**That the chair of the Operations and Finance Committee for the period of one year commencing December 1, 2014 will be Trustee Danes.**

**Election of the vice-chair of Operations and Finance Committee**

The chair called for nominations to the position of vice-chair of the Operations and Finance Committee.

Trustee Patterson nominated Trustee Brant who accepted the nomination.

The chair called a second and third time for nominations.

**The chair declared:**

**That the vice-chair of the Operations and Finance Committee for the period of one year commencing December 1, 2014 will be Trustee Brant.**

The director noted that in January of 2014, Board Policy No. 11-D Executive Committee Membership 3.1 was amended to include the Ontario Public School Boards' Association (OPSBA) representative. Before the membership of the Executive Committee can be declared, the Board must elect the representative to OPSBA. The director asked that the Board skip forward in the agenda to the election of the OPSBA representative and alternate.

Director Savery-Whiteway provided information from OPSBA regarding the critical role that OPSBA will play as the designated representative for the Public School Boards at the bargaining table. The role of OPSBA representative of OPSBA will require a commitment and attention

**Ontario Public School Boards' Association (OPSBA) representative**

Chair Inch advised that Trustees Danes, Hall and Patterson have indicated their interest in being the OPSBA representative. There is a requirement for one representative and one alternate.

The chair asked if anyone would like to add or remove their name. Trustee Danes asked to remove her name.

The chair called for nominations for the representative to OPSBA.

Trustee Hall nominated Trustee Patterson and offered to be the alternate. Trustee Patterson accepted the nomination.

The chair called a second and third time for nominations.

**The chair declared:**

**That the representative to the Ontario Public School Boards' Association will be Trustee Patterson for the period of one year commencing December 1, 2014.**

**Ontario Public School Boards' Association (OPSBA) alternate**

The chair advised there is a requirement for an alternate representative who will attend OPSBA if the representative is unable.

Trustees Danes, Hall and Patterson had earlier indicated their interest in being an OPSBA representative. Trustee Danes had withdrawn her name and Trustee Patterson was declared the OPSBA representative.

The chair called for nominations for the alternate to OPSBA.

The chair called a second and third time for nominations.

**The chair declared:**

**That the alternate to the Ontario Public School Boards' Association will be Trustee Hall for the period of one year commencing December 1, 2014.**

**Election of the fifth member of the Executive Committee**

The chair noted that a fifth member of the Executive Committee is only required when there is no past chair and we do not have a past chair.

The chair called for nominations.

Trustee Williams nominated Trustee Brant who declined.

Trustee Danes nominated Trustee Williams who declined.

The chair called a second and third time for nominations.

Trustee Williams nominated Trustee Whitfield who agreed to let his name stand.

**The chair declared:**

**That the membership of the Executive Committee for the period of one year commencing December 1, 2014 shall consist of Chair Inch; Vice-chair Kyle; Chair of Operations and Finance Committee - Trustee Danes; Chair of Program and Human Resources Committee - Trustee Hall; the elected 5<sup>th</sup> member - Trustee Whitfield; and the Ontario Public School Boards' Association representative - Trustee Patterson**

**Student Enrolment/School Capacity Committee (SE/SC) – Chair and Vice-chair**

The chair advised that all members of the Board are members of the Student Enrolment/School Capacity Committee. According to Board Policy No. 2 Section 2.4 b, the chair and vice-chair are elected at the initial/annual meeting of the Board held in December.

The chair called for nominations for the position of chair of Student Enrolment/School Capacity Committee.

Trustee Patterson nominated Trustee Hall who accepted the nomination.

Trustee Cobb nominated Trustee Biniaris who accepted the nomination.

The chair called a second and third time for nominations.

An election was held to determine the nominee with the highest number of votes.

The scrutineers reported back to the chair the results of the ballot count.

**The chair declared:**

**That the chair of the Student Enrolment/School Capacity Committee for the period of one year commencing December 1, 2014 will be Trustee Hall.**

The chair called for nominations for the position of vice-chair of Student Enrolment/School Capacity Committee.

Trustee Hall nominated Trustee Biniaris and Trustee Biniaris agreed.

The chair called a second and third time for nominations.

**The chair declared:**

**That the vice-chair of the Student Enrolment/School Capacity Committee for the period of one year commencing December 1, 2014 will be Trustee Biniaris.**

**Special Education Advisory Committee (SEAC)**

Director Savery-Whiteway noted that according to Board Policy 11-G Special Education Advisory Committee, two trustees will be an active members and two trustees will be alternates. The trustees elected to these positions will remain on the committee for the term of their office.

The chair advised that that Trustees Kyle, Patterson and Williams have indicated their interest in participating on this committee. There is a requirement for two active members and two alternate members.

The chair asked if anyone would like to remove their name and called for additional nominations.

Trustee Williams withdrew his name.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Kyle and Trustee Patterson will be members of the Special Education Advisory Committee for the period of one year commencing December 1, 2014.**

The chair called for nominations for the position of alternate members of the Special Education Advisory Committee.

Trustee Kyle nominated Trustee Hall who accepted.

Trustee Patterson nominated Trustee Biniaris who accepted.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Biniaris and Trustee Hall will be alternate members of the Special Education Advisory Committee for the period of one year commencing December 1, 2014.**

**Supervised Alternative Learning**

The chair stated that Trustees Brant, Cobb, Hall and Whitfield have indicated their interest in participating on this committee and noted that there is a requirement for two active members and one alternate member.

The chair asked if anyone would like to withdraw their name and called for additional nominations.

Trustee Williams asked to have his name added.

Trustee Hall withdrew her name.

Trustee Whitfield withdrew his name.

The chair called a second and third time for nominations.

An election was held and trustees were asked to indicate their first, second and third choice on the ballot. Ballots were collected and counted by the scrutineers who reported the results to the chair.

**The chair declared:**

**That Trustee Brant and Trustee Williams will be members of the Supervised Alternative Learning Committee and that Trustee Cobb will be the alternate member for the period of one year commencing December 1, 2014.**

#### **Audit Committee**

The chair stated that Trustees Cobb, Danes, Hall and Patterson have indicated their interest in participating on this committee and noted that there is a requirement for three trustees.

The chair advised that according to Board Policy 11-M Audit Committee section 4.11, the term of office of a member of the Audit Committee who is a Board member, shall be for one year. For continuity of purposes, Board members are encouraged to remain on the committee for a term of four years.

The chair asked if anyone would like to remove their name and called for additional nominations.

Trustee Patterson asked to withdraw his name.

Trustee Williams asked for clarification of the term of the membership which Director Savery-Whiteway indicated that it was for one year but trustees are encouraged to remain on the committee for a term of four years.

The chair called for nominations a second and third time.

An election was held to determine the three members of the Audit Committee.

The scrutineers reported the results to the chair.

**The chair declared:**

**That Trustee Cobb, Trustee Danes and Trustee Hall will be members of the Audit Committee for the period of one year commencing December 1, 2104.**



**Accessibility Committee**

The chair stated that Trustees Cobb and Danes have indicated their interest in participating on the Accessibility Committee and noted that there is a requirement for one active member and one alternate member.

The chair asked if either of the nominees would like to remove their name and called for additional nominations to the Accessibility Committee.

Trustee Cobb asked to withdraw her name.

Trustee Danes indicated that she would agree to be the alternate.

Trustee Cobb nominated Trustee Biniaris who accepted the nomination.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Biniaris will be the member on the Accessibility Committee and Trustee Danes will be the alternate member for a period of one year commencing December 1, 2014.**

**Parent Involvement Committee (PIC)**

The chair stated that Trustees Hall and Patterson have indicated their interest in participating on the Parent Involvement Committee and noted that there is a requirement for one active member and one alternate member.

The chair asked if either of the nominees would like to withdraw their name or chose to be the alternate.

Trustee Patterson agreed to be the alternate on the Parent Involvement Committee.

The chair called for nominations to the Parent Involvement Committee.

The chair called a second and third time for nominations.

**The chair declared;**

**That Trustee Hall will be the member on the Parent Involvement Committee and Trustee Patterson will be the alternate member for a period of one year commencing December 1, 2014.**

**Trustee membership on standing and statutory committees of the Board**

**Moved: J. Cobb  
Seconded: M. Hall**

**That Hastings and Prince Edward District School Board approve the membership of the standing Committees: Program and Human Resources Committee, Operations and Finance Committee, Executive Committee and Student Enrolment/School Capacity Committee, as contained in Board Report B-2**

Appendix A dated December 1, 2014, and as resolved at the initial meeting of December 1, 2014, for the period of one year commencing December 1, 2014.

Carried

Moved: J. Cobb  
Seconded: D. Patterson

That Hastings and Prince Edward District School Board approve the trustee membership on the statutory Committees: Audit Committee, Special Education Advisory Committee and Supervised Alternative Learning Committee as contained in Board Report B-2 Appendix A dated December 1, 2014, and as resolved at the initial meeting of December 1, 2014.

Carried

**Special Education Advisory Committee (SEAC) external membership**

The chair called on Superintendent Rogers who explained that school boards are required under the *Education Act R.S.O. 57. 1 (a) and Regulation 464/97*, to establish a Special Education Advisory Committee (SEAC). The composition of the committee is outlined in Board Policy No. 11-G Section 3.0. Twelve local associations are selected and one representative from the Mohawks of the Bay of Quinte is appointed in accordance with the legislation.

Applications from 11 local associations were received in response to an advertisement placed in local newspapers and posted on the board website. Ten of the eleven applications and both of the Members-at-large applications met the requirements outlined in *Regulation 464/97*.

Moved: D. Patterson  
Seconded: J. Williams

That Hastings and Prince Edward District School Board approve the following local association appointments to the Special Education Advisory Committee for the four-year term of the Board, commencing December, 2014.

- Children's Mental Health Services – Linda Tighe
- Community Living Prince Edward – Lee Quann
- Community Living Quinte West – Connie McLean
- Counselling Services of Belleville & District – Susan Seaman
- Easter Seals Ontario – Richelle Glenn
- FASworld Canada – Kathy Kennedy
- Family Space Quinte Inc. – Kelly Allan
- Highland Shores Children's Aid Society – Angus Francis
- Loyalist College – Cara Facette-Grondin
- Quinte Children's Treatment Centre – Carolyn Baldwin

Carried

Moved: J. Cobb  
Seconded: J. Williams

**That Hastings and Prince Edward District School Board approve the following Member-at-Large appointments to the Special Education Advisory Committee for the four-year term of the Board, commencing December, 2014.**

- Ernie Parsons
- Benzie Sangma

Carried

### **Report from the Director of Education**

#### **Trustee membership on administrative and external committees**

Director Savery-Whiteway advised that Board Report B-4 Appendix A is a list of the administrative and external committees and a summary of the interest from trustees. The director reviewed the list of committees and noted that some committees are initiatives from the Ministry of Education and some are linked to the system plan. She added that trustees will have an opportunity to either add their name to any of the committees or withdraw their name.

#### **Aboriginal Education Steering Committee**

Trustees Kyle and Whitfield have expressed their interest in sitting on this committee. One trustee has been requested as well as the First Nations Representative, Trustee Brant.

The chair asked if Trustee Kyle or Trustee Whitfield would like to withdraw their name and called for other trustee interest.

The chair called for nominations a second and third time.

An election was held to determine the three members of the Aboriginal Committee.

The scrutineers reported the results to the chair.

#### **The chair declared:**

**That Trustee Brant and Trustee Kyle will be members of the Aboriginal Education Steering Committee for a period of one year commencing December 1, 2014.**

#### **Equity and Inclusivity Advisory Committee**

Trustees Hall and Kyle have expressed their interest in sitting on this committee. One trustee has been requested as well as the First Nations Representative, Trustee Brant.

The chair asked if Trustee Hall or Trustee Kyle would like to withdraw their name and called for other trustee interest.

Trustee Hall withdrew her name.

#### **The chair declared:**

**That Trustee Brant and Trustee Kyle will be members of the Equity and Inclusivity Advisory Committee for a period of one year commencing December 1, 2014.**

**Great Place Awards Committee**

Trustees Cobb, Danes and Hall have expressed their interest in sitting on this committee. Two trustees have been requested.

The chair asked if any of the trustees would like to withdraw their name and called for other trustee interest.

Trustee Hall withdrew her name.

Trustee Cobb and Trustee Danes agreed to let their names stand.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Cobb and Trustee Danes will be members of the Great Place Awards Committee for a period of one year commencing December 1, 2014.**

**Instructional Technology Advisory Committee (ITAC)**

Trustees Biniaris, Patterson and Williams have expressed their interest in sitting on this committee. The report was corrected to note that two trustees have been requested.

The chair asked if any of the trustees would like to withdraw their name and called for other trustee interest.

Trustee Williams withdrew his name.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Biniaris and Trustee Patterson will be members of the Instructional Technology Advisory Committee for a period of one year commencing December 1, 2014.**

**Leadership Development Steering Committee**

Trustees Hall and Patterson have expressed their interest in sitting on this committee. Two trustees have been requested.

The chair asked if any of the trustees would like to withdraw their name and called for other trustee interest.

Trustees Hall and Patterson agreed to let their names stand.

**The chair declared:**

**That Trustee Hall and Trustee Patterson will be members of the Leadership Development Steering Committee for a period of one year commencing December 1, 2014.**

**Safe Schools Advisory Committee**

Trustees Biniaris, Kyle, and Whitfield have expressed their interest in sitting on this committee. One trustee has been requested.

The chair asked if any of the trustees would like to withdraw their name and called for other trustee interest.

Trustee Biniaris withdrew his name.

The chair called a second and third time.

An election was held and the scrutineers reported the results to the chair.

**The chair declared:**

**That Trustee Whitfield will be the representative on the Safe Schools Advisory Committee for a period of one year commencing December 1, 2014.**

**Specialist High Skills Majors Advisory Committee**

Trustees Inch and Patterson have expressed their interest in sitting on this committee. One trustee has been requested.

The chair asked if either of the trustees would like to withdraw their name and called for other trustee interest.

Trustee Patterson asked to withdraw his name.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Inch will be the representative on the Specialist High Skills Majors Advisory Committee for a period of one year commencing December 1, 2014.**

**Food for Learning Partnership**

Trustee Kyle has expressed her interest in sitting on this committee. One trustee has been requested.

The chair asked if there were any other trustees who would like to put their name forward.

The chair called a second and third time for nominations.

**The chair declared:**

**That Trustee Kyle will be the representative on the Food for Learning Partnership for a period of one year commencing December 1, 2014.**

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**Report from the Director of Education**

**Recommendation for Trustee membership on administrative committees**

**Moved: B. Danes**  
**Seconded: J. Cobb**

**That Hastings and Prince Edward District School Board approve the membership on the administrative committees; Aboriginal Education Advisory Committee, Equity and Inclusivity Advisory Committee, Great Place Awards Committee, Instructional Technology Advisory Committee, Leadership Development Steering Committee, Safe Schools Advisory Committee and Specialist High Skills Majors Advisory Committee, as contained in Board Report B-4 Appendix A dated December 1, 2014, and as resolved at the initial meeting of December 1, 2014, for a period of one year commencing December 1, 2014.**

Carried

**Recommendation for Trustee membership on external committee**

**Moved: M. Hall**  
**Seconded: J. Cobb**

**That Hastings and Prince Edward District School Board approve the membership on the external committee; Food for Learning Partnership, as contained in Board Report B-4 Appendix A dated December 1, 2014, and as resolved at the initial meeting of December 1, 2014, for a period of one year commencing December 1, 2014.**

Carried

**Motion to destroy the ballots**

**Moved: B. Danes**  
**Seconded: J. Williams**

**That Hastings and Prince Edward District School Board authorize the scrutineers to destroy the ballots for the elections.**

Carried

Chair Inch thanked the Superintendent FitzGibbon and Superintendent Miller for acting as scrutineers for the elections.

The chair called on Michael Laurie for his comments.

Mr. Laurie noted that he is in his 9<sup>th</sup> year of association with our Board and brings best wishes from the Ministry of Education. He added that Mandy Savery-Whiteway is a good director who works hard on behalf of the students in this district. He stated that he had just attended the opening at Harmony Public School and if trustees ever doubt the importance of the work they do, they only have to look at the faces of all the smiling children.

**Adjournment**

The meeting was adjourned at 8:30 p.m.

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**Chair**

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**Secretary**