



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
OPERATIONS AND FINANCE COMMITTEE
PUBLIC MEETING MINUTES**

February 14, 2011

Members present: T. Goodfellow, M. Hall, D. Inch, Chair, D. Patterson

Regrets: M. Brant, S. Clements

Student Trustee: C. Meyette (absent)

Guests: J. Cobb, L. Kyle, C. Pitman

Resource: R. McGall, D. Rutherford, K. Soule, D. Tregenza

Minutes: J. Newman

Call to order

The meeting was called to order at 7:00 p.m.

Delegations/presentations

Trenton High School Track

Darren McFarlane, Principal, Trenton High School and Duncan Armstrong, Teacher, Trenton High School and Paul Whitley representing Trenton High School Alumni Association presented a proposal to resurface the track at Trenton High School. The Trenton High School Alumni Association is seeking approval to proceed to the fundraising, design, tendering and construction phases of the project and is requesting charitable receipts to be issued through the Learning Foundation.

Approval of agenda

The following item was added under Recommendations:

- Trenton High School Track

Moved: T. Goodfellow

Seconded: M.Hall

That the agenda be approved as amended.

Carried

Approval of minutes

Moved: D. Patterson

Seconded: T. Goodfellow

That the minutes of the regular meeting of January 10, 2011 be approved.

Carried

Moved: M. Hall

Seconded: T. Goodfellow

That the minutes of the special meeting of January 24, 2011 be approved.

Carried

Business arising from minutes

None

Recommendations

Athol-South Marysburgh Integration Committee School Name

Superintendent FitzGibbon provided an overview of the process to determine a new name for the Kindergarten to Grade 8 School in Prince Edward County.

Moved: T. Goodfellow
Seconded: M. Hall

That the Operations and Finance Committee recommend that Hastings and Prince Edward District School Board approve the name Athol–South Marysburgh Public School for the Kindergarten to Grade 8 School in Prince Edward County as contained in the Operations and Finance Committee Report No. B-1 dated February 14, 2011.

Carried

Trenton High School Track

In response to the proposal from the Trenton High School Alumni Association to proceed with the project to resurface the track at Trenton High School the Operations and Finance Committee recommends the following:

Moved: T. Goodfellow
Seconded: M. Hall

That the Operations and Finance Committee recommend that the proposal from Trenton High School Alumni Association to proceed with the project to resurface the track at Trenton High School including the issuance of charitable receipts be referred to senior administration for study and report back to the Operations and Finance Committee meeting on March 7, 2011.

Carried

Information

Proposed Changes to Policy No. 11-H: Supervised Alternative Learning for Excused Pupils Committees

Superintendent FitzGibbon provided an overview of amendments to Policy No. 11-H: Supervised Alternative Learning for Excused Pupils Committees. In response to *Regulation 374/10 – Supervised Alternative Learning* the Learning to 18 SAL Committee developed Policy 11-H: Supervised Alternative Learning (SAL) Committee, Procedure 395: Supervised Alternative Learning (SAL), and all SAL forms to align statutory committee 11-H with the Board's system plan AiM.

As per Board Policy No. 2 the Program and Human Resources Committee will provide notice of motion to the Board to amend by substitution Policy 11-H: Supervised Alternative Learning for Excused Pupils Committees at its meeting on February 28, 2011.

Proposed Changes to Policy No. 2: Governance By-Laws and Standing Rules

Trustee Patterson brought forward a notice of motion to amend Board Policy No. 2 as follows:

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

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.

Trustees and senior administration discussed and provided input to the proposed changes.

Proposed Changes to Policy No. 3F: Trustee Expense Reimbursement

Trustee Patterson brought forward a notice of motion to amend Board Policy No. 3F by inserting a new 3.1.2 and subsequent renumbering of the current 3.1.2 to 3.1.3 as follows:

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.

Trustees and senior administration discussed and provided input to the proposed changes.

Jennifer Cobb, Lucille Kyle, and Superintendent McGall left the meeting at 8:15 p.m.

2009-2010 Audit Recommendations

Superintendent Rutherford noted that each year as part of the financial statement audit, the auditors review different areas of the board's operations with the goal of commenting on matters that will strengthen control over the board's assets. Superintendent Rutherford reviewed administration's response to the Memorandum of Recommendations prepared by the board's auditors following the 2009-2010 financial audit. It was noted that a response to the recommendations will be forwarded to Wilkinson and Company.

Revised Estimates Update

Superintendent Rutherford provided an update on the Revised Estimates submitted to the Ministry of Education on December 15, 2010. It was noted that key changes in board revenues are based on additional resources provided by the Ministry, changes to the board's entitlement to funding due to enrolment changes and updated cost benchmarks based on year-end results/new information not known at budget approval. A summary of both revenue and expenditure changes was provided in Appendix A.

Capital Projects Update

Don Tregenza provided a verbal update on the capital projects currently underway in North Hastings, Prince Edward County, Prince Charles School, Belleville and Sir John A. Macdonald School.

2011-2012 Budget Timelines

A decision was made to forego this item as Superintendent Rutherford provided an update to all committee members who were in attendance at the Trustee Orientation Session prior to commencement of the Operations and Finance Committee meeting. It was noted that this report will be included in the board agenda on February 28, 2011.

Trustee Expense Reimbursement

Superintendent Rutherford provided an update on trustee expenses for the period ending January 31, 2011.

Correspondence - None

The meeting adjourned at 8:45 p.m.