



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD  
OPERATIONS AND FINANCE COMMITTEE  
PUBLIC MEETING MINUTES  
May 14, 2007**

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**Members Present:** Sam Clements, Mike Brant, Thelma Goodfellow, Harry Marissen, Monica Walker, Cliff Cotton

**Guests:** Jim Williams, Carl Pitman

**Resource:** Kathy Soule, Dave Rutherford, Don Tregenza  
Tri-Board Student Transportation Services Inc. - Steve Wowk, Jamie Hewitt

**Minutes:** Della Knights

**Delegations and Presentations - None**

**Approval of Agenda**

Chair Clements asked trustees to consider a change in the order of items on the agenda so that Steve Wowk, Manager of Transportation for Tri-Board Student Transportation Services Inc., could be present for not only the route review information but also for the five information items on requests for route transfers.

Moved: Monica Walker

Seconded: Mike Brant

**That the agenda for the May 14, 2007 meeting be approved as amended.**

Carried.

**Approval of Minutes**

Moved: Thelma Goodfellow

Seconded: Harry Marissen

**That the minutes of the public meeting of April 10, 2007 be approved.**

Carried.

**Business arising from the minutes**

Chair Clements asked about the absence of students attending the alternate school programs and if lengthy absences would jeopardize their status in the program. Superintendent Rutherford reported that these students would follow the same rules regarding 15 consecutive days of absence as any student registered in the board. It would be rare that these students would reach 15 consecutive days of absence without teacher involvement.

**Transportation route review**

Steve Wowk provided a report on school bus vehicle requirements for 2007-2008 as a follow up to the request by the committee that a review of route requirements in the jurisdiction be carried out.

The study of routes included the number of students transported, capacity, timings and length of the routes. Special education routes were also considered, however since these routes change constantly, none of them could be amalgamated at this time. The areas studied include Prince Edward County, Belleville, Bayside, Trenton, Centre Hastings and North Hastings.

While enrolment has continued to decline since the routing requirements were revised two years ago, there are very few routes that have small numbers of students on them.

Monitoring of buses routes will continue and recommendations to reduce the size of buses will be done as buses are due to be replaced, thus resulting in savings. Trustees received the report as information.

#### **Information**

##### **Bus route transfer - John Kerr/Laidlaw Transit Ltd**

Tri-Board Transportation Services Inc. received notice from John Kerr that he would like to retire from the transportation business and would like to transfer his route to Laidlaw Transit Ltd. Laidlaw Transit has agreed to purchase the bus from John Kerr and provide service for route 878.

##### **Bus route transfer - Montgomery Transit Ltd./Richmond's School Coach**

Tri-Board Student Transportation Services Inc. received a request from Rolland Montgomery to transfer bus route 860-1 and 860-2 to Richmond's School Coach. Richmond's School Coach has agreed to purchase the bus from Rolland Montgomery and provide service for routes 860-1 and 860-2.

##### **Bus route transfer - Mullett/Hetu**

Tri-Board Student Transportation Services Inc. received a request from Mullett Bus Lines (800233 Ontario Inc.) to sell the company which includes the sale of school buses and transfer of routes 321 and 396 to Wayne and Heather Hetu.

Wayne and Heather Hetu (752735 Ontario Ltd.) have agreed to purchase the company owned by Charles Mullett and provide service for routes 321 and 396.

##### **Bus route transfer - Larry Miller / James Miller**

Tri-Board Student Transportation Services, Inc. received a letter from Larry Miller advising that he wishes to transfer bus route 832 to his son, James Miller, effective June 30, 2007.

##### **Bus route transfer - Vardy/Boldrick**

Tri-Board Student Transportation Services, Inc. received a letter from Kevin Vardy of Vardy Transportation Inc. requesting the transfer of contracts for routes 482, 411 and 410 to Boldrick Bus Service of Tweed, effective July 20, 2007.

Ted Boldrick wishes to expand his business and the purchase of these buses fits well into his present business.

**Recommendation**

**Personal shredders for trustees**

Dave Rutherford commented that administration had been asked to investigate the cost of purchasing shredders for trustee use. The board's purchasing department has consulted with office supply providers and have identified four possible models for consideration. The shredders would be the property of the board.

Moved: Cliff Cotton

Seconded: Monica Walker

**That the Operations and Finance Committee recommend that administration include in the draft operating budget an allowance of \$1,750.00 for the purchase of personal shredders for trustee use at home as contained in the Operations and Finance Committee public session report no. B-8 dated May `14, 2007.**

Carried.

A communication will be developed and distributed to all trustees to indicate interest in the purchase of the preferred DS-1 shredder.

**Education Centre sign**

The present Education Centre sign located on Dundas Street was erected in 1998 to display the location of the board's corporate office. The sign has deteriorated in condition and is generally not appropriate as a symbol representing the district. The proposed sign will provide a high profile representative image with the ability to display daily messages of importance. If approved, quotes from various vendors would be requested.

Trustees were informed that the sign being considered is constructed in such a way that vandalism would be minimal.

Moved: Cliff Cotton

Seconded: Thelma Goodfellow

**That the Operations and Finance Committee recommend that a new Education Centre sign be considered as part of the budget process as contained in the Operations and Finance Committee public session report no. B-3 dated May 14, 2007.**

Carried.

It was also noted that the Education Centre entrance requires some repair to the brick work. New designs have been developed to update the appearance of the main entrance and trustees indicated their preference in design. The cost to change or repair the entrance would be taken from the Facility Services operating budget and final consideration of the work would be brought back to the Committee.

**Board room map painting and relocation**

The current map located on the north wall of the board room is functional but it is difficult to use as a reference to locate schools. The current map also uses wall area that could be better used for other displays similar to those used elsewhere in the board room.

Moved: Thelma Goodfellow

Seconded: Monica Walker

**That the Operations and Finance committee recommend that the board room map be painted over and that a new geographically accurate map be installed in the Education Centre front lobby as contained in the Operations and Finance Committee public session report no. B-4 dated May 14, 2007.**

Carried.

**Information****Trustee PD Account Status**

Trustees reviewed the ledger print out for trustee professional development as of May 07, 2007.

**W.R. Kirk Verbal Update**

Don Tregenza reported on the proposed use of space at W.R. Kirk. Consideration will be given to moving the Learning Foundation to W.R. Kirk. The front office of the school would be vacant and the Learning Foundation could move to that area which would provide reception to the Kirk building. The Shape program would occupy the former Principal office space. The Resource Centre would like to expand and could occupy the previous greenhouse area. The former gymnasium could be changed to a multi-purpose room for various meetings and presentations. The stage part of the gym is now occupied by the ITS repair staff. A floor plan of suggested changes to the Education Centre will be brought forward at a later date.

The public session adjourned at 9:05 p.m.

