



# 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

## NOTICE OF MEETING

This notice is to confirm that the next regular meeting of  
**Hastings and Prince Edward District School Board**  
will be held on:

**Tuesday, April 26, 2011**

**at 7:00 p.m.**

**in the Board Room of the Education Centre  
156 Ann Street, Belleville, Ontario**

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

If you would prefer to receive an electronic copy of the agenda package, please email  
[soule@hpedsb.on.ca](mailto:soule@hpedsb.on.ca)

**Carl Pitman**  
Chair of the Board

**Kathy Soule**  
Director of Education and  
Secretary of the Board

**Trustees:** *Michael Brant*  
*Tyendinaga Mohawk Territory*  
*Thelma Goodfellow*  
*Southeast Hastings*  
*Lucille Kyle*  
*North Hastings*  
*Jim Williams*  
*Sidney/Frankford*

*Samuel J. J. Clements*  
*Trenton/CFB Trenton*  
*Mary Hall*  
*Belleville, Vice-chair*  
*Dave Patterson*  
*Belleville/Thurlow*  
*Carmen Meyette*  
*Student Trustee*

*Jennifer Cobb*  
*North Prince Edward*  
*Dwayne Inch*  
*South Prince Edward*  
*Carl Pitman*  
*Chair, Centre Hastings*  
*Emily Tetzlaff*  
*Student Trustee*



# Hastings and Prince Edward District School Board

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Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

## BOARD MEETING PUBLIC AGENDA` Regular meeting of April 26, 2011 – 7:00 p.m. Board Room, Education Centre

Section	Item	Report No.	Resp.
<b>A</b>	<b>Call to order</b>		
	Board prayer		
	Delegations/presentations – Harmony Public School – 21 <sup>st</sup> Century Learning		C. Portt
	Approval of agenda		
	Approval of minutes: March 28, 2011	A-1	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
	<ul style="list-style-type: none"> <li>• Selection of Director of Education</li> <li>• Completion of Probationary status of teachers</li> </ul>		M. Hall
<b>B</b>	<b>Recommendations</b>		
	Report from Executive Committee		
	<ul style="list-style-type: none"> <li>• Board Policy Review <ul style="list-style-type: none"> <li>○ Board Policy No. 11-E: The Budget Committee</li> <li>○ Board Policy No. 11-G: Special Education Advisory Committee</li> <li>○ Board Policy No. 17: Transportation of Students</li> </ul> </li> </ul>	B-1 B-1a B-1b B-1c	C. Pitman
	Report from Operations and Finance Committee		
	<ul style="list-style-type: none"> <li>• Short-Term Borrowing</li> <li>• Tenders for Athol-South Marysburgh Public School Project</li> </ul>	B-2 B-3	D. Inch D. Inch
<b>C</b>	<b>Information</b>		
	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		
	<ul style="list-style-type: none"> <li>• School Administrator Placements 2011-2012</li> <li>• Notice of Motion <ul style="list-style-type: none"> <li>○ Amendments to Ontario Regulation 7/07/ Student Trustees</li> </ul> </li> </ul>	(htf) C-2	R. McGall K. Soule
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
<b>D</b>	<b>Correspondence</b>		
	<ul style="list-style-type: none"> <li>• Ottawa-Carleton District School Board request for support re: government funding for immigrant services</li> </ul>	D-1	K. Soule

### Adjournment

**Next regular meeting: Tuesday, 24, 2011 – 7:00 p.m.**



# Hastings and Prince Edward District School Board

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Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

## PUBLIC MOTIONS AND REPORTS April 26, 2011

Report	Info.	Decision	Motion
Approval of agenda		X	That the agenda be approved.
A-1 – Approval of minutes		X	That the minutes of the regular meeting of March 28, 2011 be approved.
Report from Committee of the Whole Board	X		That Hastings and Prince Edward District School Board approve the following recommendations from the April 26, 2011 Committee of the Whole meeting: <ol style="list-style-type: none"> <li>1. Selection of Director of Education</li> <li>2. Completion of Probationary status of teachers</li> </ol>
B-1 a - Policy Review No.11-E: The Budget Committee		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-G: Budget Committee, as contained in Board Report No. B-1a, dated April 26, 2011.
B-1b – Policy Review No. 11-G: Special Education Advisory		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-G: Special Education Advisory Committee, as contained in Board Report No. B-1b, dated April 26, 2011.
B-1c – Policy Review No. 17: Transportation of Students		X	That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 17: Transportation of Students, as contained in Board Report No. B-1c, dated April 26, 2011.
B-2 Short-Term Borrowing		X	That the Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville, approve the borrowing resolution authorizing the borrowing of a sum of up to six million, eight hundred thousand dollars (\$6,800,000) from the Canadian Imperial Bank of Commerce as contained in Board Report No. B-2, dated April 26, 2011.
		X	That the Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the cost of renovations for Full Day Kindergarten, Energy Efficiency, Geothermal and School Renewal Projects, approve the borrowing resolution authorizing the borrowing of a sum of up to three million, two hundred thousand dollars (\$3,200,000) from the Canadian Imperial Bank of Commerce as contained in Board Report No. B-2, dated April 26, 2011.
B-3 Tenders for Athol-South Marysburgh School Addition and Renovations		X	That the Hastings and Prince Edward District School Board award a tender in the amount of \$753,740 to K. Knudsen Construction Limited for an addition and renovations to Athol-



# Hastings and Prince Edward District School Board

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Director of Education: Kathy Soule

Report	Info.	Decision	Motion
			<b>South Marysburgh Public School as contained in Board Report No. B-3, dated April 26, 2011.</b>
C-1 – Calendar of Events	X		For information only.
D-1 OPSOA request to support the Coalition for Children and Youth Mental Health	X		
Adjournment			



**- DRAFT -**  
**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD**  
**PUBLIC MEETING MINUTES**  
March 28, 2011

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- Members present:** M. Brant, S. Clements, J. Cobb, T. Goodfellow, M. Hall, D. Inch, L. Kyle, D. Patterson, C. Pitman and J. Williams
- Student Trustees:** C. Meyette and E. Tetzlaff
- Regrets:** None
- Absent:** None
- Resource:** C. DeMille, K. Donnell, T. FitzGibbon, R. McGall, M. Norton, C. Portt, J. Rogers, D. Rutherford, M. Savery-Whiteway, D. Tregenza
- Guests:** None
- Minutes:** S. Cole, Secretary

**Call to order**

Chair Pitman called the meeting to order at 7:00 p.m.

**Board prayer**

Trustee Patterson said the Board prayer.

**Delegations/presentations**

Chair Pitman called upon Superintendent McGall to introduce Gail Brant, Principal, Prince Charles Public School, Belleville.

Principal Brant introduced Kim Mahoney, Vice-principal, teacher Laura Bell, Judy Phillips, Child and Youth Counsellor and two Grade 3 students, Lara and Dylan. Principal Brant advised that 'Who is Nobody' is a character development program focusing on Grade 3 students. She indicated it is a very exciting program which engages the whole school, students and parents, and opens students' minds and hearts. Students write stories, draw pictures and add personalized objects to Nobody. Principal Grant informed Trustees that Mrs. Phillips introduced the program to their school in mid January. The goal of the program is for students to take "Who is Nobody" home and make him into somebody. The students' mission is to build character and share their story on how they built character –activities he is involved in, friends and family, etc. The school has a collection of photographs showing how the students have made "Nobody" into "Somebody" – "Everybody is somebody you know". Lara and Dylan shared their stories on how they connected with "Nobody". Lara and Dylan's parents were in the audience to support their children.

**Approval of the agenda**

**Moved:** J. Williams

**Seconded:** L. Kyle

**That the agenda be approved.**

Carried

**Approval of minutes**

**Moved: D. Patterson**

**Seconded: T. Goodfellow**

**That the minutes of the regular meeting of February 28, 2011 be approved.**

Carried

It was requested that the acronyms, EDP and CTAP, on Page 11 be noted in full - Employments Destinations Program and Community Threat Assessment Protocol.

**Business arising from the minutes**

- none

**Report from the Committee of the Whole Board**

**Moved: M. Brant**

**Seconded: T. Goodfellow**

**The Committee of the Whole Board rose and reported on the following recommendations:**

- 1. Preliminary school administrator placements for 2011-2012.**
- 2. Recommendations of the Budget Committee to approve staffing and support reductions and 2012**
- 3. Resignation of the Director of Education, with regret, for the purposes of retirement, effective August 31, 2011**

Chair Pitman read a letter from Director Soule to Trustees:

“It is with mixed emotions that I submit this letter of resignation for the purposes of retirement. My tenure at Hastings and Prince Edward District School Board has been both rewarding and exciting, with numerous examples of professional and personal accomplishments and growth. Most importantly, the personal relationships with trustees, staff, students and community, have enhanced my life in so many ways.

My retirement will be effective August 31, 2011.

I am deeply grateful to you for your leadership as Chair, as well as the Board’s strong support and commitment to our leadership team over the past six years. Hastings and Prince Edward District School Board truly is an incredible System of Character that values students, employees and community. It has been my distinct privilege to serve in advancing these significant goals and wish you all the very best as you continue the journey.”

Carried

The Director wished to publically acknowledge and thank all members of the senior administrative team, past and current, for their support over the past six years indicating that with absolutely no exception, the team has been remarkable and the best she had the pleasure

to work. With the assistance of the senior team and trustees the system has moved forward in terms of being a system of character, focusing on students and student achievement, community engagement, partners in education, employee groups and support of the media. A special thank you was also extended to the student trustees as they have been exemplary in their responsibilities.

Trustees expressed their sentiments by referring to the Growing with Character attributes stating the Director has demonstrated those attributes during her tenure with the Board: caring, cooperation, honesty, humour integrity, respect, responsibility and trustworthiness. Trustees relayed their gratitude for the Director's support and encouragement and the opportunity to grow and develop. Chair Pitman commented it is evident the Board chose the correct person when hiring Kathy Soule as the CEO of the Board.

**Recommendations  
Policy Review**

**Board Policy No. 3-B Electronic Meetings**

**Moved: T. Goodfellow**

**Seconded: S. Clements**

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-B Electronic Meetings, as contained in Board Report No. B-1a, dated March 28, 2011.**

The Director reviewed the process for the examination of Board policies. She referenced queries from trustees regarding capitalization and rephrasing of wording contained in the policies, noting that the practice would remain for lower case for titles unless referring to an individual. Questions were answered regarding video conferencing and transmission capabilities of electronic devices. .

Carried

**Board Policy No. 3-C Student Representation on Board**

**Moved: M. Hall**

**Seconded: D. Inch**

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-C Student Representation on Board, as contained in Board Report No. B-1b, dated March 28, 2011.**

Carried

**Board Policy No. 3-D Communications and Media Relations**

**Moved: S. Clements**

**Seconded: M. Hall**

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 3-D Communications and Media Relations, as contained in Board Report No. B-1c, dated March 28, 2011**

Discussion ensued and input was received on the definition of 'stakeholder' and clarification was provided on the meaning of the wording 'broader public.'

Carried

**Board Policy No. 11-B Program and Human Resources Committee**

Moved:

Seconded:

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-B Program and Human Resources Committee, as contained in Board Report No. B-1d, dated March 28, 2011.**

Carried

**Board Policy No. 11-J Student Discipline Committee**

Moved: D. Inch

Seconded:

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-J Student Discipline Committee, as contained in Board Report No. B-1e, dated March 28, 2011.**

Assistant Superintendent Savery-Whiteway advised that there were very few changes to the policy, other than alignment with provincial safe school documents and the addition of the name of the respective regulation. After discussion on the definition of *parent*, it was determined that in *No. 2 – Definitions – Parent* that the second sentence be moved in front of the first to read as follows: "*Parent means the custodial parent or guardian of a minor child who is not an adult student. A reference to "parent" in this policy refers to both parents if applicable or to a guardian or guardians*".

**That Hastings and Prince Edward District School Board approve amendments to Board Policy No. 11-J Student Discipline Committee, as amended and contained in Board Report No. B-1e, dated March 28, 2011.**

Carried

**Educational Programs in Care, Treatment and Correctional Facilities (Section 23)**

Moved: J. Williams

Seconded: J. Cobb

**That Hastings and Prince Edward District School Board approve for 2011-2012 the four (4) special programs in conjunction with the care, treatment and correctional facilities, subject to approval by the Ministry of Education, as contained in Board Report No. B-2 dated March 28, 2011.**

Clarification was provided on the staff costs involved in the programs noting costs are minimal and that the program is funded 100% by the province.

Carried

**Draft Letter to the Honourable Leona Dombrowsky, Minister of Education**

Moved: D. Patterson

Seconded: D. Inch

**That Hastings and Prince Edward District School Board approve the letter to the Minister of Education, as contained in Board Report B-3, dated March 28, 2011.**

It was suggested that the letter be co-signed by the Chair of the Board and suggested that “the” be removed from “*provide teachers with ~~the~~ resources necessary...*”

Carried

### **Information**

#### **Calendar of events**

The calendar was reviewed and the following items were noted and included on the calendar:

- Spring Coffee House at Trenton High School – April 14
- Anti-Hate Day at Trenton High School – April 15
- Quinte Regional Science & Technology Fair at Loyalist College – April 2
- 4<sup>th</sup> Annual Student Benefit Auction – May 5
- Executive Committee meeting changed to 1:30 p.m.

On a question, the Director advised that Board Meetings are not scheduled during the summer months and the Director’s Meeting in August is usually planned for the 3<sup>rd</sup> week.

#### **Report from the chair**

- OPSBA Regional Meeting in Brockville
  - trustee involvement on interview committees
  - priorities during the climate of an election
  - political parties consult OPSBA on policies and priorities.

#### **Report from Executive Committee**

Chair Pitman reported on the following items from the Executive Committee meeting that took place on March 7, 2011:

- Revisions to Board Policies
- Trustee Retreat – Monday, April 7, 2011 at Earl & Angelos Restaurant
- Leadership Development Survey
- Administrative Placements

#### **Operations and Finance Committee**

Trustee Inch reported on the following items from the Operations and Finance Committee meeting that took place on March 7, 2011:

- Review of revised policies
- Support for procedures and events to support upgrading the THS track
- Video surveillance updates
- Capital Project updates
- Trustee Expense reimbursements

#### **Program and Human Resources Committee**

Trustee Goodfellow reported on the following items from the Program and Human Resources Committee meeting that took place on March 7, 2011:

- Math is Fun Project at elementary schools
- Review of revisions to policies

#### **Reports from Staff**

- None

#### **Reports from Trustees – Board committees and events**

Trustees provided updates on events they attended:

- Participation on the Food for Learning Committee which has now expanded to southeastern Ontario and is a leading agency for eastern school boards
- Student Benefit Auction on May 5 featuring chocolate foundations, musical talent from secondary schools and student built gifts
- Quinte Secondary School dance to support the disaster in Japan with donations going to the Red Cross
- Open House for the home building project at Quinte Secondary School
- Participation in a fund raising event at Centre Hastings Secondary School , re: experiencing blindness

#### **Trustee proposals and queries**

- OPSBA Summit on Children’s Mental Health on June 2, 2011 in Toronto (a number of staff at the Education Centre will be attending this event)

#### **Correspondence**

OPSBA request for Boards to support, in principle, the Coalition for Children and Youth Mental Health

**Moved: M. Hall**

**Seconded: T. Goodfellow**

**That Hastings and Prince Edward District School Board approve the letter to the Minister of Education, as contained in Board Report B-3, dated March 28, 2011.**

Discussion followed on the intent of OPSBA to bring Boards together to support children’s mental health in the province of Ontario. It was noted that this is only the first step in bringing agencies and community partners together. The success of the program will be evaluated over time, and this motion is to support, in principle, the coalition. There is no financial commitment at this time.

*Carried*

#### **Adjournment**

The meeting was adjourned at 8:44 p.m.

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Chair

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Secretary



**Decision X Information \_\_\_\_\_**

**To:** The Chair and Members of Hastings and Prince Edward District School Board

**From:** Kathy Soule, Director of Education

**Re: Board Policy Review**

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**Purpose**

Board Policy No. 7: Board Policy Development and Review, Section 7: Policy Review requires the Board to establish a process to examine policies as the review date comes in effect.

This report brings forward the following Board Policies, as reviewed for information at the Operations and Finance and Program and Human Resources Committees and recommended for approval by the Executive Committee:

- a) Board Policy No. 11-E: The Budget Committee
- b) Board Policy No. 11-G: Special Education Advisory Committee
- c) Board Policy No. 17: Transportation of Students

According to Procedure 110 Board Policy Development and Review, Board Policies are required to be reviewed every three years to ensure they are still relevant and have been implemented effectively. The Director was authorized to review the Board Policies at the meeting held on Monday, January 24, 2011.

**Current situation**

As contained in Executive Committee Report C-2, dated January 10, 2011, amendments to the above policies were presented at the April 4, 2011 Executive Committee meeting and recommended for approval.

**Appendices:**

- Appendix A - Revised Board Policy No. 11-E: The Budget Committee
- Appendix B - Revised Board Policy No. 11-G: Special Education Advisory Committee
- Appendix C - Revised Board Policy No. 17: Transportation of Students

- a) **Board Policy No. 11-E: The Budget Committee** – amended by strikeout, insertion of language, and re-numbering.

**Recommendation**

- Moved: S. Clements**
- Seconded: D. Inch**

**That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 11-E: Budget Committee, as contained in Board Report No. B-1a, dated April 26, 2011.**



- b) **Board Policy No. 11-G: Special Education Advisory Committee** – amended by both strikeout and insertion of language to reflect the current practice and system plan.

**Recommendation**

**Moved: D. Inch  
Seconded: S. Clements**

**That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 11-G: Special Education Advisory Committee, as contained in Board Report No. B-1b, dated April 26, 2011.**

- c) **Board Policy No. 17: Transportation of Students** - amended by both strikeout, insertion of language and renumbering to reflect the changes to Board Procedure References, current practice and correct terminology.

**Recommendation**

**Moved: D. Inch  
Seconded: S. Clements**

**That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 17: Transportation of Students, as contained in Board Report No. B-1c, dated April 26, 2011.**

Respectfully submitted,

**Kathy Soule  
Director of Education and Secretary of the Board**

## STANDING COMMITTEE

POLICY NO. 11- E	
Adopted	May 26, 2008
Last Revised	<del>May 26, 2008</del> May, 2011
Review Date	<del>May, 2011</del> May, 2014

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## ~~THE~~ BUDGET COMMITTEE

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### 1. PURPOSE

The Budget Committee is responsible for the review and recommendation of the annual budget to the Board. ~~It is the responsibility of the Board to establish a budget that is compliant with the requirements of the Education Act and aligns resources to support high levels of achievement for each student.~~

### 2. POWERS AND DUTIES

~~2.1~~ 2.1 The committee shall consider budget recommendations from the staff, other Board committees and the community, as appropriate.

~~2.2.1~~ 2.2.1 ~~The committee shall review the estimates of Board revenue and expenditures for the fiscal year and ensure that the estimated expenditures do not exceed the estimated revenues.~~

~~2.3~~ 2.2 The committee shall consider estimated board revenue and expenditures.

2.3 The committee shall provide direction as to budget application when significant adjustments are required.

~~2.4~~ 2.4 ~~The committee shall establish a balanced annual operating budget based on Ministry of Education funding and the goals and priorities of the Board.~~

2.4 The committee shall present a recommended budget to the Board each year that is based on the goals and priorities of the Board and is compliant with the requirements of the Education Act.

### 3. MEMBERSHIP

Committee membership includes all members of the Board.

### 4. MEETINGS

The chair of the Board shall set the meeting date or dates and preside at each meeting of the Budget Committee.

#### **Legal References:**

~~Education Act, sections 170-171 230-232~~ Duties and Powers of Boards Estimates; Part IX Finance

#### **Board References:**

Board Policy No. 1 - Board Mission and Goals

**STATUTORY COMMITTEE**

<b>POLICY NO. 11- G</b>	
<b>Adopted</b>	May 26, 2008
<b>Last Revised</b>	April 26, 2011
<b>Review Date</b>	April, 2014

**SPECIAL EDUCATION ADVISORY COMMITTEE****1. PURPOSE**

The purpose of the Special Education Advisory Committee is to act in an advisory capacity to the Board on Special Education matters. All appointments to the Special Education Advisory Committee will be guided by Board Policy No. 1 Board Mission and Goals.

Hastings and Prince Edward District School Board (the Board) is a system of character that supports the success of each student through effective community relationships, and safe, respectful, inclusive learning and working environments. The Board is committed to establishing and maintaining effective partnerships and committees through mutual respect and cooperation. Under the *Education Act*, the Board is required to establish a Special Education Advisory Committee (SEAC). ~~The Board shall establish a Special Education Advisory Committee (S.E.A.C.) as required under the *Education Act*.~~

**2. POWERS AND DUTIES**

- 2.1 The powers and duties of the Special Education Advisory Committee are mandated by Ontario Regulation 464/97. The committee may make recommendations to the Board on any matter affecting the establishment, development and delivery of Special Education programs and services for exceptional students of the Board.
- 2.2 Under the authority of the Board and in accordance with the *Education Act*, the SEAC S.E.A.C. may advise the Board in such policy areas of Special Education as follows:
  - a) the delivery model;
  - b) program development;
  - c) identification and assessment of special needs;
  - d) transportation practices;
  - e) interaction with other boards or committees in related areas; and
  - f) any other matter in special education as requested by the Board.
- 2.3 The committee shall facilitate the exchange of information and ideas among the committee members representing the local associations, the director or designate(s), and the corporate Board.
- 2.4 The Special Education Advisory Committee will participate in the Board's annual review of the Special Education Plan in accordance with Ontario Regulation 306 Special Education Programs and Services.
- 2.5 The committee will participate in the Board's annual budget process as that process relates to Special Education.
- 2.6 The committee shall review the financial statements of the Board as those statements relate to Special Education.

### 3. MEMBERSHIP

3.1 Voting members of the Special Education Advisory Committee are appointed as follows:

- 3.1.1 two members and one alternate member for each, appointed by the Board from among its own members;
- 3.1.2 one representative of the Mohawks of the Bay of Quinte in accordance with the legislation;
- 3.1.3 one representative from each of the local associations, not to exceed twelve, in the area of jurisdiction of the Board, as nominated by the local association and appointed by the Board;
- 3.1.4 one alternate for each representative of a local association, nominated by each local association and appointed by the Board; and
- 3.1.5 if the Board so chooses, up to two members appointed by the Board who are not representatives of a local association, are not members of the Board or another committee of the Board that is appointed by the Board.

3.2 Each of the persons appointed under paragraphs 3.1.2, 3.1.3, 3.1.4 and 3.1.5 above shall have the qualifications required for being a member of the Board that appointed them.

3.3 The Board shall establish membership of the Special Education Advisory Committee at the inaugural meeting of the Board during an election year. Members of this committee will hold office for the duration of the Board that appoints them.

3.4 A member or alternate member for a member of the Special Education Advisory Committee vacates his or her seat if he or she:

- a) is convicted of an indictable offence;
- b) absents himself or herself from three consecutive meetings without being authorized by resolution entered in the minutes;
- c) ceases to hold the qualifications to be appointed to the committee or ceases to hold the qualifications to be appointed as an alternative.

3.5 The Board shall, if a seat or position on the Special Education Advisory Committee becomes vacant, appoint a qualified person to fill the vacancy for the remainder of the term of the person whose seat or position has become vacant.

3.6 Nominations by local associations apply with respect to appointments.

3.7 Where a seat of a member is vacant and has not yet been filled, the alternate for the member, if there is an alternate, shall act in the member's place.

3.8 A member of senior administration will act as the administrative liaison to the committee and will be responsible for minutes for the committee, but is not a voting member.

3.9 At the completion of the terms of office of the SEAC S.E.A.C. members, the Hastings and Prince Edward District School Board shall advertise in the local papers for representation from the associations and for members at large for the next term of the Board.

### 4. MEETINGS

The Special Education Advisory Committee will meet regularly, at least ten times over the school year. Unless ruled otherwise by the chair, these meetings will be open to the public.

### 5. PROCEDURES

5.1 Election of Chair and Vice-Chair

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At the first meeting of the Special Education Advisory Committee after the Board's annual organization meeting, a chair and a vice-chair shall be elected. Any voting member of the **SEAC S.E.A.C.** is eligible for election.

#### 5.2 Meeting Conducted by Chair

The meeting will be conducted by the chair under the same procedures as the Board uses. All members shall have access to, and become familiar with, the Board policies.

#### 5.3 Agenda of Meeting

The chair, in collaboration with the supervisory officer responsible for **Special Education**, will determine the agenda for each meeting, its scheduling and location, and ensure that committee members are appropriately informed of such details.

#### 5.4 Quorum

A quorum shall consist of a simple majority of the voting members of the committee.

#### 5.5 Meeting Content

The meetings will be concerned, in addition to other items, with:

- a) discussions of existing programs and services and current practices; and
- b) suggestions for enhancement of existing programs and services.

#### 5.6 Recommendation to the Board

Before making a decision on a recommendation of the **SEAC S.E.A.C.**, the Board shall provide an opportunity for the committee to be heard before the Board and before any committee of the Board to which the recommendation is referred.

#### 5.7 Individual/Personal or Staffing Concerns

The committee shall not address individual/personal or staffing concerns, as this is the responsibility of the director of education or designate.

#### 5.8 Contact with School Personnel

For the purposes of the committee functioning, all contact with school personnel shall be channeled through the supervisory officer responsible for **Special Education**.

#### 5.9 Contact with the Board

For the purposes of the committee functioning, contact with the Board or its standing committees shall be channeled through the chair of the **SEAC S.E.A.C.** and the supervisory officer responsible for special education.

***Legal References:***

- *Education Act: section 57.1 Special Education Advisory Committees*
- Ontario Regulation 306 Special Education Programs and Services
- Ontario Regulation 464/97 Special Education Advisory Committees

***Board References:***

- Board Policy No. 1 - Board Mission and Goals
- Board Policy No. 2 - Governance By-Laws and Standing Rules



**Hastings and Prince Edward  
District School Board**

**BOARD POLICY NO. 17**

Adopted	May 26, 2008
Last Revised	<del>May 26, 2008</del> May, 2011
Review Date	May, <del>2011</del> 2014

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## TRANSPORTATION OF STUDENTS

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### 1. PURPOSE

Hastings and Prince Edward District School Board, Algonquin and Lakeshore Catholic District School Board and Limestone District School Board are equal members of ~~The~~ Tri-Board Student Transportation Services Inc., a corporation incorporated under the laws of the Province of Ontario, subject to the *Ontario Corporations Act*.

The principal business of the corporation is the provision of safe, secure, on-time transportation and related services to the students of the member boards.

### 2. POLICY

2.1 The three members of ~~The~~ Tri-Board Student Transportation Services Inc. have entered into a student transportation agreement to provide effective service in accordance with the *Education Act* and its regulations, the *Highway Traffic Act* and Ministry of Education guidelines.

2.2 The Transportation of Students policy applies to each of the member boards and is administered by the Chief Executive Officer of ~~The~~ Tri-Board Student Transportation Services Inc.

#### **Legal References:**

- *Education Act, Part II—School Attendance; section 181 Agreements with Other Boards; section 190 Transportation of Pupils*
- *Highway Traffic Act*
- Ontario Regulation 298—Operation of Schools: section 23 Requirements for Pupils on Buses

#### **Board References:**

- Administrative Procedure 155 - Shut Down of Building/School
- Administrative Procedure ~~365-145- School Code of Conduct~~ District Code of conduct – School Codes of Conduct
- Administrative Procedure 378 - Student Discipline, Bullying Prevention and Intervention
- Administrative Procedure 597590- Student Safety Patrols Transportation of Students



**THE TRI-BOARD STUDENT TRANSPORTATION SERVICES INC**

**TRANSPORTATION OF STUDENTS**

**POLICY STATEMENT**

The Tri-Board Student Transportation Services Inc. may provide transportation to and from school for school programs for a student of member boards:

- a) who is enrolled by the Boards, including all international students;
- b) who is traveling to a school within the jurisdiction of the Boards where the Boards are providing education services to students from another Board;
- c) who is traveling to a school operated by another Board to which the above Boards provide educational services.

Tri-Board Student Transportation Services Inc. may provide transportation services to other school boards and organizations.

It is the policy of the Boards to provide transportation in accordance with Ministry of Education guidelines and the *Highway Traffic Act*, subject to provisions of the *Education Act* and regulations.

It is the prime objective of the Boards to ensure the safety of all transported students and not only to maintain but also to improve the level of education and to meet the aim of equalized education opportunity for all students in the jurisdiction.

**REGULATIONS**

The following regulations concerning the walking limits are to be administered by the Manager of The Tri-Board Student Transportation Services: Chief Executive Officer of Tri-Board Student Transportation Services Inc.

**1. TRANSPORTATION ELIGIBILITY**

- 1.1 A student may be required to walk from his or her property entrance where the starting point of the walking distance shall be the point located on an assumed and maintained city, township or county road or on a provincial highway, of normal access to the residence of the student.

The Boards will endeavor to provide transportation for any elementary or secondary student who would otherwise be required to walk more than the following distances to the school in which he or she would normally be enrolled or to the nearest existing bus route to that school.

**STUDENT WALKING DISTANCES**

	<u>Distance To School</u>	<u>Distance To Bus Pick-up</u>
Jr. Kindergarten to Grade 6	1.6 km	.8 km

Grade 7 & 8	3.2 km	.8 km
Grade 9 to 12	3.2 km	1.6 km

1.1.1 In built up areas or in rural areas where a bus stop would be required on a hill, curve or any other location that would be a hazardous area, students will be required to walk to a reasonable collection point. It is the responsibility of ~~The~~ Tri-Board Student Transportation Services Inc. to establish where these pick up points might be.

1.1.2 It is expected that the length of time that students would spend riding the bus from their home or pick up point to the school in which attendance area they reside, would not be longer than one hour. However, there may be exceptions should students opt to attend a school outside of their regular attendance area or if there is no school in the immediate area and students must travel to the nearest school facility or if the attendance area is a significant geographic area. In taking the above exceptions into consideration, it would be expected that a student would not be required to spend more than 90 minutes on a bus to attend these schools.

## 2. SPECIAL CONSIDERATION

2.1 In most instances rural students will be picked up and dropped off at their residence. Students may be transported from a care giver's residence as long as the care giver is on an existing bus route and there is room on the bus. Transportation for out of boundary students requiring transportation from the residence of a care giver may be approved if the care giver's residence is within the attendance area of the school being attended and there is no additional cost to the Boards. Parents must apply for permission for the student to be picked up at a location other than home and approval for such a request must come from ~~The~~ Tri-Board Student Transportation Services Inc. Transportation, if approved, will be provided to and from one location only.

~~2.1.4~~ 2.2 All changes to a child's pick up or drop off location must be in the form of a signed note by the parent. The note will then be signed by the school principal and a copy given to the bus driver. The school may issue a note if the parent calls during the day with a change to transportation arrangements. A properly signed note must be provided before any change to the student's transportation is made.

~~2.2~~ 2.3 Special consideration for transportation may be approved when:

~~2.2.4~~ 2.3.1 there are unusual circumstances adversely affecting the safety of a student or students;

~~2.2.2~~ 2.3.2 there are unusual circumstances owing to a disability of a student and the request for transportation is supported by a doctor's certificate to confirm such disability;

~~2.2.3~~ 2.3.3 there are unusual circumstances resulting from a Board's action to close a school or to relocate the program;

~~2.2.4~~ 2.3.4 there are other usual circumstances as identified by the ~~Manager~~ Chief Executive Officer of ~~The~~ Tri-Board Student Transportation Services Inc. and approved by the Director of the applicable Board.

## 3. BUS TICKETS

3.1 If necessary, the Boards shall provide bus tickets when regular school bus transportation is not available for the transportation of exceptional students who have been identified by a special education Identification, Placement and Review Committee (IPRC) as requiring instruction outside their own secondary school or elementary school attendance area to attend a special program. These students must present a request for such assistance signed by the student's parent or guardian, subject to the walking distances in subsection 1.1.

#### 4. PROVISION OF CHARTERED SERVICES

- 4.1 Since most vehicles are performing double and triple bus runs, the availability of school buses to accommodate field trips during a school day is limited. A list of bus operators who have additional buses available for field trips and excursions will be provided to all schools.

#### 5. BUS OPERATIONS

~~5.1.4~~ 5.1 All bus operators shall maintain kindly, firm control of students and shall adhere to the following regulations:

~~5.1.25.1.1~~ Transportation shall be provided according to contract agreement for each and every school day, roads and weather permitting, unless the operator has been notified in advance that transportation will not be required on a certain day.

~~5.1.35.1.2~~ All bus operators shall provide ~~The~~ Tri-Board Student Transportation Services Inc. with proof of insurance by August 15<sup>th</sup> preceding the start of a school year.

~~5.1.45.1.3~~ All bus operators shall provide ~~The~~ Tri-Board Student Transportation Services Inc., for each vehicle being operated, proof that the regular six month safety inspection and the annual brake inspection have been completed. Failure to do so will be considered a breach of contract and disciplinary action will be taken.

~~5.1.55.1.4~~ Should a bus operator deem it impossible or too dangerous to drive his/her route, he/she shall contact the appropriate radio stations with cancellation information. The operator will contact the school principal(s) concerned by 7:00 a.m. All cancellations must be reported to The Tri-Board Student Transportation Services office immediately. In the event that the driver has proceeded on the run but determines that it is not safe to continue, students may be returned home after contacting the operator. A general cancellation of buses will be determined by ~~The~~ Tri-Board Student Transportation Services Inc. after consultation with the Director(s) of Education. Radio stations will be contacted by The Tri-Board Student Transportation Services staff. Any decision to have buses leave the schools before regular dismissal time will be determined by the Director(s) of Education, after consultation with the Manager-Chief Executive Officer of ~~The~~ Tri-Board Student Transportation Services Inc.. Such a decision should be made by 10:30 a.m.

~~5.1.65.1.5~~ Parents/guardians are responsible for seeing that their children arrive at their pick up point safely and punctually. Parents/guardians are also responsible for the supervision of their children going to, coming from and waiting at the bus stop.

~~5.1.75.1.6~~ "Every pupil is responsible for his or her conduct to the principal of the school that the pupil attends...while travelling on a school bus that is owned by a board or on a bus or school bus that is under contract to a board." (Subsection 23 (4) Ontario Regulation 298—Operation of Schools). Authority for the maintenance of discipline on the bus is delegated to the driver. In case of misconduct on a school bus, the driver shall not resort to physical or verbal abuse. In the event of misconduct on the bus, a Student Behaviour Form should be completed and taken into the school. The principal is ultimately responsible for dealing with all problems of discipline on Board provided transportation routes. A list of bus rules should be posted at the front of the bus. These rules, plus the rules set out in the School Code of Conduct, must be adhered to by the students.

~~5.1.85.1.7~~ Large items such as school projects, large musical instruments, hockey sticks, skateboards, etc. shall not be allowed on the school bus. These large items could pose a safety hazard should they block the aisle in the event of an emergency evacuation and they also take up

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seating space required for students. All items should be in a back pack or held securely on the student's lap. Animals are **NOT** allowed on school buses.

~~5.1.95.1.8~~ All school buses will be equipped with the required safety equipment. As well, any other device that will enhance the safety of the school bus will be given consideration for use in the bus fleet. This would include items such as strobe lights, swing arms, video cameras, mirrors, etc. Communication equipment is mandatory on all buses.

## 6. CHANGES IN 'AGREEMENT FOR TRANSPORTATION' CONTRACT

6.1 When a contractor (operator) for school bus transportation service to Tri-Board Student Transportation Services ~~Inc.~~ alters his or her financial interest in or ownership of the firm, which is a party to the agreement for such transportation services, the following shall apply:

6.1.1 The existing 'Agreement for Transportation' shall be terminated as provided for in Section 13 of the said agreement.

~~6.2~~ 6.1.2 ~~The board~~ Tri-Board Student Transportation Services Inc. may enter into a new 'Agreement for Transportation' with the contractor or new owner for 'home to school' routes and the terms and conditions of the previous 'Agreement for Transportation' may apply. It is understood that any transportation service other than 'home to school' routes shall be considered separately by the board before a contract may be let.

~~6.3~~ 6.1.3 Further 'Agreements' for ensuing transportation periods shall be dealt with as if the change in financial interest or ownership of the previous contractor has not taken place.

## 7. RESTRICTION OF BUS ROUTES

7.1 The number of bus routes (excluding feeder routes) an operator can operate in any one secondary school attendance area must be less than half of the total number of elementary and secondary school bus routes in that area.

## 8. BASIS OF PAYMENT FOR BUS SERVICE

8.1 The basis of payment to bus operators for student transportation service provided shall be as set out in an agreement between ~~the board~~ Tri-Board Student Transportation Services Inc. and the Tri-Board School Bus Operators' Association entitled 'Formula For Basis of Payment To School Bus Operators'.

~~8.1.1~~ 8.2 This agreement shall be reviewed annually.

## 9. AWARDED CONTRACTS

9.1 When new bus routes are established, the following procedure for awarding contracts in terms of the 'Formula For Basis of Payment to School Bus Operators' described in subsection 8.1 will apply:

9.1.1 The first step shall be to offer the route to any bus operator who may have lost a route as a result of the new route being formed.

9.1.2 The second step shall be to openly advertise the route and invite applications, with applicants to be interviewed.

9.2 If, in following the steps in paragraphs 9.1.1 and 9.1.2 it has not been possible to negotiate a contract in terms of the 'Formula', transportation will be provided on the route by tendering or by any other arrangements authorized by the board.

**10. SCHOOL BUS PATROLLERS**

10.1 ~~The~~ Tri-Board Student Transportation Services Inc., in conjunction with CAA and local police departments, offers the School Bus Patroller Program to students. Patrollers are trained to help students cross the road by walking with them to a position in front of the left front fender of the bus and, when the driver indicates it is safe to do so, motioning the children to cross. They are also trained to assist in an evacuation. A person at the school is required to act as a liaison for the patrollers.

**11. SPECIAL EDUCATION**

11.1 Education Services will provide requests for transportation for students in special classes not offered in their home school to ~~The~~ Tri-Board Student Transportation Services Inc.. Once approved, regular transportation will be used if possible, or if necessary, specialized transportation will be arranged.

**12. FIRST AID TRAINING**

12.1 First Aid Training will be available for new drivers and refresher courses in First Aid will be offered to all drivers through ~~The~~ Tri-Board Student Transportation Services Inc..

**13. LATE BUS TRANSPORTATION**

13.1 Late busing may be provided, at the discretion of the secondary school principals, subject to funding available from the school.

**14. INFORMATION FOR PARENTS**

14.1 ~~Information, in the form of a flyer, will be given to parents/guardians at the beginning of the school year, outlining the bus rules and the responsibility of parents related to the safe transportation of their child or children to school. Information will also be provided about whom to contact should there be a concern with their child's transportation.~~ Information for parents is available on the Tri-Board Student Services Inc. website ([www.triboard.on.ca](http://www.triboard.on.ca)) regarding proper student behavior on the bus, bus safety, school eligibility from an address, student transportation information, Student Transportation Applications, as well as direct links to the Boards within the Tri-board jurisdiction.

**15. SHARED TRANSPORTATION**

15.1 ~~The~~ Tri-Board Student Transportation Services Inc. will undertake to share the transportation available through the Boards to operate an efficient, cost effective system which will provide the safest transportation for all students within ~~The~~ the jurisdiction of Tri-Board Student Transportation Services Inc..

**16. STANDARDIZED REPORTS ON BUS SERVICE**

16.1 ~~The~~ Tri-Board Student Transportation Services Inc. will prepare a standardized report card system to report on the performance of each bus operator. All areas of service provided by the bus operator will be evaluated to ensure that the Boards are receiving the best service possible from the companies transporting students under the terms of this ~~Tri-Board~~ Policy.





**Decision**   X   **Information**       

**To:** The Chair and Members of the Hastings and Prince Edward District School Board

**From:** Dwayne Inch, Chair, Operations and Finance Committee  
Dave Rutherford, Superintendent of Business Services

**Re: Short Term Borrowing**

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### **Purpose**

To approve a borrowing resolution for short term financing for:

- the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville under the Prohibitive to Repair and Enrolment Pressures programs.
- the cost of renovations for Full Day Kindergarten, Energy Efficiency, Geothermal and School Renewal Projects at various sites.

### **Background**

The board is undertaking a number of capital projects during this school year as a result of accommodation reviews in west Belleville and North Hastings, as well as special projects tied to specific Ministry of Education capital funding such as Full Day Kindergarten, Energy Efficient Schools, Geothermal Projects and School Renewal.

### **Current situation**

In order to finance capital projects funded by the Ministry of Education, the Board is required to have a capital borrowing resolution in place in order to arrange short term financing. Once the projects are completed the Prohibitive to Repair and Enrolment Pressures projects will be financed over a 25 year period by the Ontario Financing Authority. The Full Day Kindergarten, Energy Efficiency, Geothermal and School Renewal projects are paid as capital grants based on specific milestones being attained.

Operations and Finance Committee Report No. B-1 was presented and approved at the meeting of April 11, 2011 and is now being brought forward for approval.

### **Appendices**

Appendix A - Capital Borrowing Resolution – Sir John A. Macdonald School, Prince Charles School, Belleville

Appendix B - Capital Borrowing Resolution – Full Day Kindergarten

### **Recommendation**

Moved: M. Hall  
Seconded: S. Clements

**That the Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville, approve the borrowing resolution authorizing the borrowing of a sum of up to six million, eight hundred thousand dollars (\$6,800,000) from the Canadian Imperial Bank of Commerce as contained in Board Report No. B-2, dated April 26, 2011.**



**Hastings and Prince Edward  
District School Board**

Board Report No. B-2

Page 2

April 26, 2011

Moved: D. Patterson  
Seconded: M. Brant

**That the Hastings and Prince Edward District School Board, in order to meet short term borrowing requirements for the cost of renovations for Full Day Kindergarten, Energy Efficiency, Geothermal and School Renewal Projects, approve the borrowing resolution authorizing the borrowing of a sum of up to three million, two hundred thousand dollars (\$3,200,000) from the Canadian Imperial Bank of Commerce as contained in Board Report No. B-2, dated April 26, 2011.**

Respectfully submitted,

**Dwayne Inch, Chair  
Operations and Finance Committee**

**Dave Rutherford  
Superintendent of Business Services**

**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD**

**BORROWING RESOLUTION**

**A RESOLUTION AUTHORIZING THE BORROWING OF MONEY BY WAY OF DEMAND BRIDGE  
LOAN**

WHEREAS the Hastings and Prince Edward District School Board (hereinafter called the Board) finds it necessary to borrow up to the sum of \$6,800,000 by way of demand bridge loan for the addition/renovations to Sir John A. Macdonald and Prince Charles (Belleville) schools under the Prohibitive to Repair and Enrolment Pressures programs.

AND WHEREAS the estimated current revenues of the Board have not yet been received or fully received and such revenues hereafter to be received are sufficient to repay all unpaid sums borrowed hereunder and interest thereon:

THEREFORE the Board enacts as follows:

1. That the Chair and Treasurer are hereby authorized on behalf of the Board, pursuant to the orders to borrow by way of demand bridge loan, a sum or sums not exceeding the aggregate of \$6,800,000 to meet capital expenditures of the Board for the addition/renovations to Sir John A. Macdonald and Prince Charles (Belleville) schools under the Prohibitive to Repair and Enrolment Pressures programs and are hereby authorized to give, on behalf of the Board, to the lender a promissory note or credit agreement signed by the Chair and Treasurer for the monies borrowed hereunder with interest and other charges that may be agreed upon from time to time with the bank.
2. The Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies comprising of current revenue of the Board hereafter received.

We hereby certify that the foregoing is a true copy of a resolution of the Hastings and Prince Edward District School Board, duly passed at a meeting of the said Board regularly held and that the said resolution is in full force and effect.

DATED THIS 26th day of April, 2011.

HASTINGS AND PRINCE EDWARD DISTRICT  
SCHOOL BOARD

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CHAIR

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SECRETARY

**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD**

**BORROWING RESOLUTION**

**A RESOLUTION AUTHORIZING THE BORROWING OF MONEY BY WAY OF DEMAND BRIDGE  
LOAN**

WHEREAS the Hastings and Prince Edward District School Board (hereinafter called the Board) finds it necessary to borrow up to the sum of \$3,200,000 by way of demand bridge loan for the cost of renovations for full day kindergarten, energy efficiency, geothermal and school renewal projects.

AND WHEREAS the estimated current revenues of the Board have not yet been received or fully received and such revenues hereafter to be received are sufficient to repay all unpaid sums borrowed hereunder and interest thereon:

THEREFORE the Board enacts as follows:

1. That the Chair and Treasurer are hereby authorized on behalf of the Board, pursuant to the orders to borrow by way of demand bridge loan, a sum or sums not exceeding the aggregate of \$3,200,000 to meet capital expenditures of the Board for the cost of renovations for full day kindergarten, energy efficiency, geothermal and school renewal projects and are hereby authorized to give, on behalf of the Board, to the lender a promissory note or credit agreement signed by the Chair and Treasurer for the monies borrowed hereunder with interest and other charges that may be agreed upon from time to time with the bank.
2. The Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies comprising of current revenue of the Board hereafter received.

We hereby certify that the foregoing is a true copy of a resolution of the Hastings and Prince Edward District School Board, duly passed at a meeting of the said Board regularly held and that the said resolution is in full force and effect.

DATED THIS 26th day of April, 2011.

HASTINGS AND PRINCE EDWARD DISTRICT  
SCHOOL BOARD

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CHAIR

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SECRETARY



**Decision**   X   **Information**       

**To:** The Chair and Members of the Hastings and Prince Edward District School Board

**From:** Dwayne Inch, Chair, Operations and Finance Committee  
Dave Rutherford, Superintendent of Business Services  
Don Tregenza, Controller of Facility Services

**Re: Athol-South Marysburgh Public School Addition and Renovations**

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**Purpose**

To present tender results for capital projects involving the addition and renovations to Athol-South Marysburgh Public School.

**Background**

As a result of an accommodation review in South Prince Edward County, the Board approved the closure of South Marysburgh Central School. During the course of the review, it was identified that an addition and renovations would be required to adequately serve the incoming students at Athol-South Marysburgh Public School. Working with the Integration Committee, preliminary floor plans were developed.

Proposed construction will include a two classroom addition and creation of a JK/SK room within the existing building. The existing front office and staff rooms will be renovated and enlarged. The existing computer room will be eliminated and replaced with wireless technology and “computers on wheels”. Additional washrooms will be created within the existing building.

**Current situation**

The following valid tenders were received:

<b>Contractor</b>	<b>Valid Tender Received</b>	<b>Office Renovation Separate Price</b>	<b>Total</b>
K. Knudsen Construction Limited	\$645,500	\$108,240	\$753,740
Mirtren Contractors Limited	756,000	127,000	883,000
QuadPro Construction	789,957	179,650	969,607
Tom Belch & Sons Building Contractors Ltd.	704,000	154,000	858,000

The total cost of the project will be funded by the Ministry of Education through a capital grant.

Operations and Finance Committee Report No. B-2 was presented and approved at the meeting of April 11, 2011 and is now being brought forward for approval.



**Hastings and Prince Edward  
District School Board**

**Board Report No. B-3  
Page 2  
April 26, 2011**

**Recommendation**

Moved: T. Goodfellow  
Seconded: M. Hall

**That the Hastings and Prince Edward District School Board award a tender in the amount of \$753,740 to K. Knudsen Construction Limited for an addition and renovations to Athol-South Marysburgh Public School as contained in Board Report No. B-3, dated April 26, 2011.**

Respectfully submitted,

**Dwayne Inch, Chair  
Operations and Finance Committee**

**Dave Rutherford  
Superintendent of Business Services**

**Don Tregenza  
Controller of Facility Services**



**Decision** \_\_\_\_\_ **Information**   **X**  

**To:** The Chair and Members of Hastings and Prince Edward District School Board

**From:** Kathy Soule, Director of Education and Secretary of the Board

**Re:** **Calendar of events**

**Purpose:**

To provide a list of upcoming meetings, conferences and conventions.

<b>Board and Committee meetings</b>			
<b>DATE</b>	<b>TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
Tuesday, April 26	6:00 p.m.	Board Meeting	Board Room
Thursday, April 28	5:00 p.m.	Special Education Advisory Committee	Board Committee Room
Monday, May 2	2:30 p.m.	Executive Committee	Board Committee Room
Monday, May 9	7:00 p.m.	Operations & Finance	Board Committee Room
Monday, May 16	7:00 p.m.	Program and Human Resources Committee	Board Committee Room

<b>Conferences and Conventions</b>			
Thursday, June 2	OPSBA Summit on Children and Youth Mental Health	Sheraton Centre Hotel	Toronto
Thursday, July 7 to Sunday, July 10	CSBA Congress & OPSBA AGM	Westin Hotel	Ottawa

<b>System and School Events</b>			
<b>DATE</b>	<b>TIME</b>	<b>EVENT</b>	<b>LOCATION</b>
Tuesday, April 26	9:30 a.m.	Terrific Kids Assembly	C.M.L. Snider School
Tuesday, April 26	6:00 p.m.	School Council Meeting	Bayside Public School
Tuesday, April 26	6:30 p.m.	School Council Meeting	Bird's Creek Public School
Tuesday, April 26		Triathlon Fundraiser	Susanna Moodie Public School
Wednesday, April 27	9:00 a.m.	Success Awards	Deseronto Public School
Wednesday, April 27 (alternate date Thursday, April 28)	9:00 a.m.	Long Distance Relay	C.M.L. Snider School
Wednesday, April 27	2:00 p.m.	Terrific Kids Assembly	V.P. Carswell Public School
Wednesday, April 27	6:30 p.m.	School Council Meeting	Hermon Public School
Wednesday, April 27	6:30 p.m.	School Council Meeting	Sophiasburgh Public School
Wednesday, April 27 to Friday, April 29	7:30 p.m.	" But Why Bump Off Barnaby" Production	Moira Secondary School
Thursday, April 28	9:30 a.m.	Terrific Kids Assembly	Sophiasburgh Public School
Thursday, April 28	10:30 a.m.	School Arts Performance at Our Lady of Mercy	Bancroft
Thursday, April 28	6:30 p.m.	Dreams Do Come True: Success Without Money Resources for families with developmental disabilities	Trenton High School
Friday, April 29	8:30 a.m.	Terrific Kids Assembly	Madoc Township Public School



Friday, April 29	9:00 a.m.	Celebration Assembly	Sir John A. Macdonald Public School
Friday, April 29	10:30 a.m.	Celebration Assembly	Hermon Public School
Friday, April 29	11:50 a.m.	Character Awards Assembly	Marmora Senior Public School
Monday, May 2	9:30 a.m.	Arbor Day Tree Planting	C.M.L. Snider School
Monday, May 2	6:30 p.m.	School Council Meeting	Susanna Moodie Public School
Tuesday, May 3 (alternate date Wednesday, May 4)	9:00 a.m.	4 x 100 Relay at Mary Ann Sills Park	Belleville
Tuesday, May 3	11:20 a.m.	Terrific Kids Assembly	Bayside Public School
Tuesday, May 3 to Wednesday, May 4	12:00 p.m.	Little Shop of Horrors – Musical Grade 7 & 8 students from C.M.L. Snider School	Prince Edward Collegiate Institute
Tuesday, May 3	6:00 p.m.	School Council Meeting	South Marysburgh Central School
Tuesday, May 3	6:30 p.m.	Talent Show	Parkdale School
Tuesday, May 3 to Wednesday, May 4	7:00 p.m.	“Twinderella” – a student musical. Tickets \$5.00	Stirling Senior Public School
Wednesday, May 4	11:45 a.m.	Terrific Kid Assembly	Frankford Public School
Wednesday, May 4	1:30 p.m.	Jump Rope for Heart	Sir John A. Macdonald Public School
Wednesday, May 4	5:00 p.m.	School Council Meeting	Quinte Secondary School
Wednesday, May 4	7:00 p.m.	School Council Meeting	Bayside Secondary School
Wednesday, May 4 and Thursday, May 5	7:00 p.m.	“Twinderella” – a student musical. Tickets \$5.00	Stirling Senior Public School
Wednesday, May 4 and Thursday, May 5	7:00 p.m.	High School Musical Jr. Tickets \$5.00 each	Bayside Public School
Wednesday, May 4 and Thursday, May 5	7:00 p.m.	Jungle Book – The Musical	Breadner Public School
Thursday, May 5	2:00 p.m.	Jump Rope for Heart	V.P. Carswell Public School
Thursday, May 5	4:00 p.m.	Sir Mackenzie Bowell Award	Bay of Quinte Country Club
Thursday, May 5	4:30 p.m.	4 <sup>th</sup> Annual Student Benefit Auction. Tickets \$20.00 each	Centennial Secondary School
Thursday, May 5	5:00 p.m.	Fun Fair	Tweed Hungerford Senior Public School
Thursday, May 5 to Saturday, May 7	7:00 p.m.	Little Shop of Horrors – Musical Grade 7 & 8 students from C.M.L. Snider School	Prince Edward Collegiate Institute
Friday, May 6	10:00 a.m.	Career Fair	Madoc Township Public School
Monday, May 9	12:00 p.m.	Michael Mitchel Concert	S.H. Connor School
Tuesday, May 10	9:30 a.m.	Track and Field Day	Tweed-Hungerford Senior Public School
Tuesday, May 10	6:30 p.m.	School Council Meeting	Frankford Public School
Tuesday, May 10 (rain date Wednesday, 11)	11:00 a.m.	Celebration of Dance	Belleville Fairgrounds
Wednesday, May 11	5:00 p.m.	Fun Fair	Bird’s Creek Public School
Wednesday, May 11	6:30 p.m.	Books & Blankets	Bayside Public School
Thursday, May 12	6:00 p.m.	Stirling Public Schools Fun Fair	Stirling Arena
Thursday, May 12 to Saturday, May 14	7:30 p.m.	Shakes-Parodies An Evening with Shakespeare Quinte Secondary School	Maranatha Church



Friday, May 13	9:30 a.m.	Track and Field	V.P. Carswell Public School
Friday, May 13	11:15 a.m. and 12:15 p.m.	Junkyard Symphony Performance	Sir John A. Macdonald Public School
Monday, May 16	11:40 a.m.	Musical Willie Wonka Performance	Prince Charles Public School Trenton
Monday, May 16 (rain date Tuesday, May 17)	9:30 a.m.	Track and Field	Marmora Senior Public School
Tuesday, May 17	Morning	Milkweed Artistic Production	C.M.L. Snider School
Tuesday, May 17	6:30 p.m.	School Council Meeting	Prince Edward Collegiate Institute
Tuesday, May 17	6:30 p.m.	Spring Concert and Book Fair	Susanna Moodie Public School
Tuesday, May 17	6:45 p.m.	Welcome to the Jungle – Musical	S.H. Connor School
Tuesday, May 17 and Wednesday, May 18	7:00 p.m.	Musical Willie Wonka Performance	Prince Charles Public School Trenton
Wednesday, May 18	9:30 a.m.	Terrific Kids Assembly	Sophiasburgh Public School
Wednesday, May 18	10:30 a.m.	Caring Kids Assembly	Bayside Public School
Wednesday, May 18	5:00 p.m.	Fun Fair	V.P. Carswell Elementary Public School
Wednesday, May 18	5:30 p.m.	Fun Fair	Madoc Public School
Thursday, May 19	8:30 a.m.	Director's Meeting	Greek Hall
Thursday, May 19	5:30 p.m.	Fun Fair	Bayside Public School
Friday, May 20	9:30 a.m.	Jump Rope for Heart All Students	C.M.L. Snider School
Friday, May 20	9:30 a.m.	Track and Field	Foxboro Public School
Friday, May 20	10:30 a.m.	Annual Harrier Run	Local area near Quinte Secondary School
Friday, May 20	11:30 a.m.	Terrific Kid Assembly	Sir Winston Churchill School
Friday, May 20	12:00 p.m.	Relay for Life	Moir Secondary School

Please refer to the System Calendar of Events, school websites and newsletters for a complete listing of school and system activities.

Respectfully submitted,

**Kathy Soule  
Director of Education and Secretary of the Board**



Decision \_\_\_\_\_ Information X

**To:** The Chair and Members of Hastings and Prince Edward District School Board

**From:** K. Soule, Director of Education

**Re:** **Notice of Motion – Amendments to Ontario Regulation 7/07 – Student Trustees**

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**Purpose**

To notify Trustees of an amendment to Ontario Regulation 7/07 – Student Trustees that became effective this month. The amendment modifies the eligibility requirements for student trustees in order to promote the principles contained in the Ontarians with Disabilities Act, 2001.

**Current situation**

Ontario Regulation 7/07 previously required a student trustee to be a full-time student of a board. That requirement would potentially bar a student whose instructional time is reduced because of an exceptionality from becoming a student trustee.

The amendment to Ontario Regulation 7/07 would therefore require an amendment to Board Policy No. 3-C: Student Representation on the Board, specifically Clause 4.2.2 (a) which reads: *“Students must be sixteen years of age or older and entering or enrolled in year 3 or 4 as a **full-time** student at the secondary school.”*

The amendment requires the addition of the following to the above: – *“or an exceptional pupil in a special education program for whom the board has reduced the length of the instructional program on each school day under subsection 3 (3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced.”*

**Appendices:**

Appendix A - Amended regulation is attached as Appendix A.

Appendix B - Revised Board Policy No. 3-C: Student Representation on the Board

Respectfully submitted,

**Kathy Soule**  
**Director of Education and Secretary of the Board**

Ministry of Education

Mowat Block  
Queen's Park  
Toronto ON M7A 1L2

Ministère de l'Éducation

Édifice Mowat  
Queen's Park  
Toronto ON M7A 1L2



**TO:** Directors of Education  
Supervisory Officer, James Bay Lowlands Secondary School Board

**FROM:** Margot Trevelyan  
Labour Relations and Governance Branch

**DATE:** March 31, 2011

**RE:** Amendments to Ontario Regulation 7/07 – *Student Trustees*

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I am writing to advise you of amendments to Ontario Regulation 7/07 – *Student Trustees* which were filed and became effective this month. The amendments modify the eligibility requirements for student trustees in order to promote the principles contained in the *Ontarians with Disabilities Act, 2001*.

Ontario Regulation 7/07 previously required a student trustee to be a full-time student of a board. That requirement would potentially bar a student whose instructional time is reduced because of an exceptionality from becoming a student trustee. The amendments modify the full-time requirement to remove the potential barrier.

A copy of the amending regulation is attached for your information. It can also be viewed online at [www.e-laws.gov.on.ca](http://www.e-laws.gov.on.ca).

If you have any questions regarding these amendments, please contact me at (416) 325-2836 or by email at [margot.trevelyan@ontario.ca](mailto:margot.trevelyan@ontario.ca).

  
Margot Trevelyan

C: Kathy Verduyn, Acting Director, Field Services Branch  
OPSBA  
OCSTA  
ACEPO  
AFOCSC  
CODE  
OSTA-AECO  
RECFO

**ONTARIO REGULATION**

made under the

**EDUCATION ACT**

Amending O. Reg. 7/07

(Student Trustees)

Note: Ontario Regulation 7/07 has not previously been amended.

**1. Subsection 5 (1) of Ontario Regulation 7/07 is revoked and the following substituted:**

**Qualifications**

(1) A person is qualified to act as a student trustee if he or she is enrolled in the senior division of a school of the board and is,

- (a) a full-time pupil; or
- (b) an exceptional pupil in a special education program for whom the board has reduced the length of the instructional program on each school day under subsection 3 (3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools — General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced.

**2. This Regulation comes into force on the day it is filed.**

**2. Le présent règlement entre en vigueur le jour de son dépôt.**

Made by:  
Pris par :

*La ministre de l'Éducation,*  
  
.....  
*Minister of Education*

Date made: *March 4, 2011*  
Pris le : .....

## BOARD OPERATIONS

POLICY NO. 3-C	
Adopted	March 26, 2001
Last Revised	May 26, 2008
Review Date	May 2014

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## STUDENT REPRESENTATION ON THE BOARD

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### 1. OBJECTIVE

Hastings and Prince Edward District School Board is committed to involving students in the educational decision-making process and supports student trustees as representatives of the interests of pupils within the Board.

### 2. DEFINITIONS

None

### 3. POLICY STATEMENT

#### 3.1 Student Involvement

The Board recognizes the benefits which accrue when students are involved in the educational decision-making process. To enable students to participate in this manner, the position of student trustee is established.

#### 3.2 Student Perspectives

The Board expects that students who serve as student trustees shall bring student perspectives to Board discussions; will develop as student leaders; will bring to the Board an increased awareness of issues of concern to students; will assist the Board in determining student issues and student opinion; and will foster effective communication between the Board and students.

#### 3.3 Parameters for Student Representation

The Board shall provide for the appointment of two student trustees to the Board. This representation shall be within the following parameters:

- 3.3.1 Representation shall be in accordance with the *Education Act* and attendant regulations.
- 3.3.2 Representatives shall be students enrolled in a secondary school within the jurisdiction of the Board for the period of representation.
- 3.3.3 Representatives may participate in all public Board discussions and be recognized by the chair, but shall not be entitled to a binding vote.
- 3.3.4 Representatives may participate in closed meetings of the Board, except when 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.
- 3.3.5 A student trustee is not a member of the Board and is not entitled to exercise a binding vote on any matter before the Board or any of its committees.
- 3.3.6 A student trustee is entitled to require that a matter before the Board or one of its committees on which the student trustee sits be put to a recorded vote, and in that case there shall be:
  - a) a recorded non-binding vote that includes the student trustee's vote; and
  - b) a recorded binding vote that does not include the student trustee's vote.

- 3.3.7 A student trustee is not entitled to move a motion, but is entitled to suggest a motion on any matter at a meeting of the Board or of one of its committees on which the student trustee sits, and if no member of the Board or committee, as the case may be, moves the suggested motion, the record shall show the suggested motion.

#### 3.4 Board and Committee Agenda Packages

The Board shall ensure that student trustees receive and review regular copies of the public session of the Board and Board committee agenda packages in accordance with Board policy and procedures.

### 4. PROCEDURE

#### 4.1 Student Senate

A student senate, composed of up to eighteen representatives in total, from secondary schools within the jurisdiction of the Board, shall be formed and meet a minimum of four times within their term.

#### 4.2 The Student Senate:

- 4.2.1 shall consist of two representatives from each secondary school unless otherwise provided for within this procedure.

- 4.2.2 shall require students, in order to be eligible for this role, to meet the following criteria:

- a) Students must be sixteen years of age or older and entering or enrolled in year 3 or 4 as a full-time student at the secondary school or an exceptional pupil in a special education program for whom the board has reduced the length of the instructional program on each school day under subsection 3 (3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced.~~or~~
- b) Students should have achieved in a previous school year and maintained a minimum average of 70% in all subjects.
- c) Students should have demonstrated an interest and prior involvement in school and/or community-based activities.

- 4.2.3 is a committee of student representatives responsible for the election of two students from the student senate for appointment by the Board as student trustees for Board consideration by no later than the regular May Board meeting preceding the term of the student trustees.

- 4.2.4 shall be elected on or before April 30 by a method decided upon by each secondary school's student council.

- 4.2.5 shall elect the two student trustees at the first meeting to be held within the first week of May.

- 4.2.6 shall assist the student trustees in determining student issues, gathering student opinion and communicating with students.

- 4.2.7 shall serve for the term of June 1 through to May 31.

#### 4.3 Responsibilities of Student Trustees

Student trustees must be willing to commit the necessary time to attend meetings and perform duties and responsibilities as follows:

- 4.3.1 to regularly attend all public Board meetings;
- 4.3.2 to be knowledgeable about and be willing to comply with Board policies and procedures;
- 4.3.3 to attend and participate in standing committees whenever possible;
- 4.3.4 to serve as the student liaison representatives to the student senate;

- 4.3.5 to consult with and to keep the student senate informed about Board issues of interest and concern to students;
- 4.3.6 to represent the views of the student senate when participating in Board discussions;
- 4.3.7 to demonstrate confidentiality and discretion at all times; and
- 4.3.8 to undertake a mentoring role with the incoming student senate.
- 4.3.9 Even though student trustees are not members of the Board, they will have the same opportunity for participation at meetings of the Board or committees of the Board as granted to elected Board members.
- 4.3.10 If attendance is not possible, the director of education shall be notified. Attendance of the student trustees does not affect the quorum.

#### 4.4 Mentor/Advisor

- 4.4.1 The vice-chair of the Board and the director of education shall serve as mentors/advisors to the student trustees. Further, the director of education and vice-chair shall serve as the mentors/advisors to the student senate.
- 4.4.2 Orientation for the newly-selected student trustees shall be provided by the vice-chair of the Board and the director of education prior to the regular meeting of the Board in September. During their term, student trustees may request additional information or assistance, as required.

#### 4.5 Term of Office

- 4.5.1 The term of office for student trustees shall be the school year (September through June) with the student trustees commencing office following their election by the student senate and approval by the Board.
- 4.5.2 Student trustees shall normally occupy the position for a one-year term only.
- 4.5.3 Notwithstanding paragraph 4.5.2, a student trustee can stand for re-election for one further one-year term providing he/she continues to meet all qualifying requirements.
- 4.5.4 In the event of a student trustee being elected for a second term, the secondary school in which that student is registered will be entitled to name a third representative.

#### 4.6 Vacancies

In the event that one or more of the student trustees is not able to complete the term of office, the student senate shall elect a replacement for Board approval at the next regularly scheduled Board meeting.

#### 4.7 Budget

- 4.7.1 The student senate, at its first meeting shall set the budget for the upcoming year at an amount not exceeding the amount allotted by the Ministry in the student focussed funding model for the purpose of student representation.
- 4.7.2 The setting of the budget will take into account the following: cost of attendance at student senate and Board and committee meetings; membership fee in the Ontario Student Trustees Association; attendance at OSTA meetings and workshops and other related conferences; student senate activities (i.e. Youth Forum) and any other costs associated with the operation of the student senate.

#### 4.8 Reimbursement of Expenses

- 4.8.1 Student trustees shall receive an honorarium of \$2,500.00 to be provided to the student trustee at the June meeting of the Board in the year in which they served.
- 4.8.2 Student trustees and other members of the student senate will be reimbursed for their out-of-pocket expenses reasonably incurred in connection with carrying out their duties and responsibilities. Such reimbursement of expenses shall be in accordance with the same rules that govern the reimbursement of elected Board members' expenses.

4.9 Co-operative/Community Service Credit

4.10 Due to the time commitment inherent in the position as student trustee, the student trustees may submit a request to the principal prior to the commencement of their participation to be considered eligible for obtaining a co-operative or community service credit.

4.11 The principal, at his/her discretion, will determine such eligibility.

***Legal References:***

- *Education Act, section 55 Student Trustees*
- *Ontario Regulation 7/07 Student Trustees*

***Board References:***

Board Policy No. 2 - Governance By-Laws and Standing Rules



OTTAWA-CARLETON  
DISTRICT SCHOOL BOARD

*Office of the Chair of the Board*

Board Report No. D-1  
April 26, 2011

March 31, 2011

The Honourable Jason Kenney, P.C., M.P.  
Minister of Citizenship, Immigration and Multiculturalism  
Citizenship and Immigration Canada  
Ottawa, Ontario  
K1A 1L1

Dear Minister Kenney,

**Re: Cuts to Language Instruction and Settlement Services  
for Immigrant Children and Youth and their Families**

I am writing to express the serious concerns of the Ottawa-Carleton District School Board (OCDSB) about the substantial reductions being made by your government to funding for immigrant services in Ottawa and across Ontario. We understand that these reductions are in the order of 20 percent.

On March 22, 2011, the Ottawa-Carleton District School Board unanimously passed the following motion:

WHEREAS the federal government is proposing reductions in funding of approximately 20% for immigrant settlement services in Ontario;

WHEREAS the successful integration of immigrant children and youth and their families into Ontario society is critical both for immigrants and for the broader society as a whole;

WHEREAS immigrants most affected by these cuts will likely be those of highest need;

WHEREAS there has been no reduction seen in demand for service by immigrant agencies;

WHEREAS settlement services are needed over a long period of time and not just in the short term, for example, English language proficiency acquisition takes seven years for children and much longer for adults; and

WHEREAS the funding cuts will affect programs offered by the OCDSB such as Multicultural Liaison Officers, summer programs, and Language Instruction for Newcomer Canadians as well as other services provided indirectly to OCDSB students and their families;

THEREFORE BE IT RESOLVED,

THAT the Board Chair and Director be directed to write a letter to the Federal Minister of Citizenship, Immigration and Multiculturalism and begin discussions with federal representatives and officials expressing deep concerns with the proposed cuts to immigrant services in Ontario as they affect our students and copy all federal opposition critics and relevant provincial officials.

These cuts will directly affect our students by reducing the number of Multicultural Liaison Officers (MLOs) and diminishing or eliminating other settlement programs for students in our schools. Parents of the most needy families will also be adversely affected by cuts to our Language Instruction for Newcomer Canadian (LINC) program for adults as well as the childcare services for their children.

133 GREENBANK ROAD, NEPEAN, ONTARIO K2H 6L3

Tel: (613) 721-1820 Fax: (613) 820-6968 24-Hour Automated Information Line (613) 596-8222 Web Site: [www.ocdsb.edu.on.ca](http://www.ocdsb.edu.on.ca)

April 26, 2011

- 2 -

In a previous letter dated 03 June 2010, we wrote to you about how the needs of immigrant children and youth are already being under-served by the federal and the provincial governments. Since the 2005 Canada-Ontario Immigration Agreement has omitted the needs of children and youth, the funding of their settlement and language needs is almost entirely in the hands of the provincial government. This already woefully inadequate funding arrangement means further cuts will harm an already fragile population.

Nearly 350 students at the OCDSB have been identified as requiring English Literacy Development (ELD) - that is they have had limited prior schooling - and the Board receives no additional funding to meet their significant additional needs. These students may have arrived through the federal Government Assisted Refugee or other programs from war-torn countries or other situations of persecution, may have experienced direct violence to themselves or to their families, and therefore, understandably, their needs are multi-faceted (social, economic, psychological, medical) and profound. Yet these go unrecognized and unmet by either the federal or provincial funding formulae for schools.

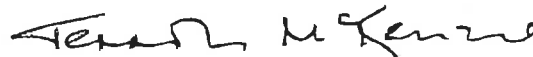
Some limited funding is provided federally through your department for settlement workers in schools. Indeed, the OCDSB was the pioneer school board for this program through the Ottawa Community Immigrant Services Organization's Multicultural Liaison Officer program which is now being replicated across Canada. Citizenship and Immigration Canada funds only part of this program, that part which serves the immediate settlement needs of newly arrived families to Ottawa. The second part of the MLO program, funded entirely by our Board, is designed to meet the longer term needs of the immigrant communities where conflicts can and do occur when children adapt to their new cultural environment at a different rate than their parents, which may create difficulty at school, in the family, or within the community.

Studies are demonstrating that students with an English deficit who receive adequate support at school perform equally to or better than native-Canadians. The fact that Ontario-wide, ESL students *significantly under perform* the average student is therefore completely unacceptable and must be remedied through immediate action.

We ask that your government act immediately and in unison with the provincial government to bring language support and settlement services for immigrant children and youth to sufficient levels. This means not only reversing recent decisions to cut immigrant programs but increasing support for some of the most disadvantaged Canadians. The social benefits of investing in preventative measures for immigrant children and youth early can be enormous and profound, so too are the long-term costs of under-funding these services and supports. We respectfully request your government make this investment today.

I appreciate your immediate attention in rectifying this matter.

Sincerely,



Jennifer McKenzie  
Chair of the Board

cc  
MPs, Ottawa area  
Ontario Premier Dalton McGuinty  
Minister of Education, Leona Dombrowsky  
MPPs, Ottawa area  
Ontario Minister of Citizenship and Immigration, Dr. Eric Hoskins  
Chairs, All Ontario Public School Boards  
Trustees, Ottawa-Carleton District School Board  
Senior Staff, Ottawa-Carleton District School Board  
Annie Kidder, Director, People for Education  
Catherine Fife, OPSBA President  
Ottawa Community Immigrant Services Organization (OCISO), Hamdi Mohamed, Wali Farah  
LASI Word Skills Ottawa  
Ottawa Local Immigration Partnership (OLIP), Hindia Mohamoud  
Community Council for Ethnocultural Equity (CCEE) Chair, Ives Clarke