



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
PUBLIC MEETING MINUTES
November 21, 2016**

Members present: T. Biniaris, M. Brant, J. Cobb, B. Danes, M. Hall, D. Inch, L. Kyle, D. Patterson, J. Williams (via teleconference)

Student Trustees: D. Austin, S. Haseeb

Regrets: J. Bray,

Absent:

Resource: L. Andrews, C. DeMille, K. Donnell, T. FitzGibbon, K. MacQuarrie, N. Pfeiffer, C. Portt, M. Savery-Whiteway

Guests:

Minutes: D. Lucas, Administrative Assistant

Call to order

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

Chair Inch thanked everyone in attendance tonight and welcomed them to the Public Board meeting.

Character Moment of Reflection

Chair Inch requested Trustee Cobb to recite the "Growing with Character Moment – Cooperation".

Delegations/presentations

Achieving Excellence and Equity Presentation:

Celebrating PEI - Principal Darren McFarlane, Vice-principal Therese McMahon, Student Success Lead Teacher, Lisa, Fraser, Head of Special Education, Heather Munroe and Head of Guidance, Matt Ronan highlighted excellence in programming, school improvement focus areas and the aspects of Prince Edward Collegiate Institute that distinguish it as a true community school. Presenters shared stories about the school mission, as well as the caring, welcoming learning environment. From experiential learning to practical/life skills programs, students participate in programs and activities to become globally minded learners and leaders. Partnerships with community organizations expose students to the Arts, cooperative education and dual credit programs. Numeracy, literacy and well-being are focus areas for all students.

Approval of the agenda

Moved: J. Cobb

Seconded: L. Kyle

That the agenda for the November 21, 2016 Public Board meeting was approved.

Carried

Approval of the minutes

Moved: B. Danes

Seconded: L. Kyle

That the minutes of the regular meeting of October 24, 2016 be approved.

Carried

Business arising from the October 24, 2016 minutes

- Nothing at this time.

Report from the Committee of the Whole

Two recommendations were brought forward from the Committee of the Whole:

- Multi-Year Financial Recovery Plan
- K-12 Principal and Vice-principal Pool

Recommendations:

B-1 2015-2016 Audited Financial Statements

Chair Inch noted that the following recommendation was moved by Trustee Patterson and seconded by W. Todd and requested Trustee Cobb to provide highlights on this recommendation. Trustee Cobb noted that The Ministry requires school boards to submit annual financial forms. These Ministry forms have been designed so that they comply with Public Sector Accounting Board (PSAB) recommendations and provide reconciliations that comply with the funding requirements of the *Education Act*. Except for the form of presentation, the figures in the Ministry forms must correspond with the audited financial statements.

Moved by: D. Patterson

Seconded by: W. Tod

That the Hastings and Prince Edward District School Board approve the Consolidated Financial Statements for the year ending August 31, 2016, as contained in the Board Report B-1 dated November 21, 2016.

Carried

B-2 Board Policy Review 2016-2017

Chair Inch requested Director Savery-Whiteway to provide highlights on this recommendation. Director Savery-Whiteway noted that according to Procedure 110: Board Policy Development and Review, board policies are reviewed every three years to ensure they are still relevant and have been implemented effectively. Changes to legislation and new guidelines also necessitate updates to current policy. Revisions and updates have been made to the policies listed in the recommendation to comply with legislation or regulations.

Chair Inch called for a mover and seconder for this recommendation.

Moved: D. Patterson

Seconded: J. Cobb

That the Hastings and Prince Edward District School Board approve amendments to the following Board policies/forms as outlined in appendices B, C, D, E, F, G, H, I and J.

- **2016-2017 Policy Review and Timeline Part A**
- **Policy 02: Governance By-Laws and Standing Rules**
- **Policy 3-A: Delegations and Presentations**
- **Policy 3-D: Board Communications and Media Relations**
- **Policy 3-I: Indemnification of Board Members**
- **Policy 3-J: Board Review**
- **Policy 11: Committees of the Board**
- **Policy 11-D: Executive Committee**

- **Policy 11-F: Student Enrolment/School Capacity Committee**
- **Policy 12: External Committees and Trustee Advocacy**

Carried

B-3 Textbook/novel approval

Chair Inch noted that the following recommendation was moved by Trustee Williams and seconded by Trustee Hall and requested Trustee Cobb to provide highlights on this recommendation. Trustee Cobb noted that the titles listed in Appendix A have been reviewed by the school principal, curriculum service staff or superintendent, and trustees on the Program and Human Resources Committee.

Moved by: J. Williams

Seconded by: M. Hall

That Hastings and Prince Edward District School Board approve the list for use in schools described in Appendix A as contained in Board Report No. B-3 dated November 21, 2016.

Carried

B-4 Borrowing Resolution

Chair Inch noted that the following recommendation was moved by Trustee Hall and seconded by Trustee Biniaris and requested Trustee Danes to provide highlights on this recommendation. Trustee Danes noted that School Condition Improvement funding is now allocated in proportion to a board's total assessed renewal needs under the Ministry's Condition Assessment Program. Based on that data, the board will receive a total of \$21M for the 2016-2017 school year based on carry-over from 2015-2016 and new funding for 2016-2017. Until School Condition Improvement funds are received from the Ministry, the board is required to have a capital borrowing resolution in place to provide cash flow for the cost of improvements.

Moved: M. Hall

Seconded: T. Biniaris

That Hastings and Prince Edward District School Board approve a borrowing resolution, authorizing the borrowing of a sum of up to \$21,000,000 from the Canadian Imperial Bank of Commerce, in order to meet short term borrowing requirements for various capital school improvements, as contained in Board Report No. B-4 dated November 21, 2016.

Carried

B-5 Accommodation Review for a group of schools in the City of Belleville

Chair Inch noted that the following recommendation was moved by Trustee Kyle and seconded by himself and requested Director Savery-Whiteway to provide highlights on this recommendation that was adopted at the Student Enrolment/School Capacity committee.

Director Savery-Whiteway noted that this recommendation is a proposal that a pupil accommodation review be commenced, with a final report to the Board of Trustees on June 19, 2017, for (1) the consolidation of Hillcrest School, Prince of Wales Public School, and Park Dale School in the Quinte School Group, (2) the consolidation of Queen Elizabeth and Queen Victoria and boundary adjustments in the Moira School Group; (3) the consolidation of Moira Secondary School and Quinte Secondary School as outlined in Report No. B-5, November 21, 2016.

The proposed recommendations are as follows, where Option 1 is the preferred option.

Option 1:

- Close Hillcrest School and consolidate students at Prince of Wales Public School and Park Dale School for September 2017
- Revise the boundary for Park Dale School to balance enrolment between Park Dale School and Prince of Wales Public School for September 2017
- Close Quinte Secondary School and modify boundaries so that some students move to Centennial Secondary School for September 2018
- Close Moira Secondary School and seek Ministry of Education funding/approval to build a new Grade 9-12 secondary school which consolidates Moira Secondary School and Quinte Secondary School in the east end of Belleville for September 2020
- Close Queen Elizabeth Public School and Queen Victoria School and seek Ministry of Education funding/approval to build a new K-8 elementary school on the Sir Winston Churchill site, and modify boundaries to adjust enrolment pressures on Harry J. Clarke Public School for September 2020
- Change Sir John A. Macdonald School to a K-6 school for September 2017
- Relocate Grade 7 and 8 students from Sir John A. Macdonald School to Susanna Moodie Elementary School
- Relocate the Destinations Program currently at Moira Secondary School to the new elementary school after construction
- Explore opportunities for community partnerships aligned with the 2015-2020 Strategic Plan priorities

Option 2:

- Close Hillcrest School and move students to Prince of Wales Public School for September 2017
- Close Quinte Secondary School and modify the boundaries so that some students move to Centennial Secondary School and others to Moira Secondary School for September 2018
- Seek Ministry of Education funding/approval to build an addition/renovation at Moira Secondary School for September 2019
- Close Queen Elizabeth Public School and Queen Victoria School and build a new K-8 elementary school on the Sir Winston Churchill site, and modify boundaries to adjust enrolment pressures on Harry J. Clarke Public School
- Relocate the Destinations Program currently at Moira Secondary School to new elementary school
- Change Sir John A. Macdonald School to a K-6 school for September 2017
- Relocate Grade 7 and 8 students from Sir John A. Macdonald School to Susanna Moodie Elementary School for September 2017
- Moira Secondary School welcomes students from Quinte Mohawk School in Tyendinaga. These students are supported through a formal tuition agreement reached collaboratively with Mohawks of the Bay of Quinte, Aboriginal Affairs and Northern Development Canada and HPEDSB. The tuition and partnership with Mohawks of the Bay of Quinte will need to be considered in any accommodation strategy in the City of Belleville.

Specialized programs at Centennial Secondary School include an Arts Specialist High Skills Major, at Moira Secondary School include the Destinations and International Baccalaureate programs, and at Quinte Secondary School include a Manufacturing Specialist High Skills Major. Additional information is included in Appendix D – Programming, on the programming that is provided at each school.

Moved: L. Kyle
Seconded: D. Inch

That the Hastings and Prince Edward District School Board conduct an Accommodation Review for the group of schools in the City of Belleville as outlined in Report B-5, dated November 21, 2016.

Carried

B-6 Accommodation Review for a group of schools in Centre Hastings

Chair Inch noted that the following recommendation was moved by Trustee Kyle and seconded by himself and requested Director Savery-Whiteway to provide highlights on this recommendation that was adopted at the Student Enrolment/School Capacity committee.

Director Savery-Whiteway provided highlights on the recommendation review for a group of schools in Centre Hastings as outlined in Report No. B-6, November 21, 2016. Centre Hastings is served by a single secondary school, Centre Hastings Secondary, Grade 9-12, located in Madoc. The Centre Hastings School Group consists of that school and five elementary schools, shown below. The number will decrease to four when the new addition to Marmora Senior Public School is completed in 2017.

The enlarged Marmora Senior Public School will consolidate students from Earl Prentice Public School and Marmora Senior Public School, after which Earl Prentice Public School will close. Schools to be included in the accommodation review are indicated in **bold** in the table below:

Centre Hastings School Group
Centre Hastings Secondary School (Grades 9-12)
Earl Prentice Public School (K-3)
Madoc Public School (K-8)
Madoc Township Public School (K-6)
Marmora Senior Public School (4-8)
Tweed Elementary School (K-8)

Centre Hastings Secondary School has a surplus capacity of 473 student spaces resulting in a utilization of 54%. Madoc Public School has a surplus of 30 student spaces resulting in a utilization of 92%. Madoc Township Public School has a surplus capacity of 60 student spaces resulting in a utilization 63%.

The preliminary recommendation is:

- Close Madoc Township Public School and consolidate students to Madoc Public School for September, 2017
- Relocate Grade 7 and 8 students from Madoc Public School to Centre Hastings Secondary School, creating a Grade 7-12 model, for September, 2017
- Explore opportunities for community partnerships aligned with the 2015-20120 Strategic Plan priorities

Existing space at Madoc Public School can be ready to welcome students from Madoc Township Public School in September 2017. Existing space at Centre Hastings Secondary School can be ready to welcome Grade 7 and 8 students from Madoc Public School in September 2017. Renovations will occur at Centre Hastings Secondary School, as needed, to ensure appropriate learning spaces and outdoor areas for the Grade 7 and 8 students.

Bus routes already exist to these schools. Minor changes to these existing bus routes and route times may be required for Madoc Public School and Centre Hastings Secondary School.

Specialized programs at Centre Hastings Secondary School include the following programs as noted below.

Madoc Public School offers a number of programs such as:

- Essential Skills Program (ESP)
- Autism Spectrum Disorder (ASD) Regional Program
- Child care is offered at Madoc Public School

Madoc Township does not currently offer child care before and after programs.

Centre Hastings Secondary School offers:

- Construction Specialist High Skills Major (SHSM)
- Centre Hastings Alternative School (CHAP)
- Musical Theatre Program
- EcoQuest
- Renovations and Restoration Program
- Dual Credit
- Hockey Skills Focus Program
- Life Skills Program (LSP)/Practical Learning Program (PLP)
- e-Learning

In addition to current school-based programs at elementary and secondary schools, opportunities for program innovation will be supported through the development of a framework for new programs that are based on student needs, community interest and addressing retention challenges.

As part of long-term capital and accommodation planning, consideration will be given to models of school organizations that enhance program provisions for students, maximize the use of space and contribute to viable business cases when applying for Ministry of Education funding. Consideration should also be given to the number of students enrolled in schools.

Larger Kindergarten to Grade 6 schools enhance specialized program opportunities within the school, as well as extracurricular activities. The consolidation of multiple resources in one school supports a range of dynamic, inclusive educational experiences which include opportunities for student leadership and mentoring for younger students.

Grade 7-12 Schools include all Intermediate (Gr 7–10) students in one building. Student transitions from Grade 8-9 are enhanced as students do not change buildings while adjusting to the Grade 9 curriculum and credit courses. Increased numbers of Grade 7 and 8 students and staff enrich specialized program opportunities as well as extracurricular activities. Consolidating multiple resources in one school supports a range of dynamic, inclusive educational experiences which include opportunities for student leadership and mentoring. This model encourages students and their families to view the school as a true community and to establish longer term relationships. A Grade 7-12 model is likely to increase student retention from Grade 8 to 9.

Moved: L. Kyle
Seconded: D. Inch

That the Hastings and Prince Edward District School Board conduct an Accommodation Review for the group of schools in Centre Hastings as outlined in Report B-6 dated November 21, 2016.

Carried

B-7 Accommodation Review for a group of schools in Prince Edward County

Chair Inch noted that the following recommendation was moved by Trustee Kyle and seconded by Trustee Brant and requested Director Savery-Whiteway to provide highlights on this recommendation that was adopted at the Student Enrolment/School Capacity committee.

Director Savery-Whiteway provided highlights on the recommendation review for a group of schools in Prince Edward County as outlined in Report No. B-7, November 21, 2016. Prince Edward County is served by a single secondary school, Prince Edward Collegiate Institute (PECI), Grade 9-12, located in Picton. The Prince Edward County School Group consists of that school and the seven elementary feeder schools shown below. Schools to be included in the accommodation review are indicated in **bold** in the table below.

Prince Edward County School Group Schools
Prince Edward Collegiate Institute (Grade 9-12)
Athol-South Marysburgh Public School (K-8)
C.M.L. Snider School (K-8)
Kente Public School (K-8)
Massassaga-Rednersville Public School (K-6)
Pinecrest Memorial Elementary School (K-8)
Queen Elizabeth School (Picton) (K-8)
Sophiasburgh Central School (K-8)

Prince Edward Collegiate Institute has surplus space of 674 student spaces resulting in a utilization of 46%. The elementary feeder schools have a combined total of 1,098 surplus student spaces, an overall utilization of 56%. Five-year renewal needs for the elementary schools total \$16.

It is proposed that a pupil accommodation review be commenced, with a final report to the Board of Trustees on June 19, 2017, for the consolidation of Pinecrest Memorial Elementary School, Queen Elizabeth School (Picton), Sophiasburg Central School, C.M.L. Snider School and Kente Public School.

The preliminary recommendation is:

- Close Pinecrest Memorial Elementary School and Queen Elizabeth School (Picton) and consolidate students at Prince Edward Collegiate Institute for September 2017
- Close Sophiasburg Central School and move students to Prince Edward Collegiate Institute for September 2018
- Close C.M.L. Snider School and Kente Public School and seek Ministry of Education funding/approval to build a new K-8 elementary school on the CML Snider property or in Wellington for September 2020
- Explore opportunities for community partnerships aligned with the 2015-2020 Strategic Plan priorities
-

Existing space at Prince Edward Collegiate Institute can be ready to welcome students for September 2017 from Queen Elizabeth School (Picton) and Pinecrest Memorial Elementary. Renovations at Prince Edward Collegiate Institute would be completed to ensure age appropriate learning spaces and outdoor areas for the K-8 students. Students from Kente Public School and C.M.L. Snider School

would remain in their schools until capital funding is approved by the Ministry of Education for construction of a new school and construction is complete. Bus routes already exist and minor changes may be required to existing transportation routes.

PECI offers a number of specialized programs such as:

- Advanced Placement
- Venture Program
- J.O.A.L.T. Joint Outdoor Adventure & Leadership Training
- Life Skills Program (LSP)/Practical Learning Program (PLP)
- Arts PLUS
- e-Learning

In addition to current school-based programs at elementary and secondary schools, opportunities for program innovation will be supported through the development of a framework for new programs that are based on student needs, community interest and addressing retention challenges.

As part of long-term capital and accommodation planning, consideration will be given to models of school organizations that enhance program provisions for students, maximize the use of space and contribute to viable business cases when applying for Ministry of Education funding. Consideration should also be given to the number of students enrolled in schools.

Larger Kindergarten to Grade 6 schools enhance specialized program opportunities with the school as well as extracurricular activities. The consolidation of multiple resources in one school supports a range of dynamic, inclusive educational experiences which include opportunities for student leadership and mentoring for younger students.

K-12 schools include all students within one school building. Student transitions are enhanced as students remain in the same school community throughout their K-12 experience. The consolidation of multiple resources in one school supports a range of dynamic, inclusive educational experiences which include opportunities for student leadership and mentoring. This model encourages students and their families to view the school as a true community and to establish long term relationships. It provides an opportunity to bring together staff from the Early Years to Grade 12 in one professional community.

The closing of an elementary school through consolidation can assist in decreasing the operating costs of the board.

Moved: L. Kyle
Seconded: M. Brant

That the Hastings and Prince Edward District School Board conduct an Accommodation Review for the group of schools in Prince Edward County as outlined in Report B-7, dated November 21, 2016.

Carried

B-8 Proposed Trustee representation on committees for 2017

Chair Inch called on Director Savery-Whiteway to discuss this recommendation. Director Savery-Whiteway noted that this process takes place at the annual meeting of the Board in December. A board priority is to form committees at the earlier opportunity in order to maintain continuity of

direction. To facilitate this process, trustees are requested to indicate their 2016-2017 committee preferences in advance of the December 5, 2016 meeting.

Moved: M. Hall

Seconded: L. Kyle

That Hastings and Prince Edward District School Board authorize the director of education to draft and bring forward a list of proposed committee members, through the chair of the Board, for approval at the annual meeting of the Board on December 5, 2016 as outlined in Board Report B-8, dated November 21, 2016.

Carried

Information:

Calendar of Events

Director Savery-Whiteway provided an update on Board and Committee meetings scheduled for the month of December. Trustee Kyle noted that the Feed the Metre breakfast is being held on December 2, 2016 at the Greek Hall.

Report from Chair

- Chair Inch noted that the Bullying awareness is during this week and the “**say one nice thing**” campaign is being promoted for the third year.

Report from Executive Committee

Chair Inch provided an update from the Executive Committee meeting held on November 7, 2016:

- Board policy review
- Kilometrage rate review
- OSSLT testing

Report from Student Enrolment/School Capacity Committee

Trustee Hall provided an update on the Student Enrolment/School Capacity Committee meeting held on October 11, 2016:

- presentations on the LTCAP and adopted recommendations

Report from Program and Human Resource Committee

Trustee Cobb provided an update on the Program and Human Resources Committee meeting held on November 14, 2016:

- 2016-2017 Board Improvement Plan

Report from the Operations and Finance Committee

Trustee Danes provided an update on the Operations and Finance Committee meeting held on November 14, 2016:

- Property updates

Information from Staff:

- Nothing to report at this time

Questions, reports and proposals from Trustees

- Trustees had nothing to report at this time

- Student Trustees had nothing to report at this time

Correspondence

- None

Adjournment

Meeting adjourned at 8:30 p.m.

Chair

Secretary