



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
PUBLIC MEETING MINUTES
FEBRUARY 23, 2015**

- Members present:** T. Biniaris, J. Cobb, B. Danes, M. Hall, D. Inch,
L. Kyle, J. Williams
- Student Trustees:** A. Mifflin
- Regrets:** C. Barry, M. Brant, D. Patterson
- Absent:** Trustee Larry Whitfield passed away February 13, 2015
- Resource:** K. Donnell, M. Fisher, T. FitzGibbon, K. MacQuarrie, L. Miller,
N. Pfeiffer, C. Portt, J. Rogers, M. Savery-Whiteway
- Guests:** None
- Minutes:** P. Hoskin, Administrative Assistant

Call to order

Chair Inch called the meeting to order at 7:00 p.m. and welcomed students, parents and guests to the meeting.

Tribute to Trustee Larry Whitfield

Chair Inch provided a tribute to Larry Whitfield, Trustee for Southeast Hastings who passed away suddenly on February 13, 2015.

At the initial Board meeting on December 1, 2014, Mr. Whitfield was sworn in with all the trustees and during the elections and organizing of the board committees, Larry chose to serve on the Operations and Finance Committee, on the Program and Human Resources Committee as vice-chair, and was elected as the 5th member of the Executive Committee.

During his short time on the Board, Larry was thoughtful and thorough in his approach to governance. He was eagerly getting to know the schools in his area, learning about the work being done to support student achievement and well-being. At the January Public Board meeting, Larry enthusiastically shared a report on his visits to schools in his area and highlighted the activities in which students and staff were involved. Larry was proud to represent his constituents and was working hard locally and as a member of the Board.

Larry exemplified the Hastings and Prince Edward District School Board character traits. In particular, Larry had a great wit and sense of humour. He loved to share stories about his adventures in the Yukon and was fiercely loyal to his beloved Tweed hockey teams.

Larry is survived by his wife Janet, daughter Rachelle, son David and his four grandchildren.

Trustees and staff attended a celebration of Larry's life that took place last Saturday, February 21, 2015.

Board members will be reviewing a process to fill this vacancy and will have more to share in the coming weeks.

Board Prayer

Trustee Danes said the Board prayer.

Delegations/presentations

None.

Approval of the agenda

Moved: J. Cobb

Seconded: B. Danes

That the agenda be approved.

Carried

Timed Item: Character moment: Tri-Board Student Transportation Services inclement weather video by students

Superintendent Miller introduced a character moment from Tri-Board Student Transportation Services and noted that student safety is a top priority of our board as well as our partner, Tri-Board Student Transportation Services.

Ms. Miller introduced Gord Taylor, CEO of Tri-Board Student Transportation Services who commented that last year had been a particularly challenging year regarding bus cancellation decisions and communicating with the public.

This year Tri-Board looked at ways they could improve their communication with the public on how bus cancellation decisions are made. Through collaboration with Grant Montgomery, Principal, Moira Secondary School, Jim Doyle, Teacher and Jake MacFarlane, student, a YouTube video was produced with the help of Ellen Davidson, Foxboro Public School and Krish Chudasama, Jocelyn Davis, Nathan Kritzer and Gem Wishart from Sir John A. Macdonald School.

Trustees were shown the video which is available on the Board and Tri-Board Student Transportation Services websites.

Mr. Taylor thanked everyone for assisting in the production of the video and for the guidance and feedback from trustees and senior staff.

Chair Inch thanked the group for the video and for their work in producing it.

Approval of the minutes

Moved: J. Williams

Seconded: B. Danes

That the minutes of the regular meeting of January 23, 2015 be approved.

Carried

Business arising from the minutes

- None.

Report from the Committee of the Whole

- Nothing to report.

Recommendations

Report from Operations and Finance Committee

Capital program financing through the Ontario Financing Authority (OFA) – Prince Charles Public School, Trenton

Moved: M. Hall
Seconded: D. Patterson

That Hastings and Prince Edward District School Board approve the adoption of By-law 13.7 as attached authorizing the borrowing of \$664,440 through the Ontario Financing Authority to finance additions and renovations to Prince Charles Public School, Trenton as contained in Board Report No. B-1, dated February 23, 2015.

Superintendent Miller presented Report No. B-1 to seek authorization to borrow \$664,440 in order to finance the addition and renovations to Prince Charles Public School Trenton.

The Ministry of Education requires all school boards to participate in the long term financing arrangements for eligible capital programs through the Ontario Financing Authority (OFA). Once the long term financing has been set, the Ministry will reimburse boards for their actual principal and interest costs associated with the long term financing. Funds will flow from the OFA to school boards on March 11, 2015.

Hastings and Prince Edward District School Board has one project eligible for long term financing. The additions and renovations to Prince Charles Public School, Trenton were financed in part through the Ministry's Enrolment Pressures program. The amount required to be financed is \$664,440. In order for the loan amount to be advanced in March the board must approve a by-law authorizing the loan agreement prior to March 4, 2015.

It was noted that the agenda was incorrect for this item as it said "Capital program Financing through the Ontario Financing Agency" instead of ". . . Authority".

Carried

Reports from Staff

Tender No. T-1415-001 Stirling Public School Child Care Addition

Moved: J. Cobb
Seconded: M. Hall

That Hastings and Prince Edward District School Board award a tender in the amount of \$1,075,000 to Van Horne Construction Limited for construction of the Stirling Public School child care addition as contained in Board Report No. B-2 dated February 23, 2015.

Trustee Miller referred trustees to report B-2 and noted that in 2013 the board received capital and enrolment pressures funding approval from the Ministry of Education to construct 20 child care spaces and an additional classroom at Stirling Public School.

Controller of Facilities, Nick Pfeiffer, added that funding for the addition is part of the overall funding for the construction of the new Stirling Public School. An additional \$80,390 was contributed by Hastings County for the child care addition. Total funding available for the addition is \$1,081,413.

VG Architects, who designed the new Stirling Public School, have designed the addition consisting of one classroom for Stirling Public School use and a child care facility of approximately 3,700 square feet.

Construction is planned to start in March and be completed on July 31, 2015. Tenders from ten companies for construction of the addition were received.

Mr. Pfeiffer responded to a question regarding the ability of the chosen contractor, Van Horne Construction, to fulfill the contract as their quote was so much lower than the other nine. Van Horne Construction has completed several other school projects for other boards and is very well qualified.

Carried

Special Education Advisory Committee (SEAC) Membership

Moved: M. Hall

Seconded: J. Williams

That Hastings and Prince Edward District School Board approve the appointment of Laurie Oram from North Hastings Community Integration Association to the Special Education Advisory Committee for the term of the Board, commencing February, 2015, as contained in Board Report B-3, dated February 23, 2015.

Superintendent Rogers advised that at the initial Board meeting held on December 1, 2015, the Board approved the appointment of 10 community members and two Member-at-Large members to the Special Education Advisory Committee (SEAC). *Regulation 464/97* states that Boards can select up to 12 members to sit on SEAC.

In January, 2015 it was brought to the board's attention that another application had been submitted within the deadline but had been sent to the wrong email address. This application meets the requirements outlined in *Regulation 464/97*.

Carried

Information

Calendar of events

- March 3 Audit Committee training in Kingston.

Report from the chair

Chair Inch reported noted that he and several trustees and senior staff attended the celebration of Larry Whitfield's life last Saturday.

The chair also noted that on February 8 the District Survey closed and it is now in the hands of researcher for analysis and reporting to be used in the new system plan.

Report from the Executive Committee

Chair Inch reported on the following items from the meeting of February 2, 2015:

- Board Policy review
- Role of the Trustee – the Communications Officer has developed some "Did you know . . ." comments that will be available on the website and included in school newsletters

Report from Operations and Finance Committee

Trustee Danes reported on the following items from the meeting of February 9, 2015:

- Capital Program financing through the Ontario Financing Authority (OFA)
- 2015-2016 Budget timelines
- 2014-2015 Board Policy review – Part B
- Letter to Ministry of Transportation regarding the eight lamp warning lights on buses

Report from Program and Human Resources

Trustee Hall reported on the following items from the meeting of February 9, 2015:

- School year calendar
- 2014-2015 Board Policy review – Part B

Reports from Staff

2014-2015 Budget Timelines

Superintendent Miller presented Report No. C-1 which provides an overview of the 2015 -2016 budget development process and timelines. Senior administration developed a budget task analysis with timelines that reflect the key milestones required to compile revenues and expenditures in order to meet a Ministry deadline of June 30, 2015. Administration anticipates a very challenging budget process given the provincial deficit, government restraint and continued enrolment decline.

Superintendent Miller reviewed the steps outlined in the 2015-2016 Budget Task Analysis and Timelines appendix and noted that by the end of March we should receive a funding indication from the ministry. In April the budget will be refined before presenting to the Budget Committee meetings in May for feedback from trustees. At the June 8 Budget meeting further budget refinements will be made and a motion prepared for approval at the June 15 Board meeting.

Trustee questions, reports and proposals

Trustees reported on the following events they had attended:

- Parent information night at Queen Victoria School
- Global Awareness night at Centennial Secondary School
- “Taste of College” event at Loyalist College – secondary students were able to experience college life and explore programs in skilled trades, health and bioscience.

Notice of Motion: 2014-2015 Board Policy Review – Part B

The chair read the following motion that will come forward at the March Public Board Meeting:

That the Executive Committee recommends that 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, J, K, and L, and as contained in Board Report C-3, dated February 23, 2015.

- **Policy 03-C Student Representation on the Board**
- **Policy 03-F Trustee Expense Reimbursement**
- **Policy 03-G Hospitality**
- **Policy 11-A Committees of the Whole Board**
- **Policy 11-G Special Education Advisory Committee**
- **Policy 11-J Accessibility Committee**
- **Policy 11-K Parent Involvement Committee**
- **Policy 13 Appeals and Hearings Regarding Student Discipline**
- **Policy 13 Appeals and Hearings Regarding Student Discipline FORMS**
- **Policy 17 Transportation**
- **Policy 18 Learning Foundation**

The director noted that this is a regular review process that happens each year. Current amendments are included in the agenda package. Final revised policies will be brought forward to the March Board meeting for approval.

Correspondence

None.

Adjournment

The meeting was adjourned at 7:46 p.m.

Chair

Secretary