



# 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, May 24, 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

*A Great Place to Learn and A Great Place to Work!*

Chair of the Board: Carl Pitman

Director of Education: Kathy Soule

## PUBLIC MOTIONS AND REPORTS May 24, 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 April 26, 2011 be approved.
Report from Committee of the Whole Board	X		Nothing to report.
B-1 - Policy Review		X	That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 3-I Indemnification of Board Members, as contained in Board Report No. B-1 Appendix A, dated May, 24, 2011.  That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 11-F Student Enrolment/School Capacity Committee, as contained in Board Report No. B-1 Appendix B, dated May, 24, 2011.
B-2 - Textbook/Novel Approval		X	That Hastings and Prince Edward District School Board approve the list of Textbooks / Novels for use in schools as contained in Board Report No. B-2, Appendix A, dated May 24, 2011.
B-3 - Board Policy No. C-3: Student Trustee Representation on the Board		X	That Hastings and Prince Edward District School Board approve the amendment to Board Policy No. 3-C: Student Representation on the Board, as contained in Board Report B-3, dated May 24, 2011.
B-4 – Appointment of Student Trustees		X	That Hastings and Prince Edward District School Board appoint Indigo Christ and Ally Martin as student trustees and Cynthia Gau as alternate student trustee, effective June 1, 2011 to May 31, 2012.
C-1 – Calendar of Events	X		For information only.
C-2 – International Student Program	X		For information only.
C-3 – Capital Projects	X		For information only.
Adjournment			



# 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

## BOARD MEETING PUBLIC AGENDA Regular meeting of May 24, 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		
	Approval of agenda		
	Approval of minutes: April 26, 2011	A-1	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
<b>B</b>	<b>Recommendations</b>		
	Report from Executive Committee		
	<ul style="list-style-type: none"> <li>Board Policy No. 3-I: Indemnification of Board Members and Board Policy No. 11-F: Student Enrolment/School Capacity Committee</li> </ul>	B-1	K. Soule
	Report from Program and Human Resources Committee		
	<ul style="list-style-type: none"> <li>Textbook/Novel approval</li> </ul>	B-2	T. Goodfellow
	Report from Staff		
	<ul style="list-style-type: none"> <li>Board Policy C-3: Student Trustee Representation on Board</li> </ul>	B-3	K. Soule
	<ul style="list-style-type: none"> <li>Appointment of Student Trustees</li> </ul>	B-4	K. Soule
<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	Verbal	D. Inch
	Report from Program and Human Resources Committee	Verbal	T. Goodfellow
	Reports from staff		
	<ul style="list-style-type: none"> <li>International Student Program</li> </ul>	C-2	K. Soule
	<ul style="list-style-type: none"> <li>Frink Centre Report and video of Outdoor Education Pavilion</li> </ul>	Verbal	T. Fitzgibbon
	<ul style="list-style-type: none"> <li>Capital Projects</li> </ul>	C-3	D. Rutherford/ D. Tregenza
	<ul style="list-style-type: none"> <li>Administrative Placements 2011-2012</li> </ul>	Handout	R. McGall
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
<b>D</b>	<b>Correspondence</b>		
	None		
	<b>Adjournment</b>		

**Next regular meeting: Monday, June 20, 2011 – 7:00 p.m.**

*Trustees*

*M. Brant, S. Clements, J. Cobb, T. Goodfellow, M. Hall (Vice-chair), D. Inch, L. Kyle, D. Patterson, C. Pitman (Chair), J. Williams*

*Student Trustees: C. Meyette, E. Tetzlaff*



**- DRAFT -**  
**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD**  
**PUBLIC MEETING MINUTES**  
**April 26, 2011**

---

**Members present:** M. Brant, S. Clements, J. Cobb, T. Goodfellow, M. Hall, D. Inch, L. Kyle, D. Patterson and J. Williams

**Student Trustees:** C. Meyette and E. Tetzlaff

**Regrets:** C. Pitman

**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**

Vice-Chair Hall called the meeting to order at 7:03 p.m.

**Board prayer**

Trustee Brant said the Board prayer.

**Delegations/presentations**

**21<sup>st</sup> Century Learning at Harmony Public School**

Vice-Chair Hall called upon Assistant Superintendent Portt to introduce Rob McFadden, Principal, Harmony Public School. Principal McFadden invited Grade 8 students, Mariah, Cierra, Lindsay, Roberta, Elizabeth, Josee, Cassidy, Tia and Cailum to showcase their video and blog projects at the school. The students described the different processes they used to develop the public service announcements, such as using close-up, wide-range angles and changing the colours from black and white and using sound in order to create a particular style. The roles of the characters were chosen by their individual personalities and strengths. The students chose their own words for the video to show that cyber-bullying hurts.

The students also showed a blog created by them to illustrate their writing and technical and creativity skills. The students write about satires and their favourite public service announcements. Their writing skills are improving due to the technology that is readily available to them. The students explained it is exciting to see and read other students' writing.

Principal McFadden indicated that students created the video in a couple of days using phone and computer lines. Times are changing quickly and students are adept at using the new technology. 21<sup>st</sup> Century Learning provides students the opportunity to practice skills of collaboration by using critical thinking skills and demonstrating empathy for the point of view of others.

The students and Principal McFadden were thanked for their impressive demonstration on public service announcements and blogging.

**Approval of the agenda**

Moved: Jim Williams

Seconded: Dave Patterson

**That the agenda be approved.**

Carried

**Approval of minutes**

Moved: Dwayne Inch

Seconded: Thelma Goodfellow

A few typing errors were noted and will be corrected.

**That the minutes of the regular meeting of March 28, 2011 be approved as amended.**

Carried

**Business arising from the minutes**

- None

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

Moved: Jim Williams

Seconded: Thelma Goodfellow

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

1. **Selection of Director of Education**

Moved : Jennifer Cobb

Seconded: Thelma Goodfellow

**That Hastings and Prince Edward District School Board approve the appointment of Robert McGall as Director of Education, effective September 1, 2011 to August 31, 2014, in accordance with the Director of Education personal services contract.**

Vice-Chair Hall advised that the selection of director of education was supported by all trustees.

2. **Completion of Probationary status of teachers**

Carried

Superintendent McGall was invited to speak and was given a standing ovation.

Superintendent McGall thanked Trustees for their confidence and support. He indicated it is an honour to be appointed director of education of this dynamic organization which is one of stability built by trust between the director, superintendents and trustees. He is looking forward

to working with the Board and as an organization that will continue to build on the strong foundation of Growing with Character and AiM –Achievement in Motion for Student Success. Superintendent McGall thanked his colleagues for their support and noted that he and his colleagues will continue to work as a unified team to provide support to students and staff as the Board moves toward 21<sup>st</sup> Century learning. He thanked Director Soule for her on-going support and the opportunity to lead the Board teams of curriculum and human resources. He advised that he has a strong commitment and belief in public education and will continue to create the best possible learning environment for students. His role over the past six years has inspired him to commit to working for children and enhancing the future of public education.

### Recommendations

#### Report from Executive Committee Policy Review

#### Board Policy No. 11-E: The Budget Committee

Moved: S. Clements

Seconded: D. Inch

**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 as amended.**

On review of the policy, it was suggested that section 2.2 be amended with the addition of the following: "The committee shall review and consider estimated board revenue and expenditures."

Carried

#### Board Policy No. 11-G: Special Education Advisory

Moved: D. Inch

Seconded: S. Clements

**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.**

Carried

#### Board Policy No. 17: Transportation of Students

Moved: D. Inch

Seconded: S. Clements

**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 as amended.**

A revision to section 2.2 was suggested with the addition of "*of the Tri-Board Student Transportation Inc*" after "*The Transportation of Students policy*" to better clarify the Board's policy from that of the of the Tri-Board policy.

Carried

**Report from Operations and Finance Committee  
Short-Term Borrowing**

**Moved: Thelma Goodfellow  
Seconded: Sam 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.**

Superintendent Rutherford indicated this is a short-term borrowing requirement with the money to follow from the Ministry of Education at a later date. With the number of capital projects during this school year and the addition and renovations to Sir John A. Macdonald School and Prince Charles School, Belleville, the short-term financing is recommended by the Board's banker. Once construction is completed the projects will be financed over a 25 year period.

Carried

**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.**

Superintendent Rutherford informed trustees that this is requested to cover the cost of renovations for the full-day kindergarten program, Energy Efficiency, Geothermal and School Renewal projects approved through the Ministry of Education capital grants. Once completed, the projects will be financed over a 25 year period.

Carried

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

**Moved: T. Goodfellow  
Seconded: Sam Clements**

**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.**

The proposed construction will include a two classroom addition and creation of a JK/SK room within the existing building. The front office and staff room will be renovated and enlarged. The computer room will be eliminated and replaced with wireless technology and computers on wheel carts. Also an additional washroom will be created within the existing building.

Carried

## Information

### Calendar of events

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

- Change in time for the Executive Committee Meeting from 2:30 to 1:30 p.m. on May 2. (If quorum not met, Committee will consider meeting on May 9, 2011.)  
Note: Executive Committee confirmed for Monday, May 2, 2011 at 1:30 p.m.

### Report from the chair

- None

### Report from Executive Committee

Vice-Chair Hall reported on the following items from the Executive Committee meeting that took place on April 4, 2011:

- Review of Board policies

### Operations and Finance Committee

Trustee Inch reported on the following items from the Operations and Finance Committee meeting that took place on April 11, 2011:

- Capital borrowing and capital projects update
- Benefits audit for compliance purposes
- Membership renewal in Ontario Schools Boards' Insurance Exchange
- Board Policy review information
- Trustee expense reimbursement
- Student Needs grants update
- Early learning update

### Program and Human Resources Committee

Trustee Goodfellow reported on the following items from the Program and Human Resources Committee meeting that took place on April 18, 2011:

- Presentation by administrators and teachers on what they learned from participation in a district review ( Queen Elizabeth P.S. (Picton) and Prince Charles P.S (Trenton)
- Board Policy Review information
- Revised procedure review for criminal background checks
- Supports for students in locally developed courses
- Posting for 88 secondary department headship positions and co-coordinator interviews
- Administrator assignments due to retirements
- Student Needs grant update

### Reports from Staff

#### School Administrator Placements 2011-2012

- Retirement of B. Lloyd, Elementary Principal, effective June 30, 2011
- Secondary Vice-principal transfers effective April 26, 2011
- Assignment of principal and vice-principal placements due to twinning of Madoc and Madoc Township Public Schools

### **Notice of Motion**

#### **Amendments to Ontario Regulation 7/07 Student trustees**

Director Soule indicated that this is a result of a change in Ministry of Education Regulation 7/07 - Student Trustees requiring the Board to amend its policy. She advised that it is an inclusion and equity revision to policy. The amendment requires an addition to 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, *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 (Operations 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*".

Director Soule indicated the amendment to policy will go before the standing committees in May and to Board on May 24, 2011. It was noted that the policy was recently amended to which the review date is not noted on the policy. The review date will be revised to reflect the previous amendment.

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

Trustees provided updates on events they attended:

- A letter was distributed from the Special Education Advisory Committee to the Hastings County Social Services regarding their concern to the proposed change of the special needs resourcing definition. The letter expressed concern that the definition might affect children who have yet to access services and who may no longer be eligible for early intervention opportunities that are critical for optimum development.
- Dreams Do Come True presentation on April 29 with parents of children with disabilities at 6:30 p.m.
- Shared Solutions presentation on May 2
- Annual Student Benefit Auction on May 5
- Education Week events scheduled for May 2 to 6, 2011 – this is an opportunity for schools to showcase musical productions, book and fun fairs, and other events – please check school calendars

#### **Report from Student Trustees:**

- Election for Student Senate and appointment of two new student trustees – Indigo Chris, Moira Secondary School and Ally Martin Centennial Secondary School - Emily Tetzlaff, Carmen Meyette and the two new student trustees will attend the Ontario Student Trustee Association conference on May 12 to 15
- Participation in Al Purdy library celebrations at Trenton High Fundraising
- "Fundraising Fever" at Quinte Secondary School – Japan relief efforts; fundraising for a local child who has a neurological disease; 30 Hour famine and the sport-a-thon to raise money for the athletics

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

- None

#### **Correspondence**

**Ottawa-Carleton District School Board request for support, re: government funding for immigrant services**

Director Soule presented a letter from the Ottawa-Carleton District School Board to the Honourable Jason Kenney, Minister of Citizenship, Immigration and Multiculturalism, regarding concerns about funding and supports for immigrant services in Ottawa. The Director stated that the Board has not experienced the same types of demands for English literacy development and this does not have the same impact for the Board.

**Adjournment**

The meeting was adjourned at 8:15 p.m.

---

Chair

---

Secretary



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

**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: Board Policy Review**

---

### **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. 3-I: Indemnification of Board Members
- b) Board Policy No. 11-F: Student Enrolment/School Capacity Committee

### **Background**

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 May 2, 2011 Executive Committee meeting and recommended for approval.

### **Appendices:**

- **Appendix A: Revised Board Policy No. 3-I: Indemnification of Board Members**  
Revisions to the language in section 2.2 to allow for a clearer understanding of the clause.

- **Appendix B: Revised Board Policy No. 11-F: Student Enrolment/School Capacity Committee -**

Amended by both strikeout and insertion of language to reflect the current practice and system plan, and to remove duplication of policy direction included in Policy No. 15 Student Enrolment/School Capacity

### **Recommendation**

Moved: T. Goodfellow

Seconded: D. Inch

**That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 3-I Indemnification of Board Members, as contained in Board Report No. B-1 Appendix A, dated May, 24, 2011.**



**Hastings and Prince Edward  
District School Board**

**Board Report No. B-1  
Page 2  
May 24, 2011**

Moved: T. Goodfellow  
Seconded: S. Clements

**That Hastings and Prince Edward District School Board approve the amendments to Board Policy No. 11-F Student Enrolment/School Capacity Committee, as contained in Board Report No. B-1 Appendix B, dated May, 24, 2011.**

Respectfully submitted,

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

## BOARD OPERATIONS

POLICY NO. 3-1	
Adopted	May 26, 2008
Last Revised	May, 2011
Review Date	May, 2014

Deleted: May 26, 2008

Deleted: May, 2011

---

## INDEMNIFICATION OF BOARD MEMBERS

---

### 1. OBJECTIVE

Hastings and Prince Edward District School Board provides insurance to protect members of the Board from loss and/or liability incurred as a result of their public service.

### 2. PROCEDURE

2.1 As permitted under section 176 of the *Education Act*, Hastings and Prince Edward District School Board provides group accident insurance to indemnify a member of a Board or his or her estate against loss in case he or she is accidentally injured or killed, while traveling on the business of the Board or in the performance of duties as a member of the Board, either within or outside the area over which the Board has jurisdiction.

2.2 The Board also provides group public liability and property damage insurance to indemnify a member of the Board, or his or her estate, in respect of loss or damage for which he or she has become liable by reason of:

2.2.1 injury to persons or property or loss or damage suffered by a board member;

2.2.2 injury to his/her own property, in the performance of duties as a member of the Board, within or outside the Board's jurisdiction.

Formatted: List Paragraph, No bullets or numbering

Formatted: Tab stops: 0.38", List tab + Not at 0.5"

Deleted: in respect of

Deleted: him or her by

Deleted: reason of

Formatted: Indent: Left: 0", Hanging: 0.44", Space Before: 12 pt, Tab stops: 0.44", List tab + Not at 0.5"

Deleted:

Deleted: or

Deleted: while traveling on the business of the Board or

Deleted: either

Deleted: area over which the Board has jurisdiction.

#### Legal References:

*Education Act*, section 176 Benefits

#### Board References:

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

## STANDING COMMITTEE

POLICY NO. 11- F	
Adopted	May 26, 2008
Last Revised	May <del>26</del> 24, 2011 <del>08</del>
Review Date	May <del>24</del> , 2014 <del>2014</del>

---

## STUDENT ENROLMENT/SCHOOL CAPACITY COMMITTEE

---

### 1. PURPOSE

The Student Enrolment/School Capacity Committee shall review and make recommendations ~~onfor~~ matters relating to school enrolments, school capacities, including projected trends, and ~~the review of~~ any implications arising from such matters.

### 2. POWERS AND DUTIES

2.1 The committee shall consider the school board's long term capital plan in order to provide the best educational opportunities for students and to enhance the learning environment in all schools, while ensuring fiscal responsibility.

~~2.2~~2 The committee shall review a preliminary report prepared by senior administration identifying a school or group of schools in which challenges may be faced in providing a suitable and equitable range of learning opportunities for students, as described in Policy No. 15: Student Enrolment/School Capacity, ~~and in respect of which there may be a need to consider the possible consolidation, closure or program relocation in respect of one or more schools.~~

2.3 ~~After reviewing the preliminary report, the Student Enrolment/School Capacity C~~committee may recommend that the Board direct senior administration to ~~the form ation of~~ an Accommodation Review Committee for a group of schools or for a single school. ~~If the Board supports the committee recommendation, parents, guardians, the staff and school council members of the identified school group or school will be informed within one week, in writing, of the Board's decision to form an Accommodation Review Committee. The Accommodation Review Committee will prepare a school valuation report and recommendations.~~

2.4 If the Board supports the committee's recommendation, an Accommodation Review Committee will be formed in accordance with Policy No. 15: Student Enrolment/School Capacity. The Student Enrolment/School Capacity Committee shall review and consider reports and recommendations from senior administration and the Accommodation Review Committee and receive public input into those reports in accordance with Policy No. 15.

~~2.3~~—The director of education and system administration will review the report and recommendations from the Accommodation Review Committee. Following this review, the director will present the Student Enrolment/School Capacity Committee with administration's report and recommendations in public session as set out in Board Policy No. 15 Student Enrolment/School Capacity.

2.5 The committee shall prepare its report and recommendations regarding pupil accommodation options to the Board.

~~2.4~~—The Student Enrolment/School Capacity Committee will hold a meeting for public input no sooner than 30 days after administration's report.

~~2.5~~—The recommendations will be presented in public in order to provide an opportunity for the public to make formal presentations to the Student Enrolment/School Capacity Committee concerning administration's report and the matters that are addressed in it and in the Accommodation Review Committee report. Following this meeting, administration will prepare a report and recommendations for the corporate Board.

---

3. **MEMBERSHIP**

The membership of the Student Enrolment/School Capacity Committee includes all members of the Board.

4. **MEETINGS**

The Chair of the committee shall call meetings as needed and in accordance with Board Policy No. 15: Student Enrolment/School Capacity when an Accommodation Review Committee (ARC) has been initiated.-

**Legal References:**

- *Education Act, paragraph 8 (1) 26 School Closing; section 171 Powers of Boards*
- Ministry of Education Pupil Accommodation Review Guidelines
- Ministry of Education Administrative Review of Accommodation Review Process

**Board References:**

Board Policy No. 15 - Student Enrolment/School Capacity  
Administrative Procedure 178: Accommodation Review Committee (ARC)



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

**From:** Thelma Goodfellow, Chair, Program and Human Resources Committee  
Trish FitzGibbon, Superintendent of Education – Curriculum Services

**Re:** **Textbook/novel approval**

---

### **Purpose**

To seek approval for textbooks/novels not listed in the Ministry Curriculum Centre Learning Resources website which lists textbooks/novels approved for use in schools by the Minister of Education.

### **Background**

The Ministry Curriculum Centre Learning Resources website lists textbooks/novels approved for use in schools by the Minister of Education under the *Education Act*.

### **Current situation**

The titles (attached as Appendix “A”) have been reviewed by the school principal, curriculum services staff or superintendent and trustees on the Program and Human Resources Committee. At its meeting on May 16, 2011, the Program and Human Resources Committee made the recommendation noted below.

### **Appendices**

Appendix A – Titles Submitted for Board Approval

### **Recommendation**

Moved: J. Cobb

Seconded: L. Kyle

**That Hastings and Prince Edward District School Board approve the list of Textbooks / Novels for use in schools as contained in Board Report No. B-2, Appendix A, dated May 24, 2011.**

Respectfully submitted,

**Thelma Goodfellow**  
**Chair, Program and Human Resources Committee**

**Trish FitzGibbon**  
**Superintendent of Education – Curriculum Services**



**FORM F210-1**

<b>Adopted</b>	October 6, 2008
<b>Last Revised</b>	October 6, 2008
<b>Review Date</b>	October, 2013

Summary List of Material Submitted for Approval

Date: Monday, April 18, 2011

TITLES SUBMITTED FOR BOARD TEXT/NOVEL APPROVAL

<b>TITLE</b>	<b>SUBJECT</b>	<b>AUTHOR</b>	<b>PUBLISHER</b>	<b>EDITION (# or Yr.)</b>	<b>CDN OR FOREIGN (C or F)</b>	<b>GRADES</b>
Child of Dandelions	English	Shenaaz Nanji	Second Story	2010	C	9, 10
Machining Fundamentals	TMJ <sub>3</sub> and TMJ <sub>4</sub>	John R. Walter	The Goodheart- Willcox Company, Inc.	7	F	10, 11, 12
Artworks	Visual Arts	Markus, et. al	Emond Montgomery	2011	C	9,10



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

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

**From:** Mary Hall, Vice-chair of the Board / Student Senate Advisory  
K. Soule, Director of Education

**Re: Amendment to Board Policy C-3: Student Representation on the Board**

---

**Purpose**

An amendment to Ontario Regulation 7/07 – Student Trustees became effective in March, 2011. A notice of motion was brought forward at the Board Meeting on Monday, April 26, 2011 notifying Trustees that an amendment to Board Policy No. 3-C: Student Representation on the Board would be required.

**Current situation**

The amendment modifies 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.

Board Policy No. 3-C: Student Representation on the Board, specifically Clause 4.2.2 (a) 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.”*

**Appendix:**

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

**Recommendation:**

Moved:

Seconded:

**That Hastings and Prince Edward District School Board approve the amendment to Board Policy No. 3-C: Student Representation on the Board, as contained in Board Report B-3, dated May 24, 2011.**

Respectfully submitted,

**Mary Hall, Vice-chair of the Board / Student Senate Advisor  
Kathy Soule  
Director of Education and Secretary of the Board**

## BOARD OPERATIONS

POLICY NO. 3-C	
Adopted	March 26, 2001
Last Revised	<del>March 28, 2011</del> May, 2011
Review Date	May, 2014

---

## STUDENT REPRESENTATION ON THE BOARD

---

### 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.

## Board Operations

---

- 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.
- 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 May 1 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 not later than April 30.

- 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 June 1 to May 31 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.

## **Board Operations**

---

- 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



**To:** The chair and members of the Hastings and Prince Edward District School Board

**From:** Mary Hall, Vice-chair of the Board / Student Senate Advisor  
Kathy Soule, Director of Education

**Re: Appointment of student trustees for 2010-2011**

---

**Purpose**

To approve the appointment of student trustees for the 2011-2012 school year.

**Background**

Board Policy 3-C: Student Representation on the Board requires the formation of a student senate with two representatives elected from each of the Board's secondary schools' student body and for that group to elect and recommend to the Board, at its Board meeting in May of each year, the names of two student trustees and alternate.

**Current situation**

The student senate met on Tuesday, April 26, 2011 at Moira Secondary School and completed the following tasks:

- Elected the following students for the two positions of student trustee for recommendation to the Board:
  - Indigo Christ, Moira Secondary School
  - Ally Martin, Centennial Secondary School
- Elected Cynthia Gau, Bayside Secondary School, as alternate student trustee who will be called on to attend Board meetings in the event that both student trustees have indicated to the director of education that they will not be in attendance.
- Appointed student senate chair, Miranda Miller, Prince Edward Collegiate Institute, and vice-chair, Danika Brown, Centre Hastings Secondary School.
- Appointed student representatives to the Board's Accessibility Advisory Committee - Cynthia Gau and Jacqueline Wood, and alternate Ethan Woodward.
- Appointed student representatives to the Board's Equity and Inclusivity Advisory Committee – Ethan Woodward and alternate, Dustin Wilson.
- Appointed student representatives to the Board's Character Development Committee – Adam Snider and Ally Martin, and alternate, Ethan Woodward.

**Appendices - None**



**Recommendation:**

Moved: M. Hall

Seconded:

**That Hastings and Prince Edward District School Board appoint Indigo Christ and Ally Martin as student trustees and Cynthia Gau as alternate student trustee, effective June 1, 2011 to May 31, 2012.**

Respectfully submitted,

**Mary Hall**

**Vice-chair of the Board / Student Senate Advisor**

**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:** 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>
Wednesday, May 25	5:00 p.m.	Special Education Advisory Committee	Limestone District School Board (Kingston) Conference Room C
Monday, June 6	1:30 p.m.	Executive Committee	Board Committee Room
Monday, June 13	5:30 p.m.	Program and Human Resources Committee	Board Committee Room
Monday, June 13	7:00 p.m.	Operations & Finance	Board Committee Room
Thursday, June 16	5:00 p.m.	Special Education Advisory Committee	Board Committee Room
Tuesday, June 20	6:00 p.m.	Board Meeting	Board Room

<b>Conferences and Conventions</b>			
Thursday, June 2	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, May 24	9:30 a.m.	Celebration Assembly	Susanna Moodie Public School
Tuesday, May 24	11:00 a.m.	Volunteer Tea	C.M.L. Snider School
Tuesday, May 24	6:00 p.m.	School Council Meeting	Bayside Public School
Wednesday, May 25	9:30 a.m.	Celebration Assembly	Tweed-Hungerford Senior Public School
Wednesday, May 25	10:15 a.m.	Celebration Assembly	S.H.Connor School
Wednesday, May 25	1:20 p.m.	Recognition Reception	Moira Secondary School
Wednesday, May 25	2:10 p.m.	Terrific Kids Assembly	VP Carswell Public School
Wednesday, May 25	6:30 p.m.	School Council Meeting	Hermon Public School
Wednesday, May 26	7:00 p.m.	School Council Meeting	Kente Public School
Thursday, May 26	8:30 a.m.	Terrific Kids Assembly	Madoc Township Public School
Thursday, May 26	9:00 a.m.	Celebration Assembly	Sir John A. MacDonald School
Thursday, May 26	9:30 a.m.	Celebration of Dance – Bancroft	Bancroft Arena
Thursday, May 26	11:50 a.m.	Character Awards Assembly	Marmorata Senior Public School
Thursday, May 26	12:00 p.m.	Kicks Against Cancer	Prince Edward Collegiate Institute



**Hastings and Prince Edward  
District School Board**

**Board Report No. C-1  
Page 2  
May 24, 2011**

Thursday, May 26	2:40 p.m.	Jump Rope for Heart	Foxboro Public School
Thursday, May 26	5:30 p.m.	Fun Fair	Park Dale School
Thursday, May 26	4:30 p.m.	Extreme Fun Fair	Moira Secondary School
Thursday, May 26	6:30 p.m.	School Council Meeting	Hermon Public School
Thursday, May 26	7:00 p.m.	Spring Music Concert	Prince Edward Collegiate Institute
Saturday, May 28	5:00 p.m.	Prom at Wellington Community Banquet Hall	Prince Edward Collegiate Institute
Monday, May 30	9:30 a.m.	Terrific Kids Assembly	C.M.L. Snider School
Monday, May 30	1:00 p.m.	EDP Class perform 'Duncel and Girdle' in auditorium	Trenton High School
Monday, May 30	2:10 p.m.	Terrific Kids Assembly	V.P. Carswell Elementary School
Monday, May 30	6:30 p.m.	School Council Meeting	Madoc Township Public School
Monday, May 30	6:30 p.m.	School Council Meeting	Sir John A. MacDonald School
Monday, May 30	6:30 p.m.	School Council Meeting	Bird's Creek Public School
Wednesday, June 1	2:00 p.m.	Terrific Kid Assembly	Frankford Public School
Wednesday, June 1 to Saturday June 4	7:30 p.m.	Beauty and the Beast Adults \$15, Under 12 \$12	Moira Secondary School
Friday, June 3	9:30 a.m.	Terrific Kid Assembly	Pinecrest Memorial Public School
Friday, June 3	TBA	Co-op Employer Appreciation Barbeque	Trenton High School
Friday, June 3	2:00 p.m.	Bike Rodeo Assembly	V.P. Carswell Elementary School
Saturday, June 4	8:00 p.m.	Prom	North Hastings High School
Monday, June 6	6:30 p.m.	School Council Meeting	North Hastings High School
Tuesday, June 7	TBA	Terrific Kids Assembly	Prince Charles Public School (Trenton)
Tuesday, June 7	12:15 p.m.	New Kindergarten Orientation	Kente Public School
Tuesday, June 7	6:30 p.m.	Andrew Queen Concert \$5.00/person - \$20/family	Tweed-Hungerford Senior Public School
Wednesday, June 8	5:30 p.m.	Fun Fair	Earl Prentice Public School
Wednesday, June 8	6:00 p.m.	Athletic Awards Banquet	Quinte Secondary School
Wednesday, June 8	6:00 p.m.	Athletic Awards Night	Trenton High School
Wednesday, June 8	TBA	Athletic Assembly	North Hastings High School
Thursday, June 9	7:00 p.m.	Arts 'Magic' Awards Night	Trenton High School
Friday, June 10	8:30 a.m.	Superstar & Terrific Kid Assembly	Madoc Township Public School
Friday, June 10	9:15 a.m.	Bike Rodeo	V.P. Carswell Elementary School
Friday, June 10	7:00 p.m.	Relay for Life	Prince Edward Collegiate Institute
Tuesday, June 14	9:00 a.m.	District Track and Field	Mary Ann Sills Park Belleville
Tuesday, June 14	11:40 a.m.	Volunteer Lunch	Hermon Public School
Tuesday, June 14	TBA	Fun Fair	Hillcrest Public School
Tuesday, June 14	6:30 p.m.	Spring Concert	Kente Public School
Wednesday, June 15	TBA	Celebration of Song – Bancroft Pentecostal Tabernacle	Hermon Public School
Wednesday, June 15	7:00 p.m.	School Council Meeting	Kente Public School



**Hastings and Prince Edward  
District School Board**

**Board Report No. C-1  
Page 3  
May 24, 2011**

Thursday, June 16	6:30 p.m.	Fun Fair	Madoc Township Public School
Friday, June 17	TBA	Fun Fair	Kente Public School
Monday, June 20	7:00 p.m.	School Council Meeting	Pinecrest Memorial Public 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:** Kathy Soule, Director of Education  
Carole Goerke, International Student Program Supervisor

**Re: International Student Program**

---

**Purpose**

To provide an overview of the International Student Program

**Background**

The International Student program was instituted 10 years ago with a number of goals that included helping offset declining enrolment through the recruitment of international students with student tuition fees contributing to the financial health of the organization. Another goal of the program was to provide an opportunity for students, staff and the community to experience other cultures though hosting students from various nations. Student numbers do vary from year to year from a range of 100-130 students with 120 being the goal. Student numbers need to be monitored to ensure for a successful operation that support students, HPEDSB staff and homestay families.

**Current situation**

The International Student Program has hosted an average of 126 students for the current school year from countries such as Germany, Japan, Taiwan, China, Mexico, Hong Kong, Brazil, Switzerland, Russia and Korea.

The intent of the international program is to operate on a cost recovery basis where the tuition fee revenue covers all the costs of the program including salaries and benefits. The financial results of the program improve as the number of students increase. For 2010/11 the program is projected to contribute \$200,000 to board revenue.

**Appendices**

- Appendix A - Student letter
- Appendix B - Homestay parent letter

**Recommendation**

For information only.

Respectfully submitted,

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

**Carole Goerke**  
**International Student Program Supervisor**

## Canadian Dream

My dream of spending time abroad during high school became real in the end of January, 2009, when my airplane from Germany arrived in Toronto. Tired from the long flight and excited for all the new experiences, I was picked up together with another German girl. The first thing I saw, leaving the parking lounge of the airport was white city scenery, everything covered in snow, lots of snow, which was exactly what I expected Canada to be like. The final step on my first day was arriving at my host family's home. I felt very welcome, became part of the family life and involved in activities, as the community theatre. Accompanying my host family on Easter to church I was invited to join the church choir, which I did right away, being interested in music and singing in a choir in my hometown. I was excited to meet new people and had a wonderful time singing together with them. Furthermore I joined the swimming team (I've been swimming in Germany for some years) of my new high school, Bayside Secondary School mostly for the same reason, to meet people. Participating in several competitions I finally went my first time to see the city centre of Toronto and swam there in the final competition. I made a few really good friends during the time and I'm happy and proud having been part of an awesome team!!! Bayside Secondary School offered a variety of sports so it wasn't hard for me to find something new to do after the swimming season was finished. Besides an awesome sport program Bayside also had helpful and from my viewpoint really motivated teachers, who were there to give extra help if needed. In Canada I somehow started to enjoy school again! ;-) In addition to the usual classes quite a few interesting extracurricular activities took place such as a student council BBQ, several dances, an Athletic Banquet, Relay for Life and the visit of a hypnotist, which was very enjoyable!!! I made really good friends, I'll miss a lot going back to Germany, but hopefully I'm coming back soon! So... if you're planning on coming to Belleville, I would recommend to you to spend some time downtown Belleville, there are some neat little stores, to go to Kingston, to the Beach and to go skiing Batawa !) Finally, enjoy Canada, respectively Belleville!!!

Larissa, 17, Germany

An open letter to all ISP Home Stay Parents;

Five years ago our son went off to McMaster University and we found ourselves with an “empty nest”. A friend, who was involved in the ISP Program, suggested we might enjoy taking part by welcoming a foreign student into our home. At first we were tentative; a little unsure of having a stranger under our care. However, we decided to proceed. A decision which proved to be one of the best we ever made.

Through these past years we have “home stayed” four wonderful young students, each coming from a different country; Japan, China, Hong Kong, and Germany. You’ll notice I separated Hong Kong and China. Early on, I once referred to my Hong Kong student as Chinese. I was quickly corrected and informed he was *not* Chinese – he was a British Citizen! One of the many lessons about the Far East I was about to learn.

Sometimes dealing with teenagers from wealthy families, children who sometimes have lead pampered lives, can be extremely difficult and frustrating. Sometimes when faced with problems we tend to “over react” or worse “under react”. We must always remember that they are just “kids”, they have been sent away from their family and friends to the other side of the world. A world so different in culture and climate they feel very disoriented and lost. I cannot imagine how I would have reacted at fourteen if I had been yanked from my comfortable Scarborough home and sent to school in China. And this is where our real challenge lies. For the most part ISP students work hard and achieve excellent grades in school. Our *real* challenge is to ensure they develop and mature into fine young adults; that they leave their cultural prejudices behind and embrace everything Canada has to offer.

This reality was never so clear to me than last Saturday evening. My Chinese student was on Skype with her parents. She said her father wished to talk with me. I sat in front of the computer prepared to answer questions about her academic progress; instead, he said he and his wife wished to thank us for helping to shape their little girl into a woman. Their biggest concern when entering her into the program was not that she would do well academically, of this they were confident, but that they would only be with her during the “Oh so important” teenage years for two months a year. How many of us had ever thought about that side before?

So, in closing, I wish to share with you the only rule we have in our house. And we say this to each student on their first day. “You will treat us as your parents and we will treat you as our child. You will be part of our life and, most importantly, we will be part of yours”.

Only good things, Carl and Sam Cashin



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

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

**From:** Dave Rutherford, Superintendent of Business Services  
Don Tregenza, Controller of Facility Services

**Re: Current Construction Project Status**

---

### **Purpose**

To present a report on the progress of major capital construction projects now underway at Athol-South Marysburgh Public School, Prince Charles School (Belleville), Sir John A. Macdonald School and York River Public School.

### **Background**

As a result of accommodation reviews in North Hastings, West Belleville and South Prince Edward, the Board approved building additions and renovations at four existing school locations, as well as closure of three school sites. The Board worked with accommodation review committees and integration committees to establish plans that would best serve the needs of students in each of the communities. The board has received capital funding from the Ministry of Education that with funding from other sources, will allow construction and renovation of high quality and efficient school facilities.

### **Current situation**

#### **Athol-South Marysburgh Public School**

Scope of work includes a two classroom addition, and creation of a JK/SK room within the existing building.

The existing main office and staff rooms will be renovated and enlarged. A contract for \$753,700 has been awarded to K. Knudsen Construction Ltd. to complete the work. Work started May 2, 2011 and is expected to be complete by September 5, 2011.

#### **Prince Charles School (Belleville)**

Scope of work includes a gymnasium addition with associated change rooms and stage, two full-day Junior/Senior Kindergarten rooms, a multi-purpose room and a community "hub" space. Renovations will be completed throughout the existing building with the current gymnasium being converted to a library resource centre. The heating system will be replaced with a geothermal heat pump system.

A contract in the amount of \$5,747,525 has been awarded to Quad Pro Construction. Work started February 22, 2011 and is expected to be complete by December 2011. Construction is proceeding on the gymnasium addition including footing preparation, partial exterior concrete block-work, sub-surface work, and plumbing rough-ins. Minimal work has been completed within the existing building, however, some preparatory hoarding and demolition has occurred. Extensive work on the existing building is planned for the summer months. It is expected that construction of the gymnasium addition will be complete by September 2011. The current plan is to retain Sir Mackenzie Bowell students until renovations at Prince Charles are complete in December 2011.

#### **Sir John A. Macdonald School**

Scope of work includes a gymnasium addition with associated change rooms and stage, and two full day Junior/Senior Kindergarten rooms. The existing main office and staff rooms will be renovated and enlarged. The existing gymnasium will be converted to a library resource centre.



Renovations will include installation of a water loop heat pump system to satisfy heating, ventilation and air conditioning needs for the building.

A contract in the amount of \$2,995,000 has been awarded to Mirtren Contractors Ltd. Work started November 29, 2010 and is expected to be complete by September 2011. Work completed to date includes footing preparation, exterior concrete block work, sub-surface work, and plumbing rough-ins. Minimal work has been completed within the existing building. Extensive work is planned within the existing building over the summer months. It is anticipated that the gymnasium addition will be completed by July 2011.

While the contractor remains optimistic that interior renovations will be complete by September 2011, if it becomes necessary, students may be retained at Sir Mackenzie Bowell to ensure the safety of staff and students. This will be determined as construction progresses over the coming weeks.

#### **York River Public School**

Scope of work includes a six classroom addition and renovations to the existing building to consolidate space. Two full day Junior/Senior Kindergarten rooms will be created. The existing main office and staff room will be renovated and enlarged. The existing heating system will be replaced with a geothermal heating/cooling system.

A contract in the amount of \$3,575,000 has been awarded to Dalren Ltd. Work started November 29, 2010 and is expected to be complete by September 2011. Work to date on the addition includes footing preparation, exterior block work completed, structural roof steel and roofing membrane completed, concrete floor completed, interior block partitions completed. Mechanical and electrical services are underway. Extensive interior renovation work is expected to start by May 24, 2011.

The contractor has continued to maintain an aggressive schedule, however, weather factors have caused some disruption to the original schedule. While it is anticipated that all work will be complete by September 2011, contingency plans to retain students at Bancroft Public may become necessary for a short period in September to ensure safe conditions are maintained for students and staff.

Geothermal system vertical well drilling is in progress and is expected to be completed by May 24, 2011.

#### **Appendices**

Appendix A – Project Cost Summary

#### **Recommendation**

For information only.

Respectfully submitted,

**Dave Rutherford  
Superintendent of Business Services**

**Don Tregenza  
Controller of Facility Services**



**Appendix A**

**Project Cost Summary**

Total Expenditures			Funding Source		
School	Tender Price	Total anticipated cost including fees and contingencies	Ministry Capital Funding	School Renewal/Proceeds of Disposition	Total Funding
Athol-South Marysburgh P.S.	\$753,700	\$980,000	\$980,000	-	\$980,000
Prince Charles School (Belleville)	\$5,747,525	\$6,500,000	\$5,508,965	\$991,035	\$6,500,000
Sir John A. Macdonald School	\$2,995,000	\$3,369,000	\$3,369,000	\$0	\$3,369,000
York River Public School	\$3,575,000	\$4,021,000	\$2,722,821	\$1,298,179	\$4,021,000
	\$13,071,225	\$14,870,000	\$12,580,786	\$2,289,214	\$14,870,000