



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:

Monday, February 28, 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.

Carl Pitman
Chair of the Board

Kathy Soule
Director of Education and
Secretary of the Board

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

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

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



Hastings and Prince Edward District School Board

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BOARD MEETING PUBLIC AGENDA Regular meeting of February 28, 2011 – 7:00 p.m. Board Room, Education Centre

Section	Item	Report No.	Resp.
A Call to order			
	Board prayer		
	Delegations/presentations		
	Approval of agenda		
	Approval of minutes: January 24, 2011	A-1	
	Business arising from the minutes		
	Report from Committee of the Whole Board		
	School Administrator placements for 2011-2012 (handout to follow)	A-2	M. Hall
B Recommendations			
	Report from Operations and Finance		
	Athol-South Marysburgh Integration Committee – school name	B-1	D. Inch
	Report from Program and Human Resources		
	2011/12 School Year Calendar	B-2	T. Goodfellow
	Board Policy No. 11-H Supervised Alternative Learning (SAL) Committee	B-3	T. Goodfellow
	Recommendation from Trustee		
	Amendment to Board Policy No. 2 Governance By-Laws and Standing Rules (Notice of Motion at January 24, 2011 Board Meeting)	B-4	D. Patterson
	Amendment to Board Policy No. 3-F Trustee Expense Reimbursement (Notice of Motion at January 24, 2011 Board Meeting)		
	Recommendation		
	By-law 13.5 – Capital Borrowing – Good Places to Learn (handout to follow)	B-5	D. Rutherford
C Information			
	Calendar of events	C-1	R. McGall
	Report from Chair	Verbal	C. Pitman
	Report from Executive Committee	Verbal	C. Pitman
	Report from Operations and Finance Committee	Verbal	D. Inch
	Report from Program and Human Resources Committee	Verbal	T. Goodfellow
	Reports from staff		
Timed Item 7:10 pm	Full-day Kindergarten program update	Verbal	T. FitzGibbon
Timed Item 7:20 pm	Leadership Development Strategy	Verbal	C. DeMille
	2010-11 Budget Timelines	C-2	D. Rutherford
	Reports from Trustees – Board committees and events	Verbal	All
	Trustee proposals and queries	Verbal	All
D Correspondence			
	Adopt Village 37 Foundation	D-1	R. McGall

Adjournment

Next regular meeting: Monday, March 28, 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



**PUBLIC MOTIONS AND REPORTS
February 28, 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 January 24, 2011 be approved.
Report from Committee of the Whole Board	X		That Hastings and Prince Edward District School Board approve the following information from the February 28 2011 Committee of the Whole meeting: 1. School Administrator placements for 2011-2012
B-1 – Athol-South Marysburgh Integration Committee – school name		X	That Hastings and Prince Edward District School Board approve the name Athol–South Marysburgh Public School for the Kindergarten to Grade 8 School in Prince Edward County as contained in Board Report No. B-1 dated February 28, 2011.
B-2 – 2011/12 School Year Calendar		X	That the Hastings and Prince Edward District School Board approve the 2011-2012 school year calendar as follows: <ol style="list-style-type: none"> 1. That the first day of school be Tuesday, September 6, 2011. 2. That the Christmas Break be Monday, December 26, 2011 to Friday, January 6, 2012 inclusive; 3. That Semester Two begins Friday, February 3, 2012; 4. That the Mid-Winter Break be Monday, March 12, 2012 to Friday, March 16, 2012 inclusive; 5. That the last day of the school year be Friday, June 29, 2012; 6. That the following six dates be designated as professional activity days: Friday, September 23, 2011 Monday, October 24, 2011 Friday, November 25, 2011 Friday, February 3, 2012 Friday, May 25, 2012 Friday, June 29, 2012 and 7. That ten examination days be approved for secondary schools: Thursday, January 26, 2012 to Wednesday, February 1, 2012 Thursday, June 21, 2012 to Wednesday, June 27, 2012.
B-3 – Board Policy No. 11-H Supervised Alternative		X	That Hastings and Prince Edward District School Board amend by substitution Policy No. 11-H Supervised Alternative Learning



Hastings and Prince Edward District School Board

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Report	Info.	Decision	Motion
Learning (SAL) Committee			(SAL) Committee to replace Policy No. 11–H Supervised Alternative Learning for Excused Pupils (SALEP) Committee as contained in Report B-3, dated February 28, 2011.
B-4 – Amendment to Board Policy No. 2 Governance By-Laws and Standing Rules (notice of motion by Trustee Patterson at the January 24, 2011 Board Meeting)		X	<p>That Hastings and Prince Edward District School Board amend Board Policy No. 2 – By-laws, Article XII, Section 2.5 (I) by striking out the word “shall” and inserting “may” so that it would read as follows:</p> <p>l) Following the election of the chair and vice-chair of the Board, the chair shall bring forward a recommendation to the full Board for approval of trustee representation on standing and other committees. Following the approval, elections will be held for the chair and vice-chair of each of the standing committees (in accordance with the elections process identified in 2.5 a-k.) In a municipal election year, the Board shall may also elect the representative to Ontario Public School Boards’ Association Board of Directors.</p> <p>X That Hastings and Prince Edward District School Board amend Section 3: Board Policy No. 2 – By-Laws, by striking out “shall” and inserting “may” so that it would read as follows:</p> <p>The Ontario Public School Boards’ Association (OPSBA) Board of Directors representative and alternate shall may be elected at the June Board meeting in non-election years. In an election year, the OPSBA Board of Directors representative and alternate shall may be elected at the initial meeting of the Board. Board policy related to support of the role of the Ontario Public School Boards’ Association is found in Board Policy No. 12 Board Representatives on External Committees.</p>
B-4 – Amendment to Board Policy No. 3-F Trustee Expense Reimbursement (notice of motion by Trustee Patterson at the January 24, 2011 Board Meeting)		X	<p>That Hastings and Prince Edward District School Board amend Board Policy No. 3 – Board Operations, Section 3-F, Clause 3.11 by inserting a new 3.12 and subsequent renumbering of the current 3.12 to 3.13:</p> <p>3.1.1 Board members will be provided with the following equipment and associated services throughout their term of office:</p> <p>a) home based computer (desktop or laptop) and printer/fax</p> <p>b) paper shredder</p> <p>c) high speed internet service</p> <p>d) office software</p> <p>In addition, the chair of the board will be provided with a wireless communication device.</p> <p>3.1.2 In lieu of 3.1.1 (a) any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device in place of the home based computer (desktop or laptop).</p>



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Report	Info.	Decision	Motion
			3.1.23 All equipment and services will adhere to board standards and be returned to the board at the end of the member's term of office.
B-5 – By-law 13.5 – Capital Borrowing – Good Places to Learn (handout to follow)		X	Recommendation from Operations and Finance Committee
C-1 – Calendar of Events	X		For information only.
2010-11 budget timelines t	X		For information only.
Correspondence – Adopt Village 37 Foundation		X	Rob McGall will speak to this
Adjournment			



HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
PUBLIC MEETING MINUTES
January 24, 2011

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

Call to order

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

Board prayer

Chair Pitman said the Board prayer.

Delegations/presentations:

Chair Pitman called on Superintendent Rogers to introduce the Character Presentation by Ken Dostaler, principal of North Hastings High School (NHHS).

Mr. Dostaler provided a slide show presentation and video of the "Think Indigenous" celebration that was held at NHHS on December 9, 2010. This event, organized by the NHHS Wolf Pack, was about building community by acquiring knowledge and understanding of Aboriginal Peoples, past and present. The concept celebrates identity and creates a foundation of learning based on respect. Students were provided an opportunity to showcase their knowledge, take pride in their accomplishments, share and learn.

The NHHS Wolf Pack's most important learning to date was caring. When teacher, Heather Taylor's husband had a tragic accident, the Wolf Pack decided to donate the majority of their Nunavut fundraising funds to assist the family.

Chair Pitman thanked Principal Dostaler for his presentation and noted how important it is for Trustees and the public to be made aware of the great things our students are accomplishing.

Approval of the agenda

Moved: M. Hall

Seconded: J. Williams

That the agenda be approved.

Carried

Reports from Staff

Timed Item: 7:10 p.m. – Mural Presentation

Director Soule introduced Communications Officer, Kerry Donnell who was the lead on this project. Ms Donnell introduced students Marissa Powell from Moira Secondary School and Kaho Yoshido from Centennial Secondary School who worked with artist Maureen Walton on the mural. Ms Donnell explained the symbolism in the mural which respectfully represents the communities, landscapes, industries and familiar sites of the communities served in Hastings and Prince Edward Counties. Marissa and Kaho explained how their participation on this project with a professional artist had been a rewarding experience. Susan Davies was also thanked for her involvement in the project. Chair Pitman and Director Soule received a plaque to commemorate the project.

Approval of minutes

Moved: D. Patterson

Seconded: T. Goodfellow

That the minutes of the initial meeting of December 6, 2010 be approved.

Carried

The minutes of the November 15, 2010 were approved at the Ad Hoc Committee meeting held on November 29, 2010.

Business arising from the minutes of the regular meeting of November 15, 2010

None.

Business arising from the minutes of the initial meeting of December 6, 2010

None.

Report from the Committee of the Whole Board

Moved: J. Williams

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board approve the following recommendation from the Committee of the Whole meeting of January 24, 2011.

1. Elementary administrator pool

Carried

Recommendations

Report from Executive Committee

Policy Review

Moved: M. Hall

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board authorize the Director to review the policies as contained in Board Report B-1 Appendix A, dated January 24, 2011, and bring recommendations forward in a timely manner, to the Executive Committee for discussion in accordance with Board Policy No.7 Board Policy Development and Review.

Trustee Hall explained that this is a standard policy review process in accordance with Board Policy No. 7 Board Policy Development and Review, to ensure that policies are aligned with Ministry regulations, the Education Act and current practices.

The Director noted that all trustees are welcome to participate on any committees of the Board.

Carried

Report from Operations and Finance

Name for Kindergarten to Grade 8 School in Bancroft

Moved: D. Patterson

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board approve the name York River Public School for the Kindergarten to Grade 8 School in Bancroft as contained in Board Report No. B-2 dated January 24, 2011.

Trustee Patterson commented on the process followed to find a suitable name for the new school BS commended the North Hastings Integration Committee for their work on this project.

Carried

Community Use: Grand Tour Village site at Centennial Secondary School

Moved: D. Patterson

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board give approval to Velo Quebec to apply for a liquor license for use at the Grand Tour Village to be hosted at Centennial Secondary School from August 8-10, 2011, as contained in Board Report No. B-3 dated January 24, 2011.

Trustee Goodfellow noted that hosting this event in our community is a way of appreciating others from across our country.

Carried

Capital Priorities Submission

Moved: T. Goodfellow

Seconded: D. Patterson

That Hastings and Prince Edward District School Board submit the business cases outlined in Appendix A to the Ministry of Education as contained in Board Report No. B-4 dated January 24, 2011.

Trustee Goodfellow noted that school boards have been requested to submit business cases reflecting capital priorities that could be completed up to and including the 2015-16 school year. The focus is on projects that meet one or more of the following needs:

- accommodation pressure
- facility condition
- school consolidations

Carried

Draft Floor Plan for Addition and Renovations at Athol Central Public School

Moved: M. Hall

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board approve the draft preliminary floor plan for the proposed addition and renovations at Athol Central Public School with an estimated budget of \$781,000 contingent on Ministry funding as contained in Board Report No. B-5 dated January 24, 2011.

Trustee Hall called on Controller of Facility Services, Don Tregenza, to review the draft floor plans. Mr. Tregenza noted the changes and additions including the creation of an Early Learning Program area, accessible washrooms and the addition of two classrooms. Superintendent Rutherford commented that there are a number of funding options available to support this project.

Carried

Geothermal Renewable Energy Projects

Moved: D. Patterson

Seconded: T. Goodfellow

That Hastings and Prince Edward District School Board award a contract to Ameresco Canada in the amount of \$346,124 to install a geothermal heating system at Coe Hill School as contained in Board Report No. B-6 dated January 24, 2011.

Carried

Tender approval for Prince Charles School (Belleville)

Moved: T. Goodfellow

Seconded: M. Hall

That Hastings and Prince Edward District School Board award a tender in the amount of \$5,747,525 to QuadPro Construction for an addition and

renovations to Prince Charles School, Belleville as contained in Board Report No. B-7 dated January 24, 2011.

Trustee Goodfellow advised that she was pleased to see the number of contractors who had shown an interest in this project. In response to trustee questions, Don Tregenza advised that although QuadPro is not a local firm, they will be using local trades. Superintendent Rutherford noted that the board is guided by the government's "Broader Public Sector Procurement Directive".

Carried

Audit Committee membership

Moved: M. Hall

Seconded: L. Kyle

That Hastings and Prince Edward District School Board approve Cliff Cotton and John Fitzpatrick for appointment to the Audit Committee commencing January 24, 2011 as contained in Board Report B-8 dated January 24, 2011.

Trustee Hall noted that the establishment of an Audit Committee is in response to the new Ontario Regulation 361/10 requiring each district school board to establish an Audit Committee to review and make recommendations to the board on matters concerning financial reporting, internal and external audits and internal control and compliance matters. Superintendent Rutherford added that based on the size of our board, we require five members which includes three board members and two external members.

Carried

Information

Calendar of events

The calendar was reviewed and the following items were noted:

- Ontario Education Services Corporation Part II training
- Public Education Symposium January 27-29, 2011, Sheraton Centre, Toronto
- Ontario Student Trustee Association Conference February 10-13, 2011, Ottawa
- Fundraising event February 11, 2011 at the Duke Dome to support CML Snider School track resurfacing

Report from the chair

Nothing to report.

Report from Executive Committee

Chair Pitman reported on the following items from the Executive Committee:

- policy review process
- trustee department orientation
- Public Education Symposium

Operations and Finance Committee

Trustee Inch reported on the following items from the Operations and Finance Committee:

- delegation regarding the CML Snider School Track

- recommendations that have been brought forward to Board tonight
- revisions to Board Policy No. 11-C – Operations and Finance Committee
- capital project update
- trustee expense reimbursement
- feasibility study for a shared service strategy for Eastern Ontario School Boards

Program and Human Resources Committee

Trustee Goodfellow reported on the following items from the Program and Human Resources Committee:

- Skopus information and demonstration
- new provincial report cards/Growing Success Ministry of Education document
- Adult Education update
- alternative report card
- Full Day Early Learning Kindergarten Program update
- Expulsion Program update
- school year calendar review

Staff reports

Director's Annual Report

Director Soule referred trustees to the Director's Annual Report 2009/2010 that had been distributed. She noted that this is a Ministry of Education requirement that has taken many different forms over the past few years. This report contains student and staff representation from all secondary schools and a number of elementary schools, and highlights initiatives that are grounded in Growing with Character. Required pieces of the report include financial information, achievement and enrolment statistics, Community Use of Schools information and Provincial Testing results.

The Director stated that she was pleased to present this report to the Board and acknowledged the work of Communications Officer, Kerry Donnell, in coordinating the creation of Director's Annual Report. The Director responded to questions from trustees regarding content of the report.

Moved; D. Patterson
Seconded: T. Goodfellow

That trustees express their appreciation to all those involved in engineering the Director's Annual Report 2009-2010.

Carried

Notices of Motion

The following Notices of Motion were provided:

- Revised Amendment to Board Policy No. 2 Governance By-Laws and Standing Rules
- Revised Amendment to Board Policy No. 3-F Trustee Expense Reimbursement
- Amendments to Board Policy No. 11-H Supervised Alternative Learning for Excused Pupils Committee (SALEP)

The Director noted that revised notices of motion were distributed for Board Policy No. 2 Governance By-Laws and Standing Rules and Board Policy No. 3-F Trustee Expense Reimbursement.

Reports from Trustees – Board committees and events

Trustees provided updates on events they attended:

- Leadership Development Strategy Steering Committee – invitation for three trustees to attend “Having Hard Conversations” event March 30, 2011 and April 1, 2011.
- Food for Learning Committee
 - Feed the Meter campaign results
 - Annual auction Thursday, May 5, 2011 at Centennial Secondary School
- Aboriginal Education Steering Committee
- “Charlie and the Chocolate Factory” presentation at Centennial Secondary School
- CML Snider School fundraising activity

Trustee proposals and queries

Trustee Patterson asked to have a letter drafted from our Board to the Ministry of Education expressing our appreciation for the Guiding Student Success document which highlights the 21st century learning skills. The Director will draft correspondence for Board approval at the February 28, 2011 Board meeting.

Correspondence

Thank you card

A thank you card from former trustee Monica Walker was circulated.

Adjournment

The meeting was adjourned at 8:27 p.m.

Chair

Secretary



Decision x **Information** _____

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

From: Dwayne Inch, Chair, Operations and Finance Committee
Trish FitzGibbon, Superintendent of Education - Curriculum Services

Re: **Name for Kindergarten to Grade 8 School in Prince Edward County**

Purpose

To approve the new name recommended for the Kindergarten to Grade 8 School in Prince Edward County.

Background

Athol Central Public School and South Marysburgh Central School are currently twinned schools sharing a principal and vice principal and uniting under one school council. Following the 2009–2010 Athol Central Public School and South Marysburgh Central School Accommodation Review Committee process, the decision was made by the Board to close South Marysburgh Central School and integrate the Kindergarten to Grade 2 students into Athol Central Public School, thus making it a Kindergarten to Grade 8 school. As per Procedure 188 Naming Board Properties, an Integration Committee was established in October 2010. The committee is composed of representatives from Athol Central Public School, South Marysburgh Central School and community members from each school area. The Integration Committee members are as follows:

- Heather Zantingh, School Council Chair and Chair of the Integration Committee
- Marg Thompson, Principal
- David Fry, Vice Principal
- Krista Overberg, Teacher, South Marysburgh Central School
- Amira Loney, Teacher, Athol Central Public School
- Dee Evans, Community Representative
- Bruce Dowdell, Community Representative
- Andrew Miller, Community Representative
- Trish FitzGibbon, Superintendent for Prince Edward School Group

Current situation

Surveys were sent home with students at Athol Central Public School and South Marysburgh Central School as well as distributed throughout the community and highlighted in local media releases for suggestions regarding naming the new Kindergarten to Grade 8 School. The Athol Central Public School name could remain the same or new names could be recommended. There were 41 submissions that were provided to the school through email, drop-offs at the school, student balloting and balloting at the South Marysburgh December Concert. The names suggested were as follows:

- Athol Central Public School
- Athol Marysburgh School
- Athol-South Public School
- South Valley Public School
- Southern County Public School
- Athol Public School
- Cherry Valley Public School
- ASM Central Public School
- Centennial Public School
- Athol & South Marysburgh Public School
- Athol South Marysburgh Public School
- Juniper Public School



Hastings and Prince Edward District School Board

Board Report No. B-1

Page 2

February 28, 2011

- Cherrymill Central Public School
- Athol South Central Public School
- Athol South District School
- Valley District
- Cherry Valley & District
- South Athol Central School
- Atholburgh
- Valley Heights

Upon review of the submissions at the January 12, 2011 Integration Committee meeting, three names were identified by the Integration Committee for a final survey of students, parents and community members. The three names chosen were considered by the committee to be inclusive of the whole school community. The three names were:

- Athol - South Marysburgh Public School
- South Valley Public School
- Southern County Public School

The results of the final survey were discussed at the February 7, 2011 Integration Committee meeting. 160 submissions were received. Survey results showed that Athol-South Marysburgh received 67%, Southern County 15%, and South Valley 18% of the vote by students, parents and community members. In addition, 95% of the respondents indicated a desire for "public school" as the full designation of the school name.

Given the results of the final survey, the Integration Committee at their February 7, 2011 meeting voted unanimously to recommend to the Operations and Finance Committee the renaming of Athol Central Public School to Athol-South Marysburgh Public School.

Operations and Finance Committee Report No. B-1 was presented and approved at the meeting of February 14, 2011 and is now being brought forward for approval.

Recommendation

Moved: T. Goodfellow

Seconded: M. Hall

That Hastings and Prince Edward District School Board approve the name Athol-South Marysburgh Public School for the Kindergarten to Grade 8 School in Prince Edward County as contained in Board Report No. B-1 dated February 28, 2011.

Respectfully submitted,

Dwayne Inch
Chair, Operations and Finance Committee

Trish FitzGibbon
Superintendent of Education, Curriculum Services



Decision x Information

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: Proposed School Year Calendar 2011 – 2012

Purpose

To approve the proposed School Year Calendar for the school year 2011-2012

Background

Each spring district school boards are required to establish a school year calendar for the next school year in accordance with Regulation 304 “School Year Calendar”. This regulation sets the beginning and end dates for the school year, stipulates school holidays, and prescribes the minimum number of instructional days (194) and the maximum number of professional activity days (6), examinations days (10) and board designated holidays (2).

Current situation

In establishing its annual school year calendar, it is the practice of the Board to consult with employee groups, parents, community members and neighbouring school boards about the use and placement of professional activity days, examination days and board holidays in order to ensure the optimum use of school time and to determine transportation costs. Meetings have also been held with representatives of the Algonquin and Lakeshore Catholic District School Board (with whom this board shares bus routes), the Limestone District School Board (with whom the Algonquin and Lakeshore Catholic District School Board shares bus routes), and Conseil des écoles publiques de l’Est de l’Ontario (which shares bus routes with all three Boards).

The following chart displays the Ministry of Education School Year Calendar Holiday dates and the proposed Hastings and Prince Edward District School Board School Year Calendar dates for 2011-2012:

Holidays	Ministry of Education School Year Calendar 2011-2012	Proposed Draft HPEDSB School Year Calendar 2011-2012
Labour Day	Monday, September 5, 2011	Same
Thanksgiving Day	Monday, October 10, 2011	Same
Christmas Break (inclusive)	Monday, December 19, 2011 to Friday December 30, 2011	Proposed modification Monday, December 26 2011 to Friday, January 6, 2012
Family Day	Monday, February 20, 2012	Same
Mid-Winter Break (inclusive)	Monday, March 12, 2012 to Friday, March 16, 2012	Same
Good Friday	Friday, April 6, 2012	Same
Easter Monday	Monday, April 9, 2012	Same
Victoria Day	Monday, May 21, 2012	Same



School Year Calendars are required to be submitted to the Ministry of Education by May 1, 2011 for approval. Modifications to the Ministry of Education School Year Calendar 2011-2012 will result in an earlier March 1, 2011 submission. The proposed HPEDSB School Year Calendar 2011-2012 recommends a Christmas Break period different from the Ministry of Education School Year Calendar, and thus will require an earlier submission date for approval.

The following proposed school year calendar for 2011-2012 is submitted as a regular school year calendar with the following recommendation:

Recommendation

Moved:

Seconded:

That the Hastings and Prince Edward District School Board approve the 2011-2012 school year calendar as follows:

- 1. That the first day of school be Tuesday, September 6, 2011.**
- 2. That the Christmas Break be Monday, December 26, 2011 to Friday, January 6, 2012 inclusive;**
- 3. That Semester Two begins Friday, February 3, 2012;**
- 4. That the Mid-Winter Break be Monday, March 12, 2012 to Friday, March 16, 2012 inclusive;**
- 5. That the last day of the school year be Friday, June 29, 2012;**
- 6. That the following six dates be designated as professional activity days:
Friday, September 23, 2011
Monday, October 24, 2011
Friday, November 25, 2011
Friday, February 3, 2012
Friday, May 25, 2012
Friday, June 29, 2012 and**
- 7. That ten examination days be approved for secondary schools:
Thursday, January 26, 2012 to Wednesday, February 1, 2012
Thursday, June 21, 2012 to Wednesday, June 27, 2012.**

Appendices

Appendix A: Proposed HPEDSB School Year Calendar 2011-12

Appendix B: 2011-2012 School Year Calendar Feedback Summary

Respectfully submitted,

Thelma Goodfellow, Chair, Program and Human Resources Committee

Trish FitzGibbon, Superintendent of Education - Curriculum Services



APPENDIX A



Ministry of Education

School Year Calendar 2011 - 2012

Legend ▶ H - Statutory Holiday Schedule
E - Scheduled Examination Day
P - Professional Activity Day
B - Board Designated Holiday
☐ - Half Day

HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week									
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F					
August 2011	0	0	0	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31							
September 2011	18	1	0				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30					
October 2011	19	1	0	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31									
November 2011	21	1	0		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30							
December 2011	17	0	0				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30					
January 2012	13	0	4	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31								
February 2012	18	1	1			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29							
March 2012	17	0	0				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30					
April 2012	19	0	0	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30									
May 2012	21	1	0		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31						
June 2012	15	1	5					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29					
July 2012	0	0	0	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31								
TOTAL	178	6	10	<p>Note: The 2011-2012 calendar provides for 196 possible school days between September 1, 2011 and June 30, 2012. The school year shall include a minimum of 194 school days of which two days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days</p>																													

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**APPENDIX B
2011 – 2012 SCHOOL YEAR CALENDAR FEEDBACK SUMMARY**

In establishing its annual school year calendar, it is the practice of the Board to consult with employees groups, parents, community members and neighbouring school boards about the use and placement of professional activity days, examination days and board holidays in order to ensure the optimum use of school time and to determine transportation costs. The following is a summary of feedback received regarding the HPEDSB proposed draft school year calendar for 2011 – 2012.

Submissions	Number of Submissions	Highlights
School Councils	15 elementary 2 secondary	<ul style="list-style-type: none"> ▪ pleased school begins after Labour Day ▪ pleased PA Days on Mondays or Fridays ▪ mixed suggestions on Christmas Break (remain same as Ministry calendar, begin December 21st or begin December 26th as proposed) ▪ some suggestions that May PA Day be moved from the 25th to 18th along with the May 24th weekend to make a 4 day weekend ▪ concern June exams going right up to PA Day may result in October graduation as no time for preparations
Website (community, parents, employees)	78	<ul style="list-style-type: none"> ▪ 74% supported school year calendar as proposed ▪ pleased PA Days on Mondays or Fridays ▪ 14% suggested variations to Christmas Break (begin December 19th as Ministry proposed or December 21st for vacation flight reasons) ▪ 6% suggested having May PA Day prior to May long weekend to make a 4 day weekend
Exams	1 secondary	<ul style="list-style-type: none"> ▪ concerns regarding graduation preparation time and end of semester completion of tasks when exam dates go right to PA Days
Educational and Community Partners	6	<ul style="list-style-type: none"> ▪ Christmas Break begin December 21st and exam dates to close to PA Days ▪ unanimous support for proposed calendar ▪ pleased with school beginning after Labour Day; mixed suggestions on Christmas Break remaining same as Ministry calendar or beginning December 21st or 22nd for family vacations and flights
Employee Groups	4	<ul style="list-style-type: none"> ▪ designation of board holidays and positioning of May PA Day to create a 4 day long weekend ▪ prefer January 23rd PA Day rather than February 3rd to address report cards; prefer December 22nd – January 4th Christmas Break for vacation flight purposes; agree with remaining dates ▪ support Christmas Break; suggestions about working the week prior to the start of school ▪ concern regarding exam days right up to both semester PA Days and lack of preparation time for new semester and graduation



Decision X Information

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

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

Re: Board Policy No. 11- H – Supervised Alternative Learning (SAL) Committee

Purpose

To seek Board approval of amendments to Board Policy No. 11-H Supervised Alternative Learning for Excused Pupils Committees (SALEP).

Background

Hastings and Prince Edward District School Board is a system of character that delivers a quality learning experience to support high levels of achievement for each student. The Ministry of Education has released Ontario *Regulation 374/10 – Supervised Alternative Learning* for implementation in all schools effective February 1, 2011. The purpose of Supervised Alternative Learning (SAL) is to provide students who have significant difficulties with regular attendance at school with an alternative learning experience and individualized plan to enable the student to progress towards obtaining an Ontario Secondary School Diploma or achieving his or her other education and life goals.

Current situation

In response to the new regulation, the Learning to 18 SAL Committee has developed Policy 11–H Supervised Alternative Learning (SAL) Committee, Procedure 395 Supervised Alternative Learning (SAL), and all SAL forms to align statutory committee 11–H with AIM – Achievement in Motion for Student Success System Plan and the new Ministry regulation. Members of the Learning to 18 SAL Committee are: the System Principal for Student Success, two Secondary Administrators, the SAL Coordinator, two Attendance Counsellors, the Child and Youth Counsellor Supervisor, a Student Success Lead Teacher, two Child and Youth Counsellors, and the Information Technology Applications Administrator.

As per Board Policy No. 2 Article XII: Policies, a notice of motion was provided to the Board at its meeting on January 24, 2011.

Appendices

Appendix A – Board Policy No. 11–H Supervised Alternative Learning (SAL) Committee

Recommendation

Moved: J. Williams

Seconded: J. Cobb

That the Hastings and Prince Edward School Board amend by substitution Policy No. 11-H Supervised Alternative Learning (SAL) Committee to replace Policy No. 11–H Supervised Alternative Learning for Excused Pupils (SALEP) Committee as contained in Report No. B-3, dated February 28, 2011.

Respectfully submitted,

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

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



**Hastings and Prince Edward
District School Board**

POLICY NO. 11-H

Adopted	May 26, 2008
Last Revised	February, 2011
Review Date	February, 2016

**SUPERVISED ALTERNATIVE LEARNING
(SAL) COMMITTEE**

1. PURPOSE

The Hastings and Prince Edward District School Board (the Board) is a system of character that delivers a quality learning experience to support high levels of achievement for each student. The purpose of supervised alternative learning (SAL) is to provide students who have significant difficulties with regular attendance at school with an alternative learning experience and individualized plan to enable the student to progress towards obtaining an Ontario secondary school diploma or achieving his or her other education and life goals.

2. DEFINITIONS

Parent – A parent includes a guardian and is the parent of the student participating in SAL.

Primary Contact Person – An employee of the Board who is assigned by the principal to facilitate the development of the Supervised Alternative Learning Plan and to monitor the student's progress.

Principal – Principal of the school where the student is enrolled.

Student – A pupil of the Board as defined in the Education Act.

Supervised Alternative Learning Plan (SALP) – A SALP means a supervised alternative learning plan for a student that is approved by a SAL Committee. The SALP shall include the student's education and life goals and may include one or more of the following activities:

- a) Enrolment in a course or class in which a student may earn a credit;
- b) Enrolment in a non-credit life skills course or other non-credit course;
- c) Preparation for employment and development of general employment skills;
- d) Training for a specific job or type of employment;
- e) Full-time or part-time employment;
- f) Counselling;
- g) Volunteering;
- h) Any other activity with the potential to help the student achieve their goals.

Regular contact with the student is maintained by the primary contact person to ensure that the student continues to participate in the SALP and, therefore, to continue to be excused from attendance at school.

3. SAL COMMITTEE MEMBERSHIP

3.1 The Sal Committee shall be composed of such members, not fewer than three, as may be appointed by the Board in each year. A quorum of the committee shall consist of:

- a) At least one member of the Board;
- b) At least one supervisory officer who is qualified as such as a teacher and is employed by the Board, or designate; and;
- c) At least one person who is not a member or an employee of the Board.

3.2 The committee shall designate a member as chair and as secretary.

4. **POWERS AND DUTIES**

4.1 **Exceptions to Compulsory Attendance**

The Board shall establish Supervised Alternative Learning Committee as required under the *Education Act*. A Supervised Alternative Learning Committee decides whether a student may be excused from compulsory school attendance, in accordance with the *Education Act* and Ontario Regulation 374/10.

4.2 **Referral of Student to the SAL Committee**

The principal or parent of a student of compulsory school age, who has attained the age of fourteen years and is not benefiting from existing school programs, may refer the student to the SAL Committee to participate in an alternative program. This referral is made in writing by the principal or parent. If a student is at least 16 years old and has withdrawn from parental control, any authority or right that is vested in, or any obligation that is imposed upon, a parent of a student under this Part is vested in or imposed upon the student.

4.3 **Notice of Committee Meeting**

The committee shall give notice of the meeting to the following:

1. The student;
2. The parent;
3. The principal;
4. Any member of the staff of the school or the board who was listed by the principal in the referral and in the opinion of the committee may have information that is relevant to the referral;
5. Any other individual who in the opinion of the committee has information that is relevant to the referral.

Any individual who receives notice has a right to attend and be heard at the meeting.

4.4 **Committee Decision**

The SAL Committee shall, after reviewing the SALP and after interviewing the student, his or her parent, and, where the committee considers it appropriate, any other person:

- a) Approve participation by the student as described in the plan;
- b) Modify the plan and approve participation by the student in Supervised Alternative Learning as described in the plan as modified;
- c) Not approve participation by the student as described in the plan, in which case the student shall attend school as required by the *Education Act*, or

Where the committee considers that it is in the best interests of a student, it may designate a school for the purpose of a program that is not the school where the student is currently enrolled.

If a SALP was not submitted to the committee, the committee shall,

- a) Require the principal of the student's school to cause a plan to be developed for the student;
Or
- b) Not approve participation by the student in Supervised Alternative Learning.

4.5 **Communication of Decision**

Within 5 days of the decision, the secretary of the committee shall communicate in writing to the principal, the student and the parent of the decision of the committee.

4.6 Request for Reconsideration

If the parent of a student disagrees with the determination of the SAL Committee and wishes to request reconsideration, the parent must notify the school principal in writing within 10 days of receiving the SAL Committee's written decision. The principal shall forward the written request to the SAL Committee as soon as possible after receiving the request. Within 20 school days after the day the committee receives the request, the committee shall hold a meeting to reconsider its decision. The individuals listed in 4.3 are entitled to receive notice of the meeting and attend. After a meeting, the committee shall make a decision in accordance with 4.4 outlined above.

4.7 Communication of Reconsideration Decision

Within 5 days of the decision, the SAL Committee shall communicate in writing to the principal, the student, and the parent of its decision in respect to the request for reconsideration. The Committee decision is final.

4.8 Legal Excusal from School Attendance

The student shall participate in the SALP as approved by the SAL Committee. The student is excused from attendance at school as long as the student participates in the SALP. A school attendance counsellor shall have the same powers and perform the same duties in respect of students enrolled in Supervised Alternative Learning as the counsellor has in respect of other students.

4.9 Modifying the Plan after Committee Approval

4.9.1 The primary contact person may make modifications to the plan at any time if,

- a) The plan remains substantially the same; and;
- b) He or she first requested input from the student and the parent.

4.9.2 If the primary contact person modifies a plan, he or she shall inform the principal, the student and the parent.

4.9.3 If in the opinion of the primary contact person it would be in the student's best interests to make modifications to the plan that would result in the plan being substantially different, he or she shall review the proposed modifications with the principal.

4.9.4 The principal shall make the proposed modifications to the plan if,

- a) In the opinion of the principal it would be in the student's best interests;
- b) A supervisory officer qualified as such as a teacher agrees; and;
- c) The principal first requested input from the student and the parent.

4.9.5 If a plan is modified, the principal shall provide a copy of the modified plan to the student and the parent.

4.9.6 Reports to the Committee

The primary contact person shall report on the student's progress to the SAL Committee when requested by the committee, and to the principal of the school where the student is enrolled.

4.10 Renewal of the SALP

- 4.10.1 Before the expiry of the plan, if in the opinion of the principal it would be in the student's best interests to continue to participate in supervised alternative learning, the principal shall,
- a) Submit a recommendation to the committee to renew the plan, with the written consent of the parent; or
 - b) Refer the student to the SAL Committee
- 4.10.2 Within 20 school days after the day a committee receives a recommendation for renewal the committee shall,
- a) Renew the student's plan;
 - b) Renew the student's plan with specified modifications; or
 - c) Require the principal to refer the student to the SAL Committee.
- 4.10.3 The committee may only renew the student's plan in accordance with the following:
1. For non-semestered schools, the plan may be renewed for a maximum of one school year in total
 2. For semestered schools, the plan may be renewed for a maximum of one school year

5. MEETINGS

Meetings of a SAL Committee are held regularly upon receipt of referrals for Supervised Alternative Learning.

Legal References:

- *Education Act, section 21 Compulsory Attendance*
- *Education Act, section 36 (1) Resident Pupil Qualifications, Secondary*
- *Ontario Regulation 374/10 Supervised Alternative Learning*

Board References:

- Administrative Procedure 395 – Supervised Alternative Learning
- Administrative Procedure 394 – Compulsory School Attendance



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

From: Rob McGall, Superintendent of Education
Dave Patterson, Trustee

Re: Proposed Amendments to Board Policy No. 2 – By-laws and Board Policy No. 3 – Board Operations, Section 3-F Trustee Expense Reimbursement

Purpose

To seek Board disposition of amendments to Board Policy No. 2 – By-laws, Article XII, Section 2.5 & Section 3 and Board Policy No. 3 – Board Operations, Section 3-F Trustee Expense Reimbursement.

Background

Two notices of motion were brought forward by Trustee Patterson at the Board meeting on January 24, 2011. Trustee Patterson is requesting consideration of proposed amendments to Board Policy No. 2, By-laws, Article XII, Section 2.5 (l) and Section 3 and Board Policy No. 3 – Board Operations, Section 3-F, Clause 3.13, Trustee Expense Reimbursement.

The proposals and rationale for consideration are attached in Appendix A and Appendix B.

Current situation

The proposed amendments have been reviewed by all Committees and are brought forward for discussion and consideration.

Appendices

Appendix A – Board Policy No. 2 Proposed Amendments by Trustee Patterson
Appendix B – Board Policy No. 3-F Proposed Amendments by Trustee Patterson

Recommendation

Moved:
Seconded:

That Hastings and Prince Edward District School Board amend Board Policy No. 2 –By-Laws, Article XII, Section 2.5 (l) by striking out the word “shall” and inserting “may” so that it would read as follows:

- l) **Following the election of the chair and vice-chair of the Board, the chair shall bring forward a recommendation to the full Board for approval of trustee representation on standing and other committees. Following the approval, elections will be held for the chair and vice-chair of each of the standing committees (in accordance with the elections process identified in 2.5 a-k.) In a municipal election year, the Board shall may also elect the representative to Ontario Public School Boards’ Association Board of Directors.**

Recommendation

Moved:
Seconded:

That Hastings and Prince Edward District School Board amend Section 3: Board Policy No. 2 – By-Laws, by striking out “shall” and inserting “may” so that it would read as follows:



The Ontario Public School Boards' Association (OPSBA) Board of Directors representative and alternate ~~shall~~ may be elected at the June Board meeting in non-election years. In an election year, the OPSBA Board of Directors representative and alternate ~~shall~~ may be elected at the initial meeting of the Board. Board policy related to support of the role of the Ontario Public School Boards' Association is found in Board Policy No. 12 Board Representatives on External Committees.

Recommendation

Moved:

Seconded

That Hastings and Prince Edward District School Board amend Board Policy No. 3 – Board Operations, Section 3-F, Clause 3.11 by inserting a new 3.12 and subsequent renumbering of the current 3.12 to 3.13:

- 3.1.1 Board members will be provided with the following equipment and associated services throughout their term of office:**
- a) home based computer (desktop or laptop) and printer/fax
 - b) paper shredder
 - c) high speed internet service
 - d) office software

In addition, the chair of the Board will be provided with a wireless communication device.

3.1.2 *In lieu of 3.1.1 (a) any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device in place of the home based computer (desktop or laptop).*

3.1.23 All equipment and services will adhere to board standards and be returned to the board at the end of the member's term of office.

Respectfully submitted,

Rob McGall
Superintendent of Education

Dave Patterson
Trustee

PROPOSED by Trustee Patterson, 01/2010:

The following Notice of Motion is being brought forward to strike the word “shall” and insert “may” from the following sections of Board Policy No. 2:

Board Policy No. 2, Article XII, Section 2.5 (l) by striking out the word “shall” and insert “may”.

- l) Following the election of the chair and vice-chair of the Board, the chair shall bring forward a recommendation to the full Board for approval of trustee representation on standing and other committees. Following the approval, elections will be held for the chair and vice-chair of each of the standing committees (in accordance with the elections process identified in 2.5 a-k.) In a municipal election year, the Board ~~shall~~ may also elect the representative to Ontario Public School Boards’ Association Board of Directors.

Section 3: Board Policy No. 2 to be likewise altered addressing non-election years.

The Ontario Public School Boards’ Association (OPSBA) Board of Directors representative and alternate ~~shall~~ may be elected at the June Board meeting in non-election years. In an election year, the OPSBA Board of Directors representative and alternate ~~shall~~ may be elected at the initial meeting of the Board. Board policy related to support of the role of the Ontario Public School Boards’ Association is found in Board Policy No. 12 Board Representatives on External Committees.

Rational for the proposed amendment:

In the section titled Role of Board Member under the heading Accountability, is the following statement:

2.3 “Each Board member has a duty to support the corporate Board in providing accountability for the educational, financial and operational performance of the school system. All trustees are responsible for the Board’s mandate as described in Board Policy No. 4 Corporate Board Job Description.”

The proposed amendment replacing “~~shall~~” with “may” makes the election action permissive rather than obligatory. It allows us as a Board to take responsibility for determining ongoing commitment to belong to the Ontario Public School Board Association. The act of selection automatically endorses, by association a budgetary commitment of approximately \$40 404.28 (subject to annual correction).

To be accountable requires ownership for action taken. The present wording does not empower the Board to be accountable but requires the Board to comply, or be deemed out of order or noncompliant. a majority of all members of the Board present at that meeting.

PROPOSED by Trustee Patterson, 01/2010:

The following Notice of Motion is being brought forward to insert a new 3.1.2 and subsequent renumbering of the current 3.1.2 to 3.1.3:

3.1.1 Board members will be provided with the following equipment and associated services throughout their term of office:

- a) home based computer (desktop or laptop) and printer/fax
- b) paper shredder
- c) high speed internet service
- d) office software

In addition, the chair of the board will be provided with a wireless communication device.

3.1.2 *In lieu of 3.1.1 (a) any Board member, upon filing a written request with the Board secretary, will be provided with a wireless communication device in place of the home based computer (desktop or laptop).*

3.1.23 All equipment and services will adhere to board standards and be returned to the board at the end of the member's term of office.

Rational for the proposed amendment:

The presentations at the Director's Meeting, Thursday, December 9, 2010 underscore the significance of 21st century communication. The social communication network of today requires of its leaders the ability to act, as well as promote responsible, responsive communication. All of our school leaders and senior leadership team are equipped with wireless communication devices. Noted below are some fundamental duties of trustees.

COMMUNICATION

2.11 Board members serve large constituencies, and fulfilling the representational role is challenging. A democratic system entitles everyone to a voice but does not ensure that everyone will always be content with decisions that are made. Effective, regular two-way communication will enhance a Board member's ability to represent constituents and help to build understanding and consensus in the community.

2.12 Hastings and Prince Edward District School Board strives to maintain open and fair communication with parents, guardians and members of the school community. In so doing, the Board endorses and follows a fair and consistent process for the handling of issues and concerns.

2.3 "Each Board member has a duty to support the corporate Board in providing accountability for the educational, financial and operational performance of the school system. All trustees are responsible for the Board's mandate as described in Board Policy No. 4 Corporate Board Job Description."

The proposed amendment:

Addresses an inequity of access that presently exists with Policy No 3F. The opportunity to elect what communication device to receive is financially responsible and removes the redundant allocation of resources to Board members, who are in the best position to determine their and personal communication need.



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.

Board and Committee meetings			
DATE	TIME	EVENT	LOCATION
Monday, March 7	2:30 p.m.	Executive Committee	Board Committee Room
Monday, March 7	7:00 p.m.	Program and Human Resources Committee	Board Committee Room
Tuesday, March 8	1:30 p.m.	FFL Committee	Board Committee Room
Wednesday, March 23	1:00 p.m.	Joint Health and Safety Committee	Board Committee Room

Conferences and Conventions			
Thursday, March 31 to Saturday, April 2	Labour Relations Symposium 2011		Sheraton Centre Toronto
Tuesday, April 26 to Friday, April 29	OPSOA Conference		Hilton Hotel Toronto
Thursday, July 7 to Sunday, July 10	CSBA Congress & OPSBA AGM		Westin Hotel Ottawa

System and School Events			
DATE	TIME	EVENT	LOCATION
Monday, February 28	6:00 p.m.	School Council Meeting Joint Meeting for Marmora Senior Public School and Earl Prentice Public School	Marmora Senior Public School
Monday, February 28	6:30 p.m.	School Council Meeting	Madoc Public School
Monday, February 28	6:30 p.m.	School Council Meeting	Bird's Creek Public School
Monday, February 28	6:30 p.m.	School Council Meeting	S.H. Connor/Tweed-Hungerford Schools
Monday, February 28	6:30 p.m.	School Council Meeting	Deseronto Public School
Monday, February 28	9:00 a.m.	Deseronto Success Awards	Deseronto Public School
Monday, February 28	11:50 a.m.	Character Education Award	Marmora Senior Public School
Monday, February 28	10:45-12:30 p.m.	Central Band of the Canadian Armed Forces	Centennial Secondary School
Monday, February 28	6:30 p.m.	School Council Meeting	Susanna Moodie Elementary School
Tuesday, March 1	9:30 a.m.	Terrific Kids Assembly	Sir MacKenzie Bowell Public School
Wednesday, March 2	2:45 p.m.	50 th Anniversary Meeting	Madoc Public School
Wednesday, March 2	2:00 p.m.	Terrific Kids Assembly	Frankford Public School
Wednesday, March 2	10:15 a.m.	Arts Assembly	Hillcrest Public Scholls



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Wednesday, March 2	5:00 p.m.	School Council Meeting	Quinte Secondary School
Wednesday, March 2	9:30-12:05 p.m.	Science Fair in Science Lab	Kente Public School
Thursday, March 3	6:30-7:30 p.m.	Books and Blankets	Bayside Public School
Friday, March 4	10:30 a.m.	Terrific Kids/Helping Hands Assembly	Hillcrest Public School
Friday, March 4	5:30 p.m.	Movie Night	Bayside Public School
Tuesday, March 8	11:00 a.m.	Pancake & Sausage Breakfast \$3	Marmora Public School
Tuesday, March 8	11:40 a.m.	Pancake Lunch	Hermon Public School
Friday, March 11	10:45 a.m.	Terrific Kids Assembly	Kente Public School
Tuesday, March 22	6:00 p.m.	School Council Meeting	Prince Edward Collegiate Institute
Wednesday, March 23	7:00 p.m.	School Council Meeting	Foxboro Public School
Wednesday, March 23	6:00-8:00 p.m.	Parents Night	Moira Secondary School

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

Respectfully submitted,

Kathy Soule
Director of Education and Secretary of the Board



Decision _____ **Information** **X**

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

From: Dave Rutherford, Superintendent of Business Services

Re: 2011-2012 Budget Timelines

Purpose

To provide an update on the 2011-2012 budget development process.

Background

The Ministry of Education has set June 30 as the deadline for school boards to submit budget estimates for the coming school year. In order to meet this deadline, Ministry of Education staff indicated that they will make every effort to seek approval to have the 2011-12 funding announcements released by March 31, 2011.

Current situation

Senior administration has developed budget time lines and key task analysis for the 2011-2012 budget in Appendix A attached. The tasks reflect the key milestones required to compile revenues and expenditures in order to meet the June 30, 2011 deadline.

Administration anticipates a very challenging budget process. Financial restraint measures introduced by the province and the continued decline in enrolment has resulted in an estimated \$1.5 Million operational deficit in 2010-11.

Without changes to operations, through either service or program changes, the deficit will increase as another year of provincial restraint and enrolment decline reduces board funding.

Appendices

Appendix A - Budget Task Analysis and Timelines

Recommendation

For information only.

Respectfully submitted,

**Dave Rutherford
Superintendent of Business Services**



Appendix A

2011-2012 BUDGET TASK ANALYSIS AND TIMELINES

Task	Responsibility	Time Line	Comment
Review and finalize budget task analysis/ timelines	Senior Administration	February 1	
Establish assumptions and direction for base budget development	Senior Administration/ Board	February 28	Reflects economic situation and government restraint measures
Establish preliminary enrolment projections, circulate to schools for review and staffing calculations	Business Services	Elementary– March 4 Secondary – March 25	
Prepare budget input forms and communicate base budget assumptions to system	Business Services	March 1	
Review and analyse provincial funding announcement	Business Services	March 31	Date dependent on release of GSN and supporting data from Ministry
Determine preliminary teaching staff numbers	Senior Administration	Secondary – April 6 Elementary – April 28	Based on enrolments and collective agreements
Prepare revenue projections using ministry database	Business Services	April	Date dependent on Ministry funding release
Receive budget input	Board/Senior Administration	April	
Finalize base budget expenditures; Identify possible budget adjustments	Business Services/Senior Administration	April 30	
Prepare preliminary financial position	Business Services	May 9	Date dependent on Ministry funding release
Present initial package to board and commence board budget meetings	Senior Administration/ Board	May	
Incorporate budget adjustments and finalize budget package	Senior Administration/ Board	May/June	Ministry deadline of June 30

REF: www.adoptvillage37.ca

February 14, 2011

Dear Board Members

The goals of the foundation www.adoptvillage37.ca are to help 37 remote villages around the globe to improve their existing Education and Healthcare infra structures.

The foundation was recently approved by Canada Revenue Agency as a Charity and is able to issue tax deductible receipts.

The foundation www.adoptvillage37.ca has chosen Village # 37 South near Sargodha, Pakistan as its first model pilot project to help build a 10 classroom school and a ten room hospital for a total estimated cost of 100K CAD.

Our company Quinte MRI, which Dawn and I own, is the major sponsor of www.adoptvillage37.ca with 14 Board of Directors from the Quinte Area. I will be glad to make a 20- 30 minutes presentation to the interested people about the needs of the Village 37 South in Pakistan.

Our goal is spend 100% of the donated money on the project and have the goods and services donated by the consultants in Canada and the local people in Pakistan. Please let me know if you can help! Thank You.

Regards and best wishes

Dawn and Syed Haider

Quinte MRI, Inc.

Dawn: 604-802-5554-cell; dawn@fraservalleyMRI.com

Syed: 613-827-4410-cell; syed@quintemri.com

Websites: www.mri-exam.com Global, Online, 24/7 Medical Appointments
www.quintemri.com Consulting Services in MRI Research and Education
www.adoptvillage37.ca Dedicated to improving Education and Health in villages around the globe.