



HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD PROGRAM AND HUMAN RESOURCES COMMITTEE PUBLIC MEETING MINUTES

February 11, 2013

- Members present:** J. Cobb; B. Danes; T. Goodfellow, Vice-chair; M. Hall; D. Inch; L. Kyle; D. Patterson; J. Williams, Chair
- Student Trustees:** D. Wilson
- Regrets:** None
- Guests:** M. Brant
- Resource:** C. DeMille, K. Donnell, T. FitzGibbon, R. McGall, C. Portt, J. Rogers, D. Rutherford, M. Savery-Whiteway
- Minutes:** C. Reid, Administrative Assistant

Call to order

The meeting was called to order at 5:30 p.m.

Delegations/presentations - None

Approval of agenda

Moved: M. Hall
Seconded: J. Cobb

That the agenda be approved.

Carried

Approval of minutes

Moved: J. Cobb
Seconded: B. Danes

That the minutes of the January 14, 2013 regular meeting be approved.

Carried

Business arising from the minutes

Superintendent FitzGibbon commented that she will follow up by telephone to check on the status of the letter from the Board to EQAO related to the Ontario Secondary School Literacy Test (OSSLT). She noted that there have been changes at the EQAO office and there may be a new Chief Assessment Officer, which could be the reason for a delay in the response from EQAO.

Recommendations - None

Information

Mid-year Community Threat Assessment Protocol (CTAP) update

Superintendent Savery-Whiteway stated that this is the fourth year conducting Threat Assessments in the district. These Threat Assessments are designed to address high risk or worrisome behaviour in students. The protocol is a strategy and tool used for schools to assess threats and access supports and interventions for students through board teams and community partners. Shelley Steele, the Safe Schools Coordinator, along with the Safe Schools Team, and now a trained Board Team are working hard as the process evolves to address the needs of students.

Shelley Steele provided comparative statistical information for the current and last school year. Last year, there were 47 Level I (school level) assessments. Ten of those progressed to the community level. This year, to date, there have been 20 Level I assessments, of which five have gone to the community level.

Four of these have been elementary, which indicates that concerns are being addressed and interventions taking place earlier. Often these assessments are very complex and the strong commitment of the community partners is evident. It was noted that Belleville Police have committed to having someone trained in CTAP on every shift.

Level I training can now be conducted in-house. The next training session is being held April 11-12 at the Education Centre and registrations are being taken by Dot Burshaw. Level II training is being done in collaboration with the Algonquin and Lakeshore Catholic District School Board and Limestone District School Board. The plan is to bring Kevin Cameron back for Level II training at the end of October. All members of the senior team have completed Level I and Level II training and the Safe Schools Team is working to ensure all administrators are fully trained in Level I and Level II. There are currently only a couple of administrators remaining to be trained. The Board Team is doing their recertification in Ottawa in April. In addition, one IT person is fully trained, which has been very beneficial. Collaboration is taking place with an informal group comprised of six boards who have meetings a couple times per year to share best practices. The CTAP Advisory Committee reviews the protocol each year and makes changes as required. A copy of the Canadian Centre For threat Assessment & Trauma Response newsletter was shared in which Hastings and Prince Edward District School Board is being recognized as VTRA pioneers. The board team is getting calls from all over the country asking for the board's protocol. In addition, Shelley Steele has been recognized as an expert across the province.

The Hastings and Prince Edward Learning Foundation update

Director McGall introduced Maribeth deSnoo, Executive Director and Elanor Pound, Chair of the Board of Directors to provide an update. Ms. deSnoo commented that this year, to date, 106 Student Emergency Fund requests have been processed, which is in line with last year's statistics. Requests for food at home have doubled over last year at this time. In addition, the number of meals served and number of students accessing Food for Learning programs are up from last year. Ms. deSnoo shared that she is now a member of Children and Youth Services Network for Hastings and Prince Edward Counties and co-chair of the communication team. A Report of the Executive Director was shared containing a report card for Hastings and Prince Edward Counties. The report identifies green flag issues, where the counties are performing better than the provincial average, yellow flag issues, where the counties are not performing quite as well as the provincial average and red flag issues, which are issues that need to be monitored. Food insecurity has been identified as a red flag issue in Hastings and Prince Edward Counties and is an area that has been identified where HPELF can have an impact through its Food for Learning Programs.

It was further reported that, due to the loss of Kirk business revenue, the Learning Foundation has put in place vending and coffee machines. The Learning Foundation is also looking at other forms of financial support as well such as corporate sponsors and donor requests. This year, through the Christmas campaign in the Chalk Talk newsletter, the Foundation raised almost \$20,000. Prom Project information was provided and it was noted that six schools have volunteered to host events this year. The project launched at the Quinte Mall today and a list of supporters was provided. Additional upcoming events include the Food For Learning Student Benefit Auction, the Quinte Regional Science and Technology Fair on April 6 and the annual HPELF Golf Tournament on Thursday, July 4. A copy of the Goals of the Children and Youth Services Network was provided for review.

Clarification was sought regarding how Food For Learning programs are implemented in elementary schools. Existing programs are funded based on the number of meals provided in previous years. New programs get a \$200 start-up amount and equipment funding. It is up to the school to determine, through staff and volunteers, whether the program is a viable option for the school. Funding is available and can support additional assistance, as required.

Full-day Kindergarten Update

Superintendent FitzGibbon shared information regarding Full-day Kindergarten year 4 and 5 schools, facility renewals and the Extended Day program. It was noted that 75% of elementary schools will be Full-day Kindergarten schools by September 2013 and 100% by September 2014. Key information is being provided to parents using the Board web site and staff have been receiving great feedback from parents. The web page was demonstrated, which lists the current schools hosting Full-day Kindergarten, along with the schools starting in September 2013 and starting in September 2014. The page also includes

helpful information for parents to assist with registration. A facility update was also provided Year 4 sites 2013-2014.

As required by the Ministry, the Extended Day program is reviewed on an annual basis for viability purposes. Parents have been surveyed for the past three years and there has not been enough parent commitment to the program due to the cost factor and also due to the fact that they have other children who would require daycare. This review process will be undertaken again this year and the results will be provided in March.

The district is promoting Kindergarten registration through radio advertisements. Trustees listened to the ads which are posted on the Board web page. These radio campaigns will run for several weeks as schools work through the Kindergarten registration process.

A question was raised regarding an increase in staffing as a result of the growth of the Full-day Kindergarten programs. Superintendent Rutherford confirmed that enrolment numbers are being reviewed and there has been an increase in enrolments as a result of Full-day. A further question was asked regarding the legislation related to the age for students to start attending school. It was noted that some parents are concerned about whether their children are ready for school and Kindergarten continues to be a choice for parents.

It was confirmed that although some boards are choosing to accelerate the five year plan, the local boards have maintained a coordinated effort for gradual implementation. All boards in the province will have all schools with Full-day Kindergarten the by end of five year implementation.

Draft Director's Annual Report

Director McGall provided preview of the Director's Annual Report. The final version will be brought to the February 25th Board meeting. The Director's Office is working with different members of community and the senior team to finalize the report. The report will reflect discussions with the community regarding the AiM system priorities. Distribution will be discussed further on February 25 at the Board meeting. There will be more copies distributed electronically than hard copies. Hard copies will go to schools and school councils and a number will be provided to trustees and kept on hand at the Education Centre. A request was made to obtain an approximate cost of sending a copy to every household in the system. A cost will be determined and provided at the February 25 Board meeting.

Trustee proposals and queries – None

Correspondence – None

The Program and Human Resources Committee moved into closed session at 6:35 p.m.