



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

March 7, 2011

Members present: J. Cobb, T. Goodfellow, Chair, L. Kyle, C. Pitman, J. Williams, Vice-chair

Student Trustee: E. Tetzlaff

Regrets: None

Guests: M. Brant, S. Clements

Resource: C. DeMille, R. McGall, C. Portt, J. Rogers, M. Savery-Whiteway

Minutes: C. Reid, Administrative Assistant

Call to order

The meeting was called to order at 7:00 p.m.

Delegations/presentations - None

Approval of agenda

Moved: C. Pitman

Seconded: J. Williams

That the agenda be approved.

Carried

Approval of minutes

Moved: J. Williams

Seconded: J. Cobb

That the minutes of the February 22, 2011 regular meeting be approved.

Carried

Business arising from the minutes - None

Information

Timed item: Student Work Study

Assistant Superintendent Colleen DeMille, along with Curriculum Coordinator Cassandra Bellwood presented information related to the Student Work Study (SWS) initiative. It was noted that this is the second year of a research project initiated by the Ministry of Education. The focus of the project is on elementary school students' learning and thinking. Currently there are nine schools in the District involved in the research. The purpose of the study is to learn about student work from level one through levels two and three. It was noted that approximately 25% of students in the province are producing work at a level two and it is important to understand the perspectives of these students and to develop strategies to support their learning. The goal is to have a greater number of students confidently and independently producing work at a level three or four. Schools were selected based on high levels of level two students and two classrooms per school were selected with teachers volunteering to participate. Each teacher was asked to identify two or three students working at a level two who were considered "students of mystery". The classroom teacher and the SWS teacher work together to plan numeracy and literacy lessons that incorporate opportunities for students to collaboratively work together.

Catharine Dunlop, a Grade 6 teacher at Harry J. Clarke Public School described the success of the SWS Math project in her classroom. She commented that the "three part Math lesson" approach results in greater student engagement and enthusiasm with all students working

through the same lessons in a collaborative manner. As a result of this approach, 75% of students in her class are now working at a level three or higher in Math. The students have a better understanding of Math and parents are providing positive feedback.

Corrina Eberwein, Vice-principal at S.H. Connor School and Tweed-Hungerford Senior Public School provided an administrator's perspective on the project noting that it is bringing the Board Improvement Plan for Student Achievement (BIPSA) and the School Improvement Plan for Student Achievement (SIPSA) to life in the classroom and in individual students in a very precise manner. The structure of learning and planning teams is breaking down barriers in the classroom and providing differentiated and inclusive instruction that is student focused.

In closing, Cassandra Bellwood shared some of the positive student reflections on the work being done through the SWS project. A question was raised regarding sharing the research that has been submitted to the Ministry. It was noted that the research has resulted in best practices being developed and those are being shared among learning teams.

Clarification was provided regarding the three part Math lesson and how it has resulted in students commenting that Math is fun. The concept is based on the types of questions being asked and making them relevant for the students. In addition, the students are not feeling overwhelmed by having to do repetitive work from the textbook. The three part lesson includes a "minds on" exercise, an action phase where students problem solve in a group and a consolidation phase where students have to communicate their work.

Trustees Brant and Clements left the meeting.

Recommendations

Educational Programs in Care, Treatment and Correctional Facilities (Section 23)

Superintendent Rogers introduced Report No. B-1, noting that approval is being sought for the continuation of four Section 23 agreements for the 2011-2012 school year. Assistant Superintendent Portt reported that, during 2010-2011, Hastings and Prince Edward District School Board maintained four Section 23 programs in conjunction with various care, treatment, and correctional facilities. Only the direct costs of the Section 23 programs are fully funded by the Ministry of Education, and the sponsoring Ministry in each case. Indirect costs for administration, clerical support and professional development are absorbed by Hastings and Prince Edward District School Board. Assistant Superintendent Portt reviewed each of the programs that the Board wishes to continue for the 2011-2012 school year.

Moved: J. Williams
Seconded: J. Cobb

That the Program and Human Resources Committee recommend that Hastings and Prince Edward District School Board approve for 2011-2012 the four (4) special programs in conjunction with the care, treatment and correctional facilities, subject to approval by the Ministry of Education, as contained in the Program and Human Resources Committee Report No. B-1 dated March 7, 2011.

Carried

Board Policy Review

Superintendent McGall stated that, in accordance with Administrative Procedure 110: Board Policy Development and Review, all policies must be reviewed at least every three years to ensure they are still relevant and have been implemented effectively. Policies will be brought forward with recommended changes from Executive Committee to full Board on March 28, 2011. They are presented to this committee to raise awareness of the recommended changes coming forward at the March Board meeting.

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

At the Student Senate meeting held on February 8, 2011, the policy was reviewed with a recommendation being brought forward to align the policy with Ontario Regulation 7/07 Student

Trustee by striking the words in Board Policy 3-C 4.2.5 “within the first week of May” and replacing with “not later than April 30”.

**Board Policy No. 3-B Electronic Meetings and
Board Policy No. 11-J Student Discipline Committee**

Board Policy No. 3-B Electronic Meetings was amended by both strikeout and insertion of language to reflect the current practice and system plan. Updates to Board Policy No. 11-J Student Discipline reflect changes in the name of Ontario Regulation 472/07 and definitions.

It was noted that in Policy 3-B, additional amendments will be made with respect to references to closed meetings. Clarification was provided regarding the difference between a closed meeting and a meeting closed to the public.

Further, additional changes to Policy 11-J will be made under the heading “Purpose”

Board Policy No. 3-D Board Communication & Media Relations

Board Policy No. 3-B Board Communications & Media Relations was amended by both strikeout and insertion of language to reflect the current practice and system plan. As there are significant changes to this document, it was recommended that Board members review the marked up document very carefully when it comes out in the Board agenda package. It was noted that one additional change will be made to the definition of “stakeholders”.

**Board Policy No. 3-A Delegations and Presentations and
Board Policy No. 14 Hearing on Termination of Teacher Employment**

Board Policy No. 3-A Delegations and Presentations was reviewed. No changes or revisions are recommended to this policy. The review date will be changed to January, 2014.

Board Policy No. 14 Hearings on Termination of Teacher Employment was also reviewed. No changes or revisions are recommended to this policy. The review date will be changed to May, 2014.

Board Policy No. 11-B Program and Human Resources Committee

Board Policy No. 11-B Program and Human Resources Committee was amended by strikeout and insertion of language to reflect the current practice and system plan.

Correspondence - None

The Program and Human Resources Committee moved into closed session at 8:01 p.m.