



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

Monday, March 9, 2009

Members Present: T. Goodfellow, M. Hall, H. Marissen, C. Pitman, J. Williams

Regrets: M. Walker

Guests: M. Brant, S. Clements, D. Inch, D. Smith

Resource: R. McGall, J. Montgomery, C. Portt, J. Rogers, K. Soule

Minutes: C. Reid, Administrative Assistant

Call to order

The meeting was called to order at 7:10 p.m.

Delegations/presentations - None

Approval of agenda

Moved: T. Goodfellow

Seconded: C. Pitman

That the agenda be approved, as amended.

Carried

Information

Timed item – School Effectiveness Framework

System Principal, Martin Smit presented information regarding the School Effectiveness Framework initiative. The district is currently in its second year of the program.

This framework allows for strengths to be identified, areas that need further attention to be developed and next steps for improvement to be identified. The framework enables boards and schools to target resources, determine capacity building needs and focus improvement planning.

The School Effectiveness Framework has two components, a school self-assessment and a district review process. It is intended to guide discussions for critical analysis of key components of school effectiveness and inform improvement planning. Based on Ontario research and the literature of what makes schools effective, nine components have been identified as factors that have an impact on student achievement. It was noted that ten schools were identified this year for district review, which include current and previous OFIP schools.

Committee members inquired about the effectiveness of the program. It was noted that the key to the success of this tool is the fact that it is used by the school and celebrates what schools are doing well and builds upon their success.

Timed item – Skopus Business Intelligence Tool

Senior Information and Technology Services Officer, Matt Norton and Research Coordinator, Angela Harvey presented information related to the Business Intelligence Tool. This tool allows users to make better informed decisions by understanding the data available. Data is generated from Maplewood and other assessments such as EQAO, CASI and DRA. The BI tool can extract, transform and load. The data is stored in a Data Warehouse, which is a structure used to manage the storage and retrieval of large amounts of data and integrates the data from various sources. It contains current and historical information that allow the analysis of data over time. The BI system facilitates better and faster decision making, provides the ability to integrate data from multiple sources and provides multi-dimensional on-line analytical capability.

A live demonstration of the Skopus web portal was provided and the various components were reviewed along with the level of support provided to each type of user. The tool is due to go live around the end of April or early May. Training will be provided on an ongoing basis. This tool will only be available to superintendents and school administrators. School administrators will only have access to their own school's data. Currently data is being updated on a weekly basis.

Approval of minutes

Moved: C. Pitman

Seconded: H. Marissen

That the minutes of the regular meeting of February 17, 2009 be approved.

Carried

Business arising from minutes - None

Recommendations

Educational Programs in Care, Treatment and Correctional Facilities (Section 23)
System Principal Cathy Portt reviewed the report.

Each year the care, treatment and correctional facilities agreements, in accordance with Section 23 of Ontario Regulation 287/98, are reviewed by ministry and board personnel to determine whether the programs should be continued, modified, or expanded.

Criteria for the establishment and maintenance of these programs include:

- application for a Section 23 educational program must come from an approved facility;
- children and youths have been admitted to a facility for care, treatment or custody;
- ongoing care and treatment are to be provided by the facility's professional staff and supported by the teacher through a multi-disciplinary approach.

In early July 2008, the Board was informed that the Ministry of Child and Youth Services made a decision to terminate the contract for Corbyville Children's Home, due to low numbers in the program. The Section 23 partnership was dissolved effective September 2008 and teaching staff was reassigned within the secondary panel. The Board maintained the other five (5) 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, in-service, etc. are absorbed by the Hastings and Prince Edward District School Board.

Clarification was sought regarding the programs offered through these facilities. Trustees inquired about programs available to students in Centre and North Hastings. It was noted that the Board works closely with various community partners to support students in those areas.

Moved: M. Hall
Seconded: T. Goodfellow

That the Program and Human Resources Committee recommend that the Hastings and Prince Edward District School Board approve for 2009-2010 the five (5) special programs in conjunction with the care, treatment and correctional facilities, subject to approval by the Ministry of Education.

Carried

Proposed School Year Calendar 2009-2010

The Ministry of Education has established the following days for school holidays for 2009-2010:

Labour Day	Monday, September 7, 2009
Thanksgiving Day	Monday, October 12, 2009
Christmas Break (inclusive)	Monday, December 21 – Friday, January 01, 2010
Family Day	Monday, February 15, 2010
Mid-Winter Break (inclusive)	Monday, March 15 – Friday, March 19, 2010
Good Friday	Friday, April 2, 2010
Easter Monday	Monday, April 5, 2010
Victoria Day	Monday, May 24, 2010

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 minimize transportation costs. Meetings have been held with representatives of the Algonquin and Lakeshore Catholic District School Board, the Limestone District school Board, and the Conseil des écoles publiques de l'Est de l'Ontario.

Director Soule provided the rationale behind starting the school year prior to the Labour Day holiday. It was noted that if the Minister of Education issues direction regarding the adjustment of the school year calendar, then the calendar will reflect those adjustments.

The following proposed School Year Calendar for 2009-2010 is submitted as a regular school year calendar with the following recommendation:

Moved: H. Marissen
Seconded: T. Goodfellow

That the Program and Human Resources Committee recommend that the Hastings and Prince Edward District School Board approve the 2009-2010 school year calendar as follows:

- 1. That the first day of school be Tuesday, September 1, 2009;**
- 2. That the Christmas Break be Monday, December 21, 2009 to Friday, January 1, 2010 inclusive;**
- 3. That Semester 2 begin Tuesday, February 2, 2010;**
- 4. That the Mid-Winter Break be Monday, March 15 to Friday, March 19, 2010;**
- 5. That the last day of school be Wednesday, June 30, 2010;**
- 6. That the following 6 dates be designated as professional activity days:**

**Friday, September 25
Friday, October 23
Monday, November 16
Monday, February 1
Friday, April 30
Wednesday, June 30.**

- 7. That 10 examination days be approved for secondary schools:**

**Friday, January 22 – Thursday, January 28, 2010
Monday, June 21 – Friday, June 25, 2010.**

Carried

Textbook/Novel approval

This text, entitled Sport Marketing is being recommended for a new locally developed course entitled “Sports and Entertainment Marketing” at Centennial Secondary School. The course outline and rationale for choosing the text was included as Appendix B to the report and was reviewed by Superintendent Montgomery.

Moved: T. Goodfellow
Seconded: M. Hall

That the Program and Human Resources Committee recommend that the Hastings and Prince Edward District School Board approve “Sport Marketing” for use in schools as described in Appendix “A” as contained

**in the Program and Human Resources Committee public session report no.
B-3 dated March 9, 2009.**

Carried

Correspondence - None

At 8:30 p.m. the Program and Human Resources Committee moved into closed session.