



# 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 the  
**Program and Human Resources Committee** will be held on:

**Monday, April 20, 2009**  
**commencing at 7:00 p.m.**  
**in the Board Committee Room, Education Centre**  
**156 Ann Street, Belleville, Ontario**

The agenda and supporting documents for this meeting are attached to this notice.

**Jim Williams, Chair**  
Program and Human Resources Committee

**Rob McGall**  
Superintendent of Education  
Human Resources

**Jan Montgomery**  
Superintendent of Education  
Elementary and Secondary Curriculum

**Trish FitzGibbon**  
Superintendent of Education  
Special Education

**June Rogers**  
Superintendent of Education  
Education Services

**Committee members:** T. Goodfellow, M. Hall, D. Inch, H. Marissen, C. Pitman, M. Walker, J. Williams  
A. Macdonald (Student Trustee) D. Smith (Student Trustee)



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## Program and Human Resources Committee PUBLIC AGENDA

Regular meeting of  
April 20, 2009 – 7:00 p.m.  
Board Committee Room, Education Centre

Section	Item	Report No.	Resp.
<b>A</b>	<b>Call to order</b>		
	Delegations / presentations - none		
	Approval of agenda		
	Approval of minutes – March 9, 2009	A-1	
	Business arising from the minutes		
<b>B</b>	<b>Recommendations</b>		
	None		
<b>C</b>	<b>Information</b>		
<b>7:00 p.m.</b>	Progressive Discipline, Alternative Suspension and Expulsion Program	Verbal	TF/CP
	2008-2009 Other Provincial Grants	C-1	DR
<b>D</b>	<b>Correspondence</b>		
	None		
	<b>Motion to move into closed session</b>		

**Next regular meeting: Tuesday, May 19, 2009**



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

**Monday, March 9, 2009**

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**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.



**To:** The chair and members of the Program and Human Resources Committee

**From:** Dave Rutherford, Superintendent of Financial and Facility Services

**Re:** **2008-2009 Other Provincial Grants**

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### **Purpose**

To update trustees on the various miscellaneous grants provided to the board during the 2008-2009 school year.

### **Background**

For the past number of years the Ministry of Education has been providing substantial funding outside of the regular Grants for Student Needs. This funding has been used to target specific initiatives such as Literacy and Numeracy, Learning to 18 and many others. In 2008-2009 the provincial allocation was \$220 Million and the projection for 2009-2010 is an increase to \$260 Million.

### **Current situation**

The attached appendix summarized those grants received during the course of this year. Some programs are funded on a one time only basis, some are multi year initiatives and some are renewed on a year by year basis subject to Ministry funding and priorities.

Funding allocations for 2009-2010 are beginning to be communicated with school boards. To date \$43 Million has been announced with our board's share being \$571,000. Further allocations in the amount of \$142 Million are to be announced by the end of April with remaining allocations released over the course of next year.

### **Appendices**

Appendix 1 - Other Provincial Grants

For information only.

**Respectfully submitted,**

**Dave Rutherford  
Superintendent of Financial and Facility Services**



## OTHER PROVINCIAL GRANTS

	<b>2008-2009</b>
<b>OFIP and OFIP Tutoring</b>	\$ 456,544
Funding directed to OFIP 1, 2 and 3 schools. Funding is primarily used to provide release time.	
<b>Managing Information for Student Achievement</b>	\$ 328,179
Funding is being provided to help prepare a three-year plan for activities that enhance core capacities in managing information for student achievement.	
<b>Specialized Resources</b>	\$ 150,908
One-time funding to enhance outdoor experiences, science and technology, arts and safety and environmental issues associated with technological programs and facilities.	
<b>School Effectiveness Framework</b>	\$ 150,000
Funding provided by the Literacy and Numeracy Secretariat to implement the school effectiveness framework.	
<b>Library resource funding</b>	\$ 147,134
One-time funding to supplement school library resources.	
<b>Elementary School Library Staff Investment</b>	\$ 126,590
Funding over each of four years to increase elementary school library staffing.	
<b>OYAP</b>	\$ 120,421
The Ontario Youth Apprenticeship Program is funded on a yearly application basis.	
<b>First Nation, Metis and Inuit Education Policy Framework</b>	\$ 105,000
Funding to support the board's implementation of the Ontario First Nation, Metis, and Inuit Education Policy Framework.	
<b>Specialist High Skills Major</b>	\$ 87,600
Funding for programs at CSS, CHSS and NHHS that bundle credits in each of the four pathways to post-secondary destinations.	
<b>French Language Learning Resources</b>	\$ 72,622
Funding is provided for the purchase of FSL materials and professional development.	
<b>Grade 7-12 Mathematics</b>	\$ 70,644
Funding to kick start a specific focus on supporting students with low levels of achievement in mathematics and low math performing schools.	



## OTHER PROVINCIAL GRANTS

	<u>2008-2009</u>
<b>Mentoring for newly appointed leaders</b>	\$ 69,509
Funds to support mentoring of newly appointed principals and vice-principals.	
<b>Schools Helping Schools</b>	\$ 68,148
Funding for release time in order to develop networks to share successful practices.	
<b>Applied Behaviour Analysis Expertise</b>	\$ 62,090
Funding to enable the hiring of ABA expertise to provide training and coordination at the board and school level.	
<b>Aboriginal Self-identification</b>	\$ 50,000
Funding to assist in the development of a board policy for voluntary, confidential Aboriginal student self-identification.	
<b>Differentiated Instruction</b>	\$ 48,500
Funding to promote professional learning strategy for grade 7-10 differentiated instruction.	
<b>Safe, Equitable and Inclusive Schools</b>	\$ 46,521
Funding to be used to develop training materials and provide training as well as the purchase of resources that support safe and inclusive schools.	
<b>Autism Spectrum Disorder Funding</b>	\$ 35,467
Funding to cover the costs of providing and participating in training opportunities for applied behaviour analysis (ABA).	
<b>Parent Engagement Funding</b>	\$ 35,365
Funding is being provided to improve parent involvement with schools.	
<b>Healthy Schools</b>	\$ 32,400
Funding to support daily physical activity in elementary schools and student engagement in secondary schools.	
<b>Safe Schools Initiatives</b>	\$ 32,128
One-time funding for para-professional resources and support for programs for expelled and suspended students.	
<b>Leader-to-Leader (Earl Prentice PS)</b>	\$ 18,000
Program to engage a small number of elementary principals in discussions about best practices. Twenty-two schools in total across the province, eleven are schools on the move and eleven similar in demographics but facing challenges in moving forward.	
<b>Schools on the Move (VP Carswell)</b>	\$ 15,000



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## OTHER PROVINCIAL GRANTS

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	<u>2008-2009</u>
<b>Teacher Learning and Leadership</b>	\$ 14,170
Funds to support project based activity that aids professional learning, leadership development and knowledge exchange.	
<b>Character Development Funding</b>	\$ 11,310
Funding to consolidate and extend character development processes and practices achieved to date by school boards.	
<b>TPA for experienced teachers</b>	\$ 7,299
Implementation and training of the revised Teacher Performance Appraisal process for experienced teachers.	
<b>Tutors in the classroom</b>	\$ 7,040
Cost sharing program with the Literacy and Numeracy Secretariat that sees post-secondary students assist students in the classroom.	
<b>Lead in drinking water</b>	\$ 3,949
One-time funding to help offset cost of water purchases as a result of lead exceedences.	
<b>Student Engagement</b>	\$ 3,875
<b>School Council Outreach Grants</b>	\$ 2,350
School councils were invited to apply for funding to enhance parent involvement.	
<b>Student Voice Initiative (Moirá SS, PECl)</b>	\$ 1,000
Funding to support student council projects that have diversity and inclusion themes.	
	<hr/> <b>\$ 2,419,686</b> <hr/>