



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
PROGRAM AND HUMAN RESOURCES COMMITTEE
PUBLIC MEETING MINUTES
Monday, May 17, 2010**

Members present: T. Goodfellow, M. Hall, H. Marissen, C. Pitman, M. Walker, Chair,
J. Williams, Vice-chair

Student Trustee: None

Absent: None

Regrets: S. Willman, Student Trustee

Guests: C. Cotton

Resource: C. DeMille, R. McGall, J. Montgomery, M. Norton, C. Portt, J. Rogers,
D. Rutherford, M. Savery-Whiteway, K. Soule, D. Tregenza

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: J. Williams
Seconded: M. Hall

That the agenda be approved.

Carried

Approval of minutes

Moved: T. Goodfellow
Seconded: M. Hall

That the minutes of the regular meeting of April 19, 2010 be approved.

Carried

Business arising from minutes - None

Information

Frink Centre report

Assistant Superintendent Colleen DeMille welcomed Paul Taylor, Outdoor Education Coordinator and Ian Boyd, Curriculum Coordinator. Paul Taylor highlighted the following information from his report:

- In the 2008-2009 school year, the total number of visitors from HPEDSB was 7264 people. As of April 9th of the 2009-2010 school year, 5500 visitors have attended programming at the Frink Centre from Hastings and Prince Edward District School Board.
- A new trail has been established, and the bird observation area has been improved as a memorial project for former board employee Vince Prewer. Donations from family, friends and community after the passing of Vince several years ago were used to build the trail, purchase additional bird feeders, and a bird identification sign.
- An advisory committee made up of members from all groups in partnership with the Centre continues to meet to strengthen partnerships, increase awareness of the Centre, plan new projects for the Centre, and upgrade facilities. Plans for a new Pavilion are currently being established and clearing of the location for the Pavilion has already begun. The Lifelines class from CSS began clearing the

location of trees as part of their Professional Chainsaw Operators Certificate as well as clearing an area for a playing field at the Centre.

- The Lifelines class from Centennial Secondary School facilitated the 2010 tours for the Frink Centre's annual Sugar Bush event from March 22nd – April 9th for the 75 classes that visited the Centre to learn about maple syrup.
- Student placement opportunities for 2010 at the Centre has brought in students from Loyalist College, Trent University and Centre Hastings Secondary School.
- Local groups and organizations such as the 'Bassmasters' and the Ontario Stewardship Rangers set aside several days during the year to volunteer their time and/or work to get a variety of chores done for the Frink Centre.
- Algonquin Lakeshore Catholic District School Board intends to maintain their partnership with the Frink Centre for the upcoming 2010-2011 school year.

Next steps for the Frink Centre were outlined, as follows:

- Continue with plans to develop a new Outdoor Education Pavilion to replace the dismantled picnic shelter through the help of the Frink Centre advisory committee. The new shelter will be located in a more convenient location and be used for outdoor activities on rainy days.
- Plans to prepare new activities for all grade levels with the cooperation of department heads and teachers to create new nature based programs that tie in with current curriculum requirements.
- Continue to update the displays, posters, books, audio-visual equipment, furniture and facilities in general at the Frink Centre to revitalize the look and stimulate learning of visiting school groups.

International Student Program update

This agenda item was deferred to the June meeting.

Draft floor plans for Prince Charles School (Belleville), Sir John A. Macdonald Public School and North Hastings Senior Elementary School

Don Tregenza reviewed the draft floor plans for each of the locations, noting that administrative staff and integration committees have provided input into draft preliminary floor plans for each of the three projects. Staff and committees have been charged with the task of completing floor plans within the established budgets although certain aspects of the original scope of work have been improved.

The original scope of work for the projects included possible reconstruction of computer labs. On further consideration, it is now proposed that wireless internet systems be established at each site for use of portable devices. It is proposed that "Smart Board" technology be utilized as funds allow. "Computers on Wheels" technology will also be utilized.

Early Learning Program space will be established at each location.

Staff has been working with the Ministry to follow the necessary processes to confirm the remainder of funding requirements to complete the projects within the established budget.

The concept of a community hub has been incorporated into the plans for Prince Charles School (Belleville) and was embedded in the Pascal report on Early Learning. Discussions have already taken place with the Ontario Early Years Centre who will take over the coordination services for that hub space. The hub will be designed as an adult space with adjoining offices for consultations and can be accessed without coming through the school. This will allow parents, students and community members to access services within their own community. The concept of the multi-purpose room was also reviewed, noting that this area is being designed in such a way that it can be used for any number of classes and activities, including the breakfast, lunch and snack programs.

Senior administration responded to various questions from trustees related to the proposed floor plans. Committee members commended staff on the hard work that has gone into developing these draft plans and expressed their appreciation for the way in which they have worked so closely with the Integration Committees and the community to ensure that the needs of the school and community will be met while completing the projects within established budgets.

Don Tregenza left the meeting.

Recommendations

Textbook/novel approval

The titles, attached as Appendix A to Report No. B-1, have been reviewed by the school principal, curriculum services staff or superintendent and trustees on the Program and Human Resources Committee.

Moved: T. Goodfellow
Seconded: M. Hall

That the Program and Human Resources Committee recommend that the Hastings and Prince Edward District School Board approve the list of material submitted for use in schools as described in Appendix “A” and contained in the Program and Human Resources Committee public session report no. B- 1 dated May 17, 2010.

Carried

Compliance Audit Committee

The Municipal Elections Act, 1996, as amended by Bill 212, now requires that every municipality and school board appoint a Compliance Audit Committee prior to October 1, 2010. The Clerks from Prince Edward County, City of Quinte West and City of Belleville have met and discussed various options regarding a Joint Compliance Audit Committee. Discussions with administration from both Hastings and Prince Edward District School Board and Algonquin and Lakeshore Catholic District School Board has resulted in a willingness to expand the membership of the Joint Compliance Audit Committee to include both school boards. The three municipalities will be reporting to their respective councils by the end of May. The Program and Human Resources Committee is supportive of this partnership and makes the following recommendation.

Moved: H. Marissen
Seconded: J. Williams

That the Program and Human Resources Committee recommend that Hastings and Prince Edward District School Board partner with one or more of the following: County of Prince Edward, City of Quinte West, City of Belleville and Algonquin and Lakeshore Catholic District School Board to establish a Joint Compliance Audit Committee for the 2010-2014 term of the board as contained in the Program and Human Resources Committee report no. B-2, dated May 17, 2010.

Carried

Trustee Cotton and Superintendents Montgomery and Rutherford left the meeting.

Information

Instructional Technology Advisory Committee (ITAC) update

Matt Norton provided background information related to the creation of the ITAC, noting that this committee has met six times during the 2009-2010 school year. The recommendations brought forward to Administrative Council from this committee were reviewed and represent four main categories:

- Program (student)
- Professional development (staff)
- Responsibility
- Access

With the support of the Program and Human Resources Committee, the ITAC is proposing to continue the term of the committee to ensure that the recommendations are reviewed, implemented and assessed in the coming years of the AiM System Plan. Committee members were in agreement.

Wireless network access

In March 2010 a wireless network pilot commenced at Centennial Secondary School in response to school requests for a method to provide access to wireless technology allowing students, staff and guests to use their own wireless devices within the school. The pilot is scheduled to conclude in June 2010. A School Wireless Network Acceptable Use Statement was developed which students, staff and guests must agree to in order to access the wireless network.

Commonly asked questions and answers were reviewed with committee members. It was noted that an internet security company was hired to do an audit of the wireless networks at the Education Centre and Centennial Secondary School. Minor concerns were addressed but overall a 95% rate was achieved at both sites. Trustees inquired about neighbours being able to access wireless. The wireless access has been configured so that it is limited to the interior of the building.

Matt Norton left the meeting.

Safe Schools – Safe Workplace, implementation of Bill 168 – June 15, 2010

Superintendent McGall reviewed Report No. C-6, which included an overview of the draft procedures related to violence in the workplace and workplace harassment. A summary of recommended changes to related procedures was included in the report. These updates and revisions are being recommended to ensure compliance with the new legislation. The draft communication and training plan was also included in the report.

It was noted that a meeting has taken place with the Safe Workplace Panel and a meeting with the Joint Health and Safety Committee is scheduled for Wednesday, May 19. Once feedback is received from the various groups, final copies of the procedures will be provided to trustees.

Correspondence – None

At 8:20 p.m. the Program and Human Resources Committee moved into closed session.