



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

June 9, 2014

- Members present:** J. Cobb; B. Danes; T. Goodfellow; M. Hall; D. Inch; L. Kyle, Vice-chair;
D. Patterson; J. Williams, Chair
- Student Trustees:** M. Peckham
- Regrets:** None
- Guests:** None
- Resource:** K. Donnell, M. Fisher, T. FitzGibbon, L. Miller, N. Pfeiffer,
C. Portt, J. Rogers, M. Savery-Whiteway
- Minutes:** C. Reid, Administrative Assistant

Call to order

Chair Williams called the meeting to order at 5:30 p.m.

Delegations/presentations - None

Approval of agenda

Moved: J. Cobb

Seconded: T. Goodfellow

That the agenda be approved.

Carried

Information – Timed Item

Continuing Education Update – Adult Education and Summer School

Superintendent Portt referred to Report No. C-1, noting that adult education and summer school are directly tied to the AiM System Plan priority: reach high levels of student achievement and closing the gaps in student achievement. Continuing education supports learning by offering credit earning opportunities outside the regular school day and during the summer. These include credit courses for adult learners and secondary school students.

Julie Jarvis, Adult Education Principal, stated that there are currently over 2000 students enrolled and there were 110 graduates last year. They are receiving at least 50 referrals every week from other school boards in the province. Last year the program was \$65,000 above the break-even point. Although the government has reduced funding for this school year, it is anticipated the profit will be similar this year due to higher enrolment. This year the program will experience a record number of graduates, approximately 120, and the valedictorian is a 71 year old woman who plans to go on to university. This year, the Ministry is requiring student registers to be submitted online through OnSIS via Maplewood. The Board is the first adult education program in the province to switch over to Maplewood. The online courses continue to be largest and most successful in the province. Approximately 1500 of the 2000 students enrolled are doing online courses.

It was noted that there is not a satellite office in Prince Edward County. At one time there was a satellite office but it was not generating any revenue. Ms. Jarvis stated that she travels to the Prince Edward Learning Centre once a week to pick up and drop off course materials and register students. There are currently 75 students enrolled in Prince Edward County. Even though there is no actual satellite office, the services and resources are available.

A question was raised and it was confirmed that the General Educational Development (GED) program is no longer connected to adult education. It is recommended that students obtain an Ontario Secondary School Diploma (OSSD) rather than a Certificate High School Equivalency.

Clarification was sought regarding French as a Second Language courses and why they are not offered through adult education. The board partners with a French language school board in Ontario that offers adult education courses in French. In return, they refer their ESL students to our district and this partnership is working well.

Superintendent Portt introduced Tina Jones, Student Success Lead, to provide an overview of the summer school program, which is an optional program for students in Grades 9-12 that runs in the month of July. It provides opportunities for secondary students to take credit courses in order to:

- allow students to achieve credits through credit recovery of a course that they have not successfully completed during the school year
- allow students to retake courses that they have not successfully completed during the school year or in courses in which they wish to improve their achievement
- enable students to take additional credit courses
- enable students to take dual credits in partnership with Loyalist College

Summer school credit courses must fulfil the same credit requirements as courses offered during the regular school year, including the requirement that each one-credit course be scheduled for 110 hours. Student Success Lead Tina Jones, Coordinator Roger Ramsay and the summer school teachers provide learning opportunities in all regions of the board for credit recovery and face-to-face learning opportunities in Belleville at Centennial Secondary School.

The summer school program has developed a partnership with adult education in the e-learning environment. Last year a pilot of three online courses was implemented for summer school. This year 23 online courses will be offered using the same platform as adult education. In addition, a pilot project called "School within a College" will offer dual credits and credit recovery for senior students at Loyalist College. A partnership with the Algonquin and Lakeshore Catholic District School Board and Loyalist College will provide an opportunity to earn missed credits along with the experience of dual credits all within a college setting.

Credit recovery is also offered for students who were unsuccessful in passing a course. This is a two week program that also runs in July. In order to participate, students must demonstrate the overall expectations and skills required for the course.

A one-time funding opportunity will facilitate offering summer school at St. Leonard's, which is a Section 23 program operating as an open custody correctional facility for male students. This will allow students at St. Leonard's to continue with their education for the month of July.

Clarification was provided regarding the staffing for the summer school program. It was noted that funding is strictly based on student enrolment and there must be enough students registered in order to run the courses. This also provides an opportunity for surplus teachers to pick up some work during the summer.

Trustees showed their appreciation for the leadership shown in these programs. Superintendent Portt noted that there is funding provided from the Ministry to cover the Board's E-Learning Coordinator who supports E-Learning during the regular school year, as well as adult education and summer school.

Approval of minutes

Moved: D. Patterson
Seconded: T. Goodfellow

That the minutes of the May 12, 2014 regular meeting be approved.

Carried

Business arising from the minutes - None

Recommendations

Special Education Plan

Superintendent Rogers referred to Report No. B-1. Special Education and Curriculum Services staff reviewed the 2013-2014 Special Education Plan to ensure that current programs and services were reflected accurately.

The Summary of Amendments reflects changes to the Plan during the 2013-2014 school year, although some boards may choose to summarize the amendments for the 2014-2015 Plan. The Summary of Amendments was reviewed by Superintendent Rogers and it was noted that these amendments were presented to the Special Education Advisory Committee (SEAC) at a Special Meeting on Wednesday, May 21, 2014 and a recommendation was made to approve the amendments.

Concerns were raised regarding the ongoing discussions related to the pilot of the speech and language delivery model. Superintendent Rogers stated that in the fall when the number of speech and language EA's was reduced, the team brainstormed ways to make it work. In collaboration with Human Resources Support Services an agreement was made to temporarily increase hours for four EA's from 30 to 35 from November to June during the pilot. It has been determined that the program is caught up to where it needs to be and those EA's will go back to 30 hours for the fall. All four of the EA's had agreed that it was a temporary increase of hours and the number of staff will not change going into the next school year. The team will monitor to see if adjustments are necessary. Each one of the four EA's affected got a personal call regarding the temporary agreement and agreed to the temporary arrangement with the assurance that it would be monitored. The service delivery model has changed and the Speech Language Pathologists have assured Superintendent Rogers that it will work.

Trustees acknowledged the efforts made by Superintendent Rogers and the Director in dealing with this concern coming forward from staff and appreciate clarification regarding the temporary arrangement. It was noted that an additional concern has been raised by staff regarding the online active reporting and the amount of time that it might consume. It was confirmed that the reporting model had been changed to be more effective. It will be a staged process and there are gaps to be filled during start up, as with any new system. It is important to note that there is some sensitivity apprehension and it will be monitored to ensure that it is an efficient system of reporting, as it was intended to be.

Moved: L. Kyle
Seconded: M. Hall

That the Program and Human Resources Committee recommend that Hastings and Prince Edward District School Board approve the amendments to the Special Education Plan 2013-2014 as contained in the Program and Human Resources Committee Public Session Report No. B-1 dated June 9, 2014.

Carried

Date and location of the regular November Board meeting

Director Savery-Whiteway referred to Report No. B-2. To accommodate submission of the approved audited financial statements within the time limits set by the Ministry of Education, it is necessary to move the November meeting to the third Monday of November. In the past Board meetings have been moved offsite to schools within our district. This practice supports AiM – Achievement in Motion for Student Success System Goal – Community Connections. Hastings and Prince Edward District School Board and the Mohawks of the Bay of Quinte have shared a valued partnership for many years. Trustee Brant, Principal Kathleen Manderville and Chief Maracle have been involved in this decision.

Moved: J. Cobb
Seconded: T. Goodfellow

That the Program and Human Resources Committee recommends that Hastings and Prince Edward District School Board approve holding the regular November meeting on Monday, November 17, 2014, at Quinte Mohawk School, Shannonville, as outlined in Board Report B-2, dated June 9, 2014.

Carried

Trustee proposals and queries - None

Correspondence – None

The Program and Human Resources Committee moved into closed session at 6:27 p.m.