



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

October 11, 2016

Members present: M. Brant, J. Bray, B. Danes, M. Hall, D. Inch, D. Patterson, J. Williams
Student Trustees: D. Austin
Regrets: J. Cobb, L. Kyle
Absent: None
Guests: None
Resource: L. Andrews, C. DeMille, K. Donnell, N. Pfeiffer, C. Portt, M. Savery-Whiteway
Minutes: C. Reid, Administrative Assistant

Call to order

Vice-chair Hall called the meeting to order at 5:30 p.m.

Delegations/presentations

None

Approval of agenda

Moved: J. Bray
Seconded: J. Williams

That the agenda be approved.

Carried

Approval of minutes

Moved: D. Patterson
Seconded: J. Williams

That the minutes of the September 12, 2016 regular meeting be approved.

Carried

Business arising from the minutes

None

Recommendations

None

Information

The Hastings and Prince Edward Learning Foundation (HPELF) update

Executive Director Maribeth deSnoo referred to Report No. C-1 and distributed sample backpacks from the Good Backpack program as well as binders containing Student Emergency Fund applications. She noted that earlier this year it was announced that the Good Backpack program would move from the United Way of Quinte to HPELF. Based on feedback received, a couple of changes are being made to the program, including the use of generic backpacks and offering backpacks to secondary students as well as elementary students.

Executive Director deSnoo stated that in order to help plan future priorities, the directors of the Learning Foundation held a strategic planning session in June. As a result of that session, the Learning Foundation

has a new vision and mission. She stated that one item not included in the report was a two-year commitment to fund the Fun FRIENDS program at a cost of just over \$19,000.

As lead agency for the Student Nutrition Programs the Learning Foundation is responsible for all of south east of Ontario. Executive Director deSnoo stated that Food for Learning alone served 1,065,255 million meals and snacks to over 15,000 students last school year. On October 1, 2016, the “Take a Bite Out of Hunger” event was held at Dewe’s and Smylie’s Independent grocery stores, which raised over \$3,000.

It was noted that, although the Feed the Meter campaign has not officially begun, both Trenton and Belleville city councils are offering free parking on an ongoing basis and any money deposited in the meters is being donated to the Learning Foundation. Prom Project this year will be hosted in two locations, North Hastings High School and Quinte Secondary School.

The Student Emergency Fund has impacted 2,500 students since 2008-2009. In addition, the total amount raised through golf tournaments over the past 15 years was \$495,300. At the Learning Foundation’s annual meeting a cheque for \$533,870 was presented to the board representing the financial support provided to HPEDSB students last school year.

In closing, Executive Director deSnoo distributed an advance copy of the 2016 Holiday Catalogue that will be sent out seeking donations. Director Mandy Savery-Whiteway thanked Executive Director deSnoo for her leadership and stated that the Learning Foundation supports the vision that all students are prepared and empowered for the possibilities of today and tomorrow. Achieving equity would not be possible without the work of the Learning Foundation.

Learning & Leadership priority: Renewed School and System Leadership Succession Plan

Director Savery-Whiteway reviewed Report No. C-2 on behalf of Superintendent FitzGibbon and stated that this work has been a priority for at least four years and is identified as a goal in the [2015-2020 Strategic Plan Possibilities Today & Tomorrow](#) within the Learning & Leadership system priority, A leadership workgroup, consisting of elementary and secondary vice-principals, principals, system leaders and superintendents met from 2014 – 2016 to review research, reference Ministry and other leadership studies, examine succession planning models in other educational jurisdictions, and analyze local leadership survey data. Recommendations for a renewed succession planning process were presented to the senior team and approved for implementation effective September 2016.

Director Savery-Whiteway provided an overview of the following the key components of the renewed school and system leadership succession plan:

- Engaging Aspiring Leaders
- Selecting School & System Leaders
- Appointing School & System Leaders
- Inducting School & System Leaders
- Mentoring School & System Leaders
- Growing School & System Leaders

The Board Leadership Development Strategy Steering Committee is providing guidance regarding the implementation of the renewed leadership succession plan. Aspiring teacher leaders have been invited to participate in leadership development modules and encouraged to apply for the vice-principal and principal leadership pools. It was noted that recommendations for the leadership pools will come forward to the board for approval at the end of November as part of the new process. So far approximately 20-30 aspiring leaders have been identified throughout the system.

Discussion/clarification items included:

- Future plans to support leadership at all levels in all roles and the intention to include all employee groups in this process.
- The competencies or standards required to attain certain leadership positions and alignment with the Ontario Leadership Framework.
- Overview of the TIC training program.
- Availability of Advanced Qualification (AQ) and Principals Qualification Program (PQP) courses.
- Realistic projections regarding the possible number of leadership positions that will be available as a result of the Long-Term Capital and Accommodation Plan.
- Ministry requirements to report on potential retirements and to have a succession plan in place.
- The importance of cultivating leadership opportunities for all employees despite a potential decrease in the number of positions available.

Textbook/novel approval

Superintendent Portt referred to Report No. C-3 and stated that these textbooks/novels are not currently listed on the Ministry Curriculum Centre Learning Resources website which lists approved textbooks/novels for use in schools by the Minister of Education. Trustees have an opportunity to review the text/novels prior to a recommendation for approval at the November 14, 2016 Program and Human Resources Committee meeting. Superintendent Portt reviewed the content synopsis, rationale, curriculum connections and special considerations for each of the titles submitted.

Discussion/clarification items included:

- Special considerations that allow students to be provided with an alternative reading.
- The importance of having all students feel comfortable in a learning environment that is inclusive and equitable.
- Resources provide opportunities for rich discussions, supported by teachers, to allow students to gain an understanding of complex issues.

2016-2017 Board policy review – Part A

Director Savery-Whiteway referred to Report No. C-4 and stated that the policy revision process will be ongoing over the next month for the nine policies listed in the report. The policies/forms are being reviewed by staff and administration and proposed revisions and updates have been incorporated into the appendices. Trustees are asked to review and provide feedback to the director of education. Through discussions, trustee responses will be incorporated into the final policy revisions that will be presented at the November public board meeting for approval.

Director Savery-Whiteway provided an overview of the revisions, as contained in Appendix A to the report and noted the timeline also contained in Appendix A.

Trustee proposals and queries

Trustees requested information regarding the Eastern Ontario Google Summit. Superintendent Portt stated that the board is hosting the Eastern Ontario Google Summit on October 29 and 30, 2016. The event is for educators and administrators and will focus on incorporating digital technology into the curriculum. HPEDSB is partnering with EdTechTeam who coordinate these events working with Google Apps for Education. If trustees wish to attend any part of the event, please let Superintendent Portt know in advance so that a VIP pass can be provided at the registration desk. The event is taking place at Centennial Secondary School.

Correspondence

None

The Program and Human Resources Committee moved into closed session at 6:25 p.m.