



# Hastings and Prince Edward District School Board

*A Great Place to Learn and A Great Place to Work!*

Dwayne Inch, Chair of the Board

Rob McGall, Director of Education

## 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, October 17, 2011**  
**commencing at 5:30 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.

**Thelma Goodfellow, Chair**  
Program and Human Resources Committee

**Jim Williams, Vice-chair**  
Program and Human Resources Committee

**Trish FitzGibbon**  
Superintendent of Education  
Curriculum Services

**June Rogers**  
Superintendent of Education  
Special Education Services

**Mandy Savery-Whiteway**  
Superintendent of Education  
Human Resources Support Services

***Committee members:***

*Jennifer Cobb, Bonnie Danes, Thelma Goodfellow-Chair,  
Lucille Kyle, Jim Williams, Vice-chair, Indigo Christ, Student Trustee*



# Hastings and Prince Edward District School Board

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## Program and Human Resources Committee PUBLIC AGENDA

Regular meeting of  
Monday, October 17, 2011 - 5:30 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 – September 19, 2011 Business arising from the minutes		
<b>B</b>	<b>Recommendations</b>		
	Start time for Program and Human Resources Committee meetings	B-1	T. FitzGibbon
<b>C</b>	<b>Information</b>		
<b>5:30 p.m.</b>	Children's Mental Health Update	Verbal	J. Rogers J. Pohlman-Brogee
	Mental Health Staffing Update	Verbal	J. Rogers
	Bullying Awareness and Prevention Week Update	C-1	M. Savery-Whiteway
	Student Achievement Update	Verbal	T. FitzGibbon/ C. Portt
	Trustee Proposals and Queries	Verbal	
<b>D</b>	<b>Correspondence - None</b>		

**Move into closed session**

**Next regular meeting: Monday, November 7, 2011**

**Committee members:** *Jennifer Cobb, Bonnie Danes, Thelma Goodfellow-Chair, Lucille Kyle,  
Jim Williams, Vice-chair, Indigo Christ, Student Trustee*



**HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD  
PROGRAM AND HUMAN RESOURCES COMMITTEE  
PUBLIC MEETING MINUTES  
September 19, 2011  
DRAFT**

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**Members present:** J. Cobb, B. Danes, T. Goodfellow, Chair, L. Kyle, J. Williams, Vice-chair

**Student Trustee:** None

**Regrets:** None

**Guests:** None

**Resource:** C. DeMille, T. FitzGibbon, R. McGall, C. Portt, J. Rogers, D. Rutherford  
M. Savery-Whiteway

**Minutes:** C. Reid, Administrative Assistant

**Call to order**

The meeting was called to order at 5:30 p.m.

**Delegations/presentations** - None

**Information**

**Timed item: The Hastings and Prince Edward Learning Foundation update**

Director McGall introduced Maribeth deSnoo, Executive Director of the Learning Foundation. Binders containing funding applications for the Student Emergency Fund and Len and Olive Black Memorial Fund were shared with committee members. The "Food for Learning" student nutrition program statistics for the 2010/11 school year were provided, as follows: 11,624 students were served 691,588 meals by 979 volunteers that donated 23,365 hours of their time.

Last year the Learning Foundation awarded 30 Project Enhancement Fund grants to district schools. This included one grant of \$5000 to Prince Edward Collegiate for the *WAIT: What Am I Thinking Symposium* which addressed issues of domestic violence. For the 2011/12 school year the following two grants will be awarded at the \$5000 level, four awards of \$2500, and ten grants at the \$1000 award level. Last school year, 208 Student Emergency Fund grants were approved to support students in crisis. This number includes 51 Len and Olive Black Memorial Fund requests.

New for the 2011/12 school year is a donation in support of the Student Emergency Fund, from the Forzani Group, through Sport Chek stores. The 'Power of Sport 4 Kids' program will coordinate 'quiet' support for students and will provide hockey equipment to as many as 35 district students wanting to participate in school programs, or on their school hockey team. The equipment will become the property of the school. In addition, up to \$2,500 of athletic footwear, with a focus on football cleats and basketball shoes will be provided for district students.

Consideration is also being given to the organization of a 'Prom Project' event. 'Prom Project' would be a special, one day event that would align with the purpose of the Student Emergency Fund. The goal of 'Prom Project' would be to provide elementary and secondary students, who otherwise couldn't afford, and wouldn't attend their graduation or prom event, with formal wear.

The Learning Foundation continues to provide monetary support for activities that encourage and promote the development of students' technological, science, and leadership skills through the Science and Technology Enhancement Fund. This includes the Quinte Regional Science and Technology Fair and the Resource Management programs at North Hastings High School. Clarification – three different programs – can apply for various certifications – Specialist High Skills Major program, otherwise known as Northern Outdoor Studies

As the Lead Agency for the Ministry of Children and Youth Services in South East Ontario, the Learning Foundation remains responsible for the administration and fundraising for Student Nutrition Programs in six counties.

Positive comments were made regarding the expansion of the 'Feed the Meter' program into Prince Edward County. Approval has also been received to expand the program in North Hastings and Stirling. Committee members thanked staff and the Board of Directors for all of their hard work support students of the district.

**Approval of agenda**

Moved: J. Williams  
Seconded: J. Cobb

**That the agenda be approved.**

Carried

**Approval of minutes**

Moved: J. Williams  
Seconded: L. Kyle

**That the minutes of the June 13, 2011 regular meeting be approved.**

Carried

**Business arising from the minutes**

A question was raised regarding the additional information that was requested regarding the significant reduction in total number of students identified. It was noted that the data needed to be analyzed one more time. The revised numbers will be brought to SEAC on Thursday evening and then presented to the Board on September 26, 2011.

Comments were made regarding alternating meeting times of the Operations and Finance Committee and the Program and Human Resources Committee when both meetings occur on the same date. This matter will be considered at a later date, if required.

Clarification was provided regarding the Centennial Lifelines class that helped at the Frink Centre doing tours of the sugar bush. It was noted that Lifelines is similar to an outdoor education program where students receive certification in a number of areas.

**Recommendations**

**Year 2 AiM System Plan**

The draft Year 2 System Plan was presented at the AiM System Meeting held on September 1, 2011 and has been made available to employee and community groups, federations, unions and trustees for review and feedback. The draft System Plan has also been posted on the web site. Feedback was collected and considered in making the final revisions to the draft plan, which will be brought to the Board for final approval at the meeting on September 26, 2011 following minor changes as a result of trustee review today.

Moved: L. Kyle  
Seconded: B. Danes

**That the Program and Human Resources Committee recommend that Hastings and Prince Edward District School Board approve the Year 2, AiM – Achievement in Motion for Student Success System Plan, for the 2011–2012 school year, as amended, as contained in Program and Human Resources Committee Report No. B-1 dated September 19, 2011.**

Carried

**Textbook/Novel approval**

Superintendent FitzGibbon commented that the Ministry Curriculum Centre Learning Resources website lists textbooks/novels approved for use in schools by the Minister of Education under the *Education Act*.

In the spring a number of texts and novels were presented for approval. One novel required further consideration. The novel *Borderline* has been reviewed by the teacher, school principal, curriculum services staff, superintendents and trustees on the Program and Human Resources Committee.

When a teacher is wishing to use a novel or text with eight or more students, it must be brought forward for approval. *Borderline* was brought forward in May and June but deferred until today's meeting. It is being proposed for use in Grade 9 and 10 English. It is an action/adventure novel that addresses issues of bullying, inclusion and cultural stereotypes. It does contain inappropriate language that the teacher will address with students. The author of the book is well known and all aspects of the selection criteria have been met.

Moved: J. Cobb  
Seconded: L. Kyle

**That the Program and Human Resources Committee recommend that the Hastings and Prince Edward District School Board approve the list for use in schools as described in Appendix "A" as contained in the Program and Human Resources Committee public session report no. B-2 dated September 19, 2011.**

A committee member commented that the novel is well written, engaging and easy to read, however concerns were raised regarding inappropriate language that some young students may find offensive and challenging. Board Policy No. 9: Role of Board Member was referenced, noting that section 2.2 states that "a trustee must serve the community as an elected representative." Quotes from the novel were made and it was noted that a number of statements in the novel would be offensive to a community of faith. The committee member was not prepared to support the use of this novel in schools.

Further concerns regarding inclusivity were made by another committee member. Although the committee member supports the excellent staff and members of the Board, the committee member represents constituents throughout the district and some of those constituents would be offended by the language, racial slurs and sexual content of the novel. The committee member stated that if the novel makes even one student uncomfortable and that student is excluded from classroom to work independently, it is not supported by the committee member.

A committee member spoke in favour of the novel, indicating that the language and topics contained within it are tame compared to other literature for young adults. It was noted that the novel is White Pine approved and is intended to stimulate discussion regarding racism, inclusion and equity in a way that will connect youth and more specifically boys.

Director McGall stated that he respects trustees' opinions, noting that the district is a public board with a responsibility for how resources are used. The reality is that a lot of the themes contained within the novel are embedded in the Ontario curriculum. Although a lot of the themes are controversial, this type of information can be accessed readily outside of schools. It is not possible to purchase resources that are acceptable to everyone in the room, but parents always have the option to choose not to have their students participate in a particular topic of discussion. Further, the educators that have recommended the novel are professionals and have a responsibility to use resources wisely. It is recognized that the novel contains some challenges and is controversial, but it also has themes that are very relevant in the modern context.

The new committee member had not had the opportunity to read the novel and declined participation in the discussion and the vote. It was recommended that the novel not be deferred until the new committee member had an opportunity to review it.

Before the vote was called, a comment was made regarding a belief that Board staff will cause the students to think about what they read and think about the issues that are raised in this book as these are real world issues that students should not be sheltered from.

The vote was called resulting in two committee members in favour of the motion and two committee members opposed to the motion.

Motion defeated

### **Information**

#### **Elementary and secondary enrolment**

Superintendent Rutherford stated that secondary data was just gathered and a full report with a detailed package of enrolment information will be available at the Board meeting on September 26. He noted that enrolment actual numbers are very close to projections in both elementary and secondary panels. In elementary the projection was 9448 and the count is currently 2 or 3 students higher than that. Secondary enrolments are more challenging to project because of the two semesters. Currently, secondary is just over 5800, which is very close to projection.

Based on the primary class size requirement, 90% of primary classes must have 20 or fewer students. There are 224 primary classes in the district, excluding full day learning program classes. There were 57 classes that had more than 20 students. A number of approaches have been applied to these situations, including moving students between classes and reorganization within the school, including split grades. As a result, the number of classes exceeding the primary class size requirement has been reduced to 22 to which falls within the 90% threshold.

#### **Police Protocol and Procedure**

Superintendent Savery-Whiteway noted that this information was brought to the committee earlier in the development process. There are 22 required elements that must be incorporated into Police Protocols. The required elements include consideration of students with special needs, appropriate emergency response procedures and threat risk assessment processes. The Police Protocol was developed in collaboration with a workgroup of administrators. Consultations and meetings with all local police services took place throughout the months of May and June. The draft document was also reviewed by senior administration, Special Education Services, Special Education Advisory Committee, the Children's Aid Society and the Safe Schools Advisory Committee. The document was finalized in August, 2011. It was noted that HPEDSB is one of the few boards in the province who works with a high number of police services. There are eight police services organizations within the district. The Police Protocol has been distributed to local police services and will be distributed to all administrators in the system as well as to community partners. Training will be provided to administrators in September and October through administrator meetings.

A question was raised regarding a recent event in the north. It was confirmed that the new Police Protocol aligns with Procedure 153: Emergency Response. There are very clear procedures that must be followed in the event of an emergency.

Superintendent Savery-Whiteway was asked to comment on the diversion strategy used by police services. She noted that it is a staged approach adopted through the court system that could involve community hours, probation with a structured approach, restorative practices, and other measures as deemed appropriate. Police officers have input and can make recommendations based on the appropriate strategies available for students.

#### **2010-2011 suspension data**

Superintendent Savery-Whiteway commented that suspension data for the 2010-2011 school year has been collected and compiled and analysis of trends and patterns has begun. Data for 2006-2007 to 2010-2011 was provided and reviewed. It will be shared with SEAC and used for planning purposes through safe schools team. In general, there was a decrease in the total number of suspensions and the number of students being suspended in both panels. The significant drop from 2006-07 to 2007-08 was as a result of Bill 212 being introduced. Further changes are noted in 2009-10 when Bill 157 was implemented. It was noted that the highest number of suspension infractions fall into the demonstrating respect for others and the learning environment category. Information by gender continues to indicate that males receive more suspensions than females, however, there were approximately 500 fewer suspensions for males this past year, while female suspensions have stayed fairly consistent. The four exceptionalities for

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students with special needs that continue to have high numbers have shown a significant decrease in the 2010-11 school year.

The Ministry has set up regular meetings for Safe Schools teams. Shelley Steele and Wendy Sutherland recently attended a meeting in Ottawa which was followed up with teleconference. Superintendent Savery-Whiteway also participated in that teleconference and noted that the local data reflects the provincial trends.

**Correspondence** – None

The Program and Human Resources Committee moved into closed session at 6:39 p.m.



**Decision**   X   **Information** \_\_\_\_\_

**To:** The Chair and Members of the Program and Human Resources Committee  
**From:** Trish FitzGibbon, Superintendent of Education  
**Re:** **Start time for Program and Human Resources Committee meetings**

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**Purpose**

The purpose of this report is to seek approval of committee members to commence the Program and Human Resources Committee meetings at 5:30 p.m. even in cases where multiple committee meetings occur in the same evening.

**Background**

Board Policy 11-B: Program and Human Resources Committee states:

**4. MEETINGS**

4.1 The Program and Human Resources Committee shall schedule meetings for the third Monday evening of each month in which a regular meeting of the Board is held, with the following exceptions:

- a) There will be no regular committee meeting in December.
- b) In June the meeting shall be held on the second Monday evening.
- c) Where the third Monday of any month falls on a statutory holiday, the meeting shall be held on the Tuesday immediately following the holiday.

**Current situation**

The Program and Human Resources Committee, by motion passed at its June 2011 meeting, agreed to a start time of 5:30 p.m. for regular meetings. In months when other meetings occur on the same evening that committee had suggested that start times may be adjusted accordingly. Discussion at Operations and Finance Committee meetings has occurred with respect to having a committee start time of 7:00 p.m. Such a move requires the Program and Human Resources Committee to keep their start times to 5:30 p.m. even on days when multiple committee meetings occur in the same evening.

**Appendices** - None

**Recommendation**

Moved:  
Seconded:

**That the start time of the all regular meetings of the Program and Human Resources Committee be 5:30 p.m. effective October, 2011, as contained in Program and Human Resources Committee Report No. B-1, dated October 17, 2011.**

Respectfully submitted,

**Trish FitzGibbon  
Superintendent of Education**



**Decision** \_\_\_\_\_ **Information**   **X**  

**To:** The Chair and Members of the Program and Human Resources Committee

**From:** Mandy Savery-Whiteway, Superintendent of Education, Human Resources Support Services

**Re:** **Bullying Awareness and Prevention Week, November 14 to 18, 2011**

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### **Purpose**

As part of the AiM System Plan, Action Plan 3 of the Success for Each Student goal states that Hastings and Prince Edward District School Board will establish processes that build healthy relationships, develop student well-being and ensure safe, caring and inclusive schools. Further, in support of Action Plan 2 of the Employee Excellence goal, the Board is committed to promoting wellness as a joint responsibility to enhance a caring, safe, healthy and inclusive workplace.

### **Current situation**

The Ministry of Education has designated November 14 – 18, 2011 as Ontario's Bullying Awareness and Prevention Week. There will be a province-wide focus on bullying awareness and prevention. A meeting of the Bullying Awareness and Prevention Week Steering Committee was held on Wednesday, September 15, 2011. The committee consists of board personnel, school based representatives and community partners including: Children's Aid Society, Children's Mental Health, Crime Stoppers, Education Centre Safe Schools Team, Equity and Inclusivity Advisory Committee, Loyalist College, Parent Involvement Committee, Special Education Advisory Committee, Safe Schools Advisory Committee, Student Senate, Student Voice, Threat Assessment Protocol Committee and the Youth Integration Committee.

The committee is engaged in planning at a system and community level. Specific details will be forthcoming.

Safe Schools Teams are encouraged to plan school based events to highlight the importance of addressing bullying during Bullying Awareness and Prevention Week. Principals will submit a list of events taking place at their schools during Bullying Awareness and Prevention Week to Dot Burshaw, Secretary, Safe Schools, by Friday, October 21, 2011. A system-wide inventory will be compiled.

### **Appendices**

None

Respectfully submitted,

**Mandy Savery-Whiteway  
Superintendent of Education  
Human Resources Support Services**