

## PUBLIC BOARD MEETING AGENDA

Monday, October 25, 2021 @ 7:00 p.m.

In Person/Virtual Google Meet:

Item	Report No.	Responsibility
<b>A Call to order</b>		
1 Land Acknowledgement		M. Brant
2 Delegations/presentations: <i>Coming Together in Reconciliation-NHHS</i>		T. Elliott
3 Character Moment of Reflection: Trustworthiness		A. Kelly
4 Approval of agenda		L. Kyle
5 Approval of minutes:		
• Public Board Meeting September 27, 2021	A-1	L. Kyle
6 Business arising from the minutes – September 27, 2021		All
<b>B Recommendations</b>		
1 Rise and Report from the Committee of the Whole:		
• Notice of Motion Recommendation	B-1	L. Kyle
2 Appointment of External Auditor for 2021-2022	B-2	J. Cobb
3 External Auditor's Plan	B-3	J. Cobb
4 Multi-Year Internal Audit Plan	B-4	J. Cobb
5 2021-2022 Regional Internal Audit Plan	B-5	J. Cobb
6 Policy 11-C: Budget/Finance Committee	B-6	L. Kyle
<b>C Information</b>		
<b>Report from staff</b>		
1 Director of Education Report		
• Trustees Professional Development November 6, 2021	Verbal	K. MacIver
• Return to Learning	Verbal	K. MacIver
2 "This is Me in HPE Census"	C-1	K. Dostaler
3 Capital and Building Renewal Projects update	C-2	N. Pfeiffer/ K. Horrigan
<b>Reports from Trustees</b>		
1 Student Trustees	Verbal	Student Trustees
2 Parent Involvement Committee October 18, 2021	Verbal	K. McConnell
3 Indigenous Education Advisory Committee October 21, 2021	Verbal	M. Brant
4 OPSBA Information Exchange	Verbal	L. A. Chatten
5 Questions, reports and proposals from Trustees	Verbal	All
<b>D Correspondence</b>		
1. • nil		
<b>E Adjournment</b>		

**Next scheduled Public Board Meeting: Monday November 22, 2021 at 7:00 p.m.**

**Members present:** S. Binder, M. Brant, J. Cobb, B. Danes, S. Hutchison, A. Kelly, L. Kyle, K. McConnell, K. Parks

**Student Trustees:** L. Hung, M. Gaddes, K. Zachariah

**Regrets:** L.A. Chatten,

**Resource:** L. Andrews, K. Donnell, K. Dostaler, T. Elliott, K. MacIver, N. Pfeiffer,

**Minutes:** D. Lucas, Administrative Assistant

**Call to order**

Chair Kyle called the meeting to order at 7:08 p.m. and welcomed everyone to the Public Board meeting. Chair Kyle requested a roll call of Trustees and Student Trustees and asked Trustee Brant to deliver the Land Acknowledgement.

Trustee Brant began the meeting with offering words in the spirit of this gathering. Let us bring our minds and hearts together as one, to honour and celebrate these traditional lands as a gathering place of the Huron-Wendat, Anishinabek and Haudenosaunee people. It is with deep humility, that we acknowledge and offer our gratitude for their contributions to our community, having respect for all as we come together and walk side by side into the future to support our student of today.

**Delegations/presentations**

- Nil

**Character Moment of Reflection**

Trustee Hutchison recited the evenings character moment of reflection, Responsibility. Trustee Hutchison represents Trenton and CFB Trenton.

**Approval of the agenda**

Vice-chair Cobb noted under the correspondence section of the agenda, the Educators for Human Rights letter was not included. Director MacIver noted that the letter was not included as we are awaiting confirmation as to who the writer is as opposed to an organization or if there is an Executive Director rather than just posting an anonymous letter. When we have that information we will include it in the next meeting.

**Mover:** Trustee Danes

**Second:** Trustee Hutchison

That the agenda for the September 27, 2021 Public Board Meeting is approved.

**Carried**

**Approval of the minutes**

**Mover:** Trustee McConnell

**Second:** Trustee Kelly

That the minutes for the Public Board meeting on June 21, 2021 be approved.

**Carried**

**Mover:** Trustee Cobb  
**Seconded:** Trustee Binder

That the minutes for the Special Public Board meeting on June 24, 2021 be approved.

**Carried**

**Mover:** Trustee Hutchison  
**Seconded:** Trustee Brant

That the minutes for the Special Public Board meeting on August 30, 2021 be approved.

**Carried**

**Business arising from the June 21, 2021 meeting:**

- Trustee McConnell asked when the information would be made available from the recommendation that was approved at the June 21, 2021 Public Board Meeting regarding the QSS Revitalization Committee which stated “that staff be directed to bring forward options to address capacity and enrollment challenges at Bayside Annex, Bayside Secondary School, Harmony Public School, Harry J. Clarke Public School and Prince Charles Public School Trenton, including re-location of students, grade structure changes and/or boundary changes, and that this information be provided to the Board in the Fall of 2021”. Director MacIver noted there would be an update brought forward at the October Committee of the Whole meeting for discussion.

**Business arising from the June 24, 2021 meeting:**

- Nil

**Business arising from the August 30, 2021 meeting:**

- Nil

**Recommendations**

There were three recommendations to Rise and Report on from the Committee of the Whole meeting that was held on September 13, 2021.

**Report B-1: Facility Tender**

**Moved:** Trustee Cobb  
**Seconded:** Trustee McConnell

That the Hastings and Prince Edward District School Board award Tender ITT 2021-002 to Garritano Bros. Ltd. for the construction of Easthill Elementary School for a total of \$14,025,000, as contained in Report B-1 dated September 27, 2021.

**Carried**

To review the report submitted to the Board, click [here](#) and go to page 17.

**Report B-2: Borrowing Resolution:**

**Moved:** Trustee Danes  
**Seconded:** Trustee Cobb

**Hastings and Prince Edward District School Board approves the various borrowing resolutions in order to meet 2021-2022 operating and capital expenditures of the board.**

- authorizing the borrowing of a sum of up to \$10,000,000 outstanding at any one time by way of demand operating credit.
- authorizing the borrowing of a sum of up to \$16,052,343 from the Canadian Imperial Bank of Commerce, in order to meet short term borrowing requirements for various school improvements under the School Condition Improvement Program.
- authorizing the borrowing of a sum of up to \$7,832,000 from the Canadian Imperial Bank of Commerce, in order to meet short term borrowing requirements for an addition and renovations at Eastside Secondary School under the Capital Priorities Grant.
- authorizing the borrowing of a sum of up to \$2,202,460 from the Canadian Imperial Bank of Commerce, in order to meet short term borrowing requirements for an addition and renovations at Central Hastings School under the Capital Priorities Grant.
- authorizing the borrowing of a sum of up to \$12,093,363 from the Canadian Imperial Bank of Commerce, in order to meet short term borrowing requirements for the demolition of an existing building and the construction of a new K-8 elementary school, Easthill Elementary School on the Queen Elizabeth (Belleville) site under the Capital Priorities Grant, Full Day Kindergarten and Child Care programs.
- authorizing the borrowing of a sum of up to \$5,925,000 from the Canadian Imperial Bank of Commerce, in order to meet the short term borrowing requirement for the CVRIS initiative.

as contained Report B-2 dated September 27, 2021.

**Carried**

To review the report submitted to the Board, click [here](#) and go to page 19.

**Report B-3: Board of Trustee Recommendations**

Moved: Trustee Kelly

Seconded: Trustee McConnell

That the Chair write a letter to the local Chief Medical Officers of Health, Ontario's Chief Medical Officer of Health and the Minister of Education affirming that our board supports COVID-19 vaccines be considered for addition to the list of vaccinations for all eligible students, for the purpose of immunization status record, as per the Immunization of Schools Pupils Act, as advocated by the Ontario Public School Boards' Association and cc MPP Smith, MPP Kramp, Public Health HPE, Chair of ALCDSB, OPSPA, Local Union Presidents.

**Carried**

Moved: Trustee Binder

Seconded: Trustee Kelly

That the Board reinstate the Budget Committee as a Standing Committee of the Board effective October, 2021; that the Terms of Reference for the committee be reviewed and updated; and that the budget report format be reviewed and updated.

**Carried**

To review the report submitted to the Board, click [here](#) and go to page 25.

## Information

### Report from Staff

#### Operations and Finance, Report C-1, Enrolment

Superintendent Pfeiffer provided an update on 2021-2022 enrolments for elementary and secondary schools. Compared to the budget projection for 2021-2022 of 10,211 students, the revised elementary enrolment projection is 10,575. The increase of 364 students occurred primarily in kindergarten with an increase of 289 which offset the substantial decrease that occurred the previous year. The number of students in virtual school is 370, which is very close to the budget enrolment projection of 356. Overall, there are 3.5% of elementary students enrolled in the virtual school. Compared to the budget projection of 4,335 students, the revised secondary average daily enrolment projection is 4,465. An increase of 130 students is a change from prior years of declining secondary enrolment. The number of students in virtual school is 114, which is very close to the budget enrolment projection of 118. Overall, there are 2.6% of secondary students are enrolled in the virtual school. Superintendent Pfeiffer referred trustees to appendix A which summarizes the enrolment totals and compares totals to the projections as well as the previous year. To review the report, click [here](#) and go to page 26.

Chair Kyle thanked Superintendent Pfeiffer for the update and asked Trustees if there were any questions.

Trustee Kelly noted with the increased number of students, are there plans to hire staff to accommodate these additional students. Superintendent Pfeiffer noted that each September there is an established process to adjust classes where necessary to meet the class size regulation, which is currently in the process of being done with an excess of ten additional staff being hired in elementary. With secondary there is a bit more flexibility, however as our enrolments are up substantially, there is additional staff hired in secondary and that is pro-rated based on the increases of each school.

Trustee Danes asked Superintendent Pfeiffer to explain what the added GSN's will do and when we will get that additional money for the increased enrolment. Superintendent Pfeiffer noted that the money is not actually locked in until the year-end financial statements are complete. The Ministry will be aware of our increased enrolment when the revised estimates are done in November.

Trustee Hutchison asked Superintendent Pfeiffer if he knew where the enrollment growth was coming from. Superintendent Pfeiffer noted that Belleville and Trenton area has had the largest growth, but it is not limited to those two areas, it is uniformly spread across the Board.

**Moved: Trustee McConnell**

**Seconded: Trustee Binder**

**To acknowledge receipt and review of the report.**

**Carried**

#### Curriculum and Student Services, Report C-2, National Day for Truth and Reconciliation

Superintendent Elliott provided an update on the resources and actions taken by Hastings and Prince Edward District School Board in promotion of awareness and acknowledgement of the first National Day for Truth and Reconciliation. This federal statutory holiday was mandated through legislative amendments made by Parliament. To review the report, click [here](#) and go to page 28.

Chair Kyle thanked Superintendent Elliott for the update and asked Trustees if there were any questions.

Trustee Kelly referred an incident that took place in one of our schools last May regarding students standing for Oh Canada. Trustee Kelly noted that in the *Education Act Regulation 435* and our procedures it does not state specifically that students are required to stand for Oh Canada and asked what training for staff is in place around the national anthem so no incidents like that occur again. Trustee Kelly asked if Oh Canada would be played in schools on Thursday September 30th. Superintendent Elliott noted that as part of classroom practices, Oh Canada will be played in classrooms on Thursday September 30th, the community within the school know their families and students very well. The incident last May identified some practices and brought forward an opportunity to provide training regarding processes. From that time period we have processes in place that honor the individual choice of students and families in terms of whether or not they wish to stand or not for Oh Canada. We acknowledged that there were some aspects that could have been done differently that day and we have worked closely with our community at the school, with the family and with the territory to reconcile and move forward.

Trustee Brant noted that there are some things we do need to continue to work on and happy that we have identified a number of areas that will be looked at in regards to the National Day of Truth and Reconciliation. Our Indigenous Education Advisory Committee meeting had an opportunity to discuss some of the things we would like to see as well. We are doing and recognizing a number of things and it would be nice if we could extend the activities and initiatives that we are looking at beyond September 30<sup>th</sup>. Trustee Brant offered Trustees support in any way.

**Moved: Trustee Parks**  
**Seconded: Trustee Kelly**

**To acknowledge receipt and review of the report.**

**Carried**

### **Curriculum and Student Services, Report C-3, Summer Learning**

Superintendent Elliott provided an update on the summer learning opportunities provided to Hastings and Prince Edward District School Board students, K-12 through funding provided to school boards to deliver summer learning programming to students in Grade K-8 to mitigate learning loss during the course of the summer, in support of increasing student achievement and in closing learning gaps in literacy and numeracy. HPEDSB was able to access additional funding to support Indigenous students in preparing for transition to Grade 9 in two regions of HPEDSB through the provision of reach ahead credits as part of a culture camp.

Learning programs offered through summer learning:

- CODE and De-Streaming Summer Learning, Grade K-8,
- Continuing Education, Grade 8-12, and
- Indigenous Culture and Learning Camps, Grade 8 and 9

To review the report, click [here](#) and go to page 29.

Chair Kyle thanked Superintendent Elliott for the update and asked Trustees if there were any questions.

Trustee Brant noted in previous years, part of his role was working with Indigenous students who were transitioning from Grade 8 to Grade 9 or moving into the area from a federal school and noted how valuable that program can be. Trustee Brant noted he was pleased to see that it has been extended to North Hastings, and it has come at a great time when students can really benefit and making those connections with staff and thanked everyone involved with the summer programs, they are greatly appreciated.

**Moved: Trustee Brant**



**Seconded: Trustee McConnell**

**To acknowledge receipt and review of the report.**

**Carried**

**Curriculum and Student Services, Report C-4, Equity Action Plan**

Superintendent Dostaler provided an update to the Trustees and other stakeholders regarding the release of the new Hastings and Prince Edward District School Board Equity Action Plan 2021-2024. In December, 2020 the Equity and Inclusivity Advisory Committee (EIAC) was reinstated and developed the first HPEDSB Equity Action Plan which will be used to guide our work across the system in support of our Strategic Plan and Board Improvement Plan goals, each firmly grounded in equity. EIAC was represented by ten HPEDSB staff members who were selected through an expression of interest process which attracted interest from just under 50 people. Two trustees and three student trustees were also appointed to the committee, bringing the total number of active members to fifteen.

In January 2021, the EIAC retained the services of Professor Erik Lockhart of Queen's University, to assist in the design and facilitation of a process for collecting data from stakeholder focus groups. The EIAC was instrumental in creating the plan and questions used in February and March 2021, when data was collected from the following seven focus groups: Trustees, Administrators, Teaching Staff, Non-teaching Staff, Parents/Guardians, Community Members and Students (Grades 4 to 12). In early April, the EIAC consolidated this data and began the process of creating actionable steps and timelines. Three EIAC working groups were created based on pillars in the Ontario's Education Equity Action Plan:

1. School and Classroom Practices;
2. Leadership and Human Resource Practices; and
3. Positive Culture and Well-Being.

We will be rolling out early November and an update will come forward in October.

To review the report, click [here](#) and go to page 31.

Chair Kyle thanked Superintendent Dostaler for the update and asked Trustees if there were any questions.

Trustee Kelly congratulated the team for the work put into this report, and asked if we will be looking into any correlation between the calls requiring assistance from the police or OPP and that correlation to our students. Superintendent Dostaler noted we are going to be assembling our safe school committee that we have needed for some time to look at that very thing. We are going to have representation from all law enforcements agencies and we will be looking at those data points. Our goal is to lower the number of calls and to have really good connections with them and to use our Procedure 378 in building our positive learning environments and reduce our discipline levels by using a lot of teaching opportunities. We will bring some data for review in the near future.

**Moved: Trustee Kelly**  
**Seconded: Trustee Binder**

**To acknowledge receipt and review of the report.**

**Carried**

**Curriculum and Student Services, Report C-5, 2021 Summer Mental Health Supports**

Superintendent Dostaler provided an update to Trustees and other stakeholders regarding Ministry-funded, regulated mental health supports during July and August 2021. The summer team included Eileen MacDonald MSW, Marsha Depotier MSW, Joshua Pierce MSW, Darlene Orton MSW, Matt Vankleef SSW and system Mental Health Lead Deb Warring. The Ministry of Education provided additional funding to school boards to retain mental health supports over the summer months. Social workers and social services workers were offered the opportunity to provide their services over the summer to ensure that students and families could receive ongoing mental health support which provided reliable, consistent support to support students and families. The team's ability to respond promptly to new referrals and crisis situations was exemplary.

To review the report, click [here](#) and go to page 41.

Chair Kyle thanked Superintendent Dostaler for the update and asked Trustees if there were any questions.

**Moved: Trustee Cobb**  
**Seconded: Trustee Binder**

**To acknowledge receipt and review of the report.**

**Carried**

**Director of Education, Report C-6, Ontario Scholars**

Director MacIver noted that this is an annual report that provides the number of secondary graduating students who received Ontario Scholars this past year. As a reminder, Ontario Scholar means that six of the student's grade 12 credits obtained a percentage of 80% average or higher. There were over 370 students across HPEDSB be eligible for this provincial award.

Trustee Kyle thanked Director MacIver for the update and asked Trustees if there were any questions.

Trustee Hutchison asked if we had an idea of the school sizes for each of the schools listed on the report in order to provide more context on the numbers that have been provided. Director MacIver noted that three of our secondary schools; Bayside Secondary School, Centennial Secondary School and Eastside Secondary School currently have between 725-770 students and the remaining four smaller secondary schools; Prince Edward Collegiate, Centre Hastings, North Hastings and Trenton High currently have between 326 and 426 students, so that certainly does make a difference. Director MacIver noted we could adjust the report in the future and provide total number of graduating students from each school and the percentage of graduates who received Ontario Scholar status.

**Mover: Trustee Danes**  
**Seconded: Trustee McConnell**

**To acknowledge receipt and review of the report.**

**Carried**

**Director of Education, Report C-7, Public Health Communication regarding Extracurricular Activities**

Director MacIver shared a report received from our joint public health units with recommendation considerations for extracurricular activities. These recommendations are to minimize risks including considering vaccinations and also following OFFSA guidelines for all sporting activities. Our primary focus is the safety of students and staff and focusing on maintaining our ability to continue to offer in-person learning throughout the school year. We have heard from the Chief Medical Officer of Health of Ontario and the Minister of Education the value for extracurricular activities, towards the contribution of well-being and social development of our students and we concur with that. We have



been working with our coterminous boards on a shared commitment following through from this letter. HPEDSB is going to require any student, staff, volunteers and officials who are participating in inter-school events to be fully vaccinated by November 10<sup>th</sup>, 2021. Inter-school events are those which involve our students competing against another school. In the Grades K-6, we will have in-school activities but students will not need to leave their schools for any competitions. Secondary schools were informed this week that they could go ahead and start a schedule of activities beginning September 27, 2021 as we were waiting to see what our school start up would look like, under our guidelines for return to learning and also seeking guidance from our public health about proceeding about extracurriculars. We will have a timeline through which students will have ample opportunity to be fully vaccinated, and as long as students are meeting the timelines for vaccinations, they will be able to participate in extracurricular activities immediately. We will endeavor to support families in any manner possible to access first and second doses if there is any issue with access. In addition, we will be seeking information about any exemption as part of a medical or creed-based exemption that is protected under the human rights code. It is important to note that the school board, coaches and the schools will not be collecting or storing any medical documentation as a result of this. Students, referees, coaches and volunteers will be responsible to show proof of their vaccination status as a one-time event. This is a short-term measure as a result of the pandemic and will be lifted at the earliest opportunity with the support of the health unit. In-school activities will continue to be conducted without being subject to any vaccinations but they will be asked to follow some of the OFFSA guidelines for sports. Students will be required to be masked, where they can be worn safely based on the activity, we will continue to encourage social distancing, outdoor activities will be strongly encouraged and all events, both in-school and inter-school would be closed to spectators. We don't have the capacity to enforce some of the mandates around checking vaccines for spectators and the main focus is to ensure that our coaches can provide full attention to students and the activity and not be distracted by those other pieces by limiting spectators. We will also be able to maintain our primary focus of being as safe as possible, maintaining our cohorts as safely as possible and all this with the intention to ensure that we can keep in-person learning happening in our buildings. Our coterminous boards are looking at similar protocols going forward.

Chair Kyle thanked Director MacIver for this update and asked Trustees if there were any questions.

Vice-chair Cobb acknowledged receipt of the information that was received from the Ontario Human Rights Commission and their read on human rights violations under COVID but would like to state that there are no pieces of legislation provincially or through the municipality that supersede our constitution and that the constitution provides every Canadian the right to have their medical information held privately and not have to disclose it. Vice-chair Cobb noted that she is concerned by doing this we are setting a precedent for the violation of constitutional rights for everyone within our system and as a school board we should not be signing along on things like that without doing a full legal research. Director MacIver acknowledged Vice-chair Cobbs comments about constitutional rights, but noted that participation in extracurricular activities is voluntary in nature, it is a choice. We understand your concern about having to reveal personal medical information, however this is a very similar situation to what our students and members of the public are being asked to do in order to access restaurants or any other public space. The City of Belleville has also moved towards requiring proof of vaccination as well, so we feel we are in line and we know that this is something we can put in place because it is a voluntary part of school, we have no intention of limiting student's ability to participate fully in intramural activities within the school and school cohort, this is an added protection for when we are sending students out of our school and out of our region into other areas. We have taken this very seriously, it has been debated fully and we feel this is the best possible opportunity to ensure students have the opportunity for extracurricular activities but we are doing what we need to do to protect in-person learning and to ensure health protocols are in place.

Trustee Kelly noted that she supports the decisions that have been made by the Director and the Senior Team following the strong recommendations from the Public Health Unit who are the experts and thanked Director MacIver for making these difficult decisions although not everyone is going to agree with them.

Trustee Hutchison asked if students in secondary schools have access to lockers. Director MacIver noted in the return to learn plan that this would be a site-based decision as some of the administrators were concerned about students congregating around the lockers in the hallways. Director MacIver asked Student Trustees if they could provide an overview about this from their schools. Student Trustee Hung noted at Trenton High School the lockers are not accessible to the students, there have been complaints about this, however due to COVID students are not allowed access to the lockers. Student Trustee Zachariah noted at PECE the only students who have lockers are students who are currently studying science or physical education classes. Student Trustee Gaddes noted at Eastside Secondary School, no students have access to lockers, students who are playing sports and have sports equipment to store have been provided a space within the school to keep their equipment.

Trustee Hutchison thanked Student Trustees for their comments and suggested storing sports equipment in an isolated area within the school is a good idea.

Director MacIver noted that the most recent update from public health for the Hastings and Prince Edward area for vaccinations of students between the ages of 12 and 17 is, 78% of students have received their first vaccination dose and 67% of students are considered fully vaccinated.

**Mover: Trustee Kelly**  
**Seconder: Trustee McConnell**

**To acknowledge receipt and review of the report.**

**Carried**

### **Report from Trustees**

Student Trustees provided an update on the return to the school year. Student Trustee Hung noted that the past two weeks has gone quite well. The transition from octomester to quadmester has been quite smoothly, it is a lot less intense. The COVID restrictions have provided a good balance between protection and normal activities. Students are excited about the return of extracurricular activities. Student Trustee Zachariah noted our goal this year is to create a format that allows student trustees to represent the interest of all students, not just a few. We have been working with Megan Adam and our first plan is to develop a student voice format which will allow student trustees to have more access and more equitable perspectives of all students. Student Trustee Gaddes noted the immediate plan in the short term is to facilitate a drop in google meet that is accessible to any interested secondary student. The first is scheduled for October 5<sup>th</sup>, at that meeting our goals are mainly how to gauge how students want this format to run in the future, gauge how effective we were at making this meeting accessible to students and see what kind of agenda items and issues are most pressing for future meetings that we need to be spending some time on. From there we will keep you updated on this process as we move forward, we are very excited about this.

Vice-chair Cobb noted appreciation on how they coordinated their presentation and commented that it is a pleasure to have student voice present at the meetings.

Chair Kyle thanked the Student Trustees for their update.

### **Report from Audit Committee**

Vice-Chair Cobb provided highlights from the September 22, 2021 meeting:

- annual audit committee training and overview of Regulation 361-10,
- external auditor audit plan for 2020-2021,
- appointed external auditor for the 2021-2022 year,
- multi-year internal plan,
- 2020-2021 internal audit plan, and
- audit committee reporting to the Ministry

#### **Report from Special Education Advisory Committee**

Trustee Parks provided highlights from the September 23, 2021 meeting:

- updates from Superintendent Dostaler,
- update from OPSBA, regarding return to school
- student services personnel update, and
- an education and community partnership program update

#### **Report from Indigenous Education Advisory Committee**

Trustee Brant provided highlights from the September 23, 2021 meeting:

- Cali Hill, Executive Director of MBQ Language and Culture Centre shared a video of her students doing a land acknowledgement in the Mohawk Language,
- new guests and new members introduced,
- Superintendent Dostaler outlined the staff and student census presentation, and
- overview of the Indigenous summer camp provided to students transitioning into high school

#### **OPSBA Information Exchange**

Trustee Kelly noted Report C-8, a letter from OPSBA has launched an on-line survey to seek public comments specifically seeking community members throughout Ontario to share thoughts and learning on-line, during the pandemic and post pandemic school and learning environment, they are requesting that a video about the survey in addition to posting a survey with SEAC, PIC, school councils, posting on our website, social media channels and to all our staff. Trustee Kelly asked if a motion was required to move forward with this.

Trustee Kelly moved a motion that the OPSBA video and survey link be shared with SEAC, PIC, school councils, HPEDSB's website, social media channels and to all HPEDSB staff. This motion was seconded by Trustee McConnell.

Chair Kyle and Trustee Kelly both noted that this is a great idea. Trustee Binder asked if this will compliment what was received earlier. Trustee Kelly responded yes to Trustee Binder, this survey is asking for comments from the adults in our system.

Chair Kyle asked if everyone was in favour of this survey being sent out to the system. All were in favour. Trustee Kelly noted that Trustee Chatten virtually attended the OPSBA meeting on September 25<sup>th</sup> and will bring an update to our next Public Board meeting

#### **Questions, reports and proposals from Trustees**

- Trustee Binder attended the mental health leadership team meeting on September 21, 2021 and reviewed the mental health action plan
- Trustee Kelly asked if we are going to be getting back to in-person meetings. Director MacIver will take this back to Executive Committee, we could possibly have a hybrid type of meeting with just Trustees and Director, senior administration staff would continue to access meetings through google, there would be no public attendance and live streaming would continue.

**Correspondence:**

- Letters received from school boards.

**Meeting adjourned at 8:20 p.m.**

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**Chair**

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**Secretary**

DRAFT

Decision   X   Information   

**To:** Hastings and Prince Edward District School Board

**From:** Committee of the Whole

**Re:** Rise and Report – Committee of the Whole Recommendation

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**Purpose**

One notice of motion came forward to the Committee of the Whole meeting on October 12, 2021 and was approved to come forward to Board for final approval.

The recommendation is as follows:

**Moved:**

**Seconded:**

**That the Hastings and Prince Edward District School Board approve staff to initiate in consultation with the Indigenous Education Advisory Committee and Equity Advisory Committee a review of the names of all schools within our district named after individuals to ensure that the school names reflect our Boards Strategic Plan, and draft equity policy with a lens on reconciliation, human rights, decolonization, anti-racism and anti-oppression principles, as contained in Board Report B-1 dated October 25, 2021.**

Decision   X   Information       

**To:** Hastings and Prince Edward District School Board

**From:** Jennifer Cobb, Chair Audit Committee

**Re:** Appointment of External Auditors for 2021-2022

**Purpose**

This recommendation comes forward from the Audit Committee to recommend the appointment of the external auditor for 2021-2022.

**Background:**

Section 9(4)1 of Regulation 361/10 requires that the Audit Committee:

*review in each fiscal year the performance of the external auditor and make recommendations to the board on the appointment, replacement or dismissal of the external auditor and on the fee and fee adjustment for the external auditor.*

In May 2013, HPEDSB awarded a five-year contract for the provision of external audit services to BDO Canada LLP (BDO) effective August 31, 2013.

On September 15, 2017, HPEDSB notified BDO that it wished to extend the contract for an additional five-year term as per section 2.2 of the original contract. BDO submitted its proposal on September 19, 2017 to extend the active audit services engagement for the fiscal years ending August 31, 2018 through August 31, 2022.

**Current situation**

BDO has provided audit services to HPEDSB for a number of years and has developed a strong relationship with staff, management, the Board of Trustees and other stakeholders, including Audit Committee members. Administration is satisfied with BDO's performance to date. BDO has delivered its services in a professional, timely and accurate manner.

**Recommendation**

Moved:

Seconded:

**That the Hastings and Prince Edward District School Board appoint BDO LLP as the external auditor for 2021-2022 and that remuneration be fixed at \$42,200.00, as contained in Public Board Report B-2 dated October 25, 2021.**



Decision   X   Information       

**To:** Hastings and Prince Edward District School Board

**From:** Jennifer Cobb, Chair Audit Committee

**Re: External Auditor's Audit Plan**

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**Purpose**

This recommendation comes forward from the Audit Committee to approve the content of the external Audit Plan as per Ontario Regulation 361/10.

**Background**

On July 10, 2015 amendments to Ontario Regulation 361/10 related to Audit Committees were made. As a result, the Audit Committee is now required to make recommendations to the Board on the content of the external auditor's audit plan and on all proposed major changes to the plan.

**Current situation**

At the meeting of the Audit Committee on September 22, 2021 the members reviewed the attached External Audit Plan for the 2020-2021 fiscal year end as presented by BDO LLP.

The committee recommends the plan as submitted by BDO be presented to board for approval.

**Appendices**

Appendix A: External Auditor's Audit Plan

**Recommendation**

Moved:

Seconded:

**That the Hastings and Prince Edward District School Board approve the External Auditor's Audit Plan, as contained in Public Board Report B-3, dated October 25, 2021,**



# HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD

## AUDIT PLANNING REPORT TO THE AUDIT COMMITTEE

September 22, 2021



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## EXECUTIVE SUMMARY

Our audit and therefore this report will not necessarily identify all matters that may be of interest to the Audit Committee in fulfilling its responsibilities. This report has been prepared solely for the use of the Audit Committee and should not be distributed without our prior consent. Consequently, we accept no responsibility to a third party that uses this communication.

### Engagement Objectives

Our overall responsibility is to form and express an opinion on the financial statements. The performance of this audit does not relieve management or those charged with governance of their responsibilities. Please see Appendix C for further discussion on our engagement objectives and responsibilities.

### Audit Strategy

We will perform a risk-based audit focusing on the higher risk areas and other areas of concern for management and the Board of Directors. Please see Appendix A for discussion on our overall audit strategy.

### Your BDO Audit Team

Jason Becker, CPA, CA, CFP will be the lead on the engagement team, supported by Matt Haire, Manager, and Brooke O'Donoghue, In-Charge. Please refer to page 4 for contact information should you have any questions or concerns regarding the financial statement audit.

### Timeline

The audit team completed preliminary audit field-work in September 2021. The yearend fieldwork is estimated to start in October 2021 with final completion scheduled for early November 2021.

### Significant Audit Risks

Our audit is focused on risks specific to your business and key accounts. Specifically, we have identified the following areas on which to focus:

- ▶ Revenue Recognition
- ▶ Management Override of Controls

### Reliance on an Expert

We will be relying on the work of, and the report prepared by, School Boards' Co-operative Inc. in order to perform adequate audit procedures on certain financial statement areas. Our proposed discussions are outlined in the Reliance on an Expert section of this report.

### Materiality

We have determined that preliminary materiality for the current year audit will be based on the Board's prior year results. Materiality is \$3,800,000 for the year ended August 31, 2021.



### Fees

We estimate our fees for 2021 will be \$37,000 for the audit of the consolidated financial statements, based on the assumptions outlined in the Fees section of this report.



### Independence

We are required to formally communicate our Independence at least annually with respect to the Organization. We confirm that we are independent with respect to the School Board as outlined in our formal letter included in Appendix B.



### Fraud Discussion

Through our planning process, and prior years' audits, we have developed an understanding of your oversight processes. We are not currently aware of any fraud affecting the School Board. Please see **Appendix C** for clarification of the auditor's responsibilities for detecting fraud.

If you are aware of changes to processes or are aware of any instances of actual, suspected or alleged fraud affecting the School Board, we request that you provide us with this information.



### Timeline for Upcoming PSAB Standards

In response to COVID-19, PSAB has delayed the adoption of upcoming standards by a year. The effective dates of the standards that are relevant to the School Board are as follows:

- ▶ PS 3280 Asset Retirement Obligations will become effective for the 2022-23 school year. Please refer to Appendix D for further information on this standard.
- ▶ PS 3450 Financial Instruments will become effective for the 2022-23 school year.
- ▶ PS 3400 Revenue will become effective for the 2023-24 school year.

## YOUR DEDICATED BDO TEAM



**JASON BECKER, CPA, CA, CFP**  
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## SIGNIFICANT AUDIT RISKS AND PLANNED RESPONSES

Based on our knowledge of the School Board's business, our past experience, and knowledge gained from management and the Audit Committee, we have identified the following significant risks; those risks of material misstatement that, in our judgment, require special audit consideration.

Significant risks arise mainly because of the complexity of the accounting rules, the extent of estimation and judgment involved in the valuation of these financial statement areas, and the existence of new accounting pronouncements that affect them. We request your input on the following significant risks and whether there are any other areas of concern that the Audit Committee has identified.

AREAS OF FOCUS	RISKS NOTED	AUDIT APPROACH
Revenue Recognition	There is a risk surrounding the recognition of revenue. This risk specifically relates to special grants and funding (EPO/PPF grants), as these amounts are usually received for specific purposes and should be deferred until spent on that purpose. This could be used to defer or recognize amounts to meet budget requirements instead of based on the actual spending.	Review grant agreements and perform substantive testing over the expenses applied to funding.
Management Override of Controls	There is an inherent risk that management is in a position to override controls that are in place.	Review of general journal and manual entries posted in the year.  Substantive testing of senior management expense reimbursements.

## MATERIALITY



Misstatements, including omitted financial statement disclosures, are considered to be material if they, individually or in aggregate, could reasonably be expected to influence the economic decisions of users taken on the basis of the consolidated financial statements.

Judgments about materiality are made in light of surrounding circumstances and include an assessment of both quantitative and qualitative factors and can be affected by the size or nature of a misstatement, or a combination of both.

Preliminary materiality was determined to be \$3,800,000, for the year ended August 31, 2021. This was based on the previous year's materiality level and will be updated accordingly once the fiscal 2021 results are known. Materiality is generally calculated as 2% of expenditures.

Our materiality calculation is based on the School Board's preliminary results. In the event that actual results vary significantly from those used to calculate preliminary materiality, we will communicate these changes to the Audit Committee as part of our year end communication.

We will communicate all corrected and uncorrected misstatements identified during our audit to the Audit Committee, other than those which we determine to be "clearly trivial". Misstatements are considered to be clearly trivial for purposes of the audit when they are inconsequential both individually and in aggregate.

We encourage management to correct any misstatements identified throughout the audit process.

## FEES

We estimate our fees for 2021 will be \$37,000 for the audit of the consolidated financial statements. This is consistent with the Extension of External Audit Services fee proposal we issued September 19, 2017.

Our estimated fees are based on the time expected to complete the audit, excludes taxes and are based upon the following assumptions:

- ▶ We will be provided with the requested audit schedules, working papers and descriptions of accounting systems and processes as detailed in our annual requirements letter upon the commencement of fieldwork;
- ▶ The consolidation and draft financial statements, including notes, are prepared to a standard suitable for audit with all balances reconciled to the underlying accounting records;
- ▶ There will be minimal adjusting entries; and
- ▶ The nature of the School Board's operations remain consistent with the prior year and there have been no changes in accounting personnel.

In the event that we incur additional charges or we experience delays in completing the audit, we will advise management.

## AUDIT SERVICES THAT DIFFERENTIATE BDO FROM OUR COMPETITORS

Although BDO and our larger competitors share many similarities, including our national and international structures, services and use of techniques and tools to manage engagements, it is how we deliver our services that truly differentiate us from our competition.

We offer clients the full service expertise of a national firm, while maintaining a local community focus. This local presence combined with our partner to staff ratio creates the following key differentials that make us an excellent fit for our clients:

- ▶ Our philosophy of "Big Enough to Know, Small Enough to Care" is paramount to our service model.
- ▶ BDO is deliberately structured to allow one partner to every 6 staff (1:6). This means easy access to senior staff and the "Partner in Charge" of the audit as well as a quick turnaround on any questions.
- ▶ Our partner-driven approach allows us to have our partners involved throughout each stage of the audit. This ensures that we identify and resolve issues on a timely basis and provides you with a senior-level contact to address your concerns.
- ▶ One of our strengths that goes beyond the typical audit process is our use of in-field reviews. The benefit of these in-field reviews is that final decision makers are on site ensuring issue resolution prior to leaving the field. This guarantees that queries are cleared quickly so files are closed in a timely manner.
- ▶ BDO's accounting and management professionals are sensitive to meeting deadlines. We commit to meeting the deadlines as mutually agreed upon by BDO and our clients.

## RELIANCE ON AN EXPERT

In order for us to perform adequate audit procedures on certain financial statement areas, we will be relying on the work of, and the report prepared by, School Boards' Co-operative Inc. Canadian generally accepted auditing standards require us to communicate with the expert. We propose to discuss the following with School Boards' Co-operative Inc.:

- ▶ The objective and nature of our audit engagement and how we intend to use the expert's findings and report.
- ▶ Our assessment of the significant and risk aspects of the engagement that will affect the expert's work.
- ▶ The requirement to advise us if they have any relationship with the School Board which could impair their judgment or objectivity in the conduct of their engagement.
- ▶ The nature, timing and extent of the expert's work and our planned review of it, possibly including review of their working papers.
- ▶ Confirmation that the assumptions used in their calculations are consistent with those used in the prior periods and with industry standards.
- ▶ Their obligation to advise BDO Canada LLP of any matters up to the estimated audit report date that may affect their calculations and their report.

We ask that the appropriate level of management review the data provided to School Boards' Co-operative Inc. and that they also review the assumptions used and results reported by the expert for reasonableness.

# APPENDICES

Appendix A: BDO audit strategy

Appendix B: Independence letter

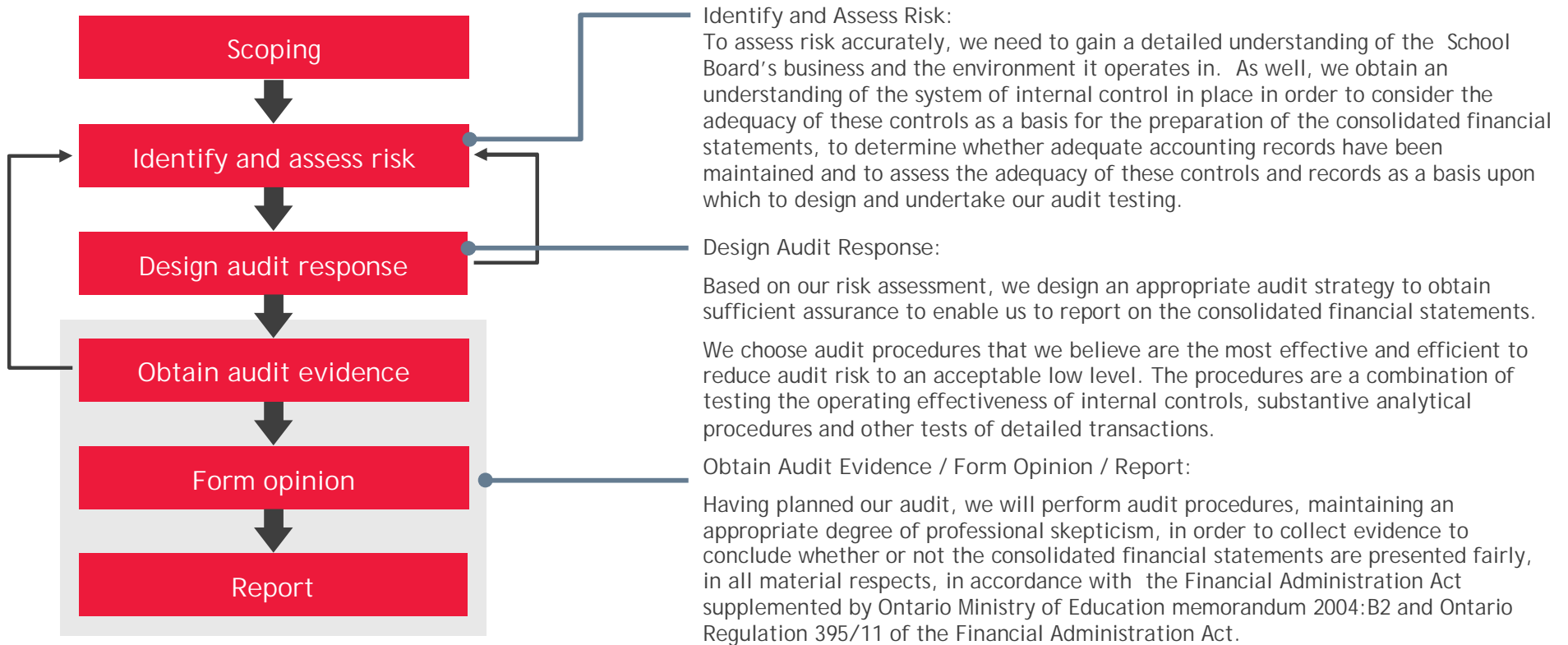
Appendix C: Responsibilities

Appendix D: PSAB accounting updates

## APPENDIX A: BDO AUDIT STRATEGY

Our overall audit strategy involves extensive partner and manager involvement in all aspects of the planning and execution of the audit and is based on our overall understanding of the School Board.

We will perform a risk-based audit which allows us to focus our audit effort on higher risk areas and other areas of concern for management and the Audit Committee.





## APPENDIX B: INDEPENDENCE LETTER



September 22, 2021

Members of the Audit Committee  
Hastings and Prince Edward District School Board

Dear Audit Committee Members:

We have been engaged to audit the consolidated financial statements of Hastings and Prince Edward District School Board (the "School Board") for the year ended August 31, 2021.

Canadian generally accepted auditing standards (GAAS) require that we communicate at least annually with you regarding all relationships between the School Board and our Firm that, in our professional judgment, may reasonably be thought to bear on our independence.

In determining which relationships to report, we have considered the applicable legislation and relevant rules and related interpretations prescribed by the appropriate provincial institute/order, covering such matters as:

- Holding a financial interest, either directly or indirectly in a client;
- Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- Economic dependence on a client; and
- Provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We will be providing assistance in the preparation of the consolidated financial statements, including adjusting journal entries. These services create a self-review threat to our independence since we subsequently express an opinion on whether the consolidated financial statements present fairly, in all material respects, the financial position, results of operations and cash flows in accordance with Public Sector Accounting Standards.



We, therefore, require that the following safeguards be put in place related to the above:

- Management provide us with a trial balance and draft consolidated financial statements, including notes, prior to completion of our audit.
- Management create the source data for all the accounting entries, if any.
- Management develop any underlying assumptions required with respect to the accounting treatment and measurement of the entries.
- Management review advice and comments provided and undertake their own analysis considering the School Board's circumstances and generally accepted accounting principles.
- Management review and approve all journal entries prepared by us, as well as changes to financial statement presentation and disclosure.
- Someone other than the preparer review the proposed journal entries and consolidated financial statements.

We hereby confirm that we are independent with respect to the School Board within the meaning of the Code of Professional Conduct of the Chartered Professional Accountants of Ontario as of September 22, 2021.

This letter is intended solely for the use of the Audit Committee, the Board of Directors, management and others within the School Board and should not be used for any other purposes.

Yours truly,

*BDO Canada LLP*

Chartered Professional Accountants, Licensed Public Accountants

## APPENDIX C: RESPONSIBILITIES

It is important for the Audit Committee to understand the responsibilities that rest with the School Board and its management, those that rest with the external auditor, and the responsibilities of those charged with governance. BDO's responsibilities are outlined below and within the annual engagement letter attached as Appendix B to this letter. The oversight and financial reporting responsibilities of management and the Audit Committee are also summarized below.

### AUDITOR'S ENGAGEMENT OBJECTIVES

Our overall objective is to express an opinion as to whether the consolidated financial statements present fairly, in all material respects, the financial position, financial performance and cash flows of the School Board in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.

#### Year-End Audit Work

- ▶ Work with management towards the timely issuance of consolidated financial statements.
- ▶ Provide timely and constructive management letters. This will include deficiencies in internal control identified during our audit.
- ▶ Present significant findings to the Audit Committee including key audit and accounting issues, any significant deficiencies in internal control and any other significant matters arising from our work.

## AUDITOR'S RESPONSIBILITIES FOR DETECTING FRAUD

We are responsible for planning and performing the audit to obtain reasonable assurance that the consolidated financial statements are free of material misstatements, whether caused by error or fraud, by:

- ▶ Identifying and assessing the risks of material misstatement due to fraud;
- ▶ Obtaining sufficient and appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and
- ▶ Responding appropriately to fraud or suspected fraud identified during the audit.

The likelihood of not detecting a material misstatement resulting from fraud is higher than the likelihood of not detecting a material misstatement resulting from error because fraud may involve collusion as well as sophisticated and carefully organized schemes designed to conceal it.

### Fraud Risk Assessment Procedures

- ▶ Management's assessment of the risk that the consolidated financial statements may be materially misstated due to fraud, including the nature, extent and frequency of such assessments;
- ▶ Management's process for identifying and responding to the risks of fraud in the School Board, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist;
- ▶ Management's communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the School Board; and
- ▶ Management's communication, if any, to employees regarding its view on business practices and ethical behaviour.



### Response to Assessed Fraud Risks

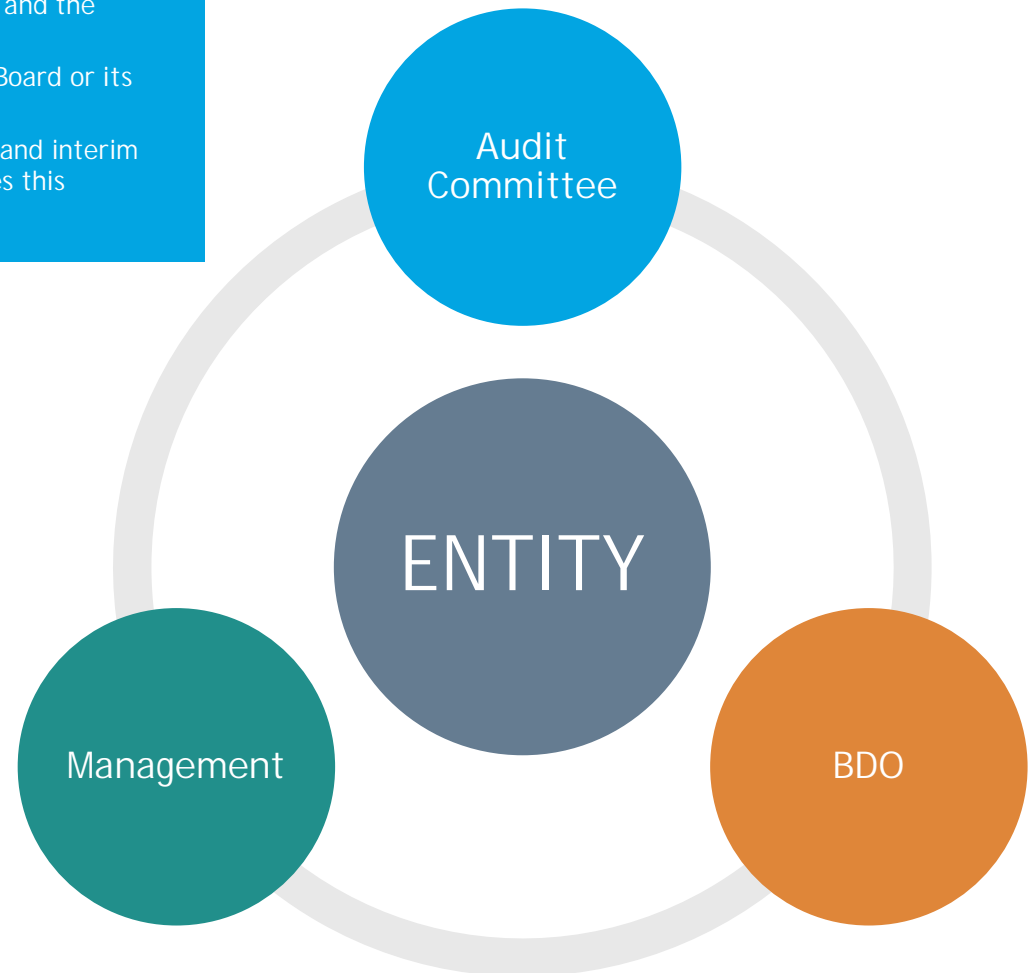
- ▶ Inquire of management, the Audit Committee, and others related to any knowledge of fraud, suspected fraud or alleged fraud;
- ▶ Perform disaggregated analytical procedures and consider unusual or unexpected relationships identified in the planning of our audit;
- ▶ Incorporate an element of unpredictability in the selection of the nature, timing and extent of our audit procedures; and
- ▶ Perform additional required procedures to address the risk of management's override of controls including:
  - Testing internal controls designed to prevent and detect fraud;
  - Testing the appropriateness of a sample of adjusting journal entries and other adjustments for evidence of the possibility of material misstatement due to fraud;
  - Reviewing accounting estimates for biases that could result in material misstatements due to fraud, including a retrospective review of significant prior years' estimates; and
  - Evaluating the business rationale for significant unusual transactions.

## AUDIT COMMITTEE RESPONSIBILITIES

- ▶ Oversee the work of the external auditor engaged for the purpose of issuing an independent auditor's report.
- ▶ Facilitate the resolution of disagreements between management and the external auditor regarding financial reporting matters.
- ▶ Pre-approve all non-audit services to be provided to the School Board or its subsidiaries by the external auditor.
- ▶ Review the consolidated financial statements, MD&A and annual and interim earnings press releases before the School Board publicly discloses this information.

## MANAGEMENT RESPONSIBILITIES

- ▶ Maintain adequate accounting records and maintain an appropriate system of internal control for the School Board.
- ▶ Select and consistently apply appropriate accounting policies.
- ▶ Prepare the annual consolidated financial statements in accordance with the Financial Administration Act supplemented by Ontario Ministry of Education memorandum 2004:B2 and Ontario Regulation 395/11 of the Financial Administration Act.
- ▶ Safeguard the School Board's assets and take reasonable steps for the prevention and detection of fraud and other irregularities.
- ▶ Make available to us, as and when required, all of the School Board's accounting records and related financial information.



## APPENDIX D: PSAB ACCOUNTING UPDATES – ASSET RETIREMENT OBLIGATION

Section PS 3280, Asset Retirement Obligations (ARO) was issued August 2018. It is effective beginning on or after April 1, 2022 with early adoption permitted. Therefore, this will be relevant for presentation in the September 1, 2022 – August 31, 2023 financial statements.

There is a Three Step Approach as follows:

Step 1: Identification	Identify items that are within the scope of Section PS 3280
Step 2: Recognition	For each item in scope, determine if it meets the recognition criteria in paragraph PS 3280.09
Step 3: Measurement	For each item that meets the recognition criteria, determine an appropriate estimate of the asset retirement obligation

Subsequent to the initial recognition, the carrying amount of the liability must be reassessed at each financial reporting date. This includes taking into account new information and the appropriateness of the discount rate and other assumptions used. The liability for an asset retirement obligation will continue to be recognized until it is settled or otherwise extinguished.

To make transitioning to the new standard easier, three transitional options are provided: prospective application, retrospective application with restatement and modified retrospective application with restatement. The transitional option chosen must be applied consistently to all of the Board's asset retirement obligations. The table below provides a high level comparison of these options:

	Prospective Application	Retrospective Application with Restatement	Modified Retrospective Application with Restatement
Impact on Comparative Figures	Not restated	Restated	Restated
Date Liability Measured	Measured as of the date the legal obligation was incurred	Measured as of the date the legal obligation was incurred	Measured as of the date the legal obligation was incurred
Date of Discount Rate and Assumptions Used	Discount rate and assumptions used are those as of the date the legal obligation was incurred	Discount rate and assumptions used are those as of the date the legal obligation was incurred	Discount rate and assumptions used are those as of the first date of the current period (i.e. April 1, 2021)
Impact on Opening Comparative Figures (April 1, 2020)	No impact	Recorded as an adjustment to opening accumulated surplus	Recorded as an adjustment to opening accumulated surplus
Impact on Opening April 1, 2021 Figures	Asset retirement liability and related asset retirement costs initially recognized	Rolled forward from restated comparative figures	Rolled forward from restated comparative figures

As noted in the Ministry of Education memorandum (2021: SB11) – the province has elected to adopt the standard on a modified retroactive basis.

For further information on the ARO updates please refer to the link below for a BDO publication:

[https://www.bdo.ca/BDO/media/FRS/PSAS/PSAS\\_Update\\_11Sep20.pdf](https://www.bdo.ca/BDO/media/FRS/PSAS/PSAS_Update_11Sep20.pdf)



Decision   X   Information       

**To:** Hastings and Prince Edward District School Board

**From:** Jennifer Cobb, Chair Audit Committee

**Re: Multi-Year Internal Audit Plan**

---

**Purpose**

This recommendation comes forward from the Audit Committee to approve the multi-year internal audit plan.

**Background**

The proposed 2021-2024 risk-based internal audit plan will guide activities for HPEDSB on an annual basis, for a three-year period. The Internal Audit Mandate (Charter) and Internal Audit Standards set out the requirements that drive plan development and audit selection.

**Current situation**

See further details that are outlined in Appendix A attached.

**Appendices**

Appendix A – Multi-Year Internal Audit Plan

**Recommendation**

Moved:

Seconded:

**That the Hastings and Prince Edward District School Board approve the Multi-Year Internal Audit Plan as presented in Appendix A, as contained in Public Board Report B-4, dated October 25, 2021.**



TO: HPEDSB Audit Committee Members  
TOPIC: Multi-Year Internal Audit Plan  
DATE: August 23<sup>th</sup>, 2021  
FROM: Genevieve Segu, Regional Internal Audit Manager  
Gord Champagne, Senior Regional Internal Auditor

---

The proposed 2021-2024 risk-based internal audit plan will guide the audit activities for HPEDSB on an annual basis, for a three-year period. The Internal Audit Mandate (Charter) and Internal Audit Standards set out the requirements that drive plan development and audit selection.

The development of the multiyear audit plan process consists of the following:

- A facilitated risk assessment with Management to identify high risk areas using a workshop format and voting technology;
- A presentation of the ranked risks to the Audit Committee members;
- Feedback from the Audit Committee Chair on the Committee's priorities;
- A conversation with the Superintendent of Business on the School Board's controls, risks and priorities;
- Based on all information acquired, the Regional Internal Audit team (RIAT) then develops a draft audit plan and presents it to the Audit Committee for approval at the September meeting.

The RIAT is proposing a three-year rolling audit plan for each school board for a total of six engagements -reflecting Ministry's requirement of a minimum of two engagements per year per school board-, which could change in accordance with emerging risks in the sector and at the school board level. The three-year rolling plan allows for relevant engagements and fluctuates when needed through proper approval process from the Audit Committee.

The proposed three-year rolling audit plan in Figure 1 addresses HPEDSB's priorities as well as risks determined as the highest as a region in order to maximize RIAT's resources. Considering the fast pace of current changing conditions, RIAT will continue to review the risk profile each year and seek approval on a year-by-year basis. Based on past experience and Internal Audit practices, 100% of the engagements in year 1 (2021-22) will go forward as approved, this certitude drops to 60% for year 2 (2022-23) and 40% for year 3 (2023-24).

**Figure 1- RIAT Three-Year Rolling Audit Plan**

#	Audit Area	Category	2021-22	2022-23	2023-24
1.	<b>Expense Claims Audit</b>  This engagement focuses on controls related to the school board's expense reimbursement, such as documentation and approval.  AC members have requested this engagement.	Stakeholder Relationship Management  Stakeholder Experience			
2.	<b>Safe Schools</b>  This engagement focuses on capacity, processes and systems in place to communicate, identify, protect and respond to issues relating to student's health, with a focus on well-being, mental health and bullying.  This engagement was performed and well received by other RIATs in the province.	Student Health and Safety  Health and Security			
3	<b>Legislative Compliance</b>  This is a Board-wide risk assessment of the school board's compliance with relevant legislations and regulations. It further documents all existing internal controls in place for each of the highest risks and enables Management to formally express an informed opinion on its compliance level.  This engagement was performed and well received by other RIATs in the province.	Governance Structure and Processes  Governance			
4	<b>Follow-up on 2020-21 Cybersecurity Review</b>  As indicated in the 2020-21 Cybersecurity Review Report the RIAT will conduct a follow-up of the report.	Information Technology			
5.	<b>Attendance Management</b>  The Ontario East District School Boards have identified this area as the main risk in the sector. Over the years, RIATs across the province have	Attendance Management  Human Resources			

	<p>performed this audit and data visualization (co-sourced with Deloitte). This engagement, slotted for all DSBs in the Region in 2023-24 would be co-sourced with SBCI and rely on qualitative as well as quantitative information. RIAT has also reached out to OASBO DM for their input.</p> <p>This engagement is part of OASBO IA 2021-2022 work plan.</p>				
6.	<p><b>Business Continuity-Disaster Recovery</b></p> <p>After the pandemic, the School Boards should have updated their BCP/DRP. This engagement would take the form of a workshop to create a checklist of items for school boards to include in their plan.</p> <p>This engagement was performed and well received by other RIATs in the province.</p>	<p>Critical Incident Management</p> <p>Health and Security</p>			

In addition to the above, Figure 2 presents a list of audits in alignment with the HPEDSB's risks that could be performed if one of the planned engagements cannot be completed or is considered obsolete at the time of approval:

**Figure 2: RIAT Engagements – out-years**

#	Audit Area	Category
7.	<p><b>Workforce Planning</b></p> <p>This is an all-encompassing title, with the scope to be determined after the Critical Position engagement has been performed. This could focus on any of the following processes: job evaluations, recruitment &amp; retention, employee satisfaction survey, key performance indicators (KPIs).</p> <p>Some RIATs have completed the Critical Positions and moved on to job evaluations. All RIATs have performed recruitment and retention audits in the past 10 years.</p>	<p>Staff Recruitment and Retention</p> <p>Human Resources</p>
8.	<p><b>School Generated Funds Fraud Flags Identification</b></p> <p>This engagement focuses on fraud indicators and red flags applied to a selection of schools across the school board, using Data Analytics as well as interviews and documentation review.</p> <p>This engagement is part of OASBO IA 2021-2022 work plan.</p>	<p>Stakeholders Relationship Management</p>

Decision   X   Information       

**To:** Hastings and Prince Edward District School Board

**From:** Jennifer Cobb, Chair Audit Committee

**Re:** 2021-22 Regional Internal Audit Plan

### **Purpose**

This recommendation comes forward from the Audit Committee to provide information regarding the 2021-22 Regional Internal Audit Plan for review and approval.

This is in alignment with Ontario Regulation 361/10: Audit Committees (9) Duties of an Audit Committee 3(2&3).

### **Background**

As per the Ministry of Education's 2016: B10 memo, dated May 26, 2016, Regional Internal Audit Team (RIAT) should conduct a minimum of two engagements at the Board during 2020-21. In addition, RIAT should perform follow-up procedures on outstanding recommendations from previous audits.

### **Current situation**

The Regional Internal Audit Manager (RIAM) met with Management and discussed changes in the risk environment. The 2021-22 RIAT plan set out in Appendix A is subject to unknown factors that could impact the priorities of the current audit plan, such as:

- Another COVID-19 outbreak affecting the Board's operations; and
- The results from the Strategic Risk Assessment.

As such, Appendix A presents a best case scenario and proposes:

- The continuation of work started in 2020-21;
- Cyclical follow-up procedures;
- A placeholder to account for Management's requests and potential changing priorities during the year; and
- One new engagement, when and if time and situation allows.

### **Appendices**

Appendix A – 2021-22 Regional Internal Audit Plan - HPEDSB

### **Recommendation**

Moved:

Seconded:

**That the Hastings and Prince Edward District School Board approve the Regional Internal Audit Plan as presented in Appendix A, as contained in Public Board Report B-5, dated October 25, 2021.**



<b>Subject:</b>	2021-22 Regional Internal Audit Plan
<b>Presented by:</b>	Geneviève Segu, Regional Internal Audit Manager
<b>Meeting Date:</b>	September 22, 2021
<b>Purpose</b>	<p>To provide the Audit Committee with the 2021-22 Regional Internal Audit Plan for their review and approval.</p> <p>This is in alignment with Ontario Regulation 361/10: Audit Committees (9) Duties of an Audit Committee 3(2&amp;3).</p>
<b>Content</b>	<p>As per the Ministry of Education's 2016: B10 memo, dated May 26, 2016, RIAT should conduct a minimum of two engagements at the Board during 2021-22. In addition, RIAT should perform follow-up procedures on outstanding recommendations from previous audits.</p> <p>The RIAM met with Management and discussed changes in the risk environment. The 2021-22 RIAT plan set out in Appendix 3 is subject to unknown factors that could impact the priorities of the current audit plan, such as:</p> <ul style="list-style-type: none"> <li>• Another Covid outbreak affecting the Board's operations; and</li> <li>• The results from the Strategic Risk Assessment.</li> </ul> <p>As such, Appendix 3 presents a best case scenario and proposes:</p> <ul style="list-style-type: none"> <li>• The continuation of work started in 2020-21;</li> <li>• Cyclical follow-up procedures;</li> <li>• A placeholder to account for Management's requests and potential changing priorities during the year; and</li> <li>• One new engagement, when and if time and situation allows.</li> </ul>
<b>Action</b>	That the Hastings Prince Edward District School Board Audit Committee: Recommends for approval the 2021-22 Internal Audit Plan as presented in Appendix 3.
<b>Appendix</b>	APP 3 - 2021-22 RIAT Plan Hastings Prince Edward DSB

**To:** Hastings and Prince Edward District School Board

**From:** Committee of the Whole

**Re: Policy 11-C: Budget/Finance Committee**

---

**Purpose**

To approve the draft Policy 11-C: Budget/Finance Committee that was submitted and discussed at the Committee of the Whole meeting held on October 12, 2021.

**Background**

A notice of motion was submitted to reinstate the Budget Committee as a Standing Committee of the Board. The recommendation to reinstate the committee was approved at the September 27, 2021 Public Board Meeting. A draft of the budget/finance committee policy was shared with Trustees at the Committee of the Whole meeting on October 12, 2021.

**Current situation**

A final draft of Policy 11-C: Budget/Finance Committee is attached for Board approval. The Budget/Finance Committee will be reinstated as a standing Committee of the Board at the December, 2021 Annual Public Board meeting. Elections for chair and vice-chair of the committee will be held at that time.

**Recommendation**

**Moved:**

**Seconded:**

**That Hastings and Prince Edward District School Board approve as submitted, Policy 11-C: Budget/Finance Committee as a Standing Committee as contained in Board Report B-6, dated October 25, 2021.**

**Recommendation**

**Moved:**

**Seconded:**

**That Hastings and Prince Edward District School Board select the Budget/ Finance Committee representatives, chair and vice-chair at the Annual General Public Board Meeting on December 6, 2021, as contained in Board Report B-6, dated October 25, 2021.**

**Appendix A**

**Policy 11-C: Budget/Finance Committee**



BOARD POLICY 11-C	
Adopted	October, 2021
Last Revised	
Review Date	October, 2024

## STANDING COMMITTEE OF THE BOARD

### BUDGET AND FINANCE COMMITTEE

#### 1. PURPOSE

The Budget and Finance Committee is responsible for the review ~~of~~ and shall present ~~a~~ **the** recommendation to approve the annual budget to the Board. It is the responsibility of the Board to establish a budget that is compliant with the requirements of the *Education Act*, Ministry directives and aligns resources to support the Board's vision, mission and priorities, as contained in the 2020-2020 **2025** Strategic Plan. The Budget and Finance Committee shall review ~~and make recommendations to the Board in~~ matters related **to** financial matters arising outside of operations of facility services, transportation, procurement, accounting, payroll and benefits.

#### 2. POWERS AND DUTIES

- a. The committee shall consider budget recommendations from the staff, other board committees and the community, as appropriate.
- b. The committee shall review and consider estimated board revenue and expenditures.
- c. The committee shall provide direction as to budget application when significant adjustments are required.
- d. The committee is responsible for reviewing and recommending to the Board the priorities in the board's strategic plan and the means whereby these goals may be achieved.
- e. The committee shall review and make recommendations to the Board on the purchase and sale of land and buildings. **This would not include declaring property as surplus to needs.**
- f. The committee shall review and make recommendations to the Board on **business cases and on contracts for construction in accordance with Administrative procedure 505: Procurement** ~~the scope of capital projects and contracts for construction in accordance with Administrative Procedure 505: Procurement.~~
- g. The committee shall keep the Board informed regarding all facility matters and make recommendations to the Board about facility work plans and capital planning.
- h. Hastings and Prince Edward District School Board is an equal member, along with Algonquin and Lakeshore Catholic District School Board and Limestone District School Board, of Tri-Board Student Transportation Services. ~~†~~ **The committee will monitor the financial impact of school transportation services for budget purposes.**
- i. The committee will review and make recommendations to the Board on borrowing and investing of funds according to government regulation.
- j. The committee will monitor the success of administrative procedures related to business matters.

#### 3. MEMBERSHIP

- a. Membership is appointed each year at the initial/annual meeting of the Board held in December. The Budget and Finance Committee shall be comprised of a minimum of five trustees.
- b. Chair and ViceChair of the Budget/Finance Committee are elected each year at the initial/annual meeting of the Board held in December.

**4. MEETINGS**

- a. The Budget and Finance Committee shall schedule the meeting date or dates.
- b. The Chair of the Budget and Finance Committee shall preside at each meeting. In the absence of the Chair, the Vice-chair of the Budget and Finance Committee shall preside the meeting.

**Legal References:**

- *Education Act: sections 170-171 Duties and Powers of Boards; Part IX Finance, section 232 Estimates*

**District References:**

- Board Policy 1 – Board Vision, Mission and Priorities
- Board Policy 2 – By-Laws
- Board Policy 4 – Corporate Board Job Description
- Board Policy 17 – Transportation of Students
- 2020-2025 Strategic Plan
- Administrative Procedure 500 – Financial Integrity
- Administrative Procedure 505 - Procurement

Decision \_\_\_\_ Information X

**To:** Hastings and Prince Edward District School Board

**From:** Ken Dostaler, Superintendent of Education, Student Services

**Re: Student Services – This is Me in HPE Student and Staff Census**

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### **Purpose**

To provide the Board of Trustees and other stakeholders with an update from Student Services, regarding the This is Me in HPE Student and Staff Census.

### **Background**

Hastings and Prince Edward District School Board (HPEDSB) values the diversity of our students and our staff and is committed to serving all students and staff to the best of our abilities. The 2020-2025 Strategic Plan sets priorities and goals for equitable education opportunities and outcomes, supported by a culture of respect, fairness, and high expectations for all. One of the goals is to *Strengthen community through equity and social justice*. Through planned actions we believe positive outcomes will be achieved for everyone in our HPEDSB family.

In order to align the aforementioned Ministry of Education priority with our Board Improvement Plan *Equity Principles; Equity of Hope – Equity of Opportunity – Equity of Outcome* and to support our Strategic Plan goal: *Strengthen Community through Equity and Social Justice* – specifically; “*Provide intentional resources and opportunities to create a culture of acceptance, adopting principles of equity which reflect the diversity of our students, their families and staff*”, HPEDSB has embarked upon a large-scale, multi-faceted, board-wide student and staff demographic data collection process named This is Me in HPE Student and Staff Census.

### **Current situation**

The overarching purpose of enhancing demographic data collection is to improve the achievement and well-being of all staff and students. A critical first step in a planned, multi-year approach is to gather demographic data to help us better understand the diversity across our system. This data will allow us to establish baselines, track progress, make evidence-informed decisions, and measure the success of equitable and inclusive learning and workplace policies, practices, and programming.

With financial support and direction from the Ministry of Education and in collaboration with our federations and union partners, we will collect, analyze, and use identity-based data to support equity of opportunity and outcomes for all staff and students with the intention of identifying and addressing systemic barriers and discriminatory biases.

Our Student and Staff Censuses will bring HPEDSB into alignment with Ministry direction and regulation and will provide us with the data we need to empower us at the system and school level to better target equity measures towards specific groups of students and/or staff and facilitate fair hiring practices and a representative workforce. Student and staff completion of the censuses are voluntary and confidential. The Student and Staff Censuses may be completed online or in hard copy.

This is ME in HPE – Student and Staff Census – 2021 will help us:

- be aware of and support the diversity of our staff, students, and families;
- better understand the needs of our staff, students, and families;
- enhance access and eliminate barriers for staff, students, and families;
- reduce disparities faced by some staff, students, and families;
- create more equitable and inclusive learning and working environments;
- allocate resources and enhance programs and service delivery;
- improve learning opportunities for all students;
- improve staff and student achievement and well-being;
- ensure fair hiring practices and a representative workforce.

#### Ten Question Categories

Indigenous Identity

Race

Ethnic Origin

Religion or Spiritual Affiliation

Language(s) First Spoken

Gender Identity (5-12/Staff)

Sexual Orientation (5-12/Staff)

Disability

Status in Canada

Household Information (K-4/5-12)

This is Me in HPE Student and Staff Census complies with:

- The Ontario Human Rights Code (OHRC)
- The Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)

This is Me in HPE Student and Staff Census aligns with:

- [Count me in! Collecting Human Rights-based Data – Ontario Human Rights Commission](#) 2009;
- [A Better Way Forward: Ontario's 3-Year Anti-Racism Strategic Plan](#) 2017;
- [Anti-Racism Act \(ARA\) / Regulation 267/18](#) 2017;
- [The Data Standards for the Identification and Monitoring of Systemic Racism](#) 2017;
- [Ontario's Education Equity Secretariat](#) and [Ontario's Equity Action Plan](#) 2017;
- [Policy/Program Memorandum \(PPM\) 165: School Board Teacher Hiring Practices](#) 2021.

There will be two phases of this project:

#### Phase 1 – Spring 2021

- Administration of Student Census in Pilot Schools
  - (Prince Edward Collegiate Institute, North Hastings High School, Harry J. Clarke Public School, and Park Dale School)

#### Phase 2 – Fall 2021

- Administration of Staff Census with all HPEDSB staff (November 1 to 5, 2021)
  - HPEDSB employees will be provided with 30 minutes on the November 1, 2021 Professional Activity Day to access and complete the Staff Census during the work day.
- Administration of Student Census in all HPEDSB Schools (November 15 to 19, 2021)

#### Key information

- Students Kindergarten to Grade 4 will be completed at home with family oversight.
- Students Grade 5 to 12 will be completed in class with teacher oversight.

- Students/families who chose to not participate in the census can inform the school principal and alternative activities will be planned.
- The Staff Census will be completed anonymously by all employees
  - At teacher/administrator discretion and in communication with families/caregivers, students who have significant special needs in self-contained classes/programs, may complete the Student Census at home with family/caregiver oversight.

**Next steps**

1. A full system implementation of the HPEDSB This is Me in HPE Staff Census from November 1 to 5, 2021.
2. A full system implementation of the HPEDSB This is Me in HPE Student Census from November 15 to 19, 2021.

**Appendices**

Nil

Decision \_\_ Information X

**To:** Hastings and Prince Edward District School Board

**From:** Nick Pfeiffer, Superintendent, Business Services  
Kim Horrigan, Senior Manager, Facility Services

**Re: Capital Projects and Building Renewal Projects Update**

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### **Purpose**

To provide an update and information on current and proposed capital and building renewal projects for 2021-2022.

### **Background**

The Capital Priorities Program, through the Ministry of Education, provides funding for capital projects for new or expanded schools to address local accommodation pressures, replace schools in poor condition, consolidate underutilized schools and create new or renovated licensed childcare spaces in schools as part larger capital projects.

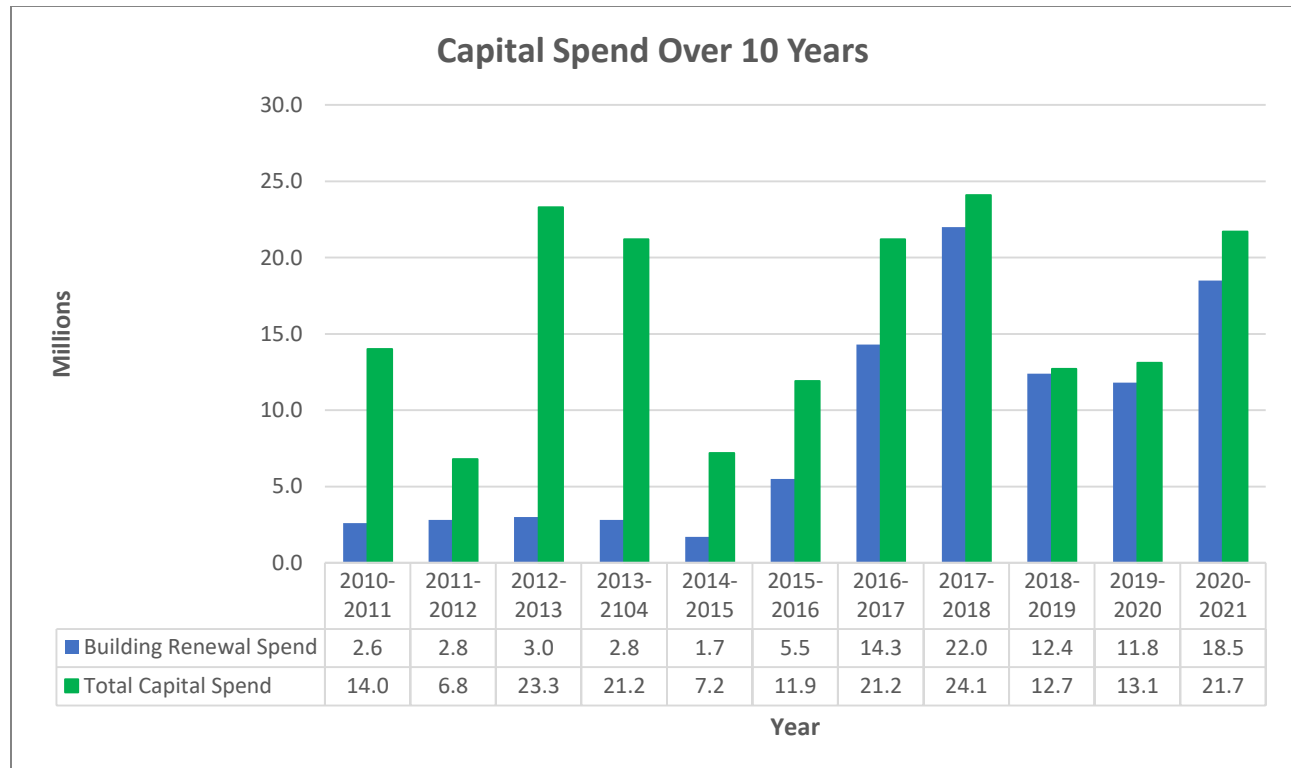
Funding is also provided by the Ministry of Education for school renewal to support healthy and safe environments for students and staff, through School Condition Improvement funds and School Renewal Allocation funds.

School Condition Improvement (SCI) is a capital renewal program that allows school boards to revitalize and renew aged building components that have exceeded or will soon exceed their useful life cycle. Items eligible for SCI funding are identified through the Ministry's School Facility Condition Assessment Program. This is a program where third-party assessors review buildings on a 5-year cycle. School boards are required to direct 70 per cent of their SCI funds to address major building components (e.g., foundations, roofs, windows) and systems (e.g., plumbing and heating, ventilation and air conditioning). The remaining 30 per cent of SCI funding can continue to address the above listed building components or building interiors and surrounding site components (e.g., utilities, parking and pavements).

The School Renewal Allocation (SRA) is a multi-faceted program that allows school boards to revitalize and renew aged building systems and components. This includes roof replacement and replacing of aged HVAC systems. The program also allows school boards to undertake capital improvements (e.g., install new building automation systems and air conditioning systems, address program-related needs and invest in accessibility-related enhancements such as ramps, elevators, electronic door opening systems). In addition, SRA funding also allows school boards to address maintenance requirements such as painting, roof patching and pavement/parking repairs. While school boards are provided the above flexibility under SRA, the ministry encourages school boards to prioritize SRA expenditures to address facility condition, health and safety, and general code requirements (including accessibility).

The Ministry of Education has also provided funding through different programs such Full Day Kindergarten, Community Hubs Capital Funding: Minor Retrofits & Accessibility, Greenhouse Gas Reduction Fund, COVID-19 Resilience Infrastructure Stream, and Climate Action Incentive Fund.

Figure 1 illustrates HPEDSB's capital spend over a period of ten years which includes capital priorities spending, and all other funding sources that represents building renewal.



**Figure 1 – HPEDSB Capital Spend Over a 10 Year Period**

Investments into new, expanded and renewed facilities create great places to learn and teach that are healthy and safe for students and staff.

### **Current Situation - Capital Projects**

#### Central Hastings School

Central Hastings School (CHS) has received a two kindergarten room addition, as well as various interior renovations to the existing school. Interior renovations included classroom refresh, creation of new classrooms, washrooms, new special education spaces and various mechanical and electrical upgrades.

The demolition of Madoc Public School is also part of the larger project with the demolition of the school starting over the summer. The building has been removed, and the contractor is currently working on leveling the school site area with the available fill on site. Exploratory work has started on the remaining grounds to help determine options for the best use of the site as greenspace as part of the overall Central Hastings School site.

The total project value, including Capital Priority Funding and Building Renewal Funding, is approximately \$8.5 Million. The addition and renovations to CHS were completed on time and within budget.

#### Easthill Elementary School

In July 2021, a revised Approval to Proceed request was submitted to the Ministry of Education for an additional \$2.6M in funding due to all the bids on the initial tender coming in several million dollars over budget.

Having received Ministry approval for the additional funding request on September 2, 2021 and having completed the evaluation process to rank the tenders received based on price, experience and qualifications, a recommendation that the tender be award to Garritano Bros Ltd. was submitted and approved by Board September 27, 2021. The total funding provided by the Ministry of Education for this project is \$15.5 million.

The contractor will be mobilizing on site the week of October 18, 2021 to begin construction. The current schedule of the new building and for the demolition of Queen Elizabeth Belleville is:

Description	Date
Anticipated Construction Commencement	October 2021
Anticipated Substantial Completion	Summer 2023
School Opening	September 2023
Anticipated Project Completion (demolition and site improvements)	December 2023

#### Eastside Secondary School

To date, various renovations, totaling approximately \$3 million, have been completed at Eastside Secondary School to support consolidation. A phasing plan has been developed in collaboration with school administration, Barry Bryan Architects Ltd. (BBA) and Facility Services staff for the additional extensive renovations to take place. The phasing plan includes items such as abatement, accessibility projects (elevators, ramps), classroom renovations, communications, significant mechanical, electrical work, and structural construction/renovation.

A portion of the work in phasing plan began in summer 2021. Drawings are being prepared for the larger projects which will be tendered this fall (i.e. elevators).

#### **Current Situation - Building Renewal Projects**

School buildings and associated infrastructure represent a significant resource that must be maintained. Facility Services reviews building condition assessment reports and works with schools each year to develop a list of high priority building renewal projects. The majority of the construction/renovation work occurs during the summer months.

A significant portion of the funding provided by the Ministry of Education is aligned to address primarily renewal needs. These needs are identified through the Condition Assessment Program and the Ministry's direction to focus on major building components and systems. This includes: the building substructure (i.e. foundation, basement walls); the building shell/superstructure (i.e. roof, exterior walls, and exterior windows) and systems (i.e. HVAC, plumbing, fire protection) that have been identified as having reached their lifespan.



HPEDSB currently has \$200 million in building renewal needs. This includes major building components or systems that are near or at end of life, such as the building substructure (i.e. foundation, basement walls); the building shell/superstructure (i.e. roof, exterior walls, and exterior windows) and systems (i.e. HVAC, plumbing, fire protection, communications).

As shown above in Figure 1, approximately \$18.5 million of work was completed compared to the \$24 million of planned building renewal projects for 2020-2021. Contractor availability, supplies/materials availability and COVID-19 protocols had an impact on the number and timing of projects completed.

This year, school boards received specific funding related to new infrastructure demands that were created by COVID-19. Recognizing this, the Ministry of Education provided funding for infrastructure investments through the time limited COVID-19 Resilience Infrastructure Stream (CVRIS) under the Investing in Canada Infrastructure Program (ICIP). HPEDSB received funding totaling \$5,925,000 (HVAC \$4,475,000; windows \$1,350,000; social distancing \$100,000). During 2020-2021, \$4.2 million was spent, with the balance to be spent on projects that are completing in fall 2021.

Appendix A contains a preliminary list of identified building renewal projects for 2021-2022, totaling approximately \$37 million. This list will be refined upon submission and review of administrator requests. As in previous years there are more projects than available funding. Some of these projects are a continuation of work previously started, and some projects may span into future years, given the magnitude of the construction required. Many projects are multi-year projects and will be completed in future years. It may at times, be necessary for projects to be added or deleted to reflect system priorities or changes in funding as they arise.

Tables 1 and 2 below indicate the identified building renewal projects, available funding and categories of identified projects for 2021-2022.

**Table 1 Building Renewal Projects 2021-2022**

Total number of 2021-2022 identified projects	125
Total value of 2021-2022 identified projects	\$37 million
Funding available for 2021-22 projects	\$18 million

**Table 2: Breakdown of identified projects by category**

Categories	Estimated Cost
Accessibility	\$750,000
Substructure (eg. Foundations, basement walls)	\$50,000
Shell/Superstructure (eg. Roofs, exterior walls and windows)	\$4,400,000
Interiors (eg. Stairs, floor finishes, ceilings, lockers)	\$550,000
Services (eg. Plumbing, HVAC, fire protection, electrical, IT)	\$20,750,000
Special Construction & Demolition (eg. Hazardous waste removal, structure demolitions)	\$8,500,000
Building Site work (eg. Parking lots, site lighting, paving, underground utilities)	\$2,000,000
<b>Total</b>	<b>\$37,000,000</b>

HPEDSB will continue to update various building systems, including HVAC, that are near or at end of life. These are important and essential projects to maintain building assets. HPEDSB will continue to work with industry partners to ensure our schools have long term solutions for mechanical ventilation that increases air flow and exchange.

### **Appendices**

Appendix A – Building Renewal Projects

Hastings and Prince Edward District School Board  
Facility Services  
Building Renewal Projects Update 2021-2022

Projects underway and with PO's assigned

Identified Projects

CVRIS Funding

Legend

Building Renewal Projects 2021-2022				Budget				
School	Description	Project BR No.	New for 2021	Amount Committed (PO'd) Year 1 (2019-20)	Amount Committed (PO'd) Year 2 (2020-21)	Est. Cost Year 3 (2021-22)	Est. Cost Year 4 (2022-23)	Est. Cost Year 5 (2023-24)
Athol-South Marysburgh Public School (010)								
Athol-South Marysburgh Public School (010)	Foundations - Front foyer foundations & Masonry renewal	2101001				50,000		
Athol-South Marysburgh Public School (010)	HVAC & Electrical - MainSwitchboard	2101002	Y			675,000		
Athol-South Marysburgh Public School (010)	HVAC - Heated Water distribution systems	2101003	Y				300,000	
Bayside Public School (Upper) & Annex (025)								
Bayside Public School (Upper) & Annex (025)	HVAC IAQ - CVRIS FUNDING Installation of 4 new Roof top units (Upper Building)	210053CVRIS				40,000		
Bayside Public School (Upper) & Annex (025)	Septic - Disposal system replacement for Annex	2102502					100,000	
Bayside Public School (Upper) & Annex (025)	HVAC IAQ - BUILDING RENEWAL FUNDS Installation of 4 new Roof top units (Upper Building)	210053			24,200			
Bayside Secondary School (405)								
Bayside Secondary School (405)	Washrooms - CVRIS FUNDING - Update Rooms 141,234,170,171 to enhance physical distancing	210104CVRIS				200,000		
Bayside Secondary School (405)	Renovations - Culinary Arts renovation/ upgrade	2040501				10,000	800,000	
Bayside Secondary School (405)	Exterior - BUILDING RENEWAL FUNDS Windows Renewal - Replace with new operating windows to ensure fresh air supply	210100				80,000		
Bayside Secondary School (405)	Exterior - Renewal of Doors	2140503				60,000		
Bayside Secondary School (405)	Lighting - Interior Lighting - Original Building (LED Light Project)	170053		286,625	796	5,000		
Bayside Secondary School (405)	Renovation - Science room renovations including Shower installation	180101		1,952,960	11,564	10,000		
Bayside Secondary School (405)	Electrical - Main switch gear replacment & branch wiring	180102		722,290		150,000		
Bayside Secondary School (405)	Mechanical - (Gym) Air handling unit renewal, chilled water distribution and supply, glycol loop, duct system renewal, exhaust renewal, heat in stairwells	190105		530,777		200,000		
Bayside Secondary School (405)	Fire Protection - Fire alarm renewal (one deficiency remaining)	190106		268,665		5,000		
Bayside Secondary School (405)	Roofing - Replacement of areas 3,4,5,8 & 9	200105			911,089			
Bayside Secondary School (405)	HVAC IAQ - BUILDING RENEWAL FUNDS Air distribution system renewal (duct, exhaust, AHU's) and extention to spaces without sufficient ventilation.	200103			112,764	274,360		
Bayside Secondary School (405)	HVAC IAQ - CVRIS FUNDING Air distribution system renewal (duct, exhaust, AHU's) and extention to spaces without sufficient ventilation.	200103CVRIS			500,000			
Bayside Secondary School (405)	Exterior - CVRIS FUNDING Windows & Exterior Doors Renewal - Replace with new operating windows to ensure fresh air supply	210100CVRIS			110,000			
Bird's Creek Public School (045)								
Bird's Creek Public School (045)	Fencing and Gates	2104501					40,000	
Bird's Creek Public School (045)	Roofing - Sections 1 & 2	2104502					270,000	
Bird's Creek Public School (045)	Telecommunications - PA System upgrade, data cabling & video surveillance	2104503				275,000		

Hastings and Prince Edward District School Board  
Facility Services  
Building Renewal Projects Update 2021-2022

Legend

Projects underway and with PO's assigned

Identified Projects

CVRIS Funding


Building Renewal Projects 2021-2022				Budget				
School	Description	Project BR No.	New for 2021	Amount Committed (PO'd) Year 1 (2019-20)	Amount Committed (PO'd) Year 2 (2020-21)	Est. Cost Year 3 (2021-22)	Est. Cost Year 4 (2022-23)	Est. Cost Year 5 (2023-24)
Bird's Creek Public School (045)	HVAC IAQ - BUILDING RENEWAL FUNDS Roof Top AHU - Heat & Cool (x3 - Addition 1, Gym, Office)	200151			56,148			
Bird's Creek Public School (045)	HVAC IAQ - CVRIS FUNDING (2 Years) Roof Top AHU - Heat & Cool (x3 - Addition 1, Gym, Office)	200151CVRIS			52,650	6,845		
<b>C.M.L. Snider School (067)</b>								
C.M.L. Snider School (067)	Electrical / Lighting - Branch wiring (from Yr 1 - BR170127); exterior lighting renewal; Lighting circuit renewal	170127				95,000		
C.M.L. Snider School (067)	Paint - Interior - main stairway etc; Exterior Entranceway paint/repair; Stair treads at accessible stair; abatement	2106702				40,000		
C.M.L. Snider School (067)	Telecommunications - PA System upgrade, data cabling & video surveillance	2106704				350,000		
C.M.L. Snider School (067)	Library - Replace carpet with VCT to allow for easier and effective disinfecting of floors (Health & Safety), paint, remove glass wall	2106701					40,000	
C.M.L. Snider School (067)	Doors - Hardware renewal of interior doors and single hollow metal/wood door renewal.	2106705					75,000	
C.M.L. Snider School (067)	Exterior Windows (original Building)	2106706	Y				240,000	
C.M.L. Snider School (067)	HVAC IAQ - BUILDING RENEWAL FUNDS Controls, instrumentation and unit ventilator renewal (SCI) - addition of new ventilation for original building (SRA). RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists.	190300		17,500	188,238	500,008		
C.M.L. Snider School (067)	HVAC IAQ - CVRIS FUNDING Controls, instrumentation and unit ventilator renewal (SCI)- addition of new ventilation for original building (SRA). RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists.	190300CVRIS			400,000			
<b>Centennial Secondary School (420)</b>								
Centennial Secondary School (420)	Barrier free lift upgrades for stage area	170108				10,000		
Centennial Secondary School (420)	Lighting - Interior lighting Renewal (Auditorium)	2042001				10,000	160,000	
Centennial Secondary School (420)	ITS - Quick release door button, door access & cameras and door entry (Front entrance)	2042002				10,000		
Centennial Secondary School (420)	Spec Ed washroom, minor alterations to padded room (2 rooms into 3)	2042004				75,000		
Centennial Secondary School (420)	Fire Protection - Fire alarm renewal	2142004				250,000		
Centennial Secondary School (420)	Roofing - Section 3,17,18,19,21,25	2142006	Y			320,000		
Centennial Secondary School (420)	HVAC - Heating/Chilling Water Distribution Systems Renewal - Original Building Renewal, including rad fin renewal	2142001					310,000	
Centennial Secondary School (420)	Auditorium - seating, curtain, cyclorama, backstage floor	2142003					200,000	
Centennial Secondary School (420)	Plumbing - Science Lab fixtures	2142005	Y				15,000	
Centennial Secondary School (420)	Change classroom to science room to create more space and enhance physical distancing. Room 156 / 156A	190200			266,289	20,000		
Centennial Secondary School (420)	Roofing and removal & replacement of Solar Panels on sections 7,10,14 & 15	200201			501,978	13,022		
Centennial Secondary School (420)	Gym - Floor (hardwood) & sockets	2142002			53,392	50,000		

Hastings and Prince Edward District School Board  
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Building Renewal Projects Update 2021-2022

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Building Renewal Projects 2021-2022				Budget				
School	Description	Project BR No.	New for 2021	Amount Committed (PO'd) Year 1 (2019-20)	Amount Committed (PO'd) Year 2 (2020-21)	Est. Cost Year 3 (2021-22)	Est. Cost Year 4 (2022-23)	Est. Cost Year 5 (2023-24)
<b>Central Hastings School (430)</b>								
Central Hastings School (430)	Electrical - E-light renewal and removal of generator system.	2043001				180,000		
Central Hastings School (430)	Remove carpet from drama room	2043003						
Central Hastings School (430)	Electrical - upgrades on Heat Pumps (New electric boiler sub service feed, new boiler pump starters)	2043004				15,497		
Central Hastings School (430)	Culinary Arts Room Renovation	2043005				275,000		
Central Hastings School (430)	Roofing - Sections 10,11,12,13,14	2143002	Y			610,000		
Central Hastings School (430)	Telecommunications Systems (voice, PA & telephone)	180250		47,026	659,017	131,803		
Central Hastings School (430)	Capital Renovations & Addition - major project (RESTRICTED)	180251		14,000	75,355	1,010,645		
Central Hastings School (430)	Capital Renovations & Addition - Phase 1 Major Project (UNRESTRICTED); Phase 2 Spec Ed (see 2043002); Phase 3 MPS Demo; Phase 4 MPS Grounds	180252		971,679	42,960	85,361		
Central Hastings School (430)	Capital Renovations & Addition - Shop renewal - Silencer for Tech Shop ventilation	190250		244,178	42,303			
Central Hastings School (430)	Roofing - Replacement of area 7	200252			122,910	590		
Central Hastings School (430)	Spec Ed - PHASE 2 - new classroom and washrooms (Room 145 & 180A Accessible WR)	2043002			46,797			
<b>Coe Hill School (060)</b>								
Coe Hill School (060)	Septic - install rail systems for pumps	2102001	Y			60,000		
Coe Hill School (060)	Roofing - Replacement of areas 6, 7 & 9	200350			90,211			
Coe Hill School (060)	Accessibility - chair lift	2006001			11,900	588,100		
<b>Deseronto Public School (070)</b>								
Deseronto Public School (070)	Gym - Rubber flooring plus abatement	2107001	Y			65,000		
Deseronto Public School (070)	HVAC IAQ - BUILDING RENEWAL FUNDS Classroom Unit Ventilator and Rooftop unit (x2) renewal, Interior library room 12A has no supply.	200400			17,370			
Deseronto Public School (070)	HVAC IAQ - CVRIS FUNDING (2 Years) Classroom Unit Ventilator and Rooftop unit (x2) renewal (Rooms 11 & 11A), Interior library room 12A has no supply.	200400CVRIS			283,953	36,914		
<b>Eastside Secondary School (440)</b>								
Eastside Secondary School (440)	HVAC IAQ - RTU/AHU renewal and addition of new ventilation - to be integrated to Capital Reno & addition.	2044002				1,800,000		
Eastside Secondary School (440)	Telecommunications - Communications upgrade Prior to addition	2144001				900,000		
Eastside Secondary School (440)	Roofing - 15,15.1 to complete the building	2144002	Y			100,000		
Eastside Secondary School (440)	Capital Renovations – major project including abatement - see 2044001	181151		14,471	122,761	6,272,768		
Eastside Secondary School (440)	Capital Renovations & Addition – Shop Renewal - Compressor installation	190113		218,969	34,103	100,000		
Eastside Secondary School (440)	Roofing - Replacements on section 4, 12 & 13	201152			472,175			
Eastside Secondary School (440)	Hazardous Components Abatement - Pre-Construction DSR & Abatement prior to construction (Library, possible Culinary Arts Room)	2044001			8,000	12,000		

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Building Renewal Projects 2021-2022				Budget				
School	Description	Project BR No.	New for 2021	Amount Committed (PO'd) Year 1 (2019-20)	Amount Committed (PO'd) Year 2 (2020-21)	Est. Cost Year 3 (2021-22)	Est. Cost Year 4 (2022-23)	Est. Cost Year 5 (2023-24)
<b>Foxboro Public School (091)</b>								
Foxboro Public School (091)	HVAC IAQ - CVRIS FUNDING Renewal of RTU heating in Kindergarten Room. Renewal of exisitng, including extension of hvac ventilation to support spaces without ventilation at multiple sites and to replace end-of-life units (avoiding frequent breakdowns)	200450CVRIS				10,000		
Foxboro Public School (091)	Interior Renovations - Classroom Space	2109102	Y			125,000		
Foxboro Public School (091)	Paving - Tarmac, cracked, patches falling out	2109101					30,000	
Foxboro Public School (091)	Electrical - Electrical Panels and main switchgear renewal & Fire Alarm renewal	170181		251,501		108,499		
Foxboro Public School (091)	Water Supply - Water System Well Upgrades	170182		9,495	19,679	62,000	8,826	
Foxboro Public School (091)	HVAC IAQ - BUIDLING RENEWAL FUNDS Renewal of RTU heating in Kindergarten Room. Renewal of exisitng, including extension of hvac ventilation to support spaces without ventilation at multiple sites and to replace end-of-life units (avoiding frequent breakdowns)	200450			6,200			
<b>Frankford Public School (095)</b>								
Frankford Public School (095)	HVAC IAQ - BUILDING RENEWAL FUNDS RTU (x3) and AHU renewal to support greater air exchange rates in occupied spaces as well as avoid frequent breakdown due to units being beyond end of life.	200500						
Frankford Public School (095)	HVAC IAQ - CVRIS FUNDING RTU (x3) and AHU renewal to support greater air exchange rates in occupied spaces as well as avoid frequent breakdown due to units being beyond end of life.	200500CVRIS				60,000		
Frankford Public School (095)	Exterior - Pavement on playground; drainage issues on yard; parking lot grading/drainage	2109502				20,000	580,000	
Frankford Public School (095)	Electrical - Main switchgear and panel replacement, fire alarm system update/retrofit	170206		260,268		39,733		
<b>Harmony Public School (115)</b>								
Harmony Public School (115)	Flooring - Cracked tiles	2011501				10,000		
Harmony Public School (115)	Septic - engineering report and implement potential outcomes (phased project)	190550		39,740	64,488	400,000		
<b>Harry J. Clarke Public School (120)</b>								
Harry J. Clarke Public School (120)	HVAC IAQ - CVRIS FUNDING Heating System upgrades - Cooling Generating Systems - DX Split AHU - Cool Renewal. Duct System - Original Addition 1- 3 Renewal. <del>Air handling units renewal</del>	170223CVRIS				40,000		
Harry J. Clarke Public School (120)	Spec Ed - add lift and change table; Upgrade WR in Interim area (Rm 120)	2112001						
Harry J. Clarke Public School (120)	Foundation - Crack in floor by staffroom (between Rm 115 and Rm 130)	2112002					65,000	
Harry J. Clarke Public School (120)	Lighting - LED installations	2112003				85,000		
Harry J. Clarke Public School (120)	Hazardous Components Abatement - Phase 2 - ACM abatement and classroom ceiling installations (Summer 2021 - \$150K) Phase 3 - LED installations (Summer 2022) (Original project:- suspended ceiling, realized after abtement that all we needed to do was paint and drywall)	170222		137,012	67,760	195,228		

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Harry J. Clarke Public School (120)	HVAC IAQ - BUILDING RENEWAL FUNDS Heating System upgrades - Cooling Generating Systems - DX Split AHU - Cool Renewal. Duct System - Original Addition 1- 3 Renewal. Air handling units renewal	170223			9,700			
Harry J. Clarke Public School (120)	Plumbing - fixture and sanitary line renewal (insulation 2021-22)	190600		20,000	108,000	40,000		
Harry J. Clarke Public School (120)	School Yard Improvements - Replace Asphalt to enhance outdoor learning experience (Planning Stage).	190601			14,380	385,620		
<b>Hermon Public School (130)</b>								
Hermon Public School (130)	Telecommunications - PA System upgrade, data cabling & video surveillance	2213001					215,000	
Hermon Public School (130)	HVAC - Oil tank renewal	180651			1,792	10,208		
Hermon Public School (130)	Roofing - replacement of areas 1 & 4 including exhaust fan for gym	200654			182,050			
<b>Kente Public School (140)</b>								
Kente Public School (140)	New Broadband Internet upgrade and Installation of new fibre optic network infrastructure to a school to facilitate distance learning	2114001				300,000		
Kente Public School (140)	Telecommunications - PA System upgrade, data cabling & video surveillance	2114002				290,000		
Kente Public School (140)	Accessibility - Ramp to stage at back door entrance - ON HOLD	2114003						
Kente Public School (140)	Water Supply - Water main renewal on original build	190700		21,500	48,622	7,000		
Kente Public School (140)	HVAC IAQ - BUILDING RENEWAL FUNDS Library - AHU Renewal of exisitng, including extension of hvac ventilation to support spaces without ventilation at multiple sites and to replace end-of-life units (avoiding frequent breakdowns)	200700			18,000			
Kente Public School (140)	HVAC IAQ - CVRIS FUNDING Library - AHU Renewal of exisitng, including extension of hvac ventilation to support spaces without ventilation at multiple sites and to replace end-of-life units (avoiding frequent breakdowns)	200700CVRIS				40,000		
<b>Madoc Township Public School (155)</b>								
Madoc Township Public School (155)	Roofing - Section 1.1	2115502	Y			115,000		
Madoc Township Public School (155)	Mechanical Renewal - new ventilation	2115503	Y			650,000		
Madoc Township Public School (155)	Telecommunications - PA System upgrade, data cabling & video surveillance	2215501					225,000	
Madoc Township Public School (155)	Septic / Plumbing - Drilled wells renewal, Septic tanks renewal and sewer line renewal, watered urinals and slop sink replacement, pipes and fittings renewal for domestic water distriubution. Includes Hazardous Components abatement - removal of ACM in crawls.	190850		9,426	88,630	25,000		
Madoc Township Public School (155)	Lighting/exterior - outdoor lighting replaced, and renewal of school crest/signage	190851		4,737		5,000		
Madoc Township Public School (155)	Fire Alarm & Emergency Lighting Renewal	200855			107,043			
Madoc Township Public School (155)	Accessible Doors & Washroom Project	2115501			17,840	72,161		
<b>Marmora Public School (165)</b>								
Marmora Public School (165)	Fixtures - Upgrade millwork (Rms 107, 108, 122, 123, 158)	2116501					40,000	



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Marmora Public School (165)	HVAC IAQ - CVRIS FUNDING (2 Years) Classroom Unit Ventilator and AHU renewal to support greater air exchange rates in occupied spaces as well as avoid frequent breakdown due to units being beyond end of life.	220900CVRIS				50,000		
<b>Massassaga-Rednersville Public School (170)</b>								
Massassaga-Rednersville Public School (170)	Telecommunications - PA System upgrade, data cabling & video surveillance	2117001				265,000		
Massassaga-Rednersville Public School (170)	Paving - Parking Lot Extension	2117002	Y			150,000		
Massassaga-Rednersville Public School (170)	HVAC IAQ - BUILDING RENEWAL FUNDS RTU and ceiling mounted unit ventilator renewal and AHU renewal to support functionality in winter time (Air handling units don't function in cold months due to age and design)	200000			56,978	499,853		
Massassaga-Rednersville Public School (170)	HVAC IAQ - CVRIS FUNDING RTU and ceiling mounted unit ventilator renewal and AHU renewal to support functionality in winter time (Air handling units don't function in cold months due to age and design)	200000CVRIS			375,000			
Massassaga-Rednersville Public School (170)	Roofing - Replacement of areas 1,2,7,8,9 & 10	201000			424,687			
<b>Maynooth Public School (180)</b>								
Maynooth Public School (180)	Paving - Tarmac play area - cracked and uneven	2118001				10,000		
Maynooth Public School (180)	Fire Alarm Renewal	2118002				70,000		
Maynooth Public School (180)	Telecommunications - PA System upgrade, data cabling & video surveillance	2218001					215,000	
Maynooth Public School (180)	Paint - library, halls and rooms 1, 5 and 7 and rads. Touch ups in JK rm 8. Cover metal support posts out front.	191050FI				5,000		
Maynooth Public School (180)	HVAC IAQ - BUILDING RENEWAL FUNDS RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists. Exsiting & new Exhaust fans, energy recovery ventilators & distribution	201051			48,028	52,092		
Maynooth Public School (180)	HVAC IAQ - CVRIS FUNDING (2 Years) RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists. Exsiting & new Exhaust fans, energy recovery ventilators & distribution	201051CVRIS			400,000			
<b>North Hastings High School (450)</b>								
North Hastings High School (450)	Windows - CVRIS FUNDING (2 Years) Interior/Exterior - Replace with new operating windows to ensure fresh air supply (Secondary & Elementary Grades)	191201CVRIS				500,000		
North Hastings High School (450)	Exterior - Wall finishes, paint doors to student entrance, fix crumbling pillars at student entrance, cladding.	191204		97,630		100,000		
North Hastings High School (450)	Roofing - Sections 6,9,11,15,16,17,20	2145003	Y			340,000		
North Hastings High School (450)	Telecommunications - Communications upgrade prior to addition	2245001					950,000	
North Hastings High School (450)	Electrical - Tech shop upgrades	181202		62,613		200,000		



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North Hastings High School (450)	<b>MECHANICAL RENEWAL &amp; ARCHITECTUAL RENEWAL / RENOVATIONS - PHASE 2</b> - HVAC - Heating System upgrades - Hydronic piping system replacement throughout building including Pre-Construction DSR. Addition of boilers (SRA) to supply tech wing and renewal of terminal equipment (ON HOLD - Summer 2021) - 20%  - HVAC IAQ- Replacement of existing ventilation equipment including AHU's, RTU's, Makeup Air Units, Unit Vents, and the addition of new units to service spaces where no ventilation currently exists (ON HOLD - Fall & Summer 2022) - 40%  - Doors Renewal - Interior throughout the building (ON HOLD - Summer 2021)- 2%  - Windows - BUILDING RENEWAL FUNDS ONLY (2 Years). Interior/Exterior - Replace with new operating windows to ensure fresh air supply throughout the building(ON HOLD - Summer 2022). - 8%  Lighting - Interior & Exterior  ITS - New IT Server Room to be created	191201 191201 <u>HS</u>  191201 <u>HV</u> 191201 <u>DO</u>  191201 <u>WI</u>  191201 <u>LI</u>  191201 <u>IT</u>			181,830	3,500,000	4,000,000	
North Hastings High School (450)	Electrical - Main Switchgear and panel replacement	191202		67,750	390,215	522,035		
North Hastings High School (450)	Fire Protection - Fire Alarm System Renewal	191203		77,150		222,850		
North Hastings High School (450)	Roofing - Replacement of areas 7, 13 & 14	201203			706,180			
North Hastings High School (450)	<b>MECHANICAL RENEWAL &amp; ARCHITECTUAL RENEWAL / RENOVATIONS - PHASE A&amp;B</b>  - Abatement, Lighting & ceiling - Interior (Phase A: Summer 2021, Phase B: possible Summer 2021, Phase C: Summer 2022) - 20% All hallways on first floor	2045001			330,739	300,000		
North Hastings High School (450)	Gym Partition Wall	2045003			22,567			
North Hastings High School (450)	Renovations - Gathering Space Reno	2045002			6,691	3,309		
<b>North Trenton Public School (190)</b>								
North Trenton Public School (190)	HVAC IAQ - CVRIS FUNDING Replace Rooftop - Units x2 are not functioning and do not provide heat to the building	201251CVRIS				80,000		
North Trenton Public School (190)	Telecommunications - PA System upgrade, data cabling & video surveillance	2219001					225,000	
North Trenton Public School (190)	Electrical - Main switchgear replacement including branch wiring renewal	170322		2,750			90,000	
North Trenton Public School (190)	HVAC IAQ - BUILDING RENEWAL FUNDS Replace Rooftop - Units x2 are not functioning and do not provide heat to the building	201251			11,528			
<b>Park Dale School (200)</b>								
Park Dale School (200)	Classroom Renewal - millwork, painting, x2 washroom/plumbing renewal (Room 4)	2120001	Y			25,000		
Park Dale School (200)	Fire Protection - Fire Alarm System Renewal	191301		175,000				

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<b>Prince Charles Public School (Belleville) (210)</b>								
Prince Charles Public School (Belleville) (210)	Security - Video surveillance system upgrade	2021002				140,000		
Prince Charles Public School (Belleville) (210)	Geothermal - system upgrades including supplementing the geothermal heating with boilers. Chiller also needed.	181350		13,000				200,000
Prince Charles Public School (Belleville) (210)	Fire Protection - Fire Alarm System Renewal	191350		178,925				
Prince Charles Public School (Belleville) (210)	HVAC - Exhaust system renewal	191351				30,000		
Prince Charles Public School (Belleville) (210)	Interior Renovations - Refresh of several classrooms in original build:- Millwork; new sinks, faucets & ceramic tile backsplash; Plumbing; Painting; Flooring; Closet for IT items, Replace carpet in Kindergarten rooms with VCT Tile.	2021001FI			77,954	50,000		
Prince Charles Public School (Belleville) (210)	Site Development / School Yard Improvements - Student Pick-Up/Drop-Off and playground re-configure to ensure social distancing and enhance outdoor learning experience	2021003			1,250	198,750		
<b>Prince Charles Public School (Trenton) (215)</b>								
Prince Charles Public School (Trenton) (215)	Geothermal - Renewal Study, heating and air handling renewal study	170591					25,000	300,000
Prince Charles Public School (Trenton) (215)	Roofing Sections 5,6,7	2121501	Y			150,000		
Prince Charles Public School (Trenton) (215)	Electrical - Main switchgear replacement & LED retrofit whole building (Gym LED)	170590		2,750	8,925		220,000	
Prince Charles Public School (Trenton) (215)	Exterior - Create pathway to back of school & create parking at back of school for staff	191402					10,000	400,000
Prince Charles Public School (Trenton) (215)	HVAC IAQ - BUILDING RENEWAL FUNDS AHU Renewal x1	201402			31,528	411,522		
Prince Charles Public School (Trenton) (215)	HVAC IAQ - CVRIS FUNDING AHU Renewal x1	201402CVRIS			200,000			
<b>Prince Edward Collegiate Institute (455)</b>								
Prince Edward Collegiate Institute (455)	Flooring - Stage Gym Replacement	2145507				10,000		
Prince Edward Collegiate Institute (455)	Building backup generator	160726		163,921			25,000	
Prince Edward Collegiate Institute (455)	Fire Protection - Fire Alarm System Renewal	181454		713,522	11,435	275,043		
Prince Edward Collegiate Institute (455)	Roofing - Replacement of areas 3,11,18,19 & 20)	201451			582,790			
Prince Edward Collegiate Institute (455)	HVAC - Manufacturing shop reno & ventilation upgrade	2045501			291,700			
Prince Edward Collegiate Institute (455)	Structural Repair - terazzo flooring	2145501			26,436			
<b>Prince of Wales Public School (220)</b>								
Prince of Wales Public School (220)	Fire Protection - Fire Alarm System Renewal	201500		9,395		140,605		
Prince of Wales Public School (220)	HVAC IAQ - BUIDLING RENEWAL FUNDS x3AHU renewal	201503			31,858	568,883		
Prince of Wales Public School (220)	HVAC IAQ - CVRIS FUNDING RTU and AHU renewal	201503CVRIS			140,000			

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<b>Sir John A. Macdonald School (270)</b>								
Sir John A. Macdonald School (270)	Basement - Crawl space insulation, parapet fix, heating coil clean	2127004					60,000	
<b>Sophiasburgh Central School (282)</b>								
Sophiasburgh Central School (282)	HVAC IAQ - CVRIS FUNDING RTU Renewal (x4)	221700CVRIS				40,000		
Sophiasburgh Central School (282)	New Broadband Internet upgrade and Installation of new fibre optic network infrastructure to a school to facilitate distance learning	2128202				450,000		
Sophiasburgh Central School (282)	Roofing Sections - 1,2,3,4&6	2128205	Y			1,125,000		
Sophiasburgh Central School (282)	Water & Wastewater Systems Renewal	2128206	Y			650,000		
Sophiasburgh Central School (282)	Library - Replace carpet with VCT to allow for easier and effective disinfecting of floors (Health & Safety) & painting	2128201					75,000	
Sophiasburgh Central School (282)	Telecommunications - PA System upgrade, data cabling & video surveillance	2228201					265,000	
Sophiasburgh Central School (282)	Washroom Exhaust Fan Renewal (linked to CVRIS)	2028201			6,314	3,686		
Sophiasburgh Central School (282)	Roofing - Replacement of area 5	211701			83,145	855		
Sophiasburgh Central School (282)	HVAC IAQ - BUILDING RENEWAL FUNDS RTU Renewal (x4)	221700			34,700			
<b>Stirling Public School (295)</b>								
Stirling Public School (295)	Fire Protection - Fire Doors - hold opens	192001			15,305	14,695		
<b>Susanna Moodie Elementary School (297)</b>								
Susanna Moodie Elementary School (297)	Paving & Exterior Lighting	2129702				10,000	350,000	
Susanna Moodie Elementary School (297)	Roofing Sections 4,8	2129703	Y			150,000		
Susanna Moodie Elementary School (297)	Fixtures - New Lockers	2129701						75,000
Susanna Moodie Elementary School (297)	Plumbing - fixture and sanitary line renewal (water fountains)	2029701		2,594		22,406		
<b>Trenton High School (470)</b>								
Trenton High School (470)	Flooring - Replace floor Rm 129 a, b	2147008					10,000	
Trenton High School (470)	RENOVATIONS - Tech Shops - Manufacturing & Welding Shops plus Dust collector	2047004				400,000		
Trenton High School (470)	RENOVATIONS - Library & Seminar Rooms - Replace carpet with VCT to allow for easier and effective disinfecting of floors (Health & Safety) Non-Covid - renovation of Learning commons	2247002						75,000
Trenton High School (470)	RENOVATIONS - Change Room & Washroom Reno (SCIR / SRA \$80,000) - Upgrade boys and girls change rooms and showers (rms 160, 157, 163, 163d). Update of female staff change room (Priority) (rm 156), washroom renovations.	2247003					20,000	

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Trenton High School (470)	<b>RENOVATIONS - HVAC &amp; ARCHITECTURAL</b>  <b>HVAC IAQ - BUILDING RENEWAL FUNDS</b> - HVAC IAQ - RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists. - Auditorium - Ceiling & lighting replacements including abatement  <b>ARCHITECTURAL</b> -Culinary Arts Room upgrade (104 & 106) -Window Replacements (SCIR) -Special Education Reno (SRA/ SCIU) - Full reno in a different location including Sensory Room	211802  211802HV 211802CL  211802CA 211802WI 211802SE				2,631,124	4,000,000	
Trenton High School (470)	Lighting / Electrical / Signage - Interior LED lighting (cont'd from year 1), emergency lighting, exit signs. Replace fans in gym (rm 123)	170464		271,525				
Trenton High School (470)	Electrical - Main switchgear replacement, main transformer renewal, main switchboard renewal, panel renewal. Fire Protection Specialties - Addition 3 Renewal (separate project)	170471		585,198		464,803		
Trenton High School (470)	Domestic Water Distribution - Interior - Watermain and sanitary lines including Hot water tanks.	170476		63,500	40,052	96,448		
Trenton High School (470)	Communications - Telecommunication systems upgrade. Need new IT closets/better locations/door strikes/cameras/phone/PA systems	191804		39,787	648,261	211,953		
Trenton High School (470)	RENOVATIONS - ACCESSIBLE WASHROOM - PHASE 1C Staff/barrier free (2nd floor)	2047005			71,657	3,343		
Trenton High School (470)	RENOVATIONS EXTERIOR - Domestic Water Distribution Exterior - Watermain, Sanitary Lines, Storm (SCIU) / Paving / Grounds Renewal/ Chimney removal  Phase 1 - Parking Lots / Bus Loop / Watermain, Sanitary Lines, Storm / Staging Area/ Grade 7/8 area (2020-21)  Phase 2 - Additional Parking/Paving / Paving / Stairs down to field / Chimney removal (2021-22)	211800			794,418	205,582		
Trenton High School (470)	<b>RENOVATIONS - HVAC - PHASE 1A</b>  - HVAC IAQ - <b>CVRIS FUNDING</b> RTU and AHU renewal and addition of new ventilation in all or part addition of building, where none currently exists. (Cafeteria - Unit vent, Library x2 RTU, Auditorium AHU)	211802CVRIS			131,124	868,876		
<b>Tweed Elementary School (261)</b>								
Tweed Elementary School (261)	Hydronic Piping by-pass loops on heat pumps	2126101	Y			50,000		
<b>Tyendinaga Public School (300)</b>								
Tyendinaga Public School (300)	HVAC - Heating/Chilling Water Distribution Systems Renewal plus abatement cost	2130002					10,000	300,000
Tyendinaga Public School (300)	Fixtures - New Lockers	2130001						75,000
Tyendinaga Public School (300)	Roofing Sections 1,7,8	2130003				600,000		
Tyendinaga Public School (300)	HVAC IAQ - BUILDING RENEWAL FUNDS Addition of Ventilation system to where none currently exists.	201850			54,035	271,431		

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Tyendinaga Public School (300)	HVAC IAQ - CVRIS FUNDING (2 Years) Addition of Ventilation system to where none currently exists.	201850CVRIS			300,000			
V.P. Carswell Elementary School (305)								
V.P. Carswell Elementary School (305)	Telecommunications - PA System upgrade, data cabling & video surveillance	2130501				250,000		
V.P. Carswell Elementary School (305)	Painting - Main Office and Hallways & ductwork in Gym	2130502	Y			10,000		
V.P. Carswell Elementary School (305)	Electrical deficiencies - Some paving needed	191902			113,653			
V.P. Carswell Elementary School (305)	HVAC IAQ - BUILDING RENEWAL FUNDS Addition of Ventilation system to where none currently exists. Exhaust, x3 RTU's,	201901			56,035	361,168		
V.P. Carswell Elementary School (305)	HVAC IAQ - CVRIS FUNDING Addition of Ventilation system to where none currently exists.	201901CVRIS			300,000			
York River Public School (185)								
York River Public School (185)	Removal of millwork Rm 102 - to create more space, allowing greater social distancing	2018502					30,000	
York River Public School (185)	Electrical - Main Switchboard renewal, distribution panel renewal, branch wiring renewal	2118501					400,000	
York River Public School (185)	Exterior - Gym exterior entrance and Exterior wall repairs plus volleyball holes in gym floor	2018201			31,288	18,712		
York River Public School (185)	Roofing - Replacement including Skylights in foyer - cracked need to be covered over	201954			5,670	125,000		
Total				8,569,827	13,017,080	37,028,384	14,693,826	1,425,000