

AGENDA

Governance and Policy Committee Agenda

December 4, 2023

Item	Responsibility	Page #
1 Call to Order – 3:30 p.m.	S. Binder	
2 Motion to Convene into a closed Governance and Policy Committee	nil	
3 Reconvene to Public Governance and Policy Committee	nil	
4 Acknowledgement of Traditional Lands	A. Shah	
5 Roll Call	S. Binder	
6 Approval of Agenda	S. Binder	
7 Declarations of Conflict of Interest	S. Binder	
8 Approval of Minutes from previous meetings: (a) November 21, 2023	S. Binder	2
9 Delegations	nil	
10 Reports from Staff		
(a) Third review Draft Policy XX: Board Communications and Media Relations	K. Maclver	4
(b) Second review Draft XX: Student Trustee Representation on the Board	K. Maclver	11
(c) Recommendation for By-Law Revision	K. Maclver	18
(d) Draft Agenda		
i) Regular Public Board Meeting December 11, 2023	S. Binder	20
11 Trustee Motions for Consideration (Introduced at a Previous Meeting)	nil	
12 Trustee Notices of Motion (Discussion for next meeting)	nil	
13 Correspondance	S. Binder	
14 Adjournment	S. Binder	

Next scheduled meeting is January 15, 2024, at 3:30 p.m.

Upcoming Governance and Policy Committee Meetings:

- February 20, 2024 at 3:30p.m. (Tuesday)
- March 18, 2024 at 3:30p.m.
- April 15, 2024 at 3:30p.m.
- May 21, 2024 at 3:30p.m. (Tuesday)
- June 10, 2024 at 3:30p.m.

Members present: S. Binder, S. Lewis, R. Prinzen, R. Speck

Absent: K. Kramp, A. Shah

Student Trustee:

Resources: K. MacIver

Minutes: D. Lucas, Executive Assistant, Director's Office

1. Call to Order

Chair Binder called the meeting to order at 10:00 a.m..

2. Motion to Convene into a closed Governance and Policy Committee meeting - not required.

3. Reconvene to Public Governance and Policy Committee meeting - not required.

4. Acknowledgement of Traditional Lands

Director MacIver offered the Land Acknowledgement.

5. Roll Call

Chair Binder requested a roll call of committee members, all members present except Trustee Kramp and Student Trustee Shah.

6. Approval of agenda

Moved: R. Speck

Seconded: S. Lewis

That the agenda for November 21, 2023 be approved.

Carried

7. Declaration of Conflict of Interest - none declared

8. Approval of minutes

Moved: S. Lewis

Seconded: R. Speck

That the minutes from the October 16, 2023 meeting be approved.

Carried

9. Delegations - none

10. Report from Staff

(a) New Committee

Director MacIver reviewed the responsibility for Governance and Policy Committee members and the Governance Directive..

(b) Recommendation for Trustee Committee Membership

Director MacIver shared a report of the Trustee Committee Membership with the Governance and Policy Committee. Committee members reviewed each of the committees to ensure

there was an equitable balance of leadership and continuity on the committees for the upcoming year and noted the required changes. A recommendation for the 2023-2024 Trustee Committee Membership will go forward to the November 27, 2023, Organizational and Regular Public Board meeting for final approval.

Moved: R. Prinzen
Seconded: S. Lewis

That the Governance and Policy Committee recommends that the Hastings and Prince Edward District School Board approve the committee membership for the Standing, Statutory, Advisory and External committees with the exception of OPSBA and SEAC, as determined through the Governance and Policy Committee for a period of one year commencing November 27, 2023.

Carried

(c) Professional Learning for Trustees

Director MacIver asked members what professional learning opportunities they would like to see take place in the upcoming year. A number of suggestions were brought forward such as; anti-racism and parliamentary procedures, Director MacIver noted she would send out a survey to all Trustees for feedback in January.

(d) Draft Agenda

(i) Public Board Meeting November 27, 2023 highlights:

- Recommendation for Trustee Committee Membership,
- Recommendation for Change in School Year Calendar,
- Recommendation for Social Media Mass Tort
- Recommendation for the 2022-2023 Audited Consolidated Financial Statements and Auditors Report
- Public Education Symposium, - registration now open

(e) Trustee Motions for Considerations – nil

(f) Trustee Notices of Motion – nil

(g) Correspondence - nil

(h) Adjournment - the meeting adjourned at 11:07 a.m.

Decision X Information

To: Governance and Policy Committee

From: Katherine MacIver, Director of Education and Secretary to the Board

Re: **Third review – Policy XX: Board Communications and Media Relations**

Purpose

This revised policy was reviewed at the September 18, 2023, Governance and Policy Committee. Suggested changes were made to this draft policy and sent out for public consultation and union partners for feedback.

Link to Strategic Plan

1.7 Advocate for public education and demonstrate sound decision making through good governance.

Background

In January 2022, the Board of Trustees approved a policy review. As part of this review, the HPEDSB By-Laws were updated. As a result of the By-Law update and the review of existing policies, revisions are being made to existing policies as well as additional policies written. Feedback from public consultation was reviewed and discussed at the October 16, 2023, Governance and Policy Committee incorporating any additional changes into the third review of this draft policy.

Next Steps

At the Organization and Regular Public Board Meeting held on November 27, 2023, a recommendation was approved, stating:

That the Hastings and Prince Edward District School Board of Trustees do not have individual Trustee social media accounts.

The wording of this recommendation has been incorporated into this policy. A final review of this draft policy is required for approval and to bring forward to the December 11, 2023, Regular Public Board Meeting. Once approved, current Policy 3-D Board Communications and Media Relations will be revoked and replaced with this revised policy and renumbered Policy 08 Board Communications and Media Relations.

Recommendation:

Moved:

Seconded:

That the Governance and Policy Committee recommend the Hastings and Prince Edward District School Board approve Policy 08: Board Communications and Media Relations. With the approval of this revised policy, Policy 3-D will be revoked.

To: Governance and Policy Committee

From: Katherine MacIver, Director of Education and Secretary to the Board

Re: Public Consultation Feedback – Board Communications and Media Relations

Feedback #1

I am in agreement with the reflected changes.

Feedback #2

Thank you for taking the necessary steps to update the Board Communications and Media Relations Policy to reflect today's social media realities and the power of influence Board Trustees have by using these platforms.

I support these changes as I have witnessed Trustees using their social media accounts to share their opinions on a matter that did not align with the Board's or the Strategic Plan. It is one thing to campaign and share your opinions, but once elected they do need to speak with one voice and follow procedures.

I do have concerns with the reference to Trustees using social media in accordance with the Social Media Guidelines posted on HPEDSB (which was challenging to locate without using the Search function). There is a section that is of particular concern as this does not align with how social media users view retweets, reposts and sharing:

Retweeting, reposting and sharing

HPEDSB will retweet, like and share information from other users or accounts that may be of value to school communities. Retweets, likes and shares should not be interpreted as an endorsement of the originator or of any organization.

I would exercise extreme caution with permitting this approach of sharing content "should not be interpreted as an endorsement of the originator or of any organization". That is the purpose of social media and sharing content from others. This should be reconsidered for both HPEDSB and Board Trustees as it is not best practice for social media usage and may lead to issues of "perceived conflict of interest" or worse, endorsement of institutions, organizations and/or individuals who do not align with HPESDB or its values.

I also would like to bring forward concerns about Trustees using their social accounts for Trustee information as well as personal, as it's challenge for the public to understand which "persona" this individual is portraying. For example, attending political events or government functions and sharing photo ops would demonstrate support from the Board as the Trustee is sharing the content under their Trustee labeled document and demonstrating support for the initiative/cause. This is misleading, even if unintended as many people can't decipher personal from professional and leads to a perceived conflict of interest.

Once elected and/or sit in a position of influence, one must be cautious about their messaging and actions as public scrutiny will always come up, for better or for worse.

Thank you for your time and consideration. Please don't hesitate to reach out if clarification is required. Again, I applaud the changes brought forward with this policy review.

Feedback #3

Section 4: Across the province we see trustees who are not chairs appear on local radio, being interviewed on radio, and participating in local discussions and town halls. I understand opening this door to this board may not be what's best for the kids and may mean more work for staff in damage control, but the fact is trustees are elected (or acclaimed) by their communities and need to be heard in local media when topics specific to that community are being discussed. It would be great to see some language included in Section 5 that allows space for the chair to delegate communications to the local trustee when appropriate.

Section 4: I would include trustees' communication via school council. It may also be worthwhile to include language to remind trustees that when they attend they are there as a trustee and not as a parent, and must act accordingly. Or this can be a reminder.

Regarding 6f. If a trustee is giving notice of a motion, and/or a trustee-led motion is moving forward to an agenda, sharing that to social media should be welcomed, even if it clearly communicates one's position on a matter. As a community member, I want to know what trustee-led motions are coming to the table, and while I find my information directly from the website, most of the public lean on trustees for communication.

Access: 7a. agenda and meeting information also needs to be posted to social media. Most folks have no idea when board meetings are scheduled nor know where to find agendas and minutes. When the agenda is posted to the website, this should trigger a posting to social media with a direct link to the agenda and meeting information. It also needs to be clear for every public meeting how the public can watch the meeting. When using the calendar function from the home page, some meetings include an email for access to the virtual link, others do not. There needs to be consistency and should be far easier to find. For comparison, see Special Student Learning, Well-being and Equity Committee Meeting for Sept 6 & Physical Planning, Finance and Building Committee Meeting Oct 10. One is very clear that the public is welcome to attend virtually and who they can contact, the other only has contact info.

Feedback #4

I have read the new draft policies that are being considered by the Board office in regards to the new communication guidelines and there are a few things that are concerning to me. In Section 6f, you are suggesting that a post made by anyone from the board should not interpret or take position on a matter unless it is approved by the Board of Trustees. This is concerning because you are stifling free speech from a democratic society. Our free speech allows us to hold authorities accountable, fosters an environment where knowledge can flourish, and offers different viewpoints to expand our understanding of the world. If it is stifled, it can erode trust in democratic institutions as we may begin to perceive censorship as an attempt to control the narrative. It can also breed resentment, sow division, and create distrust. During the election process, we are placing our trust in the elected official that they will be able to share their ideas and have a platform for doing so. Going through with Section 6f will be undermining our democracy and the freedom of speech that we hold dear.

Feedback #5

After reading the proposed policy draft to the Board Communications and Media Relations document, I wanted to voice my concerns around section 6 and Use of Social Media. My concern is particularly related to section c) regarding trustees not being able to discuss sensitive matters publicly and f) where trustees are not allowed to take a position that may not be board approved. Personally I value the personal opinions of my trustee (currently Rachel Prinzen) and my vote for

her was based upon her campaign platform and political views which represent many of the concerns I share about public education and the curriculum.

I would be concerned that these guidelines would impact the ability for any trustee, present and future, to be able to have open and honest conversations and engage parents on social media - a forum I use regularly to seek out these kinds of discussions.

Individual voices matter and "board approved" messaging sounds like these platforms where engagement is actually accessible between the public and their trustee will just become parroted versions of what's on the board website.

Feedback #6

It is my feeling that, re Section 5(f) that I would like Trustees to have the freedom, as elected (or acclaimed) public servants to share their views and opinions on their social media. For better or worse, these folks are in a position of trust in the community and the public should be able to know their thoughts on education matters.

I appreciate the process by which we can offer feedback on these important changes.

BOARD POLICY XX	
Adopted	November 28, 2000
Last Revised	
Review Date	

BOARD COMMUNICATIONS AND MEDIA RELATIONS

1) OBJECTIVE

The Hastings and Prince Edward District School Board (**the Board**) is committed to fostering positive relationships ~~and with effective communication~~ among our ~~its~~ diverse stakeholders **and the media through open and transparent communication**. All communications will support student achievement and well-being, and align with **the strategic plan**. ~~the Public Confidence priority in the 2015-2020 Strategic Plan.~~

2) DEFINITION

Stakeholders: Includes students, parents/guardians, employees, community and education partners, the broader public and the media.

3) COMMUNICATION GUIDELINES

- a) All communications between the Board and stakeholders will be clear and concise to ensure access to relevant information in a timely manner.
- b) The director of education or designate shall be responsible for maintaining effective and consistent channels of communication with all stakeholders.
- c) ~~The Board shall provide to stakeholders information to stakeholders that:~~
 - i) reflects current trends in education; and
 - ii) builds a sense of pride in Hastings and Prince Edward District School Board.
- d) Legislative requirements for communications will be met.

4) COMMUNICATING WITH FAMILIES AND COMMUNITY MEMBERS

- a) Trustees consult with parents/guardians, students and stakeholders on the development and implementation of the board's strategic plan.
- b) Trustees address the concerns of parents/guardians, students and stakeholders through the process outlined in ~~Board Policy 9: Role of the Board Member~~ **Procedure 108: Process for Addressing Public Concerns..**

5) COMMUNICATING WITH THE MEDIA

- a) The Board recognizes the right and importance of the media to seek facts that are relevant to the media's work and will cooperate with the media in the release of such facts **to avoid violating** legislation, contractual obligations and/or Board policies.
- b) The chair of the Board and the director of education, or designate, are the Board's primary spokespersons in all situations where a system level comment or response is required.
- c) The chair, as the Board's elected representative, provides comments from the political and governance perspectives.
- d) The director of education, or designate, as the Board's chief executive officer and chief education officer, provides comments from the operational perspective.

- e) The Chair of the Board may delegate communications to the local trustee when appropriate. Trustees will consult with the Chair prior to accepting media invitations.

6) USE OF SOCIAL MEDIA

- a) ~~Trustees using social media will follow the Social Media Guidelines posted on the HPEDSB website and use these forums to advance the work of the Board of Trustees.~~
- b) Trustees will not have individual Trustee social media accounts.
- c) Trustees will communicate and seek feedback from stakeholders through the communication platforms, tools and activities that are approved and managed through the Communications Department of HPEDSB
- d) All postings will uphold both Governance Directive 7.1 - Board Members' Code of Conduct and the dignity of the office of trustee.
- e) Trustees will not provide private, confidential or other proprietary information and will not discuss sensitive or private matters publically.
- f) Trustees may use materials produced by HPEDSB in their personal communications and will not alter, modify or otherwise change the message or its intent.
- g) Trustees may amplify events in the school and community that advance the strategic and operational goals of the board of trustees and may direct viewers to further information where applicable.
- h) Postings should not interpret or take a position on a Board matter unless it has been approved by the Board of Trustees.

7) ACCESS

- a) Agendas, reports and minutes of public Board and/or standing committee meetings shall be posted on the website ~~and also made available to stakeholders, if requested.~~
- b) News releases will be posted on the Board website and shared through the normal social media channels.

Legal references

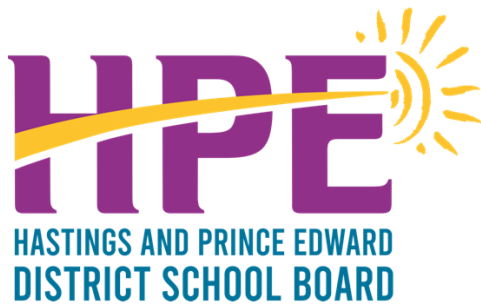
- *Education Act*, section 207 Access to Meetings and Records
- *Education Act*, section 218 Conduct of Members of School Boards
- *Municipal Freedom of Information and Protection of Privacy Act*
- Charter of Rights and Freedoms

Board reference

- [Board Policy #1: Board Vision, Mission and Priorities](#)
- ~~Board Policy #2: Governance By Laws and Standing Rules~~
- Board Policy #4: Corporate Board Job Description
- Board Policy #5: Director of Education Job Description
- Board Policy #7: Board Policy Development and Review

- ~~Board Policy #0: Role of the Board Member~~
- Governance Directive 7.1 - Board Members' Code of Conduct
- Social Media Guidelines

DRAFT



Decision X Information

To: Governance and Policy Committee

From: Katherine MacIver, Director of Education and Secretary to the Board

Re: **Second review - Policy XX: Student Representation on the Board**

Purpose

This revised policy was reviewed at the September 18, 2023, Governance and Policy Committee. Suggested changes were made to this draft policy and sent out for public consultation and union partners for feedback.

Link to Strategic Plan

1.7 Advocate for public education and demonstrate sound decision making through good governance.

Background

In January 2022, the Board of Trustees approved a policy review. As part of this review, the HPEDSB By-Laws were updated. As a result of the By-Law update and the review of existing policies, revisions are being made to existing policies as well as additional policies written.

Next Steps

Feedback from public consultation is in Appendix A for Governance and Policy consideration. Any revisions will be incorporated into this draft policy and brought forward to Board for final approval at the October Regular Public Board Meeting. Current Policy 3-C Student Representation on the Board will be revoked and replaced with this revised policy and renumbered Policy 09 Student Representation on the Board.

Recommendation:

Moved:

Seconded:

That the Governance and Policy Committee recommend the Hastings and Prince Edward District School Board approve Policy 09: Student Representation on the Board. With the approval of this revised policy, Policy 3-C will be revoked.

Appendix A: Public Consultation Feedback

Appendix B: Draft Policy XX: Student Representation on Board

To: Governance and Policy Committee

From: Katherine MacIver, Director of Education and Secretary to the Board

Re: Public Consultation Feedback – Student Representation on the Board

Feedback #1

I am concerned regarding the following: -

(9) Community Involvement Hours and Cooperative Education Credit, it indicates that the student may have hours recognized toward the community involvement requirement of the Ontario Secondary School Diploma. My understanding is that students could not be numerated for hours used for community involvement.

Feedback #2

2a. People should be capitalized. Indigenous People

4a. Student trustees should be encouraged to participate in all board votes, even though they are non-binding. This should be stated in the policy.

6a. An Indigenous Leader should be included as a mentor to the Student Trustees. With staff or the Indigenous trustee. They should also be at orientation.



Main Office - Belleville

179 North Park Street, Belleville, ON K8P 4P1
T: 613-966-5500 | 1-800-267-2803 | F: 613-966-9418
TTY: 711 or 1-800-267-6511
hpePublicHealth.ca

October 13, 2023

RECEIVED

By Debbie Lucas at 9:50 am, Oct 16, 2023

Attention: Katherine MacIver, Director of Education

Hastings Prince Edward District School Board
156 Ann Street
Belleville, ON K8N 3L3

Via email: directors.office@hpedsb.on.ca

Dear Ms. MacIver:

Re: Review of Board Policy XX: Student Representation on the Board

Thank you for the opportunity to provide feedback on Hastings Prince Edward District School Board's (HPEDSB) draft **Policy XX: Student Representation on the Board**.

As you may know, Hastings Prince Edward Public Health (HPEPH) is responsible for local implementation of the Ontario Public Health Standards. These standards include the School Health standard which outlines key public health frameworks, concepts and provides core strategies to be employed in order to achieve the improved overall health and well-being of school-aged children and youth in Hastings and Prince Edward. We operationalise the implementation of the School Health standard through our HPEPH Healthy Schools program, with youth engagement being one of the key foundational concepts.

We define youth engagement as "a meaningful and sustained involvement of a young person in an activity focused outside the self". According to research outlined in the Registered Nurses Association of Ontario's Best Practice Guideline (BPG) for Enhancing Healthy Adolescent Development (2010), there are many benefits to youth engagement for both youth and their schools and communities. These include, but are not limited to, decreased substance use, better mental health, and improved educational outcomes. HPEPH has recently completed an evidence review for youth engagement to ensure we promote best youth engagement practices in our program planning and implementation. We are pleased to be able to review your policy with a youth engagement lens which is so important when working with youth.

In general, we would like to acknowledge that this policy clearly supports youth engagement principles. This policy considers issues of equity, diversity and inclusion when selecting student representation by requiring 1 of 3 representatives to be Indigenous, and providing reimbursement of expenses so that costs are not a barrier to participation. It clearly indicates that youth are involved in the selection process of their representatives, that students can add agenda items, and are expected to attend and be engaged in meetings. We support this policy, which follows best practices for youth engagement.

North Hastings

1P Manor Ln., L1-024, Bancroft, ON K0L 1C0
T: 1-800-267-2803 | F: 613-332-5418

Prince Edward County

Suite 1, 35 Bridge St., Picton, ON K0K 2T0
T: 613-966-5500 | F: 613-476-2919

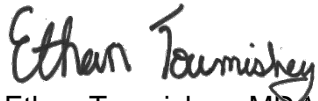
Quinte West

499 Dundas St. W., Trenton, ON K8V 6C4
T: 613-966-5500 | F: 613-965-6535

HPEPH has identified schools and school boards as strategic partners in our vision to work “together with our communities to help people become as healthy as they can be”. We look forward to providing recommendations for policies and procedures in the future to reach our shared goal of promoting health and well-being in school communities.

If you have any questions regarding the content of this letter or would like further information, please do not hesitate to contact our Healthy Schools Manager, Sheryl Farrar at 613-966-5500 ext. 487 or by email at sfarrar@hpeph.ca.

Sincerely,



Ethan Toumishey, MD MPH CCFP FRCPC
Medical Officer of Health and CEO
Hastings Prince Edward Public Health

BOARD POLICY XX	
Adopted	November 28, 2000
Last Revised	
Review Date	

STUDENT REPRESENTATION ON THE BOARD

1) PURPOSE

Hastings and Prince Edward District School Board is committed to involving students in the educational decision-making process and supports student trustees as representatives of the interest of pupils within Hastings and Prince Edward District School Board (HPEDSB). HPEDSB recognizes the benefits which accrue when students are involved in the educational decision-making process.

HPEDSB expects that students who serve as student trustees shall bring perspectives to Board discussions; will develop as student leaders; will bring to the Board an increased awareness of issues of concern to students; will assist the Board in determining student issues and student opinion; and will foster effective communication between the board and students.

2) DEFINITION

- a) **Indigenous Student Trustee:** an individual who self-identifies as a member of Indigenous people.
- b) **Student Trustee:** means those students elected by their peers to represent their interests, in accordance with the Act.
- c) **Student Trustee Term of Office:** one year beginning August 1 through to July 31st of the following year.
- d) **Student Voice:** a student group consisting of up to three student representatives from each secondary school.

3) STUDENT TRUSTEE

- a) HPEDSB shall provide for the appointment of up to three student trustees to the Board. This representation shall be within the following parameters:
 - i) representation shall be in accordance with the Education Act and attendant regulations;
 - ii) representatives shall be students in Grade 11 or 12, enrolled in a secondary school within the jurisdiction of the board for the period of representation;
 - iii) one of the three representatives will be an Indigenous student;
 - iv) students must be sixteen years of age or older and entering or enrolled in Grade 11 or 12 as a full time student at a secondary school or an exceptional pupil in a special education program for whom the board has reduced the length of the instructions program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (operation of Schools "General) made under the Act, so long as the pupil would be a full time pupil if the program had not been reduced;
 - v) student trustees serve for the term of August 1 through to July 31 the following year;
 - vi) student trustees shall occupy the position for a one-year term;
 - vii) a student trustee can submit an expression of interest for an additional one-year term providing they continue to meet all qualifying requirements. This provides guidance and mentorship to new incoming student trustees.

STUDENT REPRESENTATION ON THE BOARD

Board Policy XX

- viii) the Director of Education or designate shall ensure that student trustees receive and review regular copies of the public session of the Board and Board committee agenda packages in accordance with Board policy and procedures.

4) STUDENT TRUSTEE RESPONSIBILITIES

- a) Student trustees must be willing to commit the necessary time to attend meetings and perform duties and responsibilities as follows:
 - i) to regularly attend all Public Board meetings as per HPEDSB By-Laws;
 - ii) to be knowledgeable about and be willing to comply with the *Education Act*, Board policies and procedures;
 - iii) to respect the provisions in the Board's Trustee Code of Conduct and understand the consequences of becoming disqualified;
 - iv) to attend and participate in standing committees whenever possible;
 - v) to serve as the student liaison representatives to Student Voice;
 - vi) to consult with and to keep Student Voice informed about Board issues of interest and concern to students;
 - vii) to bring forward system views and represent the greater student body when participating in board discussions;
 - viii) to demonstrate confidentiality and discretion at all times;
 - ix) to undertake a mentoring role with the incoming Student Voice;
 - x) to participate fully in meetings of the Board or committees of the Board as granted by the *Education Act*;
 - xi) to notify the Director of Education or designate if attendance at a meeting is not possible.

5) ELECTION OF STUDENT TRUSTEES THROUGH STUDENT VOICE

- a) Student Voice will be established on a yearly basis with support from board staff.
- b) Student Trustees will co-chair the Student Voice during their term as Student Trustee.
- c) During the school year, the Student Voice shall assist the student trustees in determining student issues, gathering student opinion and communicating with students.
- d) Each secondary school will have representation of up to three students.
- e) A minimum of one of the three representatives will be an Indigenous student.
- f) School representatives for the Student Voice committee will be elected/selected by a method decided upon by each secondary school's student council and/or principal by April 1 of each year in preparation for the next school year.
- g) Current Student Trustees will support schools in the selection of Student Voice representatives.
- h) Current and Incoming Student Voice representatives will elect/select student trustees for vacant positions from the Student Voice membership on or by April 30 each year.
- i) Election results will be shared at the May regular meeting of the Board.

6) STUDENT TRUSTEE MENTOR/ADVISOR

- a) Student Trustees can access Board Trustees for mentorship throughout the year.
- b) Orientation for the newly-elected/appointed selected student trustees shall be provided by the Chair, Vice-chair of the Board and the Director of Education prior to the regular meeting of the Board in September.
- c) During their term, student trustees may request additional information or assistance, as required.
- d) A staff advisor will be appointed by the Director of Education to support student trustees and Student Voice.

STUDENT REPRESENTATION ON THE BOARD

Board Policy XX

7) VACANCIES

- a) In the event that one or more of the student trustees is not able to complete the term of the office, Student Voice will determine the suitable replacement(s) for the student trustee who is not able to complete their term of office.
- b) Student Trustees(s) selected to fill a vacancy will be brought forward for Board information and swearing in at the next regularly scheduled Board meeting.

8) REIMBURSEMENT OF EXPENSES:

- a) Student Trustees shall receive an honorarium of \$2,500.00 to be provided to the student trustees at the June meeting of the Board in the year in which they served.
- b) If a student trustee is unable to fulfill their full term, their honorarium would be prorated for the time they were a student trustee.
- c) Student Trustees and other members of the Student Voice will be reimbursed for their out-of-pocket expenses reasonably incurred in connection with carrying out their duties and responsibilities. Such reimbursement of expenses shall be in accordance with the same rules that govern the reimbursement of elected Board members' expenses.

9) COMMUNITY INVOLVEMENT HOURS AND COOPERATIVE EDUCATION CREDIT:

- a) Due to the time commitment inherent in the position as student trustee, the student trustees may submit a request to the principal prior to the commencement of their participation to be considered eligible to earn a Cooperative Education credit and/or have hours recognized toward the community involvement requirement of the Ontario Secondary School Diploma.
- b) Students wishing to pursue a Cooperative Education credit must notify their principal in advance of the start of the semester and be willing to complete the associated requirements for the credit.
- c) The principal, at their discretion, will determine such eligibility.

Legal References:

- *Education Act, section 55 Student Trustees*
- Ontario Regulation 7/07 Student Trustees

Board References:

- HPEDSB By-laws
- Board Policy - Governance
- Social Media Guidelines
- Governance Directive 7.1 - Board Members' Code of Conduct

Decision X Information

To: Governance and Policy Committee

From: Katherine MacIver, Director of Education

Re: Recommendation - By-Law Revisions

Purpose

The purpose of this report is to review and recommend a revision made to the HPEDSB By-Laws as a result of a Board recommendation.

Link to Strategic Plan

1.7 Advocate for public education and demonstrate sound decision making through good governance

Background

A motion to revise the By-Laws was received through a Public Committee of the Whole Meeting on October 24, 2023, and approved by the Board at the Organization and Regular Public Board Meeting on November 27, 2023.

The recommendation is:

That the HPEDSB By-Laws be amended to permit individual Trustees to give a notice of motion at Public Board meetings.

As a result of the above recommendation being approved, advance written notice was given to the public on November 27, 2023, that revisions to the HPEDSB By-Laws would be coming forward to the December 11, 2023, Regular Public Board Meeting for approval.

Current Situation

To review HPEDSB By-Laws section 5.28 Notice of Motion

Next steps

To incorporate the recommendation that was approved; revisions to the HPEDSB By-Laws section 5.28 Notice of Motion are below:

5.28 Notice of Motion

5.28.1 A Member may request that a Notice of Motion be included in the Agenda for a Board or Standing Committee meeting as advance notification of a matter to be considered at a subsequent meeting.

5.28.2 **In most cases, a** A-Notice of Motion ~~must first~~ will be submitted to the Governance and Policy Review Committee within timelines prescribed by the Director of Education for inclusion in the Agenda.

5.28.3 A Notice of Motion must be in writing and have a seconder.

5.28.4 A Member may give Notice of Motion at a regular Board meeting in accordance with Section 5.28.3.

5.28.45 A Notice of Motion submitted in accordance with Section 5.28.1 will not be debated at the same meeting at which it is introduced.

5.28.56 The Notice of Motion ~~will be~~ **may be**:

(a) considered at a subsequent regular Meeting ~~as determined by the Governance and Policy Committee~~;

(b) ~~may be~~ referred by the Governance and Policy Committee or by the Board to a more appropriate Committee; or

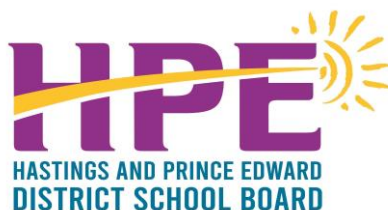
(c) ~~may be~~ referred to the Director of Education or Designate for consideration or follow-up.

Recommendation

Mover

Seconder:

The Governance and Policy Committee recommends the Hastings and Prince Edward District School Board approve the revisions to the HPEDSB By-Laws effective December 12, 2023.



AGENDA

Regular Public Board Meeting		Monday, December 11, 2023	
Item		Responsibility	Page #
1	Call to Order – 6:00 p.m.	S. Binder	
2	Presentation: Prince Edward Collegiate Institute Secondary Vocal Choir	T. Elliott	
3	Motion to Convene into Closed Committee of the Whole (maybe moving this to the end of the meeting)	S. Binder	
4	Reconvene to Regular Public Board Meeting (maybe moving this to the end of the meeting)	S. Binder	
5	Acknowledgement of Traditional Lands	R. Prinzen	
6	Roll Call	S. Binder	
7	Approval of Agenda	S. Binder	
8	Declarations of Conflict of Interest	S. Binder	
9	Consent Agenda Items (a) Organization and Regular Public Board Meeting Minutes November 27, 2023 (b) Committee Meeting Minutes (for information only) i) Governance and Policy November 21, 2023 ii) Special Education Advisory November 23, 2023	S. Binder	
10	Rise and Report from Committee of the Whole Closed Session (maybe moving this to the end of the meeting)	A. Robertson	
11	Report from External Organizations (a) Ontario Public School Board Association (OPSBA) (b) Food for Learning	A. Robertson nil	
12	Report from Standing Committee Reports (a) Governance and Policy Meeting December 4, 2023 i) Recommendation Policy XX: Board Communications and Media Relations ii) Recommendation Policy XX: Student Representation on the Board iii) Recommendation – Revised HPEDSB By-Laws (b) Student Learning, Well-being, and Equity Meeting (c) Physical Planning, Finance and Building meeting December 11, 2023	S. Binder nil K. Kramp	
13	Report from Statutory Committee Reports (a) Audit Committee (b) Parent Involvement Committee (b) Special Education Advisory Committee December 7, 2023 (c) Supervised Alternative Learning, November 29, 2023	nil nil S. Lewis K. Hambly	

Item		Responsibility	Page #
14	Report from Advisory Committee Reports (a) Accessibility Advisory (b) Equity and Inclusivity Advisory (c) Indigenous Education Advisory Committee (e) Student Voice Plan 2023-2024	nil nil nil Student Trustees	
15	Ad Hoc Committee Report	nil	
16	Chair's Report (a) Invitation for Trustee Sharing	S. Binder	
17	Director's Report	K. MacIver	
18	HPEDSB Staff Reports (a) Revised Estimates (b) Boundary Review Ad-Hoc Report (c) Special Education Update (d) Mental Health Report (e) Student Achievement Plan (f) Reading/Literacy Update	N. Kishinchandani N. Kishinchandani K. Dostaler K. Dostaler T. Elliott T. Elliott	
19	Calendar of Events	S. Binder	
20	Correspondence	nil	
21	Unfinished Business	nil	
22	Trustee Motions for Consideration	nil	
23	Trustee Notice of Motion	nil	
24	Adjournment	S. Binder	

Next Regular Public Board Meeting: January 22, 2024, at 6:00 p.m.

Upcoming meetings:

Regular Public Board Meeting: February 26, 2024, at 6:00 p.m.
 March 25, 2024, at 6:00 p.m.
 April 22, 2024, at 6:00 p.m.
 May 27, 2024, at 6:00 p.m.
 June 17, 2024, at 6:00 p.m.