

**Members present:** E. Charlton, S. Binder, K. Hambly, K. Kramp, S. Lewis, S. Maracle, E. Parsons, R. Prinzen, A. Robertson, R. Speck,

**Student Trustees:** A. Shah, C. Vance (v), J. Webster

**Absent:** S. Binder

**Guests:**

**Resources:** K. Donnell, K. Dostaler, T. Elliott, N. Kishinchandani, K. MacIver, K. Niemi, D. McFarlane

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

**1. Call to order**

Vice-chair Robertson called the meeting to order at 6:00 p.m. and welcomed everyone to the Organization and Public Board meeting.

**2. Presentation - nil**

**3. Motion to convene into a closed Committee of the Whole**

**Moved:** K. Hambly

**Seconded:** E. Charlton

**That the Organization and Regular Public Board Meeting convene into a closed Committee of the Whole at 6:03 p.m.**

**Carried**

**4. Reconvene to Regular Public Board meeting - meeting reconvened at 6:40 p.m.**

**5. Acknowledgement of Traditional Lands**

Trustee Charlton offered the Land Acknowledgement.

**6. Roll Call**

Vice-chair Robertson requested a roll call of Trustees and Student Trustees. All members present with the exception of Chair Binder.

**7. Approval of the agenda**

**Mover:** K. Kramp

**Seconder:** K. Hambly

**That the agenda for the November 27, 2023 Organization and Regular Public Board Meeting be approved.**

**Carried**

**8. Conflict of Interest – None declared**

**9. Consent Agenda Items**

Request to remove item 9(c) Inaugural Board Meeting, November 20, 2023, from the consent agenda items and move to item 9.1 for discussion.

**Recommendation**

**Mover:** E. Charlton  
**Seconder:** K. Kramp

That the following Consent Agenda items be approved:

- (a) Public Board Meeting, October 23, 2023
- (b) Special Committee of the Whole Public Meeting, October 24, 2023
- (c) ~~Inaugural Board Meeting, November 20, 2023~~ (moved from consent agenda to 9.1)
- (d) Committee Meeting Minutes (for information only)
  - i. Audit Committee September 20, 2023
  - ii. Student Learning, Well-Being, and Equity October 2, 2023
  - iii. Physical Planning, Finance and Building October 10, 2023
  - iv. Governance and Policy October 16, 2023
  - v. Parent Involvement Committee October 18, 2023
  - vi. Special Education Advisory Committee October 26, 2023

**Carried**

**9.1 Approval of the Inaugural Board Meeting Minutes, November 20, 2023**

**Recommendation**

**Mover:** R. Prinzen  
**Seconder:** S. Lewis

That item 9.1 Inaugural Board Meeting of November 20, 2023 be approved as amended to include mention of tie votes during elections for the positions of chair and vice-chair.

**Carried**

**10. Rise and Report from Closed Committee of the Whole**

- (a) Vice-chair Robertson reported that there was a public Committee of the Whole meeting held on Tuesday October 24, 2023
  - (i) i. Recommendations from Committee of the Whole

**Recommendation**

**Mover:** E. Charlton  
**Seconder:** R. Speck

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

**Secondary Motion**

**Mover:** R. Prinzen  
**Seconder:** E. Parsons

A motion to table the recommendation to seek feedback from OPSBA and legal if required.

**Not Carried**

A vote on the original recommendation regarding individual trustee social media accounts.

**Carried**

**Recommendation**

**Mover:** R. Prinzen  
**Seconders:** E. Charlton

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

**Carried**

Due to technical difficulties, there was a five minute recess at 6:58 p.m.; meeting reconvened at 7:03 p.m.

**Recommendation**

**Mover:** K. Kramp  
**Seconders:** R. Prinzen

**That the Hastings and Prince Edward District School Board give public notice that revisions to the HPEDSB By-Laws will be coming forward to the December 11, 2023, Regular Public Board meeting for review and approval.**

**Carried**

**(b) Closed session of the Committee of the Whole Meeting held on November 6, 2023.**  
A personnel matter was discussed.

**(c) Closed session of the Committee of the Whole Meeting held on November 27, 2023.**  
Two human resource matters were discussed.

**11. Report from External Organizations:**

**(a) Ontario Public School Board Association (OPSBA)** – Vice-chair Robertson provided the following highlights from OPSBA:

- attended the Eastern Region meeting hosted by Upper Canada DSB in Gananoque on November 4, 2023 with Trustees Hambly and Maracle,
- attended the OPSBA Board of Directors meeting on November 26, 2023, agenda highlights included:
  - announced funding for chairs and vice-chairs to attend a professional development session, tentatively scheduled for the day after the Public Education Symposium in late January,
  - consulted with trustees last week regarding OPSBA's submission for the 2024-2025 GSN,
  - received an update on Bill 98,
  - sent out two letters to the Minister of Education; 1) Accelerated Apprenticeship Pathways and 2) Digital Privacy Charter,
  - passed two recommendations; 1) to adopt Policy 230 Legal Action Fund; and 2) to send OPSBA updated mission, vision and values to the general membership to be voted on at the annual general meeting in July,
  - attended Advocacy Day at Queens Park, and
  - reminded registration open for the Public Education Symposium, January 25-27, 2024.

**(b) Food for Learning Steering Committee** - Former Committee Representative Trustee Speck provided the following highlights from the November 23, 2023 meeting:

- a safe food handling training manual is being prepared specific or schools and volunteers,
- review food cost due to the rising cost of groceries,

- advertising the events for the Food for Learning Program, through The Student Nutrition Ontario which is a marketing partner,
- provided details on upcoming fundraising activities currently underway:
  - feed the meter campaign,
  - Curling Bonspiel,
  - Mistletoe Magic,
  - local food drives,
  
- Quinte Mall Community Booth, and
- Belleville Senators 50/50 draws.
- receiving a donation of 90 cases of cheese strings to schools from Black Diamond Cheese celebrating their 90th anniversary, and
- operating The Food for Learning Program requires Approximately \$800,000 - \$900,000 per year.

**12. Standing Committee Reports:**

**(a) Governance and Policy Committee** - Committee Vice-chair Lewis shared highlights from the November 21, 2023:

- reviewed the Governance Directive for the new members of the Governance and Policy Committee,
- reviewed the draft 2023-2024 Trustee Committee Membership, with a recommendation to Board for approval,
- discussed suggested topics for trustee professional learning sessions; budget process, anti-racism, making motions parliamentary procedures, survey to be sent out to Trustees in January, for feedback, and
- changed the meeting start time from 3:00 p.m. to 3:30 p.m. effective December 4, 2023.

**i. One recommendation came forward from Governance and Policy Committee:**

**Recommendation:**

**Mover: S. Lewis**

**Seconder: K. Kramp**

**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 presented on the attached Appendix A.**

**Carried**

**ii. Elect a chair and vice-chair for Physical Planning, Finance and Building Committee**

Vice-chair Robertson noted that with the approval of the 2023-2024 Trustee Committee Memberships, elections for Chair and Vice-chair of the Physical Planning, Finance and Building Committee Superintendent Dostaler and McFarlane were selected to be scrutineers

Nominations were called for the position of Chair for the Physical Planning, Finance and Building Committee.

Trustee Charlton nominated Trustee Kramp, Trustee Prinzen seconded the nomination; Trustee Kramp accepted the nomination.

Vice-chair Robertson asked for nominations a second and third time, no further nominations came forward.

**Recommendation**

**Mover: R. Prinzen**

**Seconder: S. Lewis**

**That nominations for the position of Chair of the Physical Planning, Finance and Building Committee is closed.**

**Carried**

Vice-chair Robertson declared Trustee Kramp Chair of the Physical Planning, Finance and Building Committee.

Nominations were called for the position of Vice-chair for Physical Planning, Finance and Building Committee.

Trustee Hambly nominated Trustee Charlton, Trustee Prinzen seconded the nomination; Trustee Charlton accepted the nomination.

Vice-chair Robertson asked for nominations a second and third time, no further nominations came forward.

**Recommendation**

**Mover: S. Maracle**

**Seconder: K. Kramp**

**That nominations for the position of Vice-chair of the Physical Planning, Finance and Building Committee is closed.**

**Carried**

Vice-chair Robertson declared Trustee Charlton Vice-chair of the Physical Planning, Finance and Building Committee.

**iii. Elect a chair and vice-chair for Student Learning, Well-Being, and Equity Committee**

Nominations were called for the position of Chair of the Student Learning, Well-Being and Equity Committee.

Trustee Maracle nominated Trustee Lewis, Trustee Prinzen seconded the nomination; Trustee Lewis accepted the nomination.

Vice-chair Robertson asked for nominations a second time.

Trustee Lewis nominated Trustee Prinzen. Trustee Prinzen declined the nomination.

Vice-chair Robertson asked for nominations a third time, no further nominations came forward.

**Recommendation**

**Mover: R. Prinzen**

**Seconder: K. Kramp**

**That nominations for the position of Chair of the Student Learning, Well-Being and Equity Committee is closed.**

**Carried**

Vice-chair Robertson declared Trustee Lewis Chair of the Physical Planning, Finance and Building Committee.

Nominations were called for the position of Vice-chair of the Student Learning, Well-Being and Equity Committee.

Trustee Charlton nominated Trustee Prinzen, Trustee Kramp seconded the nomination; Trustee Prinzen accepted the nomination.

Vice-chair Robertson asked for nominations a second and third time, no further nominations came forward.

**Recommendation**

**Mover: S. Maracle**

**Seconder: K. Kramp**

**That nominations for the position of Vice-chair of the Student Learning, Well-Being and Equity Committee is closed.**

**Carried**

Vice-chair Robertson declared Trustee Prinzen Vice-chair of the Student Learning, Well-Being and Equity Committee.

**(b) Physical Planning, Finance and Building Committee** – Committee Past Chair, Trustee Kramp shared highlights from the November 13, 2023, meeting:

- reviewed a report on Enrolment updates,
- received information on the air quality testing at the education centre, and
- received an update on the boundary review process.

A question was asked about the enrolment update, Superintendent McFarlane responded to the question.

**(c) Student Learning, Well-Being and Equity Committee** – Committee Past Chair, Trustee Lewis shared highlights from the November 6, 2023, meeting:

- discussed curriculum revisions and implementation for K-12,
- discussed the grades 7 and 8 mental health rollout,
- discussed implementation plan for grade 7 and 8 mental health literacy modules,
- reviewed a report from OPSBA regarding social media companies, with a recommendation to Board,
- received an update on the change for the school year calendar, with a recommendation to Board, and
- reviewed commemorative dates.

**i. Recommendation for Change in School Year Calendar**

**Recommendation**

**Moved: S. Lewis**

**Seconded: K. Hambly**

**That the Hastings and Prince Edward District School Board approve the move of the April 12, 2024 PA Day to April 8, 2024.**

**Carried**

A request for clarification and rationale for the change to the calendar, Superintendent Elliott responded to the request.

**ii. Recommendation for Social Media Mass Tort Recommendation**

**Moved:** S. Lewis  
**Seconded:** S. Maracle

**That Hastings and Prince Edward District School Board contact Neinstein LLP for discussion regarding Hastings and Prince Edward District School Board's potential participation in the Social Media Mass Tort opportunity presented to Ontario Public School Board Association Directors October 19, 2023**

**Carried**

**13. Standing Committee Reports:**

**(a) Audit Committee** - Superintendent Kishinchandani shared highlights from the November 20, 2023 meeting:

- received a recommendation to approve the 2022-2023 Audited Consolidated Financial Statements and Auditor's Report,
- received highlights from the financial statements, and
- received an Internal Audit update.

Trustees asked questions, Superintendent Kishinchandani responded to their questions.

**Recommendation:**

**Mover:** R. Prinzen  
**Seconder:** K. Hambly

**That the Hastings and Prince Edward District School Board approve the Consolidated Financial Statements for the year ending August 31, 2023.**

**Carried**

**(b) Parent Involvement Committee** – Committee past representative Trustee Speck shared highlights from the the November 15, 2023 meeting:

- received updates on Math Achievement Action Plan,
- received a presentation from the Learning Foundation, "New Year, New Look, New Faces",
- received updates from Director Maclver on board achievement, the community partner breakfasts, potential calendar change and the safe arrival app,
- provided information regarding restructuring emails for PIC members to access for security purposes, and
- received an update on the PRO grant applications.

**(c) Special Education Advisory Committee** – Trustee Lewis shared highlights from the October 26, 2023 and November 23, 2023 meeting:

- received a presentation regarding the Education and Community Partnership Program (ECP),
- reviewed a letter for Special Incident Portion (SIP) Funding,
- reviewed the SEAC calendar, which outlines an annual calendar of SEAC business,
- received a brief update from two SEAC sub-committees,
- received a presentation on Tier 1 Oral Language Narrative,
- received a presentation on Grade 7 and 8 Mental Health Literacy Module Implementation Plan, and

- hold elections on December 7, 2023 for the positions of Chair and Vice-chair of SEAC.

(d) **Supervised Alternative Learning Committee** – Trustee Hambly provided highlights from the two meetings held on November 1, 2023 and November 15, 2023:

- approved 33 students for the Supervised Alternative Learning Program.

**14. Advisory Committee Reports:**

(a) **Accessibility Advisory Committee** – no report

(b) **Equity and Inclusivity Advisory Committee** – no report

(c) **Indigenous Education Advisory Committee** – no report

(e) **Student Voice Committee** – Student Trustees provided highlights from the student voice committee meetings:

- establish representatives from each of the seven secondary schools,
- reviewed priorities for this school year:
  - crowding in school bathrooms,
  - Student Voice Conference, June 2024, and
  - create positive communication channels among Student Voice representatives and school administrators

**15. Ad Hoc Committee Report** - no report

**16. Chair's Report** - no report

(a) **Trustee Sharing**

- Canadian Peace Museum announced that Bird's Creek Public School was awarded first prize of \$500.00 through the Stories of Peace Award,
- Grace Shelter Inn hosting an open house,
- thank you to PECl staff from a PEC family regarding the recent death of a student.

**17. Director's Report** – Report included the following highlights:

- held three community partner breakfasts in Belleville/Quinte West, Bancroft and Prince Edward County,
- visited Tyendinaga Public School with MPP Todd Smith. The Food for Learning program received approximately \$73,000 from the Ministry,
- advised that the change in the school year calendar will be forwarded to the Ministry of Education for final approval, information will be shared with families and the community,
- held professional learning for Grade 7 and 8 teachers on Mental Health Literacy Modules and
- shared significant changes to the curriculum for Math, Language, Civics + Citizenship, Digital Technology as a result of destreaming in Grade 9,
- updated there is a ETFO tentative agreement, awaiting details and ratification by ETFO and the Central Table.

(a) **2023 Director's Annual Report**

The report showcases learning during the 2022-2023 school year. It opens with a story telling the connection to the illustration on the front cover, which is of a new mural at Harry J. Clarke Public School, inspired by the Haudenosaunee Thanksgiving Address. Director MacIver shared her thanks for the Communications Department, schools and Education Centre staff who contributed article ideas and make us Proud2BeHPE. To review the entire report click [here](#) and go to page 102.

**18. HPEDSB Staff Reports** - no reports

**19. Calendar of Events and meetings scheduled for December, 2023:**

To review the calendar of events and meetings, click [here](#) and go to page 103.



- 20. Correspondence – nil
- 21. Unfinished Business – nil
- 22. Trustee Motions for Consideration - nil
- 23. Trustee Notice of Motions - nil
- 24. Meeting adjourned at 8:30 p.m.

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*Chair*

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*Secretary*

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