



AGENDA

Parent Involvement Committee Agenda

February 21, 2024

Our meetings are now live streamed, [click here to join the livestream.](#)

Item	Responsibility
1 Call to Order	J. Seniuk
2 Acknowledgement of Traditional Lands	K. MacIver
3 Approval of Agenda	J. Seniuk
4 Declarations of Conflict of Interest	J. Seniuk
5 Approval of Minutes from previous meetings: (a) November 15, 2023	J. Seniuk
6 Trustee Report	E. Charlton
7 Staff Report	
(a) Presentation - Attendance and Safe School Arrival	S. Taylor-Harvey/ K. Towers
(b) PRO Grant Update	K. MacIver
(c) School Year Calendar Options	T. Elliott
(d) Director of Education Update	K. MacIver
8 Notice of Motion (nil)	J. Seniuk
9 Correspondence (nil)	J. Seniuk
10 Adjournment	J. Seniuk

Open forum Parent Questions and Answers

Next scheduled meeting:

- April 17, 2024, at 6:00 p.m.

Upcoming scheduled meetings:

- May 15, 2024, at 6:00 p.m.

Administration and Trustees Present:

Katherine MacIver, Director of Education
Debbie Lucas, Executive Assistant, Director of Education
Superintendent Elliott, Curriculum Services
Trustee Speck, North Hastings
Trustee Binder, Southeast Hastings
Suzanne Cholasta, System Lead
Jennifer Hawkins, Principal Tyendinaga Public School
Tanya Whitaker, Principal, Prince Charles Belleville

Members Present:

Alison Kelly, Athol-South Marysburgh Public School
Amani Sharma, Bayside Public School
Jennifer McIlreath, Bayside Secondary School
Marc Henshaw, Eastside Secondary School
Erin McLeod, Foxboro Public School
Jamie Seniuk, Frankford Public School
Amanda Vint, Frankford Public School
Steve Ellsworth, Harmony Public School
Darrell Mast, Harry J. Clarke Public School
Laura Lunn, Maynooth Public School
Martina Hill, North Hastings High School
Jessica Purchase, Park Dale Public School
Jennifer Houghton, PECl
Aaron Bucci, Sophiasburgh Central School
Ashlea Fox, Tweed Elementary School
Crystal Rawson, Trent River Public School

1. Chair Hill called the meeting to order at 6:00 p.m. and welcomed everyone to the Parent Involvement Committee.
2. Co-chair Kelly offered the land acknowledgement.
3. **Approval of Agenda**
Moved: J. McIlreath
Seconded: A. Kelly

That the agenda for the November 15, 2023 Parent Involvement Committee be approved.

Carried

4. **Declarations of Conflict of Interest** – nil
5. **Approval of Minutes**
Moved: A. Sharma
Seconded: A. Kelly

That the minutes from the October 18, 2023 Parent Involvement Committee be approved.

Carried

6. **Trustee Report** - Trustee Speck provided the following highlights as follows:

- Park Dale School shared a presentation to the Board on “how they are learning math”, Park Dale school is also a Focus school as identified by the Ministry of Education,
- received an updated from OPSBA about on-line workshops called “meaningful engagement” as part of the Good Governance Leaders Academy,
- reviewed and approved several suggested By-Law revisions, effective October 23, 2023,
- approved the 2023-2024 Regional Internal Audit Plan,
- Student Trustees attended the Ontario Student Trustee Association (OSTA) Conference on October 13, 14, 2023,
- received staff reports; EQAO results, math achievement action plan and capital and building renewal projects.

7. Staff Reports

- (a) **Math Achievement Action Plan (MAAP)** - Superintendent Elliott and System Lead Suzanne Cholasta referred to Report 7(a) in the agenda package, identifying three priorities found in “[Taking Action in Mathematics](#)” document;
- Ensuring fidelity of curriculum implementation, and use of instructional and assessment practices with a proven track record for enhancing student achievement,
 - Engaging in ongoing learning on mathematics content knowledge for teaching,
 - Knowing the mathematics learner, and ensuring mathematical tasks, interventions and supports are relevant and responsive.
- To review the entire report submitted, click [here](#) and go to page 6.
- (b) **HPE Learning Foundation – “New Year, New Look, New Faces”**- Kellie Brace, Operations Manager, Cherie Hardie, Procurement Logistics Coordinator, Vicky Struthers, Program Coordinator and Jenn Barrett, Resource & Development Coordinator shared a presentation with members of the Parent Involvement Committee, highlighting their strategic priorities for 2023-2026, and the programs supported by the HPE Learning Foundation. To review the presentation, click [here](#).
- (c) **Parent Involvement Committee Survey** – Director Maclver noted that a survey will be created and shared with members of the Parent Involvement Committee. This survey will involve questions around the Parent Involvement Committee meetings, locations, a parent engagement activity to support parents getting involved in their student learning. Another section regarding communications; how you hear about things happening from your school or the Board and how to get information to you in the most accessible way. Members of this group are asked to fill out the survey when it becomes available and consult with school council members as well.
- (d) **Director of Education Update** – Director Maclver provided highlights on several items happening throughout the Board:
- community breakfasts have been held throughout communities to determine how we can work with our community organizations to co-ordinate our work and work alongside and collaborate together and to be innovative together to support students and families,
 - a notice regarding a change to the school year calendar will be coming forward at the November 27th Regular Public Board Meeting. This change is in regarding to the full eclipse scheduled for Monday April 8, 2024. Therefore, the PA day will be rescheduled for Monday April 8, 2024 rather than Friday April 12, 2024. The Ministry of Education will need to approve this change, once approved, communications to families will be sent out prior to this date,
 - safe arrival app will be rolled out to all schools by end of December 2023. Five schools have been piloting this app. Encourage this information to be shared with school council and parents,
 - the PIC representative email will be formalized within the new year. PIC members should use this email account rather than their personal email address. Information will be provided before the meeting in February,
 - referenced Procedure 108 on “how to address your concerns”,
 - PRO Grants applications need to be submitted by November 30, 2023. A sub-committee will review these applications and advise schools before the winter break.

8. Notice of Motion - nil
9. Correspondence - nil
10. Meeting adjourned at 7:15 p.m.

DRAFT

Decision Information X

To: Parent Involvement Committee

From: Tina Elliott, Superintendent of Education, Curriculum Services

Re: **School Year Calendar 2024-2025**

Purpose

To provide an update regarding the Hastings and Prince Edward District School Board (HPEDSB) 2024 2025 school year calendar planning process.

Link to Strategic Plan

5.3 Ensure Responsible Communication - Improve public relations by providing information that is timely, transparent and accessible for all.

Background

Each spring, district school boards are required to establish a school year calendar for the next school year in accordance with Regulation 304 “School Year Calendar” and Regulation 364/15. These regulations set the beginning and end dates for the school year, stipulate school holidays, and prescribe the minimum number of instructional days (194), and the maximum number of professional activity days (7), examination days (10), and board designated holidays.

Current Situation

The annual school year calendar is designed in collaboration with Algonquin & Lakeshore Catholic District School Board and Limestone District School Board, due to shared transportation amongst the boards. A consultative process is undertaken for feedback on three options that represent Ministry of Education requirements and board interests and needs.

Consultation processes include input from:

- the HPEDSB School Year Calendar Committee, which has representation from all employee groups;
- Hastings and Prince Edward DSB families, students, staff, and community members;
- Senior administration;
- Board of Trustees; and,
- Board committee representatives (e.g., Parent Involvement Committee, Special Education Advisory Committee, and Student Learning, Well-being and Equity Committee).

Public consultation occurred within all three school boards from January 30th to February 12th, 2024. Input was gathered through an open survey format regarding three calendar options specific to the start and end dates of the school year and placement of professional activity days, and board holidays. The survey included an overview of past trends in feedback that has guided decision making, as an introduction to an open comment section. Promotion of the survey occurred through social media, committees, school announcements, and the HPEDSB website. Upon review of the survey data, the proposed 2024 2025 school year calendar option will be taken to the February 26, 2024 Public Board meeting for recommendation.

Appendices

HPEDSB School Year Calendar 2024-2025 Options 1, 2, and 3

School Year Calendar 2024 - 2025

Legend ▶ **H** - Statutory Holiday **E** - Scheduled Examination Day **P** - Professional Activity Day **B** - Board Designated Holiday Half Day

Option 1

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week										
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F						
August 2024							1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30						
September 2024	19	1		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30										
October 2024	21	1			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31							
November 2024	20	1						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29						
December 2024	15	0		2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31									
January 2025	14	1	5			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31						
February 2025	19	0		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28											
March 2025	15	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31										
April 2025	20	0			1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30								
May 2025	20	1					1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30						
June 2025	14	1	5	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30										
July 2025					1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31							
TOTAL	177	7	10	<p>Note: The 2024-2025 calendar provides for 195 possible school days between September 1, 2024 and June 30, 2025. The school year shall include a minimum of 194 school days of which three days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days</p>																														

School Year Calendar 2024 - 2025

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Option 2

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week										
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F						
August 2024							1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30						
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School Year Calendar 2024 - 2025

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Option 3

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