

AGENDA

| Regular Public Board Meeting | | Monday, September 25, 2023 | |
|------------------------------|---|----------------------------|--------|
| Item | | Responsibility | Page # |
| 1 | Call to Order – 7:00 p.m. | S. Binder | |
| 2 | Motion to Convene into Closed Committee of the Whole | nil | |
| 3 | Reconvene to Regular Public Board Meeting | nil | |
| 4 | Acknowledgement of Traditional Lands | K. Kramp | |
| 5 | Presentation: Swearing in of new Student Trustees | K. MacIver | |
| 6 | Roll Call | S. Binder | |
| 7 | Approval of Agenda | S. Binder | |
| 8 | Declarations of Conflict of Interest | S. Binder | |
| 9 | Consent Agenda Items | S. Binder | |
| | (a) Regular Public Board Meeting Minutes June 19, 2023 | | 3 |
| | (b) Special Public Board Meeting Minutes July 11, 2023 | | 9 |
| | (c) Committee Meeting Minutes (for information only) | | |
| | i) Audit Committee June 7, 2023 | | 11 |
| | ii) Physical Planning, Finance and Building June 5, 2023 | | 13 |
| | iii) Governance and Policy June 10, 2023 | | 15 |
| 10 | Rise and Report from Committee of the Whole Closed Session | R. Prinzen | |
| 11 | Report from External Organizations | | |
| | (a) Ontario Public School Board Association (OPSBA) | A. Robertson | |
| 12 | Report from Standing Committee Reports | | |
| | (a) Governance and Policy Meeting September 18, 2023 | S. Binder | |
| | i) Public Notice regarding By-Law Revisions | | 17 |
| | (b) Student Learning, Well-being and Equity Meeting September 6, 2023 | S. Lewis | |
| | i) Student Achievement Plan (SAP) Recommendation | | 18 |
| | (c) Physical Planning, Finance and Building Meeting September 11, 2023 | K. Kramp | |
| | i) Amended Borrowing Resolution Recommendation | | 19 |
| | ii) Trustee Mileage Allocation Recommendation | | 23 |
| 13 | Report from Statutory Committee Reports | | |
| | (a) Audit Committee September 20, 2023 | A. Robertson | |
| | (b) Parent Involvement Committee | nil | |
| | (c) Special Education Advisory Committee | nil | |
| | (d) Supervised Alternative Learning | nil | |
| 14 | Report from Advisory Committee Reports | | |
| | (a) Accessibility Advisory | nil | |
| | (b) Equity and Inclusivity Advisory | nil | |
| | (c) Indigenous Education Advisory Committee | nil | |
| | (d) Student Discipline | nil | |
| | (e) Student Voice | nil | |
| 15 | Administrative Committee Reports | | |
| | (a) Information Technology Advisory | nil | |
| | (b) Mental Health Leadership Team | nil | |

| Item | Responsibility | Page # | |
|-------------|--|-------------------------------------|----|
| 16 | Ad Hoc Committee Report | nil | |
| 17 | Chair's Report | S. Binder | |
| 18 | Director's Report | K. MacIver | |
| 19 | HPEDSB Staff Reports | | |
| | (a) Enrolment Update | D. McFarlane | |
| | (b) Summer Learning and Mental Health Supports | T. Elliott/K. Dostaler/ K. Niemi | 25 |
| | (c) 2023 Ontario Scholars | K. MacIver | 29 |
| | (d) Multi Year Strategic Plan 2022-2023 Year End | K. MacIver/Senior Team | 30 |
| | (e) Boundary Review Ad Hoc Committee | N. Kishinchandani/ K. Horrigan | 31 |
| 20 | Calendar of Events – October 2023 | S. Binder | |
| | Trustee Events: nothing at this time | | |
| | Committee Meetings: | | |
| | (a) September 27, 2023 Supervised Alternative Learning | | |
| | (b) September 28, 2023 Special Education Advisory Committee | | |
| | (b) October 2, 2023 Student Learning, Well-Being and Equity Committee | | |
| | (c) October 4, 2023 Supervised Alternative Learning | | |
| | (d) October 10, 2023 Physical Planning, Finance and Building Committee | | |
| | (e) October 16, 2023 Governance and Policy Committee | | |
| | (f) October 18, 2023 Parent Involvement Committee | | |
| | (g) October 19, 2023 Supervised Alternative Learning | | |
| | Public School Events: | | |
| | (a) Bird's Creek Public School, Celebrate our Teachers Assembly, October 5 th ; Character Assembly-Integrity, October 6 th ; School wide wellness activity for Mental Health Day, October 10 th ; Bus Safety Training, October 25 th | | |
| | (b) CML Snider, hosting a booth at Pumpkin Fest, October 14 th ; Fun Friday Family Film Night October 20 th | | |
| | (c) Madoc Township School, District Cross Country October 4 th ; District Intermediate Boys and Girls Soccer October 11 th and 12 th ; School Council meeting October 11 th | | |
| | (f) North Hastings High School, Petroglyphs Provincial Park (Wolfpack trip) October 5 th ; Terry Fox Run throughout the day October 6 th ; Meet the Teacher night, October 19 th , 4:30 – 6:30 p.m. | | |
| | (f) York River Public School Otterpalooza- School Fundraiser- Thursday October 5 th . | | |
| 21 | Correspondence | nil | |
| 22 | Unfinished Business | nil | |
| 23 | Trustee Motions for Consideration | nil | |
| 24 | Trustee Notice of Motion | nil | |
| 25 | Adjournment | S. Binder | |

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

Student Trustees: L. Hung, S. Spencer, J. Webster

Absent:

Guests: Eastside Secondary School Guests,
S. Pudlis,

Resource: K. Donnell, K. Dostaler, T. Elliott, K. MacIver, K. Niemi, D. McFarlane, N. Pfeiffer

Minutes: D. Lucas, Executive Assistant

1. Call to order

Chair Binder called the meeting to order at 7:01 p.m. and welcomed everyone to the Public Board meeting.

2. Motion to convene into a closed Committee of the Whole – A special closed Committee of the Whole meeting was held earlier and will be discussed in item 10.

3. Reconvene to Regular Public Board meeting - not required

4. Acknowledgement of Traditional Lands

Student Trustee Webster offered the Land Acknowledgement.

5. Presentation: Eastside Secondary School - Skilled Trades Promotion

The presentation from Eastside Secondary School showcased various skilled trades and technology education options for students. These include Specialist High Skills Majors and the Ontario Youth Apprenticeship Program. Topics are Aviation and Aerospace, Manufacturing, Construction, Communications/Digital Media and Transportation Technology. Certifications students achieve include WHMIS, First Aid, CPR, Work at Heights, Elevated Platforms, Drone and Radio. Thank you to Jim Doyle, Teacher (communications); Matt Grunig, Teacher (aviation and manufacturing); Jacob Culp, Teacher (construction), Sean Pudlis, Experiential Learning Coordinator and students Ali Craig, Jonah Hope and Kendra Flindall.

6. Roll Call

Chair Binder requested a roll call of Trustees and Student Trustees. All members present.

7. Approval of the agenda

Mover: E. Charlton

Second: K. Kramp

That the agenda for the June 19, 2023 Regular Public Board Meeting be approved.

8. Conflict of Interest – None declared.

Carried

9. Consent Agenda Items

Recommendation

Mover: A. Robertson
 Seconder: K. Hambly

That the following Consent Agenda items be approved:

- (a) Regular Public Board Meeting Minutes May 23, 2023
- (b) Committee Meeting Minutes (for information only)
 - i) Audit November 14, 2022
 - ii) Special Education Advisory April 27, 2023
 - iii) Student Learning, Well-Being and Equity May 1, 2023
 - iv) Physical Planning, Finance and Building May 8, 2023
 - v) Governance and Policy May 15, 2023
 - vi) Equity and Inclusivity Advisory May 19, 2023
 - vii) Physical Planning, Finance and Building May 23, 2023
 - viii) Special Education Advisory May 31, 2023

Carried

10. Rise and Report from the Closed Committee of the Whole – Vice-chair Prinzen provided the following highlights:

- from the May 1, 2023 Committee of the Whole Closed session a Human Resource - Governance/Operational item was discussed,
- from the June 19, 2023 Committee of the Whole Closed session; a Human Resource item and a Property matter was discussed.

A recommendation from the closed Committee of the Whole meeting was brought forward to the Regular Public Board meeting for approval:

Recommendation:

Mover: R. Prinzen
 Seconder: E. Charlton

That the Hastings and Prince Edward District School Board approve the Agreement of Purchase and Sale of Queen Elizabeth School - Picton.

Carried

Superintendent Pfeiffer provided highlights of the agreement of Purchase and Sale of Queen Elizabeth School - Picton received on June 14, 2023 from Prince Edward County.

11. Report from External Organizations:

- (a) **Food for Learning Steering Committee** - Trustee Speck provided the following highlights from the Food for Learning Steering Committee:
 - elected a new chair for the Food for Learning Steering Committee, Joanne Belanger,
 - received the approved Memorandum of Understanding (MOU), between HPEDSB and HPE Learning Foundation,
 - discussed a plan to help schools mitigate the increased cost of food, and
 - shared highlights from the Student Benefit Silent Auction held on June 2, 2023, a total of \$22,000 was raised for Food for Learning programs.
- (b) **Ontario Public School Board Association (OPSBA)** – Trustee Robertson provided the following highlights from OPSBA:
 - presented the OPSBA Excellence Award to Nolan Steen. Nolan, one of 10 recipients of this award. Nolan provides tutoring services to students in Grade 1-12 in Belleville, Prince Edward County and Quinte West. Nolan graduated from Prince

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Edward Collegiate Institute in 2020 and is currently attending Queen's University in the ConEd Program.

- provided highlights from the OPSBA Annual General Meeting held June 8-10, 2023 with a number of Trustees in attendance,
- provided highlights from the OPSBA Board of Directors meeting held on June 8, 2023, and
- shared a number of upcoming OPSBA events.

12. Standing Committee Reports:

(a) Governance and Policy Committee - Chair Binder shared highlights from the June 12, 2023 meeting:

- Two recommendations from the Governance and Policy Committee were brought forward for Board approval.

Recommendation:

Mover: K. Hambly

Second: S. Maracle

That the Hastings and Prince Edward District School Board approve the Annual Schedule of Meetings for 2023-2024

Carried

Recommendation

Mover: S. Maracle

Second: K. Hambly

That the Hastings and Prince Edward District School Board approve Policy XX Trustee Honoraria, Expenses and Hospitality.

Carried

(b) Student Learning, Well-Being and Equity Committee – Trustee Lewis shared highlights from the May 29, 2023 meeting:

- reviewed mathematics teaching and learning supports and practices provided to teachers, administrators and early childhood educators throughout the year,
- reviewed an update on Quinte Adult Education,
- reviewed a process for collecting and determining student special education needs and priorities,
- reviewed the draft 2023-2024 annual schedule of meeting dates.

(c) Physical Planning, Finance and Building Committee – Trustee Kramp provided the following highlights from the June 5, 2023 meeting:

- reviewed the Interim Financial Report as of April 30, 2023, and
- approved a recommendation to go forward to the Board on the 2023-2024 Budget.

Recommendation:

Mover: K. Kramp

Second: E. Charlton

That the Hastings and Prince Edward District School Board approve the 2023-2024 Budget.

Carried

Superintendent Pfeiffer and Senior Finance Manager Tracey Rogers provided highlights of the 2023-2024 Budget and responded to Trustees questions.

13. Statutory Committee Reports:

(a) Audit Committee - Trustee Robertson provided the following highlights from the June 7, 2023 meeting:

- reviewed a report on the Regional Internal Audit update,
- reviewed a report on the 2023-2024 proposed committee meeting dates,
- approved a recommendation of the Internal Audit Charter, and
- approved a recommendation of the External Auditor's Plan

Recommendation:

Mover: S. Maracle
Seconder: A. Robertson

That the Hastings and Prince Edward District School Board approve the 2022-2023 Regional Internal Audit Team Charter.

Carried

Recommendation:

Mover: A. Robertson
Seconder: K. Hambly

That the Hastings and Prince Edward District School Board approve the External Auditor's Audit Plan for the 2022-2023 fiscal year end.

Carried

(b) Parent Involvement Committee –Trustee Speck shared highlights from the May 30, 2023 meeting:

- received an update on the Family Symposium that was to take place on May 25, 2025, however due to low registration, the event was canceled, and
- reviewed a process for the next school to share school council reports and information gathering for fundraising ideas.

(c) Special Education Advisory Committee – Chair Binder shared highlights from the May 31, 2023 and June 8, 2023 meetings:

- received an update on summer learning and mental health supports,
- received an update on Education and Community Partnership Program (ECP),
- reviewed a process for collecting and determining student special education needs and priorities,
- received a demonstration on ChatGBT,
- reviewed goal setting for 2023-2024, and
- received updates from Mental Health, Individual Education Plans, and Early Years.

(d) Supervised Alternative Learning Committee – Trustee Hambly shared highlights from the June 7, 2023 meeting:

- reviewed the past year; a total of 72 students approved for SAL, with many successful outcomes.

14. Advisory Committee Reports:

(a) Accessibility Advisory Committee – no report

(b) Equity and Inclusivity Advisory Committee – Trustee Charlton shared highlights from the June 14, 2023 meeting:

- received an overview of the English Language Learners (ELL) program,
- received feedback regarding HPEDSB Commemorative Dates and next steps,
- received an update regarding school climate teams for the 2023-2024 school year, and

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- received information on the Equity Action Plan action items.
- (c) Indigenous Education Advisory Committee – Trustee Maracle shared highlights from the June 7, 2023 meeting:
 - received a synopsis of the 2022-2023 Indigenous Education Program,
 - discussed the deferred revenue that Indigenous Education program currently has and areas where it could be spent,
 - received information regarding two new Indigenous Graduation Coaches that will be hired.
- (d) Student Discipline Committee – no report
- (e) Student Voice Committee – Student Trustees provided the following highlights:
 - provided a wrap-up of actions and activities throughout the school year.

15. Administrative Committee Reports

- (a) Information Technology Advisory Committee – no report
- (b) Mental Health Leadership Team - no report

16. Ad Hoc Committee Report - no report

17. Chair's Report - Report included the following highlights:

- acknowledged the outgoing student trustees and presented them with a certificate of appreciation for all their hard work and dedication during the past year. Outgoing Student Trustees, Lawson Hung, Trenton High School and Shoshannah Spencer, Centennial Secondary School are graduating and moving forward to their chosen futures. Julia Webster, Eastside Secondary School will be returning for a second term along with new student trustees, Clara Vance, North Hastings High School, representing Indigenous Students; and Aashvi Shah, Centennial Secondary School.
- attended a Human Trafficking seminar on May 29, 2023, provided by the OPP.

18. Director's Report – Report included the following highlights:

- celebrating students as they prepare to transition to new grades in the fall along with secondary school graduation ceremonies on June 29, 2023,
- attended the Loyalist College Convocation Dinner, celebrating the award winners and valedictorians from this year,
- participated in the Belleville Pride Parade on June 10, 2023,
- attended a wonderful retirement dinner and celebration on June 15, 2023 to celebrate employees who are retiring,
- shared planning for next school year, currently in progress with priorities remaining the same - raising the bar and equity in math, literacy and destreaming, and
- received confirmation that Bill 98 the *Better Schools and Student Outcomes Act* received royal assent on June 8, 2023.

19. HPEDSB Staff Reports:

- (a) Skilled Trades in HPEDSB: Report included a summary of the skilled trades in HPEDSB and the significant growth in students selecting trades-related courses. To review the report, click [here](#) and go to page 113.
- (b) Borrowing Resolution:
A recommendation from Report 19(b) comes forward to the Regular Public Board meeting for approval:

Recommendation:

Mover: A. Robertson

Seconder: E. Charlton

That the Hastings and Prince Edward District School Board approve the various borrowing resolutions in order to meet 2023-2024 operating and capital expenditures of the board.

- Authorizing the borrowing of a sum of up to \$27,015,476 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 \$7,496,600 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 \$1,444,360 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 \$9,720,020 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 \$1,697,000 from the Canadian Imperial Bank of Commerce, in order to meet short-term borrowing requirements for various school improvements under the CVRIS program.

Carried

Superintendent Pfeiffer provided highlights of various borrowing resolutions in order to meet the 2023-2024 operating and capital expenditures. To review the report, click [here](#) and go to page 117.

20. Calendar of Events and meetings:

Committee meetings and school events will resume in September.

21. Correspondence – nil

22. Unfinished Business – nil

23. Trustee Motions for Consideration - nil

24. Trustee Notice of Motions - nil

25. Meeting adjourned at 9:14 p.m.

Chair

Secretary

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

Student Trustees:

Absent: E. Charlton, E. Parsons

Resource: K. Donnell, K. Dostaler, T. Elliott, K. MacIver, D. McFarlane,

Minutes: D. Lucas, Executive Assistant

1. Call to order

Chair Binder called the meeting to order at 4:00 p.m. and welcomed everyone to the Public Board meeting.

2. Motion to convene into a special closed Committee of the Whole

Moved: K. Hambly

Seconded: A. Robertson

The Special Public Board meeting moved into a special closed Committee of the Whole meeting at 4:01 p.m.

Carried

3. Reconvene to Special Public Board meeting - The special Public Board meeting reconvened at 4:11 p.m.

4. Acknowledgement of Traditional Lands

Trustee Robertson offered the Land Acknowledgement.

5. Roll Call

Chair Binder requested a roll call of Trustees and Student Trustees. All members present, with the exception of Trustee Charlton and Trustee Parsons.

6. Approval of the agenda

Mover: A. Robertson

Seconded: K. Hambly

That the agenda for the July 11, 2023 Special Public Board Meeting be approved.

Carried

7. Conflict of Interest – None declared.

8. Rise and Report from the Special Closed Committee of the Whole Meeting - Vice-chair Prinzen provided the following highlights:

- at the July 11, 2023 Special Committee of the Whole Closed session a Human Resource item was discussed with a recommendation to bring forward to the Special Public Board Meeting.

Recommendation

Mover: A. Robertson

Seconder: K. Kramp

That the Hastings and Prince Edward District School Board approve the appointment of Narin Kishinchandani as Superintendent of Business Services and Treasurer with a personal service contract effective September 1, 2023.

Carried

9. Meeting adjourned at 4:14 p.m.

Chair

Secretary

DRAFT

Members present: K. Kramp, R. Prinzen, A. Robertson, J. Edmonds

Regrets: K. Egan

Absent: None

Guests: G. Champagne, L. Huber, P. L'Orfano, G. Segu

Resources: K. MacIver, N. Pfeiffer, T. Rodgers

Minutes: J. McLaren, Executive Assistant

1. Call to order

The meeting was called to order at 3:31 p.m. by Superintendent Pfeiffer.

Nominations were called for the position of Chair of the Audit Committee. Trustees Robertson and Prinzen were nominated, and an election by ballot was conducted. Trustee Robertson was elected as Chair of the Audit Committee.

2. Acknowledgement of Traditional Lands

Trustee Robertson offered the Land Acknowledgement.

3. Roll Call

Chair Robertson requested a roll call of Trustees.

4. Approval of agenda

Moved: K. Kramp

Seconded: R. Prinzen

That the agenda be approved for Wednesday, June 7, 2023.

Carried

5. Declarations of Conflict of Interest

None.

6. Approval of Minutes from Previous Meeting

Moved: J. Edmonds

Seconded: R. Prinzen

That the minutes of the Monday, November 14, 2022 meeting be approved.

Carried

7. Committee Reports

Regional Internal Audit Update

Superintendent Pfeiffer and Genevieve Segu, Regional Internal Audit Manager (RIAM) referred to Report 7(a), dated June 7, 2023.

Clarification/discussion items included:

- A question arose as to whether Bill 98 would be reviewed. It was advised that the Bill is not part of the compliance for 2023-2024.

Internal Audit Charter

Superintendent Pfeiffer and Genevieve Segu (RIAM) referred to Report 7(b), dated June 7, 2023.

That the Audit Committee recommend that Hastings and Prince Edward District School Board approve the Regional Internal Audit Charter.

Moved: R. Prinzen
Seconded: K. Kramp

Carried

Clarification/discussion items included:

- A question was raised regarding the number of school boards the internal auditor provides service to. It was confirmed that nine English speaking Eastern Ontario school boards and all French-speaking Eastern Ontario school boards receive their service.

External Auditor's Plan

Superintendent Pfeiffer and Lori Huber from KPMG LLP referred to Report 7(c), dated June 7, 2023.

That the Audit Committee recommend that Hastings and Prince Edward District School Board approve the External Auditor's Plan.

Moved: K. Kramp
Seconded: R. Prinzen

Carried

Clarification/discussion items included:

- A question arose regarding sharing of documents and whether there were issues with the process not being fully electronic. HPEDSB is currently in the very early stages of implementing an enterprise resource management (ERP) system.
- Clarification was requested regarding proposed fees and who determines them. It was advised that it is difficult to provide an estimate, but a conversation will take place with management to discuss time spent on projects.

2023-2024 Proposed Meeting Dates

Superintendent Pfeiffer referred to Report 8(a), dated June 7, 2023.

Clarification/discussion items included:

- A concern was raised regarding the proposed November committee date and whether there would be a delay in receiving information. It was advised that the recommended date remains November 8, 2023, and that dates can be added if necessary.

8. Notice of Motion

None.

9. Correspondence

None.

10. Adjournment

The meeting adjourned at 4:24 p.m. The next meeting is proposed for Wednesday, September 20, 2023.



**Physical Planning, Finance and Building Committee
Public Session Minutes
June 5, 2023**

Members present: S. Binder, E. Charlton (Vice-Chair), K. Hambly, L. Hung (Student Trustee), K. Kramp (Chair), A. Robertson

Regrets: K. Horrigan

Absent: None

Guests: None

Resources: K. Donnell, K. MacIver, D. McFarlane, N. Pfeiffer, T. Rodgers

Minutes: J. McLaren, Executive Assistant

1. Call to order

The meeting was called to order at 3:30 p.m. by Chair Kramp.

2. Motion to Convene into a Closed Session

Moved: K. Hambly

Seconded: A. Robertson

That the Physical Planning, Finance and Building Committee convening to a closed session be approved for Monday, June 5, 2023.

Carried

3. Reconvene to the Public Physical Planning, Finance and Building Committee Meeting

The public session reconvened at 3:57 p.m.

4. Acknowledgement of Traditional Lands

Trustee Binder offered the Land Acknowledgement.

5. Roll Call

Chair Kramp requested a roll call of Trustees.

6. Approval of agenda

Moved: K. Hambly

Seconded: S. Binder

That the agenda be approved for Monday, June 5, 2023.

Carried

7. Declarations of Conflict of Interest

None.

8. Delegations

None.

9. Approval of Minutes from Previous Meeting

Moved: A. Robertson

Seconded: K. Hambly

That the minutes of the Tuesday, May 23, 2023 meeting be approved.

Carried

10. Staff Reports

Interim Financial Report as at April 30, 2023

Superintendent Pfeiffer referred to Report 10(a), dated June 5, 2023.

Clarification/discussion items included:

- A question arose regarding how supply costs are translated (supply cost vs. staff). It was confirmed that \$7.8 million is equal to approximately 94-95 staff.

2023-2024 Budget

Superintendent Pfeiffer referred to Report 10(b), dated June 5, 2023.

That the Physical Planning, Finance and Building Committee recommend the Hastings and Prince Edward District School Board approve the 2023-2024 budget.

Moved: S. Binder

Seconded: A. Robertson

Carried

Clarification/discussion items included:

- A question arose regarding staff deployment to schools that traditionally have greater student needs. It was clarified that while core staffing complies with class size regulations, collective agreements, etc., there is a Joint Staffing Committee (JSC) who meet to review and consider school needs and staff deployment and provide feedback to the senior team for consideration.
- Clarification was sought regarding staffing reductions at the board office, the deployment of central staff to schools and whether there would be an opportunity for those deployed to potentially support at multiple schools. It was advised that HPEDSB is waiting to hear final decisions and details from the Ministry but that less flexibility is anticipated.

11. Trustee Motions for Consideration (Introduced at Previous Meeting)

None.

12. Trustee Notices of Motion (Discussion for Next Meeting)

None.

13. Adjournment

The meeting adjourned at 4:54 p.m. The next meeting will be on Monday, September 11, 2023.

Members present: S. Binder, K. Hambly, S. Lewis, S. Maracle, R. Prinzen

Absent:

Student Trustee: J. Webster

Resources: K. Donnell, K. MacIver

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

1. Call to Order

Chair Binder called the meeting to order at 3:00 p.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

Trustee Lewis offered the Land Acknowledgement.

5. Roll Call

Chair Binder requested a roll call of committee members, all members present.

6. Approval of agenda

Moved: K. Hambly

Seconded: S. Maracle

That the agenda for June 12, 2023 be approved.

Carried

7. Declaration of Conflict of Interest - none declared

8. Approval of minutes

Moved: K. Hambly

Seconded: S. Maracle

That the minutes from the May 15, 2023 meeting be approved.

Carried

9. Delegations - none

10. Report from Staff

(a) Annual Schedule of Meeting Dates 2023-2024

Director MacIver noted that the annual schedule of meeting dates has been shared with all Standing, Statutory and Advisory Committees. A final recommendation will go forward to the Board in June once approved by the Governance and Policy Committee.

Recommendation:

Moved: K. Hambly

Seconded: S. Maracle

That the Governance and Policy Committee recommend the Hastings and Prince Edward District School Board approve the Annual Schedule of Meetings for 2023-2024.

Carried**(b) Policy XX: Trustee Honoraria, Expenses and Hospitality Expenditures**

Director MacIver noted that this draft policy was sent out to union leaders and for public consultation, with only one public feedback received, no further revisions are required. A final recommendation will go forward to the Board in June once approved by the Governance and Policy Committee.

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

That the Governance and Policy Committee recommend the Hastings and Prince Edward District School Board approve Policy XX: Trustee Honoraria, Expenses and Hospitality Expenditures.

Carried**(c) Draft Agenda****(i) Public Board Meeting June 23 2023 highlights:**

- Skilled Trades Promotion
- OPSBA Presentation - Award of Excellence
- Annual Schedule of Meeting Dates 2023-2024 Recommendation
- 2023-2024 Budget Recommendation
- Internal Audit Charter Recommendation
- External Auditor's Plan Recommendation
- Presentation to outgoing Student Trustees
- Skilled Trades Development Report
- Borrowing Resolution Recommendation

Discussions took place to take into consideration a couple of items on the Board agenda, they are:

- revise the Board agenda format to include External Organizations and Administrative Advisory Committees as consent agenda items, and
- hyperlink approved minutes to the agenda, rather than to provide hard copies in the agenda package.

It was suggested that this item come forward for further discussion at the September 18, 2023 Governance and Policy Committee.

Discussions around Trustee Professional Development; it was suggested that we reach out to see if Marion Thomson-Howell would be available to provide a professional development opportunity on "Effective Meetings", in the fall. Feedback would be provided at the September 18, 2023 Governance and Policy Committee.

11. Trustee Motions for Considerations – nil**12. Trustee Notices of Motion – nil**

13. Correspondence - Chair Binder acknowledged the correspondence received from Ontario School Safety (OSS) on May 29, 2023, and noted that she would send out a thank you acknowledging receipt.

14. Adjournment - the meeting adjourned at 3:35 p.m.

Decision X Information

To: Hastings and Prince Edward District School Board

From: Shannon Binder, Chair of Governance and Policy Committee

Re: **Public Notice regarding By-Laws Revisions**

Purpose

At the Governance and Policy Committee meeting held on September 18, 2023, a recommendation came forward to give public notice regarding HPEDSB By-Law Revisions..

Link to Strategic Plan

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

Background

The HPEDSB By-Laws were approved by the Board of Trustees in September 2022. By-Laws are in place to support a policy model of governance, prescribe the actions of Members and Student Trustees and advance democratic decision-making through fair and respectful dialogue and debate.

Current situation

After using the By-Laws for one Board year, there are a few items that need clarification and/or remedy. This is not meant to be a full review, nor change the By-Laws substantively, but to address certain items.

Advance written notice at a regular Board meeting is necessary to make changes to the By-Law at the subsequent meeting.

Recommendation

Moved:

Seconded:

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 October 23, 2023, Regular Public Board meeting for review and approval.

Decision X Information

To: Hastings and Prince Edward District School Board

From: Stacey Lewis, Chair, Student Learning, Well-being and Equity Committee

Re: **Student Achievement Plan (SAP)**

Purpose

To bring forth a recommendation that the Hastings and Prince Edward District School Board (HPEDSB) acknowledge that the three provincial priorities for education specific to student achievement, outlined in *The Better Schools and Student Outcomes Act, 2023*, are embedded in the current HPEDSB 2020-2025 Multi-year Strategic Plan.

Link to Strategic Plan

1.1 – Decisions will be made from a student-centered approach considering the impact on students.
5.3 – Improve public relations by providing information that is timely, transparent, and accessible for all.

Background

With the passing of *The Better Schools and Student Outcomes Act, 2023*, the Ministry of Education has established a regulation on provincial priorities for education specific to student achievement that prescribes three priorities:

- Achievement of Learning Outcomes in Core Academic Skills;
- Preparation of Students for Future Success; and,
- Student Engagement and Well-being.

At the Student Learning, Well-being and Equity Committee Meeting on September 6, 2023, members reviewed these priorities in relation to student learning, well-being and equity priorities outlined in the HPEDSB 2020-2025 Strategic Plan.

Current situation

The members of the Student Learning, Well-being and Equity Committee acknowledge that the Ministry of Education priorities for education and student achievement are embedded within the HPEDSB 2020-2025 Multi-year Strategic Plan.

Recommendation

Moved:

Seconded:

That Hastings and Prince Edward District School Board acknowledge that the three Provincial Priorities are embedded and serve as the foundation for the current 2020-2025 HPEDSB Multi-year Strategic Plan.

Decision X Information

To: Hastings and Prince Edward District School Board

From: Kari Kramp, Chair of Physical Planning, Finance and Building Committee

Re: Borrowing Resolution Amendment #3 to the Credit Agreement dated September 20, 2021

Purpose

The purpose of this report is to recommend approval of an amendment to the credit agreement to meet the 2023-2024 capital expenditures of Hastings and Prince Edward District School Board (HPEDSB).

Link to Strategic Plan

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

Background

Ensuring effective management of all resources is a strategic priority for HPEDSB. Part of the effective management of all resources includes establishing various credit facilities with HPEDSB's financial institution to meet the operating and capital expenditures of the board until funds are received from the Ministry.

Current Situation

From time to time, the credit agreement requires amending to reflect changes in funding and expenditures. These amendments are shown in Appendix B. Until the capital grant payments are received, HPEDSB is required to have a capital borrowing resolution, as shown in Appendix A, in place to provide cash flow for the cost of construction.

Demand Bridge Loan – Easthill Elementary School (EES)

On March 13, 2018, HPEDSB received an approved funding letter from the Ministry to construct a 472-pupil place replacement elementary school for Queen Elizabeth Public School along with a 3-room childcare centre (1 infant, 1 toddler and 1 preschool) to support the consolidation of Queen Victoria School.

HPEDSB received additional funding from the Ministry in April 2021 in the amount of \$934,592 to support the cost of the demolition of Queen Elizabeth Public School and unique site costs for the project and again in September 2021 in the amount of \$2,202,157 to support the additional construction costs.

HPEDSB received additional Capital Priorities funding from the Ministry in May 2023 in the amount of \$1,886,344 to support the additional cost of construction.

Based on Ministry approval, the amount for the Easthill Elementary School bridge loan is set at \$11,606,364.

Recommendation

Moved:

Seconded:

That the Hastings and Prince Edward District School Board approve the borrowing resolution in order to meet 2023-2024 capital expenditures of the board.

- **Authorizing the borrowing of a sum of up to \$11,606,364 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.**

Appendices

Appendix A – Borrowing Resolution

Appendix B – Amendment #3 to the Credit Agreement dated September 20, 2021

HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD
BORROWING RESOLUTION

Credit H: Demand Bridge Loan – Easthill Elementary School

WHEREAS the Hastings and Prince Edward District School Board (hereinafter called the Board) finds it necessary to borrow up to the sum of \$11,606,364 by way of a demand bridge loan for the demolition of an existing building and the construction of a new K-8 elementary school on the Queen Elizabeth (Belleville) site under the Capital Priorities Grant, Full Day Kindergarten and Child Care programs.

AND WHEREAS the estimated current revenues of the Board have not yet been received or fully received and such revenues hereafter to be received are sufficient to repay all unpaid sums borrowed hereunder and interest thereon:

THEREFORE the Board enacts as follows:

1. That the Chair and Treasurer are hereby authorized on behalf of the Board, pursuant to the orders to borrow by way of a demand bridge loan, a sum or sums not exceeding the aggregate of \$11,606,364 to meet capital expenditures of the Board 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, and are hereby authorized to give, on behalf of the Board, to the lender a promissory note or credit agreement signed by the Chair and Treasurer for the monies borrowed hereunder with interest and other charges that may be agreed upon from time to time with the bank.
2. The Treasurer of the Board is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all monies comprising of current revenue of the Board hereafter received.

We hereby certify that the foregoing is a true and complete copy of a resolution of the board in the Province of Ontario, duly passed at a meeting of the board and that this resolution is in full force and effect.

DATED this 25th day of September 2023.

WITNESS the corporate seal

(Seal)

Chair

Treasurer



David Cohen, Manager
Public Sector and Not-for-Profit Group
222 Queen Street, 2nd Floor
Ottawa, Ontario K1P 5V9

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

Attention: Ms. Katherine MacIver, Director of Education

**Amendment # 3 to the Credit Agreement dated September 20, 2021 (the "Agreement")
between Canadian Imperial Bank of Commerce ("CIBC") and
Hastings and Prince Edward District School Board (the "Borrower")**

Amendments. The Agreement is amended as follows:

The following section of **Credit H: Demand Bridge Loan – Easthill Elementary** is amended, as follows:

Loan Amount: \$11,606,364

All other terms and conditions under the Agreement remain unchanged.

Please indicate your acceptance of these terms by signing below and returning the enclosed copy to our attention no later than **September 30, 2023**

Confirmation: As revised by this Amendment, the Agreement remains in full force.

Dated as of: **August 24, 2023**

| For CIBC: | | For the Borrower: | |
|---|---|-------------------|--------|
| By: | By: | By: | By: |
|  |  | | |
| Name: David Cohen | Name: Doug Mara | Name: | Name: |
| Title: Authorized signatory | Title: Authorized Signatory | Title: | Title: |

Decision X Information

To: Hastings and Prince Edward District School Board

From: Kari Kramp, Chair of Physical Planning, Finance and Building Committee

Re: Proposed Trustee Mileage Allocation

Purpose

A recommendation came forward from the Physical Planning, Finance and Building Committee to approve proposed trustee mileage allocation to differentiate the distances travelled.

Link to Strategic Plan

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

Background

Due to the varied distances trustees are required to drive depending on their location, a proposed trustee mileage calculation is attached for consideration.

Recommendation

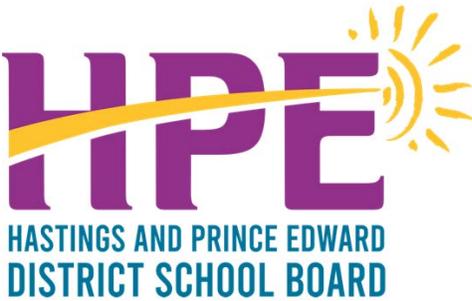
Moved:

Seconded:

That the Hastings and Prince Edward District School Board approve the proposed trustee mileage allocation to differentiate the distances travelled. This allocation will be reviewed annually after the Organization Meeting held in November.

Appendices

Appendix A – Proposed Trustee Mileage Allocation



PROPOSED TRUSTEE MILEAGE

| | Distance KM (Home to Board Rtn) | Meeting KM (10 Board & 15 Committee) | Base KM | Chair Allowance (10 meetings) | Financial Allocation |
|------------------------------|---------------------------------|--------------------------------------|-------------|-------------------------------|----------------------|
| South Prince Edward | 120 | 3000 | 500 | | \$2,380.00 |
| Mohawks of the Bay of Quinte | 45 | 1125 | 500 | | \$1,105.00 |
| Belleville/Thurlow | 2 | 50 | 500 | | \$374.00 |
| Central Hastings | 88 | 2200 | 500 | | \$1,836.00 |
| Trenton/CFB Trenton | 17 | 425 | 500 | | \$629.00 |
| North Hastings | 232 | 5800 | 500 | | \$4,284.00 |
| Belleville/Thurlow | 22 | 550 | 500 | | \$714.00 |
| North Prince Edward | 40 | 1000 | 500 | | \$1,020.00 |
| Southeast Hastings | 80 | 2000 | 500 | 800 | \$2,244.00 |
| Sidney/Frankford | 42 | 1050 | 500 | | \$1,054.00 |
| | | | | | |
| | | | | | |
| TOTALS: | 688 | 17200 | 5000 | 800 | \$15,640.00 |
| | | | | | |
| | | | | | |
| | | | | | |

To: Hastings and Prince Edward District School Board

From: Ken Dostaler, Superintendent of Education, Student Services
Tina Elliott, Superintendent of Education, Curriculum Services
Kristen Niemi, Superintendent of Education, Innovation and Inclusion Services

Re: Summer Learning and Mental Health Supports

Purpose

To provide an update of the Summer Learning and Mental Health supports delivered to students in 2023.

Background

Annually, Hastings and Prince Edward District School Board (HPEDSB) offers elementary and secondary summer learning programs focused on supporting student academic growth and the provision of services to offer continuity to access of mental health supports. These opportunities for academic and mental health support were made possible through targeted funding provided by the Ministry of Education.

The Summer Learning Programs and Mental Health Supports align with ongoing system and school level strategies, as identified in School Improvement Plans, the Board Improvement Plan, and the [Strategic Plan](#).

Current Situation

Academic supports

Summer learning opportunities were provided to students in grades K-12 during the 2023 summer learning period that ran from July 4 - July 29, 2023. Learning experiences were offered through virtual and in-person platforms. The following academic outcomes have been achieved by the provision of summer learning programs:

- Students' learning gaps from the previous school year were reduced, resulting in increased skill acquisition in literacy and mathematics;
- Students were supported in cross-panel transitions through the provision of reach ahead credit opportunities;
- Indigenous students from North Hastings High School (NHHS) were supported in the transition from Grade 8 to 9 through their participation in an Indigenous Culture camp focused on relationship building and cultural celebration, which also supported the acquisition of a Grade 9 reach-ahead credit;
- Students earned increased credits toward graduation.

The details pertaining to the students served, staff employed, and specific outcomes of each program are found in Appendix A.

Special Education and Mental Health

Mental Health Supports

- School-based regulated mental health professionals (social worker and social service workers) provided direct support to students on existing caseloads in the North Hasting and Centre Hastings areas and responded to crisis situations. The social service

workers also provided support at a Heal with Horses camp in August 2023. Jolie Brant, Mental Health Lead, provided supervision for these employees during the summer.

Heal with Horses Camp

- The Student Services team worked in collaboration with Heal with Horses (HWH) Therapeutic Centre to offer students the opportunity to attend camp in August 2023. Heal with Horses is located in Hillier and is a registered Canadian charity dedicated to providing horse and small animal-related activities and programs. The camp ran from August 21 to August 24, 2023 and nine students, ages 8 to 12 years of age, were able to attend along with two HPEDSB social service workers, and the mental health lead. This was a land-based wellness camp, teaching/sharing the spiritual, emotional, physical and mental benefits to being on the land with animals, outside in nature.

Mental Health Student Wellbeing Champion training

- The Wellbeing Champion training was August 14, 15, and 16, 2023. Seventeen students attended the training. The School Mental Health Ontario (SMHO) training was led by the mental health lead using the SMHO Student in Action mental health literacy course. The training program provided students with the tools to help them become well-being champions in their schools.

Youth Summit

- The Youth Summit for mental health took place on August 17, 2023 and 30 HPEDSB students attended the youth-led training.

Summer Learning for Students with Special Education Needs

- HPEDSB hired staffing resources to support students with special education needs in summer 2023 program offerings. Staff included teachers with special education qualifications, regulated mental health professionals and paraprofessionals.

Transition Back to School Program

- Transition Back to School Programs and supports were established prior to the start of the 2023-2024 school year for students with special education needs and mental health concerns. HPEDSB employed social workers, social services workers along with behaviour support services team members worked with students and families prior to the start of the 2023-24 school year.

Next steps

- Implement the requirements included in Policy/Program Memorandum 169: Student Mental Health by continuing to engage in partnerships with local agencies on program delivery with student success as the goal.
- Continue to build on the gap closing measures initiated within summer learning opportunities to enhance continued student engagement and success, Kindergarten to Grade 12.
- Continue to communicate with the system on program options and the transition process for all learners.

Appendix A: Overview of Specific Summer Learning Academic Programs

| Learning Program | Students Served | Staff Involved |
|--|--|---|
| CODE and Summer Learning for Students with Special Education Needs, K-3 | <ul style="list-style-type: none"> ● 8 classes across 8 sites <ul style="list-style-type: none"> ○ Deseronto P.S. ○ Marmora P.S. ○ Prince Edward Collegiate Institute ○ Prince Charles Belleville ○ Queen Victoria School ○ Trent River P.S. ○ York River P.S. ○ Virtual ● 152 Students | <ul style="list-style-type: none"> ● 17 teachers ● principal ● Curriculum Services coordinators |
| <p>Outcomes:</p> <ul style="list-style-type: none"> ● Diagnostic assessment data for each child documented specific student learning needs, reflecting the precision of schools to prioritize students requiring further intervention to mitigate gap widening, as well as, identifying the specific skills needing remediation. ● Staffing classes with two teachers/ class enhanced opportunities for international small group interventions and individualized instruction by educators trained specifically in early reading and mathematics foundational skill building. ● Student learning portraits were created based upon collected pre and post assessment data and shared with home schools to support continued precision in developing foundational math and literacy skills within this current school year. ● Classes placed a focus on building a caring community to foster increased student confidence and motivation and also to engage parents/families/caregivers in joining the class to learn and transfer strategies to support literacy and math skill development at home. | | |
| Continuing Education, Gr. 8-12 | 18 eLearning Classes 1 Coop class 3 Dual Credit courses @ Loyalist College 513 HPEDSB students registered 107 non-HPEDSB students registered 229 HPEDSB students registered in out of board e-courses 24 students waitlisted (did not find a seat) 398 credits earned | <ul style="list-style-type: none"> ● Continuing Education coordinator ● Support staff ● 20 teachers ● principal |

Outcomes:

- 20 Grade 8 students took reach ahead courses, 100% success rate
- 32 students in Dual Credits at Loyalist, 100% success rate
- Overall, 92% success rate for students taking HPE elearning courses (OeLC avg 89%)
- Strong participation and interest in French Immersion summer course options
- 229 HPE students went out of board for an online summer course with a 82% success rate.
- 107 out of board students took HPE online summer course with 96% success rate
- 284 HPE students took HPE online summer courses with a 85% success rate.

Decision Information

To: Hastings and Prince Edward District School Board

From: Director of Education, Katherine MacIver

Re: 2023 Ontario Scholars

PURPOSE

At the end of June each school year, names of students are submitted to the Director's Office who received Ontario Scholar status at graduation. An Ontario Scholar has achieved six grade 12 credits with a percentage of 80% average or higher. In June 2023, there were a total of 336 students across HPEDSB eligible for this provincial award.

| SCHOOL | # of Graduating Students 2022 | % of Graduating Students receiving Ontario Scholar 2022 | # of Graduating Students 2023 | % of Graduating Students receiving Ontario Scholar 2023 |
|------------------------------------|-------------------------------|---|-------------------------------|---|
| Bayside Secondary School | 202 | 46.5% | 177 | 38% |
| Centennial Secondary School | 190 | 47% | 166 | 34% |
| Central Hastings School | 104 | 40% | 94 | 34% |
| Eastside Secondary School | 206 | 46% | 187 | 46.5% |
| North Hastings High School | 100 | 29% | 88 | 29.5% |
| Prince Edward Collegiate Institute | 95 | 39% | 96 | 34% |
| Trenton High School | 79 | 37% | 87 | 38% |

Decision ___ Information X

To: Hastings and Prince Edward District School Board

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

Re: **2022 - 2023 Year End Strategic Plan Review**

Purpose

To provide the Board of Trustees with a progress update on the goals of the HPEDSB 2020-2025 Strategic Plan.

Link to Strategic Plan

All five goals of the Strategic Plan are linked to this report.

Background

In February 2023, the senior team brought a mid-year update on progress to the Board of Trustees. While staff and committee reports throughout the Board year are reflective of progress, twice a year there is a scheduled report to review progress.

With the passing of *The Better Schools and Student Outcomes Act, 2023*, the Ministry of Education has established a regulation on provincial priorities for education that prescribes three priorities:

- Achievement of Learning Outcomes in Core Academic Skills;
- Preparation of Students for Future Success; and,
- Student Engagement and Well-being.

School boards are expected to design a multi-year Student Achievement Plan (SAP) and are required to adopt these priorities into their trustee-approved multi-year strategic plans.

Current situation

Staff will review development and progress from the 2022-2023 school year towards meeting the goals of the 2020-2025 Strategic Plan. Further analysis and data will be shared with the Board of Trustees when the Student Achievement Plan has been developed. Staff are currently awaiting templates and further direction from the Ministry of Education.

Decision X Information

To: Hastings and Prince Edward District School Board

From: Narin Kishinchandani, Superintendent, Business Services
Kim Horrigan, Senior Manager, Facility Services

Re: Boundary Review Ad Hoc Committee

Purpose

The purpose of this report is to identify two Trustees to serve on the Boundary Review Ad Hoc Committees; one for Harmony-Foxboro and one for Bayside-Trenton.

Link to Strategic Plan

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

Background

An updated report was provided at the Physical Planning, Finance and Building Committee meeting on September 11, 2023, related to long-term capital and accommodation planning. The report indicated that a Boundary Review Ad Hoc Committee (BRAC) would be created to assist with the boundary review process for the Harmony-Foxboro and the Bayside-Trenton areas.

Current situation

The Boundary Review Ad Hoc Committees (BRACs) will support the School Boundary Review process and serve as a conduit for open communication.

The BRACs will:

- provide local insight and considerations, as well as support communication between the respective school communities, neighbourhoods, and School Board Administration;
- enhance the School Boundary Review process through functional analysis of technical recommendations provided by the community and School Board Administration; and
- determine the final recommendation(s) of the School Boundary Review to be presented to the Board of Trustees for decision.

Each of the two BRACs will consist of the following:

- one Superintendent of Education (Chair);
- Superintendent of Business Services;
- one Principal from the schools included in the Boundary Review;
- a School Council representative from each school impacted;
- community representatives as deemed appropriate; and
- one Board member as an ad hoc committee member.

Recommendation

Moved:

Seconded:

That the Hastings and Prince Edward District School Board approve the following Trustee representatives to the Boundary Review Ad Hoc Committees (BRACs):

- (1) _____ for the Harmony-Foxboro area
- (2) _____ for the Bayside-Trenton area