

AGENDA

Regular Public Board Meeting		Monday, March 25, 2024	
Item		Responsibility	Page #
1	Call to Order – 6:00 p.m.	S. Binder	
2	Acknowledgment of Traditional Lands	A. Shah	
3	Presentation: Prince Charles Belleville - Reading Presentation	T. Elliott	
4	Motion to Convene into Closed Committee of the Whole	S. Binder	
5	Reconvene to Regular Public Board Meeting	S. Binder	
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) Special Public Board Meeting Minutes February 15, 2024		3
	(b) Regular Public Board Meeting Minutes February 26, 2024		5
	(c) Committee Meeting Minutes (for information only)		
	i) Governance and Policy February 20, 2024		12
	ii) Special Education Advisory Committee January 25, 2024		15
10	Rise and Report from Committee of the Whole	A. Robertson	
11	Report from External Organizations		
	(a) Ontario Public School Board Association (OPSBA)	S. Binder	
	(b) Food for Learning Meeting March 21, 2024	K. Hambly	
12	Report from Standing Committee Reports		
	(a) Governance and Policy Meeting March 18, 2024	S. Binder	
	i) Recommendation to establish an Ad Hoc Director's Performance Appraisal Committee		17
	ii) Recommendation to approve Trustee Members and Governance Directive for the Director's Performance Appraisal Ad Hoc Committee Terms of Reference		18
	(b) Student Learning, Well-being, and Equity Meeting	nil	
	(c) Physical Planning, Finance and Building meeting	nil	
13	Report from Statutory Committee Reports		
	(a) Audit Committee	nil	
	(b) Parent Involvement Committee	nil	
	(c) Special Education Advisory Committee	nil	
	(d) Supervised Alternative Learning, March 20, 2024	K. Hambly	
14	Report from Advisory Committee Reports		
	(a) Accessibility Advisory March 21, 2024	E. Parsons	
	(b) Equity and Inclusivity Advisory	nil	
	(c) Indigenous Education Advisory	nil	
	(d) Student Voice Plan 2023-2024	Student Trustees	
15	Ad Hoc Committee Report	nil	

Item	Responsibility	Page #
16 Chair's Report (a) Invitation for Trustee Sharing	S. Binder	
17 Director's Report	K. MacIver	
18 HPEDSB Staff Reports		
(a) Literacy Update	T. Elliot	20
(b) Math Achievement Action Plan (MAAP) Update with data	T. Elliot/S. Cholasta	21
(c) Student Achievement Plan (SAP)	T. Elliot	23
19 Calendar of Events	S. Binder	25
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: April 22, 2024, at 6:00 p.m.

Upcoming meetings:

Regular Public Board Meeting: May 27, 2024, at 6:00 p.m.
June 17, 2024, at 6:00 p.m.

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

Student Trustees: A. Shah, J. Webster, C. Vance

Absent: K. Kramp

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 3:30 p.m. and welcomed everyone to the Public Board meeting.

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

Moved: A. Robertson

Seconded: K. Hambly

The Special Public Board meeting moved into a special closed Committee of the Whole meeting at 3:31 p.m.

Carried

3. Reconvene to Special Public Board meeting - The special Public Board meeting reconvened at 3:50 p.m.

4. Acknowledgement of Traditional Lands

Trustee Charlton offered the Land Acknowledgement.

5. Roll Call

Chair Binder requested a roll call of Trustees and Student Trustees. All members were present, except for Trustee Kramp.

6. Approval of the agenda

Mover: A. Robertson

Seconder: K. Hambly

That the agenda for the February 15, 2024 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 Robertson provided the following highlights:

- at the February 15, 2024, Special Committee of the Whole Closed session a Human Resource matter was discussed with the following recommendation:

Recommendation

**Mover: A. Robertson
Seconder: S. Maracle**

That the Hastings and Prince Edward District School Board approve the appointment of Tina Jones as Superintendent of Education with a personal service contract effective February 20, 2024.

Carried

9. Meeting adjourned at 3:54 p.m.

Chair

Secretary

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

Student Trustees: A. Shah, C. Vance, J. Webster

Absent:

Guests: Glenda McComb, Itinerant Teacher, Susan Lammes, Education Assistant and Josh Valenti, Watson & Associates Economists Ltd.

Resources: K. Donnell, K. Dostaler, T. Elliott, K. Horrigan, T. Jones, K. MacIver, D. McFarlane

Minutes: D. Lucas, Executive Assistant

1. Call to order

Chair Binder called the meeting to order at 6:00 p.m. and welcomed everyone to the Regular Public Board meeting.

- 2. Presentation** – Superintendent Dostaler introduced Glenda McComb, Itinerant Teacher for Blind/Low Vision, Deaf, and Hard of Hearing Students, and Sue Lammes, Educational Assistant at PECL. Their presentation shared various resources and equipment available to support student learning.

3. Motion to convene into a Closed Committee of the Whole

Mover: K. Hambly

Seconder: A. Robertson

That the Regular Public Board meeting convened into a Closed Committee of the Whole at 6:18 p.m.

Carried

4. Reconvened to Regular Public Board meeting at 6:37 p.m.

5. Acknowledgement of Traditional Lands

Student Trustee Webster offered the Land Acknowledgement.

6. Roll Call

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

7. Approval of the agenda

Mover: K. Hambly

Seconder: A. Robertson

That the agenda for the February 26, 2024, Regular Public Board Meeting be approved.

Carried

8. Conflict of Interest – none declared.

**Hastings and Prince Edward District School Board
Regular Public Board Meeting
February 26, 2024**

9. Consent Agenda Items:

Chair Binder requested that item 9(a) be removed from the list of consent agenda items and moved to item 9.1 for discussion.

That the following Consent Agenda items be approved:

- (a) item moved to 9.1**
- (b) Committee Meeting Minutes (for information only)**
 - i) Governance and Policy January 15, 2024,**
 - ii) Physical Planning, Finance and Building Committee Minutes
January 8, 2024,**
 - iii) Parent Involvement Committee November 15, 2023,**
 - iv) Student Learning, Well-Being, and Equity Committee November 6, 2023.**

9.1 A request to amend the draft minutes from the Regular Public Board Meeting on January 22, 2024, came forward. The amendment removed the secondary motion from item 12(c)i because the secondary motion was not seconded and was not part of the business for discussion.

**Mover: A. Robertson
Seconded: E. Charlton**

The January 22, 2024, Regular Public Board Meeting minutes are approved as amended.

Carried

10. Rise and Report from Closed Committee of the Whole – Vice-chair Robertson reported that a Closed Committee of the Whole meeting was held on February 26, 2024; two human resource matters were discussed, with two recommendations to the Board.

Recommendation

**Mover: A. Robertson
Seconded: K. Hambly**

That the Hastings and Prince Edward District School Board approve the terms of the local Collective Agreement between Hastings and Prince Edward District School Board and Ontario Secondary School Teachers' Federation District 29 Teacher and Occasional Teacher Bargaining Unit for the period of September 1, 2022, to August 31, 2026.

Carried

Recommendation

**Mover: A. Robertson
Seconded: R. Speck**

That the Hastings and Prince Edward District School Board approve the appointment of Bryce Wilson as Superintendent of Business Services with a personal service contract effective March 11, 2024.

Carried

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11. Report from External Organizations:

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

- attended the Public Education Symposium in January. Six Trustees in total attended sessions that were informative topics such as navigating complex public relations, food literacy, and Bill 98,
- nominations for OPSBA awards are open to acknowledge Trustees, teachers, education workers, school administrators, students or community members who make a difference in their local school or community. The nomination form can be found on OPSBA's website, and nominations are being received until April 5th.

(b) Food for Learning Steering Committee – Trustee Hambly shared highlights from the January 18, 2024 meeting:

- online training is available for New Safe Food Handling for volunteers,
- The "Feed the Meter" campaign raised \$51,000.

12. Standing Committee Reports:

(a) Governance and Policy Committee – Chair Binder provided the following highlights from the Governance and Policy Committee meeting held on February 20, 2024:

- reviewed and approved the final draft of Policy XX: Indemnification of Board Members, with a recommendation to the Board for approval.
- reviewed and approved the fourth draft of Policy XX: Board Communications and Media Relations, with a recommendation to the Board for approval.
- approved a recommendation to rescind the motion approved in November 2023, with a recommendation to the Board for approval.
- reviewed and provided direction for a Notice of Motion that was received.

i) Recommendation – Policy 11: Indemnification of Board Members

Mover: A. Robertson
Seconder: K. Hambly

That the Hastings and Prince Edward District School Board approve Policy 11: Indemnification of Board Members. With the approval of this revised policy, Policy 3-I will be revoked.

Carried

ii) Recommendation – Policy 08: Board Communications and Media Relations

Mover: R. Prinzen
Seconder: R. Speck

That 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.

Carried

Mover: R. Prinzen
Seconder: A. Robertson

That the Hastings and Prince Edward District School Board rescind the motion passed on November 27, 2023;

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

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through a two-thirds vote as per HPEDSB By-laws Section 5.34.1(b).

Carried

iii) Recommendation – HPEDSB Advocate for a National School Food Program

Mover: A. Robertson

Seconder: R. Prinzen

That the Hastings and Prince Edward District School Board submit a letter advocating to the federal government to include funding for a National School Food Program in Budget 2024.

Carried

(b) Student Learning, Well-Being, and Equity Committee – Trustee Lewis shared highlights from the February 5, 2024 meeting:

- received an update on the Math Achievement Action Plan (MAAP), including digital tools available to educators and students,
- received an update on the Early reading screener selection and implementation process,
- received an update on the School Year Calendar,
- received an update from Student Services regarding restructuring behavioural support services,
- received an update about the social media mass tort process and implications,
- received information about the innovative, new Travel for Credit program.

(c) Physical Planning, Finance, and Building Committee – Trustee Charlton shared the following highlights from the February 12, 2024, meeting:

- received an update on the building renewal project plan,
- received an update on the projections for student enrolment for the 2024-2025 school year,
- reviewed budget risks,
- discussed public consultation on budget priorities,
- received an update on bell times for three North Hastings schools; no change will happen,
- received an update on HPEDSB's low percentage of accumulated surplus.

13. Standing Committee Reports:

(a) Audit Committee – no report

(b) Parent Involvement Committee – Trustee Charlton shared the following highlights from the February 21, 2024 meeting:

- received a presentation from System Lead, Stephanie Taylor-Harvey and Attendance Counsellor Kelly Towers regarding the Safe Arrival app and its use,
- received an update on the Parent's Reaching Out (PRO) Grant applications, there were a total of 31 applications submitted for funding, 25 were approved and received approximately \$1,000 each,
- reviewed the proposed school year calendar for 2024-2025,
- received information about the innovative, new Travel for Credit program.

(c) Special Education Advisory Committee – Chair Binder shared the following highlights from the January 25, 2024 meeting:

- received a presentation from Mike Chambers, Learning Support Coordinator on Individual Education Plans (IEP),
- received a presentation from Stephanie Taylor-Harvey, System Lead - Student Services on the Grade 10 Ontario Secondary School Literacy Test (OSSLT) results from 2022-2023,
- received a membership update to welcome Laura Rashotte, Infant and Child Development Worker as the new representative for Community Services of Belleville and District,
- reviewed Sections 1.0 to 2.2 of the Special Education Plan,

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- reviewed correspondence.

Trustee Lewis shared the following highlights from the February 22, 2024 meeting:

- received a presentation from Stephanie Taylor-Harvey, System Lead - Student Services on the student achievement data from the 2022-2023 EQAO Primary and Junior Assessments of Math for Grades 3 and 6,
- reviewed the draft 2024-2025 School Year Calendar,
- reviewed Part 2 of the Special Education Plan,
- received a report from sub-committees regarding Mental Health and Individual Education Plans,
- reviewed correspondence.

(d) Supervised Alternative Learning Committee – Trustee Hambly provided highlights from the February 15, 2024 meeting:

- a total of 21 students were approved for Supervised Alternative Learning.

14. Advisory Committee Reports:

(a) Accessibility Advisory Committee – no report

(b) Equity and Inclusivity Advisory Committee – no report

(c) Indigenous Education Advisory Committee – Trustee Maracle provided the following highlights from meetings held in January and February:

- working on the formalization of a community partner model, to work more strategically to embed Indigenous histories, culture and perspectives authentically and collaboratively with educators,
- reviewed the programming and initiatives that directly support improving and expanding the knowledge of all students and educators on Indigenous history, realities,
- currently looking at a strategic planning meeting that will go beyond a year-to-year model to include 1-3-5 year plans.

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

- establishing Student Voice committees in each secondary school,
- requested students to provide feedback on the vaping problem in school bathrooms,
- planning the Student Voice Conference scheduled for April 26 at the Education Centre. Participation will include 8-10 students from each secondary school.

15. Ad Hoc Committee Report - no report

16. Chair's Report included the following highlights:

- attended the Public Education Symposium in January,
 - participated in a knowledge-building trustee retreat in mid-February with presenter Marion Thomson Howell
- (a) **Trustee Sharing** - nothing reported at this time

17. Director's Report included the following highlights:

- welcomed Tina Jones to her new role as Superintendent of Education,
- welcomed Mary Doyle to her new role as Communications Officer,
- shared information regarding an exciting new opportunity for Summer Programming, Travel for Credit - Board of Choice,
- congratulated Centennial Secondary School Grade 12 student, Emma Little on receiving the OSSTF Student Achievement for Ontario. Emma will be interviewed and filmed by OSSTF to be highlighted at their provincial gathering and awarded \$1,000 and a plaque,
- Loyalist College partners with NHHS on a dual credit program,
- received a donation of \$5,000 from The Hilly Hundred organization which is a local bike ride throughout the Bancroft area. The donation will resurrect the Mountain Bike Club at North Hastings High School,

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- reviewed the Student Achievement Plan template with data received by the Board; more information will be shared at the next Board meeting.

18. HPEDSB Staff Reports

- (a) **Mid-Year Strategic Plan update** – Report included an overview of focused progress on priorities and goals as outlined in the 2020-2025 HPEDSB Strategic Plan. Trustees asked questions and Director MacIver and Superintendents responded to their questions. To review the entire report, click [here](#) and go to page 29.
- (b) **Recommendation - School Year Calendar** – Report included an overview of the survey data collected to determine the preferred option for the 2024-2025 School Year Calendar with a recommendation to approve. Trustees asked questions and Superintendent Elliott responded to their questions. To review the entire report, click [here](#) and go to page 40.

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

That the Hastings and Prince Edward District School Board approve the 2024-2025 School Year Calendar.

Carried

- (c) **Recommendation - Boundary Review Ad Hoc Committee**—Director MacIver extended appreciation to the members of the two committees, which include Trustee Hambly and Trustee Charlton. Director MacIver asked Superintendent Dostaler and Senior Manager Horrigan to provide further details about the two recommendations. The report included an overview of the recommendations for boundary adjustments brought forward by the Ad Hoc Committee. Trustees asked questions, and Superintendent Dostaler, Kim Horrigan, Senior Manager Facility Services and Josh Valenti, Watson & Associates, responded to their questions. To review the entire report, click [here](#) and go to page 43.

**Mover: E. Charlton
Seconded: A. Robertson**

That the Hastings and Prince Edward District School Board approve the recommended changes for the Bayside-Trenton Attendance Area to direct Frankford Public School English students from Bayside Secondary School to Trenton High School for Grade 9 as of September 2025 with an option for any current Grade 8 students at Frankford Public School to attend Trenton High School in September 2024.

Carried

**Mover: A. Robertson
Seconded: K. Kramp**

That the Hastings and Prince Edward District School Board approve the recommended changes for the Harmony-Foxboro Attendance Area as follows:

- Northwest of Moira River redirected from Harmony Public School to Foxboro Public School.
- North of the 401 between Front St. and Sidney St., redirected from Harmony Public School to Susanna Moodie Elementary School.
- West of Wallbridge-Loyalist Rd., but capturing Chatterton Valley Crescent redirected from Foxboro Public School to Susanna Moodie Elementary School.

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as of September 2025. Existing Grades 7s and 8s enrolled within these areas at the time of implementation (September 2025) would be allowed to continue in their current school without interruption until they are ready to move to high school.

Carried

- 19. Calendar of Events:** To review the calendar of events and meetings, click [here](#) and go to page 83..
- 20. Correspondence – nil**
- 21. Unfinished Business – nil**
- 22. Trustee Motions for Consideration - nil**
- 23. Trustee Notice of Motions - nil**
- 24. Meeting adjourned at 8:56 p.m.**

Chair

Secretary

DRAFT

Members present: S. Binder, S. Lewis (v), R. Prinzen, R. Speck (v)

Absent: K. Kramp

Student Trustee: A. Shah (v)

Resources: K. MacIver, K. Donnell

Minutes: D. Lucas, Executive Assistant

1. Call to Order

Chair Binder called the meeting to order at 3:36 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 Prinzen offered the Land Acknowledgement.

5. Roll Call

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

6. Approval of agenda

Moved: R. Prinzen

Seconded: R. Speck

That the agenda for February 20, 2024, be approved.

Carried

7. Declaration of Conflict of Interest - none declared.

8. Approval of minutes

Trustee Prinzen requested an amendment to the January 15, 2024 minutes; section 10(c) to include reference that Marion Thomson Howell would be providing an interactive workshop for Trustees on February 16, 2024.

Moved: R. Prinzen

Seconded: S. Lewis

That the minutes from the January 15, 2024, meeting be approved as amended.

Carried

9. Delegations - none

10. Report from Staff

(a) Final review Draft Policy XX: Indemnification of Board Members

Director MacIver noted that this is the final review for this draft policy. Legal Counsel reviewed this draft policy with minimal revisions required. Public consultation was gathered and no additional changes were required.

Recommendation

**Moved: S. Lewis
Seconded: R. Speck**

That the Governance and Policy Committee recommends that the Hastings and Prince Edward District School Board approve Policy 11: Indemnification of Board Members. With the approval of this revised policy, Policy 3-I will be revoked.

Carried

(b) First review - Draft Policy XX: Board Governance

Director MacIver noted this draft policy is a consolidation of four existing Board Policies and because of the topic and connection to HPEDSB By-Laws, the Education Act and prior HPEDSB policies, this policy has already been reviewed and revised by Legal Counsel. Discussion among committee members resulted in an agreement for Trustee Prinzen to provide suggested revisions by indicating them on the current draft. These revisions will be brought back to the Governance and Policy Committee on March 18, 2024.

(c) Fourth review - Draft Policy XX: Board Communications and Media Relations

Director MacIver noted that this is the fourth review of this draft policy. Legal counsel has reviewed it; additional revisions have been incorporated into this draft policy.

Recommendation

**Moved: S. Lewis
Seconded: R. Speck**

That the Governance and Policy Committee recommends that 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.

Carried

During the review of this draft policy Legal Counsel recommended that the Board rescind the motion passed on November 27, 2023;

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

As per HPEDSB By-laws section 5.34.1(b), this motion can be rescinded through a two-thirds vote.

Recommendation

**Moved: R. Prinzen
Seconded: R. Speck**

That the Governance and Policy Committee recommends that the Hastings and Prince Edward District School Board rescind the motion passed on November 27, 2023;

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

through a two-thirds vote as per HPEDSB By-Laws, Section 5.34.1(b).

Carried

(d) Draft Agenda

**Hastings and Prince Edward District School Board
Governance and Policy Committee Minutes
February 20, 2024**

Page 3

- (i) Public Board Meeting February 26, 2024, highlights:
- Presentation: Special Education, Supporting students with Blind/Low Vision & Deaf and Hard of Hearing Services,,
 - Recommendation – Policy 11: Indemnification of Board Members,
 - Recommendation – Policy 08: Board Communications and Media Relations,
 - Recommendation - Rescind a Motion from November 27, 2023,
 - Reports from staff:
 - Mid-year Strategic Plan update,
 - Recommendation - School Year Calendar,
 - Recommendation - Boundary Review

11. Trustee Motions for Considerations – nil

12. Trustee Notices of Motion—Chair Binder noted that Trustee Robertson submitted a Notice of Motion seconded by Trustee Kramp: “That HPEDSB Advocate for a National School Food Program.” A discussion was held to determine whether this notice should be brought forward to the Regular Public Board meeting on February 26, 2024, for full Board discussion.

Recommendation

Moved: R. Prinzen

Seconded: R. Speck

That the Governance and Policy Committee recommends that this Notice of Motion go forward to the Regular Public Board Meeting on February 26, 2024, for discussion. The Director of Education will advise HPE Food for Learning that this recommendation is being brought forward for discussion.

Carried

13. Correspondence - nil

14. Adjournment - the meeting adjourned at 5:45 p.m.

**Special Education Advisory Committee
(SEAC) Meeting
January 25, 2024 - 4:00 p.m.**

Members present: S. Binder, K. Hambly, N. Hamilton, A. Card, L. Rashotte, L. Isenegger, R. Glenn, W. Haystead, E. Cotman, J. Christie, A. James, J. Parker, L. Solski

Absent: D. Vanderkloet, R. Howard, S. Ward, E. Reynolds, C. Breau

Resource: T. Whittaker, K. Dostaler, S. Taylor-Harvey

Minutes: J. Kezar

1. Call to order

Chair Rashotte called the meeting to order at 4:00 p.m. and welcomed everyone to the Special Education Advisory Committee meeting.

2. Acknowledgement of Traditional Lands

Trustee Binder offered the Land Acknowledgement.

3. Roll Call

Chair Rashotte requested a roll call of members.

4. Approval of the agenda

Mover: Shannon Binder

Seconder: Eve Cotman

That the agenda for the January 25, 2024 Special Education Advisory Committee meeting be approved.

Carried

5. Declaration of Conflict of Interest

There was no conflict of interest declared.

6. Approval of Minutes from Previous Meetings

(a) December 7, 2023

Mover: Nancy Powers

Seconder: Ashley Card

That the minutes of the December 7, 2023 meeting be approved.

Carried

7. Delegations/Presentations

a) Individual Education Plan (IEP) sub-committee update

System Lead Taylor-Harvey shared that the IEP sub-committee has been working to create support documents for parents/guardians, under the lead of Mike Chambers, Learning Support Coordinator. Mike shared the Supporting EACH Student Through Teaching and Learning – the IEP Journey Continued presentation. Data comparisons from 2021-2022 to 2023-2024 were shared, showing a significant reduction in the number of non-exceptional and exceptional IEPs as well as a reduction in the number of IEPs with Modified Language and Math (Elementary) goals. Mike shared a one-page IEP document entitled Supporting EACH Student in HPEDSB, created for parents/guardians. The document explains the role of a parent/guardian in the IEP process, provides information on if a child may require an IEP, and explains Tier 1, 2, and 3 supports that occur in the classroom.

b) **EQAO data review**

Grade 10 – Ontario Secondary School Literacy Test

System Lead Taylor-Harvey referred members to the Student Achievement Data presentation. Grade 10 Ontario Secondary School Literacy Test (OSSLT) results from 2022-2023 were shared for all students and by Special Education needs status. Achievement results for fully participating students with Special Education Needs were presented based on the type of exceptionality, as well as accommodated students by the type of accommodation. The OSSLT success is related to graduation; however, there is more than one opportunity presented to students to be successful, including taking the Ontario Literacy Course, or having a second chance to write the OSSLT.

8. **Committee Reports**

There were no committee reports.

9. **Staff Reports**

a) **Membership update**

Chair Rashotte welcomed Lauren Isenegger, Infant and Child Development Worker, as the new representative for Community Services of Belleville and District formerly held by Andrea Brennan. Anne Brennan will continue as the alternate representative. Also, Ryan Howard, Learning Disabilities Association of Ontario representative, has returned to post-secondary education and will not be able to attend meetings for the balance of the year.

b) **Special Education Plan – Part 1**

Superintendent Dostaler noted that members were asked to review Sections 1.0 to 2.2 of the Special Education Plan, which is a snapshot of the current school year as budget is not known for next year. The Special Education Plan is developed in accordance with the Ministry of Education Standards for School Boards' Special Education Plans. The plan continues to be updated, and feedback can be shared with Julie Kezar at jkezar@hpedsb.on.ca by Friday, February 9, 2024. Part 2 of the Special Education Plan will be reviewed at the February meeting.

c) **Sub-committee updates**

Chair Rashotte requested an update from the following sub-committee:

Mental Health

- Nancy shared that work continues on the student survey.

Individual Education Plans (IEPs)

- An update was provided under Delegations/Presentations.

10. **Correspondence**

The following correspondence was reviewed:

a) Minister's Council on Special Education – Meeting Highlights

- February 15 and 16, 2022
- November 29, 2022
- March 14, 2023

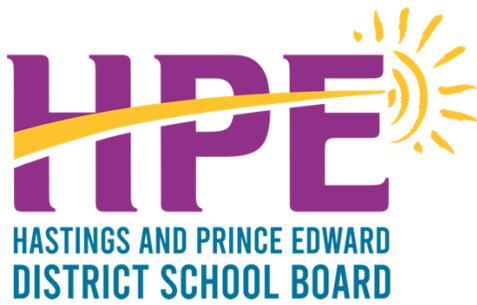
b) Special Incidence Portion (SIP) letter

c) Together We're Better Contest

d) Peterborough Victoria Northumberland and Clarington Catholic District School Board letter – January 15, 2024

11. **Adjournment**

The meeting was adjourned at 4:50 p.m.



To: Hastings and Prince Edward District School Board

From: Shannon Binder, Chair of Governance and Policy Committee

Re: Recommendation to establish an Ad Hoc Director's Performance Appraisal Committee

Purpose

The purpose of this report is to bring forward a recommendation from the Governance and Policy Committee to establish an Ad Hoc Director's Performance Appraisal Committee.

Link to Strategic Plan

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

Background

As per HPEDSB By-Law Section 2.1.2 (j), one of the responsibilities of the Board of Trustees is to monitor and evaluate the performance of the Director. As per Policy 4: Corporate Board Job Description Section 5(d) Evaluate the director in the first year of service and annually or biannually thereafter.

At the Governance and Policy Committee meeting held on March 18, 2024, discussion among committee members agreed to establish an Ad Hoc Director's Performance Appraisal Committee to work with a third party to accomplish this task.

Next Steps

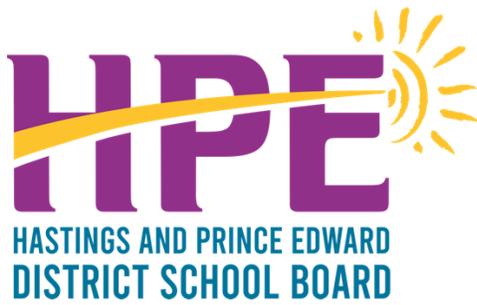
Approve the recommendation.

Recommendation:

Moved:

Seconded:

The Hastings and Prince Edward District School Board establish an Ad Hoc Director's Performance Appraisal Committee and collaborate with a third party to accomplish this task.



To: Hastings and Prince Edward District School Board

From: Shannon Binder, Chair of Governance and Policy Committee

Re: Recommendation to approve Trustee Members and Governance Directive for the Director's Performance Appraisal Ad Hoc Committee Terms of Reference

Purpose

This report is to bring forward a recommendation to determine Trustee members and to approve the Governance Directive for the Director's Performance Appraisal Ad Hoc Committee Terms of Reference if the recommendation to establish a Director's Performance Appraisal Ad Hoc Committee is approved.

Link to Strategic Plan

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

Background

HPEDSB By-Laws, Section 4.8 Ad Hoc Trustee Committees states the following:

- 4.8.1 Per Sections 4.1 - 4.4 inclusive, the Board may establish an Ad Hoc Trustee Committee to undertake a specific task regarding any matter within the Board's jurisdiction under the *Act* that requires in-depth study on a specific issue.
- 4.8.2 The Board, when establishing an Ad Hoc Trustee Committee, will approve the terms of reference, membership composition, reporting mechanisms and timelines, as well as renewal and dissolution provisions (where applicable).
- 4.8.3 The Ad Hoc Trustee Committee will make recommendations regarding its responsibilities to the Board, or through a Standing Committee to the Board for approval.
- 4.8.4 The term of an Ad Hoc Trustee Committee will expire upon completion of its mandate, via Board motion or when a new committee is constituted at the Organizational Meeting each year, unless otherwise decided by the Board.

Next Steps

Determine the Trustee members and approve the Governance Directive for the Director's Performance Appraisal Ad Hoc Committee Terms of Reference which can be found on Appendix A.

Recommendation:

Moved:

Seconded:

The following Trustees have expressed interest to be part of this Ad Hoc Committee:

and the Hastings and Prince Edward District School Board approve the Governance Directive for the Director's Performance Appraisal Ad Hoc Committee Terms of Reference.

Appendix A: Draft Terms of Reference

HASTINGS AND PRINCE EDWARD DISTRICT SCHOOL BOARD**GOVERNANCE DIRECTIVE****DIRECTOR'S PERFORMANCE APPRAISAL AD HOC COMMITTEE**

Committee Classification:	Ad Hoc Committee HPEDSB By-Laws
Composition:	Minimum of three Trustees
Reporting Structure:	Reports Directly to the Board
Term:	Expire upon Completion of Mandate
Administrative Support:	Chair of the Board
Approved:	
Resources:	

Governance Directive

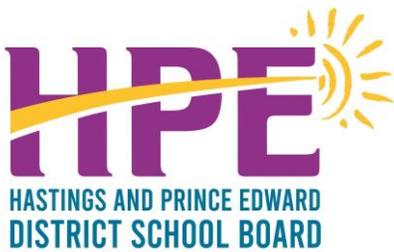
The Hastings and Prince Edward District School Board By-Laws outline the creation and terms for Ad Hoc committees. This Governance Directive outlines the composition, terms of reference, reporting relationship and expected completion date for the Director's Performance Appraisal Ad Hoc Committee.

If this Governance Directive is inconsistent with or contradicts any legislation or regulation, the legislation or regulation will prevail.

Terms of Reference

The Committee will:

- be established by the Board of Trustees to oversee the Director's Performance Appraisal;
- adhere to HPEDSB By-Laws and Board Policy 4: Corporate Board Job Description, section 5(d) Evaluate the director in the first year of service and annually or biannually after that;
- be comprised of a minimum of three HPEDSB trustees and will include all trustees who indicate their interest at the March 25, 2024, Regular Board Meeting;
- conduct business in closed sessions under Education Act section 207 (2) b;
- maintain strict confidentiality throughout the process;
- elect a chair at the first meeting using the process described in the HPEDSB's By-Laws, section 3.4 Election Process;
- committee work plan to be determined;
- report and make a recommendation to the Board no later than June 30, 2024,
- excuse any committee member should a Conflict of Interest be declared at any time;
- ensure the Committee's deliberations are undertaken with the intent to achieve the goals of equity, decolonization, inclusion, anti-racism, anti-oppression, and accessibility and in compliance with its obligations under the Ontario Human Rights Code and related policies;
- ensure that the Committee's work supports the goals in the Board's Multi-Year Strategic Plan and the Board's Vision, Mission, and Priorities.



Decision ___ Information X

To: Hastings and Prince Edward District School Board

From: Tina Elliott, Superintendent of Education, Curriculum Services
 Stefanie Cranshaw, Learning Support Coordinator, Curriculum Services

Re: Literacy Update: Early Reading Screening Update

Purpose

To share an update regarding the selection of a Ministry-approved Early Reading Screening tool for adoption within the Hastings and Prince Edward District School Board (HPEDSB), beginning in the 2024-2025 school year.

Link to Strategic Plan

Improve Student Success and Achievement: Annual increase in students (Kindergarten to Grade 3) reading at benchmarks by establishing a comprehensive early literacy strategy, with an emphasis on phonemic and phonetic competence levels.

Background

The 2023-2024 Ministry of Education Priorities & Partnerships Funding (*Supporting Student Potential - Reading*) allocated specific funds for the purchase of licenses, resources, and learning associated with the adoption of a new Early Reading Screening Tool. Awarded vendors and approved screening tools were announced in October 2023 through the Ontario Education Collaborative Marketplace (OECM). Based on information gathered during meetings with selected vendors and exploration of the screening tools and their online platforms, our selection was narrowed to two choices: *Acadience Reading K-6* (Acadience Learning Inc.) and *easyCBM* (Nelson Education Ltd.).

A group of system stakeholders (school administrators, classroom teaching staff, Learning Support teachers, centrally-assigned staff, and an ETFO released officer) met on Tuesday, February 6 and Thursday, March 21 to review the two selected tools, and provide input and feedback.

Current Situation

Our process of consultation with vendors and system stakeholders highlighted several key points of consideration for each of our choices:

Acadience (Acadience Learning Inc.)	easyCBM (Nelson Education Ltd.)
<ul style="list-style-type: none"> ● Touchscreen devices are required to administer assessments in the virtual platform ● The assessment is very similar to DIBELS, and also includes French assessments - stakeholders believe this will facilitate a smoother training and transition for staff ● We have experienced some minor challenges with responsiveness to requests and service 	<ul style="list-style-type: none"> ● Touchscreen devices are not required to administer the assessments in the online platform ● Stakeholders are concerned about the lack of Nonsense Word Fluency (a subtest to measure alphabetic principle and decoding) in the benchmark assessments ● French assessments are not included

Next Steps

1. Move forward with a senior team purchasing decision on the preferred early reading screening tool and professional learning in April and May 2024.

Decision __ Information X

To: Hastings and Prince Edward District School Board

From: Tina Elliott, Superintendent of Education, Curriculum Services
Suzanne Cholasta, System Lead, Curriculum Services

Re: HPE Math Achievement Action Plan Progress

Purpose

To update Trustees on the progress of actions supporting our targeted strategies at the board, school and classroom level in compliance with the ministry mandated Math Achievement Action Plan (MAAP).

Link to Strategic Plan

4.1 *Improve Student Success and Achievement*: Annual increase in the percentage of students meeting the provincial standards in Grades 3, 6, 9, and 10.

Background

The initial MAAP was provided to The Ministry of Education (MOE) on November 15, 2023 with targeted strategies selected from the MOE [Taking Action in Mathematics](#) framework and with Key Performance Indicators (KPI) identified to track achievement in mathematics. Over Term 1 / Semester 1 specific actions have been taken, and support has been provided, across the system, and specifically in our Grade 3, 6 and 9 HPEDSB priority classrooms (**Appendix A**), as the intentional work towards the targeted strategies.

Current Situation

HPEDSB will be submitting [progress measures](#) for each targeted strategy in the MAAP on March 28, 2024 to the MOE. Data for these measures has been collected through sources such as surveys, feedback forms, student assessments, observations and digital tool implementation. Sample measures of impact towards improved mathematics achievement include:

- **Board Level:**
 - 92% of priority school administrators agree that staff are engaging in collaborative meetings to deepen their knowledge of teaching and learning in mathematics
 - 41 schools are accessing Knowledgehook (544 teachers, 1169 Game Shows, 5323 Missions and 30 Impact Challenges) as a digital tool to support mathematics
- **School Level:**
 - 94% of priority school teachers agree that collaborative assessment of student work samples has increased their understanding of their students and their instructional next steps
 - 88% of all teachers agree that the teacher supports embedded in the curriculum assist their curriculum implementation
 - 78% of priority school teachers and 33% of all teachers agree that Knowledgehook is useful to understand student learning levels and establish targeted supports
- **Classroom Level:**
 - 61% of Gr 3, 40% of Gr 6 and 46% of Gr 9 students are stating “*I am good at math*”
 - 75% of students demonstrated increased from pre to post assessment

Next Steps

Final reporting to the MOE will occur in early July 2024. Review and monitoring of our MAAP actions and KPIs continue as part of the strategic planning sessions with the ministry Math Action Team and Provincial Math Lead.

Appendix A: Overview of HPEDSB Priority Schools

Grade 3 Priority Classrooms	Grade 6 Priority Classrooms	Grade 9 Priority Classrooms
Coe Hill School Deseronto Public School Hermon Public School North Trenton Public School Prince of Wales Public School Queen Victoria School Trent River Public School York River Public School	Bird's Creek Public School Central Hastings School Coe Hill School Deseronto Public School Frankford Public School Hermon Public School Madoc Township Public School Marmora Public School Park Dale School Prince of Wales Public School Prince Charles Public School (T) Prince Charles School (B) Queen Elizabeth School Queen Victoria School Trent River Public School Tyendinaga Public School	Trenton High School North Hastings High School
8 schools 16 educators 321 students	16 schools 29 educators 725 students	2 schools 4 educators 256 students

Decision _____ Information X

To: Hastings and Prince Edward District School Board
From: Tina Elliott, Superintendent of Education, Curriculum Services
Re: Student Achievement Plan Public Reporting Template

Purpose

To provide an overview of the Student Achievement Plan Public Reporting Template.

Connection to the HPE Strategic Plan

- Improve student success and achievement.
- Provide timely, transparent and accessible communications to all.

Background

The Ministry of Education provided school boards with the Student Achievement Plan Public Reporting Template in January 2024. This serves as a comprehensive and consistent approach for school boards to communicate data, action plans, and progress on indicators to their communities. It is designed to be fillable, pre-populated, and easily understandable, ensuring transparency and clarity in reporting practices. The template must be shared publicly by April 2, 2024 on the HPE website and with the Ministry of Education.

Current

The Student Achievement Plan Public Reporting Template consists of two main sections. The first section provides a summary report of **Student Achievement Performance Indicators**, presenting results for the board alongside provincial benchmarks for each indicator populated by the Ministry of Education. This summary allows parents, guardians, students, and local communities to assess the board's performance compared to the province across key provincial priorities. The second section describes the **Action our School Board will Take to Improve**. Moving forward, our school board has outlined a series of actions, programs, and strategies to improve student outcomes this year and moving forward into the next few years. These initiatives are informed by trends in data, interpretation of findings, and opportunities identified through engagement with stakeholders. We will align these actions with specific initiatives outlined in our multi-year Strategic Plan, the Math Achievement Action Plan, the board Equity Action Plan and the Board Action Plan for Indigenous Education.

These actions include:

1. Revising and Enhancing Plans and Processes:
 - e.g., Conducting comprehensive reviews and developing or enhancing new practices to promote equity, diversity, and inclusion.
2. Professional Development for Staff:
 - e.g., Expanding training opportunities to equip staff with anti-oppressive, culturally responsive, and high impact instructional teaching practices.
3. Expansion of Support Staff/Resources:
 - e.g., Establishing designated roles to provide targeted support to students.
4. Program Development/Expansion:
 - e.g., Enhancing programs aimed at supporting student literacy, numeracy, credit accumulation, and well-being.

Next Steps

We will refine these action plans annually based on progress reviews and feedback received from stakeholders, gathered during the last two months of each school year and the initial two months of the subsequent school year. This iterative process ensures that our efforts remain aligned with evolving needs and priorities, ultimately driving continuous improvement in student outcomes.

Appendix

[Student Achievement Plan Public Reporting Template](#)

Student Achievement Plan: Hastings & Prince Edward DSB

2022-2023 Academic Year

2021-2022 Academic Year



Source: As reported by schools through the Ontario School Information System (OnSIS), 2021-2022, and the Education Quality and Accountability Office (EQAO), 2022-2023.

Student Achievement Plan: Hastings & Prince Edward DSB

Provincial Priorities	Measures & Results				Actions our School Board will take to Improve
Goal(s)	How this is Measured	School Board Performance	Provincial Performance	Additional School Board Measures	How Our School Board Performs
Achievement of Learning Outcomes in Core Academic Skills, 2022-2023					
Goal: Improve students' literacy learning and achievement	% of students who meet or exceed the provincial standard on:			n/a	n/a
	Grade 3 EQAO Reading Grade 3 EQAO Writing Grade 6 EQAO Reading Grade 6 EQAO Writing	68% 60% 79% 78%	73% 65% 84% 84%		
Goal: Improve students' math learning and achievement	% of fully participating, first-time eligible students who are successful on the OSSLT/TPCL	75%	85%	n/a	n/a
	% of students who meet or exceed the provincial standard on:			n/a	n/a
	Grade 3 EQAO Math Grade 6 EQAO Math	55% 40%	60% 50%		
	Grade 9 EQAO Math	39%	54%		
Preparation of Students for Future Success, 2021-2022					
Goal: Improve students' graduation rates and preparedness for future success	% of students who earn 16 or more credits by the end of Grade 10	64%	80%	n/a	n/a
	% of students participating in at least one job skills program (Specialist High Skills Major, Dual Credits or Ontario Youth Apprenticeship Program)	21%	21%	n/a	n/a
	% of students graduating with an OSSD within five years of starting Grade 9	78.6%	89.1%	n/a	n/a
	% of students enrolled in at least one Grade 12 math or Grade 11 or 12 science courses	52.3%	60.5%	n/a	n/a
	% of students who believe their learning has prepared them for the next step in their learning experience (i.e. next grade, post secondary, etc)	Forthcoming	Forthcoming	n/a	n/a
Student Engagement & Well-Being, 2021-2022					
Goal: Improve students' participation in class time and learning	% of students in Grades 1-8 whose individual attendance rate is equal to or greater than 90 percent	44.0%	52.6%	n/a	n/a
	% of students in Grades 4-12 who were suspended at least once	6.11%	3.32%	n/a	n/a
Goal: Improve student well-being	% of Grade 6, 9 and 10 students who report being aware of mental health supports and services in order to seek supports for mental health	Forthcoming	Forthcoming	n/a	n/a

Source: As reported by schools through the Ontario School Information System (OnSIS), 2021-2022, and the Education Quality and Accountability Office (EQAO), 2022-2023.

Calendar of Events

Trustee Events	Name of Event
nil	
Committee Meetings	Committee Name
March 28, 2024	Special Education Advisory Committees
April 2, 2024	Student Learning, Well-Being and Equity Committee
April 3, 2024	Supervised Alternative Learning
April 8, 2024	Physical Planning, Finance and Building Committee
April 15, 2024	Governance and Policy Committee
April 17, 2024	Supervised Alternative Learning
April 17, 2024	Parent Involvement Committee
April 22, 2024	Regular Public Board
April 25, 2025	Special Education Advisory Committee
School	Events
Athol-South Marysburgh Public School	<ul style="list-style-type: none"> • April 5, 2024, School-Wide Spelling Bee • April 11, 2024, LOGO contest for Athol Rec Committee • April 22, 2024, Forest of Reading Vote Day • April 24, 2024, School Council Meeting • April 25 & 26, 2024, Trip to Regent Theatre
Bayside Secondary School	<ul style="list-style-type: none"> • April 11, 2024, Family Interview Night and Evening School Council Presentation – Raising Healthy & Happy Teens in the Digital World • April 19, 2024 Author Eric Walters visits BSS to develop creative writing skills with Intermediate and Grade 9 Students
Eastside Secondary School	<ul style="list-style-type: none"> • March 26-28, 2024, Graduation Photos • April 4, 2024, Math Contest
Harry J. Clarke Public School	<ul style="list-style-type: none"> • April 2, 2024, Hawks have Heart Celebration Assembly • April 17, 2024, Spring Dance • April 30 – May 2, 2024, Grade 8 Montreal excursion
Kente Public School	<ul style="list-style-type: none"> • March 27, 2024, School Council meeting at 6:00 p.m. • April 13, 2024, School Council Spring vendor sale
Massassaga-Rednersville Public School	<ul style="list-style-type: none"> • March 26, 2024, Flossie sandwich day • April 6, 2024, PRO Grant “Rainbow Wellness” night • April 9, 2024, County Chess Tournament at Kente PS
North Hastings High School	<ul style="list-style-type: none"> • March 28 – April 8, 2024, NHHS trip to France • April 16-17, 2024, OSSLT, • April 19, 2024, Grade 9 & 10 students traveling to Loyalist College for a “Taste of the Trades” day • April 29, 2024, NHHS hosting a Cyber Safety Workshop with Paul Davies, feeder schools are invited to attend • Dual credit course every Tuesday at 3:30 p.m. for 14 weeks

**Regular Public Board Meeting
Report 19
March 25, 2024**

Prince Charles Public School Trenton	<ul style="list-style-type: none"> • April 19, 2024, Pancake Breakfast “Better Together”
Trenton High School	<ul style="list-style-type: none"> • April 9, 2024, Music trip to Kingston • April 11, 2024, 4:30 – 6:30 p.m. Family/Teacher Interviews • April 26, 2024, Special Olympics Assembly 8:30 a.m.
V.P. Carswell Public School	<ul style="list-style-type: none"> • March 26, 2024, School wide Pancake Breakfast • March 28, 2024, Spirit Day-Toronto Blue Jays Jersey day • March 28, 2024, Easter Egg Hunt • March 28, 2024, School skating trip • March 28, 2024, Family movie night 6:00 p.m. • April 3, 2024, Rotary School Spelling Bee