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Eastern School District

SCHOOL BOARD MEETING

DATE: Wednesday, October 8, 2008

LOCATION: Fortune Consolidated School
95 Route 310, Fortune Bridge

TIME: 7:00 p.m. **PUBLIC MEETING**

- AGENDA:**
1. Approval of Agenda (**ACTION**)
 2. Minutes of September 10, 2008 School Board Meeting (**ACTION**)
Business Arising from Minutes
 3. Correspondence
 4. Public Input
 - 4.1 Welcome by Roberta Clark, Principal of Fortune Consolidated
 - 4.2 Welcome by Darren MacKinnon, Chair of Fortune School Council
 - 4.3 Presentation by Teri Hall
 5. Superintendent's Executive Summary Report
 - 5.1 Student Enrolments as of Sept. 12, 2008
 - 5.2 Preliminary Report on Mock Lockdown Exercise
 - 5.3 Proposed Revision to Administrative Regulation DBC-R - Time Lines for Budget and Business Planning
 - 5.4 School Organizational Plan Time Lines
 - 5.5 Presentation on the International Baccalaureate Program by Walter Wilkins, Director of Curriculum Delivery
 6. Report from the Executive Committee
 - 6.1 Plans for Mock Lockdown Exercise
 - 6.2 School Organizational Plan Time Lines
 - 6.3 Rescission of June 26, 2008 Board Motion
 7. Report from the Finance and Audit Committee
 - 7.1 Revision to Administrative Regulation DBC-R - Time Lines for Budget and Business Planning
 8. Report from the Policy Planning and Development Committee
 - 8.1 Rescission of June 26, 2008 Board Motion (**ACTION**)
 9. Report from Kids Count - The Learning Fund
 10. Report from PEI School Trustees' Association
 - 10.1 Appointment of ESD Director
 11. Other Business
 - 11.1 Zone 4 By-election - November 17, 2008

**EASTERN SCHOOL DISTRICT
TWO HUNDRED TWENTY-FOURTH PUBLIC SCHOOL BOARD MEETING**

The School Board for the Eastern School District met on Wednesday, September 10, 2008 at Prince Street Elementary School beginning at 7:05 p.m.

PRESENT: Robert Clow, Board Chairperson
Sandy Clark
Richard Collins
Barbara Dingwell
Ronald Lee
Gael MacEachern
David Mitchell
Elizabeth Rankin
Edna Reid

REGRETS: Anne Miller
Julius Patkai

ALSO PRESENT: Alex (Sandy) MacDonald, Superintendent of Education
Marjorie Steeves, Director of Corporate Services
Donna Dawkins, Manager of Policy and Planning
Cindy MacLean, Recording Secretary

The Board Chairperson welcomed Barbara Dingwell, David Mitchell and Elizabeth Rankin to their term of office as trustees, and Donna Dawkins as Manager of Policy and Planning

APPROVAL OF AGENDA

Three items were added to the agenda: Welcome by Principal, Terry MacIsaac; Welcome by Shelly Muzika, Home and School President; and Trustee Resignation.

01/09/08

It was moved by Richard Collins and seconded by Edna Reid that the agenda be adopted as amended. Motion carried.

MINUTES OF JUNE 11, 2008 SCHOOL BOARD MEETING

02/09/08

It was moved by Richard Collins and seconded by Sandy Clark that the minutes of the June 11, 2008 School Board Meeting be adopted. Motion carried.

In business arising from the minutes, the Board Chairperson reported that revisions had been made to the list of School Board Meeting dates and locations since the June 11, 2008 Board Meeting. The revised meeting dates are as follows:

July 2, 2008	-	School Board Office
September 10, 2008	-	Prince Street Elementary School
October 8, 2008	-	Fortune Consolidated School
November 12, 2008	-	Englewood School
December 10, 2008	-	Belfast Consolidated School
January 14, 2009	-	Charlottetown Rural High School
February 11, 2009	-	St. Teresa's Consolidated School
March 11, 2009	-	Stonepark Intermediate School
April 8, 2009	-	Montague Consolidated School
May 13, 2009	-	Gulf Shore Consolidated School
June 10, 2009	-	Eastern Kings Consolidated School

MINUTES OF JUNE 26, 2008 SPECIAL SCHOOL BOARD MEETING

03/09/08 **It was moved by Gael MacEachern and seconded by Elizabeth Rankin that the minutes of the June 26, 2008 School Board Meeting be adopted. Motion carried.**

There was no business arising from the minutes.

MINUTES OF JULY 2, 2008 SCHOOL BOARD MEETING

04/09/08 **It was moved by Richard Collins and seconded by Ronald Lee that the minutes of the July 2, 2008 School Board Meeting be adopted. Motion carried.**

There was no business arising from the minutes.

CORRESPONDENCE

The Chairperson noted three items in addition to the Correspondence Summary dated September 4, 2008.

PUBLIC INPUT

Principal Terry MacIsaac extended welcome to members of the School Board and public, and he provided highlights on activities of the students and staff of Prince Street School.

Shelly Muzika, President of the Home and School Association, also welcomed everyone and recognized the good work of the Prince Street School staff.

Leo Broderick, Council of Canadians, and Mary Boyd, Development and Peace, presented information regarding the increasing use of bottled water, and requested that the School Board ban the sale of bottled water in Eastern School District schools. Mr. Broderick donated a copy of the book, "Inside the Bottle" by Tony Clark to the Board. (A copy of the presentation will be filed with the official minutes.) The Board Chairperson asked the Superintendent to investigate the use of bottled water within the District, and report to the Policy Planning and Development Committee.

Suzanne Hastings-James expressed disappointment with the level of School Board action on the recommendations from the Souris Parents for Learning Committee. (A copy of her presentation will be filed with the official minutes.) The Board Chairperson noted that there had been action and followup to several of the recommendations.

SUPERINTENDENT'S EXECUTIVE SUMMARY REPORT

1. School Opening

The Superintendent reported that the opening of schools has gone well with few minor issues. The instructional staffing process extended into August after the District received 25 extra positions in late June, and movement will continue for another 2-3 weeks for educational assistants. A significant number of schools received renovations and capital improvements during the summer months.

Dr. MacDonald noted that there had been recent media attention regarding transportation for some Glen Stewart students, and he explained that extenuating circumstances, especially safety issues, sometimes require changes to student transportation arrangements, and students within walking distance are provided with bussing. The Board Chairperson noted that a letter had been forwarded to the Mayor of Charlottetown in appreciation of new efforts to improve safety around city schools by improved signage and reduced speed limits within school zones. The Superintendent will write to the Mayor of Stratford to request that the Town consider safety improvements in the Glen Stewart School zone.

2. Enrollments

The Superintendent reported that the initial enrollment for Eastern School District as of September 5, 2008 was 13,150 students. (A copy of the enrolment table will be filed with the official minutes.) Approximately 200 EAL students are expected during this school year.

3. Transportation Update

Dr. MacDonald provided statistics on the ESD school bus fleet, including the age of the 154 active buses and the 21 spare buses. (A copy of the statistics will be filed with the official minutes.) The Department of Education will be establishing a regulation limiting the age of buses in service, and revising the regulation regarding safety equipment on buses as the new buses now have three exits. A combination of buses and 7-passenger vans are replacing the use of 15-passenger vans while arrangements are being made to access new multi-function activity buses for student transportation to extra curricular events.

In accordance with Transport Canada requirements, all new school buses now come equipped with several child integrated safety seats for students under 18 kilograms. Students over that weight do not require seat belts due to the compartmentalized construction of the buses. Regulations are being developed on the use of the safety seats.

The Superintendent will distribute provincial student assessment results following their release on Oct. 6, 2008.

REPORT FROM THE EXECUTIVE COMMITTEE

The Board Chairperson reported on the following issues discussed during three Executive Committee Meetings during July and August, 2008.

1. Board Orientation

The Executive recommended a series of orientations, first being an introduction to the new trustees by the Board Chairperson. Second, a review of the outstanding issues carried forward from the previous Board and to review the first Committee of the Whole agenda with the new trustees.

A formal orientation weekend with subjects including: clarity of the roles of the Board versus the roles of the Superintendent, legal issues, liability, conflict of interest, Board policy and Board governance. Oct. 3 and 4, 2008 is the recommended date for this event.

2. Board Professional Development Opportunities

The Executive recommended to the Board that a series of special professional development events be held with the Board: i.e., policy development, strategic planning and appeals.

3. Board Strategic Plan for 2008-2012

The Executive recommended to the Board that due to the release of the Declining Enrollment Report and Board commitments, the Board would put the strategic plan on hold until late fall.

4. Manager of Policy and Planning

The Executive had an opportunity to review and revise questions for the interviews for the Manager of Policy and Planning. Also, the Executive recommended that the Chairperson of the Policy Planning and Development Committee should sit on the interview board.

5. Communications Strategy Development

The Executive recommended a series of communication strategies for the Board, first being media awareness. This would include press releases after public meetings. The other communication strategy the Executive would like to proceed with is how to communicate with our school communities.

The Executive also recommended that the Board should have special media training on how to speak as the Board versus as an individual trustee.

6. Budget Letter from Minister of Education

The Executive had an opportunity to review the budget letter from the Minister dated July 11, 2008, and forwarded it to the Finance and Audit Committee for action.

REPORT FROM THE FINANCE AND AUDIT COMMITTEE

Committee Co-Chairperson, Ronald Lee, reported on the August 26, 2008 committee meeting.

1. Update on Special Capital Projects - The list of special capital projects was provided for information. (The list will be filed with the official minutes.)
2. Summer Capital and Maintenance Projects - The list of projects was circulated for information. (The list will be filed with the official minutes.)
3. Changes to User Fees for Students (ACTION)

In his budget approval letter for the 2008-2009 school year, the Minister of Education announced a commitment to work towards the elimination of user fees for curriculum-based equipment and supplies, and the program grant to the District was enhanced to assist in reducing student user fees. The Finance and Audit Committee discussed the issue and developed a proposed resolution for presentation to the Board.

05/09/08

It was moved by Ronald Lee and seconded by Richard Collins that the Eastern School District Board of Trustees supports the Department of Education's commitment to the elimination of user fees for curriculum-based equipment and supplies. Trustees will work with District administrators to set priorities for user fee removal subject to available funding.

Beginning September 1, 2008:

- **Rental fees for band equipment will be eliminated;**
- **Mandatory graduation fees will be eliminated; and**
- **No new fees for curriculum-based equipment and supplies will be established as referenced in the budget letter of July 11, 2008 from the Minister of Education.**

06/09/08

It was moved by Gael MacEachern and seconded by Edna Reid that the motion be amended to read, "... Trustees will work with District administrators to discontinue user fees subject to available funding..."
Motion for amendment carried.

The amended motion carried.

4. Approval of Revised Budget for 2008-2009 (ACTION)

Mr. Lee presented the revised budget proposed for the 2008-2009 school year. (A copy will be filed with the official minutes.)

Based on the budget approval letter from the Department of Education, the following changes were made to the 2007-2008 operating budget for the 2008-2009 fiscal year:

- Director of Curriculum Delivery budget increased by \$18,800 for literacy coach travel and \$54,000 for the International Baccalaureate Program.
- Maintenance budget increased \$212,300 to help address the increasing cost of electricity and heating fuel.
- The additional program grant of \$175,000 will be allocated as follows:

Program grant to schools increased by 5%	\$ 52,000
Musical equipment purchase and repair	\$ 91,000
Elimination of mandatory graduation fees	\$ 25,000
Unallocated amount	\$ 7,000

07/09/08

It was moved by Ronald Lee and seconded by Richard Collins that the School Board adopt the revised budget for the 2008-2009 school year as presented. Motion carried.

PROVINCIAL DECLINING ENROLLMENT STUDY

The Board Chairperson reported that trustees had received copies of the provincial declining enrollment study report, "PEI Schools for Tomorrow: Building and Sustaining High Quality Education Programs", at a meeting held on August 27, 2008. The School Board has started to develop a process for action to prepare a School Organization Plan as outlined in the report.

REPORT FROM KIDS COUNT - THE LEARNING FUND

The Board Chairperson reported that the Board of Directors for Kids Count - The Learning Fund had not met over the summer months.

REPORT FROM PEI SCHOOL TRUSTEES' ASSOCIATION

Ronald Lee, PEISTA Director, reported on the September 4, 2008 meeting of the PEISTA Board of Directors to finalize the agenda for events on September 26 and 27, 2008. A special AGM will be held on September 26 to elect a President, and the Deputy Minister and Directors from the Department of Education will be providing a PD session on September 27 on the roles and responsibilities of educational partners, legislation and protocols.

The Board Chairperson announced the appointment of Sandy Clark and Ronald Lee as ESD Directors on the PEISTA for the 2008-2009 school year.

APPOINTMENT OF ESD SCHOOL BOARD REPRESENTATIVE FOR THE BOARD OF DIRECTORS OF KIDS COUNT - THE LEARNING FUND

The Board Chairperson appointed David Mitchell as ESD School Board representative for the Board of Directors of Kids Count - The Learning Fund for the 2008-2009 school year.

OTHER BUSINESS

08/09/08 Trustee Resignation - The Board Chairperson received a letter from Julius Patkai advising the Board of his resignation as trustee for Zone 4, due to extended work commitments out of the country. **It was moved by Richard Collins and seconded by Ronald Lee that the Board accept the resignation of Julius Patkai as trustee for Zone 4. Motion carried.**

The Chairperson will write to the Minister of Education to request that the Minister take action to appoint a new trustee for Zone 4 as soon as possible.

09/09/08 **It was moved by Richard Collins and seconded by Sandy Clark that the meeting adjourn at 9:15 p.m. Motion carried.**