

**Public Schools Branch**  
Twelfth Public Board of Directors Meeting  
November 15, 2017

Minutes

The Board of Directors for the Public Schools Branch met on Wednesday, November 15, 2017 at Queen Elizabeth Elementary School.

Present: Susan Willis, Board Chair  
Harvey MacEwen  
Dale Sabean

Also in Attendance:

Parker Grimmer, Director of Public Schools Branch  
John Cummings, Director of Corporate Services  
Karen Redmond, Manager of Policy and Planning  
Cindy MacLean, Confidential Board Secretary  
Becky Chaisson, Financial Services Coordinator

**QUEEN ELIZABETH ELEMENTARY SCHOOL PRESENTATION**

Grade 6 students of Queen Elizabeth Elementary School presented information about the history of their school as well as highlights on current events and activities.

**CALL TO ORDER AND WELCOME**

The meeting was called to order at 7:45 p.m. The Board Chair welcomed those in attendance, expressed appreciation to Principal MacArthur for hosting the meeting and to the students who presented to the Board.

**APPROVAL OF AGENDA**

11/17/01 An action item, Renewal of Software Agreement with Baragar Systems, was added to the agenda under Other Business. **It was moved by Harvey MacEwen and seconded by Dale Sabean that the agenda be approved as amended. Motion carried.**

**MINUTES OF THE SEPTEMBER 19, 2017 BOARD OF DIRECTORS MEETING**

11/17/02 **It was moved by Dale Sabean and seconded by Harvey MacEwen that the minutes of the September 19, 2017 Board of Directors Meeting be adopted as presented. Motion carried.**

**BUSINESS ARISING FROM THE MINUTES**

Further to the presentation at the September 19, 2017 Board of Directors Meeting regarding transportation at Campbell's Way, the Board has reviewed its transportation policy about bus stops on private roads and will continue the present practice of establishing stops only on government-maintained public roads.

**DIRECTOR'S REPORT**

(The complete Director's Report will be filed with the official minutes.)

1. Public Schools Branch Enrolment

Director Grimmer reported that the official September 30, 2017 student enrolment for the Public Schools Branch is 19,250, up 106 students over last year.

2. Inspire Awards

Over 145 Inspire Awards have been delivered to date. Mr. Grimmer noted that the caliber of nominations has been impressive, and he expressed appreciation to members of our school communities for nominating deserving candidates. For November, the role of school bus drivers is being highlighted to thank them for their diligence and care in safely transporting and supporting students to and from school each day and to many extracurricular activities and field trips.

3. Parent Information Meetings for Kindergarten French Immersion

The Public Schools Branch, in collaboration with Canadian Parents for French and the PEI Department of Education, Early Learning and Culture, hosted information meetings about opportunities for French Immersion Kindergarten for parents who plan to register their child for kindergarten for the 2018-2019 school year.

4. Kindergarten Registration

Kindergarten registration for the 2018-2019 school year will be held during the week of November 20-24, 2017. Children must be 5 years old by December 31, 2018 in order to be eligible for kindergarten. Registration forms are to be completed at the time of registration and parents are asked to provide two pieces of information which verify proof of the child's age as well as verification of the home address. Welcome to Kindergarten sessions for incoming students and their parents will be held in the spring of 2018.

5. Late French Immersion Information Session

The Public Schools Branch, along with the PEI Department of Education, Early Learning and Culture, will be hosting an information gathering session for parents concerning a Late French Immersion program in the Montague Family of Schools at 7 p.m. on Wednesday, November 22 at Montague Intermediate School.

6. Good Things Happening in Island Schools

a. Grade 5/6 Class from Montague Consolidated Recommends Red Fox as the Provincial Animal

Director Grimmer recognized Edwena Arbuckle's Grade 5/6 class from Montague Consolidated who recently made a very persuasive presentation to the Standing Committee on Education and Economic Development, asking that the committee request the legislature amend the *Provincial Emblems and Honours Act* by naming the red fox as our provincial animal.

b. Westisle Student Makes SHAD History

Mr. Grimmer recognized Westisle Composite High School student, Abby Hackett, who made history on October 26 in Toronto, Ontario, sweeping the award categories at the SHAD - John Dobson Entrepreneurship Cup. Her team won the all categories including Best Application of Scientific Principles with their prototype for Kameleon Shingles. These shingles will change colour, from

white to black, depending on the temperature, to help reduce the cost of heating or cooling a home

SHAD is a registered Canadian charity whose goal is to empower exceptional high school students to recognize their capabilities and their potential as future leaders. Each year 900 students from Canada and international regions have the chance to attend a month-long summer program, in-residence, at one of its Canadian host universities. This program focuses on STEAM (science, technology, engineering, arts and math). Abby was part of an 11 member team at the Carleton University campus in Ottawa.

The Board Chair also recognized Ms. Hackett's accomplishments and reported that the University of Prince Edward Island will be hosting the SHAD program for the first time in the summer of 2018, and she would encourage all high school students in the province to consider the opportunity.

7. Shortage of Substitute Bus Drivers

The Director of Corporate Services indicated that the shortage of substitute bus drivers continues to be a challenge. The Public Schools Branch has worked with the Department of Workforce and Advanced Learning to subsidize bus driver training in the past, and another training program will be offered soon in order to increase the pool of substitute drivers.

**POLICY REPORT**

- 11/17/03 1. Proposed Operational Policy 603 – Occupational Health and Safety  
**It was moved by Dale Sabean and seconded by Harvey MacEwen that the proposed Policy 603 – Occupational Health and Safety, be adopted as presented. Motion carried.**
- 11/17/04 2. Proposed Operational Policy 604 – Scented Products and Fragrances  
**It was moved by Dale Sabean and seconded by Harvey MacEwen that the proposed Policy 604 – Scented Products and Fragrances, be adopted as presented. Motion carried.**
- 11/17/05 3. Proposed Operational Policy 407 – Student Suspension  
The Manager of Policy and Planning reported that a principals' working group had been established to address the proposal, principals consulted with their staff and parent groups, the Home and School Federation was provided with the draft for their feedback and the proposed policy has been posted on the Public Schools Branch website for public input. **It was moved by Dale Sabean and seconded by Harvey MacEwen that the proposed Policy 407 – Student Suspension, be adopted as presented. Motion carried.**

## **OTHER BUSINESS**

### 1. Renewal of Software Agreement with Baragar Systems

11/17/06

Baragar Systems is a Canadian company that uses data from Statistics Canada, the province of PEI and population trends over time to create enrolment projections and provide specific enrolment data. **It was moved by Dale Sabean and seconded by Harvey MacEwen that the Board of Directors approve the Public Schools Branch to renew the software agreement with Baragar Systems for a four-year term at an annual cost of \$34,900. Motion carried.**

## **PUBLIC INPUT**

Mayor David Dunphy presented to the Board of Directors on behalf of the Town of Stratford School Infrastructure Working Group regarding overcrowded schools in Stratford, and extended an offer from the Working Group to collaborate with the Public Schools Branch to address the issue.

The Board Chair expressed appreciation for the presentation and advised that the Board of Directors would take time to review the information.

The Board Chair recognized the upcoming retirement of the Confidential Board Secretary/Executive Assistant, Cindy MacLean and extended best wishes on behalf of the Board.

The meeting adjourned at 8:50 p.m.