

Public Schools Branch
Forty-Eighth Board of Trustees Public Meeting
Tuesday, April 4, 2023

Minutes

The Public Schools Branch Board of Trustees hosted their third public meeting on Tuesday, April 4, 2023 at Queen Elizabeth Elementary school, Kensington.

Present: Heather Mullen, Board Chair (via Webex)
Stephanie Arnold, Vice-Chair
Beverley Ann Boulter, Trustee
Beckie Keezer, Trustee
Rachel McCarthy, Trustee
Jaclyn Massey, Trustee
Amanda Blakeney, Trustee
Jodi Zver, Trustee
Wade Czank, Trustee
Patty van Diepen, Trustee
Jacob Jadis, Trustee (via Webex)

Also, in Attendance:

Norbert Carpenter, Director of the Public Schools Branch
Karen Redmond, Manager of Policy and Planning
Sheri Gauthier, Confidential Board Secretary
Becky Chaisson, Director of Corporate Services

1. CALL TO ORDER

The meeting was called to order at 7:33 p.m. Board Chair Mullen welcomed all in attendance and thanked Queen Elizabeth Elementary for hosting the PSB Board of Trustees.

2. APPROVAL OF AGENDA

04/04/01

It was moved by Jacob Jadis and seconded by Patty van Diepen that the agenda be approved as presented. Motion carried.

3. MINUTES OF THE MARCH 7, 2023 BOARD OF TRUSTEES MEETING

04/04/02

It was moved by Amanda Blakeney and seconded by Beckie Keezer that the minutes of the March 7, 2023 Board of Trustees meeting be adopted as presented. Motion carried.

4. QUEEN ELIZABETH ELEMENTARY SCHOOL PRESENTATION – PRINCIPAL RODNEY MACARTHUR

Rodney welcomed the Board of Trustees to Queen Elizabeth Elementary and provided information about the school and the history of Queen Elizabeth. Rodney thanked the Board for the opportunity to host the meeting and answered questions posed by the Trustees.

5. FINANCIAL INVOICES

5.1 INVOICE #342296—JANUARY FLEET CHARGES – CHARLOTTETOWN GARAGE

04/04/03

It was moved by Jodi Zver and seconded by Rachel McCarthy that invoice 342296 dated March 7, 2023 in the amount of \$183,656.36 for January fleet charges for the Charlottetown garage be approved as presented. Motion carried.

5.2 INVOICE #342434 – FEBRUARY FLEET CHARGES – CHARLOTTETOWN GARAGE

04/04/04

It was moved by Beverley Ann Boulter and seconded by Jodi Zver that invoice 342434 dated March 13, 2023 in the amount of \$120,793.47 for February fleet charges for the Charlottetown garage be approved as presented. Motion carried.

6. BOARD CHAIR REPORT

(The complete Board Chair's report will be filed with the official minutes.)

Board Chair Mullen shared the following report.

Over the past number of years, student enrollment in several schools has continued to increase causing pressure on the school's functional capacity impacting the facility, available space for teaching and learning, program offerings, delivery of key services, etc. The schools identified for this review are Birchwood Intermediate, Queen Charlotte Intermediate, Stonepark Intermediate, East Wiltshire Intermediate and Bloomfield Elementary.

Tonight, we will be reviewing the latest report and recommendations on these schools prepared by Director Norbert Carpenter. This Review of Schools Study Report will be available online shortly and over the next month Trustees will be seeking public feedback on the report and the recommendations. We welcome you to provide feedback to your local Trustee and/or to psb-input@edu.pe.ca The board also plans to host public engagement sessions specifically for communities and schools listed in the report, we will post dates and times for these sessions on the PSB website, social media and to your school communication system.

Many parents and caregivers attended Parent-Teacher conferences over the past month, and I encourage you to continue an open conversation with your student's school at any time during the year. Another great resource for students and families are the Student Well-being Teams. These teams work in all Island public schools advising, consulting and providing direct service to children and youth who are struggling with mental, social and physical health issues. If you think your student could benefit from their support, speak with your classroom teacher, school counsellor, or principal.

Thank you to Queen Elizabeth Elementary and Principal Rodney MacArthur for hosting the Board of Trustees this evening. We look forward to visiting more schools across PEI. Please invite your local Trustees to events, meetings and celebrations at your local schools this spring.

Heather Mullen
Chair, Board of Trustees
Public Schools Branch
Prince Edward Island

Date	Meeting	Attendees
March 13	Committee of the whole planning meeting	Director of the PSB /Confidential Board Secretary/ Chair & Vice Chair
March 29	Committee of the whole planning meeting	Director of the PSB /Confidential Board Secretary/ Chair & Vice Chair
April 4	Committee of the whole & PSB Board meeting	PSB Board of Trustees/PSB Board Staff

7. DIRECTOR'S REPORT

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

Director, Norbert Carpenter, shared the following report.

Director's Office

The school year is clipping along now as we enter April. The 2023-24 school staffing has commenced, and many schools are planning for Spring activities and year-end celebrations.

Report It! Campaign

The Public Schools Branch (PSB) developed the Report It! campaign with students in response to a recommendation from the Child and Youth Advocate. The goals of the campaign are to:

- promote the importance of students reporting a school-related incident (bullying, theft, violence, etc.), and
- ensure students can report an incident in a way that is most comfortable for them.

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The campaign reinforces students informing their parent/guardian, teacher, school counsellor, principal or trusted adult when an incident occurs at school and support is needed. Students identified that they wanted the option to make a report verbally, in writing or online.

The campaign consists of posters, bookmarks and an online form. The campaign is being piloted in the Three Oaks Family of Schools. Feedback will be sought from students, staff, parents and other stakeholders so any adjustments can be made before expanding the campaign further.

The online reporting form is a new way for students to make a report and gives students the option to be anonymous. Many jurisdictions across the country have successfully implemented this type of reporting option.

Review of Schools Report

I have completed the study report and will be presenting the report and associated recommendations for your consideration at this April 4 meeting. I want to thank the five school administrators involved as well as the parent community for their input during this process. Furthermore, I want to acknowledge the work of Sandra Jay who served as the project officer during this study.

Intercultural Pilot

The Intercultural pilot for grade 6 students in ten schools delivered in partnership with Immigrant and Refugee Services Association PEI (IRSA) has now been extended to grade 5 students in those schools. This pilot program is strengthening the knowledge that students have regarding welcoming and including people from other parts of the island, the country and the world.

Student Services

The staff of the student services division are working on gathering all information required to plan for the 2023-2024 school year. Our kindergarten case conferences are well underway and should be completed in the near future.

On the staffing front, we would like to thank Mr. Murray MacInnis (counseling consultant) for his many years of service with the public-school system on PEI. He is currently at Holland College and will continue in that role on a permanent basis. Congratulations!

We are also saying goodbye to Mrs. Stephanie Rogers-Sheppard (speech-language pathologist) who has decided to return to her beloved home province of Nova Scotia.

In the coming weeks, we will continue our work to fill other vacant positions to hopefully have a full slate of staff in the Student Services Division for September 2023.

Transportation/Risk Management

PSB Transportation Services provided transportation for approximately 5,000 PSB students to attend University Hockey National Championship games at the Eastlink Centre in Charlottetown March 16 & 17. These games were attended during the school day with Day one utilizing 35 buses and drivers and day two using 22.

PSB Transportation Services is managing student transportation needs in support of “Band Days” in Summerside on April 4 & 5. Band students from across the Island will converge at the College of Piping in Summerside to share their love of music. We will also be providing 35 buses and drivers to support the transportation needs for over 2,000 Charlottetown Area students to attend the Broadway Musical, “Newsies” as performed by Colonel Gray High School at the Confederation Centre of the Arts on March 30 & 31.

The PSB continues to be a world leader in its adoption and implementation of electric school buses. This transition has many challenges, but kudos to our drivers and transportation supervisors for their extra efforts in making this transition a positive one thus far. This week we introduced nine more electric buses into our fleet making our total now 59.

Human Resources

The Human Resource team continues to focus on staffing for the 2023/2024 school year. Meetings with schools will be completed on March 31. The need to address class size and student support are the two main themes we are hearing from schools. Enrollment numbers are increasing throughout the school year resulting in significant pressure points for schools.

French teaching hiring has begun. We received 58 applications with 31 successful candidates. The Department of Education and Lifelong Learning is working through language proficiency testing. We still anticipate shortages in Western PEI.

Mental Health and wellness continue to be a growing concern for principals and supervisors. We have put approximately 15 formal accommodations in place since January.

Corporate Services

Finance has reached the fiscal year end of March 31 and for the next two months, staff will complete the expense entry, account analysis and prepare the working files for the audit. Our external auditors will begin their work on the file in mid-May and have all this work completed by the end of June. Once the audit is complete, the financial statements will be reviewed by the Finance and Audit Committee and once approved, will be forwarded to the Province of PEI based on the reporting requirements.

Professional Development is being worked on for various departments within Corporate Services. We have been very fortunate to partner with other departments and outside providers to provide training for many groups to offer additional training in areas where they felt would be of most interest and benefit.

The PSB would also like to thank Canada Winter Games as they donated some left-over supplies to the education system. Corporate Services are working through distributing these supplies to our schools.

8. REVIEW OF SCHOOLS STUDY REPORT

Director Norbert Carpenter provided an overview and highlights to the Review of Schools Study Report. The report is being tabled today to share the recommendations with the Board of Trustees. The report will be available on the PSB website. The Board of Trustees have accepted the report tabled by Director Carpenter.

The Board of Trustees invite the public and school communities to provide their feedback on the report. Two virtual public forums will be scheduled to provide communities in the Westisle Family and Charlottetown Family of schools with the opportunity for additional feedback on the report. Input can be sent to local Trustees or via email to psb-input@edu.pe.ca

9. ADJOURNMENT

The meeting adjourned at 8:23 p.m.