

Action Items Arising from May 17, 2012 PEIHSF Board Meeting

1. ACTION ITEM: Shirley Jay to ensure we bring up time for student lunch at the next School Calendar meeting.
2. ACTION ITEM: Pam will send a reply to Sandy Macdonald to thank him for grant information.
3. ACTION ITEM: All directors are requested to email Shirley Jay thoughts on the role of the Home and School as distinct from the role of the School Trustee.
4. ACTION ITEM: Peter Rukavina contact a member of the Health PEI board about meeting with us informally to discuss experiences with an appointed vs. an elected board.
5. ACTION ITEM: All directors to review Annual Meeting evaluation report and brainstorming summary.
6. ACTION ITEM: Pam Montgomery will contact Kristin Trace, Western School Board, to inquire about their experiences with and policies for use of Facebook in the operation of the Board.
7. ACTION ITEM: Shirley to send notice to Presidents requesting Locals to hold elections in May/June to be ready for September school startup.
8. ACTION ITEM: Lee will send information to Shirley about the Bluefield "Meet the Teacher" night for distribution to others.
9. ACTION ITEM: Shirley Jay to draft a motion on board structure changes in advance of the Semi-Annual meeting.
10. ACTION ITEM: Shirley Jay prepare certificates of appreciate to the outgoing School Trustees in the Western School Board and Eastern School District to thank the members for their contributions to education.

Prince Edward Island Home and School Federation Inc.

Board of Directors Meeting – May 17, 2012
Athena Consolidate School, Summerside

Call to Order

The meeting was called to order by President Pam Montgomery at 6:08 p.m.

In attendance were: Pam Montgomery (President), Sue Pettit (Treasurer), Peter Rukavina (Secretary), Ken Williams (Region 1 Director), Raeann Kinch (Region 1 Director), Joanna Stewart (Region 2 Director), Shelley Muzika (Region 3 Director), Lee Gauthier (Region 3 Director), and Shirley Smedley Jay (Executive Director).

Regrets were received from Owen Parkhouse (Past-President), Lisa Geldert (Vice-President), Michael Pendergast (Region 4 Director), and Karla Thompson (Region 4 Director).

Peter Rukavina acted as recording secretary.

Approval of Agenda

MOTION: That the agenda be approved as amended with the addition of 6(c) Minister's IT Advisory Committee report, 7(i) Discussion of the move of school building responsibility under the Department of Transportation and 7(j) Discussion of changing PEIHSF board structure to reflect family of schools. Moved by Shelley Muzika. Seconded by Raeann Kinch. **MOTION CARRIED.**

Approval of Minutes of March 15, 2012 Meeting

MOTION: That the minutes of the March 15, 2012 meeting be approved as presented. Moved by Shelley Muzika. Seconded by Sue Pettit. **MOTION CARRIED.**

Business Arising from the Minutes

ACTION ITEM: Shirley Jay to ensure we bring up time for student lunch at the next School Calendar meeting.

There was a brief discussion of the Canadian Home and School Federation annual meeting awards selection process; Shirley will offer feedback to the CHSF on the process based on our experiences.

The proposal from Hernwood Elementary to change the name of "Teacher/Staff Appreciation Week" was discussed but no conclusions were reached.

Financial Report

Sue Pettit presented a report on the financial position of the PEIHSF. Account balances are as follows:

- Current Account: \$46,573

- GIC 1: \$40,168.00 matured March 21, 2012 and was cashed into current account.
- GIC 2: \$40,000.00 matures September 21, 2012
- GIC 3: \$20,000.00 matures November 16, 2012

Peter Rukavina raised the notion of switching our account to the Metro Credit Union and it was agreed that this is worth considering.

MOTION: That the signing officers of the PEIHSF be changed to any two of Pam Montgomery, Sue Pettit, Shirley Jay and Owen Parkhouse. Moved by Sue Pettit. Seconded by Shelley Muzika. **MOTION CARRIED.**

MOTION: That we investigate the possibility of moving our banking from TD Canada Trust to Metro Credit Union. Moved by Ken Williams. Seconded by Shelley Muzika. **MOTION CARRIED.**

Presidents Report

Pam Montgomery presented a report on recent activities:

- Pam had a long conversation with Deputy Minister of Education Sandy Macdonald, who reported that our core funding of \$37,500 will remain in place for the next fiscal year, but was unable to confirm the status of our Parent Engagement funding request. We are to receive a letter of confirmation and follow-up on the Parent Engagement matter shortly.
- There appears to be some confusion on the role of the Home and School vs. the role of the School Trustee, and it was agreed that we need to do more to clarify our role in the weeks and months to come; to this end, Shirley invited contributions from directors on this matter by email.
- A meeting was held with Minister of Education Alan McIsaac, a meeting that included Pam, Owen Parkhouse, Shelley Muzika, Peter Rukavina and Shirley Jay. At the meeting Pam requested that we have representation on the various committees related to the school system transition: School Transition Committee, Superintendent Selection Committee, Appointed Trustee Election Committee; we received no commitments on these, but were told our requests would be considered.
- A School Calendar Committee meeting was attended by Pam, Peter Rukavina and Shirley Jay. The focus was primarily on Professional Development matters and it was agreed that we have an important role to play in making sure the impact of any School Calendar changes on families are taken into account.
- A letter was sent to Minister of Finance Wes Sheridan requesting that the current PST exemption on school supplies be carried forth into the HST.
- A letter was sent to the Eastern School District regarding proposed policy and regulation changes on "Student Safety and Access" with a request that the policy be modified to ensure that parents feel welcome in schools and that opportunities for engagement not be compromised.
- Sue Pettit attended a meeting, organized by parent Virginia Doyle and attended by 7 of 9 Western School Board trustees, concerned changes to the education system. Concerns were raised about a decrease in western representation on the new single

school board (a decrease to 3 trustees; it was thought 2 more were required), and about the fast pace at which changes were happening. A letter to the Minister of Education will be sent as a follow-up.

Following from Pam's report came the following motions and action items:

ACTION ITEM: Pam will send a reply to Sandy Macdonald to thank him for grant information.

MOTION: We strike a School Calendar Committee, to be chaired by Peter Rukavina, to represent the PEHSF on the provincial School Calendar Committee, and to conduct research and survey parents on calendar issues. Moved by Peter Rukavina. Seconded by Shelley Muzika. **MOTION CARRIED.**

ACTION ITEM: All directors are requested to email Shirley Jay thoughts on the role of the Home and School as distinct from the role of the School Trustee.

ACTION ITEM: Peter Rukavina contact a member of the Health PEI board about meeting with us informally to discuss experiences with an appointed vs. an elected board.

MOTION: That the Financial Report be accepted as presented. Moved by Sue Pettit, Seconded by Ken Williams. **MOTION CARRIED.**

Parent Engagement Report

MOTION: Owen Parkhouse be appointed Chair of the PEIHSF Parent Engagement Committee. Moved by Peter Rukavina. Seconded by Joanna Stewart. **MOTION CARRIED.**

Technology in Education Report

Peter Rukavina presented a brief report on the activities of the Minister's Advisory Committee on Computers and Information Technology:

- The wireless Internet project at Prince Street School has proceeded after receiving an "exception" from the Dept. of Education, the Eastern School District and the provincial IT Shared Services division. 7 wireless access points were installed in the school intended for use by educators; the network went live last week and the intention is to report back on the project both to the education system and to the home and school movement.
- The major capital project for 2011-2012 in the education system is the installation of ceiling-mounted LCD projects in almost all classrooms in all schools; these is proceeding.
- There is a "technology audit" being conducted by IT Shared Services of the infrastructure present in all schools; the report of the audit will be presented to the Committee and recommendations on upgrades will be made.

- The roll-out of the Student Achieve system's mandated additional capabilities for intermediate schools has been delayed until at least February 2013 because of lack of resources for training.
- The Ooka Island software pilot project at Prince Street School has been running all spring and its expected that a report on the experiences with the software will be available when the pilot ends.

New Business

It was noted that evaluation forms from the Annual General Meeting were in the director package and directors were encourage to review these.

ACTION ITEM: All directors to review Annual Meeting evaluation report and brainstorming summary.

Pam Montgomery reinforced the importance of focusing on the "vertical" communication in the home and school movement in the near-term before we concern ourselves with strengthening communication with education parents (teachers, board, department, etc.).

There was considerable discussion of the benefits of having an increased presence on Facebook for the PEIHSF and it was agreed that the Western School Board should be consulted on its experiences in this regard.

ACTION ITEM: Pam Montgomery will contact Kristin Trace, Western School Board, to inquire about their experiences with and policies for use of Facebook in the operation of the Board.

Shirley Jay reported that no news has been received to date on our application to Skills PEI for a summer student to work on the PEIHSF website.

The next meeting of the PEIHSF board was set for August 7, 2012 at 5:00 p.m. at Royalty Centre in Charlottetown.

The next meeting following that will be held Thursday, November 1, 2012 in Summerside and meeting will be held bimonthly on the first Thursday of the month in January, March, and May.

The date for the Semi-Annual meeting was set for October 18, 2012 in Hunter River. The date for the next Annual General Meeting was set for April 13, 2013 in Charlottetown.

How to best mark the PEIHSF 60th anniversary in 2013 was discussed. Possible options included a province-wide talent competition, a fundraising dinner, and a "legacy" grant program wherein each school would receive funding for a legacy project. Lee Gauthier recommended approaching Telus about the possibility of funding for this.

It was agreed that the formal “start of office” date for a new President of the PEIHSF following after the Annual Meeting should be set to May 1 to allow the outgoing President an opportunity to conclude business and the incoming President time to acclimate to the position.

There was a discussion of the importance of “hitting the ground running” in the fall given the number of changes in the education system.

ACTION ITEM: Shirley to send notice to Presidents requesting Locals to hold elections in May/June to be ready for September school startup.

There was discussion, prompted by Lee Gauthier, of the updated format, with RCMP in attendance, of the Bluefield “Meet the Teacher” night.

ACTION ITEM: Lee will send information to Shirley about the Bluefield “Meet the Teacher” night for distribution to others.

Shirley Jay reported that the PEIHSF awards for Heritage Fair projects were given to Sarah MacIsaac from Souris and to Lauren Ellis from Ellerslie. No reports on Science Fair awards have been received yet.

Peter Rukavina recommended that we monitor the situation with the transfer of maintenance responsibilities from the school boards to the Department of Transportation and Infrastructure Renewal especially as it impacts Joint Occupational Health and Safety Committees.

There was discussion of how to proceed with an alignment of the PEIHSF board structure with that of the new school board. Because the Souris and Morell and the Kinkora and Kensington families of schools will each have a single school board representation on the new board, we could mirror the structure and keep our current regional director number at 8, simply re-labeling our regions to correspond to families of schools. A motion will be required.

ACTION ITEM: Shirley Jay to draft a motion on board structure changes in advance of the Semi-Annual meeting.

Pam Montgomery recommended that directors attend a Three Oaks presentation on their trip to Vimy being held at the school on June 5.

ACTION ITEM: Shirley Jay prepare certificates of appreciate to the outgoing School Trustees in the Western School Board and Eastern School District to thank the members for their contributions to education.

Adjournment

The meeting adjourned at 9:06 p.m.